

July 2, 2019
Cottonwood County Board of Commissioners
Regular Meeting
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, July 2, 2019 at 9:00 a.m. at the Cottonwood County Courthouse in Windom, MN. Present for all or portions of the meeting were: Commissioners Tom Appel, Donna Gravley, Kevin Stevens, Norm Holmen, Larry Anderson; County Coordinator Kelly Thongvivong, County Attorney Nick Anderson, Auditor/Treasurer Jan Johnson, Kathy Marsh, Donna Torkelson, Gale Bondhus, Kyle Pillatzki, Nick Klisch, Drew Hage, Kathy Kretsch, and Alex Schultz.

Chairman Holmen called the meeting to order. The Pledge of Allegiance was recited. Motion by Stevens, second by Gravley, unanimous vote to approve the agenda as amended. Motion by Appel, second by Gravley, unanimous vote to approve the June 18, 2019 Work Session minutes, regular Board Meeting minutes, and Board of Appeal and Equalization minutes.

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A public hearing was held in regard to the residential property tax abatement applied for by Jeremie and Stephanie Buhler for the construction of a single family home on parcel number 08.036.0404. No opposition to the abatement was heard prior to or at the hearing. Motion by Stevens, second by Gravley, unanimous roll call vote to approve the Jeremie and Stephanie Buhler Home Initiative application and resolution 19-07-02 as follows:

Resolution 19-07-02

**RESOLUTION APPROVING TAX ABATEMENT FOR
CERTAIN PROPERTY PURSUANT TO MINN. STAT. §469.1813**

WHEREAS, Minnesota Statutes §469.1813 gives authority to the County of Cottonwood to grant an abatement of property taxes imposed by the County if certain criteria are met; and

WHEREAS, in addition to the statutory requirements, on December 13, 2016, the Cottonwood County Commissioners adopted the Cottonwood County Home Initiative Guidelines (the "Guidelines") which must be met before an abatement of taxes will be granted for residential development; and

WHEREAS, Jeremie L. Buhler and Stephanie C. Buhler, husband and wife, ("Buhlers") are the owners of the following described real estate within Cottonwood County, Minnesota:

Parcel #: 08-036-0404

Address of Property: 43813 County Road 26, Windom, MN 56101

Legal Description of Property: Part of Southeast Quarter of Southeast Quarter of Section 36, Township 105 North, Range 36 West of the 5th P.M. in Cottonwood County, Minnesota (**abbreviated description**). This tract contains 10.7 acres, more or less. (See attached Exhibit "A" for complete legal description.)

WHEREAS, Buhlers propose to a construct a new home on this property; and

WHEREAS, Buhlers have made application to Cottonwood County (the "County") for the abatement of taxes as to the above-described parcel; and

WHEREAS, Buhlers have met the statutory requirements outlined under Minnesota Statutes §469.1813 Subdivision 1(1) and Subdivision 1(2)(i) as well as the County's Home Initiative guidelines for tax abatement; and

WHEREAS, the County expects the benefits to the County of the proposed abatement agreement to at least equal the costs to the County of the proposed agreement and finds that the proposed abatement is in the public interest because it will increase or preserve the tax base.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF COTTONWOOD COUNTY, MINNESOTA, AS FOLLOWS:

1. Cottonwood County does hereby grant an abatement to JEREMIE L. BUHLER and STEPHANIE C. BUHLER, husband and wife, of the County’s share of real estate taxes upon the above-described parcel based on the proposed construction of a new single-family home on said parcel.
2. The tax abatement will be for no more than five (5) years commencing on the first year of taxes payable for the assessed value related to the capital improvement (new home) outlined above.
3. The County shall provide the awarded abatement payment following payment by the property owners of the real estate taxes due annually. One single payment of the County’s share of the abatement shall be made to the property owners of record by December 30th of that calendar year.
4. The tax abatement shall be for the residential capital improvements only. Land values and the current base value are not eligible and will not be abated.
5. The abatement shall be null and void if construction of the new home is not commenced within six (6) months of the approval of this resolution or if real estate taxes are not paid on or before the respective annual payment deadlines.

Adopted this 2nd day of July, 2019.

S/Norman Holmen, Board Chairman

S/Jan Johnson, Auditor/Treasurer

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Kathy Kretsch, County Recorder, and Donna Torkelson, Deputy Auditor/Treasurer (Auditor/Treasurer in training), met with the board to get approval to purchase computer equipment for Donna Torkelson using Unallocated Fund monies. Kretsch stated that the compliance committee approved the purchase unanimously and now needs board approval to proceed. A state bid was received from SHI in the amount of \$1,872 for a Microsoft Table, tablet cover, monitor, docking station, keyboard and mouse. Motion by Gravley, second by Appel, unanimous vote to approve the purchase from SHI in the amount of \$1,872 for computer equipment for the new Auditor/Treasurer and for the equipment to be paid from the Unallocated fund.

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Alex Schultz, Planning and Zoning Technician, met with the board to get approval for a Conditional Use Permit. Schultz presented Conditional Use application from Burton Stoesz and Nickel Construction for a demolition landfill in Midway Township. After much discussion, motion by Gravley, second by Stevens, to extend the deadline of the CUP up to 60 days and send back to the Planning & Zoning Commission for a public hearing after receiving the environmental impact statement. After discussion, Commissioner Gravley withdrew the motion.

Motion by Stevens, second by Anderson, unanimous vote to extend the deadline 60 days from the expiration of the original Conditional Use application deadline submitted by Burton Stoesz and Nickel Construction.

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Nick Klisch, County Engineer/Public Works Director, met with the board to get approval for a Mutual Aid Agreement with the City of Windom. Motion by Gravley, second by Stevens, unanimous vote to approve the Mutual Aid Agreement with the City of Windom and authorize Chairman Holmen to sign.

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Jan Johnson, Auditor/Treasurer, asked that the board approve Entity Account Resolutions for brokers: Stifel, Nicolaus & Company, Wells Fargo, and Multi Bank Securities. Johnson stated that this needs to be done for the changeover of Auditor/Treasurer. Motion by Stevens, second by Anderson, unanimous vote to approve the appropriate signatures on the Stifel, Nicolaus & Company, Wells Fargo, and Multi Bank Securities documents.

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Motion by Gravley, second by Stevens, unanimous vote to hire Patrick Gordon as a full-time Solid Waste Technician on Range 10 A (\$18.04/hour) effective July 10th pending successful completion of all hiring requirements.

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Motion by Stevens, second by Anderson, unanimous vote to approve July warrants as follows:

County Revenue Fund	\$ 39,544.68
Long Term Capital Outlay	\$ 417.09
County Building Fund	\$ 4,328.94
Ditch Fund	\$ 600.00
Sinking Fund 2 (JD 8,9,25)	\$ 1,181.25
Taxes and Penalties Fund	\$ 4,761.00
County Revenue Fund	\$ 2,891.00
Road and Bridge Fund	\$ 49,249.71
Waste Abatement/Score Fund	\$ 3,453.00
Landfill Enterprise Fund	<u>\$ 16,539.82</u>
	\$122,966.49

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Commissioner Gravley gave updates on meetings she had attended for United Community Action Partnership, Plum Creek Library System, ACE, and Transit.

Commissioner Appel gave updates on Courthouse Windows, DVHHS buildings, the 10th Street Office Building, and the Bus Garage. Appel also asked the board what their thoughts were regarding the Public Works buildings in Jeffers. Motion by Anderson, second by Gravley, unanimous vote that Cottonwood County Public Works will maintain a presence in the City of Jeffers. Appel also shared a flyer for the 2019 GBERBA Policy Board – Technical Meeting that will be held on July 19 in Blue Earth. Motion by Appel, second by Stevens, unanimous vote to pay a per diem to Commissioners who attend the July 19th GBERBA Policy Board – Technical Meeting.

Commissioner Holmen led discussion regarding 2020 budgets and the email that was received regarding a possible Pat's Grove Open House.

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Chairman Holmen presented Jan Johnson a framed picture of the Courthouse in recognition for his 30 years of service.

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Commissioner Stevens asked that a per diem be paid to those that participated in the MACA Teleconference regarding ROW officers on June 11, 2019. Motion by Anderson, second by Gravley, unanimous vote to pay a per diem to Commissioners that participated in the June 11, 2019 MACA Teleconference.

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There being no further business, the meeting was adjourned at 11:45 a.m.

Jan Johnson, Auditor/Treasurer

Norman Holmen, Board Chair

Kelly Thongvivong, County Coordinator