

WOODROW TOWNSHIP

ASSESSMENT POLICY SPECIAL MEETING MINUTES

February 13, 2025

6:00 P.M.

The meeting was called to order by Chair Colter Peterson at 6:00 p.m. All joined in the Pledge of Allegiance. Present are Supervisor Wold, Supervisor Haagensen and Treasurer Tim Mueller. Clerk Cathy Dietrich absent. To see sign in sheet for citizens present, request from Clerk.

In January the township board discussed an overview of topics that should be included in the Assessment Policy. This meeting is to delve deeper into the general policy statement.

Chris Sonmor, Engineer from Sonmor Consulting, attended and made mention the first section, is more of an overview of the entire policy. There are certain criteria to the assessment process based on State Statute 429.

Three (3) basic criteria must be satisfied before a particular parcel can be validly assessed. The are:

- A. The land must have received special benefit from the Public Improvement.
- B. The amount of the assessment must not exceed the special benefit.
- C. The assessment must be uniform in relation to the same class of property within the assessment area.

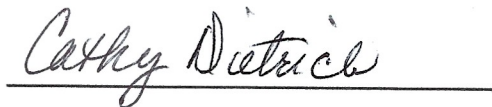
Further discussion on timelines for challenges, appeals and hearings took place. The statute will be followed regarding any of these. The rest of the meeting was discussing the General Policy Statement first few pages of the draft example policy from January meeting Appendix A. All agreed on General Policy Statement reviewed and discussion on the next section will take place at the next meeting.

Follow-up meeting is set for Thursday March 13, 2025 at 6:00 p.m.

MEETING ADJOURNED M/S/P Wold/Peterson @6:52 p.m.



Chair, Colter Peterson



*Clerk, Cathy Dietrich

*Clerk Dietrich was absent from the meeting. The web address for MN State Statute 429 is <https://www.revisor.mn.gov/statutes/cite/429>

