

PROCEEDINGS OF THE
MARTIN COUNTY BOARD OF COMMISSIONERS
TUESDAY, AUGUST 7, 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 Flohrs, Schmidtke, Smith, and Mahoney. Commissioner Belgard was absent. 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, Julie Walters, Administrative Assistant, and members of staff and public.

The Pledge of Allegiance was recited.

Motion by Commissioner Smith, seconded by Commissioner Schmidtke, Be It Resolved that the Martin County Board of Commissioners, hereby approve the agenda for the August 7, 2018, regular Board of Commissioners meeting with the following: Delete 5.6 Telecommunications Tower Concerns – Mr. and Mrs. Tom Nelson, Citizens; and Add 4.2 Consider minutes of the June 19, 2018, Martin County Board of Appeal and Equalization meeting. Carried unanimously.

Motion by Commissioner Flohrs, seconded by Commissioner Smith, Be It Resolved that the Martin County Board of Commissioners, hereby approve the minutes of the July 17, 2018, regular Board of Commissioners meeting. 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 19, 2018, Martin County Board of Appeal and Equalization meeting. Carried unanimously.

At this time the Board recognized Gracia Heille and Julie Walters as co-winners of Martin County's Logo Contest.

Michelle Larsen, Youth Intervention and Prevention Program Coordinator, was present to notify the Board that Martin County Teen Court is Celebrating Twenty Years! Larsen went on to note the Martin County Teen Court is a collaborative effort that involves the Martin County District Court, Martin County Probation Department, Schools, Martin County Attorney's Office, Law Enforcement and the larger community and that collaboration continues today. Teen Court is an opportunity for teenage and adult volunteers to have an active, positive role in the judicial system. Our goal is to reduce the number of juvenile offenders who appear in District Court while holding them accountable through restorative practices.

Larsen introduced Faith Heille, Teen Court Juror. Heille noted she has been a Teen Court Juror and volunteer for approximately three years and believes Teen Court is very important as it connects students and youth to their community and it lets them know how their actions can affect themselves and their community as well. Heille formally invited Martin County Commissioners to the Teen Court Open House to be held on Friday, August 10, 2018, from 2-4 p.m. in the second floor courtroom – Celebrating Twenty Years of Teen Court in Martin County.

Melvia Nelsen, Treasurer - South Central Volunteer Dive Team, was present to provide a brief Dive Team update and to formally request that the Dive Team be included in the CY2019 Budget. Nelsen noted the amount that you have granted us in your budget in the past helps us with our licenses and insurance for the two trucks that we have and this year the cost was \$930.00. One of the trucks carries safety equipment and the diver's gear, and the other truck carries our sonar and search equipment. Each truck pulls a boat to emergency scenes. Nelsen thanked the Commissioners for past support and requested consideration of an increase in the CY2019 Budget. Nelsen noted an increase in the amount would help us cover our license and insurance for the trucks.

Commissioners thanked Nelson for the service the South Central Volunteer Dive Team provides.

Motion by Commissioner Schmidtke, seconded by Commissioner Flohrs, Be It Resolved that the Martin County Board of Commissioners, hereby receive and file the CY2019 Budget Allocation Request received from the South Central Volunteer Dive Team. Carried unanimously.

Calvin Saxton, Martin County Fair Board Member, was present to provide an update on the Martin County Fair/Arena Drainage. Saxton noted the best thing I can tell you guys is it worked. We've had substantial rain this summer and no water in the arena which is huge. Saxton noted work started last summer with the main and then last year after the fair put in everything on the side of the arena and the last phase was the asphalt that the Martin County Highway Department generously helped us out with. The guys from the County just did the finishing touches this week but it is all completed now and made it very presentable for us in time for the fair which we appreciate very much. Saxton went on to note Martin County has a good group of Highway Department workers and on behalf of the Martin County Fair Board wanted to tell you "Thank You" for helping us with the arena project and that it is working. Saxton also thanked the Board for past support and asked for an increase in support as the Martin County Fairgrounds is utilized year round by so many different organizations within Martin County.

Chair Mahoney noted we're working on our budgets now so we'll take this under advisement and have received your request.

Stephanie Busiahn, Executive Director of the Fairmont Convention and Visitor's Bureau (CVB) and Martin County's representative to the Southern Minnesota Tourism Association (SMTA), currently serving as president of the SMTA, presented the Board with an update on the activities and marketing dollars of the SMTA and Fairmont CVB. Busiahn thanked the Board for continued funding support of the Southern Minnesota Tourism Association and requested the Board consider the CY2019 budget allocation for the SMTA in the amount of \$0.05/per capita of the population of Martin County based on the 2010 Census (\$1,042.00).

Diane Sanders, Martin County Recorder, was present to note the Recorder's Office has 120 vital records books and 4 mortgage books that need to be scanned and recommends a quote received from Kvien Document Imaging Inc. in the amount of \$28,488.40. Sanders noted Kvien scanned our Veterans Discharge books in 2014 and Kvien's quote reflects the same per image cost that was charged in 2014. Sanders also noted that U.S. Imaging was contacted three times and to

date no one has come to our office to discuss this project. Sanders went on to note this project is a budgeted item in the 2018 and proposed 2019 Recorders Office Budget.

Motion by Commissioner Schmidtke, seconded by Commissioner Flohrs, Be It Resolved that the Martin County Board of Commissioners, upon the recommendation of Diane Sanders, Martin County Recorder, hereby approve and accept quote received from Randy Kvien of Kvien Document Imaging Inc., in the amount of \$28,488.40 for Vital Records/Mortgage Book Scanning Project in the Martin County Recorder's Office. Carried unanimously.

Terry Viesselman, County Attorney, was present to update the Board regarding Martin County's Pay for Stay Program v Christianson court case. Viesselman recommends paying the prevailing party's attorney's fees in the amount of \$6,075.00. Viesselman noted the County has terminated the Pay for Stay Program in Martin County and has ceased all collection activities against past inmates; and that Martin County does not intend to appeal.

Motion by Commissioner Smith, seconded by Commissioner Flohrs, Be It Resolved that the Martin County Board of Commissioners, upon the recommendation of the County Attorney, hereby award court appointed attorney's fees in the amount of \$6,075.00 relevant to the Martin v Christianson court case. Carried unanimously.

Viesselman continued with a brief County Attorney Office update including progress on current file scanning project; and options presented to the Minnesota Department of Transportation - Office of Transit (MnDOT) for transfer of the current Martin County Transit Facility (99 year lease with a \$1 remuneration or agreement giving MnDOT title to the building and County keeps the land underneath).

Pam Flitter, Martin County Zoning Official, presented and reviewed a Conditional Use Permit (CUP) request from Shane Kuehl within Section 9 of Waverly Township. Kuehl is proposing to expand his current feedlot operation with the construction of a new total confinement building on an existing building site located in an "A" Agricultural District. The Planning Commission approved the CUP request with conditions during their July 24, 2018, meeting and is recommending approval of the Conditional Use Permit.

Motion by Commissioner Flohrs, seconded by Commissioner Smith,

R-#32/'18

CONDITIONAL USE PERMIT
SHANE KUEHL
EXPAND CURRENT FEEDLOT OPERATION
IN AN "A" AGRICULTURAL DISTRICT
WITHIN SECTION 9 OF WAVERLY TOWNSHIP

Motion by Commissioner Flohrs, seconded by Commissioner Smith,

WHEREAS, a Conditional Use Permit was requested by Shane Kuehl, applicant and owner of property located within Section 9 of Waverly 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 24th day of July, 2018, 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 7th day of August, 2018.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Tom Mahoney, Board Chair

ATTEST: _____
Scott Higgins, County Coordinator

Roll Call AYES: Commissioners Schmidtke, Smith, Flohrs, and Mahoney. NAYS: None. Commissioner Belgard was absent. Resolution duly passed and adopted this 7th day of August, 2018.

Flitter next presented and reviewed a Conditional Use Permit (CUP) request from FTC Tower Co., an LLC of Farmers Telephone Cooperative, Inc., within Section 14 of Lake Fremont Township. FTC Tower, LLC, is proposing to construct a 300 foot Guyed Wireless Communication Tower for emergency purposes (broadband) and cellular phone communications on a site located in an “A” Agricultural District. The Planning Commission approved the CUP request with conditions during their July 24, 2018, meeting and is recommending approval of the Conditional Use Permit.

Motion by Commissioner Flohrs, seconded by Commissioner Schmidtke,

R-#33/'18

CONDITIONAL USE PERMIT
FTC TOWER CO., AN LLC OF FARMERS TELEPHONE COOPERATIVE, INC.
CONSTRUCTION OF A NEW WIRELESS COMMUNICATION TOWER
IN AN “A” AGRICULTURAL DISTRICT
WITHIN SECTION 14 OF LAKE FREMONT TOWNSHIP

Motion by Commissioner Flohrs, seconded by Commissioner Schmidtke,

WHEREAS, a Conditional Use Permit was requested by FTC Tower LLC, applicant, and Dennis Janssen, owner of the property, located within Section 14 of Lake Fremont Township in Martin County, Minnesota, (legally described in applications) for the purpose of construction of a new wireless communications tower on a 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 24th day of July, 2018, 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:

Construction of a new wireless communications tower; 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 and be in compliance with the Martin County Zoning Ordinance.
- Applicant must construct according to the submitted plan and shall comply with the manufacturer’s specifications and with ANS/TIA/EIA standards.
- The applicant shall comply with the Martin County Zoning Ordinance and the Martin County Wireless Communication Ordinance Requirements.

- 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 7th day of August, 2018.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Tom Mahoney, Board Chair

ATTEST: _____
Scott Higgins, County Coordinator

Roll Call AYES: Commissioners Smith, Schmidtke, Flohrs, and Mahoney. NAYS: None. Commissioner Belgard was absent. Resolution duly passed and adopted this 7th day of August, 2018.

Flitter next presented and reviewed a Conditional Use Permit (CUP) request from FTC Tower Co., an LLC of Farmers Telephone Cooperative, Inc., within Section 28 of Silver Lake Township. FTC Tower, LLC, is proposing to construct a 250 foot Self-Supported Wireless Communication Tower for emergency purposes (broadband) and cellular phone communications on a site located in an “A” Agricultural District. The Planning Commission approved the CUP request with conditions during their July 24, 2018, meeting and is recommending approval of the Conditional Use Permit.

Motion by Commissioner Schmidtke, seconded by Commissioner Flohrs,

R-#34/18

CONDITIONAL USE PERMIT
FTC TOWER CO., AN LLC OF FARMERS TELEPHONE COOPERATIVE, INC.
CONSTRUCTION OF A NEW WIRELESS COMMUNICATION TOWER
IN AN “A” AGRICULTURAL DISTRICT
WITHIN SECTION 28 OF SILVER LAKE TOWNSHIP

Motion by Commissioner Schmidtke, seconded by Commissioner Flohrs,

WHEREAS, a Conditional Use Permit was requested by FTC Tower LLC, applicant, and Lawrence & Diane Sukalski, owners of the property, located within Section 28 of Silver Lake Township in Martin County, Minnesota, (legally described in applications) for the purpose of construction of a new wireless communications tower on a 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 24th day of July, 2018, 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:

Construction of a new wireless communications tower; 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 and be in compliance with the Martin County Zoning Ordinance.
- Applicant must construct according to the submitted plan and shall comply with the manufacturer’s specifications and with ANS/TIA/EIA standards.
- Work with the Martin County Highway Engineer regarding driveway culvert.
- The applicant shall comply with the Martin County Zoning Ordinance and the Martin County Wireless Communication Ordinance Requirements.
- 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 7th day of August, 2018.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Tom Mahoney, Board Chair

ATTEST: _____
Scott Higgins, County Coordinator

Roll Call AYES: Commissioners Smith, Flohrs, Schmidtke, and Mahoney. NAYS: None. Commissioner Belgard was absent. Resolution duly passed and adopted this 7th day of August, 2018.

Scott Higgins, Martin County Coordinator, noted Wes Anderson, representing Commissioner District No. 5, is interested and willing to serve on the Martin County EDA Commission for a three (3) year term ending December 31, 2020.

Motion by Commissioner Flohrs, seconded by Commissioner Schmidtke, Be It Resolved that the Martin County Board of Commissioners, hereby approve the appointment of Wes Anderson, replacing Randy Grupe, to the Martin County EDA Commission for a three (3) year term ending December 31, 2020. Carried unanimously.

Higgins noted the Coordinator's Office has been notified that John Hovick's term serving on the South Central Minnesota Multi-County HRA Board will expire on September 30, 2018, and recommends the re-appointment of Hovick to serve an additional term.

Motion by Commissioner Smith, seconded by Commissioner Flohrs, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize the re-appointment of John Hovick to serve on the South Central Minnesota Multi-County HRA Board of Directors with term beginning October 1, 2018. Carried unanimously.

Kevin Peyman, County Engineer, reviewed the Highway Department's CY2019 Preliminary Budget Request summarizing the CY2019 Proposed Revenue and Expenses, and CY2019 Levy Request.

Peyman continued with a Highway Department Update including a PowerPoint Presentation of the 4" Cold Inplace Recycling (CIR) Process on CSAH 26. Peyman noted there is approximately one week left for the CIR process, an approximate two weeks span before the paving process begins, then paving on top of the CIR will take approximately six weeks' time.

Jeff Markquart, Martin County Sheriff, was present to note the County has two emergency electric generator engines and recently we have had mechanical failures with the generator hooked up to the E911 System. The generator has now been repaired and is running; however, we have been informed by the mechanic that due to the age of these generators, it is getting harder and harder to find replacement parts. Markquart went on to note it is recommended that the County upgrade the emergency generators by replacing the two emergency generators and that an estimate received approximately one year ago was at \$100,000. Markquart also noted he is checking with the state to see if E911 Funds can be used for the replacement generators.

Higgins noted the Building and Purchasing Committee has discussed the emergency generators and recommends moving forward with obtaining quotes for replacement of the emergency generators.

After discussion,

Motion by Commissioner Schmidtke, seconded by Commissioner Smith, Be It Resolved that the Martin County Board of Commissioners, hereby approve moving forward in obtaining quotes for the replacement of the two emergency generator engines at the Martin County Security Building due to the age of the engines and concern for finding replacement parts for the two emergency generators. Carried unanimously.

Markquart noted the Martin County Sheriff’s Office has discussed cross-training with the County Personnel Committee and recommends the reclassification of Trenton Rossow from part time Transport Officer to part time Corrections Officer, effective August 4, 2018.

Motion by Commissioner Flohrs, seconded by Commissioner Smith, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize the reclassification of Trenton Rossow from part time Transport Officer at \$15.45/hour to part time Corrections Officer at \$20.71/hour, effective August 4, 2018. Carried unanimously.

Don Reffer, B & W Control Specialists of Algona, Iowa, presented an update of maximum costs for continued brush maintenance of various County drainage ditch systems in 2018.

After discussion,

Motion by Commissioner Flohrs, seconded by Commissioner Schmidtke, Be It Resolved that the Martin County Board of Commissioners, acting as the Drainage Authority for Martin County, hereby approve the B & W Control Specialists, Inc., quote for brush control along the listed open drainage ditches in Martin County for 2018; the quotes being a total maximum as follows:

| <u>Ditch No.</u> | <u>Maximum Cost</u> |
|------------------|---|
| JD #4 M & W | \$ 3,500.00 |
| JD #390 | \$ 3,500.00 |
| JD #21 | \$ 2,500.00 |
| JD #15 M & J | \$ 6,500.00 (Includes Jackson County Portion) |
| CD #1 | \$ 3,500.00 |
| JD #50 | \$ 6,500.00 |
| CD #54 & 76 | \$ 2,000.00 |
| CD #11 | \$12,000.00 (Includes Ditch over tile in Section 15 Manyaska) |
| JD #34 | \$ 2,000.00 |
| JD #105 M & J | \$ 1,000.00 |
| JD #367 | \$ 2,500.00 |
| JD #59 | \$ 3,500.00 |
| CD #26 | \$ 2,500.00 |
| JD #11 | \$ 1,000.00 |
| JD #10 | \$ 4,500.00 |

| | |
|--------|-------------|
| CD #53 | \$ 3,500.00 |
| JD #18 | \$ 250.00 |
| JD #48 | Cleaning |
| Total | \$60,750.00 |

Carried unanimously.

Higgins noted per Minnesota Statute 204C.31 the county canvassing board shall consist of the county auditor, the court administrator of the district court, and mayor or chair of the town board of the county’s most populous municipality, and two members of the county board selected by the board from its members who are not candidates at the election. Higgins went on to note Board members eligible to serve on the county canvassing board are Commissioners Smith, Belgard, and Flohrs.

After discussion,

Motion by Commissioner Flohrs, seconded by Commissioner Schmidtke, Be It Resolved that the Martin County Board of Commissioners, having the authority to appoint the Martin County Canvassing Board to include two members of the county board who are not candidates at the election, hereby approve and appoint Commissioner Kathy Smith and Commissioner Elliot Belgard to the 2018 Martin County Canvassing Board. Carried unanimously.

Higgins noted the Compensation Advisory Committee is charged with reviewing the County’s Classification and Compensation plan annually. The plan has been in place for nearly eighteen (18) years and there have been no significant changes to the plan over the years. The Committee’s recommendation is to move forward with Request for Proposals (RFP) in conducting a Pay Plan Study. Higgins went on to note the general scope of the RFP includes the consultant to review the existing pay plan (and determine whether or not the pay plan is still viable and competitive) and if not, develop new pay plan; review existing job classifications and factors in determining the classification and make recommendations and the job descriptions themselves for ADA and FLSA compliance and revisions as needed; and to ensure that the overall plan complies with MN Statutes (including Pay Equity, ADA, FLSA), to be able to provide support and provide policies and procedures so that the County is able to maintain a new pay plan.

After discussion,

Motion by Commissioner Smith, seconded by Commissioner Schmidtke, Be It Resolved that the Martin County Board of Commissioners, due to the desire to keep the County Classification and Compensation Plan competitive for all of the job classifications, whether it be the existing pay plan or a newly developed Compensation and Classification Plan, and to make sure the Compensation Plan is in compliance with MN Statutes including Pay Equity, FLSA and ADA, hereby approve and authorize the Request for Proposals (RFP) for a Compensation Study (Pay Plan). Carried unanimously.

Higgins noted that the Martin County Veterans Service Office has received notification that Martin County is eligible to receive a CVSO Operational Grant for FY2019 in the amount of \$10,000; and that the funds must be used to enhance the operation of the County Veterans Service Office and should not be used to supplant or replace other funding. Higgins recommends authorization to execute the FY2019 Operational Enhancement Grant.

Motion by Commissioner Smith, seconded by Commissioner Flohrs,

R-#35/'18

RESOLUTION
AUTHORIZING EXECUTION OF
COUNTY VETERANS SERVICE OFFICE
OPERATIONAL ENHANCEMENT GRANT

BE IT RESOLVED, by the Martin County Board of Commissioners that Martin County, MN, enter into the attached Grant Contract with the Minnesota Department of Veterans Affairs (MDVA) to conduct the following Program: County Veterans Service Office Operational Enhancement Grant Program. The grant must be used to provide outreach to the county's Veterans; to assist in the reintegration of combat Veterans into society; to collaborate with other social service agencies, educational institutions, and other community organizations for the purposes of enhancing services offered to veterans; to reduce homelessness among veterans; and to enhance the operations of the county Veterans Service Office, as specified in Minnesota Statutes 197.608 and Minnesota Laws 2017, Chapter 4, Article 1, Section 38, Subdivision 2. This Grant should not be used to supplant or replace other funding.

BE IT FURTHER RESOLVED, by the Martin County Board of Commissioners, that Douglas C. Landsteiner, Martin County's Veterans Service Officer, be authorized to execute the attached Grant Contract for the above-mentioned Program on behalf of the County.

WHEREUPON, Motion by Commissioner Smith, seconded by Commissioner Flohrs, said resolution was duly passed and adopted this 7th day of August, 2018.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Tom Mahoney, Board Chair

ATTEST: _____
Scott Higgins, County Coordinator

STATE OF MINNESOTA

MARTIN COUNTY, MN

I, Scott Higgins, do hereby certify that I am the custodian of the minutes of all proceedings had and held by the Martin County Board of Commissioners of Martin County, MN, that I have compared the above resolution with the original passed and adopted by the Martin County Board of Commissioners of Martin County, MN, at a regular meeting thereof held on the first Tuesday of August, 2018, at 9:00 a.m., that the above constitutes a true and correct copy thereof, that the same has not been amended or rescinded and is in full force and effect.

IN WITNESS WHEREOF, I have hereunto placed my hand and signature this first Tuesday of August, 2018, and have hereunto affixed the seal of the County.

Scott Higgins, County Coordinator

Roll Call AYES: Commissioners Schmidtke, Flohrs, Smith, and Mahoney. NAYS: None. Commissioner Belgard was absent. Resolution duly passed and adopted this 7th day of August, 2018.

Higgins noted the Board is being asked to consider the AIA Agreement from Elite Mechanical Systems for HVAC replacement at the Human Resource Building. Higgins went on note the cost of the HVAC upgrade is \$165,164.81; and that the County Attorney has reviewed and approved the AIA Agreement with Elite Mechanical Systems for HVAC replacement project at the Human Resource Building. Higgins also noted the anticipated completion of this project is approximately twelve weeks out at this time.

Motion by Commissioner Schmidtke, seconded by Commissioner Flohrs, Be It Resolved that the Martin County Board of Commissioners, after the appropriate advertisement for bids and upon receiving bids for the HVAC upgrade at the Human Resource Building, and upon the recommendation of the Martin County Building and Purchasing Committee, hereby approve and authorize Board Chair to sign the AIA Agreement with Elite Mechanical Systems of Windom, Minnesota, in the amount of \$165,164.81; and authorize the Board Chair and County Coordinator to sign and execute the necessary documents for the listed project. Carried unanimously.

Higgins and Commissioner Flohrs noted the Rural Minnesota Energy Board's (RMEB) Property Assessed Clean Energy (PACE) Program Revolving Loan Fund provides financing for the installation of energy efficiency and conservation improvements that are permanently fixed to eligible properties. Currently the PACE Revolving Loan Fund does not have enough dollars left to loan out and the return is very slow and not working out. Therefore, the Rural Minnesota Energy Board is requesting a CY2019 Appropriation in the amount of \$6,336.00 from the eighteen counties of the RMEB to build up the fund for which payback to counties is to start in the year 2025 and will continue for 13 years. Flohrs recommends the appropriation request received from the RMEB.

After discussion,

Motion by Commissioner Flohrs, seconded by Commissioner Smith, Be It Resolved that the Martin County Board of Commissioners, hereby approve the CY2019 Appropriation Request received from the Rural Minnesota Energy Board in the amount of \$6,336.00 for payment to the Property Assessed Clean Energy (PACE) Program. Carried unanimously.

Higgins presented and reviewed the proposed Service Animal Policy which provides definitions and procedures for staff when dealing with customers/clients who bring service animals into county owned buildings. Higgins noted the county attorney has reviewed the proposed policy and approves it as to form and content.

After discussion,

Motion by Commissioner Schmidtke, seconded by Commissioner Smith, Be It Resolved that the Martin County Board of Commissioners, after review and consideration of the proposed Service Animal Policy, and having determined a need for such a policy to establish procedures for service animals in county owned buildings and facilities, hereby approve the proposed Service Animal Policy as presented, effective upon its adoption by the Martin County Board of Commissioners, on August 7, 2018. Carried unanimously.

Higgins presented and reviewed flag design and asked the Board to consider and approve the design and purchase of the proposed new official County Flag which if approved will be flown at all county owned buildings, along with the American Flag. The Building and Purchasing Committee is recommending a white flat with colored county logo and horizontal borders in the same green as the colored logo.

After review and discussion,

Motion by Commissioner Schmidtke, seconded by Commissioner Smith, Be It Resolved that the Martin County Board of Commissioners, after review and consideration of the various proposed designs for the official county flag, and with the new approved county logo branding project, hereby approve the proposed design as presented as follows: white flag, color county logo, and horizontal (green tone) borders on top and bottom of flag; and hereby establish this design as the official Martin County Flag. Carried unanimously.

Higgins noted Employee Recognition Day will be held on Tuesday, September 18, 2018, and recommends closing the Courthouse, Highway Department, and Library from 11:30 a.m. to 1:30 p.m. on Tuesday, September 18, 2018, so that all county employees may take part in the Employee Recognition Day festivities (event is scheduled from 11:30 a.m. to 1:00 p.m.)

Motion by Commissioner Flohrs, seconded by Commissioner Smith, Be It Resolved that the Martin County Board of Commissioners, hereby approve the closure of the Courthouse, Highway Department, and Library on Tuesday, September 18, 2018, from 11:30 a.m. until 1:30 p.m. for Employee Recognition Day. Carried unanimously.

Higgins noted the Disabled American Veterans (DAV) South Central Chapter is requesting placement of a second clothing and shoe collection bin in the parking lot directly across the street

from the courthouse. A collection bin was first placed at this location in 2014. Used clothing and shoes collected in the bins are then transported by the DAV to thrift stores to aid in fundraising efforts for the South Central Chapter of the Disabled American Veterans. Higgins went on to note that placement site for the second bin has been reviewed and it has been determined that a second collection bin will fit.

Motion by Commissioner Flohrs, seconded by Commissioner Schmidtke, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize placement of a second Disabled American Veterans (DAV) used clothing and shoe collection bin in the parking lot directly across the street from the courthouse. Carried unanimously.

The Board reviewed warrants to be paid August 7, 2018.

Motion by Commissioner Smith, seconded by Commissioner Flohrs, Be It Resolved that the Martin County Board of Commissioners, hereby approve bills to be paid on August 7, 2018, and includes the Martin County Highway Department and Drainage bills as presented. Carried unanimously.

Warrants received and paid August 7, 2018, are registered on file in the Auditor/Treasurer's Office as follows:

| | |
|---|--------------------|
| Revenue Fund – Warrants Approved August 7, 2018 | \$195,478.94 |
| Enhanced 9-1-1- Fund | \$ 3,062.80 |
| Martin County Economic Development Fund | \$ 693.75 |
| Solid Waste Management Fund | \$ 9,547.06 |
| Human Services Fund | \$301,371.17 |
| Building – CIP – Fund | \$ 14,389.96 |
| Bank Building Fund | <u>\$ 2,688.42</u> |
| Total | \$527,232.10 |
| | |
| Road and Bridge Funds Totaled | \$243,860.62 |
| Martin County Ditch Funds Totaled | \$181,063.56 |

The Board recessed at 11:01 a.m. (Commissioner Smith left the meeting at this time).

The Board reconvened at 11:06 a.m.

Jessica Korte, CPA-Auditor/Treasurer's Office, presented and reviewed the Martin County Cash Basis Monthly Financial Statement for Year-to-Date June 30, 2018.

James Forshee, Martin County Auditor/Treasurer, and Jessica Korte, CPA-Auditor/Treasurer's Office, reviewed the preliminary CY2019 budget which is currently at a 13.98% increase from 2018 to 2019 Levy; 2019 Budget Proposed Adds and Cuts; and Capital Improvement Plan (CIP).

Commissioners reviewed information including 2019 Certification of Minimum Local Support Requirement – Martin County Library; FTC Tower Co., LLC – Telecommunications Tower Notification; and DRAFT Martin County Strategic Action Plan.

Commissioners reviewed their calendars of previous and upcoming meetings and activities: July 17, 2018 – Budget Committee meeting; July 18, 2018 – Kronos Electronic Timekeeping System webinar; July 19, 2018 – Traverse des Sioux Library meeting; July 23, 2018 – Commissioner Flohrs attended an Energy Board Tour from Morton, Minnesota, to the Twin Cities (across from the Target Center) where they burn about 30% of Minneapolis’ garbage and they make electricity out of it and the excess steam is used to heat the Target Center floor (22% of Minnesotan’s live in Minneapolis) and in the afternoon went to MISO that controls all the electricity from shore to shore (Hudson Bay to the Gulf of Mexico) on the super highway, and Commissioner Schmidtke met with Mike Forstner and Shane Fett to discuss Ditch issues in the County, and Kinship meeting; July 24, 2018 – Planning and Zoning Commission meeting at 5:30 p.m.; July 25, 2018 – Human Services Full Board meeting and local Ag Tour, and Martin County Substance Abuse Coalition meeting; July 27, 2018 – Planning and Zoning Technician Interviews; July 28, 2018 – Truman Days Parade; July 30, 2018 – SHIP meeting; July 31, 2018 – Community Based Solutions to the Child Care Shortage (SMIF) in Mankato, Minnesota; August 1, 2018 – Building Committee meeting, Budget Committee meeting, and PIEP Insurance Presentation at Human Services, and Planning and Zoning Technician Interviews; August 2, 2018 – Martin County Summer Youth Internship Program reception at the Holiday Inn and Childcare meeting; August 6, 2018 – Compensation Advisory Committee meeting, Personnel Committee meeting, Feedlot meeting out at a farm site, and Martin County EDA Commission meeting at 5:15 p.m.; August 7, 2018 – Labor Management Committee meeting at 1:30 p.m.; August 8, 2018 – Park Board meeting at Wolter Park at 4:30 p.m.; August 9, 2018 – Soil and Water meeting; August 10, 2018 – Drug Court Steering Committee meeting at 11:30 a.m. and Teen Court Celebration at 2:00 p.m.; August 14, 2018 – Primary Election and Library Board meeting; August 15, 2018 – Human Services Executive Board meeting, One Watershed One Plan meeting in St. James, Minnesota, and presentation of the Farm Family of the Year at the Martin County Fair; August 17, 2018 – Prairieland meeting and F-M Joint Transit Full Board meeting; August 21, 2018 – next regular Board of Commissioners meeting at 9:00 a.m. – Commissioners Meeting Room – Martin County Courthouse, Human Services Budget Planning meeting, and Commissioner Flohrs will not be attending the August 21st regular Board of Commissioners meeting.

By consensus a Board Work Session will be held on Tuesday, August 28, 2018, at 3:00 p.m. in the Commissioners Meeting Room – Martin County Courthouse.

With no further business to wit, Board Chair adjourned the meeting at 12:31 p.m.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Tom Mahoney, Board Chair

ATTEST: _____
Scott Higgins, County Coordinator