

SPECIAL SESSION OF THE MOWER COUNTY
BOARD OF COMMISSIONERS

December 18, 2018

The Mower County Board of Commissioners in and for the County of Mower, Minnesota, met in Special Session December 18, 2018 at 8:30 a.m. at the Government Center in Austin, Minnesota.

All members present, viz: Jerry Reinartz, Chair
 Tony Bennett, Vice-Chair
 Mike Ankeny
 Polly Glynn
 Tim Gabrielson
 Craig Oscarson, County Coordinator

Motion made by Commissioner Gabrielson, seconded by Commissioner Glynn, to approve the agenda with the addition under General Business to note Tax Records clerical error corrections made by the County Assessor following Board of Review and Equalization and under Finance Committee Journal Entries will be tabled to a later date. Motion carried.

Kristen Nelsen, County Attorney, provided the Board with a department update.

Commissioner Ankeny on behalf of the Solid Waste Committee reported on attending the SEMREX meeting noting all counties are struggling to find markets for some of the recyclables, especially colored glass and mixed plastics.

HUMAN SERVICES BOARD:

Motion made by Commissioner Bennett, seconded by Commissioner Gabrielson, to approve payment to vendors for Human Services Accounts Payable. Motion carried.

Motion made by Commissioner Glynn, seconded by Commissioner Ankeny, to approve the 2019-2020 CREST Initiative Cooperative Agreement. Motion carried.

Motion made by Commissioner Gabrielson, seconded by Commissioner Bennett, to approve the Adult Mental Health Initiative –CSP grant contract with the Minnesota Department of Human Services. Motion carried.

Motion made by Commissioner Ankeny, seconded by Commissioner Glynn, to approve the Purchase of Service Agreement with the Mower County Family Services Collaborative. Motion carried.

Motion made by Commissioner Glynn, seconded by Commissioner Gabrielson, to approve the revised Mower County Family Services Collaborative Joint Powers Agreement entered into on January 1st, 2019. Motion carried.

Lisa Kocer introduced new staff: Kathy Sheely, Office Support; Jack Anderson, Financial Worker; and Molly Conley, Public Health Nurse.

Motion made by Commissioner Ankeny, seconded by Commissioner Glynn, to authorize the Chair and the Director to sign the following Purchase of Service Agreements effective January 1, 2019 through December 31, 2019 unless otherwise noted:

Attorney

Spyhalski, Paul – renew agreement for CHIPS Attorney services, effective January 1, 2018 to December 31, 2019.

Case Management

Thomas Allen, Inc. – renew agreement for Case Management Services

Chemical Use

Independent Management Services – renew agreement for Chemical Use Assessments,
Mayo Clinic Health System – renew agreement for Chemical Use Assessments

Employment

Workforce Development – renew agreement for MFIP & DWP Work Program

Mental Health

Austin Manor (Thrive Behavioral Network II, LLC) – renew agreement for Intensive Residential Treatment Services (IRTS)
Fernbrook Family Center - renew agreement for Mental Health Services
Independent Management Services – renew agreement for Mental Health Targeted Case Management Services

Residential

Gerard Academy – renew agreement for Residential Services

Parenting

Parenting Resource Center – renew agreement for Helping Homes & Parent Education Services
Parenting Resource Center – renew agreement for Parents Forever Services
Parenting Resource Center – renew agreement for Seibel Visitation Services

Training

Safety Gal Counseling – renew agreement for Consulting/Training Services

Motion carried.

Motion made by Commissioner Bennett, seconded by Commissioner Glynn, to approve the Social Service Actions. Motion carried.

Motion made by Commissioner Ankeny, seconded by Commissioner Glynn, to adjourn the Human Services Board meeting at 9:17 a.m. Motion carried.

COUNTY BOARD

The Special Session of the Board was reconvened at 9:31 a.m. for regular business items.

A Public Hearing was held in regard to a Housing Tax Abatement request of Marc & Samantha Irlbeck for construction of a single-family home, legally described as a 5 AC BLDG SITE SE ¼ SE ¼ DOC #640332 Racine Township, Minnesota (PIN 15.003.0026).

Craig Oscarson reviewed the application and the recommendation is to approve the application.

The Applicant was present and spoke on his own behalf. No one else spoke for or against the Marc & Samantha Irlbeck housing tax abatement application.

Date: December 18, 2018

Res. #127-18

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

On motion of Commissioner Glynn, seconded by Commissioner Ankeny, the following Resolution was passed and adopted by the Mower County Board of Commissioners at a meeting held December 18, 2018 at the Government Center, Austin, Minnesota.

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

WHEREAS, in addition to the statutory requirements, Mower County has adopted the Tax Abatement Policy for new construction of Single and Multi-family homes which includes criteria which must be met before an abatement of taxes will be granted; and

WHEREAS, Marc and Samantha Irlbeck are the owner(s) of certain property within Mower County, legally described as follows:

5 AC BLDG SITE SE ¼ SE ¼ DOC #640332 Racine Township, Minnesota (PIN 15.003.0026)

WHEREAS, Marc and Samantha Irlbeck have made application to Mower County for the abatement of taxes as to the above-described parcel; and

WHEREAS, Notice having been duly given, a public hearing was held on December 18, 2018 before the Mower County Board of Commissioners, on said application.

WHEREAS, Marc and Samantha Irlbeck have met the statutory requirements outlined under Minnesota Statute 469.1813 Subdivision 1(1) and Subdivision 2(i) as well as Mower County's criteria for tax abatement;

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF MOWER COUNTY, MINNESOTA:

1. Mower County does, hereby grant an abatement of Mower County's share of real estate taxes upon the above-described parcel for the construction of the single family home.
2. The tax abatement will be for no more than five years commencing, in the tax year the property realizes a value increase over original value due to construction of the housing project. Partially constructed housing may result in an abatement in the first abatement year that may be significantly less than the following years. This will still be considered one of the five years of eligible abatement. In the event construction has not commenced within one year of approval, the abatement is eliminated and the property owner will need to reapply in accordance with this policy.
3. The County shall provide the awarded abatement payment following payment of due real estate taxes annually. One single payment shall be made to the owner of record at the time of the payment, by December 30th of that calendar year.
4. The real estate taxes to be abated shall be for up to the full amount of the real estate taxes collected due to the added tax base of the newly constructed housing/home annually. The current value of the property is not eligible for the abatement, will not be abated as part of this program and is further defined as the "original value." Any eligible abatement years are calculated on the tax increase due to a value increase over the original value.

Passed and approved this 18th day of December, 2018.

THE MOWER COUNTY BOARD OF COMMISSIONERS

By: _____
Chairperson

By: _____
Clerk/Coordinator

A Public Hearing was held in regard to a Housing Tax Abatement request of New Horizon Homes for construction of a single-family home located at Lot 4, Block 2, Nature Ridge, Austin, MN (PIN 34.465.0107).

Craig Oscarson reviewed the application and the recommendation is to approve the application.

The Applicant was not present. No one else spoke for or against the New Horizon Homes housing tax abatement application.

Date: December 18, 2018

Res. #128-18

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

On motion of Commissioner Gabrielson, seconded by Commissioner Glynn, the following Resolution was passed and adopted by the Mower County Board of Commissioners at a meeting held December 18, 2018 at the Government Center, Austin, Minnesota.

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

WHEREAS, in addition to the statutory requirements, Mower County has adopted the Tax Abatement Policy for new construction of Single and Multi-family homes which includes criteria which must be met before an abatement of taxes will be granted; and

WHEREAS, Nature Ridge Properties of Austin Co. is the owner of certain property within Mower County, legally described as follows:

Lot 4, Block 2, Nature Ridge, Austin, Minnesota (PIN 34.465.0107)

WHEREAS, Nature Ridge Properties of Austin Co., Seller, and New Horizon Homes, LLC, Purchaser and Developer, have made application to Mower County for the abatement of taxes as to the above-described parcel; and

WHEREAS, Notice having been duly given, a public hearing was held on December 18, 2018 before the Mower County Board of Commissioners, on said application.

WHEREAS, Nature Ridge Properties of Austin Co., Seller, and New Horizon Homes, LLC, Purchaser and Developer, have met the statutory requirements outlined under Minnesota Statute 469.1813 Subdivision 1(1) and Subdivision 2(i) as well as Mower County's criteria for tax abatement;

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF MOWER COUNTY, MINNESOTA:

1. Mower County does, hereby grant an abatement of Mower County's share of real estate taxes upon the above-described parcel for the construction of the single-family home.
2. The tax abatement will be for no more than five years commencing, in the tax year the property realizes a value increase over original value due to construction of the housing project. Partially constructed housing may result in an abatement in the first abatement year that may be significantly less than the following years. This will still be considered one of the five years of eligible abatement. In the event construction has not commenced within one year of approval, the abatement is eliminated and the property owner will need to reapply in accordance with this policy.

3. The County shall provide the awarded abatement payment following payment of due real estate taxes annually. One single payment shall be made to the owner of record at the time of the payment, by December 30th of that calendar year.
4. The real estate taxes to be abated shall be for up to the full amount of the real estate taxes collected due to the added tax base of the newly constructed housing/home annually. The current value of the property is not eligible for the abatement, will not be abated as part of this program and is further defined as the "original value." Any eligible abatement years are calculated on the tax increase due to a value increase over the original value.

Passed and approved this 18th day of December, 2018.

THE MOWER COUNTY BOARD OF COMMISSIONERS

By: _____
Chairperson

By: _____
Clerk/Coordinator

There was a brief discussion that there is one more year left on the housing tax abatement policy and the Board will be discussing in mid-2019 if the program will be continued and if so if there will be any changes in the program.

Motion made by Commissioner Ankeny, seconded by Commissioner Gabrielson, to approve the minutes of December 6, 2018 and December 6, 2018 Annual Budget and Levy Hearing. Motion carried.

Motion made by Commissioner Glynn, seconded by Commissioner Gabrielson, to approve the following Commissioner warrants for payment:

| <u>Vendor Name</u> | <u>Amount</u> | <u>Vendor Name</u> | <u>Amount</u> |
|---------------------------------------|---------------|--|-------------------|
| Advanced Correctional Healthcare, Inc | 14,093.86 | LOKEN EXCAVATION & DRAINAGE INC | 2,000.00 |
| Andersen, Inc./Earl F. | 6,800.60 | Mayo Clinic | 11,864.52 |
| Austin Electric Inc. | 8,511.50 | Metro Sales Inc | 4,205.70 |
| Baudoin Oil Company | 16,699.23 | Midwest Monitoring & Surveillance | 3,034.75 |
| Bishop Excavating Inc | 28,124.12 | NetMotion Wireless | 2,526.56 |
| Bruening Rock Products Inc | 4,024.93 | Olympic Fire Protection Corp | 5,667.77 |
| Cedar Valley Services, Inc | 53,425.39 | Plunkett & Associates Inc | 2,237.75 |
| City Of Austin | 35,000.00 | Prairie Lakes Youth Programs Secure | 30,544.00 |
| Commissioner Of Transportation | 22,818.78 | Ratwik, Roszak & Maloney, P.A. | 4,036.03 |
| Dell Marketing L P | 3,534.26 | Rochester Sand And Gravel, Inc | 16,171.65 |
| Donnelly Law Firm, PLLC | 5,372.12 | Rupp, Anderson, Squires & Waldspurgen Pa | 3,051.45 |
| DS Solutions, Inc. | 2,085.60 | SeaChange Print Innovations | 3,134.02 |
| Election Systems & Software, LLC. | 10,721.83 | Stantec Consulting Services Inc. | 6,683.73 |
| Freeborn County Co-Operative Oil Co. | 9,544.15 | TIFFIN METAL PRODUCTS | 9,143.00 |
| Gerard Treatment Program | 8,882.70 | Village Ranch Inc | 5,529.18 |
| Hanson Tire Of Austin Inc | 2,280.80 | 69 Payments less than 2000 | 33,394.02 |
| | | Final Total: | 375,144.00 |

Motion carried.

Motion made by Commissioner Ankeny, seconded by Commissioner Gabrielson, to approve an amendment to modify Attachment C of the approved Joint Powers Agreement for the Operation of a Household Hazardous Waste Program and authorize the Solid Waste Officer to electronically sign the amendment. Motion carried.

The Finance Committee noted the interest on one of the G.O. Taxable Jail Bonds for the jail increases to five percent (5%) in 2019. The County currently has a healthy fund balance and it was recommended to pay off the bond. The bond is eligible to be called on February 1, 2019 and early pay off will save the county in excess of \$250,000.

Date: December 18, 2018

Res. #129-18

**RESOLUTION CALLING FOR THE REDEMPTION OF THE
OUTSTANDING GENERAL OBLIGATION TAXABLE JAIL BONDS,
SERIES 2009A
(BUILD AMERICA BONDS)**

On motion of Commissioner Bennett, seconded by Commissioner Glynn, the following Resolution was passed and adopted by the Mower County Board of Commissioners at a meeting held December 18, 2018 at the Government Center, Austin, Minnesota.

WHEREAS:

- A. The Board of Commissioners of Mower County, Minnesota issued \$16,660,000 General Obligation Taxable Jail Bonds, Series 2009A (Build America Bonds), dated July 1, 2009; and
- B. All of said bonds maturing or subject to mandatory redemption on February 1, 2020 through 2022, inclusive, are subject to redemption, in whole or in part, and prepayment at the option of the County on February 1, 2019, and on any date thereafter at par plus accrued interest, all as provided in the resolution of the County authorizing the issuance of said bonds; and
- C. The County deems it desirable and in the best interest of the County to call \$3,490,000 of the outstanding bonds maturing or subject to mandatory redemption in the years 2020 through 2022, inclusive, for redemption on February 1, 2019, in accordance with said resolution authorizing the issuance of said bonds; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Mower County, Minnesota as follows:

- 1. \$3,490,000 of the General Obligation Taxable Jail Bonds, Series 2009A (Build America Bonds), dated July 1, 2009, of Mower County, Minnesota, maturing or subject to mandatory redemption in the years 2020 through 2022, inclusive, shall be redeemed and

prepaid on February 1, 2019, at 100% of their principal amount plus accrued interest for each such bond called.

2. The County Finance Manager is hereby authorized and directed to give mailed notice to call to the bank where said bonds are payable and said bank shall provide such notice to the holders of the bonds as may be required by law. Said notice substantially prepared in the form entitled "Notice of Call for Redemption" is on file in Mower County Finance.

3. The County Finance Manager is hereby authorized and directed to deposit with the bank where said bonds are payable prior to said call date sufficient funds to pay all principal and interest due on the bonds as of the call date.

Passed and approved this 18th day of December, 2018.

THE MOWER COUNTY BOARD OF COMMISSIONERS

By: _____
Chairperson

By: _____
Clerk/Coordinator

James Brown, Jail Administrator, appeared before the Board to provide information pertaining to the inmate phone system and two proposed agreements being presented for approval.

Motion made by Commissioner Glynn, seconded by Commissioner Gabrielson, to approve the Reliance Agreements "Inmate Text Location Agreement" and "Inmate Video Visitation/Video Call Lease Agreement." Motion carried.

The Board continued the Annual Budget and Levy Public Hearing from December 6, 2018.

It was reported to the Board that the Finance Committee had reviewed the proposed 2019 budget and levy and is recommending that the 2019 tax levy for the county be set at \$21,815,187 which results in an average property tax increase of 4.75%. No additional public input was received. The Board held a brief discussion.

Date: December 18, 2018

Res. #130-18

RESOLUTION

On motion of Commissioner Ankeny, seconded by Commissioner Glynn, the following Resolution was passed and adopted by the Mower County Board of Commissioners at a meeting held December 18, 2018 at the Government Center, Austin, Minnesota.

WHEREAS, on September 25, 2018 the Mower County Board of Commissioners adopted a preliminary tax levy,

WHEREAS, on September 25, 2018 the Mower County Board of Commissioners set the public hearing on said levy and County Budget to December 6, 2018 at 6:00 p.m.,

WHEREAS, on December 6, 2018, a public annual budget and levy hearing was held with formal action to be taken on December 18, 2018,

NOW THEREFORE BE IT RESOLVED that the 2019 net property tax levy be set at \$21,815,187 (4.785%); and

THEREFORE BE IT FURTHER RESOLVED that the 2019 Departmental expenditure budgets which were used as the basis for the property tax levy certification as recommended by the County Finance Committee are hereby adopted; and that the 2019 budget for the County is as follows:

| EXPENSES | |
|---------------------------------|------------------|
| General Government | |
| Board of Commissioners | 278,077 |
| Courts | 104,000 |
| Administration | 516,565 |
| County Auditor/Treasurer | 327,916 |
| Elections | 142,503 |
| Data Processing | 873,943 |
| Human Resources | 442,880 |
| Attorney | 1,332,006 |
| Law Library | 39,572 |
| Recorder | 555,218 |
| County Assessor | 695,060 |
| Buildings & Plant | 872,470 |
| Veterans Service Officer | 176,853 |
| GIS & Land Records | 0 |
| Accounting & Auditing | 80,000 |
| Total General Government | 6,437,063 |

| | |
|----------------------|-----------|
| Public Safety | |
| Sheriff | 3,275,228 |
| E-9-1-1 | 120,220 |
| Sentence to Serve | 67,714 |
| Dare | 0 |

| SOURCE of Funds | |
|-------------------------------------|-------------------|
| Revenues- General Government | |
| Tax Levy | 12,301,160 |
| State Formula Aid | 2,180,981 |
| Del Tax & Penalties, Mortgage Tax | 130,000 |
| Wind Production Tax | 855,000 |
| PILT & PERA& POWER | 112,232 |
| Special Assessments | 30,509 |
| License/Permits | 63,550 |
| Intergovernmental | 810,952 |
| Charges For Services | 892,649 |
| Fines & Forfeits | 26,500 |
| Investment Income | 800,460 |
| Miscellaneous | 1,286,623 |
| Sales | 20,200 |
| Net Use of Reserves | 5,644,745 |
| Total General Government | 25,155,561 |

| | |
|---------------------|-----------|
| Public Works | |
| Tax Levy | 3,690,293 |
| Wheelage Tax | 370,000 |
| Local Sales Tax | 1,500,000 |
| State Formula Aid | 0 |
| Wind Tax | 678,000 |

COMMISSIONERS' RECORD MOWER COUNTY, MINNESOTA

| | |
|----------------------------|-------------------|
| Coroner | 118,250 |
| County Jail | 3,864,543 |
| Community Corrections | 2,686,414 |
| Civil Defense | 130,995 |
| Law Enforcement Center | 1,495,377 |
| Canteen | 46,340 |
| Bailiffs & Guards | 45,591 |
| Total Public Safety | 11,850,672 |

| | |
|---------------------------------------|----------------|
| Culture & Recreation | |
| Historical Society | 57,765 |
| Senior Citizens | 53,400 |
| CHORE | 36,000 |
| Regional Library | 280,120 |
| Other | 16,836 |
| Total Culture & Recreation | 444,121 |

| | |
|--|----------------|
| Conservation of Natural Resources | |
| Cooperative Extension | 161,013 |
| Soil & Water Conservation | 146,998 |
| Agricultural Society | 30,000 |
| Total Conservation of Natural Resources | 338,011 |

| | |
|-----------------------------------|-------------------|
| Economic Development | |
| Development Corporation | 152,036 |
| Total Economic Development | 152,036 |
| Unallocated | |
| Insurance | 541,512 |
| Contingency | 250,000 |
| Other | 5,142,146 |
| Total Unallocated | 5,933,658 |
| Total General Revenue Fund | 25,155,561 |

| | |
|-------------------------------------|-------------------|
| Public Works | |
| Administration | 746,308 |
| Maintenance | 3,242,419 |
| Construction | 16,051,587 |
| Equipment Maintenance & Shop | 903,908 |
| Building & Grounds | 193,329 |
| Flood Buyout | 0 |
| Planning & Zoning | 108,863 |
| Environmental Health | 121,029 |
| Water Planning | 52,397 |
| Agricultural Inspector | 1,948 |
| Feedlot | 88,056 |
| Total Highways & Streets | 21,509,844 |

| | |
|------------------------------------|-------------------|
| Intergovernmental | 10,332,714 |
| Permits | 47,000 |
| Charges For Services | 946,000 |
| Miscellaneous | 256,000 |
| Use of Reserves | 3,689,837 |
| Total Highway & Streets | 21,509,844 |

| | |
|---|-------------------|
| Human Services & Public Health | |
| Tax Levy | 5,138,871 |
| State Formula Aid | 0 |
| Intergovernmental | 8,397,921 |
| Charges For Services | 1,170,500 |
| Miscellaneous | 745,900 |
| Addition to Reserves | 53,500 |
| Total Human Services | 15,506,692 |

| | |
|--------------------------------|------------------|
| Sanitation | |
| Special Assessments | 769,761 |
| Intergovernmental | 127,500 |
| Charges For Services & License | 122,970 |
| Sales | 150,000 |
| Total Sanitation | 1,170,231 |

| | |
|--------------------------|---------------|
| Ditch | |
| Special Assessments | 10,000 |
| Use of Reserves | 88,878 |
| Total Ditch Funds | 98,878 |

| | |
|-----------------------------------|----------------|
| Capital Projects Fund | |
| Tax Levy | 0 |
| Wind Tax | 365,000 |
| Total Building Maintenance | 365,000 |

| | |
|-----------------------------|----------------|
| Sewer Loan | |
| Revenue | |
| Interest on Specials | 25,000 |
| Special Assessments - Princ | 100,000 |
| Use of Reserves | 150,000 |
| Total Revenue | 275,000 |

| | |
|-----------------------------|------------------|
| Bond Funds | |
| Tax Levy | 684,863 |
| IRS Refund & Interest | 42,063 |
| Use of Reserves/Transfer In | 5,079,225 |
| | 5,806,151 |

| | |
|--------------------------------------|-------------------|
| Total County Revenues/Sources | 69,887,357 |
|--------------------------------------|-------------------|

COMMISSIONERS' RECORD MOWER COUNTY, MINNESOTA

| | |
|-----------------------------|-------------------|
| Human Services | |
| Income Maintenance | 4,947,162 |
| Social Services | 8,259,519 |
| Unallocated | 3,325 |
| Total Human Services | 13,210,006 |

| | |
|-------------------------------|------------------|
| Health | |
| Community Health Services | 855,870 |
| State Health Improvement Plan | 165,967 |
| MSHO | 713,690 |
| Womens, Infant & Children | 289,628 |
| Disease Prevention | 124,136 |
| Family Health | 147,395 |
| Total Health | 2,296,686 |

| | |
|-------------------------|------------------|
| Sanitation | |
| Recycling | 957,678 |
| Addition to Reserves | 212,553 |
| Total Sanitation | 1,170,231 |

| | |
|------------------------------------|-------------------|
| Capital Projects Fund | |
| Countywide Projects/Maintenance | 365,000 |
| Use of Reserves | |
| Total Capital Projects Fund | 365,000 |
| Bond Fund | |
| Bond P & I payments | 5,806,151 |
| Total Bond Fund | 5,806,151 |
| Ditch | |
| Repairs & expenses | 98,878 |
| Total | 98,878 |
| Sewer Loan | |
| Contracted Services | 125,000 |
| Return of Principal | 150,000 |
| Total County Expenses | 69,887,357 |

IT IS FURTHER RESOLVED:

1. Departmental expenditures, except Personnel items, shall not exceed the approved budget. To provide flexibility to the department, the Finance Director shall be authorized to amend line item budgets within a department, exclusive of personnel items, provided the total approved budget remains unchanged. In addition, the County Coordinator is authorized to approve department budget amendments up to \$5,000 with an annual maximum of \$25,000 out of the Reserve Contingency Budget. All other budget amendments shall require County Board approval.

2. Personnel line items are based on position authorization listings and estimates of staffing needs developed during the budget preparation process. Any changes in payroll shall be subject to County Board approval through one of the following actions:

- i. General salary adjustments authorized by the County Board;
 - ii. Salary adjustments pursuant to union contract provisions or statutory requirements;
 - iii. Specific authorization to fill a vacancy, add a new position or change a position classification.
3. Expenditure of funds budgeted shall be subject to applicable statutory procedures requiring proposals or bidding and any proposed expenditure in excess of \$25,000 shall be subject to prior approval of the County Board.
4. Department heads shall be responsible for maintaining sufficient internal departmental expenditure and receipt records to conform to requirements of this budget policy.

Passed and approved this 18th day of December, 2018.

THE MOWER COUNTY BOARD OF COMMISSIONERS

By: _____
Chairperson

By: _____
Clerk/Coordinator

Motion Commissioner Ankeny, seconded by Commissioner Gabrielson, to accept and note the following changes made by the County Assessor in the tax records that were clerical in nature following the Board of Equalization:

| Parcel | Assmt Year | Prior Value | Adjusted Value | Date found by appraiser | Appraiser initials | Date tax system updated | Reason for change |
|-------------|------------|--------------|----------------|-------------------------|--------------------|-------------------------|--|
| 16.013.0045 | 2018 | \$ 737,200 | \$ 927,200 | 6/22/2018 | RLT | 6/26/2018 | UNDERVALUED PROPERTY |
| 25.020.0020 | 2018 | \$ 30,400 | \$ 30,400 | 7/31/2018 | JLK | | MISSED DEED - SHOULD BE TAXABLE FOR THE '18 ASSESSMENT. |
| 17.017.0010 | 2018 | \$ 1,361,000 | \$ 1,361,000 | 8/8/2018 | JLK/RLT/ALL | 8/14/2018 | Class for 2nd house was changed to RES; however, should've been Ag |
| 25.003.0420 | 2018 | \$ 36,600 | \$ 9,700 | 11/19/2018 | MRK | 11/20/2018 | OVER VALUED PROPERTY. DETACHED GARAGE ACTUALLY ON ANOTHER PARCEL 25.008.0600 |

Motion carried.

Motion made by Commissioner Gabrielson, seconded by Commissioner Glynn, to set the project letting date to January 24, 2019 at 1:00 p.m. at the office of Public Works and awarded at the County Board of Commissioner's meeting for County project SAP 050-607-039 (replace Bridge 50519 / new Bridge 50598 on CSAH 7 in Adams Township). Motion carried.

There was a brief discussion on future road and bridge projects.

Motion made by Commissioner Ankeny, seconded by Commissioner Glynn, to adjourn the meeting at 10:32 a.m. Motion carried. The next meeting is scheduled for December 27, 2018 at 8:30 a.m.

THE MOWER COUNTY BOARD OF COMMISSIONERS

BY: _____
Chairperson

Attest:

By: _____
Clerk/Coordinator

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