

PROCEEDINGS OF THE  
MARTIN COUNTY BOARD OF COMMISSIONERS  
TUESDAY, JULY 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 Belgard, Flohrs, Schmidtke, Smith, and Mahoney. Also present were Scott Higgins, Martin County Coordinator, James Forshee, Martin County Auditor/Treasurer, Brooke Wohlrabe, Sentinel Newspaper, Rod Halvorsen, City of Lakes Media, Kevin Peyman, County Engineer, Julie Walters, Administrative Assistant, and members of staff and public.

The Pledge of Allegiance was recited.

Motion by Commissioner Schmidtke, seconded by Commissioner Smith, Be It Resolved that the Martin County Board of Commissioners, hereby approve the agenda for the July 17, 2018, regular Board of Commissioners meeting with the following: Delete 5.1 Board Recognition of Martin County Logo Contest Winners, and replace with 14.1 Department of Corrections Sentencing to Service Work Summary Reports for 1<sup>st</sup> and 2<sup>nd</sup> Quarter, 2018. Carried unanimously.

Motion by Commissioner Smith, seconded by Commissioner Flohrs, Be It Resolved that the Martin County Board of Commissioners, hereby approve the minutes of the June 27, 2018, special Board of Commissioners meeting; and approve the minutes of the July 3, 2018, regular Board of Commissioners meeting. Carried unanimously.

John McDonald, Sentencing to Service (STS) Crew Leader, presented an STS Program update including Work Service Hours, Summary of Project Work Hours Completed, Agency Breakdown of Hours Worked (i.e. City, County, Federal, Non-Profit, School District and State); and that Kyle Redenius (STS Crew Leader) normally takes care of adult clients and McDonald takes care of juveniles. McDonald noted it has been a busy summer and they are already gearing up for the fall.

Commissioner Schmidtke thanked McDonald for his report and for the great work that they do.

Motion by Commissioner Flohrs, seconded by Commissioner Belgard, Be It Resolved that the Martin County Board of Commissioners, hereby receive and file the Department of Corrections Sentencing to Service Work Service Reports for 1<sup>st</sup> and 2<sup>nd</sup> Quarter, 2018. Carried unanimously.

Jennifer Nelson, Southern Minnesota Initiative Foundation (SMIF) Vice President, Development, along with Fred W. Krahmer, SMIF Board Vice Chair, were present to review the Southern Minnesota Initiative Foundation's Annual Report for CY2017 and to thank commissioners for their ongoing support.

Nelson presented a brief overview including since 1986, Southern Minnesota Initiative Foundation has leveraged local investments and partnerships to create a stronger Martin County

and have spent approximately \$175,000 in Martin County over the last couple of years. Nelson noted SMIF has been working collaboratively to help create vibrant communities (Community Vitality), innovative and successful economies (Economic Development) and engaged and valued citizens (Early Childhood Initiative).

Fred Krahmer was present and thanked the Board for their continued support of the Southern Minnesota Initiative Foundation (SMIF). Krahmer noted the Early Childhood Education efforts that happen here in Martin County are really important and is a priority of mine and economic development issues have been a big focus and continue to be.

Greg Ous, Lisa Bingham, and Glen Coudron, with the Minnesota Department of Transportation and Sam Parker with Region Nine, were present and presented a MnDOT District 7 Investment Update including:

- MN State Highway Investment Plan (20 years). Statewide guidance includes:
- District 7 Investment Funding/Strategy/Challenges
- 2018 Construction (None in Martin County)
- 2019-2022 Area Transportation Improvement Program
- 2023-2028 Capital Highway Investment Plan
- District 7 Bicycle Plan (Martin County Bicycle Routes)

Ous acknowledged the good working relationship MnDOT has with Kevin Peyman, Martin County Engineer, and noted we have had some conversations about: Hwy 4 north of Sherburn, Expedite Hwy 263 schedule (funding is in and programmed for Fiscal Year 2021), 4 ft. shoulders on Hwy 15 and Hwy 4 south of Sherburn.

Sonja Fortune, executive director of Red Rock Center for the Arts, was present to provide an update on the Martin County Preservation Association's Red Rock Center and to formally request consideration for an increased CY2019 Budget Allocation Request. Fortune thanked Commissioners for continued support and noted Red Rock Center serves as the regional hub for the arts in visual performing and art education.

Motion by Commissioner Belgard, seconded by Commissioner Schmidtke, Be It Resolved that the Martin County Board of Commissioners, hereby receive and file the Martin County Preservation Association's (Red Rock Center for the Arts) Annual Report and CY2019 Budget Request. Carried unanimously.

James Forshee, Martin County Auditor/Treasurer, presented and reviewed an application for renewal of Liquor, Wine, Club or 3.2% License for Skinny Minnow, Inc., d/b/a I-90 Expo Center. Forshee recommends approval contingent upon receiving required insurance certificate.

Motion by Commissioner Belgard, seconded by Commissioner Schmidtke, Be It Resolved that the Martin County Board of Commissioners, hereby approve the renewal of Liquor, Wine, Club or 3.2% Intoxicating On-Sale Liquor License for Skinny Minnow Inc., d/b/a I-90 Expo Center in Sherburn, Minnesota; and is contingent upon receiving all necessary documents and other paperwork required by the County and State of Minnesota. Carried unanimously.

Kevin Peyman, County Engineer, noted after the last commissioners meeting I was directed to set up a meeting with Commissioners Flohrs and Belgard and Gary Hanson (Owner, Flying Goose Campground) to further discuss incorporating a turning lane and bypass lane on County Road 26 by the Flying Goose Campground. Peyman went on to note before this meeting I wanted to get more of a firm price nailed down and in doing so the price went down from my initial ballpark estimate and came in at \$23,700. Peyman also noted so we met out there and talked about the pros and cons of incorporating the turning lane and bypass lane – who should pay for it – past practices and setting a precedent – and everyone was in agreement that at least at times the lanes would be very useful and a potential safety improvement even though we haven't had any real accident history. Peyman noted at that meeting we also discussed that maybe the County's share should be \$10,000 and threw around splitting the cost and in this case it wasn't a huge difference in dollars, and I believe Mr. Hanson was acceptable to both of those options if it meant getting the turning lanes.

Peyman continued my recommendation, if you want to start doing this, is that we would contribute half of the cost up to \$10,000 leaving the difference of \$13,700 for the campground to cover. And just to clarify, we build a lot of driveways for landowners over the course of a year and sometimes they requirement pavement and sometimes they don't, a lot of times they may require pipe and other times they don't; so I would say that our contribution is strictly because the overlay project is going by now and I would hate for a standalone to come to the County and say now we'd like the same. I would think this is an opportunity when we're doing an overlay that we do improvements and contribute. A standalone would have to come in and make their case to the Board that the project is benefitting the County somehow for us to contribute and I would think the half up to \$10,000 is strictly when we're doing an overlay project.

Commissioner Belgard noted while we were standing out there at 4 p.m. on a Tuesday afternoon it was a lot busier than I thought...we were dodging a lot of vehicles. My concerns on this are it probably needs to be done and it probably needs to be done now. There would be no reason not to do it while we're doing this and I think I would concur with Kevin (Peyman) that probably the \$10,000 (contribution) is an alright precedent to set. I think it probably needs to be done.

Commissioner Flohrs noted to be totally honest I wasn't too fired up about this project in the beginning but after going out there and standing and not getting run over – yes, now is the time to do it. I would certainly not be in favor of a standalone project coming in...that would be way more expensive. So, now is the time to do it and Gary (Hanson) was willing to go along with that \$13,700 at that time and I'm okay with it.

Gary Hanson noted I came two weeks ago with the request and I really appreciate the time that Kevin (Peyman) and the commissioners have put forward and I feel very strongly that this needs to be done and I'm very willing to offer what it takes. I felt like Martin County could contribute not because it's a private business; but people coming into the campground also frequent Fairmont and so it's not just solely something that's beneficial just to our family. It adds value to the community. I strongly believe this is necessary and it's an opportunity while the construction is being done.

Commissioner Smith noted I heard from a neighbor that thought it was necessary, they see the need, and so that's one thing and as long as we're doing this on new overlay projects and not setting a precedent that everybody that wants to have this done can come in any time. I think we need to go ahead with this.

Commissioner Schmidtke noted I didn't make the last meeting but know about the project. I'm all in favor of turning lanes and something to make the road safer. It is a concern that I can hear the phone ringing already; but as long as we're doing it like Kathy (Smith) said we do it when we're doing the road work, I can support that.

Motion by Commissioner Belgard, seconded by Commissioner Flohrs, Be It Resolved that the Martin County Board of Commissioners, upon the recommendation of County Engineer, and after careful consideration, hereby approve and authorize contributing half of the total cost (up to \$10,000) for incorporating a turning lane and bypass lane by the Flying Goose Campground in conjunction with the CSAH 26 road construction overlay project; and that any future requests from private landowners for driveway improvements must be in conjunction with road construction overlay projects; and that private landowners and individuals with standalone projects need to present their case to the Board that the requested improvement is a benefit to the County as a whole in order for the County to consider the project. Carried unanimously.

Peyman next presented a Highway Department Update including the concrete work on the CSAH 26 Overlay Project began on the 26<sup>th</sup> (of July) and right now we're scheduling the milling to start July 30<sup>th</sup>. They have to mill 2 inches first just to bring the grade down a little bit The milling will hopefully start Monday and then by the end of that week I think is when the CIR (Cold Inplace Recycle) train should show up and if things go somewhat smoothly it will take approximately 10-12 days to do the Cold In Place Recycling (CIR).

Peyman also updated the Board on parking lot work at the Martin County Fairgrounds noting prep work began yesterday and paving should be complete today.

Jeff Markquart, Martin County Sheriff, noted the Martin County Sheriff's Office has accepted the resignation of Jared Gray, part time Deputy Sheriff, effective July 9, 2018, and asks the Board to do the same; and requests recruitment to fill the vacancy.

Motion by Commissioner Belgard, seconded by Commissioner Flohrs, Be It Resolved that the Martin County Board of Commissioners, hereby accept the resignation of Jared Gray as part time Deputy Sheriff for the Martin County Sheriff's Office, effective July 9, 2018. Carried unanimously.

Motion by Commissioner Belgard, seconded by Commissioner Smith, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize recruitment to fill the part time Deputy Sheriff vacancy in the Martin County Sheriff's Office.

Markquart noted he has met with the Martin County Personnel Committee and discussed the need to increase the transport officer wages. Markquart went on to note there has not been an increase to the transport officer wages since January 1, 2008. The current wage for the listed

position is \$15.45/hour. The Personnel Committee is recommending a \$3.00/hour increase for transport officers (from \$15.45/hour to \$18.45/hour) effective the first payroll week in August, 2018.

After discussion,

Motion by Commissioner Schmidtke, seconded by Commissioner Smith, Be It Resolved that the Martin County Board of Commissioners, as the governing board and having authority to determine wages for part time positions in the Sheriff's Office, that includes Transport Officers, and upon the recommendation of the Martin County Personnel Committee, hereby approve wage increase for all Martin County Transport Officers in the amount of \$18.45/hour to bring wages up to comparable positions due to the job responsibilities, effective the first payroll week in August, 2018. Carried unanimously.

Markquart noted the Martin County Sheriff's Office has been granted a Federal Boating Safety Supplemental Equipment Grant in the amount of \$2,123.00. Markquart went on to note this grant will cover expenses incurred for boating safety activities and is effective March 15, 2018 through August 31, 2018. Markquart recommends execution of the Supplemental Grant.

Motion by Commissioner Belgard, seconded by Commissioner Flohrs,

R-#31/'18

#### RESOLUTION

#### AUTHORIZING EXECUTION OF BOATING SAFETY SUPPLEMENTAL GRANT AGREEMENT

BE IT RESOLVED, that Martin County, MN enters into a grant agreement with the Minnesota Department of Natural Resources for the program entitled County Boat and Water Safety in the supplemental grant amount of \$2,123.00 to cover expenses incurred for boating safety activities effective March 15, 2018, and expires August 31, 2018.

BE IT FURTHER RESOLVED, that the Martin County Sheriff, Chairman of the Board of Commissioners, and Martin County Auditor/Treasurer, are hereby authorized to execute and sign such grant agreement on behalf of Martin County.

Motion by Commissioner Belgard, seconded by Commissioner Flohrs, resolution was duly passed and adopted this 17<sup>th</sup> day of July, 2018.

BOARD OF COMMISSIONERS  
MARTIN COUNTY, MN

---

Tom Mahoney, Board Chair

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

Scott Higgins, County Coordinator

Roll Call AYES: Commissioners Schmidtke, Smith, Flohrs, Belgard, and Mahoney. NAYS: None. Resolution duly passed and adopted this 17<sup>th</sup> day of July, 2018.

Markquart presented a current Martin County Jail Population Update including nineteen (19) in-house, seven (7) out of county, one (1) at Mayo Health Systems in Mankato, MN, and six (6) on Electronic Home Monitoring.

Ashley Brenke, District Manager with Martin Soil and Water Conservation District (SWCD), was present to note she has met with the Martin County Budget Committee regarding SWCD's request for an additional \$3,000 in their allocation for 2019. Brenke went to note the increase will be matched dollar for dollar from the state so if our budget allocation were to get increased \$3,000 we would receive another \$3,000 from the Board of Water and Soil Resources through a grant and then we would put those funds into conservation programs that are prioritized and targeted primarily cover crops and conservation tillage. Brenke also noted a few months ago the commissioners approved a memorandum of agreement for the Watonwan River Watershed One Watershed One Plan.

Pam Flitter, Martin County Zoning Official, and Wendy Chirpich, Zoning Technician, presented an office update on the Martin County Feedlot and Septic Programs. Flitter noted we have had our mid-year review with the Minnesota Pollution Control Agency and we are on target as far as state requirements for meeting our goals this year according to our work plan. Flitter went on to note this year we currently have 14 new Feedlot Permit applications for new construction and they are state permitted sites. Approximately 5-7 of those are expansion of existing sites and then the other ones are new. We have about four new County applications that have come in so far this year as of July, 2018. Flitter also noted we've been holding our open meetings at sites and they have been very good and informative and have been well attended. Permits are good for two years and then you can get an extension for an additional two years so some of the barns being constructed this year are probably some of last years' projects.

Chair Mahoney inquired about Lake Belt Township.

Flitter noted according to state statute for the public hearing process we are required to send notice to the township clerk and we had heard at our public meetings that the clerk was not sharing that information. We then talked about communication and making sure all offices were notified and how we could do that. So we had a sign-up sheet that the actual township chair signs, the ditch administration signs, soil and water signs, and highway department signs, and so that way at least two township people are notified. During this process a lot of the producers are now hiring consultants to do their permitting for them and what was happening is that the consultants were running out to the chairman to sign this and they felt as though they weren't getting enough information and wanted the applicant to attend a township board meetings first, so that they can talk about any concerns, beings they serve as the road authority. We all know that there isn't enough money there for them to make road improvements and so that would be a discussion point for them. So Lake Belt Township is asking for them (the producers) to come to their township board meeting first. And that's fine. That doesn't affect our permitting process at

all. We require that signature form be there so that is really between the producer and the township if there are any additional things that the township wants. Now if townships want to take over the whole feedlot authority they certainly can. But then they'd have to take it all. But in this particular case with Lake Belt Township they're just looking to talk to the producer and that's fine.

Commissioner Smith inquired do you mean the townships could take over permitting?

Flitter answered yes. They can do their own zoning. The thing is, is that most townships don't have the tax base to be able to do that. You will see in urban areas up in the cities some townships have their own zoning authority but they also have the tax base to afford people to be able to staff the office like us and so most of the township boards...we don't have that tax base here in order to be able to do that. But, if they want to, they certainly can. They would have to go through all the public hearings and do all the things that we do...all the same requirements and they get to issue the permits and they get to do...the counties can still issue their permits too but they can be more restrictive if they want to but they have to hire staff and be able to do it all.

Chirpich presented a Martin County Septic System Update including that a septic system takes all the water out of the house including everything in the basement if there's a toilet, shower, or washing machine down there and runs it all the way out to the septic system. In the first tank all the solids settle to the bottom and all the grease, fats, and oils and soap suds, float to the top and that clear water goes out to the pump tank. The pump tank takes it out to the drain field and that's what's getting into the ground. That drain field needs to be three feet above the seasonal high water table so that's what the first site visit is, is to meet with the contractor to find out where that high water table is at. Chirpich noted in Martin County a lot of the time it's about two feet into the ground so that's where we bring in a foot of sand on top of the ground, we put our drain field on top of that so it is a foot of rock, and then you cover it with a foot of dirt. So that's where you get your three foot mounds (30% of the systems still go under the ground like that but you just can't see them due to better landscaping).

Chirpich continued we have a database now and there are roughly 2,500 residences in Martin County that don't have access to the city sewer and about 1,900 of them have a septic permit on file so we're missing about 559 homeowners or different sites that don't have anything on file with us currently. The reason we did this database was we have year-end reporting to the MPCA that we've got to turn in all this information anyway it's just a formal record to show you guys where we're at countywide...our goal with this database is to not target those individuals that don't have anything on file at this time. Chirpich noted what we do at this time is the transfer of property program that started in 1997. Since then we've done about 900 property transfers. That number is a little bit low...today everyone knows they have to get that septic system done so they're putting it in before they transfer that now so we don't have that paperwork in our office. If your system is failing, if you've got water going to the surface or into your house, new houses, or a bedroom addition, requires you to bring your system up into compliance. A septic system is based on the number of bedrooms in the house...it doesn't matter how many kitchens or bathrooms.

Chirpich also noted on average we do about 55 permits a year. We are guesstimating that about 30 of those are from property transfers and again that number is getting harder and harder to find. Beemer Companies and Welcome Hardware inspect existing systems for those property transfers; and Pam Flitter and I inspect brand new systems that are going into the ground. Our County loan program is either a 2% or 4% interest rate that the Board sets every year. We do about 10-15 loans with homeowners per year. The average price of a system right now is probably \$8,000 for the in-ground system, \$11,000 for an at-grade system which is your rock right on top of the ground, and \$16,000 for a mound. We do have some grants that I apply for every year through the MPCA. They go to low income families so you have to meet the guidelines of our normal loan application at the 2% rate.

Chirpich next presented a Martin County Septic System Database presentation that includes the number of septic permits on file, total residences, missing permits, and percent complete for all townships in Martin County.

#### July 2018 Martin County Septic Status

Township	Permits on File	Total Residences	Missing Permits	% Complete
Cedar	61	98	37	62%
Center Creek	88	107	19	82%
East Chain	104	133	29	78%
Elm Creek	50	87	37	57%
Fairmont	117	128	11	91%
Fox Lake	135	159	24	85%
Fraser	100	126	26	79%
Galena	57	97	40	59%
Jay	72	108	36	67%
Lake Belt	90	103	13	87%
Lake Fremont	52	75	23	69%
Manyaska	123	161	38	76%
Nashville	67	93	26	72%
Pleasant Prairie	97	119	22	82%
Rolling Green	97	126	29	77%
Rutland	138	172	34	80%
Silver Lake	193	230	37	84%
Tenhassen	92	117	25	79%
Waverly	62	90	28	69%
Westford	104	129	25	81%
Total	1889	2458	559	77%

Flitter noted I think as a County over the years we've been very proactive with our septics and so I think that we're sitting in a very good spot.

Forshee opened discussion pertaining to furnishing recipients of Septic Loans through the Martin County Planning and Zoning Office with amortization schedules for repayment terms.

Higgins noted that based on a recommendation from the Martin County Building/Purchasing Committee to seek out quotes from architectural firms for design and specifications for the proposed garage storage facility, including Highway Department equipment storage, six architectural firms were contacted and also Tech Builders. Higgins went on to note three quotes were received, plus Tech Builders as follows:

Proposed Garage Facility  
Quotes for Design/Specs  
7-12-18

**ISG:**

<u>Service</u>	<u>Compensation</u>
Surveying	
Boundary Survey	\$ 3,500.00
Topographic Survey	\$ 4,000.00
Construction Documents	
Schematic Design	\$ 13,000.00
Design Development	\$ 30,000.00
Construction Documents	\$ 45,000.00
Bidding	\$ 2,500.00
Construction Administration	<u>\$ 27,000.00</u>
Total	\$125,000.00*

Reimbursable Expenses

\*Anticipated reimbursable expenses such as travel time, mileage expense, and printing costs are included within the compensation listed above.

**BRUNTON ARCHITECTS & ENGINEERS:**

Design service items include Architectural, Civil Engineering, Electrical Engineering, and Structural Engineering.

<u>Fee and Structure</u>		<u>Amount</u>
SD Schematic Design	Fixed Fee	\$17,786.00
DD Design Dev	Fixed Fee	\$10,672.00
CD Construct Docs	Fixed Fee	\$32,015.00
Bidding	Fixed Fee	\$ 3,557.00
CA Construct Admin	Fixed Fee	<u>\$ 7,114.00</u>
	Fee Total	\$71,144.00

**WOLD ARCHITECTS & ENGINEERS:**

Fee Calculation

Concept phase construction budget	\$1,284,000.00
	<u>          x 6%</u>
Fixed Fee	\$ 77,000.00

Fixed Fee through Bidding   \$ 61,600.00\*

\*Following standard AIA phase percentages, the effort from design through bidding is 80% of the total fee.

Reimbursable Expenses

\*\*Customary reimbursable expenses would be in addition to our fixed fee proposal and typically run between \$3,000 and \$4,000 per million in construction for projects like this. Customary reimbursable expenses include:

- Mileage in connection with the work
- Printing and copying
- Phone charges
- Postage and mailing
- Reprographics (work bid set)

Page 2

Proposed Garage Facility  
 Quotes for Design/Specs

**TECH BUILDERS INC:**

Construction Management Services  
 Fee Percentage for this Project = 5%

Monthly General Conditions Cost Breakdown

Team Member	In Fee	In Monthly GCs	Monthly Cost	% Committed to Project
Project Manager		X	\$4,059	33%
Superintendent 1		X	\$10,175	100%
Safety Director	X			
Accounting	X			

Architectural Cost for this Project = Actual Cost. We offer engagement services as a part of our fee and would utilize Brunton Architects out of Mankato, MN.

Higgins noted the Building and Purchasing Committee’s recommendation is Wold Architects and Engineers due to probable decreased building costs.

Discussion ensued including not getting answers from the Minnesota Department of Transportation Office of Transit pertaining to the transfer of the current Martin County Transit Facility.

Higgins noted this proposed garage facility goes beyond Transit now that the Highway Department is involved and needing a place for our vehicles and additional storage.

After further discussion,

Motion by Commissioner Belgard, seconded by Commissioner Flohrs, Be It Resolved that the Martin County Board of Commissioners, hereby table award of quote received from architectural

firms for pre-design and specification services for a proposed garage facility. Carried unanimously.

Doug Borchardt, Building Maintenance Supervisor, was present to note previously the Board authorized proceeding with HVAC upgrades for the replacement of two (2) roof top air conditioning units for the Human Resource Building, per the recommendation of the Martin County Building and Purchasing Committee and ISG, at an estimated cost of \$200,000. ISG advertised for bids which were due Thursday, July 12, 2018, at 2:00 p.m. at which date and time the bids were opened and read aloud.

Martin County Human Resource Facility  
 HVAC Upgrade  
 Fairmont, MN 56031  
 Contract Bid Summary

Bid Opening: 07-12-18 at 2:00 p.m.

Name	Bid Amount	Bid Bond/Check Enclosed	Alternate #1 Bring Crane Back Additional Day	Alternate #2 Hourly Rate for Crane to Remain at Site
Elite Mechanical Systems	\$165,164.81	✓	\$700.00	\$585.00
Feder Mechanical	\$189,900.00	✓	n/a	n/a
GAG Sheetmetal	\$175,900.00	✓	\$5,000.00	\$1,150.00

After review and discussion,

Motion by Commissioner Schmidtke, seconded by Commissioner Flohrs, Be It Resolved that the Martin County Board of Commissioners, upon the recommendation of the Martin County Building/Purchasing Committee, hereby approve and award low bid for the HVAC Upgrade at the Martin County Human Resource Building to Elite Mechanical Systems of Windom, Minnesota, in the amount of \$165,164.81; and authorize the Board Chair and appropriate County staff to sign and execute the necessary documents for the listed project. Carried unanimously.

Higgins noted that due to increased building costs the Martin County Building/Purchasing Committee recommends a 3% increase for County office space being leased by the Department of Corrections (DOC) at 117 No. Main in Fairmont, which will increase the annual rent to \$29,664.00 (from \$28,800.00 and \$15.45/square foot to \$15.91/square foot) payable in monthly installments of \$2,472.00 (from \$2,400.00).

Motion by Commissioner Smith, seconded by Commissioner Belgard, Be It Resolved that the Martin County Board of Commissioners, upon the recommendation of the Martin County Building/Purchasing Committee, hereby approve and authorize a three (3%) percent increase in the lease amount for County office space being leased by the Department of Corrections (DOC) at 117 No. Main in Fairmont, Minnesota, (equates to \$15.91/square foot) due to increased building costs. Carried unanimously.

The Board reviewed a draft copy of a Service Animal Policy that will be considered at the next regular Board of Commissioners meeting; and reviewed County flag and floor mat samples with Martin County's new logo.

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

Motion by Commissioner Schmidtke, seconded by Commissioner Belgard, Be It Resolved that the Martin County Board of Commissioners, hereby approve bills to be paid on July 17, 2018, and includes the Martin County Highway Department and Drainage bills as presented. Carried unanimously.

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

Revenue Fund – Warrants Approved July 17, 2018	\$241,659.08
Martin County Economic Development Fund	\$ 1,414.97
Solid Waste Management Fund	\$ 43,382.44
Law Library Fund	\$ 731.95
Building – CIP – Fund	\$ 58,908.07
Bank Building Fund	\$ 6,813.90
Debt Service Fund	<u>\$ 12,440.00</u>
Total	\$365,350.41
Road and Bridge Funds Totaled	\$129,834.01
Martin County Ditch Funds Totaled	\$164,577.01

Commissioners reviewed their calendars of previous and upcoming meetings and activities: July 3, 2018 – Substance Abuse Graduation Ceremony; July 4, 2018 – 4<sup>th</sup> of July Holiday, Courthouse Closed; July 7, 2018 – Commissioner Flohrs met with a couple of landowners regarding drainage problems; July 9, 2018 – EDA Special meeting at 5:15 p.m., Pork Masters Golf Tournament Organizational meeting; July 10, 2018 – F-M Joint Transit Executive Board meeting, Justice Center Study meeting, and Library Board meeting in the afternoon; July 11, 2018 – Martin County Veterans Memorial Committee meeting, Human Services Executive Board meeting, Personnel Committee meeting, and Park Board meeting; July 12, 2018 – Soil and Water meeting, Community Center Informational meeting, CVB presentation by Commissioner Smith about Martin County's Summer Youth Internship Program; July 13, 2018 – Prairieland meeting, Building Committee meeting, and Emergency Management Director interviews were held; July 14-15, 2018 – Trimont and Ceylon parades; July 16, 2018 – Minnesota Valley Action Council annual meeting in Mankato, Minnesota; July 17, 2018 – Budget Committee meeting; July 18, 2018 – South Central Minnesota Multi County HRA meeting; July 19, 2018 – Traverse des Sioux Library meeting; July 21, 2018 – Welcome parade at 3:00 p.m.; July 23, 2018 – Energy Board Tour; July 24, 2018 – Planning and Zoning meeting at 5:30 p.m.; July 25, 2018 – Human Services meeting; July 26, 2018 – South Central Emergency Management EMS meeting in Eagle Lake, Minnesota; July 28, 2018 – Truman Days parade at 5:00 p.m.; July 31, 2018 – Early Childhood meeting in Mankato, Minnesota; August 1, 2018 – Human Services Insurance meeting in the afternoon; July 2, 2018 – Summer Youth Internship Program Intern Recognition

at 9:00 a.m. at the Holiday Inn in Fairmont, Minnesota; August 6, 2018 – Martin County EDA meeting at 5:15 p.m., and Personnel Committee meeting; August 7, 2018 – regular Board of Commissioners meeting at 9:00 a.m. – Commissioners meeting room – Courthouse, and Labor Management Committee meeting at 1:30 p.m.

The Board reviewed the Martin County Monthly Financial Statements Year-to-Date June 30, 2018.

With no further business to wit, Board Chair adjourned the meeting at 11:18 a.m.

BOARD OF COMMISSIONERS  
MARTIN COUNTY, MN

---

Tom Mahoney, Board Chair

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