

REQUEST FOR COUNCIL ACTION

Originating Department
Administration Department

Requested By:
Rena Weber

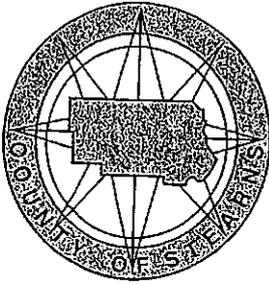
Date:
1/20/2010

ANNUAL APPOINTMENTS

2010

1. ENGINEERING FIRM - SEH
2. OFFICIAL NEWSPAPER – *Cold Spring Record*
3. OFFICIAL DEPOSITORY – 1ST National Bank, Plaza Park Bank, Smith Barney, Bremer Bank, & 4M Fund
4. ACTING MAYOR – Susan Palmer
5. AUDITOR/ACCOUNTANT – ABDO, EICH & MEYER
6. ATTORNEY – Rinke Noonan
7. WEED INSPECTOR – Mayor Jeff Hagen
8. ASSISTANT WEED INSPECTOR – Rick Hansen
9. COUNTY AGRICULTURAL INSPECTOR – John Waldorf
10. PROCESS SERVER – Stearns County Sheriff's Department

Motion by _____ Second by _____ Vote _____



COUNTY OF STEARNS

Assessor's Office

Administration Center RM 37 • 705 Courthouse Square • St. Cloud, MN 56303
320-656-3680 • FAX 320-656-3977

320-656-3977

January 5, 2010

To: Stearns County Townships and Cities
From: Gary Grossinger, Stearns County Assessor
Subject: Local Board of Review

Under M. S. 274.01, subdivision 3, township and cities who employ the county assessor to perform the assessment in their district can transfer the duties and responsibilities of the Local Board of Appeal and Equalization to the county. The transfer of duties may either be permanent or for a specified number of years, provided that the transfer cannot be for less than three years. The length must be stated in writing.

The county will notify taxpayers in the town or city when the town or city board elects to transfer its local or city board of appeal and equalization powers to the county. Prior to the time of the county board of appeal and equalization, the county shall make available to those taxpayers a procedure for a review of its assessments, including, but not limited to, open book meetings. This alternative review process shall take place in April or May.

Please review the enclosed form and return it prior to February 1, 2010. If you intend to transfer the duties to the county, specify the number of years that you want to transfer the duties. If there are any questions or concerns, you may contact me at this office.

CO. ASSESSOR X
DATE 1/20
STAFF _____
P&R _____
FIRE _____

LOCAL BOARD OF REVIEW TRANSFER AGREEMENT

(Please consider and return by February 1, 2010)

The Township/City of _____ elects to keep the duties and responsibilities of the local board or appeal and equalization.

NOTICE IS HEREBY GIVEN, That the Township/City of _____ in Stearns County, Minnesota have opted to transfer its powers and duties to the county and no longer choose to perform the function of a local board of review. This agreement to transfer said duties is effective for the following assessment year and shall _____ [insert: be considered permanent; be for a minimum period of three years; or be for a period of (specify length of time greater than three years) years].

As a condition of this transfer, the county shall make available to those taxpayers within the Township/City of _____ a procedure for a review of their assessments, including but not limited to, an open book meeting. The county assessor will notify taxpayers of the dates, places, and times for this review through notices of assessment. The county assessor will be allowed to make changes during the alternative review option time until the adjournment of the county board of equalization.

The Township/City of _____ may renew its option to transfer if this agreement is not permanent.

Given under my hand this _____ day of _____, 2010,

Township/City of _____

_____	_____
_____	_____
_____	_____
_____	_____