

PROCEEDINGS OF THE  
MARTIN COUNTY BOARD OF COMMISSIONERS  
TUESDAY, MAY 17, 2016  
@ 9:00 A.M.

The regular meeting of the Martin County Board of Commissioners was called to order at 9:00 a.m. by Chairman Elliot Belgard. Commissioners present were Elliot Belgard, Tom Mahoney, Steve Flohrs, Dan Schmidtke, and Kathy Smith. Also present were Scott Higgins, Martin County Coordinator, James Forshee, Martin County Auditor/Treasurer, Terry Viesselman, County Attorney, Kevin Peyman, County Engineer, Chuck Brandel, I&S Group, Rod Halvorsen, KSUM-KFMC Radio, Jason Sorensen, Sentinel Newspaper, Julie Walters, Administrative Assistant, and members of staff and public.

The Pledge of Allegiance was recited.

Motion by Commissioner Schmidtke, seconded by Commissioner Flohrs, Be It Resolved that the Martin County Board of Commissioners, hereby approve the agenda for the May 17, 2016, regular Board of Commissioners meeting with the following: Delete 4.1 Review Regular Board Meeting Minutes for May 3, 2016. Carried unanimously.

Stephanie Buishan, Executive Director of the Fairmont Convention & Visitor's Bureau (CVB) and Martin County's representative to the Southern Minnesota Tourism Association (SMTA) presented the Board with an update on the activities of the SMTA and Fairmont CVB. Buishan also requested the Board consider CY2017 budget allocation for the SMTA in the amount of five cents per capita (\$1,042.00 based on 2010 census).

Consensus of the Board is to receive and file the CY2017 Appropriation Request from the Southern Minnesota Tourism Association in the amount of five cents per capita.

Joe Wendinger, I&S Group Project Manager, was present by telephone conference call, and noted three (3) bids were received on Thursday, May 12, 2016, for the 121 North Main Renovation Project.

<u>Bidder</u>	<u>Base Bid</u>	<u>Alt. A-1</u>	<u>Alt. A-2</u>
APEX Construction of Mankato, MN	\$123,000.00	\$2,900.00	\$1,830.00
Hertzke Construction of Fairmont, MN	\$124,160.00	\$3,085.50	\$2,200.00
Wilcon Construction of St. James, MN	\$139,400.00	\$9,700.00	\$2,280.00

Wendinger noted the bid notice included two alternates – Alt. A-1 was to upgrade the insulation on the exterior wall with spray foam insulation; and Alt. A-2 for upgrading the lighting to LED. Wendinger went on to note at this point the bids received are above the engineer's projected cost of an estimated \$110,000. I&S Group did provide the County Board with a Schedule of Values and from what I'm finding is the majority of the higher cost is coming through in the general conditions of the building. Wendinger also noted if the Board awards the bid today, the estimated preconstruction date is May 23, 2016, we have a start date of construction on May 24, 2016, and then we have the final completion scheduled for July 29, 2016. I did talk to the

contractor about that schedule and he said that was achievable and didn't have any concerns with that and so at this point we need to discuss the amounts being over budget and also whether we want to consider moving forward with the project and if any of the alternates would be accepted.

Brandel noted I&S Group has worked with APEX before and doesn't see any issues with them being the contractor for this project.

Commissioner Smith inquired if the cost of asbestos removal at the 121 North Main building location is on top of the renovation bid.

Higgins noted yes and that two bids for asbestos removal were received. One in the amount of \$14,400.00 and the second in the amount of \$7,490.00; so that would add to the project.

Commissioner Schmidtke noted when the Building Committee first started working on this and the original cost came in around \$110,000 we were trying to cut stuff down to get the cost lower because we felt it was too high then; and now we're up to over \$130,000 by the time we take the asbestos out. Yes, we're in a hurry and it took forever to get to this point and seems like a lot of money for a building that we'd probably never get the money out of.

Higgins inquired how long the bids were good for.

Wendinger noted the bids are good for thirty (30) days.

Brandel noted we talked yesterday there was an option of looking at potentially reducing some electrical costs by keeping the service location where it is currently at.

Wendinger noted that amount is around \$2,500 to leave the electrical service as is.

Chair Belgard noted the building is kind of in a good location and the problem with the building is we've got many, many concerns with space and this only addresses one of them. It's about a building and a half and we're only going to use half of it. We need to figure out how to get more than one department in there and it appears like another space option has come forward.

Smith noted we met last week and talked about this bid and the cost being over budget and at that time there were some feelings like maybe this was too much money for the square footage. I know we were in a hurry to do this and we need the space and I think we need a little time to look over this bid a bit more thoroughly and I also saw that there weren't many local contractors that were being used.

Wendinger noted we did make a recommendation that the general contractors do contact local vendors and sub-contractors which I did talk to APEX and they did have a couple local bidders. Higgins inquired if the July completion of the renovation contributed to the higher bid cost.

Wendinger noted he asked APEX that question and he didn't think so. He got two bids from the local flooring companies and they were higher than what they received from some of the other vendors.

Commissioner Smith noted the Building Committee would like to make a recommendation that we take additional time to review the project and bids.

Higgins inquired if a delay in awarding a bid will be a problem.

Wendinger noted he asked that question to APEX and they didn't see any concern with that.

Motion by Commissioner Smith, seconded by Commissioner Schmidtke, Be It Resolved that the Martin County Board of Commissioners, hereby table Award of Bid for Renovation of 121 North Main until the next regularly scheduled Martin County Board of Commissioners meeting to be held on June 7, 2016. Carried unanimously.

Terry Viesselman, Martin County Attorney, was present and noted his office is extremely busy and is receiving files at a record pace.

Kevin Peyman, County Engineer, presented an update on the legislative session noting that the House and the Senate were pretty far apart regarding transportation funding, and that the House talked about taxing auto parts and some things with license tabs, and the Senate had started out with the gross sales tax on gasoline and we talked about indexing as opposed to the strict gas tax in that there would still be a tax on gasoline; but, it would be collected at the distribution level so it would be based on a percentage of the sale as opposed to so many cents per gallon and would have been equivalent to about \$0.16 cents per gallon. Peyman noted prior to that the Senate had compromised and they took away the gross sales and went to a flat \$0.12 cents per gallon tax. The governor was pretty much on board with what the Senate was doing so then last week he announced that he was going to come out Monday with a compromise bill...he did and it was \$200 million in general fund expenditures. I've not seen that broken down if that was going to somehow be tied to the sales tax on parts or if it was going to be strictly a transfer into the general fund. Then Friday, prior to his announcement on this bill, some of the House leadership had announced that they would not support any gas tax increase no matter what and so I think because of that he offered two different proposals. Proposal No.1 was a \$0.05 cent gas tax increase which would be about \$150 million per year; and Proposal No. 2 was \$250 million dollars in license tab fees. Peyman also noted there were also some things like a half cent metro area sales tax for transit which would solve some of the metro transit needs. So it would come to \$600 million for roads and bridges per year; \$280 million for transit per year...so about \$6 billion over a 10 year period is what we're looking at. At this point I don't know what will happen...this is probably the best compromise from the two sides that we've seen in a few years.

Peyman concluded with a Highway Department update noting it is business as usual for this time of year.

James Forshee, Martin County Auditor/Treasurer, presented a resolution authorizing a County Absentee Ballot Board for the upcoming election year. Forshee noted the resolution will grant the County Absentee Ballot Board the authority to process absentee ballots as they come in.

Motion by Commissioner Smith, seconded by Commissioner Flohrs,

R-#24/'16

RESOLUTION  
AUTHORIZING A COUNTY ABSENTEE BALLOT BOARD

WHEREAS, Martin County is permitted by Minnesota Statute 203B.12 Subd. 1 to authorize a County Absentee Ballot Board effective May 17, 2016; and

WHEREAS, this authorization will bring uniformity in the processing of accepting or rejecting returned absentee ballots to Martin County Elections that would consist of a sufficient number of election judges as provided in sections 204B.22; and

WHEREAS, this will eliminate the need for election judges to perform this technical and time consuming task on election day wherein the county absentee ballot board can begin this process 30 days prior to an election; and

WHEREAS, this will speed the processing of accepted absentee ballot delivered to the precincts to be incorporated into the vote counts on election day; giving election judges more available time for the voters at the polls; and

NOW, THEREFORE BE IT RESOLVED THAT, the Martin County Board of Commissioners hereby authorizes Martin County Elections to implement a County Absentee Ballot Board that would consist of a sufficient number of election judges as provided in the sections 204B.19 to 204B.22 to perform the task.

Motion by Commissioner Smith, seconded by Commissioner Flohrs, said resolution was duly passed and adopted this 17<sup>th</sup> day of May, 2016.

BOARD OF COMMISSIONERS  
MARTIN COUNTY, MN

\_\_\_\_\_  
Elliot Belgard, Board Chair

ATTEST: \_\_\_\_\_  
Scott Higgins, County Coordinator

Roll Call AYES: Commissioners Mahoney, Schmidtke, Flohrs, Smith, and Belgard. NAYS: None. Resolution duly passed and adopted this 17<sup>th</sup> day of May, 2016.

Mike Miller, Building Maintenance Supervisor, noted the Building Committee has reviewed the request for replacement of Security Building front entry doors due to the doors being heavy, hard to open, and stick shut. Miller went on to note a quote was requested and received from Fairmont Glass and Sign to replace the existing four doors and frames with new in the amount of \$13,950.00; and includes labor to remove existing doors and frames then install replacement doors, frames and hardware at the job site in the existing opening.

Commissioner Smith noted the Building Committee has reviewed the quote received from Fairmont Glass and Sign and recommends moving forward with replacement of the Security Building front entry doors.

Commissioner Mahoney inquired if any other bids were received.

Commissioner Schmidtke noted there isn't anybody else in town that could bid on this project and we wanted to keep it local.

Motion by Commissioner Smith, seconded by Commissioner Schmidtke, Be It Resolved that the Martin County Board of Commissioners, determining the need to upgrade the front entry vestibule in the Security Building; and to help increase the energy efficiency of the building; and having received a quote from Fairmont Glass and Sign (Fairmont) in the amount of \$13,950.00, and after review and recommendation by the County Building Committee, hereby approve the quote received from Fairmont Glass and Sign to upgrade the front entry vestibule of the Security Building. Carried unanimously.

By consensus, the Board tabled abatement of asbestos for building remodeling project at 121 North Main.

Higgins noted due to the recent approval for a replacement hire of an Appraiser position with the Martin County Assessor's Office, a revised job description has been drafted which includes language adjustments and updates including minimum qualifications.

Motion by Commissioner Schmidtke, seconded by Commissioner Mahoney, Be It Resolved that the Martin County Board of Commissioners, hereby approve the revisions to the Appraiser job description as presented, dated May 2016. Carried unanimously.

Corey Klanderud, Captain with the Martin County Sheriff's Office, presented the Sheriff's Office recommendation to hire one part time communications officer to assist in filling vacancies as they occur in the dispatch office.

Discussion ensued regarding hiring part time vs. additional full time communications officers.

Klanderud noted most of the hours that need filling are sporadic and not structured. Part time hours include filling in for employees that call in sick or have scheduled Personal Time Off (PTO).

After further discussion,

Motion by Commissioner Schmidtke, seconded by Commissioner Mahoney, Be It Resolved that the Martin County Board of Commissioners, upon the recommendation of the Martin County Sheriff's Office, hereby approve and authorize the hire of Erin Gunderson as part time communications officer for the Martin County Sheriff's Office, at \$17.81/hour, effective May 17, 2016; not eligible for benefits. Carried unanimously.

Klanderud presented the Sheriff's Office recommendation to promote Jared Schafer from a temporary full time corrections officer position to full time corrections officer position with the Martin County Sheriff's Office. Klanderud noted Schafer was serving as temporary full time position due to the recent hire of a patrol deputy; and that the hiring process for a part time corrections officer position closes today so we'll be working through the process to gain back some of our part time people.

Motion by Commissioner Mahoney, seconded by Commissioner Flohrs, Be It Resolved that the Martin County Board of Commissioners, upon the recommendation of the Martin County Sheriff's Office, hereby approve and authorize the promotion of Jared Schafer as Full Time Corrections Officer with the Martin County Sheriff's Office at a rate of \$19.51/hour, effective May 29, 2016; and is eligible for full time benefits per LELS #115 Union Contract. Carried unanimously.

Chuck Brandel, Engineer for the Project (I&S Group), was present to review bids received for the improvements to JD #51 in Center Creek Township. Brandel noted seven (7) bids were received and opened on May 10, 2016, for the Improvement to JD #51 and that the apparent low bidder was Koehl Excavating, LLC from Hancock, MN, with a base bid of \$1,029,055.78. Brandel went on to note Litzau Farm Drainage from Lake Lillian, MN, was the second low bidder at \$1,088,353.84; the seventh and final bidder had a total bid of \$1,397,964.17; and that the construction cost estimate was \$1,330,729.55 for the proposed improvements including the construction of the ponds. Brandel went on to note I&S Group has not worked with Koehl Excavating, LLC before, so bid credentials and references were reviewed and found to be in order. Brandel also noted after the bid opening, the contractor mentioned that they would like to get started on the work in early summer of 2016. Based on this information, we recommend that Koehl Excavating be awarded the work; and the estimated completion date is March 31, 2017.

Motion by Commissioner Mahoney, seconded by Commissioner Flohrs, Be It Resolved that the Martin County Board of Commissioners, acting as the Drainage Authority for Martin County, after the appropriate advertisement for bids, and upon receiving bids for the JD #51 Improvement Project, hereby approve and award the low bid for the JD #51 Improvement Project to Koehl Excavating, LLC from Hancock, MN, in the amount of \$1,029,055.78; and authorizes the Board Chair and appropriate staff (County Coordinator, County Auditor/Treasurer, County Attorney), to sign and execute the necessary documents for the listed project. Carried unanimously.

Michael Forstner, Drainage System Manager, presented and reviewed his recommendation to accept a petition received from Tom Maday to be removed from the JD #28 Benefit List. Forstner noted approximately 234 acres of Maday's land in Center Creek Township has been enrolled in a Wetlands Reserve Program (WRP), is in a permanent conservation easement, and cannot ever be used as farmland. Forstner recommends that Maday be removed from the redetermination benefit list.

Motion by Commissioner Schmidtke, seconded by Commissioner Smith, Be It Resolved that the Martin County Board of Commissioners, acting as the Drainage Authority for Martin County, hereby acknowledge receipt of Petition received for the removal of property from the JD #28

system from Thomas J. Maday, Trustee of the Thomas J. Maday Trust and Jean M. Maday Trust; and approve and authorize removal of the described property from the JD #28 benefit system that is in a permanent conservation easement and cannot ever be used as farmland; and that petitioner agrees to accept and pay costs that will be assessed for removal from the JD #28 redetermination benefit list. Carried unanimously.

Forstner noted Bill Fahey, Northland Securities and Financial Consultant for the County, has informed him that there has been a couple of revisions to the proposed schedule for Bond Issuance for various ditch projects since our previous meeting. The original bond sale was scheduled for July 6<sup>th</sup>. However, it was recommended that due to the week being the July 4<sup>th</sup> holiday week it would be best to change the bond sale to July 19<sup>th</sup> during the regular commissioners meeting. Forstner went on to note that due to the sale date change, the Board will consider a resolution to set the Bond Sale at the June 7<sup>th</sup> meeting (originally scheduled for May 17, 2016).

The Board reviewed warrants to be paid May 17, 2016.

Motion by Commissioner Flohrs, seconded by Commissioner Smith, Be It Resolved that the Martin County Board of Commissioners, hereby approve bills to be paid on May 17, 2016, as presented; and includes the Martin County Highway Department and Drainage bills as presented. Carried unanimously.

Warrants received and paid May 17, 2016, are registered on file in the Auditor/Treasurer's Office as follows:

Revenue Fund – Warrants Approved May 17, 2016	\$140,097.01
Martin Co. Economic Development Fund	\$ 4,989.94
Solid Waste Management Fund	\$ 45,882.66
Martin County Transit Fund	\$ 35,924.11
County Attorney's Forfeiture Fund	\$ 3,359.62
Martin County Area Redevelopment Fund	\$ 14,860.00
Ind. Sewage Treatment Sys. Loans	\$ 13,491.86
Bank Building Fund	\$ 513.18
Total	\$259,118.38
Road and Bridge Funds Totaled	\$ 73,551.49
Martin County Ditch Funds Totaled	\$ 32,572.55

Jessica Korte, Accountant-Auditor/Treasurer's Office, was present to review the County's monthly financial statement for March 2016.

The Board reviewed the Association of Minnesota Counties (AMC's) Spring District Meeting date of June 1, 2016; and Interlaken Heritage Days Parade Information.

Commissioners presented their individual board member reports.

Commissioner Schmidtke noted he attended a Veteran's Memorial meeting at the Fairmont American Legion on May 4, 2016; Building Committee meeting and Union Negotiations on May 10, 2016.

Commissioner Smith noted in addition to what has already been mentioned she attended a Kinship meeting at 6:00 p.m. on May 3, 2016; Sand Creek Group Resiliency Training on May 5, 2016; Bureau 14 meeting on May 11, 2016; and Fairmont Substance Abuse Prevention meeting on May 16, 2016.

Commissioner Mahoney noted in addition to what has already been mentioned he attended a Human Services Executive Board meeting and F-M Joint Transit Executive Board meeting on May 4, 2016; Park Board meeting and Bureau 14 meeting on May 11, 2016; Prairieland meeting on May 13, 2016; and Minnesota Valley Workforce meeting May 16, 2016.

Commissioner Flohrs noted in addition to what has already been mentioned he attended a Trimont Active Living/SHIP meeting on May 4, 2016; Drug Court Steering Committee meeting on May 6, 2016; Library Board meeting on May 10, 2016; Department Director meeting on May 11, 2016; Soil and Water meeting on May 12, 2016; Prairieland – walk through of building with contractor; GBERBA meeting on May 13, 2016; and MVAC meeting May 16, 2016.

Commissioner Belgard noted he had nothing new to add.

Commissioners reviewed their calendars of upcoming meetings and activities: May 17, 2016 – Meeting with City of Fairmont Economic Development Director, Linsey Preuss, Public Service Week Employee Appreciation Lunch at 11:30 a.m., and Highway 15 Project meeting at 4:00 p.m. at the SMEC building; May 18, 2016 – Human Services meeting in Fairmont; May 19, 2016 – Traverse de Sioux Library Board meeting in Mankato, MN; May 23, 2016 – Legislative Session ends; May 24, 2016 – Kinship meeting; May 25, 2016 – Convention and Visitor's Bureau, Blandin Steering Committee meeting at 10:00 a.m., Broadband Update at 11:00 a.m., and South Central Minnesota Multi-County HRA meeting in North Mankato, MN; May 26, 2016 – Regional Radio Board meeting at 11:00 a.m. and South Central EMS meeting at 1:00 p.m. in Mankato, MN; May 30, 2016 – Memorial Day Holiday, Courthouse Closed; June 1, 2016 – AMC Spring District meeting, and Board Work Session at 2:30 p.m.; June 6, 2016 – Regular EDA Board meeting at 5:15 p.m. at the Trimont City Hall in Trimont, MN, and Beyond the Yellow Ribbon meeting; June 7, 2016 – next regular Board of Commissioners meeting at 9:00 a.m. in the Commissioners meeting room, and Negotiations at 11:00 a.m.

With no further business to wit, Board Chair adjourned the meeting at 10:30 a.m.

BOARD OF COMMISSIONERS  
MARTIN COUNTY, MN

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Elliot Belgard, Board Chair

ATTEST: \_\_\_\_\_

Scott Higgins, County Coordinator