

December 16, 2025

At 9:00 AM, on Tuesday, December 16, 2025, the Brown County Board of Commissioners met in Room #204 of the Brown County Courthouse located in New Ulm, Minnesota, 56073. Commissioners present were David Borchert, Anton Berg, Scott Windschitl, Brian Braun and Jeff Veerkamp, along with County Administrator Sam Hansen and County Attorney Charles Hanson.

Call to Order

1. Chairman Windschitl called to order the Regular Meeting at 9:00 AM. All present said the Pledge of Allegiance.

Agenda Review

2. A motion was offered by Commissioner Berg, and was seconded by Commissioner Borchert, to accept the printed agenda. This motion duly carried.

Consent Agenda Review

3. Previous Meeting's Official Proceedings and Synopsis Approval

4. General Government Claims

In accordance with MS 375.12, the following claims exceed \$2,000: Advanced Correctional Healthcare Inc \$2,893.83; ALPHA WIRELESS COMMUNICATIONS \$3,743.00; Brown Co Editorial Assn \$6,036.75; CDW GOVERNMENT INC \$12,087.60; Consolidated Correctional Foodservice \$12,037.36; DELL MARKETING LP \$23,638.83; H & L MESABI INC \$53,564.81; Kamphoff/Cindra \$3,000.00; KILLION SMITH LAW FIRM \$4,915.00; Minnesota Paving & Materials \$55,875.76; MN Counties Computer Cooperative \$8,103.78; MN DEPT OF TRANSPORTATION \$3,191.59; MOTOROLA SOLUTIONS INC \$23,928.40; River Bend Leasing \$2,208.61; River Bend-Kemske Business Products \$2,422.40; RIVER VALLEY FORENSIC SERVICES, PA \$2,550.00; Searles Well Drilling Inc \$25,678.00; Smith & Johnson \$12,000.00; Uhl Company Inc \$6,977.75; University Of Minnesota \$32,500.00; WEELBORG CHEVROLET LLC \$8,627.87; 94 payments less than \$2,000 total \$36,530.55. Final Total: \$342,511.89.

5. Human Services Claims Payments

In accordance with MS 375.12 the following claims exceed \$2,000; Chuck Spaeth Ford Inc \$5,096.15; Independent School District 84 \$10,400.00; Independent School District 85 \$2,095.84; Independent School District 88 \$5,200.00; Riverbend-Kemske Business Products \$2,186.23; Superior Mobility \$3,064.99; U.S. Postal Service \$10,000; 146 payments less than \$2,000 total \$49,421.44. Final Total: \$87,464.65.

6. Opioid Settlement Grant Recipient

7. 2026 Wetland Conservation Act TEP Agreement

8. Staffing Report

A motion was offered by Commissioner Braun, and was seconded by Commissioner Berg, to approve said Consent Agenda items. This motion duly carried.

Recess Regular Meeting

9. At 9:03 AM, Chairman Windschitl recessed the Regular Meeting to convene Public Hearing.

Convene Public Hearing

10. Chairman Windschitl convened Public Hearing on Tuesday, December 16, 2025, in the Brown County Courthouse Commissioners Room #204 for revisions to the Brown County Fee Schedule. No public comment was received.

After brief discussion, Chairman Windschitl declared the Public Meeting adjourned.

A motion was offered by Commissioner Berg, and was seconded by Commissioner Veerkamp, to accept by Resolution No. 2025-26 and adopt by Ordinance No. 2025-4, the 2026 Brown County Fee Schedule. This motion carried on a roll-call vote of 5-0.

Recess Regular Meeting

11. At 9:11 AM, Chairman Windschitl recessed the Regular Meeting to convene Public Hearing.

Convene Public Hearing

12. Chairman Windschitl convened Public Hearing on Tuesday, December 16, 2025, in the Brown County

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Courthouse Commissioners Room #204 for tax abatement for Rebound Real Estate of the Oak Hills Living Project. In attendance were (7) members of the public, and public comment was received from Ann Vogel, Barb Dietz, Andy Biebl, Dave Schnobrich, and Shannon Sweeney.

After brief discussion, Chairman Windschitl declared the Public Meeting adjourned.

A motion was offered by Commissioner Borchert, and was seconded by Commissioner Berg, to accept by Resolution No. 2025-27 approving Property Tax Abatement for Oak Hills Living Center. This motion carried on a roll-call vote of 5-0.

New Business

13. Jason Seidl, County Sheriff, met with the County Board. A motion was offered by Commissioner Borchert, and was seconded by Commissioner Veerkamp, to accept and order file the Sheriff's Office November Monthly Report of Activity. This motion duly carried.

14. Kelly Hotovec, Auditor-Treasurer, and Andrew Lang, Engineer, met with the County Board. A motion was offered by Commissioner Braun, and was seconded by Commissioner Windschitl, to approve the following drainage repair request(s) and the payment of said repair(s):

System	Repair	Order	TWP	Section	Repair Type	Cost
CD11	25-088	1	Stark	27	Surface Intake, Tile Outlet	\$2,106.50
CD49	25-002	2	Home	12	Replacement	\$4,168.75
CD52	25-022	1	North Home	29	Blowout	\$3,670.00

This motion duly carried.

15. Kelly Hotovec, Auditor-Treasurer, met with the County Board. A motion was offered by Commissioner Berg, and was seconded by Commissioner Veerkamp, to approve a 4% interest rate for 2026 drainage assessments and a 45-day no-interest prepayment period for landowners to pay assessment fees in full. This motion duly carried.

16. A motion was offered by Commissioner Braun, and was seconded by Commissioner Berg, to accept by Resolution No. 2025-29 setting drainage assessments totaling \$901,000 on several drainage systems for 2026.

Assessment Totals:

County Ditch 02	\$42,000.00	County Ditch 68	\$35,000.00
County Ditch 03	\$29,000.00	County Ditch 70	\$24,000.00
County Ditch 04	\$12,000.00	Brown-Cottonwood JD IMP07	\$7,000.00
County Ditch 05	\$146,000.00	Brown-Watonwan JD 05	\$78,000.00
County Ditch 28	\$145,000.00	Watonwan-Brown JD 06	\$4,000.00
County Ditch 33	\$26,000.00	Brown-Blue Earth JD 10	\$161,000.00
County Ditch 38	\$8,000.00	Watonwan-Brown JD 13	\$4,000.00
County Ditch 57	\$19,000.00	Redwood-Brown JD 17	\$12,000.00
County Ditch 60	\$75,000.00	Cottonwood-Brown JD 24	\$14,000.00
County Ditch 62	\$38,000.00	Blue Earth-Brown-Watonwan JD 48	\$14,000.00
County Ditch 63	\$8,000.00		

This motion carried on a roll-call vote of 5-0.

17. Amanda Lang, Assistant Zoning Administrator, and Jaden Sandgren, Zoning Specialist and Feedlots, met with the County Board. A motion was offered by Commissioner Veerkamp, and was seconded by Commissioner Berg, to approve the 2026-2027 Minnesota Pollution Control Agency County Feedlot Program Delegation Agreement Work Plan "DAWP." This motion duly carried.

18. Robert Santaella, Planning and Zoning Director, met with the County Board. A motion was offered by Commissioner Braun, and was seconded by Commissioner Berg, to deny the Park Commission Recommendation on haying at Mound Creek Park due to the information staff gathered about leafy spurge and potential considerations for haying from the Minnesota Department of Agriculture. This motion duly carried.

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Break

19. Planning Commission Recommendations:

Robert Santaella, Planning and Zoning Director, met with the County Board. A motion was offered by Commissioner Veerkamp, and was seconded by Commissioner Berg, to approve Preliminary Plat application APP-P-0174 filed by Darren Berle on the property owned by David J Berle known as Tommy's Subdivision Lot 1, Block 1 (60 acres), Lot 2, Block 1 (79.26 acres) describes as Lot A of the Plat of the SE ¼, and the E ½ of the NE ¼, all in Section 10, Township 109 North, Range 32 West, Stark Township, Brown County, Minnesota. Application is to replat existing platted lots. This motion carried on a roll-call vote of 5-0.

Robert Santaella, Planning and Zoning Director, met with the County Board. A motion was offered by Commissioner Braun, and was seconded by Commissioner Berg, to approve Conditional Use Permit application APP-C-0186 filed by Chad Trebesch on the property owned by Brett Trebesch described as part of the Northeast corner of said Section 36, Township 111 North, Range 33 West, Eden Township, Brown County, Minnesota. Application for Conditional Use Permit to allow use of a feedlot with a maximum of 360 animal units in a swine nursery to finish operation. This motion carried on a roll-call vote of 5-0.

22. John Schotzko, Assistant CVSO, met with the County Board. A motion was offered by Commissioner Berg, and was seconded by Commissioner Veerkamp, to approve the appointment of Tim Beranek as a Veteran's Volunteer Shuttle Driver with per diem payments according to schedule effective October 29, 2025. This motion duly carried.

23. Sam Hansen, County Administrator, met with the County Board. A motion was offered by Commissioner Braun, and was seconded by Commissioner Veerkamp, to approve the full-service SafeAssure Contract for Safety and OSHA Compliance Consulting services in the amount of \$13,112.20 effective 01/01/2026 through 12/31/2026. This motion duly carried.

24. A motion was offered by Commissioner Berg, and was seconded by Commissioner Veerkamp, to adopt Brown County Budget and Levy in the amount of \$19,505,100 resulting in a 9.49% increase from 2025; and to adopt the 2026 Brown County Budget for revenues and expenditures as applicable; and instruct the County Administrator to both certify the adopted levy to the Brown County Auditor-Treasurer and submit the summary of the adopted 2026 Brown County Budget for publication. This motion failed on a roll-call vote of 2-3, with Commissioners Borchert, Braun, and Windschitl opposed.

A motion was offered by Commissioner Braun, and was seconded by Commissioner Borchert, to adopt Brown County Budget and Levy in the amount of \$19,594,261 resulting in a 9.99% increase from 2025; and to adopt the 2026 Brown County Budget for revenues and expenditures in the amount of \$47,669,426; and instruct the County Administrator to both certify the adopted levy to the Brown County Auditor-Treasurer and submit the summary of the adopted 2026 Brown County Budget for publication. This motion carried on a roll-call vote of 3-2, with Commissioners Berg and Veerkamp opposed.

Recess Regular Meeting

20. At 10:29 AM, Chairman Windschitl recessed the Regular Meeting to convene Public Hearing.

Convene Public Hearing

21. Chairman Windschitl convened Public Hearing on Tuesday, December 16, 2025, in the Brown County Courthouse Commissioners Room #204 for the Local Option Sales Tax for Transportation continuation. No public comment was received.

After brief discussion, Chairman Windschitl declared the Public Meeting adjourned.

Andrew Lang, Engineer, and Alexandra Davis, Assistant Engineer, met with the County Board. A motion was offered by Commissioner Braun, and was seconded by Commissioner Veerkamp, to accept by Resolution No. 2025-28, the continuation of the Local Option Sales Tax for Transportation until sufficient funds are available to construct the projects on the Ten-Year Road & Bridge Construction Program. This motion carried on a roll-call vote of 5-0.

New Business

25. A motion was offered by Commissioner Braun, and was seconded by Commissioner Windschitl, to adopt 2026

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Supplemental Budgets as proposed. The Supplemental Budgets do not receive any levy (local property tax) revenues.

Fund	Revenue	Expenditure
Law Library	\$23,500	\$23,500
County Attorney - Forfeiture	\$5,000	\$5,000
Sheriff Contingent	\$3,000	\$3,000
Snowmobile Safety	\$2,963	\$2,813
Jail Commissioner	\$9,000	\$3,200
911 Emergency Telephone	\$225,183	\$225,183
Septic Loan (County Funds)	\$165,000	\$165,000
Building Fund	\$11,190	\$0
Ditch Fund	\$54,000	\$54,000
Landfill Fund	\$1,691,638	\$1,873,789
SCORE Fund	\$113,471	\$109,678
Totals	\$2,303,945	\$2,470,963

This motion duly carried.

Closed Session

26. A motion was offered by Commissioner Berg, and was seconded by Commissioner Veerkamp, to convene into closed session as permitted by Minnesota Statute § 13D.05, subd. 2 to consider Social Services Payments. This motion duly carried.

A motion was offered by Commissioner Berg, and was seconded by Commissioner Braun, to authorize payment of Social Services claims in the amount of \$201,232.19. In accordance with MS 375.12, the following claims exceed \$2,000: Brown Co Evaluation Ctr \$7,381.84; Counseling Services of S MN Inc \$2,690.00; DHS – MSOP \$27,480.50; \$15,274.40; ELAN Financial Services \$3,948.97; EON Inc \$2,282.40; Gerard Nexus Inc \$15,594.21; Heartland Girls Ranch \$10,779.90; Hudson/Michael & Lyndi \$3,410.78; Ibberson Lawn Care LLC \$2,100.00; LSSMN \$2,822.10; Lutheran Social Services of Minnesota \$3,567.00; MBW Company SILS Program \$2,160.71; MN Valley Action Council \$56,879.81; Nexus - Mille Lacs Family Healing \$16,027.20; Southern Mn Independent Living \$2,179.05; Wings Guardianship Services \$3,022.10. 40 payments less than \$2,000 total \$23,631.22. Final Total: \$201,232.19. This motion duly carried.

A motion was offered by Commissioner Berg, and was seconded by Commissioner Braun, to cease closed session and reconvene the open session. This motion duly carried.

Other Business

27. Commissioner Committee Reports: Commissioner Borchert reported on the AMC Conference, MRCI meeting, Budget Workshop, and MVAC meeting; Commissioner Berg reported on the SCHAC meeting, MRC meeting, Budget Workshop, and AMC Conference; Commissioner Windschitl reported on the Budget Workshop, AMC Conference, Public Safety committee meeting, TAC meeting, and SCHA meeting; Commissioner Braun reported on Budget Workshop, Transportation pre-conference meeting, JD 5 meeting, MNGO meeting, and AMC Conference; and Commissioner Veerkamp reported on the RCRCA meeting, Budget Workshop, and JD 5 meeting.

28. Calendars were coordinated for the next two-week period.

Adjournment

There being no further business, Chairman Windschitl declared the Meeting adjourned at 11:39 AM.

Notice

Ditch Notices - 8:30 a.m. | Attending: Commissioners Braun and Veerkamp

- *Redwood & Brown Counties JD 5 Drainage Authority Virtual Meeting for adoption of Findings and Order Setting Landowner Payment Terms, Bond Agreement, Amendment to Financing Agreement, December 5, 2025 meeting minutes, and Change Order*

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1. <https://us02web.zoom.us/j/86460522152?pwd=37M6rBmbjvgdUyRsXoHgSnJXTrFrI2.1>



Scott Windschitl, Chair
Board of Brown County Commissioners
Brown County, Minnesota

ATTEST:


Sam Hansen
Brown County Administrator
Brown County, Minnesota

**Resolution No 2025-26
Brown County Resolution**

2026 Brown County Fee Schedule

The following Resolution was offered by Commissioner Berg and moved for adoption at a regular board meeting held on December 16, 2025, at the Brown County Courthouse, New Ulm, MN:

WHEREAS, the County Board of Commissioners may charge fees for services provided by any county office, official, department, court, or employee; and

WHEREAS, there is a reasonable relation between the fees contained in this schedule and the cost of providing the services; and

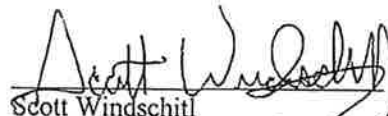
WHEREAS, Minnesota Statutes state that these service fees, charges, and rates must be established by ordinance.

NOW BE IT NOW RESOLVED, that the Brown County Board of Commissioners hereby ordains adoption Ordinance No. 2025-4 and the fees contained in this schedule, effective January 1, 2026.

Seconded by Commissioner Veerkamp and the same being put to a vote was duly carried.
This Resolution shall become effective immediately and without publication.

Adopted by the following vote: Ayes 5 Nays 0.

Dated this 16th day of December 2025.


Scott Windschitl
Chairman, Brown County

CERTIFICATION

State of Minnesota
County of Brown

I, Sam Hansen, duly appointed, qualified and acting County Administrator for the County of Brown, State of Minnesota, do hereby certify that I have compared the foregoing copy of a Resolution with the original minutes of the proceedings of the Board of County Commissioners, Brown County, Minnesota, at their session held on the 16th day of December, 2025, now on file in my office, and have found the same to be a true and correct copy thereof.

Witness my hand and official seal at New Ulm, Minnesota, this 16th day of December 2025.


Sam Hansen
County Administrator

**Ordinance No. 2025-4
Brown County Ordinance**

2026 Brown County Fee Schedule

The Brown County Board of Commissioners Hereby Ordains:

Section 1. The 2026 Brown County Fee Schedule includes fees for services provided by county offices, officials, departments, courts, and employees, and is hereby adopted pursuant to Minnesota Statutes.

Section 2. The 2026 Brown County Fee Schedule is hereby established as an official control for Brown County and is kept in the Brown County Auditor Treasurer Department.

Section 3. This ordinance shall become effective on January 1, 2026.

Adopted by the Brown County Board, Resolution No. 2025-26, at its meeting of December 16th, 2025.


Scott Windschitl
Chairman, Brown County

CERTIFICATION

State of Minnesota
County of Brown

I, Sam Hansen, duly appointed, qualified and acting County Administrator for the County of Brown, State of Minnesota, do hereby certify that I have compared the foregoing copy of a Resolution with the original minutes of the proceedings of the Board of County Commissioners, Brown County, Minnesota, at their session held on the 16th day of December, 2025, now on file in my office, and have found the same to be a true and correct copy thereof.

Witness my hand and official seal at New Ulm, Minnesota, this 16th day of December 2025.


Sam Hansen
County Administrator



FEE SCHEDULE

COUNTY WIDE (Note: applicable unless listed specifically in departmental fees)	
General	
Faxed Document (sent)	\$1/page
Non-Sufficient Funds/Returned Payments	\$30
Copies	\$.25/page

ASSESSOR	
General	
Abatement Application Filing	\$20
In-Office Abatement Application	No Fee
CER Parcel Info & Prodex Map	\$3/parcel
Certified Letter	\$20
Parcel Information/Staff Assisted	
Residential	\$1/parcel
Commercial	\$2/parcel
Print Screens	\$1/parcel
Research Charge	\$20/hour \$10 minimum
Sales Printout	\$2/page
Sample File Calculations	\$10
Specific Sales Studies	\$5 + \$2/page
Staff Assisted Photocopies	\$.50/page
Full Real Estate Datasets	
Complete Parcel Dataset	\$500
Partial Parcel Data, 1 data field	\$0.001/parcel
All Real Estate Datasets will require a data disclosure to be signed	
<i>See also: Information Technology fee section, as applicable to data/mapping charges</i>	

AUDITOR/TREASURER	
GENERAL TAX	
Research Tax Records	\$50/hour \$25 minimum charge
Professional Service Fee - Labels, Reports, or Data File Requests	\$50/hour \$25 minimum
Special Handling – Recalculation of Certified Tax	\$5/taxpayer
Mobile Home Certificate	\$5/taxpayer
Authorization of Subordination Agreement for Septics	\$25
Green Acres & Rural Preserve Payback Calculation	\$25
SPECIAL ASSESSMENT FEES	
Special Assessment Set-up Fee	\$50 Master + \$5/parcel
Certified Special Assessments	\$8/parcel



FEE SCHEDULE

Special Assessment Project Adjustments	\$10/parcel
Recycling (per household)	\$0.50/parcel
TAX INCREMENT FINANCING	
TIF Setup	\$300
TIF Annual Maintenance	\$150
TIF Modification	\$200
TIF – Early Decertification	\$200
DELINQUENT PROCESSING	
Delinquent Fee – Manufactured Homes	\$15/annually
Delinquent Fee	\$30
Confession of Judgment	\$50
Confession of Judgment after Expiration of Redemption	\$100
Confession of Judgment – Annual Billing Fee	\$10
Confession of Judgment Satisfaction	\$30
Revenue Recapture Fee	\$25
Tax Forfeited Repurchase Fees	\$200
Expiration of Redemption Notices	Actual costs/parcel
Forfeited Parcel Maintenance Fee Charge	Actual costs/parcel
Ditch Fees	
Drainage Assessments	
Petitions	Fees billed to landowner(s)
Drainage Systems Annual Fee (based on length of ditch)	\$30,000
Parcel Split – drainage benefit reallocation	\$65-\$70/hour
Financial	
Auditors Certificate – Base Information	\$200
Auditors Certificate - Above Base Information	\$30/hour
Certification of Ten Largest Taxpayers	\$20
Audit Verifications	\$60/hour
Bond Reports (per hour)	\$30/hour
Parcel Maintenance	
Escrow Fee	\$5/parcel \$15 minimum
Parcel/Value-Acre Split -Expedited fee (under 72 hours)	\$50/each
Elections & Voter Registration	
Filing Fees	
County Offices	\$50
Soil & Water Conservation District	\$20
Special Elections - Townships/Cities/Schools that conduct an election and are allowed to do so	
Paper Ballot Approved	\$250 **MS204B.32
Special Elections Fee to those jurisdictions that are required by statute to utilize voting	
Equipment	\$500 **MS204B.32
Voter Registration Lists & Labels	Call 651-215-1441 Visit https://sos.mn.gov/



FEE SCHEDULE

COUNTY ATTORNEY

Document Copies

Copies on CD/DVD/Blu-Ray	\$10/disc
Copies on 32GB Flash Drive	\$12/driver
Copies on 64GB Flash Drive	\$15/ driver
Copies on 1TB Flash Drive	\$25/ driver
Discovery delivered electronically	\$15/case file

COURT ADMINISTRATION

General

Law Library Fee (assessed on all civil & probate filings)	\$10
Modification of Child Support	\$50

HUMAN SERVICES

General

Licensing: family childcare, foster care, corporate	No charge *Fee may be assessed by the State
Detoxification Daily Rate	Sliding Fee Schedule
Out-of-County Case Management	SEAGR rate
Out-of-Home Placement	Sliding Fee
Rep Payee Agency Fee	\$0-\$52/month
Step-Parent Adoptive Home Study – Court Ordered	SEAGR Hourly Rate
Copies on 32GB Flash Drive	\$12/driver

Child Support Service Fees

Non IV-D	\$15/month per case
Custodial parent applicants – Non-public Assistance	2% of amount collected MS 518A.51
Non-custodial Parent Applicant – Non-public Assistance	Additional 2% fee MS 518A.51
Custodial Parent - Public Assistance	2% of amount collected beginning 24 months after end of benefits MS 518A.51
Custodial parent - Non-Public Assistance	\$35/year Fed fee after \$550 collection

SEAGR Rate: contact Human Services Fiscal Supervisor to obtain rate.

HEARTLAND EXPRESS BUS SERVICE

General

In-County; Outside of New Ulm pick up and/or drop off site	\$3/each way
New Ulm	\$1.50/each way



FEE SCHEDULE

Nutrition Site	\$.75/each way
Out-of-County Medical (limited availability)	\$38/each

HIGHWAY	
General	
Culvert Pipe	Cost
Administration Ditch Fee	\$20,000
Equipment Rent (varies with type)	Per State Aid Accounting Rate
Plans & Specifications	
Electronic Copy (Downloaded)	No Fee
Paper Copy (Counter/Mailed)	\$250
Sign Installation	\$100/hour
Additional person	\$10/hour
Sign Man "Gopher One" Call	\$20 each Included in sign installation rate
Material	Cost
Permits	
Driveway/Field Entrance Permit Fee	\$100 + Culvert purchase from County inventory requirement
Utility Permit	No Fee
Moving Permit	No Fee
Non-Herbicide Spray Permit	No Fee
90,000 – 97,000 Pound Truck Weight Permit	\$300 (90k – 6 axle) \$500 (97k – 7 axle)

INFORMATION TECHNOLOGY	
Service Fees	
Professional Service Fee	\$75/hour – ½ hour minimum
Full GIS Datasets	
Complete Parcel Dataset	\$697
Partial Parcel Data	\$0.04 per parcel \$20 minimum + service fee
Street Centerlines	\$500
Rural Address Points (Cities Not Included)	\$300
Other Brown County GIS Data maintained by Brown County	\$100
<i>All GIS Datasets will be in Shapefile Format, NAD 83, UTM 15 Projection</i>	
<i>All GIS Datasets will require a data disclosure to be signed</i>	
Printed Maps	
8.5 x 11 Color or Black & White	\$5
11 x 17 Black & White	\$5
Plotter – Less than 36" x 48" (ANSI E)	\$15



FEE SCHEDULE

Plotter – Greater than 36" x 48" (ANSI E)	\$15 + \$5 per each addition foot, rounded up to the nearest foot
<i>Note: Plotter can accommodate requests that are 36" wide, unlimited length</i>	
Other	
Shipping	Cost/Postage & mailing supplies
DVD	\$1 (Service Fee added for DVD Creation)

LICENSE BUREAU	
Manuals	
Manual - Drivers	\$7
Manual – CDL	\$10
Manual – Motorcycle	\$7
Class D Knowledge Exam	\$10
Electronic Records	
Accidents	\$5/each
DL/ID/Permit – Certified	\$10
DL/ID/Permit – Non-Certified	\$9
Motor Vehicle Title/Registration – Certified	\$10
Motor Vehicle Title/Registration – Non-certified	\$9
Printing Fee	\$1
Licensing	
Auctioneer	\$20
On Sale 3.2 Percent Malt Liquor License	\$65
Off Sale 3.2 Percent Malt Liquor License	\$65
3.2 One Day License	\$25
Dangerous Dog	\$50
Estate Sale Conductor Filing Fee MS 325E.70	\$20
Fireworks	\$2
Liquor - Off Sale	\$120
Liquor - On Sale	\$1,300
Liquor – Sunday Sale	\$200
Wine	\$45
Cannabis Microbusiness	No Fee/registration \$1,000/renewal
Cannabis Mezzobusiness	\$500/Registration \$1,000/renewal
Cannabis Retail	\$500/registration \$1,000/renewal
Lower-Potency Hemp Edible Retailer	\$125/registration \$125/renewal
Medical Cannabis Combination Business	\$500/registration \$1,000/renewal
Precious Metal Dealer	\$50
Tobacco	\$200/year
Transient Merchant	\$150



FEE SCHEDULE

Filing Fees	
ATV, ORV, & Watercraft - Renewals	\$4.50
ATV, ORV, & Watercraft - Duplicate, Transfers, & New Registrations)	\$7
Snowmobiles - Renewals, Transfers, & Duplicates	\$4.50
Driver's License & Identification Cards (First Time Applicant) MS 171.06	\$16
Driver's License & ID – Renewals	\$11
Duplicate Stickers	\$12
DVS Transaction Surcharge	\$1
Game & Fish	\$1
Lien Release/Grant	\$12
Motor Vehicle Registration - New	\$12
Motor Vehicle Registration – Renewal	\$8
Motor Vehicle Registration - Transfer of Title	\$12
Watercraft - Title & Title Transfer)	\$7
Wheelage Tax	\$20
Additional Motor Vehicle Fees	https://dps.mn.gov/divisions/dvs/vehicle/vehicle-fees
Additional DNR Fees	https://www.dnr.state.mn.us/licenses/watercraft/index.html

PARKS	
General	
Campfire Wood	\$5
Camping - Tent Area	\$10/unit
Camping - Trailer Camper/RV Area (electric sites)	\$25/unit + credit card fee
Camping – Trailer Camper/RV Weekly	\$125
Dump Station - Non-camper	\$7
Picnic Shelter Reservation - All Day	\$20

PLANNING & ZONING	
General	
Residential Structures - Dwelling & Non-Ag Accessory Structures	\$.08/sq. foot; \$26.25 min.
Exterior Alterations to Dwellings, Ag, Non-ag, Commercial structures	\$20
<i>No change to building footprint-ex: shingling, windows, siding, enclose porch</i>	
Agriculture Structures	\$.05/sq. foot; \$26.25 min. - \$525 max.
Commercial/Business Structures and Additions Permits	\$.08/sq. foot; \$52.50 minimum
Late Fee (Building is started or built before obtaining a permit)	2X original fee or \$52.50, whichever is greater
Variance	\$400
Variance - After the Fact	\$550
Conditional/Interim Use Permit	\$400



FEE SCHEDULE

Adult Use Conditional Use Permit	\$1,000
MN PCA Feedlot Permit - New Application	\$60
MN PCA Feedlot Permit - Update to Existing Valid	\$30
Special Meeting of Planning Commission	\$600
Grading & Filling Permit	\$25
Pesticide Applicator Testing	\$50/person
Preliminary/Final Plat Review	\$100/lot
Rezoning	\$300
Septic Installation Permit	
New Type I, II, & III	\$100
Type IV & V	\$500
<i>Compliance Inspection for Existing Septic System (if not completed by private sector Compliance Inspector)</i>	\$600
Compliance Inspection for New/Replacement Septic System	1 st inspection/No Fee
Additional Inspections	\$50/each
Annual Operation Permit for Type IV & V Septic System	\$100/year
Septic Loan Application Fee	\$175
Septic Soil Verification	1 st / No Fee, Additional \$50/each
Septic Design Review	1 st /No Fee, Additional \$50/each
Sign Permit	\$40
New E911 Address (Fee: Hwy Dept \$100 and P&Z \$25)	\$125
Solar Energy Fee	\$250
Towers – Cell/Wind Turbine/Etc.	\$5/ft in height \$500 minimum
Wind Turbine under 55kw	\$250
Wetlands	
Wetland Contractor Liability & Landowner Statement Form	No Fee
Wetland Exemption or No-Loss Application	\$26.25
Wetland Delineation Review - Less than 10 acres in size	\$100
Wetland Delineation Review - 10-25 acres in size	\$150
Wetland Delineation Review - 25+ acres in size	\$200
Wetland Replacement Plan - No Enforcement	\$125/plan review
Wetland Replacement Plan - Site Visits & TEP Meetings	\$25/hour
Wetland Replacement Order - Enforcement	\$250/plan review
Wetland Replacement Order - Site visits & TEP Meetings	\$50/hour
Monitoring (required with Replacement Orders & optional to have County perform under No Enforcement)	\$100/year
Wetland Restoration Order - Enforcement	\$250/order
Wetland Restoration Order - Site Visits & TEP Meetings	\$50/hour
Appeal of WCA TEP Decision to County Board	\$250
Wetland Banking Applications	\$262.50



FEE SCHEDULE

PROBATION		
General	Adult	Juvenile
Felony, ISP/Treatment Court	\$400	\$100
Gross Misdemeanor	\$300	\$50
Misdemeanor	\$200	\$50
Diversion	\$100	\$50
Adult Pretrial – Assessed med/high on MNPAT Tool	\$75	----
ASSESSMENTS/REPORTS		
PSI Only (no supervision; report only; transfer supervision after sentencing)	\$100	
Domestic Violence Assessment	\$100	
CLASSES/PROGRAMS		
Restorative Conferencing	\$100	
DRUG TESTING Non-Probation		
Single Drug to 11 Panel Drug	\$20/each	\$20/each
Confirmation Tests	\$25/per drug	\$25/per drug
Call In System Referral	\$25/month	\$25/month
DRUG TESTING PROBATION		
Positive Drug Test Confirmation/Admission by Client or Diluted Sample by Confirmation	\$50	\$25
Sentence to Service (STS) & Community Work Service (CWS)		
STS Termination Fee	\$50	\$50
STS In Lieu of Jail - Non-jail Participants	\$20/day	
OTHER FEES		
STS Wood: Private Sale	\$30/trailer junk wood \$150/trailer	
STS Non-Profit	\$10/hour per crew member	
Detention Fees	Cost/Sliding Fee Schedule	
Note: Non-probation means cases not assigned to the Brown County Probation Department		
**MS § 244.18		

PUBLIC HEALTH	
Disease Prevention & Control Health Promotion	
Blood Pressures – Individual, In-Office Monitoring, Referral & Counseling	No Fee
Blood Pressures – Screening, Counseling & Referral	No Fee
Blood Pressures – Community Clinics	No Fee
Ear/Hearing Assessment	No Fee
Head Lice / Rash Check	No Fee
Community Health Fair – Setup & Distribution of Information	No Fee
Group Education Programs	No Fee



FEE SCHEDULE

Public Health Nurse Clinic	
Medication Management Program (MHCP Program(s) or Insurance Reimbursable)	\$180/visit
Immunizations	
MN Department of Health Recommended Vaccinations	\$21.20/each administration + vaccine cost
Tuberculin Skin Test	\$35/test
Routine Infant, Child VFC and Adult UUAV Vaccinations	\$21.20/each administration
Other Services	
Day Care Consultations	Per Contract
Family Planning Services	Per Contract
Jail/Correctional Health	Per Contract
Maternal Child Health Skilled Nursing Visit	\$180/visit
Pregnancy Testing - Sliding Fee Scale, MCH Grant, or MA Reimbursement	\$15
Foot Care	\$25
**MS § 145A.04, Subd.4C	

*Environmental Health License Fees, see attached.

RECORDER (Abstract Department)	
General	
Credit/Debit Card Transaction Service Fee **MS § 471.381, Subd. 2	\$3
Abstract Certification	
New certificate on an abstract	\$60
Continuation Certificate	\$60/each
Abstract Entry	\$5
Abstracts - Exhibits on	\$1/page
Abstractor's Report - Emailed	\$40-\$125
Name Searches	\$2/name
Certified Copies	\$10
Condominium Floor Plans	\$56
Copy of Condominium Floor Plans	\$1/page \$10 minimum
Credit Bulletin	\$350/year
E-Mail Search and Copy Fee	\$2/page \$5 minimum
Judgment Search	\$5/name
Listing of documents of one instrument type/by Grantor/Grantee	\$25/15 pages, \$1/page after (15) Per name searched
Multiple Assignments /Satisfactions	
Up to four (4) citations	\$46
Over four (4) citations	\$10/each
Plat	\$56
Copy of Plat	\$10



FEE SCHEDULE

Copy of Plat – Certified	\$15
Recording Document	\$46
MN State Deed Tax	.0033x Consideration
Mortgage Registration Tax	.0023x Amount
Uncertified Copies Image/Oversized	\$2/\$4
Well Certificate	\$54
Real Property Notice **MS § 480.50 (6)	\$75/tax parcel
Authorization to Share **MS § 480.50 (6)	\$75/tax parcel
Request to Release **MS § 480.50 (6)	\$75/tax parcel
Consent to Terminate **MS § 480.50 (6)	\$75/tax parcel

RECORDER (Torrens Department)	
Certificate Showing Condition of Register	\$10 each
Certified Copies	\$10
Condominium Floor Plans	\$56
Copy of Condominium Floor Plans	\$1/page \$10 minimum
Exchange Certificate	\$40
Recording Document	\$46
Plat	\$56
Copy of Plat	\$10
Copy of Plat - Certified	\$15
Registered Land Survey	\$56
Residue Certificate	\$40
Well Certificate	\$54
Real Property Notice **MS § 480.50 (6)	\$75/tax parcel
Authorization to Share **MS § 480.50 (6)	\$75/tax parcel
Request to Release **MS § 480.50 (6)	\$75/tax parcel
Consent to Terminate **MS § 480.50 (6)	\$75/tax parcel

RECORDER (Land Shark Land Record Web Access)	
Land Shark Start-up Fee	\$50
Monthly Subscription Fee	\$50
Document Fee	\$2/document viewed

RECORDER (Vital Statistics Department)	
Birth Certificate – Certified	\$26
Additional Birth Certificate(s) – Certified	\$19/each
Birth Certificate – Uncertified	\$13
Birth and Death Listing	\$15/birth list \$15/death list



FEE SCHEDULE

Death Certificate – Certified	\$13
Additional Death Certificate(s)– Certified	\$6/each
Marriage Application	\$125
Marriage Application - Qualified Reduced Fee	\$50
Copy of Marriage Certificate	\$9
Replacement of Lost or Amended Marriage License	\$25
Notary Filing	\$20
Ordination Filing	\$50
Passport Book	\$130/adult \$100/child
Passport Card	\$30/adult \$15/child
Passport Application Fee	\$35
Passport Photos (Take & Print)	\$20/each
Passport Photo Duplicate prints or emailed photo	\$5

SHERIFF

Jail

Board of Prisoners - Contract Counties	1 Inmate \$75.00/day
Board of Prisoners - Out-of-County	1 Inmate \$100/day
Special Management	\$300 per day
Pay-to-Stay **MS § 641.12, Subd. 3	\$20/day
Booking Fee - Each Inmate & Agency	\$15 each
Huber Fees–Work Release **MS § 631.425 (5)	\$25/day
Out-of-County Huber Fees - Work Release	\$50/day
Non-criminal/Court Civil Commitments per MS § 253B.10 to MnDHS after 48 Hours	\$1,710/day

Inmate Expenses

Commissary	Varies
Medical Co-Pay	\$15
Medical Reimbursement including Work Release & Out-of-County **MS § 641.12 (15)	Cost
Phone Calls	Varies
Drug Testing Fee	\$50
MN BCA Buccal Swab Collection	\$35
PBT Testing	\$20

Civil

Certificate of Sale	\$100
Duplicate Return	\$5
Execution Unsatisfied - Demand	\$25
Gun Storage Fee (except per **MS § 624.7175)	\$3/day per gun
Mortgage Foreclosure Sale (not including recording fees)	\$100 Includes cancellation



FEE SCHEDULE

Filing for Public Inspection - Notices of Intention to Redeem **MS § 580.24	\$100
Filing for Public Inspection - Document other than Intention to Redeem **MS § 580.25	\$20
Paper Service	\$75 \$100 with copies
Posting Sale Notices (3) includes mileage	\$75 \$100 with copies
Property Redemption Fee (not including recording fees)	\$250
Service of Levy - Wage Garnishment or Bank Levy	\$100 Sheriff/\$15 employer or bank
Service of Levy - Execution, Service & Mileage	Varies
Service of Levy - Commission 10% of first \$250 + 6% of balance - Interest varies	Varies
Service by Mail	\$5
Summons or Process (up to 5 attempts; includes mileage)	\$75 \$100 with copies
Taking Bond	\$8
Patrol	
Deputy Rate and Special Event Security Rate (not Police Contracting Rate)	\$86.65/hour + mileage 3 hour minimum
False Alarm Fee (after (3) false alarms per calendar year)	\$75
Impound Fee (not including first or last day) – Fees subject to change per NUPD impound fees	\$10/day
Mileage	Federal deductibility rate/mile
Records	
Document Copy - First Page	\$5
Document Copy - Additional Pages	\$.35/page
Photos - Old Case	\$25
Photo CD	\$15
In Car/Body Camera Video	\$100
Copy of Telephone Calls	\$15/each
Civil Fingerprints	\$12
Transcripts	\$40/hour 1 hour minimum
Permits	
Permit to Carry – New	\$100
Permit to Carry – Renewal (Prior to 90 days of expiration)	\$75
Permit to Carry Renewal (Up to 30 days of expiration)	\$85
Permit to Carry – New & Renewal for Veterans, National Guard Members, Reservists or Active Duty of U.S. Armed Forces	\$25
Permit to Carry - Duplicate Permit to Carry/Address Change	\$10

SOLID WASTE	
General	
Appliances/White Goods	\$15 each



FEE SCHEDULE

Contaminated Soil	\$15/ton
E-Waste (Electronic Recycling)	\$15 each
Tires	\$0.15/pound
Fluorescent Bulbs – Recycling Event Collection Only (not collected at Landfill)	Recycle Cost
Landfill Tipping Fee	\$65/ton + 17% Solid Waste Tax (\$76.05/ton) \$15 minimum
Asbestos Items	\$.10/pound (\$200/ton) \$15 minimum
General Scale Use Fee	\$3/weigh
Mattresses	\$20/each
Mattress & Box Spring Set	\$20/each
Out-of-County Fee	Additional \$15/load
Uncovered/Unsecured Load	\$20/load
Recycling Curbside Service	\$40/household
Recycling Dropbox Service	\$20/household
Solid Waste Haulers License	\$60

***Fees subject to change with Minnesota Statute(s) updates.**

****Applicable Minnesota State Statute(s) reference number.**

2026 Brown County Categories & Fees					
ADMIN FEES		#	Plan Review Fees		
License Administration Fee	\$10.00	37			
Base Fee	\$165.00	96			
Food, Beverage, and Lodging			Full Licenses	New	Remodel
Additional Food Service	\$175.00	42	Limited Food	\$275.00	\$165.00
Bed and Breakfast	\$80.00	1	Small Establishment	\$330.00	\$220.00
Beverage Only Establishment	\$161.00	5	Medium Establishment	\$445.00	\$347.00
Boarding Establishment	\$82.00	1	Large Establishment	\$495.00	\$396.00
Catering	\$100.00	20	Additional Food Service	\$220.00	\$220
Day Care (no base fee)	\$413.00	1	Menu only	\$0.00	\$0
Hotel/Motel Unit Fee	\$15.00	361	Service Kitchen	\$275.00	\$165
Large Establishment	\$598.00	26	School	\$445.00	\$347
Limited Food	\$90.00	6	HACCP Verification	\$220.00	
Lodging Unit Fee	\$15.00	42	Temporary Licenses		
Resort Unit Fee (0)	\$15.00		Food Cart	\$385.00	\$275.00
Medium Establishment	\$368.00	28	Mobile Food Unit	\$385.00	\$275.00
Small Establishment	\$147.00	17	Seasonal Temporary Food Stand	\$275.00	\$165.00
School Food Service <100	\$424.00	1	Seasonal Permanent Food Stand	\$275.00	\$165.00
School Food Service >100	\$805.00	10	Lodging		
Service Kitchen (no base fee)	\$183.00	13	25 or less	\$372.00	\$248.00
Mobile Food Unit/Food Cart (1)	\$100.00	11	25-100	\$396.00	\$297.00
Special Event Food Service (no base fee)	\$55.00	33	100 or more	\$495.00	\$396.00
Special Event One Day Food Service (no base fee)	\$25.00	19	Cabins		
Seasonal Permanent Food Service (no base fee)	\$130.00		25 or less	\$372.00	\$248.00
Seasonal Temporary Food Service (no base fee)	\$80.00	1	25-100	\$396.00	\$297.00
Seasonal Food Service Variance Fee	\$30.00		100 or more	\$495.00	\$396.00
Seasonal Concession No Alcohol (no base fee)	\$206.00	6			
Seasonal Concession with Alcohol (no base fee)	\$248.00	8	Manufactured Home Park		
Reciprocal MFU (no base fee)	\$65.00		Base Fee \$165+ # of sites x \$8.00		
Manufactured Home Parks/Recreational Camping Areas/Youth Camps			Recreational Camping Areas		
Manufactured Home Park Unit Fee	\$8.00	354	Base Fee \$165 + # of sites x \$8.00		
Recreational Camping Area Unit Fee	\$8.00	248			
Special Event Camping Area	\$75.00	2	Other Fees		
Youth Camp <100	\$68.00		Reinspection	\$192	
Swimming Pools and Spas			Additional Pre-Operational	\$110	
Spa Pool	\$213.00	5	In office Hearing	\$110	
Swimming Pool	\$325.00	4	Late Fee after January 1st	\$77	
Additional Pool	\$109.00	2	Late Fee after February 1st	\$154	

Resolution No 2025-27
Brown County Resolution

**Resolution Approving Property Tax Abatement for Certain Property
Located in the City of New Ulm**

The following Resolution was offered by Commissioner Borchert and moved for adoption at a regular board meeting held on December 16, 2025, at the Brown County Courthouse, New Ulm, MN:

WHEREAS, the County Board has determined that there exists a need to grant a property tax abatement (the “Abatement”) pursuant to Minnesota Statutes, Sections 469.1812 to 469.1815 (the “Act”) to Highland Manor Inc. dba Oak Hills Living Center (the “Operator”) to help pay a portion of the costs associated with the construction of a new 39 unit apartment complex for seniors 55 and over (the “Project”) located in the City of New Ulm on the property that has a Parcel Identification Number of 001.215.001.01.010 and on part of the property that has a Parcel Identification Number of 001.570.178.00.490. The site has a street address of 1011 North Garden Street (the “Property”) and it is legally described as Lot 2, Block 1, Garden Terrace Second Addition. The Project will be owned by Garden Terrace New Ulm 2, LLC (the “Owner”) and will be leased and operated by the Operator.

WHEREAS, on December 16, 2025, the County Board of the County conducted a duly noticed public hearing on the Abatement proposed to be provided by the County, at which time the views of all interested persons were heard.

WHEREAS, it is hereby found and determined that the benefits to the County from the Abatement will be at least equal to the costs to the County of the Abatement, because:

- (a) The proposed improvements to the property and apartment complex would not likely take place without the Abatement; and
- (b) Construction of the Project may facilitate future facility expansion and additional employment gains; and
- (c) The payroll associated with the jobs retained and created; and
- (d) The taxes collected from the Property after termination of the Abatement; and
- (e) The economic activity generated by new construction will be of benefit to other businesses in Brown County.

WHEREAS, it is hereby found and determined that the Abatement is in the public interest because such action will increase the tax base, retain and create employment opportunities and provide a revenue source to Oak Hills Living Center that will help maintain their nursing home operations in the County.

WHEREAS, it is further specifically found and determined that the Abatement provided to the Operator is expected to result in the following public benefits:

- (a) Securing the construction of a 39 unit apartment complex for seniors 55 and older in the County. This type of facility fills a gap in the City of New Ulm's current housing market.
- (b) Provide an additional source of revenue from the apartment complex that will help sustain the operations of Oak Hills Living Center, the community's nursing home.
- (c) Allow for the continued development of a campus of buildings and services that focus on the needs of the elderly in this area of the State.
- (d) Complement the existing development that has taken place in this part of the County.

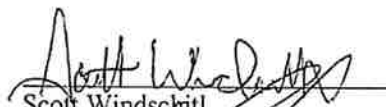
THEREFORE, BE IT RESOLVED, that the County Board hereby ratifies all actions of the staff and consultants in arranging for approval of this resolution in accordance with the Act. Subject to the provisions of the Act, the Abatement is hereby approved and adopted subject to the following terms, conditions, and authorized actions:

- (a) The term "Abatement" means the County's share of real estate taxes which relate to the construction of the Project on the Tax Abatement Property by the Developer and not the real estate taxes on the Tax Abatement Property that relate to the value of the land and buildings prior to implementation of the Project (Assessor's Estimated Market Value for Taxes Payable 2025) and, as determined by the County, abated in accordance with the Tax Abatement Program.
- (b) The County will pay the Abatement to the Operator on the dates and in accordance with all the terms and conditions of the Development Agreement.
- (c) In accordance with Section 469.1813, subdivision 8 of the Act, in no year shall the Abatement; together with all other abatements approved by the County under the Act and paid in that year exceed the greater of 10% of the County's net tax capacity for that year or \$200,000 (the "Abatement Cap").
- (d) The County will pay the Abatement to the Developer on February 1 of each year for the Abatement collected in the preceding year, commencing February 1, 2029 and continuing through February 1, 2038. In no event shall the payment of Abatements by the County to the Operator exceed a cumulative total of \$276,916 or ten consecutive annual payments over the abatement term.
- (e) The Abatement is subject to modification in accordance with the Act, and subject to the terms of the Development Agreement.
- (f) In accordance with Section 469.1815 of the Act, the County will add to its levy in each year during the term of the Abatement the total estimated amount of the current year Abatement granted under this resolution.

- (g) The County makes no warranties or representations regarding the amount or availability of the Abatement.
- (h) The Abatement shall be provided to the Operator pursuant to the terms and conditions of the Development Agreement.
- (i) The tax abatement granted pursuant to this resolution shall not be effective until the County Administrator and Board Chair have executed a Development Agreement for and on behalf of the County as necessary to implement this resolution.
- (j) The County Administrator and Board Chair are authorized and directed to execute and deliver any agreements necessary to implement this resolution.

Seconded by Commissioner Berg and the same being put to a vote was duly carried.
This Resolution shall become effective immediately and without publication.

Adopted by the following vote: Ayes 5 Nays 0.
Dated this 16th day of December 2025.


Scott Windschitl
Chairman, Brown County

CERTIFICATION

State of Minnesota
County of Brown

I, Sam Hansen, duly appointed, qualified and acting County Administrator for the County of Brown, State of Minnesota, do hereby certify that I have compared the foregoing copy of a Resolution with the original minutes of the proceedings of the Board of County Commissioners, Brown County, Minnesota, at their session held on the 16th day of December, 2025, now on file in my office, and have found the same to be a true and correct copy thereof.

Witness my hand and official seal at New Ulm, Minnesota, this 16th day of December 2025.


Sam Hansen
County Administrator

Resolution No 2025-29
Brown County Resolution

**Drainage Authority for County Ditches 2, 3, 4, 5, 28, 33, 38, 57, 60, 62, 63, 68 and 70,
and Authority of Brown County account balances for Judicial Ditches 5 Brown &
Watowan, 6 Watowan & Brown, Imp 7 Brown & Cottonwood, 10 Brown & Blue Earth,
13 Watowan & Brown, 17 Redwood & Brown, 24 Cottonwood & Brown, and 48 Blue
Earth & Brown & Watowan**

**REGARDING DRAINAGE SYSTEM ASSESSMENTS, INSTALLMENT SCHEDULES
AND INTEREST RATES (ASSESSMENT ORDER); AND AUTHORIZING INTRA-
FUND TRANSFERS TO COVER DRAINAGE SYSTEM ACCOUNT DEFICIENCIES**

The following Resolution was offered by Commissioner Braun and moved for adoption at a regular board meeting held on December 16, 2025, at the Brown County Courthouse, New Ulm, MN:

WHEREAS, section 103E.725 provides all fees and costs incurred relating to a drainage system, including repairs, inspections, engineering, viewing, and publications, are costs of the drainage system and must be assessed against the property and entities benefited; and

WHEREAS, the Board, pursuant to procedures under the drainage code, Statutes Chapter 103E, has performed work and incurred costs on CDs 2, 3, 4, 5, 28, 33, 38, 57, 60, 62, 63, 68 and 70, and JD 5 B&W, 6 W&B, IMP 7 B&C, 10 B&BE, 13 W&B, 17 R&B, 24 C&B, and 48 BE&B&W; and

WHEREAS, Statutes section 103E.655 requires the costs for drainage project proceedings and construction to be paid from the drainage system account by drawing on the account. Statutes section 103E.645 requires the payment of fees and expenses; and

WHEREAS, the drainage system accounts for CDs 2, 3, 4, 5, 28, 33, 38, 57, 60, 62, 63, 68 and 70, and JD 5 B&W, 6 W&B, IMP 7 B&C, 10 B&BE, 13 W&B, 17 R&B, 24 C&B, and 48 BE&B&W do not contain sufficient funds to pay current costs; and

WHEREAS, Statutes section 103E.655 provides that if money is not available in the drainage system account to pay current costs, the board may, by unanimous resolution, transfer funds from any other drainage system account under its jurisdiction or from its general revenue fund to the drainage system account. If the board transfers money from another account or fund to a drainage system account, the money plus interest must be reimbursed from the proceeds of the drainage system that received the transfer. The interest must be computed for the time the money is actually needed at the same rate per year charged on drainage liens and assessments; and

WHEREAS, assessments to repay drainage system costs may be paid in annual installments not to exceed 20 years at a rate of interest not to exceed the rate determined by the state court administrator for judgments under section 549.09 (currently 5% maximum).

NOW, THEREFORE, BE IT RESOLVED that the Brown County Board of Commissioners, Drainage Authority for CDs 2, 3, 4, 5, 28, 33, 38, 57, 60, 62, 63, 68 and 70, and Authority of

Brown County account balances for JD 5 B&W, 6 W&B, IMP 7 B&C, 10 B&BE, 13 W&B, 17 R&B, 24 C&B, and 48 BE&B&W adopts the following drainage system assessments, installment schedules, interest rates and directs certification thereof to the Brown County Auditor-Treasurer for collection:

Totals to be assessed:

Brown County Ditch 02	\$42,000.00	Brown County Ditch 04	\$12,000.00
Brown County Ditch 03	\$29,000.00	Brown County Ditch 05	\$146,000.00
Brown County Ditch 28	\$145,000.00	Brown-Cottonwood Judicial Ditch IMP07	\$7,000.00
Brown County Ditch 33	\$26,000.00	Brown-Watonwan Judicial Ditch 05	\$78,000.00
Brown County Ditch 38	\$8,000.00	Watonwan-Brown Judicial Ditch 06	\$4,000.00
Brown County Ditch 57	\$19,000.00	Brown-Blue Earth Judicial Ditch 10	\$161,000.00
Brown County Ditch 60	\$75,000.00	Watonwan-Brown Judicial Ditch 13	\$4,000.00
Brown County Ditch 62	\$38,000.00	Redwood-Brown Judicial Ditch 17	\$12,000.00
Brown County Ditch 63	\$8,000.00	Cottonwood-Brown Judicial Ditch 24	\$14,000.00
Brown County Ditch 68	\$35,000.00	Blue Earth-Brown-Watonwan Judicial Ditch 48	\$14,000.00
Brown County Ditch 70	\$24,000.00		

Annual Installments: 1; or amortized for 3 for assessment balance in excess of \$1,000, if requested by landowner within 45 days

Interest rate on installments: 4.0%

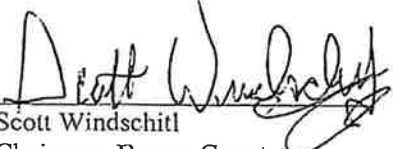
Drainage Authority Staff shall notify affected property owners of their anticipated total assessment and offer the opportunity to prepay the assessment within 45 days to avoid incurring interest on the assessment.

This resolution shall serve as the Board's assessment order as required by Minnesota statutes chapter 103E; and

FURTHER, BE IT RESOLVED, that the Brown County Board of Commissioners authorizes temporary intra-funds drainage ditch cash transfers, as needed, to cover deficiencies in the accounts in fiscal year 2025. Auditor-Treasurer's office will examine the cash balances of each ditch within the ditch system as of 12/31/2025 to prevent deficit balances at the balance sheet date 12/31/2025 and record the needed transfer amounts (with reversal made on 01/01/2026) and will report these amounts to the Board.

Seconded by Commissioner Berg and the same being put to a vote was duly carried.
This Resolution shall become effective immediately and without publication.

Adopted by the following vote: Ayes 5 Nays 0.
Dated 16th day of December 2025.


Scott Windschitl
Chairman, Brown County

CERTIFICATION

State of Minnesota
County of Brown

I, Sam Hansen, duly appointed, qualified and acting County Administrator for the County of Brown, State of Minnesota, do hereby certify that I have compared the foregoing copy of a Resolution with the original minutes of the proceedings of the Board of County Commissioners, Brown County, Minnesota, at their session held on the 16th day of December, 2025, now on file in my office, and have found the same to be a true and correct copy thereof.

Witness my hand and official seal at New Ulm, Minnesota, this 16th day of December 2025.

A handwritten signature in black ink, appearing to read "Sam Hansen", is written over a horizontal line.

Sam Hansen
County Administrator

**Resolution No 2025-28
Brown County Resolution**

Continuation of ½% County Sales Tax for Transportation

The following Resolution was offered by Commissioner Braun and moved for adoption at a Regular Meeting held on December 16th, 2025, at the Brown County Courthouse, New Ulm, MN:

WHEREAS, Brown County's transportation infrastructure forms the backbone of the county's economy and has a direct impact on future economic development; and

WHEREAS, funding for the highway systems in Minnesota has failed to keep pace with growing population and growing demands; and

WHEREAS, a ½ % sales tax for transportation collected for Brown County will stay in Brown County; and

WHEREAS, the 2008 Minnesota State Legislature authorized a local option sales tax for transportation, (Chapter 152) (Minn. Statute. Section 297A.993); and

WHEREAS, the 2013 Minnesota State Legislature authorized the removal of the requirement for holding a referendum in order to impose the tax (Chapter 117, Article 3, Section 25); and

WHEREAS, Chapter 117, Article 3, Section 26, Subd. 2 of the 2013 Session Laws further requires that the proceeds of the tax must be dedicated exclusively to payment of the capital cost of specific transportation projects designated by the County Board, and that the tax must terminate when revenues raised are sufficient to finance the projects; and

WHEREAS, the Brown County Board of Commissioners implemented such a sales tax in the second quarter of 2016; and

WHEREAS, the Brown County Board of Commissioners have used County Local Option Sale Tax for Transportation Funds for surface rehabilitation projects on County State Aid Highways (CSAH) 2, 13, 20, 23, 27 and 29 with additional scheduled projects on CSAH 2, 5, 10, 11, 22, 24, 27 and 29 and County Roads (CR) 100 and 102; and

WHEREAS, the Brown County Board of Commissioners desire to continue such a sales tax for additional projects after these projects are completed; and

WHEREAS, the County's 2026 – 2035 Ten Year Road & Bridge Construction Program identified \$23,197,500 in program funding need for the County Local Option Sale Tax for Transportation Funds; and

WHEREAS, the Brown County Board of Commissioners has designated the following projects for funding by the County Local Option Sales Tax for Transportation:

Surface Rehabilitation

- CSAH 2 from South County Line to CSAH 23 in 2026 \$1,800,000

- CR 102 from CSAH 13 to TH 15 in 2026 \$850,000
- CSAH 29 from TH 68 to TH 4 in 2028 \$3,477,500
- CSAH 10 from CSAH 24 to CSAH 27 in 2030 \$1,400,000
- CSAH 27 from CSAH 8 to TH 14 in 2030 \$1,200,000
- CSAH 27 from CSAH 11 to New Ulm in 2032 \$1,900,000
- CSAH 22 from TH 4 to CSAH 10 in 2033 \$1,400,000
- CSAH 11 from CSAH 22 to CSAH 24 in 2034 \$1,300,000

Grading & Surfacing

- CR 100 from CSAH 3 to CSAH 5 in 2026 \$600,000
- CR 100 from CSAH 5 to CSAH 16 in 2027 \$1,370,000
- CSAH 5 from South County Line to Springfield in 2031 \$5,800,000
- CSAH 24 from TH 15 to East County Line in 2035 \$2,100,000

NOW THEREFORE BE IT RESOLVED THAT the Brown County Board of Commissioners authorizes the continuation of a ½ % sales tax as provided for in Minnesota State Statute until sufficient funds are available to construct the twelve (12) projects identified.

IT IS FURTHER RESOLVED that the provisions of Minn. Stat. Section 297A.99, subdivisions 4, and 6 thru 13 shall govern the imposition, administration, collection, and enforcement of the tax.

Seconded by Commissioner Veerkamp and the same being put to a vote was duly carried. This Resolution shall become effective immediately and without publication.

Adopted by the following vote: Ayes 5 Nays 0.
Dated this 16th day of December 2025.


Scott Windschitl
Chairman, Brown County

CERTIFICATION

State of Minnesota
County of Brown

I, Sam Hansen, duly appointed, qualified and acting County Administrator for the County of Brown, State of Minnesota, do hereby certify that I have compared the foregoing copy of a Resolution with the original minutes of the proceedings of the Board of County Commissioners, Brown County, Minnesota, at their session held on the 16th day of December, 2025, now on file in my office, and have found the same to be a true and correct copy thereof.

Witness my hand and official seal at New Ulm, Minnesota, this 16th day of December 2025.


Sam Hansen
County Administrator