

PROCEEDINGS OF THE MARTIN
COUNTY BOARD OF COMMISSIONERS
TUESDAY, NOVEMBER 15, 2005
@ 9:00 A.M.

The meeting was called to order at 9:00 a.m. by Commissioner Schmidtke. Commissioners present were Steve Donnelly, Jack Potter, Gerald Boler and Steve Pierce.

Also present were Scott Higgins, County Coordinator, James Forshee, County Auditor/Treasurer, Kevin Peyman, County Engineer, Christine Rupp, Sentinel Newspaper, Rod Halvorsen, KSUM/KFMC Radio, Terry Viesselman, County Attorney, Julie Walters, Administrative Assistant, members of staff and public.

Motion by Commissioner Donnelly, seconded by Commissioner Potter, to approve the Agenda with the following additions: (1) Consider Change Order for Transit Facility Renovations; (2) Consider Courthouse Bids for Painting of Courthouse; and (3) Consider Appointment To CREST Board. Carried unanimously.

Motion by Commissioner Potter, seconded by Commissioner Donnelly, to approve the minutes of the November 1, 2005 Board of Commissioners Meeting.

Motion by Commissioner Boler, seconded by Commissioner Potter, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize step increases per the AFSCME Highway Union Contract for Scott Jones, Crew Foreman, from Grade 14 Step 5 at \$20.23/hour to Grade 14 Step 6 at \$20.75/hour, effective November 1, 2005; and Gary Shumski, Maintenance Worker I, from Grade 10 Step 3 at \$14.10/hour to Grade 10 Step 4 at \$14.43/hour, effective November 1, 2005. Carried unanimously.

Motion by Commissioner Potter, seconded by Commissioner Boler, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize reappointment of Minnesota Counties Insurance Trust voting delegate, Commissioner Steve Donnelly, and alternate, Scott Higgins, County Coordinator, to represent Martin County. Carried unanimously.

Terry Viesselman, County Attorney, was present and asked if the Board had any questions for him. There were none.

Kevin Peyman, County Engineer, was present and asked if the Board had any questions for him. There were none.

Higgins reviewed Jail Food Service bids received and opened during the November 1, 2005 Board of Commissioners Meeting. Higgins continued that CBM Food Service, Sioux Falls, SD is the apparent low bidder at \$3.04/meal. Concerns of the low bid proposal was discussed that included the delivery of food three times each day, (2) freshness of food would be greater due to being delivered three times each day rather than stored, (3) County's liability of food handling and storage minimized, and (4)

provides flexibility due to sudden increase and decrease of inmate population (due to arrests and releases). After having carefully reviewed each bid proposal, the Board believes that the bid proposal from the Fairmont Hy-Vee Food Store bid at \$3.25/meal meets the bid expectations, requirements, and concerns as follows: After further discussion,

Motion by Commissioner Pierce, seconded by Commissioner Donnelly,

R#59/'05

RESOLUTION ACCEPTING AND AWARDING BID FOR INMATE FOOD SERVICE FOR THE MARTIN COUNTY JAIL for TWO YEAR PERIOD JANUARY 1, 2006-DECEMBER 31, 2007

WHEREAS, pursuant to an advertisement for bids for proposals for Inmate Food Service to the Martin County Jail; and

WHEREAS, bids were received on a per meal basis for the period of two years covering January 1, 2006 through December 31, 2007; and

WHEREAS, Bids were received, opened, and reviewed, and the following bids were received complying with the advertisement:

<u>BIDDER</u>	<u>BASE BID</u>
1. Hy-Vee Food Store – Fairmont	\$3.25/meal
2. Lakeview Health Services – Fairmont	\$3.50/Breakfast; \$4.75/Dinner; \$4.00/Supper
3. Dave’s Homeplate – Fairmont	\$3.65/meal
4. CBM Food Service – Sioux Falls, SD	\$3.04/meal
5. A’viands – Roseville, MN	\$3.15/meal

WHEREAS, it appears the low bid is from CBM Food Service, Sioux Falls, SD, and after having carefully reviewed each bid proposal, the Board believes that the bid proposal from the Fairmont Hy-Vee Food Stores meets the bid expectations, requirements, and concerns as follows

- delivery of food three times each day,
- freshness of food would be greater due to be delivered three times each day rather than stored
- county’s liability of food handling and storage minimized
- provides flexibility due to sudden increase and decrease of inmate population (due to arrests and releases)

NOW THEREFORE BE IT RESOLVED on a motion by Commissioner Pierce, seconded by Commissioner Donnelly,

1. That the Martin County Board of Commissioners after due considerations of the bids received, approves and authorizes the Chair to sign the necessary Food Service contracts with Fairmont HY-Vee Food Stores , on behalf of Martin County for the above referenced Inmate Food Service to the Martin County Jail according to the plans and specifications therefore approved by the County Board of Commissioners and on file in the office of the County Coordinator in the amount of 3.25 per meal,

ADOPTED by the Martin County Board of Commissioners this 15th day of November, 2005.

Dan Schmidtke, Chair, Board of Commissioners

ATTEST:

Scott Higgins, Martin County Coordinator

Roll Call AYES: Commissioners Boler, Potter, Donnelly, Pierce and Schmidtke.
NAYS: None. Duly passed and adopted this 15th day of November, 2005.

Higgins reviewed the 2006 Sentinel Newspaper Display and Classified Advertising Agreement that was initially presented at a previous Board meeting, noting that the proposed rate for display advertising is \$9.25 per column inch (4.6% increase) and the proposed rate for classified advertising is \$6.65 per column inch (4.8% increase). Higgins continued that James Forshee, County Auditor/Treasurer, had discussed the advertising rates with the Publisher of the Sentinel to have the proposed rates reduced. Forshee stated that as a result of the discussion he was informed there is no negotiating the rate and that these were the best rates the Sentinel could provide to the County as well as any other business.

Motion by Commissioner Pierce, seconded by Commissioner Potter, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize Chair to sign the contract agreements with the Sentinel Newspaper for display advertising at a rate of \$9.25 per column inch and classified advertising at a of \$6.65 per column inch, for one year effective December 1, 2005 through November 30, 2006. Carried unanimously.

Higgins presented for consideration, a resolution promoting the use of Intrastate Mutual-Aid Agreements. The intent is to standardize and streamline mutual aid assistance to other counties and to allow all Governing Bodies within the State of Minnesota to have the authority delegated to the local Emergency Management Director, Chief, or Sheriff to direct personnel, equipment, etc., in case of an Emergency Management event. The purpose of the resolution is to allow the Sheriff to exercise discretion and considering the needs of the political subdivision and its inhabitants, to dispatch equipment and personnel as considered necessary if a danger of fire, hazard, casualty, or another similar occurrence

exists outside the political subdivision and by its suddenness it would be impractical for the governing body of Martin County itself to authorize the dispatch of equipment and personnel to combat that emergency or disaster.

Captain Hady, Martin County Sheriff's Department, was present to concur that the intent of the agreement is to streamline the assistance of the Sheriff's Department to other counties in case of an Emergency Management event such as the tornado in St. Peter a few years ago. After discussion,

Motion by Commissioner Pierce, seconded by Commissioner Boler,

R#60/'05

RESOLUTION BY MARTIN COUNTY
PROMOTING THE USE OF INTRASTATE MUTUAL-AID AGREEMENTS

WHEREAS, Chapter 12, Section 12.331 allows for Intrastate Mutual Aid, and direct, timely assistance between jurisdictions is critical; and

WHEREAS, the possibility of the occurrence of natural and other disasters of major size and destructiveness exists and is increasing; and

WHEREAS, there is a need to ensure that preparations of Martin County will be adequate to deal with disasters; generally protect the public peace, health, and safety; and preserve the lives and property of the people of the state; and

WHEREAS, it is necessary to provide for the rendering of mutual aid among the political subdivisions of the state and to cooperate with the federal government with respect to carrying out emergency management functions; and

WHEREAS, it is the policy of Minnesota that all emergency response functions of this state be coordinated to the maximum extent with the comparable functions of the state government, including its various departments and agencies, of other states and localities, and of private agencies of every type, to the end that the most effective preparations and uses may be made of the state's labor supply, resources, and facilities for dealing with any disaster that may occur; and

WHEREAS, the director of each local organization for emergency management may, in collaboration with other public and private agencies within this state, develop or cause to be developed mutual-aid arrangements for reciprocal emergency management aid and assistance in an emergency or disaster too great to be dealt with unassisted. These arrangements must be consistent with the local emergency operations plan and, in time of emergency, each local organization for emergency management and its member shall render assistance in accordance with the provisions of the mutual-aid arrangements; and

NOW THEREFORE BE IT RESOLVED, that Martin County promotes the efficiency and effectiveness of intrastate mutual aid by designating the Martin County Sheriff who, exercising discretion and considering the needs of the political subdivision and its inhabitants, to dispatch equipment and personnel as considered necessary if a danger of fire, hazard, casualty, or another similar occurrence exists outside the political subdivision and by its suddenness it would be impractical for the governing body of Martin County itself to authorize the dispatch of equipment and personnel to combat that emergency or disaster.

Motion was made by Commissioner Pierce, seconded by Commissioner Boler and carried this 15th day of November, 2005.

BOARD OF COMMISSIONERS
MARTIN COUNTY

Dan Schmidtke, Chair

ATTEST: _____
Scott Higgins, County Coordinator

Roll Call AYES: Commissioners Potter, Donnelly, Boler, Pierce and Schmidtke.

NAYS: None. Duly passed and adopted this 15th day of November, 2005.

Higgins presented an amendment to extend the 2004 State Homeland Security Grant Contract #2000-9899 granting Martin County additional time to perform the service and tasks covered by said grant. Total grant contract amount was \$49,998 with an effective date of August 1, 2004 to November 30, 2005. This amendment extends the expiration date from November 30, 2005 to May 31, 2006, or until all obligations have been satisfactorily fulfilled, whichever occurs first. James Forshee, County Auditor/Treasurer, noted that there is \$8,705.66 of remaining funds to use and that approximately \$6,000 will be used to purchase a new software package for use in developing the County's disaster plan. After discussion,

Motion by Commissioner Boler, seconded by Commissioner Donnelly,

WHEREAS a grant agreement between the State of Minnesota, through its Commissioner of Public Safety, Division of Homeland Security and Emergency Management and the County of Martin, MN is due to expire November 30, 2005,

WHEREAS, the County has been approved additional time extension in order to spend down the remaining grant amount awarded to Martin County in the amount of \$8,705.66 by the Department of Public Safety, Division of Homeland Security and Emergency Management,

NOW THEREFORE BE IT RESOLVED, that the Martin County Board of Commissioners, approve and authorize James Forshee, Martin County Auditor/Treasurer, to sign Amendment No. 1 to the 2004 State Homeland Security Grant Contract #2000-9899 granting Martin County additional time, until May 31, 2006, to perform the necessary services and tasks covered by this grant. Carried unanimously.

Higgins stated that annually the Board certifies the Individual Septic Treatment System (ISTS) loans in order to have them placed on the assessment rolls for the next year. Staff recommends approval for the loans to be certified as listed on the attachment. Total amount of loan dollars is \$162,186.88. In addition, the Board will need to review the rate of interest for next year. Higgins noted the rate is currently at 3% and 6% depending on the applicant's income level. After discussion,

Motion by Commissioner Potter, seconded by Commissioner Boler, Be It Resolved that the Martin County Board of Commissioners, hereby certify the ISTS loans for 2005 as presented and to place on assessment rolls for CY2006 according to the ISTS loan program; and, to certify the interest rates of 3% and 6% for CY2006. Carried unanimously.

	Name	Parcel Number	Loan %	Years for Loan	Loan Type	Loan Amount
1	Betts, Tucker	07.027.0600	3 %	10	MC	\$ 5,207.95
2	Swanson, Eugene	01.023.0800	3 %	10	MC	\$ 7,685.30
3	Sitzman, Robert	13.018.0450	6 %	10	MC	\$ 5,621.00
4	Tonne, Eugene	02.019.0500	3 %	10	MC	\$ 10,498.68
5	Henriksen, David <small>LOAN HAS BEEN PAID IN FULL</small>	13.003.0200	3 %	10	MC	\$ 4,687.00
6	Kuehl, Scott	08.009.0600	3 %	10	<u>WAT</u>	\$ 8,277.00
7	Steuber, Kurt	07.012.0450	3 %	10	MC	\$ 5,122.00
8	Krenz, Wade	18.023.0150	3 %	10	MC	\$ 6,384.50
9	Bergemann, Ken	19.031.0275	6 %	8	MC	\$ 4,240.92
10	Knuth, Dale	11.007.0600	6 %	9	MC	\$ 4,909.97
11	Cross, Dan	09.003.0150	6 %	10	MC	\$ 8,775.00
12	Hartwig, Peter	12.014.0350	3 %	10	MC	\$ 9,211.00
13	Stabner, Ben	05.003.0350	6 %	10	MC	\$ 6,329.76
14	Unke, Ron	19.035.0550	3 %	10	MC	\$ 7,066.80
15	Voyles, Ryan	02.021.0450	6 %	10	MC	\$ 7,601.00

16	Fritz, Nick	02.014.0500	3 %	10	MC	\$ 9,047.04
17	Maday, Barry	07.009.0125	3 %	10	MC	\$ 7,168.91
18	Kosbab, Rollo	16.004.0500	6 %	10	MC	\$ 11,432.22
19	Phaly, Tony	11.006.0150	6 %	10	MC	\$ 8,175.00
20	Jensen, Dale	03.013.0550	6 %	10	MC	\$ 5,336.12
21	Johnson, Phillip	09.022.0500	3 %	10	MC	\$ 8,121.42
22	Simpson, Larry	18.015.0700	3 %	8	MC	\$ 4,113.29
23	Taylor, Dan	09.027.0250	6 %	10	MC	\$ 7,175.00

TOTAL AMOUNT OF LOAN DOLLARS						\$ 162,186.88
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The following loans are in various stages of completion. I do not anticipate any of them being ready for certification before the end of this year. They will most likely need to be certified in 2006.

1	Pettit, Mark	06.050.0450 06.050.0460	3 %		MC	
2	Syverson, Steve	01.010.0550	3 %		<u>WAT</u>	
3	Ebeling, Dale	04.010.0375	3 %		MC	
4	Simmons, Leslie	09.008.0550	3 %		MC	
5	Hanson, Kenneth W.	03.007.1500			MC	
6	Weerts, Donald	06.034.0700	3 %		MC	
7	Juhl, Martin	12.300.0230	3 %		MC	
8	Bettin, Doug	19.005.0300	3 %		<u>WAT</u>	
9	Frazier, Robert	18.015.0600	3 %		MC	
10	Boe, Darrell	11.036.0250	6 %		MC	
11	McDermott, Kelly	02.012.0300	3 %		MC	

Higgins stated the county had received notice of an increase from ServiceMaster to our janitorial services contract for the Human Resource Building (Human Services) from \$1,282 per month to \$1,539 per month not including tax (20% increase). Due to this increase, the County Building Purchasing Committee obtained bids and received a bid from MRCI (Fairmont) for \$1,450 per month with supplies and \$1,320 per month without providing cleaning supplies. After review, the County Building Purchasing Committee is recommending awarding the bid to MRCI, Fairmont, MN.

Motion by Commissioner Pierce, seconded by Commissioner Potter, Be It Resolved that the Martin County Board of Commissioners and upon the recommendation of the Building Committee, hereby approve the bid received for janitorial services for the Martin County Human Resource building for \$1,320 per month (and the county providing the cleaning supplies needed); and to authorize the Chair to sign an agreement between MRCI (Fairmont) and Martin County for one year, effective January 1, 2006. Carried unanimously.

Higgins stated annually the Board reviews and (re) appoints individuals to the various County Citizen Advisory Boards/Commissions and that there are a number of individuals whose terms are expiring end of this year (2005). Higgins noted there are two openings on the Planning & Zoning Commission. David Meschke (Commissioner Dist. #5) and that he has stated that he does not wish to serve another term, Bob Lintleman, (Commissioner Dist. #1) indicated he is willing to serve again, Dr. Lori Calkins, Extension Committee (Commissioner Dist #1), Bryon Kittleson, (Commissioner Dist. #4), both are eligible and willing to serve another term, Martin County Water Plan Advisory Board terms of Donald Rudolph (representing Extension Committee), Darwin Roberts (representing Agriculture), Bill Krumholtz (representing Small Business), Gene Tonne (representing Large Business), and Bob Lintleman (representing Planning & Zoning) are up and all have indicated willingness to serve again. Higgins further stated that Bonnie Wolle (Commissioner District #1) and Julie Bremer – (Commissioner Dist. #4) both currently serving on the Martin County Library Board have also stated that they would be willing to continue to serve to serve on the Library Board. After consideration and discussion by the Board,

Motion by Commissioner Boler, seconded by Commissioner Donnelly, Be It Resolved that the Martin County Board of Commissioners, hereby approve the (re) appointments to the Martin County Citizen Advisory Boards/Commissions as follows:

**MARTIN COUNTY BOARDS & ADVISORY COMMITTEES
APPOINTMENTS - 2006**

PLANNING & ZONING COMMISSION – THREE YEAR TERM

Appointed January 2002- expires Dec. 2005

Bob Lintleman – Dist. #1 – Indicated will serve again

Appointed December 2003-expires Dec. 2005

David Meschke – Dist. #5 – Does not wish to serve again

EXTENSION COMMITTEE – THREE YEAR TERM

Committee members need to be replaced-Expire Dec. 2005

Dr. Lori Calkins – Dist. #1 – Eligible and willing to serve another term

Bryon Kittleson – Dist. #4 – Eligible and willing to serve another term

Martin County Water Plan Advisory Board – THREE YEAR TERM

Members Expires Dec. 2005

- Donald Rudolph – Representing (Extension Committee)
- Darwin Roberts – Representing (Agriculture)
- Bill Krumholtz – Representing (Small Business)
- Gene Tonne – Representing (Large Business)
- Bob Lintleman – Representing (Planning & Zoning)

MARTIN COUNTY LIBRARY BOARD – THREE YEAR TERM

Members have only served one term – expire 2005

- Bonnie Wolle – Dist. #1 – Indicated will serve again
- Julie Bremer – Dist. #4 – Indicated will serve again

Carried unanimously.

Higgins presented a change order for the Transit Facility from Olympic Fire Protection in the amount of \$985.00 for the addition of sprinkler drops to the two restrooms and two offices. Higgins stated the County Building and Purchasing Committee has reviewed the change order and recommends approval.

Motion by Commissioner Donnelly, seconded by Commissioner Potter, Be It Resolved that the Martin County Board of Commissioners, upon further review and the recommendation of the County Building and Purchasing Committee, hereby approve the change order to Olympic Fire Protection for installation of additional sprinkler coverage to the two restrooms and offices at the Transit Facility, in the amount of \$985. Carried unanimously.

Higgins stated that bids were received for painting the hallways of the Courthouse. Two bids were obtained as follows:

Whitmore’s Painting and More – Fairmont	\$5,155 includes painting all 3 floors including stairwell and grand entry as well as repairing cracks to walls
Van Oel Evans and Co. – Des Moines, IA	\$8,540 includes painting all 3 floors including stairwell and grand entry – without scaffolding

After discussion,

Motion by Commissioner Pierce, seconded by Commissioner Donnelly, Be It Resolved that the Martin County Board of Commissioners, hereby award courthouse hallway painting bid to Whitmore’s Painting and More, Fairmont, MN in the amount of \$5,155. Carried unanimously.

Higgins presented a request from Dennis Lockwood, CREST Board President. CREST is a non-profit organization that helps homebound individuals and is involved in various other community services and is requesting that the County Board provide for an official appointment of a Commissioner to serve on the CREST Board. After discussion, it was consensus of the Martin County Board of Commissioners that the Board has set a precedent not to provide official county appointments to Boards/Commissions that do not pertain to county business or functions and that it would not be appropriate for appointment of a Commissioner to the CREST Board.

The Board recessed at 9:40 a.m.
 The Board reconvened at 9:50 a.m.

Motion by Commissioner Pierce, seconded by Commissioner Potter, Be It Resolved that the Martin County Board of Commissioners, hereby approve bills to be paid November 15, 2005 as presented by the Martin County Auditor/Treasurer, with the exception of reimbursement of travel expense for County Nurse and reimbursement for uniform allowance for a Deputy and to authorize the Personnel Committee to conduct further review and resolve these two reimbursement claims. Carried unanimously.

Warrants received and paid 11-15-05 are registered on file in the Auditor/Treasurers Office as follows:

Revenue Fund – Warrants Approved 11-15-05	Totaled	\$209,255.59
Park & Recreation Fund		\$ 16,679.80
Enhanced 9-1-1 Fund		\$ 590.20
Recreation and Safety Fund		\$ 3,976.33
Solid Waste Management Fund		\$ 20,549.24
Law Library Fund		\$ 134.44
Martin County Transit Fund		\$ 35,957.13
Ind. Sewage Treatment Sys. Loan Fund (ISTS)		\$ 22,963.90
Building – CIP – Fund		\$ 749.94
Bank Building Fund		\$ 2,748.85
Debt Service – Prairieland Fund		\$ 29,555.63
Miscellaneous Tax Fund		<u>\$ 615.43</u>
	Grand Total	\$343,776.48
Martin County Ditch Fund – Warrants Totaled		\$ 10,041.78
Road and Bridge Fund – Warrants Totaled		\$ 51,522.35

The Board discussed Uniform Allowance and Training/Education practices – Sheriff’s Department. The Board also noted they had not yet received a copy of the Safe and Sober Grant and briefly discussed the final disposition of the Arbitration with the LELS #136.

Higgins presented and reviewed the Transit 3rd Quarter Budget Report, the Transit Expanded Service Report, and the statistical report from the Minnesota Valley Action Council (MVAC) for Martin County.

The Board gave their reports and reviewed their calendars of previous and upcoming meetings and activities.

With no further business to wit, Motion by Commissioner Donnelly, seconded by Commissioner Boler to adjourn the meeting. Carried unanimously. Meeting adjourned at 10:55 a.m.

BOARD OF COMMISSIONERS
MARTIN COUNTY

Dan Schmidtke, Chair

ATTEST: _____
Scott Higgins, County Coordinator