

BOARD PROCEEDINGS
MARTIN COUNTY BOARD OF COMMISSIONERS
TUESDAY, SEPTEMBER 5, 2017
@ 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 Dan Schmidtke. Commissioners present were Kathy Smith, Dan Schmidtke, Tom Mahoney, Steve Flohrs, and Elliot Belgard. Also present were Scott Higgins, Martin County Coordinator, James Forshee, Martin County Auditor/Treasurer, Terry Viesselman, County Attorney, Jason Sorensen, Sentinel Newspaper, Rod Halvorsen, KSUM-KFMC Radio, Julie Walters, Administrative Assistant, and members of staff and public.

The Pledge of Allegiance was recited.

Motion by Commissioner Smith, seconded by Commissioner Flohrs, Be It Resolved that the Martin County Board of Commissioners, hereby approve the agenda for the September 5, 2017, regular Board of Commissioners meeting. Carried unanimously.

Doug Hartke and Bruce Moore, on behalf of the Martin County Conservation Club, were present to inform the Board the Martin County Conservation Club has entered into a purchase agreement for 116 acres in Center Creek Township – the Michael Findley parcel – will be an addition to the Center Creek WMA. Funds were provided through the Conservation Partner Legacy Grant Program through the Minnesota DNR. Today we are notifying you that we are moving forward with an acquisition and Martin County will receive PILT (Payment in Lieu of Taxes – $\frac{3}{4}$ of 1% of the appraised value of \$339,800). This transaction and purchase will happen in the next sixty days, Martin County will retain possession of the land, and we'll restore the grasslands in the fall and spring and then upon successful completion of the restoration plan it will be deeded to the DNR.

Motion by Commissioner Smith, seconded by Commissioner Belgard, Be It Resolved that the Martin County Board of Commissioners, hereby approve and support the Minnesota Department of Natural Resources moving forward to accept approximately 116 acres of land from the Martin County Conservation Club to be part of the Center Creek State Wildlife Management Area. Carried unanimously.

Hartke noted on behalf of the Fox Lake Conservation League we appreciate the Board's support in the past on acquisitions and DNR round-outs. Hartke went on to note he testified two weeks ago at the Lessard Outdoor Heritage Council that Fox Lake has put in a proposal for a rather aggressive land acquisition program for Martin County primarily working around the Caron Wildlife Management Area northwest of Sherburn.

Chad August, Assistant Area Wildlife Manager with the Minnesota Department of Natural Resources, presented and reviewed maps of two properties that the DNR is looking at getting from local clubs. One of them is in Center Creek Township acquired through funds from a DNR grant so we're required to not only notify the county but also get approval to accept that. So

that's why I'm here today is to request a formal resolution to accept this property (Michael Findley parcel) when the Martin County Conservation Club acquires it.

Motion by Commissioner Belgard, seconded by Commissioner Flohrs,

R-#28/'17

RESOLUTION
MINNESOTA DEPARTMENT OF NATURAL RESOURCES
PROPOSED LAND ACQUISITION
SECTIONS 20 AND 21 OF RUTLAND TOWNSHIP

WHEREAS, In accordance with Minnesota Statutes 97A.145, Subd. 2, the Commissioner of the Department of Natural Resources on September 5, 2017, provided the Board of County Commissioners of Martin County, Minnesota, with a description of lands to be acquired by the State of Minnesota for water, forestry, wildlife, and natural plant community conservation purposes. Lands to be acquired are described as follows:

Parts of Sections 20 and 21, Township 103 North, Range 29 West, Martin County, Minnesota, described as follows:

Section 20, the east 420' of the Southeast quarter of the Southeast Quarter north of the railroad; Section 21, the Northeast Quarter of the Southwest Quarter, part of the Northeast Quarter of the Southwest Quarter and part of the Southeast Quarter of the Southwest Quarter north of the railroad; North Half of the Southwest Quarter north of the railroad. Part of the Southwest Quarter of the Southwest Quarter of the Southwest Quarter lying south of the railroad grade and west of the field road.

NOW THEREFORE BE IT RESOLVED, by the Board of County Commissioners of Martin County, Minnesota, on September 5, 2017, that the State's proposed acquisition of the above described property be approved. If applicable, reasons for disapproval: None.

Motion by Commissioner Belgard, seconded by Commissioner Flohrs, said resolution was duly passed and adopted this 5th day of September, 2017.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Dan Schmidtke, Board Chair

ATTEST: _____
Scott Higgins, County Coordinator

CERTIFICATION

I, Scott Higgins, County Coordinator of the County of Martin, State of Minnesota, certify that the foregoing resolution is a true and correct excerpt of the minutes of the Board of County Commissioners, County of Martin, State of Minnesota, held at Fairmont, Minnesota, on the 5th day of September, 2017.

Scott Higgins, County Coordinator
County of Martin
State of Minnesota

Roll Call AYES: Commissioners Mahoney, Smith, Flohrs, Belgard, and Schmidtke. NAYS: None. Resolution duly passed and adopted this 5th day of September, 2017.

August continued with a courtesy notification that the second parcel, as presented by Pheasants Forever earlier this year, that they have acquired that property and plan to donate that to us in the future either this fall or possibly this winter. This property will be another addition and a very strategic acquisition just east of Fairmont. This parcel is very good for deer, pheasant, and turkey. The DNR is very appreciative of how aggressive Martin County has been on acquiring these properties.

Terry Viesselman, County Attorney, was present and noted he had nothing new to report.

Pam Flitter, Martin County Zoning Official, presented a Conditional Use Permit (CUP) request from Doug, Lorna, and David Bicknase/Bicknase Farms, within Section 9 of Fraser Township. Bicknase Farms is proposing to expand their current feedlot operation on an existing building site located in an "A" Agricultural District. Flitter noted the Planning Commission approved the CUP request during their August 22, 2017, meeting and is recommending approval of the Conditional Use Permit.

Motion by Commissioner Flohrs, seconded by Commissioner Mahoney,

R-#25/'17

CONDITIONAL USE PERMIT
BICKNASE FARMS
EXPAND CURRENT FEEDLOT OPERATION
IN AN "A" AGRICULTURAL DISTRICT
WITHIN SECTION 9 OF FRASER TOWNSHIP

Motion by Commissioner Flohrs, seconded by Commissioner Mahoney,

WHEREAS, a Conditional Use Permit was requested by Doug, Lorna, and David Bicknase/Bicknase Farms, applicants and owners of property, located within Section 9 of Fraser Township in Martin County, Minnesota, (legally described in applications) for the purpose of expanding their current feedlot operation on an existing building site located in an "A" Agricultural District; and

WHEREAS, the Martin County Planning and Zoning staff has completed a review of the application and made a report pertaining to the request, a copy of said report has been presented to the County Board of Commissioners; and

WHEREAS, the Planning Commission of the County on the 22nd day of August, 2017, following proper notice, held a public hearing regarding the request and, following the hearing, adopted a recommendation that the request for a Conditional Use Permit be granted; and

WHEREAS, the Martin County Board of Commissioners finds that Conditional Use Permit is to be issued for the following purpose:

Constructing and operating a feedlot site over 1,000 animal units; and

WHEREAS, the following conditions have been applied:

- Any additional permits required by the State of Minnesota must be obtained by the applicant.
- Building permit(s) must be obtained.
- Failure to comply with conditions may result in revocation of the Conditional Use Permit.

NOW THEREFORE BE IT RESOLVED, that the Martin County Board of Commissioners, and upon the recommendation of the Martin County Planning Commission, hereby approves the Conditional Use Permit for the above described property and is hereby issued pursuant to MS 394.301 and Martin County Ordinance #1, Chapter 6.01 and that this permit shall remain in full force and effect provided in the conditions as described above are met and maintained by the applicant and his/or her successors in interest. This permit is binding upon the applicant, the record titleholder to the property, and his/her successors in interest. Notice is hereby given that this permit may be revoked if the conditions set forth above are not maintained as described above. This resolution shall become effective immediately upon its passage and without publication.

Dated this 5th day of September, 2017.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Dan Schmidtke, Board Chair

ATTEST: _____
Scott Higgins, County Coordinator

Roll Call AYES: Commissioners Belgard, Smith, Mahoney, Flohrs, and Schmidtke. NAYS: None. Resolution duly passed and adopted this 5th day of September, 2017.

Flitter presented a Conditional Use Permit (CUP) request from Cody and Angie Toothaker/Aker Farms LLP, and Eugene Hugoson, within Section 4 of East Chain Township. Aker Farms LLP is proposing to expand their current feedlot operation on an existing building site located in an

“A” Agricultural District. Flitter noted the Planning Commission approved the CUP request during their August 22, 2017, meeting and is recommending approval of the Conditional Use Permit.

Motion by Commissioner Belgard, seconded by Commissioner Flohrs,

R-#26/'17

CONDITIONAL USE PERMIT
AKER FARMS LLP
EXPAND CURRENT FEEDLOT OPERATION
IN AN “A” AGRICULTURAL DISTRICT
WITHIN SECTION 4 OF EAST CHAIN TOWNSHIP

Motion by Commissioner Belgard, seconded by Commissioner Flohrs,

WHEREAS, a Conditional Use Permit was requested by Cody and Angie Toothaker/Aker Farms LLP, and Eugene Hugoson, applicants and owners of the property, located within Section 4 of East Chain Township, (legally described in applications) for the purpose of expanding their current feedlot operation on an existing building site located in an “A” Agricultural District; and

WHEREAS, the Martin County Planning and Zoning staff has completed a review of the application and made a report pertaining to the request, a copy of said report has been presented to the County Board of Commissioners; and

WHEREAS, the Planning Commission of the County on the 22nd day of August, 2017, following proper notice, held a public hearing regarding the request and, following the hearing, adopted a recommendation that the request for a Conditional Use Permit be granted; and

WHEREAS, the Martin County Board of Commissioners finds that Conditional Use Permit is to be issued for the following purpose:

Constructing and operating a feedlot site over 1,000 animal units; and

WHEREAS, the following conditions have been applied:

- Any additional permits required by the State of Minnesota must be obtained by the applicant.
- Building permit(s) must be obtained.
- Failure to comply with conditions may result in revocation of the Conditional Use Permit.

NOW THEREFORE BE IT RESOLVED, that the Martin County Board of Commissioners, and upon the recommendation of the Martin County Planning Commission, hereby approves the Conditional Use Permit for the above described property and is hereby issued pursuant to MS 394.301 and Martin County Ordinance #1, Chapter 6.01 and that this permit shall remain in full force and effect provided in the conditions as described above are met and maintained by the applicant and his/or her successors in interest. This permit is binding upon the applicant, the record titleholder to the property, and his/her successors in interest. Notice is hereby given that

this permit may be revoked if the conditions set forth above are not maintained as described above. This resolution shall become effective immediately upon its passage and without publication.

Dated this 5th day of September, 2017.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Dan Schmidtke, Board Chair

ATTEST: _____
Scott Higgins, County Coordinator

Roll Call AYES: Commissioners Mahoney, Smith, Flohrs, Belgard, and Schmidtke. NAYS: None. Resolution duly passed and adopted this 5th day of September, 2017.

Flitter opened discussion and presented the draft Buffer Ordinance so that we can receive approval from the Board and contingent upon the Planning Commission approval so that we can get it submitted to the Board of Water and Soil Resources for their review and to the DNR for their review. The Buffer Ordinance is to provide for riparian vegetated buffers and water quality practices to achieve the following purposes along with compliance determinations (1) protect state water resources from erosion and runoff pollution; (2) stabilize soils, shores and banks; and (3) protect or provide riparian corridors. Failure to comply with Corrective Action notices under Section 5 of the Buffer Ordinance constitutes a misdemeanor and shall be punishable as defined by law.

Flitter went on to note the Buffer Task Force has approved the draft Buffer Ordinance and the Planning Commission will review it as written on August 26, 2017. Flitter also noted a public hearing will be held in October with passage anticipated on November 7, 2017.

After review and discussion,

Motion by Commissioner Belgard, seconded by Commissioner Mahoney, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize moving forward with Draft Buffer Ordinance for submission to the Martin County Planning Commission. Carried unanimously.

Flitter presented and reviewed proposed changes to Martin County's Shoreland Ordinance in order to be in compliance with the DNR's recommendation in order to be consistent with the Martin County Buffer Ordinance.

Subdivision 18. Agricultural Use Standards

- (1) General cultivation farming, grazing, nurseries, horticulture, truck farming, sod farming, and wild crop harvesting are permitted uses if steep slopes and

shore and bluff impact zones are maintained in perennial permanent vegetation or operated under an approved conservation plan (~~Resource Management Systems~~) that includes alternative riparian water quality practices consistent with the field office technical guides of the local soil and water conservation districts ~~of~~ or the Natural Resource Conservation Service United States Soil Conservation Service, and as approved by the local soil and water conservation district, ~~as provided by a qualified individual or agency~~. The shore impact zone for parcels with permitted agricultural land uses is ~~equal to a line parallel to and 50 feet~~ an area with a 50-foot average width and a 30-foot minimum width, as measured from ordinary high water level if identified, or the top or crown of bank or normal water level as provided in Minnesota Statutes, section 103F.48, subd 3©, whichever is applicable.

Motion by Commissioner Flohrs, seconded by Commissioner Mahoney, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize acceptance of noted changes to the County's Shoreland Ordinance to be consistent with the County's Buffer Ordinance, for submission to the County's Planning Commission. Carried unanimously.

Flitter presented and reviewed the proposed Feedlot Inspection Fee Schedule. Flitter noted we had been actually looking at our feedlot fees for probably a couple of years talking about increasing them to be able to pay for a part time feedlot person to be able to assist in the inspections. So with that being said and there also hasn't been a fee adjustment in about 17 years so it is really time to be able to take a look at the fees and we met with the Personnel Committee and looked at how we compare to other counties which is in the booklet that we had proposed earlier this year. Flitter reviewed the proposed fee breakdown including: 0-50 animal units currently there are 34 of those and there is no current fee and our proposed fee would be \$100; 50-150 animal units which we currently have 54 of them and the current fee is \$100 and the proposed fee would be \$150; 151 to 300 animal units there are currently 58 of those feedlots and the current fee is \$150 and the proposed fee is \$200; 301 – 600 animal units there are currently 95 of those sites and the current fee is \$200 and the proposed fee is \$350; and 601 to 1,000 animal units we currently have 151 of those sites and the current fee is \$300 and proposed fee would be \$500. GAP sites which are new which are the ones that are coming back from the state – in 2004 the state changed the animal unit and the federal government was not happy about it so therefore the MPCA took over those that were about 750 animal units to 1,000...well now that they have, over the time period, have seen that wasn't necessary they're giving back some of our GAP sites. And those would be between the 750 and over 1,000 animal units...their estimate is 70, I think there may be more, and so currently we don't charge for those and there will be a \$500 fee for those. So if you look at our average four year rotation our 2012 to 2016 our current receivables is \$19,600 and that would be now \$41,712.50. Currently our new construction is \$400 and we are proposing to do \$600. We are looking at what the comparison were to other counties in the area for new construction and they all kind of do a little bit something different across the board. Some charge \$1 per animal unit and some charge the square footage of the buildings. It is a lot easier to do a flat fee. The paperwork itself is on average about the same for each so that's what has ended up taking more time as 17 years ago we didn't have the paperwork that we do today for the new construction plus we hold a meeting at the site and so that is to

cover for our time, our travel time, and then some of them of course require the public hearing so then we have that also to add. So \$600 in general may be a little low if that is something that you wanted to reconsider you could. I would recommend around \$700.

Commissioner Smith inquired what do you foresee in the future for new sites.

Flitter answered every year has been so different. Last year we had 26 and this year I believe we're up to either 10 or 12 and I have 2 more this week that are coming in...a couple of our chicken sites are turning into swine so 2 of those from last year will now be 2 new ones for this year too. So every year it is so different. I sometimes try and ask the consultants that do a lot of the permitting process what they forecast to see and you know it just depends on corn and soybean prices and the economy in general. We have one more fee to be added also the change of ownership. So currently we don't charge anything for change of ownership and it used to be a very simple process – one piece of paper and they would fill it out and we would put it in the file making sure it was in place for the next rotation. And now with the MPCA's database they have to re-register and it all has to be entered into the database and approved and so it is more paperwork now and we checked with a lot of the counties around us and they are all charging too so we put a \$50 charge in there.

Commissioner Mahoney asked if there is a date for that hearing.

Flitter answered that is set by the County Board.

Higgins noted the recommended date is the October 3rd Board meeting at 10:00 a.m.

Commissioner Mahoney inquired we can discuss at the next meeting the new construction fee.

Flitter answered yes, correct.

Motion by Commissioner Mahoney, seconded by Commissioner Smith, Be It Resolved that the Martin County Board of Commissioners, hereby sets a public hearing date on October 3, 2017, at 10:00 a.m. in the Martin County Courthouse, Commissioners Meeting Room, 201 Lake Avenue, Fairmont, Minnesota, to take public testimony and consideration for proposed fee increases to the Feedlot Inspection Fee Schedule; and to publish the required notices in the Official County Newspaper. Carried unanimously.

Flitter presented and reviewed the new job description for Planning and Zoning Technician noting the Personnel Committee met last week and reviewed and approves the job description.

Higgins noted the revised job description includes buffers and talks about feedlots in a little more detail.

Commissioner Smith inquired so all three of you will be doing feedlot inspections.

Flitter noted yes. It is already in our job descriptions and so however it plays out or holds out it will be doing those existing sites and new construction.

Motion by Commissioner Belgard, seconded by Commissioner Flohrs, Be It Resolved that the Martin County Board of Commissioners, hereby approve the job description for the Planning and Zoning Technician position as presented; reflecting the objective and essential functions of the position including buffers and feedlot inspections. Carried unanimously.

Flitter concluded noting an informational meeting concerning the Emerald Ash Borer (EAB) will be held September 20, 2017, from 5:30 – 7:30 p.m. in the Commissioners Meeting Room – Martin County Courthouse. Those in attendance will have an opportunity to gather more information on EAB and local options to deal with the insect, and learn how residents can limit the spread of the bug.

Corey Klanderud, Chief Deputy with the Martin County Sheriff's Office, reviewed a resolution authorizing participation in the Planning Process and Execution of a grant agreement for the update of the Martin County Hazard Mitigation Plan; and authorizes Martin County Emergency Management Director, Erin Morrill, to execute and sign such agreements and any amendments as are necessary to implement the plan on behalf of Martin County. Klanderud noted the cost estimate of the plan is \$32,000 with a federal share of 75% and local match of 25% (\$8,000). It is expected that no cash will be required from the county, and in-kind match of staff time from county staff, city staff in Martin County and other public agencies should be sufficient to meet the 25% requirement. Klanderud went on to note to move forward with the application process, the county needs to pass a resolution authorizing participation in the planning process and execution of the agreement and to sign a letter of commitment of funds to ensure we meet the 25% cost match.

Motion by Commissioner Mahoney, seconded by Commissioner Flohrs, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize Board Chair and County Emergency Management Director, to sign resolution authorizing participation in the planning process and execution of grant agreement for the program entitled Hazard Mitigation Assistance (HMA) for the update of the Martin County Hazard Mitigation Plan; and authorizes Martin County Emergency Management Director to sign the Letter of Commitment of Funds whereas Martin County acknowledges that it is responsible for providing a minimum of 25% of all eligible project costs in local matching funds or in-kind services to comply with all grant cost share requirements.

R-#27/'17

**RESOLUTION AUTHORIZING PARTICIPATION IN PLANNING PROCESS
AND EXECUTION OF AGREEMENT**

WHEREAS, the County of Martin is participating in a hazard mitigation planning process as established under the Disaster Mitigation Act of 2000; and

WHEREAS, the Act establishes a framework for the development of a multi-jurisdictional hazard mitigation plan; and

WHEREAS, the Act as part of the planning process requires public involvement and local coordination among neighboring local units of government and business; and

WHEREAS, the county will lead the planning effort with the assistance of consultants and State of Minnesota mitigation staff.

WHEREAS, the county will provide staff and resources from departments related to mitigation, will facilitate participation of jurisdiction within the county, and provide quarterly reporting on plan progress.

WHEREAS, the plan must include a risk assessment including past hazards, hazards that threaten the county, maps of hazards, an estimate of structures at risk, estimate of potential dollar losses for each hazard, a general description of land uses and future development trends; and

WHEREAS, the plan must include a mitigation strategy including goals and objectives and an action plan identifying specific mitigation projects and costs; and

WHEREAS, the plan must include a maintenance or implementation process including plan updates, integration of plan into other planning documents and how the county will maintain public participation and coordination; and

WHEREAS, the draft plan will be shared with the State of Minnesota and the Federal Emergency Management Agency (FEMA) for coordination of state and federal review and comment on the draft; and

WHEREAS, approval of the all hazard mitigation plan will make the county eligible to receive Hazard Mitigation Assistance grants as they become available; and

NOW THEREFORE, Be it resolved that Martin County will enter into an agreement with the Division of Homeland Security and Emergency Management in the Minnesota Department of Public Safety for the program entitled Hazard Mitigation Assistance (HMA) for the update of the Martin County Hazard Mitigation plan. Erin Morrill, Martin County Emergency Management Director is hereby authorized to execute and sign such agreements and any amendments hereto as are necessary to implement the plan on behalf of Martin County.

I certify that the above resolution was adopted by the County Board of Commissioners of Martin County on September 5th, 2017.

SIGNED:

WITNESSETH:

Dan Schmidtke
County Board Chair

Scott Higgins
County Coordinator

Date

Date

Roll Call AYES: Commissioners Belgard, Smith, Mahoney, Flohrs, and Schmidtke. NAYS: None. Resolution duly passed and adopted this 5th day of September, 2017.

Klanderud presented a Martin County Jail Update including eighteen (18) in house, five (5) females out of county, and four (4) on Electronic Home Monitoring (EHM).

Julie Grunewald, Career Corrections Agent, was present to note that due to the recent resignation of Autumn Larsen, Youth Intervention and Prevention Coordinator, the County Personnel Committee has reviewed the needs of the Court Services Department (Probation) to fill the vacancy; and that the County Personnel Committee has recommended recruitment to fill the Youth Intervention and Prevention Coordinator position. Grunewald went on to note we have sustained grant funding for this position for the last 19 years and for 2018 and 2019 we're in the renewable grant cycle we're not in the competitive grant cycle so we will receive \$45,000 for the position for 2018 and then an additional \$45,000 for 2019 in addition to the other grant funding that we have. Grunewald also noted this is a unique program and we are the only Probation Department that I am aware of in the state of Minnesota that has a specific Youth Intervention and Prevention Coordinator position within our office and certainly other areas of the state have had Teen Court Programs and different related Youth Intervention but no one has the seven programs that we've been able to offer for a number of years including the Martin County Teen Court Program, Cognitive Skills Programming, Truancy Diversion Program, BEST Program, Community Work Service Programming, Shoplifting Awareness Class, and Tobacco Awareness Class.

Motion by Commissioner Belgard, seconded by Commissioner Flohrs, Be It Resolved that the Martin County Board of Commissioners, upon the review and recommendation of the County Personnel Committee, hereby approve and authorize recruitment to fill the Youth Intervention and Prevention Coordinator position. Carried unanimously.

James Forshee, Martin County Auditor/Treasurer, noted it is time to schedule the annual Road and Tax Forfeiture Land Tour where the commissioners are asked to view various tax forfeiture parcels and road constructions projects and equipment in Martin County.

After discussion,

Motion by Commissioner Belgard, seconded by Commissioner Mahoney, Be It Resolved that the Martin County Board of Commissioners, hereby set a special meeting date and time for the annual Tax Forfeiture Land and Road Tour for September 26, 2017, at 7:00 a.m. beginning at The Ranch Restaurant in Fairmont, Minnesota. Carried unanimously.

Doug Borchardt, Building Maintenance Supervisor, noted the Building Committee has reviewed and discussed the needed replacement of the Otis Model 2 HOCL elevator in the Security Building. The current elevator contains many relays that are becoming obsolete; and additionally, the door operator is an Otis Model 7300 for which most parts are unavailable. Borchardt went on to note the county currently has a maintenance contract with ThyssenKrupp and has for a number of years. ThyssenKrupp has provided a Capital Planner (Hydraulic) outlining elevator modernization and scope of work for elevator replacement with project estimate in the amount of \$85,000 to \$90,000 for elevator modernization; plus an additional \$25,000 - \$30,000 for related building costs. Borchardt also noted the Building Committee

recommends elevator modernization (replacement) and funds are budgeted in the county's Capital Improvement Program fund for 2018.

Motion by Commissioner Mahoney, seconded by Commissioner Smith, Be It Resolved that the Martin County Board of Commissioners, due to the need for Security Building elevator modernization, and upon the recommendation of the County Building Committee, hereby approve and authorize Doug Borchardt, Building Maintenance Supervisor, to proceed with Security Building elevator replacement with ThyssenKrupp Elevator Corporation with total project cost estimated at \$100,000 to \$120,000; to be expended from the county's Capital Improvement Program fund for 2018. Carried unanimously.

Borchardt presented and reviewed quotes received for window replacement at the 117 North Main DOC Office Building. Borchardt noted the Building Committee has reviewed the window replacement request of 12 windows that currently allow excess heat and cold into the office building and rotting wood frames. Four (4) bids were received for this window project. The Building Committee recommends the bid received from Fairmont Glass & Sign in supplying a darker more energy efficient glass with total base bid of \$14,269.00 plus an additional \$875.00 for darker more energy efficient glass.

Forshee noted funds for window replacement are budgeted in the CY2017 Capital Improvement Program fund.

117 North Main – Window Replacement Project
Replacement Estimates
August 29, 2017

| <u>Wilcon Construction</u> | <u>Quoted Price</u> |
|--|---|
| Remove & Install 12 windows | |
| Vinyl white inside and outside | \$9,413.00 |
| Vinyl white inside and bronze outside | \$10,645.00 |
| | |
| <u>Mixson Siding & Windows</u> | |
| Replace all windows in building | |
| Vinyl white, includes permit, materials & labor | \$13,700.00 (quote dated <u>7-12-16</u>) |
| *Any rotten sills will be repaired before install | |
| | |
| <u>Schmidt Siding & Windows</u> | |
| Remove & Install 12 windows | |
| Fibrex white inside and Red Rock outside | \$25,826.00 |
| August Promotion – 10% off quote | <u>\$ -2,583.00</u> |
| | \$23,243.00 |
| | |
| *If SSWC installs interior trim on windows add | \$ 2,160.00 |
| **Building permit NOT included in price | |
| ***Replacing rotten framing that we can't see now is not included in price | |

Fairmont Glass & Sign

Remove & Install 12 windows

Dark Bronze \$14,269.00

Supply a darker more energy efficient glass, **add** \$ 875.00

*No interior woodwork included in proposal

**Any flashing not noted in proposal

Motion by Commissioner Belgard, seconded by Commissioner Flohrs, Be It Resolved that the Martin County Board of Commissioners, determining the need to upgrade twelve (12) tempered glass insulated window units in the DOC Office Building located at 117 North Main; and to help increase the life and energy efficiency of the building, and having received four (4) quotes and after review of the quotes and recommendation by the County Building Committee, hereby approve the bid received from Fairmont Glass & Sign at the bid price of \$14,269.00 plus an additional \$875.00 for more efficient glass. Carried unanimously.

Borchardt noted a few native plantings from Martin SWCD remain surrounding the courthouse and the Building Committee has reviewed and discussed removal of the remaining native plantings due to the time needed for regular manicuring. The Building Committee recommends re-landscaping these areas with shrubs and plants to match the current landscaping along the foundation of the courthouse.

After discussion,

Motion by Commissioner Smith, seconded by Commissioner Mahoney, Be It Resolved that the Martin County Board of Commissioners, upon the recommendation of the County Building Committee, hereby approve removal of remaining native plantings along the front foundation and southwest corner of the courthouse and re-landscape with perennial shrubs and plants; and to work with Sherburn Nursery for sketch and price quote. Carried unanimously.

Higgins presented the renewals for the following ancillary benefits including:

- ✓ Life Insurance (Sun Life): Monthly rate increase of 18% for Basic Life; Monthly rate increase of 5% for Supplemental Life.
- ✓ Voluntary Long Term Disability: Monthly rates will remain unchanged for the year 2018.
- ✓ Voluntary Dental: Dental coverage is provided through Dearborn National. There will be a 4% increase in monthly rates for the Low Plan or High Plan for the year 2018.
- ✓ Voluntary Vision (Avesis) Plan: Monthly rates will remain unchanged for the year 2018.

Higgins recommends approval of renewals for Life Insurance and ancillary benefits.

After review and discussion,

Motion by Commissioner Mahoney, seconded by Commissioner Belgard, Be It Resolved that the Martin County Board of Commissioners, hereby approves and accepts the renewals and authorizes the Board Chair and/or its designee to sign all necessary documents for the following employee benefit plans with Integrity Employee Benefits, LLC, with rate changes for the year

2018 which includes: Life Insurance (Sun Life) - monthly rate increase of 18% for Basic Life, and monthly rate increase of 5% for Supplemental Life; Voluntary Long Term Disability-monthly rates will remain unchanged for the year 2018; Voluntary Dental (Dearborn National) – there will be a 4% increase in monthly rates for the Low Plan or High Plan for the year 2018; and Voluntary Vision (Avesis) Plan – monthly rates will remain unchanged for the year 2018. Carried unanimously.

Higgins noted an alternate meeting date must be set for the first regular Board of Commissioners meeting in December, 2017, as the first Tuesday of the month of December falls during the Association of Minnesota Counties (AMC) Annual Conference. Higgins recommends Thursday – December 7, 2017, beginning at 4:30 p.m. as it is anticipated the Truth in Taxation meeting will be scheduled the same date at 6:00 p.m.

Motion by Commissioner Belgard, seconded by Commissioner Smith, Be It Resolved that the Martin County Board of Commissioners, due to the first regular Board of Commissioners meeting in December, 2017, falling during the Association of Minnesota Counties (AMC) Annual Conference, the Martin County Board of Commissioners, hereby approve the date of Thursday – December 7, 2017, beginning at 4:30 p.m. for holding the first regular Board of Commissioners meeting during the month of December, 2017; and approve the date of Thursday – December 7, 2017, to hold the Truth in Taxation meeting beginning at 6:00 p.m. Carried unanimously.

Higgins, Forshee, and Jessica Korte, Accountant-Auditor/Treasurer’s Office, reviewed the preliminary budget options including two budget items that will make some of the biggest difference is whether or not the Board wishes to designate \$315,000 of Wind Energy Production for special projects (5.57% levy increase and reducing CIP by \$100,000) and not offset the operational budget (4.14% levy increase, includes only \$750,000 for proposed garage facility); or the difference in the proposed building cost from \$750,000 (included in the 4.14% levy) and increasing it to \$1,200,000 is a 5.84 to 5.93% levy increase (depending on bond repayment schedule). The preliminary levy will need to be received by the Auditor the end of this month (September). Once the levy is set you can’t increase it but you can reduce it.

The Board reviewed warrants to be paid September 5, 2017.

Motion by Commissioner Smith, seconded by Commissioner Mahoney, Be It Resolved that the Martin County Board of Commissioners, hereby approve bills to be paid on September 5, 2017, as presented; and includes the Martin County Highway Department and Drainage bills as presented. Carried unanimously.

Warrants received and paid September 5, 2017, are registered on file in the Auditor/Treasurer’s Office as follows:

| | |
|--|--------------|
| Revenue Fund – Warrants Approved September 5, 2017 | \$ 96,444.81 |
| Enhanced 9-1-1 Fund | \$ 10,430.00 |
| Martin County Economic Development Fund | \$ 386.27 |
| Human Services Fund | \$282,956.00 |

| | |
|--------------------------------------|--------------------|
| Ind. Sewage Treatment Sys. Loan Fund | \$ 21,322.52 |
| Building – CIP – Fund | \$ 1,329.43 |
| Bank Building Fund | \$ 4,976.45 |
| Taxes and Penalties Odd Years | <u>\$ 1,610.00</u> |
| Total | \$419,455.48 |
| Road and Bridge Funds Totaled | \$ 86,739.48 |
| Martin County Ditch Funds Totaled | \$625,413.19 |

Commissioners reviewed Health Insurance Renewal Information; 2018 Estimated Contribution Notice from Minnesota Counties Intergovernmental Trust; and Revised Martin County Zoning District Map.

Chairman Schmidtke opened the public hearing for consideration of Final Acceptance for the JD #40 Improvement Contract with Hodgman Drainage.

Chuck Brandel, Engineer with ISG, was present to note the improvement to Martin County Judicial Ditch #40 has been fully completed. The contractor Hodgman Drainage from Dodge Center, has completed 100% of the project including the televising of the newly constructed system. ISG has reviewed the televising video and found some areas of minor cracking within the top of the mainline pipe in some areas, however, not throughout the entire mainline. In addition, Hodgman Drainage has also completed additional construction ad-ons to the lower portion of the system for the assistance of televising and surface drainage. These items are considered over and above the original contract for the project and a separate pay request is included with this final acceptance letter. Brandel presented and reviewed the asbuilt drawings, and final Pay Request No. 6 including change Order #3 for additional items. The original contract price was \$903,970.00 with an additional \$17,288.60 worth of change orders; the final contract price is \$921,258.60; and the final approved payment being requested is \$904,941.60. Brandel recommends payment and final acceptance of the project at this time.

Schmidtke opened the hearing for public comment. There was none.

With no public comment,

Motion by Commissioner Flohrs, seconded by Commissioner Mahoney, to close the public portion of the hearing. Carried unanimously.

After consideration of the final acceptance of the Improvement to JD #40,

Motion by Commissioner Flohrs, seconded by Commissioner Mahoney, Be It Resolved that the Martin County Board of Commissioners, acting as the Drainage Authority for Martin County, and based on the recommendation and final acceptance of the JD #40 Improvement Project from Chuck Brandel, Engineer with ISG, hereby approve the final contract payment for the JD #40 Improvement Project with Hodgman Drainage Company in the amount of \$904,941.60. Carried unanimously.

Higgins noted the Board will go into closed session per Minnesota Statute §13D.05 to discuss an administrative appeal.

Motion by Commissioner Mahoney, seconded by Commissioner Belgard, Be It Resolved that the Martin County Board of Commissioners, hereby move into a closed session per Minnesota Statute §13D.05 at 10:34 a.m.

Those present were Commissioners Schmidtke, Belgard, Smith, Mahoney, and Flohrs. Also present were Scott Higgins, Martin County Coordinator, Terry Viesselman, County Attorney, Dan Whitman, Martin County Assessor, and Julie Walters, Administrative Assistant.

Motion by Commissioner Belgard, seconded by Commissioner Flohrs, to go back into open session.

Meeting returned to open session at 10:59 a.m.

Motion by Commissioner Belgard, seconded by Commissioner Flohrs, Be It Resolved that the Martin County Board of Commissioners, hereby approve the hire of counsel to represent the Martin County Assessor on an Administrative Appeal Hearing. Carried unanimously.

Commissioners reviewed their calendars of previous and upcoming meetings and activities: August 15, 2017 – Citizens Advisory/Human Services meeting; August 18, 2017 – Martin County Fair Booth; August 21, 2017 – Buffer Task Force meeting; August 22, 2017 – Planning and Zoning meeting at 5:30 p.m.; August 23, 2017 – Human Services meeting, F-M Joint Transit meeting, Resiliency Training, and Commissioner Flohrs had a meeting with a person regarding a drainage problem; August 25, 2017 – Retirement open house at Prairieland; August 26, 2017 – Ceylon Parade; August 29, 2017 – Budget Committee meeting, Personnel Committee meeting, and Building Committee meeting; August 30, 2017 – AMC/SWCD Funding meeting in St. Paul, MN, and MVAC open house in Fairmont, MN; September 5, 2017 – Labor Management Committee meeting; September 6, 2017 – Veterans Memorial meeting, Commissioner Smith will be attending a training in St. Paul, MN, and Human Services Executive Board and F-M Joint Transit Executive Board meetings; September 8, 2017 – GBERBA meeting; September 11, 2017 – Regular Martin County EDA meeting at 5:15 p.m., and Beyond the Yellow Ribbon meeting; September 12, 2017 – Library Board meeting, Wellness Fall Golf Outing; September 13, 2017 – South Central Minnesota Multi-County HRA Board meeting; September 14-15, 2017 – AMC Fall Policy Conference at Breezy Point Resort; September 15, 2017 – County Insurance Committee meeting at 11:30 a.m. in the LEC Basement Meeting Room; September 18, 2017 – Ditch meeting in Blue Earth at 9:00 a.m. and MVAC meeting; September 19, 2017 – regular Board of Commissioners meeting at 9:00 a.m. and Annual Employee Recognition Day at 11:30 a.m.

With no further business to wit, Board Chair adjourned the meeting at 11:11 a.m.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Dan Schmidtke, Board Chair

ATTEST: _____
Scott Higgins, County Coordinator