

PROCEEDINGS OF THE
MARTIN COUNTY BOARD OF COMMISSIONERS
TUESDAY, MARCH 17, 2020
@ 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 Steve Flohrs. Commissioners present were Kathy Smith, Richard Koons, Steve Flohrs, and Elliot Belgard. Commissioner Mahoney was absent. Also present were Scott Higgins, Martin County Coordinator, Jessica Korte, Martin County Auditor/Treasurer, Terry Viesselman, County Attorney, Jason Sorensen, Sentinel Newspaper, Julie Walters, Administrative Assistant, and members of staff and public.

The Pledge of Allegiance was recited.

Motion by Commissioner Belgard, seconded by Commissioner Smith, Be It Resolved that the Martin County Board of Commissioners, hereby approve the agenda for the March 17, 2020, regular Board of Commissioners meeting with the following: Add under 5.1 Consider Closure of the Martin County Library and Branches in response to COVID-19 pandemic, Consider County Response and Recommended Proposal in response to the COVID-19, 9.12 Consider Watonwan River Watershed Implementation Structure, Change 10.2 from an Information Item to an Action Item; and Delete 9.5 Consider the Recruitment of Assistant Victim Witness Position, 9.6 Consider Rewrite of the County's Anti-Harassment Policy, 10.1 March 17, 2020 – Public Hearing at 1:30 p.m. – Hamilton Hall in Blue Earth, MN for Proposed Repair on JD #2 M&F, and 10.3 March 17, 2020 – Public Hearing at 3:00 p.m. – Hamilton Hall in Blue Earth, MN for Repair on JD #7. Carried unanimously.

Motion by Commissioner Koons, seconded by Commissioner Smith, Be It Resolved that the Martin County Board of Commissioners, hereby approve the minutes of the March 3, 2020, regular Board of Commissioners meeting. Carried unanimously.

Abigail Nesbit, Martin County Emergency Management Director, was present to provide a COVID-19 Update. Nesbit noted the Minnesota Department of Health (MDH) updates their positive cases at noon so at this point we're still at 54 confirmed cases in Minnesota, the closest being Blue Earth and Waseca County. This morning there was something going around about a positive case in Martin County again. I'm not sure why people keep targeting Martin County but at this moment unless it becomes positive at noon on the MDH website we're taking it as completely false news. Public Health is aware of that and we're addressing it.

Tim Langer, Faribault/Martin County R.S. Public Health Sanitarian, was present to provide an update and give everybody an idea of what we're dealing with. COVID-19 is a corona virus, a novel virus, which means it is new to science and this particular strain. Corona Virus has actually been around for many years so it's not new in that standpoint. But, other examples would be MERS, SARS; roughly 10 years ago they were prevalent. One of the deals that we're dealing with MERS and SARS had a much higher fatality rate than COVID-19. However, they didn't spread as easily and so COVID-19 has a lower fatality but it does spread quite easily through droplets from sneezing, coughing, spitting when you're talking, etc. It can live from 2-4

days without a host on surfaces so that's why it is important to keep disinfecting everything you touch or is touched by people. As an agency what we do is we keep track of credible information. We rely on MDH and the Center for Disease Control (CDC) for a lot of what we have. As of yesterday there were 54 positive cases and 9 counties were represented. There were no confirmed cases in Martin County. However, we also have heard rumors that there may be a case or two in Martin County but not confirmed.

Langer noted 80% of the cases are mild and kids are faring particularly well with this and we're thankful for that; but, they can be carriers. There's been some drastic action taken at the state level but it's for good reason. They've closed schools and my phone has been ringing off the hook this morning from restaurant operators who want information on the new rules and laws. It is set in place to prevent people from gathering in large groups and spreading this. What we want to do, you may have heard the term flattening the curve, we want to slow this virus down so we don't have an upward exponential curve of illness because hospitals can only handle so many cases at a time and they've only got so many respirators and so many beds. So what we want to do is flatten this curve and slow it down and that's why we are taking these steps at the state level to slow things down and hopefully maintain an orderly level of cases so they can be handled properly at the hospitals and minimize fatalities.

Nesbit noted they're (clinics and hospitals) requesting that if you do feel ill to call ahead before going in (for testing). They'll ask a couple of screening questions and then if it is determined that they want you to be tested there's now a drive through section where you pull up and you're tested and then you drive off. So it's very limited contact that way. But, the most important thing is you don't show up to the clinics unannounced. You need to call them and tell them you're feeling a certain way so that they know about it so you're not accidentally infecting other people.

Langer went on to note our agency established our incident command probably two/three weeks ago and we have broken down into different groups - long term healthcare group, school group, business group, healthcare facilities, and of course the commissioner group and so we have a number of nurses and staff working on this providing information to these groups that are going to be affected by this illness. And, also there are behind the scene - there's conference calls going on every day with the state health department providing advice to these groups to educate them on what's happening, best practices and so forth, so we can help them deal with this situation. Mitigation strategies are very similar to influenza. We want you to avoid contact with sick people. Stay home if you're sick. This is very critical with this illness. Like Abigail (Nesbit) said, kids are faring well but they're carriers and if they take it home to grandma and grandpa they might not do so well with this. So we have to take that isolation and quarantine 14 day period seriously. Cover your nose and mouth when you cough and sneeze. Droplets is the main way this is spread. We also are concerned to some degree about surfaces. People with this illness cough or sneeze onto surfaces the virus has the potential to last for two days so sanitizing is good. Chlorine is a great sanitizer and is cheap and is very effective against this virus. Also quaternary ammonia compounds that you'll find in a lot of the commercial sanitizers and cleaners will be effective against this virus. So clean surfaces and wash hands goes without saying. Hopefully we're all doing that already. But you need to pay particular attention with this virus. Bottom line as we're all finding out this is going to be a stress test for our nation at

the government level, individuals, so we need to work together to minimize the impact of this and most importantly prepare, not panic.

Nesbit went on to note the Law Enforcement Center has closed all of its windows and are not allowing any outside people in, including jail visitation to the inmates. We are letting them have video visitations so they can still see their family. We also are doing fewer interviews so we're keeping the back area pretty closed off because we already have a lot of people in and out of there so we're lowering the risk of that. I didn't have time to read through what Scott (Higgins) handed out just now but it is recommended that if you can work from home or telecommute to do that and severely limiting outside people that can come in here and that if something can be handled over the phone or through email, it should be. I know it's not really easy with our population. They're just used to coming in and dealing face to face with people. But, it is very important especially with the age of people in the County that they need to stay home and do everything over email or through phone. I know that Human Services has closed down its lobby. City Council is closing down today...they're actually locking their doors so no one will be able to go in there. They're doing everything remotely over there.

The Board thanked Nesbit and Langer for the update.

The Board briefly discussed installing Plexiglas in the Auditor/Treasurer's Office.

Jenny Trushenski, Library Director, was present to note that based on things that have happened in the last 12 to 24 hours a lot of our fellow libraries in the region have closed based on information from the Minnesota Department of Health. I did speak with Commissioner Flohrs and Scott (Higgins) yesterday and all of our Library Board Members and recommend closing our public library facilities to the public, including all branches, at noon today. We are hoping that we can have some sort of a curb side pickup for at least the time being. Staff will have the option to either take PTO or continue working. We can do some disinfecting as well as still trying to help people. Right now my staff are healthy. If that were to change we would address that accordingly. This is a big step but we would be following the New Ulm Public Library, St. Peter, Blue Earth County, North Mankato, Waseca, LeSueur, most of our fellow libraries have closed their doors to public through the end of the month and we are looking to do the same through March 31, 2020. Library patrons are encouraged not to return library items until the library reopens. The library does not impose late fees and that no bills/fines will be assessed at this time.

After discussion,

Motion by Commissioner Smith, seconded by Commissioner Belgard, Be It Resolved that the Martin County Board of Commissioners, upon the recommendation of the Library Board and Library Director, hereby approve closure of the Martin County Library and all branches effective at noon today – Tuesday – March 17, 2020, through March 31, 2020, in response to the COVID-19 pandemic. Carried unanimously.

Scott Higgins, County Coordinator, presented and reviewed a COVID-19 County Response Recommendation Proposal including:

1. Public Service for County Offices
 - In order to protect the health of the county employees, we encourage that the public contact the offices by telephone or email.
2. Extension to 12 Day STD Leave Bank
 - Available for Employee's own illness, to care for an immediate family member, care for children due to school and childcare closures, if no alternative child care is available.
 - No physician certification needed to utilize leave bank.
3. Remote Access to Work
 - Employees that have current access to work remotely will be allowed to work from home on a case by case basis, as approved by the County Coordinator.
4. Employee Travel/Meetings
 - Non-essential work-related travel will be suspended until further notice during the pandemic (i.e. Meetings, Conferences, and Trainings).
 - Essential work-related travel includes travel to conduct day to day business (i.e. Sheriff's Department Jail Transport, Highway Maintenance transportation)
 - It is highly encouraged that all personal travel be minimized to combat the spread of the virus.
 - We encourage conference calls in lieu of face to face meetings, and web conferencing if available.
5. County related Communication and Announcements
 - E-mail and website and social media postings will be the primary means of contact. Additionally supervisors are recommended to acquire current contact numbers to contact for departmental announcements.
 - Employees who suspect a co-worker or customer/client/patron is ill with COVID-19 should report their concerns to their supervisor and/or Human Resources.

Commissioner Smith noted the Personnel Committee has reviewed and recommends approval of the County's Response Proposal to COVID-19 and is subject to change.

After review and discussion,

Motion by Commissioner Smith, seconded by Commissioner Belgard, Be It Resolved that the Martin County Board of Commissioners, hereby approve Martin County's Recommendation Proposal in response to the COVID-19 pandemic. Carried unanimously.

Sarah Caballero, Kinship of Martin County, was present to provide a Program update including their new Group Mentoring effort. Caballero noted there are currently 36 youth on their waiting list and hope for a positive response to Group Mentoring after the COVID-19 pandemic.

Caballero noted Kinship of Martin County currently has 50 matches in their individual mentoring program and that 34% of these matches are outside of the Fairmont city limits. There are 6 mentors in process so now we're waiting to figure out how we can get these mentors matched with these mentees with no social interaction due to the COVID-19 pandemic.

Tam Plumhoff, Wellness Committee Chair, was present to review the Martin County CY2020 County Wellness Program. The South Central Service Cooperative (SCSC) Regional Wellness

Program provides wellness dollars to improve the physical, mental, and social wellbeing of all individuals to its members. Martin County is again a member of the SCSC and is eligible for \$10,000.00 (\$80 per 125 contracts) in wellness dollars to be used toward a variety of program goals to promote healthier/happier employees with improved self-esteem, increased job performance, a decrease in sick leave days and lower health plan utilization.

After discussion,

Motion by Commissioner Belgard, seconded by Commissioner Koons, Be It Resolved that the Martin County Board of Commissioners, having already established the Martin County Wellness Program, and supports the programming of the Wellness Committee, hereby approve the CY2020 Wellness Budget in the amount of \$10,000.00; and approve and authorize Tam Plumhoff, Chair of the Martin County Wellness Committee, to sign the required agreements pertaining to the Wellness Program through the South Central Service Cooperative for CY2020; and to authorize the County Coordinator to administer the overall Wellness/Fitness Program and Budget. Carried unanimously.

Jessica Korte, Martin County Auditor/Treasurer, presented a tobacco license application for approval from Town Center SuperValu located at 500 Hwy 4 South in Trimont, MN. Korte noted that all required documentation and fees have been received and are in order.

Motion by Commissioner Koons, seconded by Commissioner Belgard,

R-#24/'20

RESOLUTION

ISSUANCE OF TOBACCO LICENSES FOR 2020

WHEREAS, the County of Martin, MN (County) has established a Tobacco Ordinance (Ordinance) relating to the sale, possession, and use of tobacco in Martin County and to reduce the illegal sale, possession, and use of such items to and by minors, along with compliance with Minnesota Statutes and Rules; and

WHEREAS, applications for a tobacco license to sell tobacco shall be made through the County and its required forms as established by the Ordinance; and

WHEREAS, the Martin County Board of Commissioners (Board) may either approve or deny the license, or delay it for such reasonable period of time as necessary to complete any investigation of the application or the applicant it deems necessary. If the Board approves the application, the County Coordinator shall issue the license. If the application is denied, notice of the denial shall be given to the applicant along with notice of the applicants right to appeal the Board's decision; and,

WHEREAS, all licenses shall be valid under the Ordinance for one calendar year from the date of issuance; and,

NOW, THEREFORE BE IT RESOLVED, that the Martin County Board of Commissioners, hereby approve and authorize tobacco license for the following Retail Establishment, effective April 3, 2020 through April 2, 2021:

- Town Center Inc., d/b/a Town Center Super Valu located at 500 Hwy 4 South in Trimont, MN 56176

Upon this motion made by Commissioner Koons, seconded by Commissioner Belgard, was duly made and passed this 17th day of March, 2020.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Steve Flohrs, Board Chair

ATTEST: _____
Scott Higgins, County Coordinator

Roll Call AYES: Commissioners Smith, Koons, Belgard, and Flohrs. NAYS: None. Commissioner Mahoney was absent. Resolution duly passed and adopted this 17th day of March, 2020.

Terry Viesselman, County Attorney, was present and introduced Amanda Heinrichs-Milburn, newly hired Assistant County Attorney for the Martin County Attorney's Office.

Viesselman reviewed the request received for Martin County Revolving Loan forgiveness in an approximate amount of \$13,000 and noted that no new information has been received from Minnesota Valley Action Council or the Minnesota Housing Finance Agency. Viesselman also noted that his recommendation remains that Martin County should hold tight as there is no advantage to Martin County in forgiving that loan.

Viesselman next presented an updated on Martin County's current court schedule noting the Supreme Court issued one of their Orders saying that only high priority cases would be heard in court right now and that many of the scheduled hearings are cancelled until further notice.

Chairman Flohrs thanked Viesselman for the update.

Trushenski presented her recommendation, along with the recommendation from the Building and Purchasing Committee, to move forward with the modernization of the Fairmont Library Elevator and accept the quote given to us from Minnesota Elevator in the amount of \$64,510.00 for modernization of the elevator and from Dewar Electric in the amount of \$7,890.00 for various electrical needs. Trushenski also recommends scheduling the modernization during the month of August 2020 as this seems to be a quieter time and the Library would purposefully not schedule events at that time that would be held in our lower level. Trushenski noted the elevator modernization is a 50/50 shared cost with the City of Fairmont.

Motion by Commissioner Belgard, seconded by Commissioner Smith, Be It Resolved that the Martin County Board of Commissioners, upon the recommendation of the Library Board and Building/Purchasing Committee, hereby ratify Martin County Library Elevator Modernization with MEI Total Elevator Solutions in the amount of \$64,510.00 and DeWar Electric in the amount of \$7,890.00; and that costs of the Martin County Library Elevator Modernization will be shared 50% with the City of Fairmont. Carried unanimously.

Kevin Peyman, County Engineer, presented a Highway Department Update including that MnDOT has pushed back the Trunk Highway 263 overlay from the year 2021 to 2022; combination of back sloping and snow fencing by the curves going in to the City of Ceylon; the use of both road groomers on the gravel roads is really making a difference and is pleased with the current condition of the gravel roads; curb work on the back of the courthouse parking lot is still planned for 2020 and once the City of Fairmont awards the contract for the Lake Avenue Project he will contact them to get some pricing on that curb and gutter work; and that Martin County's main construction this year will be up in the Truman area – CSAH 52 is going to be our biggest project which basically goes by Prairieland from T.H. 15 all the way to the Faribault County line and Main Street in Truman.

Ashley Brenke, SWCD District Manager, was present and noted she was here two weeks ago with an update on the Watonwan River Watershed Implementation Structure and there was discussion that after the Plan is completed there will be implementation funds available to the watershed and that an organizational structure must be in place in order to receive these funds. Brenke went on to note the Watonwan River One Watershed One Plan Policy Committee recommended using the existing joint powers board of the Greater Blue Earth River Basin Alliance (GBERBA). We had some discussion about that a couple weeks ago and last week the GBERBA Board met and passed a motion to accept those additional responsibilities.

After discussion,

Motion by Commissioner Koons, seconded by Commissioner Belgard, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize the Implementation Process for the Greater Blue Earth River Basin Alliance (GBERBA) to be the fiscal and administrative host of funds for the Watonwan River Watershed One Watershed One Plan. Carried unanimously.

Pam Flitter, Planning and Zoning Director, and Wendy Chirpich, Planning and Zoning Technician, presented a Martin County Septic System Update as to the type and amount of septic systems that are being done in the County. Chirpich noted in 2019 there were 44 systems installed: 14 Mounds, 13 At Grades, 10 In Ground, and 7 Tanks. Chirpich also noted there were 2 Abandonments, 32 Private Inspections with 4 Failed, and 3 Loans with 1 receiving grant dollars.

Chirpich next reviewed the septic system database per township and noted that there are still 526 parcels with no permits on file and we're at 78%.

Septic System Database
February 2020

Township	Permits on File	Total Sites	Missing Permits	% Complete
Cedar	62	98	36	63%
Center Creek	89	106	17	84%
East Chain	106	133	27	80%
Elm Creek	51	87	36	59%
Fairmont	117	128	11	91%
Fox Lake	136	157	21	87%
Fraser	100	122	22	82%
Galena	59	97	38	61%
Jay	72	107	35	67%
Lake Belt	90	103	13	87%
Lake Fremont	52	74	22	70%
Manyaska	125	161	36	78%
Nashville	67	93	26	72%
Pleasant Prairie	97	117	20	83%
Rolling Green	97	126	29	77%
Rutland	141	167	26	84%
Silver Lake	194	230	36	84%
Tenhassen	94	117	23	80%
Waverly	63	90	27	70%
Westford	104	129	25	81%
Total	1916	2442	526	78%

Higgins noted the Blizzard Snowmobile Club Trail Administrator is requesting approval to submit an application on behalf of Martin County to the Minnesota Department of Natural Resources (DNR) – Minnesota Snowmobile Trails Assistance Program for snowmobile maintenance. Higgins went on to note this is a preliminary application and once the DNR has reviewed and awards a grant dollar amount it will be brought before the Board for acceptance and approval.

Motion by Commissioner Smith, seconded by Commissioner Koons,

R-#25/'20

RESOLUTION

Application from the Blizzard Snowmobile Club for Maintenance Funding for the Existing GIA Trail System:

WHEREAS, Martin County, Minnesota desires to apply for maintenance funding for an existing GIA Trail System; and

WHEREAS, by Law of 1975, Chapter 204, Sections 51 and 95, there was appropriated to the Commissioner of Natural Resources, as a grants-in-aid to Local units of government, funds for said purposes; and

WHEREAS, said Martin County will contract with the Blizzard Snowmobile Club, Inc. to apply for this funding to maintain said GIA Trail System.

NOW THEREFORE BE IT RESOLVED, that the Martin County Board of Commissioners approve of the application for maintenance funding for the existing GIA Trail, and that the Chairperson and/or the County Auditor/Treasurer be authorized to sign all documents relating to the program year.

Motion was made by Commissioner Smith, seconded by Commissioner Koons, and carried this 17th day of March, 2020.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Steve Flohrs, Board Chair

ATTEST: _____
Scott Higgins, County Coordinator

Roll Call AYES: Commissioners Belgard, Koons, Smith, and Flohrs. NAYS: None. Commissioner Mahoney was absent. Resolution duly passed and adopted this 17th day of March, 2020.

Leigha Hauglid, Human Resources Manager, was present to recommend the purchase of a new Human Resource Information System (HRIS) that integrates and automates the HR and payroll processes. Hauglid noted the payroll system that we currently are using is very outdated and the functionality is very limited for reporting purposes not only within our offices but also information that the Auditor/Treasurer's Office needs. The Technology Committee and department heads were invited to view two full HRIS suite demos in mid-February. Both the Personnel Committee and the Strategic Plan Technology Committee recommends moving forward to begin contract negotiations with Ascentis. Ascentis' on-demand software suite integrates and automates HR and payroll processes and helps organizations develop and elevate their workforce, supporting greater productivity and advanced performance in the areas of Recruiting and Onboarding, Time and Attendance, HR Core, Payroll Processing, Performance Management, and Manager & Employee Self-Service. Hauglid went on to note the Annual Subscription Fee is a three year contract of \$37,906.00 along with an \$8,852.00 implementation fee. Once a contract is approved it takes about 12-16 weeks for installation and implementation. With the limited capabilities that we have with our current system the transfer of information isn't going to be as seamless as it could be. But, there is a possibility of getting it in place yet this year. Hauglid recommends moving forward with negotiating a contract with Ascentis.

After discussion,

Motion by Commissioner Belgard, seconded by Commissioner Smith, Be It Resolved that the Martin County Board of Commissioners, after review and consideration, hereby approve the quote bid and proceed to purchase the proposed Ascentis Human Resources Information System (HRIS) and Payroll System in the annual amount of \$37,906.00 plus one-time System Implementation cost of \$8,852.00; and to authorize the Board Chair to sign the contract and other required documents with Ascentis for the HRIS and Payroll System; and is contingent upon final review and approval by the County Attorney. Carried unanimously.

Shane Fett, Drainage Inspector, was present to review change orders received for the JD #314 M&F Repair Project.

Change Order No. 2 (\$21,589.68) – is a tile reroute that had to be run. In order for a private tile to get connected in what was originally thought the depth to be it was not quite that depth it was a little lower. So they had to run a tile line about 1,000 feet up to intercept up to that point so that the water could still drain. It is hooked to a pump so although it had a flat grade the pump will take care of the fall and make sure that water can keep flowing. It was necessary to keep the water flowing because it was a private tile. Fett recommends Change Order No. 2 for the JD #314 M&F Repair Project.

Change Order No. 3 – is a request for contract time extension. As you recall Hodgman Drainage Company's original completion date was to be July 31, 2019 and with the bad weather conditions they had to work through the request is to extend the completion time to June 30, 2020. Fett recommends Change Order No. 3 for the JD #314 M&F Repair Project.

After discussion,

Motion by Commissioner Belgard, seconded by Commissioner Koons, Be It Resolved that the Martin County Board of Commissioners, acting as the Drainage Authority for Martin County, hereby approve Change Order No. 2 – Tile Reroute with a net increase of this Change Order in the amount of \$21,383.75 for the JD #314 M&F Repair Project. Carried unanimously.

Motion by Commissioner Belgard, seconded by Commissioner Koons, Be It Resolved that the Martin County Board of Commissioners, acting as the Drainage Authority for Martin County, hereby approve Change Order No. 3 – Contract Completion Extension – Extend completion time to June 30, 2020 for the JD #314 M&F Repair Project. Carried unanimously.

Higgins presented and reviewed the proposed Single and Multi-Family Tax Abatement Program Policy noting the purpose of the Tax Abatement Policy is for new construction of single and multi-family housing and to establish Martin County policy for the use of tax abatement assistance for single and multi-family housing projects. Higgins went on to note the County is granted the power to utilize Tax Abatement by Minnesota Statutes, Sections 469.1812 through 469.1815, as amended (the "Abatement Act"). The public purpose of this policy is to utilize tax abatement assistance to encourage the construction of new single and multi-family homes that would not otherwise occur but for the assistance provided through the proposed assistance.

Higgins continued the County has a shortage of decent, safe and sanitary housing for residents and job seekers in the County. Based on a City of Fairmont Housing Study completed in January 2020 by Community Partners Research, Inc., there is a need for future new rental and owner-occupied housing units in the County to keep up with projected housing needs in the County. The use of tax abatement for new housing units will help alleviate this shortage. The County desires to provide incentives to encourage the construction of new owner occupied and rental residential housing units, and to encourage replacement of dilapidated housing structures within the County. Higgins went on to note the Martin County EDA recommends approval of this Policy and it is being proposed that the duration of the program will be for a five (5) year period, with a ten (10) year abatement period. The applicant will be required to meet the proposed policy, including submitting an application with a proposed fee of \$250.00.

Tim Terfehr, EDA Board Member, was present to note the Martin County EDA worked on this for six months. The start of it was coming together with the City of Fairmont and the School Board to work on the multi-family part and decided to add in the single family section as well trying to spur development in the County. We're also going to work with the other school districts and cities and see if they want to take part.

After discussion,

Motion by Commissioner Belgard, seconded by Commissioner Koons, Be It Resolved that the Martin County Board of Commissioners, hereby approve the proposed Martin County Single and Multi-Family Housing Tax Abatement Policy and includes a \$250 application fee, effective March 17, 2020 through March 17, 2025.

R-#26/19

RESOLUTION

APPROVAL AND ADOPTION OF THE TAX ABATEMENT POLICY FOR NEW CONSTRUCTION OF SINGLE AND MULTI-FAMILY HOUSING COUNTY OF MARTIN, MINNESOTA

WHEREAS, Minnesota Statutes §469.1812 through 469.1815 gives authority to the county of Martin, MN to grant an abatement of taxes imposed by the County if certain criteria are met; and

WHEREAS, the County of Martin, MN has been in discussions with various Governing Bodies in the County of Martin, MN regarding participation in the tax abatement program; and

WHEREAS, the purpose of the Martin County Single and Multi-family Housing Tax Abatement Policy program is to provide incentives to encourage the construction of new owner-occupied and rental residential housing units, encourage replacement of dilapidated housing structures within the County of Martin, MN, to address the shortage of decent, safe, and sanitary housing for residents and job seekers in the County; and that would not otherwise occur but-for the assistance provided through the tax abatement policy; and

WHEREAS, an eligible participant in the program would be any person who constructs a new single-family home or multi-family housing and who files application material and seeks formal approval from the appropriate local jurisdictions per the requirement of the Tax Abatement Policy for the County of Martin, MN; and

WHEREAS, in addition to the statutory requirements, individual applications requesting tax abatement for new residential construction projects in the County of Martin, MN must meet the requirements of the Martin County Tax Abatement Policy for new constructions of Single and Multi-Family Housing before an abatement of taxes will be granted; and

WHEREAS, individual applications requesting tax abatement for new residential construction projects in the County of Martin, MN will come before the Board of Commissioners of Martin County, MN for approval per the requirements of the Tax Abatement Policy for the County of Martin, MN; and

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF MARTIN COUNTY, MINNESOTA, hereby approves and adopts the Tax Abatement Policy for the New Construction of Single and Multi-Family Housing County of Martin, MN, between the years of March 17, 2020 through March 17, 2025, and that the Board of Commissioners retains the authority for final approval of individual projects requesting tax abatement by the County of Martin, MN. Effective this 17th day of March, 2020.

Upon this motion made by Commissioner Belgard, seconded by Commissioner Koons, said resolution was duly made and adopted this 17th day of March, 2020.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Steve Flohrs, Board Chair

ATTEST: _____
Scott Higgins, County Coordinator

Roll Call AYES: Commissioners Smith, Koons, Belgard, and Flohrs. NAYS: None. Commissioner Mahoney was absent. Resolution duly passed and adopted this 17th day of March, 2020.

Higgins noted the Board is being asked to set a public hearing regarding the proposed \$250 Tax Abatement Application for new construction of single and multi-family housing; and to revise liquor license fees.

Korte reviewed liquor license fee information received from surrounding counties and Martin County's current liquor license fees.

After discussion,

Motion by Commissioner Belgard, seconded by Commissioner Koons, Be It Resolved that the Martin County Board of Commissioners, hereby sets a public hearing date on April 21, 2020, at 10:00 a.m., at the Martin County Courthouse, Commissioners Meeting Room, 201 Lake Avenue, Fairmont, Minnesota, to take public testimony and consideration for proposed \$250 Tax Abatement Application for new construction of Single and Multi-Family Housing; and to review and revise Martin County's liquor license fees. Carried unanimously.

Bob Mickelson, ISG, was present via teleconference call to provide an update on the Dome Reconstruction Project. Mickelson noted there's an undercoating that was sprayed on all of the steel that supports the dome structure and some on the other side of all the copper. That was tested for asbestos and unfortunately it came back positive so we have to address the abatement on that. In doing so the concern is the feasibility of being able to remove it so we had IEA who did the testing for us contact a contractor MAVO who regularly deals in abatement. We had a meeting out on the site to get that person familiar with it and understand what we were up against and to see the feasibility of being able to remove that asbestos. We discussed a number of things at that meeting for alternatives and afterwards MAVO and IEA suggested that we do a trial abatement to determine how feasible it is to remove it. They agreed to do that for a fee of approximately \$2,000. The purpose of that is they're going to go up there and try to see just how well that material can be removed and by doing so we'd be able to determine if we can continue on that way. So in other words, if they go up there and the removal process goes well or within reason we would just continue on and adjust our documents slightly to accommodate anything they need. That removal then would just proceed. If the results are poor and it is deemed technically infeasible to do it we may need to look at actually replacing the steel there as opposed to trying to do all of the abatement. The reason why that becomes a more viable option at that point is that there is a lot of work that we're doing to take care of the rust that is on some of those connections and basically stabilize that and make it coated and then when we're done making it last longer. So we actually are dealing with quite a bit of surface contact with that steel there to do that and consequently it requires all of that abatement to be done. So the offset would be that obviously you have the cost of steel, the cost of abatement would hopefully be cheaper, and cost to install the steel, to get cranes there would be additional. So it's kind of weighing all of those costs to see what the better option is. We did talk to the state Historical Society and they obviously prefer that we use the existing steel. I think that's preferred by everybody but clearly there are some other things that we need to consider if we do that. So the goal and the hope, obviously, is to that this test works that they're going to do tomorrow and we can just continue on that way. But, we're kind of just chasing two paths right now to have options available to us dependent upon what we find out on that.

Mickelson went on to note we did change the bid date. We put it off for two weeks from last week. The bid date right now is currently set up for March 26, 2020. If the abatement comes back favorably we feel that we'd be able to maintain that bid date. If it comes back negative and we've got to look at something more drastic like the steel replacement we'd have to adjust it maybe again but I didn't want to send it out a whole long period of time and then extend it unnecessarily knowing that I would have another addendum to address the findings of this abatement and provide further direction to the contractor related to that. So, that will all have to be addressed at that point. The other thing that we'll have to look at too is that the backside of the copper roof there that we have to remove has this material on it as well and part of this test

process is to see what that looks like. It sounds like the best way is that the abatement contractor would actually remove the copper itself because of the insurance and all the legal reasons why they have to do that and then get the copper down on the ground and then we have the discussions on being able to take those pieces back to the contractor's shop in order to fabricate pieces that match. So there might need to be some abatement on the backside of the copper. We've pretty much identified about a fourth of that dome which would include a clock dial, a corner section, and all the way up to the top, be able to take those pieces back to replicate them for the reconstruction so that's also being considered on that part of it. Beyond that we'll know more tomorrow. I have sent emails to a steel supplier regarding what costs of that steel fabrication is. I haven't heard back from them yet so I'll check in again with him on that end of it. I have talked to Renaissance Roofing who helped us on some of the initial assessment of the dome and also some of our plans and specifications. I talked to him and he's waiting to hear the results of this and also assist us with some preliminary costing on which would be the best approach for this.

The Board thanked Mickelson for the update.

Motion by Commissioner Belgard, seconded by Commissioner Smith, hereby moves into closed session pursuant to Minnesota Statute 13D.05 Subd. 2(b) at 11:18 a.m. Carried unanimously.

Those present were Commissioners Smith, Flohrs, Belgard, and Koons. Commissioner Mahoney was absent. Also present were Jessica Korte, Martin County Auditor/Treasurer, Scott Higgins, County Coordinator, Leigha Hauglid, and Human Resources Manager, and Terry Viesselman, County Attorney.

Motion by Commissioner Belgard, seconded by Commissioner Koons, to go back into open session. Carried unanimously.

Meeting returned to open session at 11:32 a.m.

Motion by Commissioner Belgard, seconded by Commissioner Smith, Be It Resolved that the Martin County Board of Commissioners, hereby terminate Katie Poppe's employment with Martin County, effective March 17, 2020. Carried unanimously.

The Board reviewed warrants, Auditor Warrants, and EFT Transactions to be paid March 17, 2020.

Motion by Commissioner Koons, seconded by Commissioner Belgard, Be It Resolved that the Martin County Board of Commissioners, hereby approve Warrants, Auditor Warrants, and EFT Transactions to be paid on March 17, 2020, and includes the Martin County Highway Department and Drainage bills as presented. Carried unanimously.

Warrants received and paid March 17, 2020, are registered on file in the Auditor/Treasurer's Office as follows:

Revenue Fund – Warrants Approved March 17, 2020	\$499,764.32
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Martin County Economic Development Fund	\$ 32,840.13
Solid Waste Management Fund	\$ 32,839.41
Law Library Fund	\$ 1,643.37
Recorder's Compliance Fund	\$ 2,715.00
Building – CIP – Fund	\$ 14,652.92
Human Service Building Fund	\$ 8,112.71
Ditch Fund (Detail)	\$ 645.75
Total	\$593,213.61

Road and Bridge Funds Totaled	\$220,696.93
Martin County Ditch Funds Totaled	\$ 77,839.79

The Board reviewed Reports and Announcements including CY2020 February Monthly Financial Report; MRCI – 2019 Update; Area Career Exploration (ACE) Event on April 8, 2020, has been cancelled due to COVID-19.

The Board discussed request to cancel Martin County Student Government Day scheduled for April 7, 2020.

Motion by Commissioner Belgard, seconded by Commissioner Koons, Be It Resolved that the Martin County Board of Commissioners, hereby cancel Martin County Student Government Day that was scheduled for April 7, 2020, due to COVID-19 pandemic. Carried unanimously.

Jeff Markquart, Martin County Sheriff, was present to update the Board regarding a negative email sent to Senator Rosen related to the proposed Martin County Justice Center.

Commissioners reviewed their calendars of previous and upcoming meetings and activities: March 3, 2020 – Regular Board of Commissioners meeting at 9:00 a.m., Personnel Committee meeting, Lobbyist Conference Call; March 4, 2020 – Meeting with Senator Rosen, Martin County Veterans Memorial Committee meeting; March 5, 2020 – Canvassing Board meeting, Technology Committee meeting, RCEF meeting, Martin County Veterans Memorial Dedication Committee meeting, and Frontier meeting; March 6, 2020 – F-M Joint County Transit Board Executive Board meeting and Prairieland Executive Board meeting; March 9, 2020 – Mayo Stakeholders meeting; March 10, 2020 – Township meetings, Human Services Executive Board meeting, Library Board meeting, Lobbyist Conference Call, and Martin County Substance Abuse Prevention meeting; March 11, 2020 – Department Directors meeting and training at SMEC and Martin County Parks/Trail Committee meeting; March 13, 2020 – Prairieland meeting and GBERBA meeting; March 16, 2020 – Building Committee meeting, Personnel Committee meeting, Human Services full Board meeting, and Department Director's meeting; March 17, 2020 – Regular Board of Commissioners meeting; March 18, 2020 – Lobbyist Conference Call (ask City of Fairmont to pass a Resolution of Support for Martin County's new Justice Center), One Watershed One Plan Conference Call at 1:00 p.m.; March 19, 2020 – Traverse des Sioux meeting in Mankato, MN, Martin County Veterans Memorial Dedication Committee meeting at 1:00 p.m.; March 23, 2020 – Rural Minnesota Energy Board meeting – cancelled; March 25, 2020 – South Central Minnesota Multi-County HRA meeting in Mankato, MN; March 31, 2020 – Martin County Association of Townships meeting; April 1, 2020 – Martin County Veterans

Memorial Committee meeting; April 2, 2020 – RCEF meeting in St. James, MN; April 6, 2020 – regular Martin County EDA meeting – Cancelled; April 7, 2020 – next regular Board of Commissioners meeting at 9:00 a.m.

Higgins noted one staff person will remain at the U of M Extension/4-H Office located at the Martin County Fair Board Office.

With no further business to wit, Motion by Commissioner Koons, seconded by Commissioner Belgard, to adjourn the meeting. Meeting adjourned at 12:04 p.m.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Steve Flohrs, Board Chair

ATTEST: _____
Scott Higgins, County Coordinator