

June 18, 2019
Cottonwood County Board of Commissioners
Regular Meeting
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, June 18, 2019 at 5:15 p.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, Jared DeMaster, Scott Morgan, Becky Buchholz, Gale Bondhus, Drew Hage, Karla Ambrose, and Rahn Larson.

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 minutes of the June 4, 2019 meeting.

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Becky Alexander, SWCD Program Technician, met with the board to finalize the process for the Clean Water Partnership SSTS Low Interest Loan. Buchholz presented the "Resolution Relating to the Minnesota Pollution Control Agency Clean Water Partnership: Authorizing the County to Borrow Money from the Minnesota Pollution Control Agency and to Lend Money to Eligible Participants and Eligible Lenders to Fund Projects for the Control and Abatement of Water Pollution" and the General Obligation Note for approval. Motion by Appel, second by Stevens, unanimous vote to adopt the Resolution and allow the Chairman to sign the General Obligation Note for the CWP SSTS Low Interest Loan. (Resolution is on file in the County Coordinator's office.)

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Jared DeMaster, MnDOT District 7, met with the board to present the safety concerns MnDOT has with a culvert that is in existence at the intersection of TH30 and 430th Avenue, adjacent to JD#9, and how they are going to address that with culvert extensions. DeMaster stated that the work will be done in 2020.

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Drew Hage, Windom EDA Director, stated that he has received a Home Initiative application from Jeremie and Stephanie Buhler for a new, single family home. Hage stated that all requirements to date have been met so a public hearing date needs to be set. Motion by Gravley, second by Stevens, unanimous roll call vote to approve resolution 19-06-18A as follows:

Resolution 19-06-18A

Resolution Calling for a Public Hearing on Proposed
Tax Abatement for New Residential Project

WHEREAS, Cottonwood County is committed to the best interests of the citizens of Cottonwood County; and

WHEREAS, Minnesota Statutes §469.1813 gives authority to a County to grant an abatement of 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 approved the Cottonwood County Home Initiative Guidelines (the "Guidelines") and program documentation; 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 requested tax abatement on this property pursuant to the Guidelines; and

WHEREAS, the abatement of taxes on the above-described parcel would be for the period of five (5) years commencing on the first year of taxes, payable for the assessed value related to the capital improvements, as outlined in the Guidelines; and

WHEREAS, the estimated market value for the new home, submitted by the Applicants, is \$500,000; and

WHEREAS, based on an Estimated Market Value of \$500,000 for the new home and based on 2019 tax rates, the estimated tax abatement for Cottonwood County for this property would be approximately \$1,866 per year. The total estimated tax abatement by Cottonwood County for the five-year period is approximately \$9,330. (These figures were calculated using 2019 tax rates. The market value for the project is only an estimate, since the building has not been constructed and the tax rates will change each year.)

WHEREAS, Minnesota Statutes require that a public hearing be held prior to the approval of the proposed tax abatement.

Now, therefore, **BE IT RESOLVED by the COUNTY COMMISSIONERS FOR COTTONWOOD COUNTY, MINNESOTA**, as follows:

1. Public Hearing. A public hearing to consider the proposed tax abatement, as set forth above, shall be held on Tuesday, July 2, 2019, at 9:02 a.m. in the County Commissioners’ Room in the Cottonwood County Courthouse, 900 Third Avenue, Windom, Minnesota.
2. Notice of Public Hearing. The Cottonwood County Auditor is authorized and directed to cause notice of the hearing to be published once in a newspaper of general circulation in the County at least 10 days, but less than 30 days, prior to the date for the hearing. The public hearing notice shall include a description of the property for which the abatement is being considered and the total estimated amount of the proposed tax abatement based on current information.

Adopted this 18th day of June, 2019.

S/Norman Holmen, Board Chairman

S/Jan Johnson, Auditor/Treasurer

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Jan Johnson, Auditor/Treasurer, opened sealed bids for the tear down of nine tax forfeiture properties in the county. Bids were as follows: L&S Construction, Sanborn - \$23,000, Lohrenz Excavating, Inc. - \$46,750.00, and Stevens Construction - \$55,600. Motion by Gravley, second by Stevens, unanimous vote to accept the low bid of \$23,000 from L&S Construction for the tear down of nine tax forfeiture properties.

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Motion by Appel, second by Anderson, unanimous vote to approve June

warrants as follows:

County Revenue Fund	\$ 44,821.74
Long Term Capital Outlay	\$ 555.00
County Building Fund	\$ 19,142.82
Ditch Fund	\$ 21.46
Taxes and Penalties Fund	\$ 155.58
County Revenue Fund	\$ 1,457.32
Road and Bridge Fund	\$ 74,248.61
Waste Abatement/Score Fund	\$ 1,349.95
Landfill Enterprise Fund	<u>\$ 11,253.34</u>
	\$153,005.82

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Kelly Thongvivong, County Coordinator, met with the board to discuss a few items. Motion by Gravley, second by Appel, unanimous vote to accept Marty Mollenhauer’s resignation as a full-time GIS employee effective June 28, 2019 with appropriate payout of benefits.

Thongvivong presented the state quotes for the purchase of a plow truck for the Public Works Department. Motion by Appel, second by Stevens, unanimous vote to accept state quotes for the purchase of a 2019 HV513 SFA International from Astleford Int’l Trucks, Minneapolis, in the amount of \$116,209.63 and the outfitting of the truck from TBEI, Lake Crystal, in the amount of \$87,836.00, for a total of \$204,045.63, to be paid out of the 2020 budget.

Motion by Stevens, second by Gravley, unanimous vote to give permission to Commissioner Appel to contact I&S Group for a Scope of Project – Site Analysis on a Public Works Building.

Thongvivong asked for clarification from the board on the Donna Torkelson hire as to exempt/non-exempt status. Motion by Anderson, second by Stevens, unanimous vote that Donna Torkelson was hired as an exempt employee on June 10, 2019.

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There being no further business, the meeting was adjourned at 6:02 p.m.

Jan Johnson, Auditor/Treasurer

Norman Holmen, Board Chair

Kelly Thongvivong, County Coordinator