

REGULAR SESSION OF THE MOWER COUNTY
BOARD OF COMMISSIONERS

April 26, 2022

The Mower County Board of Commissioners in and for the County of Mower, Minnesota, met in Regular Session April 26, 2022 at 9:00 a.m. at the Government Center in Austin, Minnesota.

All members present, viz: Chair Jeff Baldus, Vice-Chair Mike Ankeny, Jerry Reinartz, Polly Glynn, and John Mueller. Also in attendance were County Attorney Kristen Nelsen, County Administrator Trish Harren, Executive Assistant Denise Barthels, Austin Daily Herald Editor Eric Johnson, Interim Recorder Cindy Jensen, Sara Madison and Denise Fae.

The meeting was opened with the Pledge of Allegiance.

Motion made by Commissioner Glynn, seconded by Commissioner Ankeny, to approve the agenda deleting the request to approve Adventure Bound Liquor License and adding appointing a Hearing Officer for a potentially dangerous dog appeal. Motion carried.

Interim Recorder Cindy Jensen and Lead Technician Sara Madison provided the Board with a department update. Updates included Passport application statistics indicating 251 applications were processed in 2021 with 240 photos prepared for the application (96%). It was noted that applications sent in with photos taken by the department are not returned because they meet the passport specifications. The new Research alcove is a nice success providing space that is not in the hallway for citizens to do on-line research of recorded documents. Staff is recording approximately 33 documents a day.

Motion made by Commissioner Ankeny, seconded by Commissioner Mueller, to ratify the following Resolution #34-22 enacted by the Chair on April 14, 2022 Declaring a State of Emergency due to the April 12, 2022 storms noting two corrections to the Resolution signed on 4/14/22: 1) EF 2 Tornado with wind speeds of 2) 130 mph in the first WHEREAS paragraph:

Date: April 14, 2022

Res. #34-22

**Mower County Local Declaration of a
State of Emergency**

WHEREAS the County of Mower, Minnesota and the community of Taopi has been impacted by an EF 2 tornado with winds of 130 mph, the event occurred April 12, 2022 and

WHEREAS, the tornado has significantly impacted the population of Taopi causing 10 homes to be destroyed, 1 home with major damage, 3 homes with minor damage and 7 other affected homes; and

WHEREAS, two residents have been hospitalized from injuries sustained in the tornado; and

WHEREAS, the community of Taopi was without power for over 24 hours; and

WHEREAS, the community of Taopi and nearby areas have a large amount of disaster debris across the area.

WHEREAS, the Mower County Department of Emergency Management requests the Mower County Board of Commissioners to declare Mower County in a STATE OF EMERGENCY due to the severe weather/rain event;

NOW, THEREFORE BE IT RESOLVED, that the Mower County Board Chair declares that a state of emergency exists with Mower County for conditions resulting from this severe weather event, with all powers and responsibilities attending thereto as provided by Chapter 12, Minnesota Statutes and Mower County.

Approved by the Mower County Board Chair April 14, 2022.

Ratified with corrections by the Board of Commissioners on Tuesday, April 26, 2022.

Motion made by Commissioner Glynn, seconded by Commissioner Reinartz, to approve the minutes of April 12, 2022. Motion carried.

Motion made by Commissioner Mueller, seconded by Commissioner Reinartz, to approve the following Commissioner warrants for payment:

<u>Vendor Name</u>	<u>Amount</u>	<u>Vendor Name</u>	<u>Amount</u>
Anoka County Corrections	20,686.15	Identisys	2,706.72
AUSTIN AUTOMOTIVE LLC	5,886.20	Insight Direct USA, Inc	4,877.50
Baudoin Oil Company	25,315.27	Joe Mattice Construction LLC	2,567.80
CDW Government	8,624.54	Jones Haugh & Smith Inc	19,200.00
Cedar Valley Services, Inc	56,879.24	Lenway Law Office	2,225.00
Dalco Enterprises, Inc.	9,100.00	Marco Technologies LLC	2,428.16
DDA Human Resources, Inc.	12,963.00	Minnesota Counties Computer Cooperative	17,606.40
Department Of Corrections	3,675.00	Nexus-Mille Lacs Family Healing	8,167.60
Department Of Transportation	12,998.73	Office Of Mn It Services	4,441.06
Development Corp Of Austin	575,000.00	Quest Software Inc	6,600.00
Diamond Drugs, Inc.	5,976.10	Tiny's Body Shop	9,106.25
ERGOTECH CONTROLS INC	2,960.04	Village Ranch Inc	33,418.96
Erickson Engineering Co., LLC	18,851.50	Ziegler, Inc	7,518.99
ESRI	13,728.00	75 Payments less than 2000	39,459.07
		Final Total:	932,967.28

Motion carried.

Motion made by Commissioner Glynn, seconded by Commissioner Mueller, to approve the request of Special Olympics Minnesota / Friendship Wagon Train to use vacant County property (PIN 21.060.0011) in the City of Adams for an overnight stay for the wagon train on June 22-23, 2022 pending receipt showing Mower County as an additional insured. Motion carried.

Motion made by Commissioner Ankeny, seconded by Commissioner Reinartz, to approve the application of Deer Creek Speedway, LLC for a seasonal on sale liquor license effective April 1, 2022 through October 31, 2022. Motion carried.

Motion made by Commissioner Ankeny, seconded by Commissioner Reinartz, to approve an Addendum to Consolidated Correctional Foodservice contract for one-time rate increase (10% rate increase) effective May 1, 2022. Motion carried.

Motion made by Commissioner Ankeny, seconded by Commissioner Glynn, to appoint Brooke Hamilton attorney at Adams, Rizzi & Sween to serve as hearing officer on the potential dangerous dog appeal received on April 14, 2022. Motion carried.

The Board recessed at 9:33 a.m. for the purpose of a public hearing.

The Chair called the Public Hearing to order at 9:33 a.m. in regard to a Housing Tax Abatement application Caleb Tsetse to construct a single-family home located Lot 2, Block 1, Nature Ridge 3rd, Austin, MN (34.468.0020).

County Administrator Trish Harren reviewed the application and recommended approval.

The applicant was not present. No one else spoke for or against the Tsetse housing tax abatement application.

The Chair closed the Public Hearing at 9:35 a.m. in regard to a Housing Tax Abatement application of Caleb Tsetse (34.468.0020).

The Chair called the Public Hearing to order at 9:35 a.m. in regard to a Housing Tax Abatement application Stacy & Diane Jech to construct a single-family home located on a 14.75AC BLDG SITE S½ SE¼ NW OF I-90, Dexter Twp, MN (05.027.0085) (*re-applying; non-construction within one-year*).

County Administrator Trish Harren reviewed the application and recommended approval.

The applicant was not present. No one else spoke for or against the Jech housing tax abatement application.

The Chair closed the Public Hearing at 9:37 a.m. in regard to a Housing Tax Abatement application of Stacy and Diane Jech (05.027.0085).

The County Board reconvened its regular session at 9:37 a.m.

Date: April 26, 2022

Res. #35-22

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

On motion of Commissioner Glynn, seconded by Commissioner Mueller, the following Resolution was passed and adopted by the Mower County Board of

Commissioners at a meeting held April 26, 2022 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. (Seller) is the owner of certain property within Mower County, legally described as follows:

Lot 2, Block 1, Nature Ridge 3rd, Austin, MN (34.468.0020)

WHEREAS, Caleb Tsetse (Buyer) has 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 April 26, 2022 before the Mower County Board of Commissioners, on said application.

WHEREAS, Nature Ridge Properties of Austin, Co. (Seller) and Caleb Tsetse (Buyer) 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 26th day of April, 2022.

Date: April 26, 2022

Res. #36-22

**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 April 26, 2022 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, Stacy and Diane Jech are the owner(s) of certain property within Mower County, legally described as follows:

14.75AC BLDG SITE S½ SE¼ NW of I-90; Dexter Twp, MN (PIN 05.027.0085)

WHEREAS, Stacy and Diane Jech 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 April 26, 2022 before the Mower County Board of Commissioners, on said application.

WHEREAS, Stacy and Diane Jech 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 26th day of April, 2022.

Facilities Supervisor Jason Murphy presented a proposal for north road and entrance lighting upgrades at the fairgrounds as well as a proposed agreement for custodial services at the Government Center.

Motion made by Commissioner Ankeny, seconded by Commissioner Reinartz, to approve the proposal received from Austin Utilities for north road and entrance lighting upgrades at the fairgrounds for nine utility poles at a cost of \$10,000 for the project. Motion carried.

Motion made by Commissioner Reinartz, seconded by Commissioner Glynn, to approve the Service Agreement with Above All Cleaning effective May 2, 2022 for custodial services at the Government Center. Motion carried.

Date: April 26, 2022

Res. #37-22

RESOLUTION

On motion of Commissioner Ankeny, seconded by Commissioner Reinartz, the following Resolution was passed and adopted by the Mower County Board of Commissioners at a meeting held April 26, 2022 at the Government Center, Austin, Minnesota.

WHEREAS, project number CP 50-21-11 completed by Rolling Green Fencing, Inc., has in all things been completed and the County Board being fully advised in the premise.

NOW THEN BE IT RESOLVED that we do hereby accept said completed project for and on behalf of the County of Mower and authorize final payment as specified herein:

Contract Amount: \$ 99,736.56
Final Amount: \$ 115,453.13 [115.76%]
Final Payment: \$ 56,869.12

Passed and approved this 26th day of April, 2022.

Motion made by Commissioner Glynn, seconded by Commissioner Mueller, to approve the Health & Human Services accounts payable totaling \$322,879.65. Motion carried.

Human Resource Director Kris Kohn informed the Board that two positions have been filled with internal candidates. Joy Kanne is the Land Records Tax Services Director. Loni Swenson is the new Finance Manager.

Motion made by Commissioner Glynn, seconded by Commissioner Ankeny, to approve modify the job description of the former elected position of Recorder to a new position of Records Specialist as recommended by David Drown & Associates and the Personnel Committee at a DMB rating of B32. Motion carried.

Human Resources Director Kris Kohn presented for approval to use two "open" DMB ratings at the bottom of the scale (A11 and A12) for the classification of summer and temporary staff. The A11 classification (\$16.0575/hr on the 2022 wage scale) would be temporary/entry level physical labor type of jobs with little or no experience or knowledge/skill. The A12 (\$17.7384/hr on the 2022 wage scale) classification would be temporary employees with some experience or knowledge/skill for the position (i.e. paralegals/IT/etc.) to be more competitive in acquiring temporary workers. A discussion followed.

Motion made by Commissioner Glynn, seconded by Commissioner Ankeny, to approve establishing/using the DMB classifications of A11 or A12 for entry level temporary employees dependent upon the position's defined experience and skill level requirements at entry. The Commissioners voted as follows: Commissioner Mueller aye; Commissioner Reinartz nay; Commissioner Ankeny aye; Commissioner Glynn aye; Commissioner Baldus aye. Motion carried 4 - 1.

Human Resources Director Kris Kohn resented for discussion a possible approval a contract with Sicora Consulting for strategic planning and process improvement. A discussion followed.

Motion made by Commissioner Glynn, seconded by Commissioner Mueller, to table the approval of the Sicora Consulting Agreement and request a presentation from Dr. Sicora at the next work session. Motion carried.

The Auditor-Treasurer's office had sent a notice that two Commissioners are needed to serve on the 2022 Canvassing Boards. It was noted that Commissioner Ankeny and Commissioner Glynn are willing to serve when it is known if running unopposed (Mike Ankeny).

Under Committee Reports Commissioner Ankeny reported that Finance Committee has met and that the Solid Waste Committee will be meeting. Commissioner Reinartz reported attending a Senior Center meeting with the new director Joan Hanson and there was a Building Committee meeting held. County Administrator Trish Harren noted that the

Building Committee discussed the fairgrounds site manager position and the request for an electrical pedestal north of the Justice Center for uses such as the Artworks Festival. Commissioner Glynn reported that the personnel committee participated in the interviews for Land Records Tax Services Director and the Finance Manager. She noted that she had attend the SWCD meeting which was Justin Hanson's last meeting and noted that Steve Lawler will be serving as interim director. Commissioner Glynn also noted that she and the Chair had were in Taopi when the Governor surveyed the tornado damage. Several items were borrowed from other communities to assist with the disaster such as portable lighting. A brief discussion of using ARPA funds to fortify the emergency management response equipment followed. In a follow-up to the items discussed during the Finance Committee meeting, it was noted that Alanon was not the tenant in the building in question but AA. Alanon had previously been approved \$500. A brief discussion followed to designate \$500 in ARPA funds for Alanon. In addition, Finance Committee is recommending extra duty pay for Jeff Kasak for all the extra hours in responding to technology needs during the pandemic.

Motion made by Commissioner Reinartz, seconded by Commissioner Ankeny, to approve \$5000 stipend to Jeff Kasak as extra duty pay. Motion carried.

The Chair adjourned the meeting at 11:02 a.m. The next meeting is scheduled for May 3, 2022 at 1:00 p.m.

THE MOWER COUNTY BOARD OF COMMISSIONERS

BY: _____
Chairperson

Attest:

By: _____
Clerk/Administrator

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