

July 3, 2018  
Cottonwood County Board of Commissioners  
Regular Meeting  
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, July 3, 2018 at 9:00 a.m. at the Cottonwood County Courthouse in Windom, MN. Present for all or portions of the meeting were: Commissioners Tom Appel, Donna Gravley, Kevin Stevens, Norm Holmen, Jim Schmidt; County Coordinator Kelly Thongvivong, County Attorney Nick Anderson, Auditor/Treasurer Jan Johnson, Kathy Marsh, Nick Klisch, Gale Bondhus, Drew Hage, Jed Rhubee, Alex Schultz, Mary Krumwiede, Ryan Sokolofsky, Mark Redman, Maryellen Suhrhoff, and Michael Schulte.

Chairman Gravley called the meeting to order. The Pledge of Allegiance was recited. Motion by Holmen, second by Schmidt, unanimous vote to approve the agenda as amended. Motion by Schmidt, second by Appel, unanimous vote to approve the minutes of the June 19, 2018 regular board meeting. Motion by Stevens, second by Schmidt, unanimous vote to approve the minutes of the June 19, 2018 Board of Appeal and Equalization meeting. Motion by Holmen, second by Appel, unanimous vote to approve the minutes of the June 22, 2018 emergency meeting

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Nick Klisch, County Engineer/Public Works Director, met with the board to discuss a few items. Klisch informed the board that the county received bridge bonding to replace the bridge on CSAH 7 over the Des Moines River. Klisch stated that the bridge will be replaced with a wider bridge ahead of a shoulder widening project that will happen on CSAH 7 the summer of 2019. Motion by Schmidt, second by Appel, unanimous vote to approve advertising for bids for Project 017-607-20 CSAH 7 bridge.

Klisch informed the board that MnDOT has granted Cottonwood County funds to install lighting at 14 intersections in the county. Klisch stated that Cottonwood County will administer the project, but that it would be 100% funded by MnDOT. Cottonwood County will be responsible for the utility costs and maintenance of the lighting. Motion by Stevens, second by Schmidt, unanimous roll call vote to adopt resolution 18-07-03 as follows:

**COTTONWOOD COUNTY  
RESOLUTION**

IT IS RESOLVED that Cottonwood County enter into MnDOT Agreement No.1031299 with the State of Minnesota, Department of Transportation for the following purposes:

To provide for lighting system construction along various intersections in the County which are defined in said Agreement.

IT IS FURTHER RESOLVED that the Board Chairman and the County Engineer are authorized to execute the Agreement and any amendments to the Agreement.

**CERTIFICATION**

I certify that the above Resolution is an accurate copy of the Resolution adopted by the Board of Commissioners of Cottonwood County at an authorized meeting held on the 3<sup>rd</sup> day of July, 2018, as shown by the minutes of the meeting in my possession.

S/Jan Johnson, Auditor/Treasurer

Motion by Schmidt, second by Holmen, unanimous vote to approve offering the position of Solid Waste Technician to one of the three individuals that applied for the position.

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Drew Hage, Windom EDA Director, informed the board that he has received a Home Initiative application from Tom and Marlys Christensen for building a single family home. Hage stated that all requirements, to date, have been met so a public hearing date needs to be set. Motion by Schmidt, second by Appel, unanimous roll call vote to approve resolution 18-07-03A as follows:

**Resolution No. 18-07-03A**

Resolution Calling for a Public Hearing on Proposed  
Tax Abatement for New Residential Project

**WHEREAS**, Cottonwood County is committed to the best interests of the citizens of Cottonwood County; and

**WHEREAS**, Minnesota Statutes §469.1813 gives authority to a County to grant an abatement of taxes imposed by the County if certain criteria are met; and

**WHEREAS**, in addition to the statutory requirements, on December 13, 2016, the Cottonwood County Commissioners approved the Cottonwood County Home Initiative Guidelines (the "Guidelines") and program documentation; and

**WHEREAS**, Marlys G. Christensen and Thomas H. Christensen (wife and husband), in their capacities as Trustees under the Marlys G. Christensen Living Trust dated December 19, 2012, (the "Christensens") are the owners of the following described real estate within Cottonwood County, Minnesota:

Parcel #: 25-796-0010

Address of Property: 2960 Country Club Drive, Windom, MN 56101

Legal Description of Property: Lot 1, Block 1 of John Vera Voth Subdivision in the City of Windom, Cottonwood County, Minnesota; and

**WHEREAS**, the Christensens propose to a construct a new home on this property; and

**WHEREAS**, the Christensens have requested tax abatement on this property pursuant to the Guidelines; and

**WHEREAS**, the abatement of taxes on the above-described parcel would be for the period of five (5) years commencing on the first year of taxes, payable for the assessed value related to the capital improvements, as outlined in the Guidelines; and

**WHEREAS**, based on an Estimated Market Value of \$400,000 for the new home and based on 2017 tax classifications/rates, the estimated tax abatement for Cottonwood County for this property would be approximately \$1,503 per year. The total estimated tax abatement by Cottonwood County for the five-year period is approximately \$7,515. (These figures were calculated using 2017 tax rates. The market value for the project is only an estimate, since the building has not been constructed and the tax rates will change each year.)

**WHEREAS**, Minnesota Statutes require that a public hearing be held prior to the approval of the proposed tax abatement.

Now, therefore, **BE IT RESOLVED** by the **COUNTY COMMISSIONERS FOR COTTONWOOD COUNTY, MINNESOTA**, as follows:

1. Public Hearing. A public hearing to consider the proposed tax abatement, as set forth above, shall be held on Tuesday, July 17, 2018, at 9:05 a.m. in the County Commissioners' Room in the Cottonwood County Courthouse, 900 Third Avenue, Windom, Minnesota.

2. Notice of Public Hearing. The Cottonwood County Auditor is authorized and directed to cause notice of the hearing to be published once in a newspaper of general circulation in the county at least 10 days, but less than 30 days, prior to the date for the hearing. The public hearing notice shall include a description of the property for which the abatement is being considered and the total estimated amount of the proposed tax abatement based on current information.

Adopted this 3rd day of July, 2018.

S/Donna L. Gravley, Board Chairman

S/Jan Johnson, Auditor/Treasurer

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Mark Redman, Bingham Lake Mayor, and Mary Krumwiede, Bingham Lake Council Member, met with the board to discuss county tiles around the City of Bingham Lake and the water issues the city is having. After much discussion, consensus of the board is to have the City of Bingham Lake invite Commissioner Holmen, Auditor/Treasurer Jan Johnson, Nickel Construction, and Lohrenz Construction to the August 13<sup>th</sup> City Council meeting to discuss the issues.

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Alex Schultz, Planning and Zoning Technician, met with the board to get approval for Conditional Use Permits. Motion by Schmidt, second by Holmen, unanimous vote to approve the Conditional Use Permit request from Knife River for a temporary hot mix (asphalt) plant in Amboy Township, Section 12, with the following conditions: (1) During construction have a dumpster on site; (2) Maintain erosion controls during operation; (3) Acquire any State/Federal permits needed; (4) Comply with Cottonwood County Ordinance #28 and #36; and (5) Follow the MnDOT signage rules and regulations.

Motion by Appel, second by Stevens, unanimous vote to accept the City of Mountain Lake's request to withdraw their Conditional Use Permit application for a Waste Water Treatment Facility expansion.

Discussion was held regarding Cottonwood County Ordinance #28, Section 13 Ag District.

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Jan Johnson, Auditor/Treasurer, and Gale Bondhus, County Assessor, met with the board to get approval for a Joint Powers Agreement to create Counties Providing Technology. Johnson stated that both the Assessor and he are recommending this as a long-term cost saving measure and method of ensuring that the specialized software programs that the County needs are available and updated as the County's needs change. After much discussion, motion by Schmidt, second by Holmen, unanimous vote to enter into the Joint Powers Agreement to create Counties Providing Technology, a new Joint Powers Organization that will allow member counties to cooperate in developing and sharing software and other technology and related services.

Chairman Gravley appointed Commissioner Tom Appel to the Counties Providing Technology Committee and appointed Commissioner Norm Holmen as alternate.

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Motion by Appel, second by Schmidt, unanimous vote to approve July warrants as follows:

County Revenue Fund	\$ 93,996.74
Long Term Capital Outlay	\$ 2,891.51
Taxes & Penalties Fund	\$ 310.00
County Revenue Fund	\$ 2,618.94
Road and Bridge Fund	\$ 25,931.71
Waste Abatement/Score Fund	\$ 4,497.50
Landfill Enterprise Fund	<u>\$ 13,608.21</u>
	\$143,854.61

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Jan Johnson, Auditor/Treasurer, presented state primary and general election recount Joint Power Agreements for signature. Johnson stated that these are standard agreements that are signed every two years. Motion by Holmen, second by Schmidt, unanimous vote to approve the Board Chairman and County Auditor/Treasurer to sign the state primary and general election recount Joint Power Agreements.

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Commissioner Stevens informed the board that the Law Library Committee would like to put a bulletin board up on the wall next to the computer in the Law Library. Motion by Appel, second by Schmidt, unanimous vote to allow the Law Library Committee to put up a bulletin board in the Law Library.

Commissioner Holmen asked about the domes on the courthouse. Commissioner Schmidt stated that the painting has begun and each dome will get two coats of primer and a coat of paint. Holmen also stated that APEX Wind Energy has signed approximately 70% of the acres needed.

Commissioner Schmidt gave an update on the Historical Society grant application for replacing windows in the courthouse.

Commissioner Gravley wanted to inform the board that A.C.E. and Plum Creek Library will be requesting increases in their appropriations for 2019.

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There being no further business, the meeting was adjourned at 11:00 a.m.

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Jan Johnson, Auditor/Treasurer

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Donna L. Gravley, Board Chair

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Kelly Thongvivong, County Coordinator