

REGULAR SESSION OF THE MOWER COUNTY
BOARD OF COMMISSIONERS

September 27, 2022

The Mower County Board of Commissioners in and for the County of Mower, Minnesota, met in Regular Session September 27, 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, Doug Host of CliftonLarsonAllen, Sheriff Steve Sandvik, candidate Jason Duffy, Finance Manager Loni Swenson, and Terry Voigt. Remote: Valerie Sheedy, Becky Hanegraaf, and Austin Daily Herald Editor Eric Johnson.

Prior to the Board meeting the County hosted a breakfast for employees being recognized for 5, 10, 15, 20, 25, 30 and 35 years of service.

Last Name	First Name	Department	# of Years	Last Name	First Name	Department	# of Years
Frank	Karen	HHS	35	Qualey	Jesse	HHS	10
Reed	Lori	LEC Dispatch	30	Richardson	Rochelle	HHS	10
Kasak	Jeffrey	IT	25	Angell	Ercie	HHS	5
Moon	Diana	HHS	25	Bekaert	Francis	Assessor	5
Bachman	Tracy	Corrections	20	Feldt	Chelsea	Jail	5
Barthels	Denise	Administration	20	Ferguson	Sara	HHS	5
Loverink	Gayle	HHS	20	Flicek	Ethan	Jail	5
Mensink	Thomas	LEC Sheriff	20	Hagen	Nathan	Jail	5
Arens	Michael	Public Works	15	Hinks	Justin	HHS	5
Chaffee	Laura	Jail	15	Husemoller	Dylan	Public Works	5
Fletcher	Christopher	Jail	15	Kleber	Shawn	HHS	5
Johnson	Sarah	HHS	15	Kneeskern	Jesse	Jail	5
Mann	Michele	Recorder	15	Mayer	Michelle	Attorney	5
Bartemes	Paul	HHS	10	Meyer	Scott	Public Works	5
Ekoue	Annette	HHS	10	Swenson	Loni	Finance	5
Fisher	Katlyne	LEC Sheriff	10	Thompson	Marcus	Public Works	5
Lee	Amanda	Recorder	10	Weigel	Wanda	LEC Dispatch	5
Madison	Sara	Recorder	10	Weis	Christine	HHS	5
Peterson	Crystal	HHS	10	Wolfs	Kristen	HHS	5

The meeting was opened with the Pledge of Allegiance.

Motion made by Commissioner Mueller, seconded by Commissioner Glynn, to approve the agenda to add 1) declare surplus property and 2) authorization to hire office support technician in the jail; and to delete amending the data practices policy(ies). Motion carried.

Sheriff Steve Sandvik provided the Board with a department update that included information pertaining to the Jail, Patrol and Dispatch. Information concerning the jail included staffing levels, inmate population statistics and medical calls. It was noted that the daily population is increasing. Most notably is the increase in the average daily female

population from an average of 4 or 5 to 12. Sheriff Sandvik provided statistics pertaining to the volume and type of calls received by dispatch. To date 8749 9-1-1 calls for service have been received. Another 55,000 calls have been received on the dispatch administration line. Sheriff Sandvik noted that the patrol unit of the Sheriff's Office is currently fully staffed, and dispatch is almost fully staffed. However, the jail remains nine employees short. The Sheriff's Office is working closely with HR and the Union on innovative ways to recruit and hire staff.

Doug Host from CliftonLarsonAllen provided the Board with the 2021 Audit Review. The audit did not reveal any significant deficiencies, weaknesses in internal controls or material weaknesses. The fund balance is a key factor that is reviewed in the audit with a recommendation to reserve five months to meet expenses if the unexpected happens. Mower County currently has 7.3 months reserved which is down from 9.7 the previous year but it accounted for by the debt on the Justice Center being paid off early. Overall, it was a good audit without any big red flags.

The Board recessed at 9:46 a.m. for the purpose of a public hearing.

The Chair called the Public Hearing to order at 9:47 a.m. regarding a Housing Tax Abatement application of Carson & Alyssa Bergstrom to construction a single-family home located at W622.84FT E1749.17FT S699.49FT S1/2 NE1/4; DOC#670903, Section 20, Marshall Twp, Mower County, MN (12.020.0011).

County Administrator Trish Harren reviewed the application noting that it was approved by School District already, but the non-construction inspection indicated that foundation has been poured. Ms. Harren noted that Mr. Bergstrom communicated that he had an opportunity to be on the contractor's schedule and understood that his application may not be approved since he proceeded with his construction.

The applicant was not present. No one spoke for or against the Carson and Alyssa Bergstrom housing tax abatement application.

The Chair closed the Public Hearing at 9:56 a.m. regarding the Carson and Alyssa Bergstrom Housing Tax Abatement application.

The Chair called the Public Hearing to order at 9:56 a.m. regarding a Housing Tax Abatement application of Brian Kasel to construct a single-family home located the W¹/₂ of the SW¹/₄ of Section 17, Marshall Twp, Mower County, MN (12.017.0020).

County Administrator Trish Harren reviewed the application and recommended approval. It was noted that Southland school district has approved the application and that the applicant needs the approval of a conditional use permit to be in zoning compliance.

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

The Chair closed the Public Hearing at 9:58 a.m. regarding the Brian Kasel Housing Tax Abatement application.

The Chair called the Public Hearing to order at 9:58 a.m. regarding a Housing Tax Abatement application of Terry Voigt to construct a single-family replacement home located Lots 17 & 18, Block 6, Village of Taopi, Mower County, MN (32.001.0330)

County Administrator Trish Harren reviewed the application and recommended approval. It was noted that no new construction has occurred on the site and the applicant has found a replacement home that can be constructed on the existing foundation left following the tornado that destroyed the prior home.

The applicant Terry Voigt was present and spoke on his own behalf. No one else spoke for or against the Terry Voigt housing tax abatement application.

The Chair closed the Public Hearing at 10:00 a.m. regarding the Terry Voigt Housing Tax Abatement application.

The County Board reconvened its regular session at 10:00 a.m.

Motion made by Commissioner Glynn, seconded by Commissioner Reinartz, to deny the housing tax abatement application of Carson & Alyssa Bergstrom due to the fact that construction has started. Motion carried.

Date: September 27, 2022

Res. #110-22

**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 September 27, 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, Brian Kasel is the owner(s) of certain property within Mower County, legally described as follows:

W½ of the SW¼ of Section 17, Marshall Twp, Mower County, MN (12.017.0020)

WHEREAS, Brian Kasel 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 September 27, 2022 before the Mower County Board of Commissioners, on said application.

WHEREAS, Brian Kasel has 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 27th day of September, 2022.

Date: September 27, 2022

Res. #111-22

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

On motion of Commissioner Glynn, seconded by Commissioner Reinartz, the following Resolution was passed and adopted by the Mower County Board of Commissioners at a meeting held September 27, 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, Terry Voigt is the owner(s) of certain property within Mower County, legally described as follows:

Lots 17 & 18, Block 6, Village of Taopi, Mower County, MN (32.001.0330)

WHEREAS, Terry Voigt 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 September 27, 2022 before the Mower County Board of Commissioners, on said application.

WHEREAS, Terry Voigt has 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 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 27th day of September, 2022.

Motion made by Commissioner Glynn, seconded by Commissioner Mueller, to approve Health & Human Services accounts payable totaling \$252,387.73. Motion carried.

COMMISSIONERS' RECORD MOWER COUNTY, MINNESOTA

Motion made by Commissioner Mueller, seconded by Commissioner Reinartz, to approve the minutes of September 13, 2022. Motion carried.

Motion made by Commissioner Ankeny, seconded by Commissioner Glynn, 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	37,119.12	Minnesota Counties Computer Cooperative	3,174.50
Anoka County Corrections	12,944.97	MJ O'Connor Inc	5,929.80
Beckleys	2,200.00	Nexus-Mille Lacs Family Healing	7,688.00
Cedar Valley Services, Inc	56,769.63	Northwestern Minnesota Juvenile Center	8,370.00
Consolidated Correctional Foodservice	18,691.61	Regents Of The University Of Minnesota	5,756.25
Department Of Corrections	7,350.00	Rochester Sand And Gravel, Inc	9,056.41
Diamond Drugs, Inc.	4,614.18	Schaeffer Mfg Co.	2,352.40
Ducts-R-U's	5,500.00	Talos Dynamics	3,609.26
Election Systems & Software, LLC.	2,271.67	Thomson Reuters-West Payment Center	3,276.62
Eric Boe and Sons LLC	2,250.00	Tiny's Body Shop	10,385.23
Erickson Engineering Co., LLC	9,228.00	Traffic Marking Service Inc No 139	62,900.14
Gallagher Benefit Services Inc	4,000.00	Ulland Brothers Inc.	38,276.85
Mayo Clinic	3,104.90	Village Ranch Inc	9,391.50
Midwest Monitoring & Surveillance	2,530.32	68 Payments less than 2000	28,483.53
		Final Total:	367,224.89

Motion carried.

Motion made by Commissioner Glynn, seconded by Commissioner Reinartz, to reappoint Jon Erichson to the Turtle Creek Watershed District for a three-year term effective November 1, 2022 through October 31, 2025. Motion carried.

Motion by Commissioner Mueller, seconded by Commissioner Reinartz, to approve the following list of surplus property for auction:

<u>Quantity</u>	<u>Item</u>	<u>Department</u>
1	2010 Ford Crown Victoria VIN 2FABP7BV0AX125689	Sheriff

Motion carried.

Facilities Supervisor Jason Murphy presented to the Board quotes received for two projects.

Motion made by Commissioner Mueller, seconded by Commissioner Ankeny to approve low quote of \$6875 from G & G Heating & Air Conditioning to replace the failed slab boiler in the Dexter outshop. Motion carried.

Motion made by Commissioner Glynn, seconded by Commissioner Reinartz, to approve the low quote of \$13,485 from Mineral Service Plus, LLC as Phase I of a project to investigate a leak in geothermal system at the Justice Center and approve the "property waiver" included with the quote. Motion carried.

Public Works Director Michal Hanson requested the approval for final payments on three projects.

Date: September 27, 2022

Res. #112-22

RESOLUTION

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 September 27, 2022 at the Government Center, Austin, Minnesota.

WHEREAS, project number SAP 50-604-026 completed by Fitzgerald Excavating, 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: \$ 354,546.00
Final Amount: \$ 376,072.40 [106.07%]
Final Payment: \$ 6,500.54

Passed and approved this 27th day of September, 2022.

Date: September 27, 2022

Res. #113-22

RESOLUTION

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 September 27, 2022 at the Government Center, Austin, Minnesota.

WHEREAS, project number SAP 50-604-028 completed by Fitzgerald Excavating, 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: \$ 304,336.50
Final Amount: \$ 291,904.23 [95.91%]
Final Payment: \$ 2,919.04

Passed and approved this 27th day of September 2022.

Date: September 27, 2022

Res. #114-22

RESOLUTION

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

Commissioners at a meeting held September 27, 2022 at the Government Center, Austin, Minnesota.

WHEREAS, project number CP 50-22-04 completed by Traffic Marking Service, 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: \$ 157,625.00
Final Amount: \$ 114,522.04 [72.66%]
Final Payment: \$ 1,114.22

Passed and approved this 27th day of September 2022.

Mike Hanson, Public Works Director, presented bid information received for the following projects:

SAP 050-599-176: Replace Bridges 2474 and 2475 in Udolpho Township

SAP 050-599-180: Replace Bridge 3344 in Austin Township

SAP 050-599-182: Replace Bridge 3345 in Austin Township.

Motion made by Commissioner Ankeny, seconded by Commissioner Mueller, to award the bid on project SAP 050-599-176 replacing Bridges 2474 and 2475 in Udolpho Township to Fitzgerald Excavating with a low bid of \$665,016 and have the project commence. Motion carried. Full bid abstract on file in the office of the County Auditor-Treasurer and Public Works Director.

Motion made by Commissioner Reinartz, seconded by Commissioner Glynn to award the bid on project SAP 050-599-180 to replace Bridge 3344 in Austin Township to Fitzgerald Excavating with a low bid of \$338,719 and have the project commence. Motion carried. Full bid abstract on file in the office of the County Auditor-Treasurer and Public Works Director. Motion carried.

Motion made by Commissioner Reinartz, seconded by Commissioner Mueller, to award the bid on project SAP 050-599-182 to replace Bridge 3345 in Austin Township to Fitzgerald Excavating with a low bid of \$324,379 and have the project commence. Motion carried. Full bid abstract on file in the office of the County Auditor-Treasurer and Public Works Director. Motion carried.

Human Resources Director Kris Kohn presented to the Board several items for approval that had been reviewed and recommend by the Personnel Committee.

Motion made by Commissioner Glynn, seconded by Commissioner Mueller, to approve a non-precedent setting Memorandum of Understanding with Law Enforcement Labor Services (LELS) #81 effective September 23, 2022 for the rehiring of a former employee outlining pay level, PTO accrual and seniority. Motion carried.

Human Resources Director Kris Kohn reviewed the proposed 2023 benefit plans. Ms. Kohn has been working with the Gallagher consultant to provide the best benefit package options for the employer and employees. Costs have significantly increased but with the assistance of Gallagher the increases have been minimized. A summary of 2023 benefit plan changes is as follows:

Dental (Guardian)	Vision (Avesis)
6% rate increase over 2023	No changes
Life (Employer paid \$50,000) (Securian)	Long-Term Disability (Guardian)
Decrease in rate with 3 year rate guaranty to 12/31/25	Rate decrease with 2 year rate guaranty to 12/31/24 benefit maximum increased to \$7,500 (from \$5000)
Life (Employee voluntary) (Securian)	Short-Term Disability (Guardian)
No change in rates with 3 year rate guaranty to 12/31/25 employee and spouse maximums increased / maximum issue increased	Rate decrease with 2 year rate guaranty to 12/31/24 benefit maximum increased to \$1,950 (from \$1150)
Health Insurance (Medica)	
Projected 19% rate increase negotiated to 6.5% rate increase over 2022 plan costs by changing plan offerings to two Plans (VEBA 2600-20% and (HSA 3375-0%) within two networks: 1) "Open Access Network" (Mayo and most all providers In-Network) and 2) "Mayo Only" systems are considered In-network and all others are considered out-of-network)	

Full details concerning the 2023 benefit packages is on file in Human Resources.

Motion made by Commissioner Glynn, seconded by Commissioner Reinartz, to approve the 2023 benefit plans for health, dental, vision, life, short-term disability, and long-term disability as summarized above with full detail on file in Mower County Human Resources. Motion carried.

Motion made by Commissioner Mueller, seconded by Commissioner Glynn, to increase the employee's maximum limit for payroll deduction for medical flexible spending effective January 1, 2023, from \$2750 to \$3050 to match the IRS established 2023 rate. Motion carried.

Motion made by Commissioner Mueller, seconded by Commissioner Ankeny, to authorize the Human Resources Director to proceed with filling the jail support staff position included in the 2023 preliminary budget. Motion carried.

Lastly, Ms. Kohn was excited to share that a proposed presentation for the Association of Minnesota Counties annual conference "County Boards Done Right" was accepted and will be included in the conference agenda.

The Board discussed and considered an appeal of Melissa Wendt Drake and Darin Drake regarding a denied septic loan application. Environmental Supervisor Angie Lipelt denied the loan application per policy. However, Ms. Lipelt recommended approval of the loan providing supporting documentation.

Motion made by Commissioner Glynn, seconded by Commissioner Reinartz, to grant the appeal of Melissa Wendt Drake and Darin Drake and approve their SSTS loan application

for a septic loan to fund up to 90% of the anticipated cost of the septic project. Motion carried.

Under Committee Reports Commissioner Mueller reported that he (along with Commissioner Ankeny) had attended an extension committee meeting. New support staff has been hired and is scheduled to start on October 3 and that adult and youth members are being sought to fill vacancies on the committee. Commissioner Reinartz reported that he (along with Commissioner Glynn and other county staff) had attended the Township Association meeting on 9/15 and that he had also attended (along with Commissioner Baldus) the Mower County collaborative meeting. Commissioner Ankeny reported he had attended the Siebel Center / Family Connections meeting. Commissioner Glynn reported she had attended the Soil & Water Conservation District meeting on 9/14, the Township Association meeting on 9/15 and SMART. In addition, Commissioner Glynn had attended the Rural Energy Board meeting on 9/26. Commissioner Baldus reported he had attended the Minnesota Rural Counties meeting on 9/14 (Commissioner Glynn also attended).

County Administrator Trish Harren provided a brief update on the Sicora Offsite rescheduled for November 14 and 15, 2022.

The Chair adjourned the meeting at 11:57 a.m. The next meeting is scheduled for October 4, 2022 at 1:00 p.m.

THE MOWER COUNTY BOARD OF COMMISSIONERS

BY: _____
Chairperson

Attest:

By: _____
Clerk/Administrator

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