

REGULAR SESSION OF THE MOWER COUNTY
BOARD OF COMMISSIONERS

November 26, 2024

The Mower County Board of Commissioners in and for the County of Mower, Minnesota, met in Regular Session November 26, 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 Sparks, seconded by Commissioner Glynn, to approve the agenda. Motion carried.

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

1. Approve Minutes of November 12, 2024
 2. Motion to approve the appeals and approve Septic Loan Application for the following (Finance Committee recommendation)
 - a. SSTS Loan appeal of Dennis & Deborah Rice parcel 10.012.0020
 - b. SSTS Loan appeal of Travis Stayton parcel 10.011.0010
 3. Motion to amend 11/14/23 Resolution #80-23 regarding PACE special assessment on J & K Farms, LLC to correct for actual loan distribution

Motion to amend Resolution #80-23 dated November 14, 2023 amending the J & K Farms, LLC Property Assessed Clean Energy (PACE) special loan assessment on parcel 12.029.0021 from \$87,125 plus interest at 5.00% for ten years to \$85,000 to coordinate with the actual loan amount distributed and adjust the current remaining balance of \$78,242.11 to correct the overstated loan amount be assessed at 5.00% interest for nine (9) years effective 1/1/2025
 4. Motion to approve late claim for expense reimbursement for employee #1599 (\$20.00)
 5. Motion to declare from the Public Health department 1 Emerson TV (1991), 1 Phillips VHS player, and 1 Sony Boombox as surplus property for disposal
 6. Motion to appoint Olivia Vorpapel and Reuben Drees as youth members of the County Extension Committee for their first term from date of appointment to 9/30/25
- Motion carried.

Public Works Director Michal Hanson and Public Works Accountant Sarah Belden provided the Board with a Road and Bridge Department update. An overview of the 2024 road and bridge projects which included installation of four (4) box culverts, 11.06 miles of cold in-place recycling and 7.74 miles micro-surfacing road surface projects as well as a complete rebuild of CSAH 46 road and CSAH 2 Bridge 50602 construction projects. In maintenance projects the department worked on tree cutting, completed 100 miles (200 lane

miles) of shouldering, 47 miles of seal coating and roadway rocking and 62 miles striping. The department assisted during the flood event by working on over 250 unique flood repair projects.

County Engineer Michal Hanson presented and recommended for approval several resolutions for final payment on completed road and bridge projects.

Date: November 26, 2024

Res. #87-24

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 November 26, 2024 at the Government Center, Austin, Minnesota.

WHEREAS, project number SAP 050-599-177 has in all things been completed by Fitzgerald Excavating & Trucking 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: \$ 294,797.50
Final Amount: \$ 299,656.78 [101.65%]
Final Payment: \$ 2,996.57

Passed and approved this 26th day of November, 2024.

Date: November 26, 2024

Res. #88-24

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 November 26, 2024 at the Government Center, Austin, Minnesota.

WHEREAS, project number SAP 050-599-183 has in all things been completed by Fitzgerald Excavating & Trucking 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: \$ 150,777.50
Final Amount: \$ 149,781.05 [99.34%]
Final Payment: \$ 1,497.81

Passed and approved this 26th day of November, 2024.

Date: November 26, 2024

Res. #89-24

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 November 26, 2024 at the Government Center, Austin, Minnesota.

WHEREAS, project number SAP 050-599-184 has in all things been completed by Fitzgerald Excavating & Trucking 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: \$ 150,975.00
Final Amount: \$ 151,954.20 [100.65%]
Final Payment: \$ 1,519.54

Passed and approved this 26th day of November, 2024.

Date: November 26, 2024

Res. #90-24

RESOLUTION

On motion of Commissioner Glynn, seconded by Commissioner Sparks, the following Resolution was passed and adopted by the Mower County Board of Commissioners at a meeting held November 26, 2024 at the Government Center, Austin, Minnesota.

WHEREAS, project number CP 50-24-07 has in all things been completed by Sir Lines-A-Lot 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: \$ 237,800.00
Final Amount: \$ 170,116.40 [71.54%]
Final Payment: \$ 170,116.40

Passed and approved this 26th day of November, 2024.

Date: November 26, 2024

Res. #91-24

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 November 26, 2024 at the Government Center, Austin, Minnesota.

WHEREAS, project number SAP 050-599-169 has in all things been completed by Fitzgerald Excavating & Trucking 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: \$ 445,101.25
Final Amount: \$ 450,972.86 [101.32%]
Final Payment: \$ 4,509.73

Passed and approved this 26th day of November, 2024.

Date: November 26, 2024

Res. #92-24

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 November 26, 2024 at the Government Center, Austin, Minnesota.

WHEREAS, project number SAP 050-602-033 has in all things been completed by ICON Constructors, LLC 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: \$1,422,745.20
Final Amount: \$1,403,340.15 [98.64%]
Final Payment: \$ 14,033.40

Passed and approved this 26th day of November, 2024.

Motion made by Commissioner Ankeny, seconded by Commissioner Reinartz, to approve ABM Equipment quote for the purchase of Unit 27 Sign Truck Body (\$322,000). Motion carried.

The Highway Department provided a FEMA update as a result of the June 2024 flooding. Staff have been keeping detailed records to document the necessary work being performed in the categories of Debris Removal, Emergency Protective Measures and repair work on roads and bridges. The department has performed work on 250 sites across the county for flood cleanup. Once a category of work has been completed and documented, it will be submitted to FEMA for reimbursement.

Motion made by Commissioner Ankeny, seconded by Commissioner Glynn, to accept for deposit the reimbursement funds from FEMA for flood clean-up activities performed by the Mower County highway department once they have been received but subject to review by the Board Chair. Motion carried.

The Board recessed at 9:52 a.m. for the purpose of a public hearing.

The Chair called the Public Hearing to order at 9:52 a.m. regarding a Housing Tax Abatement application of Bigelow & Lennon Construction for a single-family home located at Lot 11, Block 1 Nature Ridge 3rd, Austin, MN (PIN 34.468.0110)

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

The Applicant Bigelow & Lennon was not present. No one spoke for or against the Bigelow & Lennon housing tax abatement application.

The Chair closed the Public Hearing at 9:53 a.m. regarding the Bigelow & Lennon Housing Tax Abatement application.

The County Board reconvened its regular session at 9:53 a.m.

Date: November 26, 2024

Res. #93-24

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

On motion of Commissioner Glynn, seconded by Commissioner Sparks, the following Resolution was passed and adopted by the Mower County Board of Commissioners at a meeting held November 26, 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, Duane and Janice Hamer are the owners of certain property within Mower County, legally described as follows:

Lot 11, Block 1 Nature Ridge 3rd, Austin, MN (PIN 34.468.0110)

WHEREAS, Bigelow & Lennon Construction 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 November 26, 2024 before the Mower County Board of Commissioners, on said application.

WHEREAS, Duane and Janice Hamer (owners) and Bigelow & Lennon Construction (applicant/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 26th day of November, 2024.

Motion made by Commissioner Reinartz, seconded by Commissioner Sparks, to approve the Health & Human Services accounts payable totaling \$269,667.32. Motion carried.

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>
Ancom Technical Center, Inc.	33,430.50	Harbaugh Septic LLC	13,910.00
Andersen, Inc./Earl F.	3,421.00	Liberty Tire Services of Ohio, LLC	9,496.65
Austin Community Charitable Fund	23,473.00	Metro Sales, Inc	3,531.94
Avenu Insights & Analytics	7,520.19	North Risk Partners LLC	4,000.00
Commissioner of Transportation	20,102.86	Positive Promotions, Inc.	2,304.25
Consolidated Correctional Foodservice	20,560.50	Sign Solutions USA	3,137.40

COMMISSIONERS' RECORD MOWER COUNTY, MINNESOTA

Department Of Corrections	20,520.00	Sir Lines-A-Lot, LLC	85,815.60
Diamond Drugs, Inc.	2,466.06	True North Psychology & Consulting LLC	3,070.40
Fitzgerald Excavating & Trucking, Inc	6,013.92	Vanguard Appraisals Inc	2,480.00
Fjetland/Tara	5,538.47	Warning Lites of Minnesota, Inc	3,258.50
Gallagher Benefit Services Inc	4,000.00	60 Payments less than 2000	36,307.48
Great Lakes Trailbuilders LLC	75,000.00		
		Final Total:	389,358.72

Motion carried.

Motion made by Commissioner Glynn, seconded by Commissioner Ankeny, to approve the CivicPlus Statement of Work Contract Renewal for Agenda Meeting Management software (formerly called CivicClerk) effective 12/14/24 (\$5,402.04) subject to the County Attorney Review. Motion carried.

Motion made by Commissioner Glynn, seconded by Commissioner Sparks, to approve Estoppel Certificate and Owner Affidavit for Louise Solar Project. Motion carried.

The Board discussed the annual Commissioner's Employee Cookie Party and decided to host the event on December 17 from 1pm – 3 pm at the Government Center.

Motion to approve Inter-Agency Juvenile Detention Center Services Contract with Houston County effective 1/1/25-12/31/25 to reserve one bed for Mower County juvenile detainees.

Motion made by Commissioner Ankeny, seconded by Commissioner Sparks, to approve Inter-Agency Juvenile Detention Center Services Contract with Houston County effective 1/1/25-12/31/25 to reserve one bed for Mower County juvenile detainees at an approximate annual cost of \$91,000. Motion carried.

Motion made by Commissioner Glynn, seconded by Commissioner Reinartz, to accept UHL proposal for pneumatic HVAC control replacement at Public Works (\$61,890). Motion carried.

Motion made by Commissioner Glynn, seconded by Commissioner Ankeny, to reallocate 1 FTE from Deputy to Patrol Sergeant in the Sheriff's Department. Motion carried.

Motion made by Commissioner Ankeny, seconded by Commissioner Reinartz, to approve the CliftonLarsonAllen Statement of Work for 2024 Affordable Care Act reporting services. Motion carried.

Date: November 26, 2024

Res. #94-24

RESOLUTION
Establishing Personnel Administration System

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 November 26, 2024 at the Government Center, Austin, Minnesota.

WHEREAS, Minnesota Statutes §375.56-375.71 was enacted by the Minnesota Legislature authorizing Minnesota Counties to establish a Personnel Administration System; and,

WHEREAS, Mower County has adopted the County Personnel Act in Accordance with Minnesota Statutes §375.56-375.71; and

WHEREAS, in addition to establishing the Personnel Administration System the County Board shall establish a Personnel Board of Appeals pursuant to Minnesota Statutes §375.56-375.71;

NOW, THEREFORE, BE IT RESOLVED,

- 1) Mower County is in substantial compliance with the Federal Standards for Merit System of Personnel Administration; and
- 2) Mower County has met all the Merit System of Personnel Administration, County Personnel Act, Minnesota Statutes §375.56-375.71 requirements as certified by the Department of Human Services Commissioner on November 20, 2024; and
- 3) All personnel services will be provided by the Mower County Human Resources Director and Human Resources Department;

BE, IT FURTHER RESOLVED, the effective date for the implementation and establishment of a Merit System of Personnel Administration System in Mower County is January 1, 2025.

Passed and approved this 26th day of November, 2024.

Under Committee Reports Commissioner Glynn reported that on 11/14 she attended a SMART meeting via Zoom, on 11/19 she had met with the Development Corporation of Austin, and on 11/25 attended the One Watershed One Plan meeting. Commissioner Mueller reported that on 11/12 he attended Personnel (along with Commissioner Reinartz *confirmed*) and a department meeting that discussed the election and election security. Commissioner Sparks reported that on 11/12 he attended the Mower County Collaborative meeting (along with Commissioner Reinartz *confirmed*) and on 11/26 he attended the renewal energy meeting via zoom. Commissioner Reinartz reported that in addition to the meetings already mentioned, on 11/13 he attended the canvassing board meeting (along with Commissioner Ankeny *confirmed*) on 11/15 a Senior Center board meeting and on 11/21 the meeting of the Health Board. Commissioner Ankeny reported that in addition to the meeting previously reported on 11/19 he had attended a Finance Committee meeting (along with Commissioner Glynn *confirmed*).

Date: November 26, 2024

Res. #95-24

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 November 26, 2024 at the Government Center, Austin, Minnesota.

Whereas, Minn. Stat. §273.061 declares that the term of office as County Assessor shall begin on January 1 of every fourth year after 1973; and

Whereas, January 1, 2025 will begin a new term of office for county assessors statewide;

Now, therefore, be it resolved, that the Mower County Board reappoint

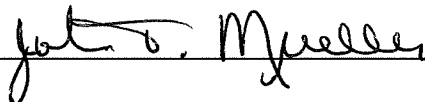
Michael Harvey County Assessor

to a four-year term beginning on January 1, 2025 through December 31, 2028, pursuant to the provisions of Minn. Stat. §273.061, subject to the approval of the Commissioner of Revenue

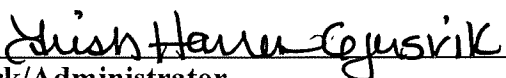
Passed and approved this 26th day of November, 2024.

The Chair adjourned the meeting at 10:40 a.m. The next meeting is a Work Session scheduled for December 3, 2024 at 1:00 p.m.

THE MOWER COUNTY BOARD OF COMMISSIONERS

BY:  Chairperson

Attest:

By: 
Clerk/Administrator