REGULAR SESSION OF THE MOWER COUNTY BOARD OF COMMISSIONERS

July 22, 2025

The Mower County Board of Commissioners in and for the County of Mower, Minnesota, met in Regular Session July 22, 2025 at 9:00 a.m. at the Government Center in Austin, Minnesota.

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

The meeting was opened with the Pledge of Allegiance.

Motion made by Commissioner Sparks, seconded by Commissioner Ankeny, to approve the agenda. Motion carried unanimously.

Motion made by Commissioner Mueller, seconded by Commissioner Reinartz, to approve the consent agenda as presented:

1. Approve Minutes of July 8, 2025 and Emergency Sessions July 11, 14 and 15, 2025
2. Acknowledge the Receipt of Electronic Fund Transfer Payment Reports
3. **Date: July 22, 2025** **Res. #35-25**

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 July 22, 2025 at the Government Center, Austin, Minnesota.

WHEREAS, on July 22, 2025 St. John the Baptist Church presented a request for a Minnesota Lawful Gambling LG220 Application for Exempt Permit for gambling to be con- ducted at the St. John the Baptist Church, Adams, Minnesota on September 14, 2025.

BE IT RESOLVED THAT, the Mower County Board of Commissioners does hereby approve the issuance of a Minnesota Lawful Gambling LG220 Exempt Permit to St. John the Baptist Church for gambling at St. John the Baptist Church, Adams, Minnesota on September 14, 2025.

Passed and adopted this 22nd day of July, 2025.

Motion carried unanimously.

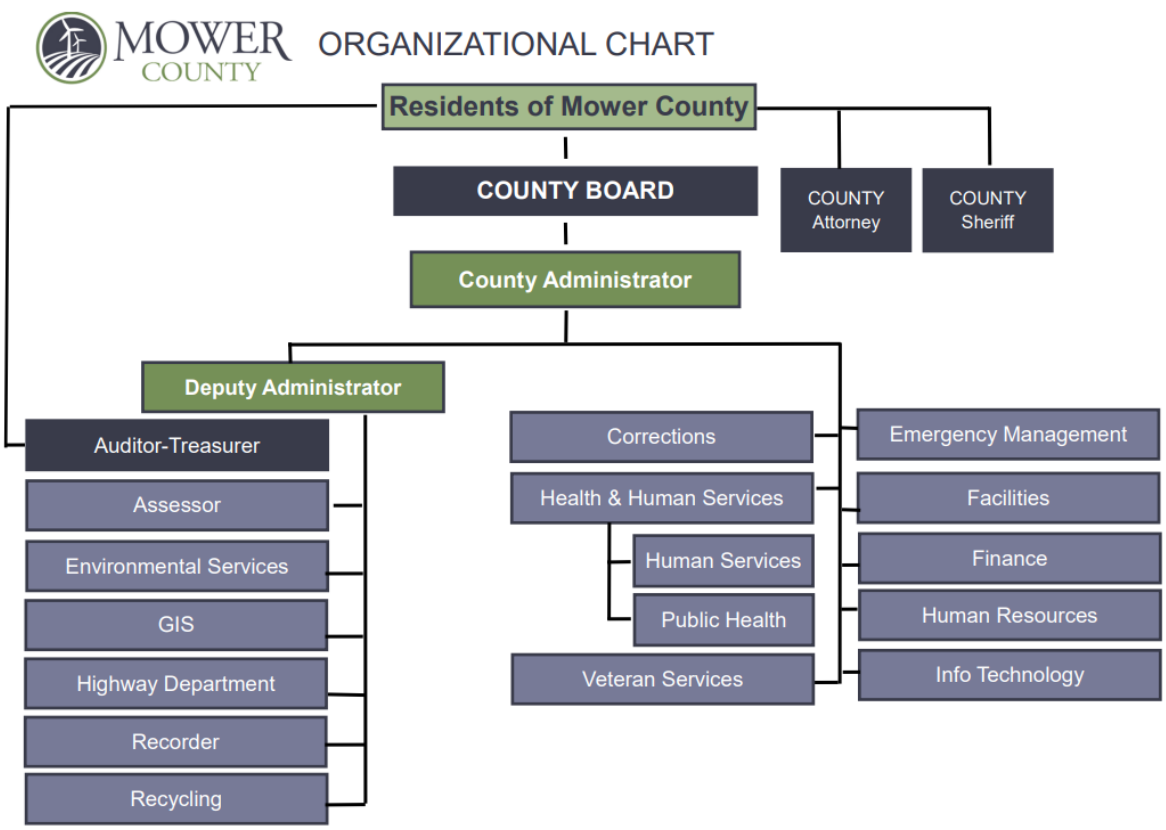
Solid Waste Officer Marcus Thompson provided a recycling department update to the Board. Highlights of Mr. Thompson's report included a successful collaboration with the SWCD and Austin Utilities for the sale of rain barrels and compost bins. Household hazardous waste collection of materials has been increasing and now collect sharps as well as electronic equipment. Providing recycling containers for events have been gaining in awareness and popularity. The volume of collected recyclables has increased this year over last.

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

Vendor Name	Amount	Vendor Name	Amount
Access Wireless Data Solutions, LLC	3422.12	Jones Haugh & Smith Inc	2640.00
Advanced Correctional Healthcare, Inc	38924.62	Madden Galanter Hansen, PLLC	2729.43
Austin Automotive LLC	10157.27	Mayo Clinic -Rochester	33749.15
Baudoin Oil Company	22465.47	MEIGS Paving	144783.80
Cascade Engineering	3561.50	Midwest Monitoring & Surveillance	3314.99
Cedar Valley Services, Inc	60672.81	Minnesota Counties Computer Cooperative	23127.97
CivicPlus, LLC	7781.23	Minnesota Counties Intergov'tal Trust	5088.00
Cook's Direct, Inc.	2590.80	MN Department Of Corrections	21300.00
Dave Lucas Consulting	3150.00	Regents Of The University Of Minnesota	56356.21
Diamond Drugs, Inc.	5884.65	Rohl Electric and Services LLC	9721.16
Dolan's Landscape Center, Inc	2040.00	Sheriff Houston County	8504.17
Election Systems & Software, LLC.	6960.63	Swanston Equipment Companies	8319.36
Erickson Engineering Co., LLC	12521.50	Thomson Reuters-West Payment Center	2939.31
Everett Law, L.L.C.	12010.00	Tri-County Community Corrections	12149.00
Freeborn County	5739.00	Ulland Brothers Inc.	11653.08
Greenman HVAC, Inc.	2246.50	Village Ranch Inc	8150.70
Healthiest You	4287.50	Zarnoth Brush Works, Inc.	2520.00
Hiller Commercial Floors	3009.00	Ziegler, Inc	9026.37
Institute for Environmental Assessment	3025.43	58 Payments less than 2000	24642.13
J & S Repair Inc	4883.60	Final Total:	**$606048.46**

Motion carried unanimously.

Motion made by Commissioner Ankeny, seconded by Commissioner Reinartz, to approve the revised Organizational Chart effective 8/8/25. The new Organizational Chart is as follows:



Motion carried unanimously.

Fiscal Services Supervisor Trisha Blaser presented Health & Human Services accounts payable for approval.

Motion made by Commissioner Reinartz, seconded by Commissioner Sparks, to approve the Health & Human Services accounts payable totaling $264,483.39. Motion carried unanimously.

The Board recessed at 9:30 a.m. for the purpose of a public hearing.

The Chair called the Public Hearing to order at 9:31 a.m. regarding the Housing Tax Abatement request of KS Properties, applicant, to construct a single-family home located at Pheasant Run Estates Third Lot 4, Block 2, City of Grand Meadow (PIN 25.203.0225).

County Administrator Matthew Verdick reviewed the application and recommended approval.

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

The Chair closed the Public Hearing at 9:32 a.m. regarding the KS Properties Housing Tax Abatement application.

The Chair called the Public Hearing to order at 9:32 a.m. regarding the Housing Tax Abatement request of Jeremy Kiefer, applicant, to construct a single-family home located at All of Block 3, Miller Addition, City of Taopi (PIN 32.002.0080).

County Administrator Matthew Verdick reviewed the application and recommended approval.

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

The Chair closed the Public Hearing at 9:36 a.m. regarding the Jeremy Kiefer Housing Tax Abatement application.

The County Board reconvened its regular session at 9:36 a.m.

Date: July 22, 2025 **Res. #36-25**

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

On motion of Commissioner Mueller, seconded by Commissioner Ankeny, the following Resolution was passed and adopted by the Mower County Board of Commissioners at a meeting held July 22, 2025 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, KS Properties is the owner(s) of certain property within Mower County, legally described as follows:

Pheasant Run Estates Third Lot 4, Block 2, City of Grand Meadow (PIN 25.203.0225)

WHEREAS, KS Properties 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 22, 2025 before the Mower County Board of Commissioners, on said application.

WHEREAS, KS Properties 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 revoked 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 22nd day of July, 2025.

Date: July 22, 2025 **Res. #37-25**

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

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 22, 2025 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, HERB KIEFER REVOCABLE LIVING TRUST is the owner(s) of certain property within Mower County, legally described as follows:

All of Block 3, Miller Addition, City of Taopi (PIN 32.002.0080)

WHEREAS, Jeremy Kiefer 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 22, 2025 before the Mower County Board of Commissioners, on said application; and

WHEREAS, Herb Kiefer Revocable Living Trust (owner) and Jeremy Kiefer (applicant) 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; and

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 revoked 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 22nd day of July, 2025.

Under Facilities Business Director Jerry Ernst presented several contracts and agreements for discussion and possible approval. The first item was a state contract vendor Quality Cleaning MN agreement for janitorial services. Quote had also been received from the current vendor Above All Cleaning and having dedicated staff for cleaning had also been explored. The goal is to have an increase in the standards of building cleanliness. A sealed bid process could be initiated but the current recommendation is to contract with the state contract vendor Quality Cleaning MN. It is a one-year contract agreement with a 90 day notice termination clause.

Motion made by Commissioner Mueller, seconded by Commissioner Ankeny, to table a decision to approve or deny the Quality Cleaners MN janitorial services contract to August 12 in order to allow time for staff to check references and their employee vetting process. Motion carried unanimously.

Jerry Ernst presented two UHL agreements for review and possible approval. The first was a two-year service agreement to support and maintain the Building Automation System (BAS). A previous agreement with UHL expired in April 2025. Approval of this agreement will ensure continued monitoring, maintenance, and support of the BAS without service interruption.

Motion made by Commissioner Ankeny, seconded by Commissioner Mueller, to approve the 2-year UHL preventative maintenance service agreement effective July 1, 2025 to support and maintain the Building Automation System (BAS). (Annual cost yr 1: $6,488; yr 2: $6,683. Motion carried unanimously.

The second item was a proposal for UHL to update the Building Automation System (BAS) controls to integrate the new boilers currently being installed. This scope of work was not included in the original boiler replacement contract and is necessary to ensure the new boilers are properly monitored and controlled through the BAS.

Motion made by Commissioner Ankeny, seconded by Commissioner Sparks, to approve the UHL proposal #JD25039 for boiler controls ($35,295).
Motion carried unanimously.

Sheriff Sandvik had presented a request to the Finance Committee and with its review and recommendation a new software license with hosting agreement for a product called ProPhoenix which would replace the current CAD, RMS, CMS system (CIS) was presented to the Board for approval. The Finance Committee recommended the hosted version of the product be purchased as a cash payment vs. financed which requires a 30% downpayment. The estimated total cost for purchase, install and support in 2025 and then on-going hosting and support through 2030 is $939,258.42 which is offset by no longer paying for current product.

Motion made by Commissioner Ankeny, seconded by Commissioner Reinartz, to approve the ProPhoenix Software License and Hosting Agreement electing the hosted version of the software and pay cash *(not finance the purchase with the vendor)* ($464,884 purchase includes 1st year hosting and support). Annually, the subsequent hosting and support fees commence in year 2 upon the 1st anniversary of the installation.) Motion carried unanimously.

Finance Director Loni Swenson presented recommended changes to the 2025 fee schedule.

Motion made by Commissioner Mueller, seconded by Commissioner Sparks, to amend the 2025 fee schedule effective 7/1/2025 as follows to reflect legislative changes:

Auditor-Treasurer Department				
Marriage License Application	~~$115.00~~ **$125**			MN Stat. 517.08
Marriage License Application - Reduced Fee - Completed 12 Hours of Premarital Education	~~$40.00~~ **$50**			MN Stat. 517.08
Recorder (State-wide Recording Fees)				
Well Disclosure Statement	~~$50.00~~ **$54**	Breakdown:		Mn. Stat. 1031.235
		~~$42.50~~ **46.50**	State Treasury General Fund	
		$7.50	County General Fund	

and to add a new fee effective 7/1/2025 as follows:

Public Safety – Sheriff			
Inmate -- Boarding fee (per diem) billed to other Counties/Agencies outside Region 6 Sheriff's Association	**$130.00**	**per day**	**County Board**

Motion carried unanimously.

Motion made by Commissioner Mueller, seconded by Commissioner Ankeny, to enter closed session at 10:31 a.m. under attorney-client privilege, pursuant to MS §13.D05 subd 3(b). Motion carried unanimously.

Closed session concluded at 10:57 a.m.

Carol Kritzer, a retired Human Resources professional, was introduced to the Board. Ms. Kritzer will be assisting Human Resources while the Mower County Human Resources Director is unavailable and until staff vacancies are filled in the department.

Under Committee Reports Commissioner Ankeny reported he attended the emergency Board meetings on 7/11, 7/14 and 7/15; building committee on 7/14; Emergency Operation Center (EOC) meeting on 7/15 and 7/18; Law Enforcement Center (LEC)

Advisory Committee meeting on 7/16; space study meeting on 7/17 and personnel committee on 7/21. Commissioner Reinartz reported he attended the Emergency Board meetings on 7/14 and 7/15 and attended the Grand Meadow Chert Quarry tour on 7/15. Commissioner Sparks reported he attended the Emergency Board meetings on 7/11, 7/14 and 7/15; the Chert Quarry tour on 7/15 and personnel committee on 7/21. Commissioner Mueller reported he attended finance committee on 7/8; building committee on 7/14; emergency board meetings on 7/11, 7/14 and 7/15; the Chert quarry and GAR museum tour on 7/15; the LEC Advisory committee meeting on 7/16; finance committee on 7/21 as well as Ag Society meeting. Commissioner Glynn reported she attended finance committee on 7/8; EOC meetings on 7/10, 7/17 and 7/18, Emergency Board meetings on 7/11, 7/14 and 7/15; the chert quarry and GAR museum tour on 7/15; SWCD on 7/16 and Finance Committee on 7/21.

The Chair adjourned the meeting at 11:12 a.m. The next meeting is a Work Session scheduled for August 5, 2025 at 9:00 a.m.

THE MOWER COUNTY BOARD OF COMMISSIONERS

BY: Polly Glynn
Chairperson

Attest:
By: ______________________
Clerk/Administrator