

PROCEEDINGS OF THE  
MARTIN COUNTY BOARD OF COMMISSIONERS  
TUESDAY, APRIL 17, 2018  
@ 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 Mahoney. Commissioners present were Mahoney, Belgard, Flohrs, Schmidtke, and Smith. Also present were Scott Higgins, Martin County Coordinator, James Forshee, Martin County Auditor/Treasurer, Terry Viesselman, County Attorney, Kevin Peyman, County Engineer, Jason Sorensen, Sentinel Newspaper, Rod Halvorsen, KSUM-KFMC Radio, Julie Walters, Administrative Assistant, and members of staff.

The Pledge of Allegiance was recited.

Motion by Commissioner Belgard, seconded by Commissioner Schmidtke, Be It Resolved that the Martin County Board of Commissioners, hereby approve the agenda for the April 17, 2018, regular Board of Commissioners meeting. Carried unanimously.

The Board recognized Pam Flitter for her achievement in receiving the Tina Rosenstein Award, an esteemed award which is presented by the Minnesota Association of County Feedlot Officers to Feedlot Officers in the State of Minnesota who have demonstrated leadership, dedicated service and commitment, to Minnesota livestock producers, the general public and the Minnesota Association of County Feedlot Officers.

Motion by Commissioner Smith, seconded by Commissioner Flohrs, Be It Resolved that the Martin County Board of Commissioners, hereby approve the minutes of the April 3, 2018, regular Board of Commissioners meeting. Carried unanimously.

Terry Viesselman, County Attorney, was present to request authorization to advertise for the recruitment of a temporary part time employee/intern for the scanning of office files into the county's Laserfiche system or via Snap Scan System.

Scott Higgins, County Coordinator, noted the Personnel Committee has met and recommends recruitment.

After discussion,

Motion by Commissioner Schmidtke, seconded by Commissioner Flohrs, Be It Resolved that the Martin County Board of Commissioners, upon the recommendation of the County Attorney and the County Personnel Committee, hereby approve and authorize advertising for the recruitment of a temporary part time employee/intern for the County Attorney's Office. Carried unanimously.

Viesselman presented a brief County Attorney's Office Update including expert witness fees the County will be receiving related to an upcoming case.

Chairman Mahoney noted that a replacement is needed to fill a vacancy on the Martin County EDA Commission.

Kevin Peyman, County Engineer, noted Glenda Clifford has given her resignation to the Martin County Parks/Trail Committee; therefore, a replacement will need to be found to represent Commissioner District #4.

After discussion,

No action taken on appointments to various Citizen Advisory Boards/Commissions.

Higgins noted the Coordinator's Office is requesting replacement/additional lighting to brighten up dark spots in the office including above the new service window and second office desk areas. Higgins went on to note the Building Committee brought their recommendation to the Board at the April 3, 2018, regular Commissioners meeting and that by consensus of the Board, quotes were tabled until the next regular Board of Commissioners meeting in order to obtain additional quotes for the project. Two additional quotes were received for a total of four.

Kahler Electric:

Option #1 – 8 LED Panel light fixture in the amount of \$2,115 installed (Additional \$875 for 2-fixtures in Coordinator's Office) for a total of \$2,990.00

Option #2 – 6 Pendant Lighting (antique brass) \$2,665 (Additional 2 fixtures (antique brass) \$1,075 in Coordinator's Office) for a total of \$3,740.00

DeWar Electric:

Option #1 – 8 LEC Panel Light Fixtures \$3,762.00

Option #2 – 8 Pendant Lighting (antique brad) - \$5,610.00

K&W Electric:

Option #1 – 8 – LED Flat Panels in the amount of \$2,964.10 Installed in surface mount kits

Option #2 – 8 – LED Pendant Lighting (P-3484-20) in the amount of \$4,071.44 Installed

Boesch Electric:

Option #1 – 9 – LED 2x4 Panel Light Fixtures in the amount of \$2,822 Installed

Option #2 – 9 – Pendant Progress Fixtures with LED Lamps in the amount of \$3,656 Installed

After review and discussion,

Motion by Commissioner Belgard, seconded by Commissioner Smith, Be It Resolved that the Martin County Board of Commissioners, upon the recommendation of the Building and Purchasing Committee to improve the lighting in the Coordinator's Office, and having received bids, hereby approve and award quote received from Boesch Electric in the amount of \$3,656.00 for installation of pendant lighting fixtures with LED lamps in the Coordinator's Office – Martin County Courthouse. Carried unanimously.

Peyman noted bid letting for C.P. 18:10 Supplying Bituminous Material for Sealcoating was held on Friday, April 13, 2018, at 10:00 a.m. at the Martin County Highway Department – Fairmont, MN, and that three (3) bids were received. Peyman recommends low bid award at \$293,250.00 to H.G. Meigs, LLC.

Bid Results

C.P. 18:10  
Supplying of Bituminous Material for Sealcoating

Bidder

	<u>Qty.</u>	<u>Description</u>	<u>Unit Price</u>	<u>Amount</u>
Flint Hills Resources	690	CRS 2P Liquid Asphalt	431.00	297,390.00
		Total		\$297,390.00
H.G. Meigs	690	CRS 2P Liquid Asphalt	425.00	293,250.00* Apparent Low Bidder
		Total		\$293,250.00
Jebro, Inc.	690	CRS 2P Liquid Asphalt	463.26	319,649.40
		Total		\$319,649.40

Motion by Commissioner Flohrs, seconded by Commissioner Schmidtke, Be It Resolved that the Martin County Board of Commissioners, after the appropriate advertisement for bids and upon receiving bids for C.P. 18:10, and upon the recommendation of the county engineer, hereby approve and award the low bid for Supplying Bituminous Material for Sealcoating to H.G. Meigs, LLC in the amount of \$293,250.00; and to authorize the Board Chair and appropriate staff (County Engineer, Auditor/Treasurer, County Attorney) to sign and execute the necessary documents for the listed project. Carried unanimously.

Peyman noted that bid letting for C.P. 18:11 Supplying Gasoline and Diesel Fuel was held April 13, 2018, at 10:00 a.m. at the Martin County Highway Department – Fairmont, MN, and that two bids were received. Peyman recommends low bid award based on lowest constant to Central Farm Services.

Bid Results

C.P. 18:11  
Supplying Gasoline & Diesel Fuel

Central Farm Services, Truman, MN

<u>Product</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Amount</u>
Diesel to Fairmont Shop	65,000	\$2.17	\$141,050.00
Diesel to Dunnell Shop	10,000	\$2.38	\$ 23,800.00
Diesel to Trimont Shop	10,000	\$2.38	\$ 23,800.00
Gasoline to Fairmont Shop	60,000	\$2.15	\$129,000.00
		TOTAL	\$317,650.00

NuWay Cooperative, Trimont, MN

<u>Product</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Amount</u>
Diesel to Fairmont Shop	65,000	\$2.199	\$142,935.00
Diesel to Dunnell Shop	10,000	\$2.449	\$ 24,490.00
Diesel to Trimont Shop	10,000	\$2.449	\$ 24,490.00
Gasoline to Fairmont Shop	60,000	\$2.176	<u>\$130,560.00</u>
		TOTAL	\$322,475.00

\*All bid prices set on April 9<sup>th</sup> at 10:00 a.m. The constant (margin/freight) is set with the bid and stays the same all year as fuel prices fluctuate up or down.

Motion by Commissioner Belgard, seconded by Commissioner Smith, Be It Resolved that the Martin County Board of Commissioners, after the appropriate advertisement for bids and upon receiving bids for C.P. 18:11, and upon the recommendation of the county engineer, hereby approve and award the low bid for Supplying Gasoline and Diesel Fuel to Central Farm Services of Truman, MN, in the amount of \$317,650.00; and to authorize the Board Chair and appropriate staff (County Engineer, Auditor/Treasurer, County Attorney) to sign and execute the necessary documents for the listed project. Those voting in favor: Commissioners Belgard, Smith, Flohrs, and Mahoney. Commissioner Schmidtke abstained. Motion carried.

Peyman presented a Highway Department Update following the weekend snowstorm including we didn't work much on Saturday...we just couldn't see so we ended up pulling the trucks pretty early; and worked pretty much a full day on Sunday...a lot of the guys were out until 4:30 p.m. on Sunday. But, we felt it was important that we stay out due to Saturday's road closures and it being so bad. Hopefully this will be our last hurrah. This is going to make for an interesting summer as normally all of our crack filling and patching is done by this point and there may be some things that we normally do that we won't be able to this year because of such a late start. We'll just have to see what the weather does and we'll do the best we can.

Diane Sanders, County Recorder, was present to request approval for hotel expenses for two (2) nights (\$84.99 per night) and gas/mileage for travel to a designated pick up point to attend the Eleventh Annual Fidler Technologies Educational Symposium May 21-23, 2018, in Davenport, Iowa. Sanders noted Fidler Technologies will be providing the transportation to and from Minnesota to the Fidler Office in Davenport.

Motion by Commissioner Belgard, seconded by Commissioner Flohrs, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize the out of state travel request for Diane Sanders, County Recorder, to attend the Fidler Technologies Eleventh Annual Educational Symposium to be held May 21-23, 2018, in Davenport, Iowa, with all transportation costs, supplies, and food to be provided by Fidler Technologies, with the exception of hotel costs, gas/mileage for travel to designated pick up point, and is to be expended from the Recorder's Office Budget. Carried unanimously.

James Forshee, Martin County Auditor/Treasurer, presented and reviewed Knowink Master Software License and Services Agreement and Nondisclosure and Confidentiality Agreement for the installation and set-up of 47 electronic poll books purchased through the State of Minnesota

Voting Equipment Grant Agreement. Forshee noted total year one hardware/software Poll Pad Package estimated cost is \$62,236.50 with annual Software License and Maintenance for years two through five is \$5,875.00 per year. Forshee recommends signing both Agreements.

Forshee next presented an Auditor/Treasurer's Office update including drafting of an Election Voting System Plan for Martin County for submission by May 1, 2018. Forshee noted the Plan describes how Martin County will use the voting equipment, how we store the equipment, and what equipment is used in what precinct.

After discussion,

Motion by Commissioner Smith, seconded by Commissioner Belgard, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize Board Chair and/or County Auditor/Treasurer, to sign the Knowink Master Software License and Services Agreement and Nondisclosure and Confidentiality Agreement for the installation and set-up of 47 electronic poll books in the amount of \$62,236.50 with annual Software License and Maintenance in the amount of \$5,875.00; to be expended from grant funds received through the State of Minnesota Voting Equipment Grant Agreement. Carried unanimously.

Corey Klanderud, Chief Deputy Martin County Sheriff's Office, was present to review and recommend the updated job description for the seasonal position of Water Patrol Officer for the Martin County Sheriff's Office including language to include eligibility to be licensed and also including training for AIS education. Klanderud noted once the boating season ends this position could transition to a part time patrol position. Klanderud also noted after discussing the starting wage with the County Personnel Committee, it is recommended to offer a wage range of \$18.00 to \$20.00 per hour for the Water Patrol Officer Position.

After discussion,

Motion by Commissioner Schmidtke, seconded by Commissioner Smith, Be It Resolved that the Martin County Board of Commissioners, hereby approve the job description (April 2018) for the Water Patrol Officer Position with the Martin County Sheriff's Office; and approve the starting wage range of \$18.00 to \$20.00 per hour for the Water Patrol Officer Position. Carried unanimously.

Higgins noted an application was submitted to the Department of Employment and Economic Development (DEED) for recommendation to include Opportunity Zones in Martin County by the governor. Opportunity Zones are a new community development program established by Congress in the Tax Cut and Jobs Act of 2017 to encourage long-term investments in low-income and urban communities nationwide. Higgins went on to note each governor is authorized to designate 25% of the eligible census tracts as Opportunity Zones in their state. In Minnesota, this equates to 128 census tracts out of an eligible 509 low-income census tracts. Higgins also noted the Zones provide a tax incentive for investors to re-invest their unrealized capital gains into Opportunity Funds, which will be invested in rebuilding low-income communities. Investors are eligible to receive a temporary tax deferral for capital gains invested in an Opportunity Fund, a step-up in basis for capital gains reinvested in an Opportunity Fund, a

permanent exclusion from taxable income of capital gains from the sale or exchange of an investment in a qualified opportunity zone fund if the investment is held for at least 10 years. Higgins reviewed the three (3) tracts that have been established in Martin County consisting of the northern part of Fairmont up toward Truman. Higgins noted the Martin County Economic Development Authority Commission recommends support of the designation of the three (3) Census Tracts eligible to place in the Opportunity Zones.

Motion by Commissioner Belgard, seconded by Commissioner Flohrs, Be It Resolved that the Martin County Board of Commissioners, upon the recommendation of the Martin County Economic Development Authority Commission, hereby approve, ratify and support, the recommendation to designate Census Tracts 27091790600, 27091790200, and 27091790100 in Martin County eligible to place in the Opportunity Zones as described by Congress Tax Cut and Jobs Act of 2017. Carried unanimously.

Higgins noted there is an interest to set a Board Work Session and recommends setting the date of April 24, 2018, at 3:00 p.m. to hold the Board Work Session.

After discussion,

Motion by Commissioner Belgard, seconded by Commissioner Schmidtke, Be It Resolved that the Martin County Board of Commissioners, hereby sets the date of May 1, 2018, at 11:00 a.m., to hold the next Board Work Session. Carried unanimously.

Higgins recommends setting a date to hold a Public Service Appreciation Luncheon in recognition of Public Service Week (May 6-12, 2018).

Motion by Commissioner Schmidtke, seconded by Commissioner Flohrs, Be It Resolved that the Martin County Board of Commissioners, hereby set the date of May 15, 2018, from 11:30 a.m. to 1:00 p.m. to hold a Public Service Appreciation Luncheon in recognition of Public Service Week (May 6-12, 2018). Carried unanimously.

The Board reviewed warrants to be paid April 17, 2018.

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 April 17, 2018, as presented; and includes the Martin County Highway Department and Drainage bills as presented. Carried unanimously.

Warrants received and paid April 17, 2018, are registered on file in the Auditor/Treasurer's Office as follows:

Revenue Fund – Warrants Approved April 17, 2018	\$207,254.13
Enhanced 9-1-1 Fund	\$ 1,473.03
Martin County Economic Development Fund	\$ 2,882.78
Solid Waste Management Fund	\$ 31,195.79
Law Library Fund	\$ 732.42

Building – CIP – Fund	\$ 3,973.81
Bank Building Fund	\$ 6,099.27
Refunding Fund	\$ 986.00
Forfeited Tax Fund	\$ 10,000.00
Miscellaneous Tax Fund	<u>\$ 3,657.04</u>
Total	\$268,254.27

Road and Bridge Funds Totaled	\$ 53,956.99
Martin County Ditch Funds Totaled	\$138,517.04

The Board reviewed reports and announcements including: the County Strategic Planning Session will be held on April 26, 2018, beginning at 8:30 a.m. at the Interlaken Golf Club in Fairmont; the 2018-19 Leadership Martin County Program will be held beginning September 5, 2018, and ending May 1, 2019; and discussed color choices for commissioner name tags with the new county logo.

Commissioners reviewed their calendars of previous and upcoming meetings and activities: April 3, 2018 – Personnel Committee meeting; April 4, 2018 – Transit Executive Committee meeting, Commissioners Flohrs and Smith traveled to Nisswa, Minnesota, to attend the AMC Leadership Summit April 4-6, 2018; April 5, 2018 – Broad Band meeting in Mankato, MN; April 6, 2018 – Aquatic Invasive Species (AIS) Advisory Committee meeting; April 9, 2018 – Personnel Committee meeting with Granada-Huntley East Chain School Board at 11:30 a.m.; Labor Management Committee meeting at 1:00 p.m.; April 11, 2018 – Region 9 DOT Update, Region 9 Development Commission meeting in North Mankato, MN, SHIP meeting at noon, Bureau 14 meeting, and Area Career Exploration (ACE) event at the Fairmont Sr./Jr. High School; April 12, 2018 – Huntley-Wilmarth Power Line Task Force Committee meeting; April 13, 2018 – Prairieland Board meeting, F-M Joint County Transit Board meeting, and Building Committee meeting; April 17, 2018 – regular Board of Commissioners meeting, Student Government Day; April 18, 2018 – Human Services meeting in Blue Earth, MN, Huntley-Wilmarth Power Line Task Force Committee meeting, Park Board meeting at 4:00 p.m., and Human Services Executive Committee meeting; April 19, 2018 – Travers des Sioux Library meeting in Mankato, MN; April 20, 2018 – Huntley-Wilmarth Power Line Task Force Committee meeting, Justice Center Study Committee meeting at 10:00 a.m., and Drug Court Steering Committee meeting at 11:30 a.m.; April 23, 2018 – SHIP meeting at The Ranch Restaurant in Fairmont, MN; April 24, 2018 – Planning and Zoning Commission meeting at 5:30 p.m.; April 25, 2018 – Convention and Visitor’s Bureau (CVB) meeting; April 26, 2018 – County Strategic Planning Session at 8:30 a.m. at Interlaken Golf Club in Fairmont, MN; May 1, 2018 – regular Board of Commissioners meeting at 9:00 a.m., and Board Work Session at 11:00 a.m. in the Commissioners Meeting Room #103 – Martin County Courthouse.

The Board recessed at 10:06 a.m.  
The Board reconvened at 10:20 a.m.

The Board and County Coordinator addressed student government day participants.

With no further business to wit, Board Chair adjourned the meeting at 10:52 a.m.

BOARD OF COMMISSIONERS  
MARTIN COUNTY, MN

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Tom Mahoney, Board Chair

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