

PROCEEDINGS OF THE
MARTIN COUNTY BOARD OF COMMISSIONERS
TUESDAY, SEPTEMBER 18, 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, Mahoney, and Belgard. Also present were Scott Higgins, Martin County Coordinator, James Forshee, Martin County Auditor/Treasurer, Terry Viesselman, County Attorney, Kevin Peyman, County Engineer, Rod Halvorsen, City of Lakes Media, 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 Belgard, Be It Resolved that the Martin County Board of Commissioners, hereby approve the agenda for the September 18, 2018, regular Board of Commissioners meeting. Carried unanimously.

Motion by Commissioner Flohrs, seconded by Commissioner Schmidtke, Be It Resolved that the Martin County Board of Commissioners, hereby approve the minutes of the September 4, 2018, regular Board of Commissioners meeting. Carried unanimously.

Steve Fosness, Martin County Veterans Memorial Committee member, presented an update and PowerPoint presentation on the Martin County Veterans Memorial; and requested donation to the project.

Motion by Commissioner Belgard, seconded by Commissioner Schmidtke, Be It Resolved that the Martin County Board of Commissioners, hereby receive and file the request for donation to the Martin County Veterans Memorial Committee for the County Veterans Memorial project being constructed in Fairmont, MN. Carried unanimously.

Terry Viesselman, Martin County Attorney, was present and had nothing to report.

Kevin Peyman, County Engineer, was present to recommend the appointment of Hugh Fraser to serve as Commissioner District #4 Representative on the Martin County Parks/Trail Committee.

Motion by Commissioner Schmidtke, seconded by Commissioner Flohrs, Be It Resolved that the Martin County Board of Commissioners, hereby appoint Hugh Fraser of Fairmont, Minnesota, to serve as Commissioner District #4 Representative on the Martin County Parks/Trail Committee effective September 18, 2018, through December 31, 2020. Carried unanimously.

Judd Schultz, Housing Services Director with Minnesota Valley Action Council, was present to request additional funds for a household in the City of Fairmont. Schultz noted the homeowners are receiving Fairmont Small Cities Development Program (SCDP) funds and also received a loan through Minnesota Valley Action Council (MVAC) to make repairs to their home. Schultz went on to note one of the repairs involved is an old basement bathroom and the City inspector

has determined that the basement bathroom needs to be vented to code, which will require an additional \$1,700. Schultz also noted the homeowners are maxed out on the SCDP funds and the loan funds that were provided and requests accessing the County's Revolving Loan Funds to complete this project.

James Forshee, Martin County Auditor/Treasurer, noted terms and conditions for County funds is the same as for SCDP funds in that the homeowners must sign an agreement noting if they sell or lose homestead to the property that they agree to repay the County for the Revolving Loan Funds.

Motion by Commissioner Belgard, seconded by Commissioner Smith, Be It Resolved that the Martin County Board of Commissioners, at the request of Minnesota Valley Action Council (MVAC) for additional funding for the Small Cities Development Program for Martin County in the amount of \$1,700.00 for a one time rehabilitation project for a household located in the City of Fairmont, hereby approve the additional funding request for the aforementioned project, to be expended from the Martin County Area Redevelopment Fund. Carried unanimously.

Daniel Nelson, Mayor of the City of Dunnell, was present to request financial assistance to help with demolition of a dilapidated building located at 110 East Wenberg Street in Dunnell, Minnesota. Nelson noted asbestos has been found on top of the roof and if the roof collapses into the building then the entire structure will need to be abated. Nelson went on to note the City of Dunnell does not have sufficient funds for demolition costs and requests financial assistance from the County. Nelson presented and reviewed an Asbestos Inspection Report along with three bids to demolish the building.

Demolition Bids for City of Dunnell
Dilapidated Building
110 East Wenberg Street

Advanced Health, Safety and Security (Balaton, MN) \$18,827.25

- Containment and removal of tin and black tar on roof
- Cost of disposal and hazardous material handling
- Cost of travel associated with service

Blue Earth Environmental Company (Mankato, MN) \$44,500.00

- Removal and disposal of the asbestos containing material and hazards
- Demolition and disposal of the building, and footing
- Utilities shut off at the curb
- Trucking, backfill material, filling and compaction of the hole

Rosburg Construction (Welcome, MN) \$51,250.00

- Cap water and sewer lines
- Demolish buildings and haul to a certified landfill
- Haul concrete out to be recycled
- Backfill to ground level and seed

After review and discussion of bids received,

Motion by Commissioner Schmidtke, seconded by Commissioner Belgard, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize a \$10,000 allocation to the City of Dunnell to aid in costs associated with the demolition of a dilapidated building located at 110 East Wenberg Street (Parcel ID #220600780) in Dunnell, Minnesota, to be expended from the County's Tax Forfeiture Fund. Carried unanimously.

Peyman presented and reviewed a resolution authorizing the transfer of excess municipal funds to the County's regular construction account. Peyman noted once a set maximum is reached and funds are not depleted, your needs start to be reduced because you can only accumulate so much. Peyman recommends the transfer of excess funds so Martin County does not receive a deduction.

Motion by Commissioner Schmidtke, seconded by Commissioner Flohrs,

Martin County Highway Department
Resolution No. 2 - 2018

**COUNTY TRANSFER OF EXCESS MUNICIPAL FUNDS TO
REGULAR FUNDS RESOLUTION**

WHEREAS, Minnesota Statute 162.08, Subd. 4 (3d), provides that accumulated balances in excess of two years of municipal account apportionments may be spent on projects located outside of municipalities under 5,000 population when approved solely by resolution of the county board.

NOW THEREFORE BE IT RESOLVED, that the Commissioner of Transportation transfer all funds in excess of two years apportionment into the Regular Construction Account.

Upon motion by Commissioner Schmidtke, seconded by Commissioner Flohrs, and carried said resolution was duly passed and adopted this 18th day of September, 2018

BOARD OF COMMISSIONERS
MARTIN COUNTY, MINNESOTA

By: _____
Chair Martin County
Board of Commissioners

Attest: _____
County Coordinator

CERTIFICATION

I hereby certify that the foregoing resolution is a true and correct copy of a resolution presented to and adopted by the County of Martin at a duly authorized meeting thereof held on the 18th day of September, 2018.

Scott Higgins
County Coordinator

Roll Call AYES: Commissioners Smith, Belgard, Flohrs, Schmidtke, and Mahoney. NAYS: None. Resolution duly passed and adopted this 18th day of September, 2018.

Peyman provided a brief Highway Department Update on the CSAH 26 Construction Project noting work is being completed on the last lift (wear course) and then work will begin on shouldering.

Pam Flitter, Martin County Zoning Official, was present to note Martin County has received a Board of Water and Soil Resources (BWSR) grant in the amount of \$46,019 for administering the Septic Program and for Septic Upgrades to homeowners who qualify. Flitter went on to note grant funds for the Septic System Upgrades are for qualifying low income households for fix up and is on a first come, first served basis.

Motion by Commissioner Flohrs, seconded by Commissioner Smith, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize the Board Chair and other required county staff to sign the FY2019 State of Minnesota Board of Water and Soil Resources MPCA SSTS Program Grant Agreement in the amount of \$46,019, effective the date the Board of Water and Soil Resources obtains all required signatures through December 31, 2020. Carried unanimously.

Scott Higgins, County Coordinator, noted the Board is being asked to consider the recommendation of the Building/Purchasing Committee in the use of the remaining portion of the former court administration vault area as additional IT space. Higgins went on to note the Board had originally approved that the greater area of the former court administration vault area be remodeled for the IT Department, which included a separation wall, along with new doorway cut in courthouse wall for access to the rotunda area, in order to create two useful spaces.

Discussion ensued pertaining to Recorder's Office previous request for use of space, the need to create expansion space, and expense of door cut in for use as a separate space. After discussion,

Table use of space of the former court administration vault area until the October 2, 2018, regular Board of Commissioners Meeting. Commissioners will recess and tour the area at the end of today's Board of Commissioners meeting.

Higgins noted Michael Kutch, Music Director with St. Paul Lutheran School in Fairmont, is looking to schedule a noon bell choir concert at the courthouse in December 2018. Kutch submitted possible concert dates which were presented to court administration to see if any of the

dates would affect any scheduled court hearings; and responded that December 5 or 6 would work best.

After discussion,

Motion by Commissioner Schmidtke, seconded by Commissioner Belgard, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize use of the courthouse for a noon bell choir concert performed by the St. Paul Lutheran School Bell Choir on either December 5 or 6, 2018. Carried unanimously.

Forshee noted after additional revisions the preliminary CY2019 budget is currently at a 3.94% increase from 2018 to 2019 Levy; and reviewed the 2019 Budget Proposal Adds and Cuts and Capital Improvement Plan (CIP).

Discussion ensued with funds set aside for CIP versus estimated costs and projects scheduled for 2019; allocation request from the Martin County Veterans Memorial Committee; staffing request(s) presented to the Personnel Committee; and leaving the preliminary CY2019 budget at the current 3.94% as the Board may reduce the proposed levy but cannot increase the levy from the amount set on this date.

After discussion,

Motion by Commissioner Schmidtke, seconded by Commissioner Belgard, to approve and authorize resolution establishing the preliminary Tax Levy for Year 2019 which equates to a 2.94% increase.

R-#37/'18

RESOLUTION

PROPOSING PRELIMINARY TAX LEVY FOR CY2019

WHEREAS, the Martin County Board of Commissioners met to review the recommended 2019 budget; and

WHEREAS, the 2019 recommended budget and levy was prepared with the participation of the Martin County Department Directors and Elected Officials.

THEREFORE BE IT RESOLVED, that on September 18, 2018, following discussion by the Martin County Board of Commissioners, the Board set the 2019 proposed levy at \$16,469,096 which equates to a 3.94% increase over CY2018 levy; with proposed expenditures in the amount of \$27,203,226 and revenues in the amount of \$11,901,802.

BE IT FURTHER RESOLVED THAT BEFORE ADOPTION OF THE FINAL 2019 BUDGET, the Board may reduce the proposed levy but cannot increase the levy from the amount set on this date; and

BE IT FURTHER RESOLVED, that the Public Hearing for the CY2019 Budget will be held on Thursday, December 6, 2018 at 6:00 p.m. in the Commissioners Board Room – Room No. 103 – First Floor of Courthouse – Fairmont, MN.

Upon Motion made by Commissioner Schmidtke, seconded by Commissioner Belgard, and unanimously carried, said resolution was duly passed and adopted this 18th day of September, 2018.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Tom Mahoney, Board Chair

ATTEST: _____
Scott Higgins, County Coordinator

Roll Call AYES: Commissioners Smith, Belgard, Schmidtke, and Flohrs. NAYS: Commissioner Mahoney. Resolution duly passed and adopted this 18th day of September, 2018.

Michael Forstner, Drainage Administrator, was present to review a request received from Hodgman Drainage Company Inc. requesting a time extension to complete the public portion of the JD #314 M&F Repair Project. Forstner noted the time extension request is due to excessive rainfall amounts on the project making it very difficult to next to impossible to construct this project. Forstner recommends approval of the time extension.

Motion by Commissioner Belgard, seconded by Commissioner Flohrs, Be It Resolved that the Martin County Board of Commissioners, acting as the Drainage Authority for Martin County, hereby approve and authorize the time extension request received from Hodgman Drainage Company, Inc. of Claremont, Minnesota, extending the completion date for the JD #314 M&F Repair Project to November 30, 2018. Carried unanimously.

The Board reviewed warrants to be paid September 18, 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 September 18, 2018, and includes the Martin County Highway Department and Drainage Bills as presented. Carried unanimously.

Warrants received and paid September 18, 2018, are registered on file in the Auditor/Treasurer's Office as follows:

Revenue Fund – Warrants Approved September 18, 2018	\$ 74,272.86
Martin County Economic Development Fund	\$ 762.37
Solid Waste Management Fund	\$ 39,294.63
Law Library Fund	\$ 732.36

Recorder's Technology Fund	\$ 10,172.60
Recorder's Compliance Fund	\$ 2,325.00
Ind. Sewage Treatment Sys. Loans	\$ 27,177.45
Bank Building Fund	\$ <u>7,031.73</u>
Total	\$161,769.00

Road and Bridge Funds Totaled	\$ 98,469.67
Martin County Ditch Funds Totaled	\$255,201.80

Corey Klanderud, Chief Deputy – Martin County Sheriff's Office, provided a Martin County Jail Population Update including thirty (30) in-house, seven (7) out of county, and three (3) on Electronic Home Monitoring.

The Board reviewed reports and announcements including: July and August 2018 Monthly Financial Reports; and Local Government Workplace Symposium to be held October 18-19, 2018, at Willmar, MN.

Commissioners reviewed their calendars of previous and upcoming meetings and activities: September 4, 2018 – Building Committee meeting, Martin County EDA meeting in Welcome, Minnesota, and Beyond the Yellow Ribbon meeting; September 5, 2018 – Martin County Veterans Memorial Committee meeting and Human Services Executive Board meeting; September 7, 2018 – F-M Joint Transit Executive Board meeting and Health Savings Account (HSA) Insurance meeting; September 10, 2018 – Personnel Committee meeting at 1:00 p.m.; September 11, 2018 – Library Board meeting in the afternoon, Insurance Committee meeting, and Martin County Substance Abuse Prevention meeting; September 12-14, 2018 – AMC Policy Committee Conference at Arrowwood Resort in Alexandria, MN; September 17, 2018 – Minnesota Valley Action Council in Mankato, MN; September 18, 2018 – Regular Board of Commissioners meeting at 9:00 a.m. and 2018 Employee Recognition Day Event at Transit Facility; September 19, 2018 – Human Services meeting at Fairmont, MN, and GBERBA meeting; September 20, 2018 – Traverse des Sioux Library meeting; September 21, 2018 – Prairieland meeting; September 24, 2018 – Rural Minnesota Energy Board meeting and Fairmont Area Kinship meeting; September 25, 2018 – Planning and Zoning Committee meeting at 5:30 p.m.; September 26, 2018 – Buffer meeting at 1:30 p.m.; September 27, 2018 – Water Plan Committee meeting and South Central Emergency Management Committee meeting at Eagle Lake, MN; September 28, 2018 – 350 meeting at 10:00 a.m.; October 1, 2018 – Region 9 meeting, regular Martin County EDA meeting at 5:15 p.m.; October 2, 2018 – regular Board of Commissioners meeting at 9:00 a.m. and Hwy #4 Culvert (MnDOT) meeting at 10:00 a.m.

The Board recessed at 10:11 a.m. to tour the IT Office and former court administration vault area.

The Board reconvened at 10:24 am.

With no further business to wit, Board Chair adjourned the meeting at 10:28 a.m.

BOARD OF COMMISSIONERS

MARTIN COUNTY, MN

Tom Mahoney, Board Chair

ATTEST: _____
Scott Higgins, County Coordinator