

REGULAR SESSION OF THE MOWER COUNTY BOARD OF COMMISSIONERS

July 23, 2024

The Mower County Board of Commissioners in and for the County of Mower, Minnesota, met in Regular Session July 23, 2024, at 9:00 a.m. at the Government Center in Austin, Minnesota.

All members present, viz: Chair John Mueller, Vice-Chair Polly Glynn, Mike Ankeny, Dan Sparks and Jerry Reinartz. Also in attendance were County Attorney Kristen Nelsen and County Administrator Trish Harren Gjersvik.

The meeting was opened with the Pledge of Allegiance.

Motion made by Commissioner Glynn, seconded by Commissioner Reinartz, to approve the agenda. Motion carried.

Motion made by Commissioner Sparks, seconded by Commissioner Ankeny, to approve the consent agenda as presented:

1. Approve Minutes of July 9, 2024

2. Approve late claim for expense reimbursement for employee #0059 (\$232.16)

Motion carried.

Human Resources Director Kris Kohn provided a recap of the employee recognition banquet held on July 17. The following employees received an award:

Value	2024 Award Recipients	Value	2024 Award Recipients
Accountability	Amanda Kiefer	Service	Traci Kasse
Community Builder	Tyler Lendt	Teamwork	Cliff Helkenn
Innovation	Alysha Carlisle	Trust	Michal Hanson
Making a Difference	Scott Springer	Welcoming & Inclusive	Jorge Jimenez
Resourcefulness	Judy Oswald	Overall Individual	Nitaya Jandragholica
Respect	TJ Lynch	Overall Team	GIS Team (Eric Miller, Keith Bollinger, Lachlan Lahr, Michele Mann)
Stewardship Award	Liz Graves	Leader of the Year	Crystal Peterson

The Board and Human Resources Director Kohn presented certificates to all employees who were nominated as follows:

Employees Receiving Nominations in 2024			
Keith Bollinger	Amy Bramwell	Talia Bremer	James Brown
Jennie Crews	Adam Dahl	Tim Donovan	Ivan Estupinan
Kaleb Fish	Craig Gwin	Greg Hartquist	Michael Harvey
Omar Jauregui	Joy Kanne	Jesse Kneeskern	Val Kruger
Michael LaCore	Amanda Lee	Casey Lind	Ashley Lunt
Sara Moe	Shar Nelson	Amanda Orth	Crystal Peterson
Michelle Shouse	Kari Swigerd	Drew Szyzkowski	

Solid Waste Officer II Marcus Thompson provided the Board with a recycling department update. Thompson highlighted the new electronic recycling addition. In the two months of operation, 380 customers have been served. Household Hazardous Waste use is also up. The county now has a market for plastic film and has begun collection. To date approximately 12,000 pounds of film (plastic packaging) has been collected. Curbside recycling has increased by approximately 90 new customers. Also, use of recycling containers at events has increased in popularity and additional containers for events may need to be purchased. The county is partnering with the Austin Parks Department to add recycling as an option for park events.

Motion made by Commissioner Reinartz, seconded by Commissioner Glynn, to approve the Health & Human Services accounts payable totaling \$275,993.58. Motion carried.

The Board recessed at 9:29 a.m. for a public hearing.

The Chair called the Public Hearing to order at 9:30 a.m. regarding a Housing Tax Abatement application of Kristin Howard for a single-family home located at Lot 3, Block 2 Country Hills Estates Subdivision, Section 12 Frankford Twp, Mower County, MN (PIN 06.034.0100).

County Administrator Trish Harren Gjersvik reviewed the application and recommended approval.

The Applicant Kristin Howard was present. No one spoke for or against the Howard housing tax abatement application.

The Chair closed the Public Hearing at 9:31 a.m. regarding the Kristin Howard Housing Tax Abatement application.

The County Board reconvened its regular session at 9:31 a.m.

Date: July 23, 2024

Res. #65-24

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

On motion of Commissioner Glynn, seconded by Commissioner Ankney, the following Resolution was passed and adopted by the Mower County Board of Commissioners at a meeting held July 23, 2024 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, Kristin Howard is the owner of certain property within Mower County, legally described as follows:

Section 12 Township 103 Range 014 Subdivision Name Country Hills Estates Lot 003 Block 002 SubdivisionCd 06034, Frankford Township, Mower County, MN (PIN 06.034.0100)

WHEREAS, Kristin Howard 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 July 23, 2024 before the Mower County Board of Commissioners, on said application.

WHEREAS, Kristin Howard 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 23rd day of July, 2024.

Motion made by Commissioner Ankeny, seconded by Commissioner Sparks, to approve the following Commissioner warrants for payment:

<u>Vendor Name</u>	<u>Amount</u>	<u>Vendor Name</u>	<u>Amount</u>
Austin Area Chamber Of Comm.	3,600.00	Little Falls Machine, Inc.	7,033.25
Austin Automotive LLC	2,066.80	Matthew Bender & Co., Inc.	2,837.83
Baudoin Oil Company	22,242.86	Mayo Clinic	4,064.00
Bauer Built Tire	2,080.71	Mayo Clinic -Rochester	64,013.88
Cedar Valley Services, Inc	55,707.63	MCHS SE Minnesota	13,766.10
Commissioner of Transportation	11,681.78	Midwest Monitoring & Surveillance	4,355.25
Consolidated Correctional Foodservice	19,870.59	Minnesota Counties Computer Cooperative	5,031.56

COMMISSIONERS' RECORD MOWER COUNTY, MINNESOTA

Department Of Corrections	38,813.74	Minnesota Counties Intergov'tal Trust	3,412.00
Department Of Corrections	34,200.00	Propel Nonprofits	3,750.00
Diamond Drugs, Inc.	3,441.03	SeaChange Print Innovations	2,136.60
Election Systems & Software, LLC.	10,180.37	Sun Control of Minnesota, Inc.	7,854.50
Emergency Automotive Technologies, Inc	3,038.52	Sunshine Enterprise LLC	18,225.00
Erickson Engineering Co., LLC	4,445.53	Swanston Equipment Companies	5,249.73
Freeborn County Co-Operative Oil Co.	31,804.70	Thomson Reuters-West Payment Center	2,901.62
Healthiest You	3,420.00	Village Ranch Inc	15,768.90
J & S Repair Inc	2,753.12	Ziegler, Inc	10,307.21
Language Line Services	2,090.23	83 Payments less than 2000	45,855.17
Leadership Development Resources	2,845.76		
		Final Total:	470,845.97

Motion carried.

Motion made by Commissioner Glynn, seconded by Commissioner Reinartz, to approve the amendment to extend the jail commissary agreement for one year with T.W. Vending, Inc. d/b/a Turnkey Corrections effective July 14, 2024 through July 13, 2025. *(It was noted that the Prodigy Solutions agreement approved by the board on 6/11/24 for jail commissary could not be implemented in time before the expiration of the Turnkey Corrections agreement and therefore this 1-year amendment has been brought forward for approval to eliminate a gap in commissary service for the inmates.)* Motion carried.

Motion made by Commissioner Glynn, seconded by Commissioner Ankeny, to ratify the Professional Services Agreement between TriMin Systems, Inc. and the Minnesota Counties Computer Cooperative (MnCCC) for the maintenance and support of IFS effective January 1, 2025 to December 31, 2027 (\$19,047.58 annual). Motion carried.

Date: July 23, 2024

Proclamation #01-24

Proclamation

Of County Staff Appreciation Day

On motion of Commissioner Sparks, seconded by Commissioner Glynn, the following Proclamation was unanimously passed and adopted by the Mower County Board of Commissioners at a meeting held July 23, 2024 at the Government Center, Austin, Minnesota.

WHEREAS, Mower County is one of 87 counties in Minnesota that provides essential services from issuing birth certificates and marriage licenses to operating 911 call centers to running elections; and

WHEREAS, Mower County staff serve as the cornerstone of county government, dedicating their time, skills, and expertise for the benefit of their neighbors; and

WHEREAS, County Staff promotes healthy and safe communities, foster conditions for economic development, and improves the quality of life for all residents.

NOW, THEREFORE, we, the Mower County Board of Commissioners, proclaim August 13, 2024 as County Staff Appreciation Day and extend our thanks to the staff of our county and express deep gratitude for their commitment to excellence in public service.

Passed and approved this 23rd day of July, 2024.

The Board reviewed and discussed responses to a request for proposals for a Space Study and Master Plan. A committee consisting of Commissioner Sparks, Commissioner, Glynn, County Administrator Gjersvik, Deputy Administrator Matt Verdick, Facilities Supervisor Jason Murphy and Finance Manager Loni Swensen, interviewed respondents. The committee recommended Klein McCarthy Architects. The Deputy Administrator will prepare and present a contract for approval at a future board meeting.

Quotes were received to replace the elevator in the Government Center. The elevator is at end-of-life and has been out of service multiple times in the past few months.

Motion made by Commissioner Glynn, seconded by Commissioner Ankeny, to accept MEI quote of \$109,500 to replace the existing elevator and to refresh the cab. Motion carried.

In addition, the Board reviewed the proposal from Merit for roof inspections/asset management (\$3100). All three main buildings of the Government Center, Justice Center and Public Works are included for inspection.

Motion made by Commissioner Glynn, seconded by Commissioner Sparks, to approve the professional quote of Merit Building Enclosure Systems for roof inspections/asset management (\$3100). Motion carried.

Motion made by Commissioner Glynn, seconded by Commissioner Ankeny, to approve the Service Agreement between Mower County and Great Lakes Trailbuilders, LLC (pending County Attorney final review) for the construction of the Wanhi Yukan Trail at the Grand Meadow Chert Quarry with the cost not to exceed \$75,000. Motion carried.

Date: July 23, 2024

Res. #66-24

RESOLUTION

On motion of Commissioner Sparks, seconded by Commissioner Reinartz, the following Resolution was passed and adopted by the Mower County Board of Commissioners at a meeting held July 23, 2024 at the Government Center, Austin, Minnesota.

WHEREAS, Minnesota Statute 162.08, Subd 4 (d), provides that accumulated balances in excess of two years of municipal account apportionments may be spent on projects located outside of municipalities under 5000 population when approved solely by Resolution of the County Board.

NOW, THEREFORE, BE IT RESOLVED, that the Commissioner of Transportation transfer all funds in excess of two years apportionment into the Regular Construction Account.

Passed and approved this 23rd day of July, 2024.

Human Resource Director Kris Kohn reported that the annual Classification and Compensation Review has been completed for 1/3 of all county staff positions. The 2024 departments having the positions reviewed include Health & Human Services, IT and Finance. Ms. Kohn reported that all positions reviewed were in range and there were no recommendations for classification changes. This is a sign that the decision to review classification and compensation on an annual basis is keeping the county's Classification and Compensation system in alignment with the market.

Motion made by Commissioner Ankeny, seconded by Commissioner Reinartz, to accept the annual Classification and Compensation Study with no changes in DBM (Decision Band Method) classification. Motion carried.

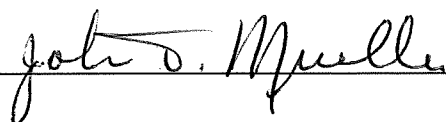
Finance Manager Loni Swenson presented the second quarter Investment Report and the second quarter Financial Update. It is noted for the record that the Commissioners received the Investment report.

Under Committee Reports Commissioner Glynn reported she attended Finance Committee on 7/16, Award Banquet on 7/17 and an SWCD meeting on 7/18. Commissioner Mueller reported he attended Personnel on 7/9, the Award Banquet on 7/17 and attended several other meetings/functions in a non-official capacity i.e. Dobbins Creek residents meeting. Commissioner Reinartz reported he attended Personnel on 7/9 regarding the market review, the Awards Banquet on 7/17 and a Senior Center meeting on 7/19. Commissioner Sparks reported he had upcoming meetings, but nothing recently attended. Commissioner Ankeny reported he attended a Cannabis meeting and a Finance meeting on 7/16 and the Awards Banquet on 7/17.

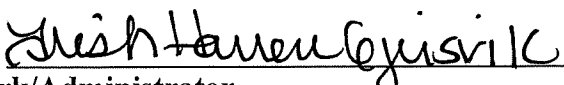
Under miscellaneous business it was reported that the 2024 Fairgrounds capital improvement projects have been completed. The Fair Board and the County each completed approximately \$60,000 in projects. Projects include completion of changing all exterior pole lighting to LED; electrical upgrades, sound system upgrades, repair of block on the Plager Building, fencing around the Sterling Park addition, and installation of three water bottle filling stations. It was noted that the new Fair Square building, donated by Farm Bureau, is complete.

The Chair adjourned the meeting at 10:55 a.m. The next meeting (a work session) is scheduled for August 6, 2024, at 1:00 p.m.

THE MOWER COUNTY BOARD OF COMMISSIONERS

BY:  Chairperson

Attest:

By: 
Clerk/Administrator