

PROCEEDINGS OF THE
MARTIN COUNTY BOARD OF COMMISSIONERS
TUESDAY, SEPTEMBER 15, 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 via WebEx (videoconferencing due to the COVID-19 Virus pandemic). Commissioners present were Flohrs, Smith, Koons, and Belgard. Commissioner District #2 is vacant. Also present were Scott Higgins, Martin County Coordinator, Terry Viesselman, County Attorney, Jessica Korte, Martin County Auditor/Treasurer, Rod Halvorsen, City of Lakes Media, Jason Sorensen, Sentinel Newspaper, Julie Walters, Administrative Assistant, and members of staff.

The Pledge of Allegiance was recited.

The Martin County Board of Commissioners presented a brief 2020 Employee Recognition Day Program on the front lawn of the courthouse. Chairman Flohrs, on behalf of the Martin County Board of Commissioners, extended thanks and appreciation to Martin County employees for their dedication and service to the citizens of Martin County. Chairman Flohrs also acknowledged and presented certificates to employees reaching milestone service years of 5, 10, 15, 20, 25, and 30 years; and announced the 2020 Awards of Excellence recipients.

Motion by Commissioner Belgard, seconded by Commissioner Koons, Be It Resolved that the Martin County Board of Commissioners, hereby approve the agenda for the September 15, 2020 regular Board of Commissioners meeting with the following addition: 9.16 Consider Engagement of the Fairmont Area Chamber of Commerce to provide Administrative Services related to grants generated through Martin County and the City of Fairmont CARES Act Funding. Carried unanimously.

Motion by Commissioner Koons, seconded by Commissioner Belgard, Be It Resolved that the Martin County Board of Commissioners, hereby approve the minutes from the August 18, 2020 and September 1, 2020 regular Board of Commissioners meetings. Carried unanimously.

Abigail Nesbit, Emergency Management Director, was present via WebEx and provided a COVID-19 pandemic update noting Martin County's current numbers as of September 14, 2020 are 268 total confirmed cases with 16 active cases – with 2 of these active cases currently hospitalized.

Chris Gerhardt, Gerhardt Safety Solutions LLC, was present to provide information on his coordination and campaign for Suicide Prevention and Awareness in Faribault and Martin Counties. Gerhardt presented the Martin County Board of Commissioners with a Proclamation requesting designation of the month of September 2020 as National Suicide Prevention Awareness Month in Martin County.

The Proclamation was read aloud.

Motion by Commissioner Belgard, seconded by Commissioner Smith,

R-#61/'20

PROCLAMATION
National Suicide Prevention Month
September 2020

WHEREAS, September is known as National Suicide Prevention Awareness Month which helps promote resources and awareness around the issues of suicide prevention. It teaches how to help others and how to talk about suicide without increasing the risk of harm; and

WHEREAS, Suicidal thoughts can affect anyone regardless of age, gender or background; and

WHEREAS, Suicide is the second leading cause of death among people age 10-34; and

WHEREAS, Suicide prevention and awareness courses are available to become better educated on the signs of mental health crisis and suicidal ideation and what to do when observing them, with one such free 90-minute course available on Minnesota's National Alliance on Mental Illness website known as Question, Persuade, and Refer (QPR), and

WHEREAS, the County of Martin, Minnesota is no different than any other community in the country, but chooses to publicly state and place our full support behind local educators, mental health professionals, athletic coaches, parents, and more as partners in supporting our community in simply being available to one another; and

WHEREAS, local and national organizations are on the front lines of a battle that many still refuse to discuss in public if there is a need to contact the National Suicide Prevention Lifeline the phone number is 1-800-273-8255; and

WHEREAS, the youth, farmers, veterans, first responders and more of our community should understand throughout life's struggles we all need the occasional reminder that we are all fighting our own battles; and

WHEREAS, we encourage all residents to take the time to inquire as to the wellbeing of their family, friends, and neighbors over the next few days, weeks and beyond to genuinely convey their appreciation for their existence by any gesture they deem appropriate.

NOW THEREFORE BE IT RESOLVED that I, Steve Flohrs, Board Chair for the Martin County Board of Commissioners, do hereby announce and proclaim to all citizens and set seal hereto, designating September 2020 as National Suicide Prevention Awareness Month in Martin County, Minnesota.

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. Proclamation duly passed and adopted this 15th day of September, 2020.

Jim Beattie, representing BevComm, was present to request letters of support from both the County Board of Commissioners as well as County Coordinator Scott Higgins, for BevComm's Border to Border Broadband Development grant application. Beattie noted the total project cost is over \$3.5 million dollars and that most of the project is in Faribault County; but will affect approximately 43 residents of Martin County in an area located north of Huntley and west of Winnebago.

After discussion,

Motion by Commissioner Elliot Belgard, seconded by Commissioner Richard Koons, Be It Resolved that the Martin County Board of Commissioners, in support of BevComm's proposed Broadband Project, for which a portion of the project is in Martin County, and BevComm's Border to Border Broadband Development Grant Program application to the Minnesota Department of Employment and Economic Development (DEED)-Office Of Broadband, hereby approves and authorizes the Board Chair to sign a letter of support for the 2021 BevComm broadband project and grant application. Carried unanimously.

Motion by Commissioner Elliot Belgard, seconded by Commissioner Richard Koons, Be It Resolved that the Martin County Board of Commissioners, in support of BevComm's proposed broadband project, for which a portion of the project is in Martin County, and BevComm's Border to Border Broadband Development Grant Program application to the Minnesota Department of Employment and Economic Development (DEED)-Office Of Broadband, hereby approves and authorizes the County Coordinator to provide a letter of support for the 2021 BevComm broadband project and grant application. Carried unanimously.

Robert Long, Larkin Hoffman Attorneys, was present via WebEx and provided an update on the status of the County's bonding request and recent legislative special sessions.

Chairman Flohrs thanked Long for the update.

Kevin Peyman, County Engineer, was present and provided a Highway Department Update including last week construction slowed down a bit due to rain but the projects are still moving along. Peyman noted currently we are milling the main street in Truman and are hoping to pave that by the end of the week. After paving through Truman then we will jump back and finish the wear course on east CSAH 52 from Highway 15 east to the Faribault County line; then we'll have the shoulder and that type of work. Peyman went on to note the projects are still moving along and we are still hoping to be finished by the end of September

Commissioner Belgard noted this is a critical time for a certain segment of our county population that is going to start in the field this week. I know construction is winding up but I've had people ask me about it already. Are they going to get that done so we can haul grain?

Peyman noted the Truman portion should be done and CSAH 52 is open to traffic and will be done soon. The only other time that there could be a slight delay is if they happen to be paving the driveway(s) right then. They're pretty good about working with the landowners. If they see they're in the field they try to communicate with that when they're going to be coming in and out.

Peyman next opened discussion pertaining to the Annual Road Tour noting the Auditor/Treasurer does not have any parcels that Commissioners need to view nor does the Highway Department have anything that needs to be viewed at this time. Due to having no parcels to view and in light of the COVID-19 pandemic Peyman recommends postponing the Annual Road Tour until next year.

After discussion,

By consensus, it was decided to not conduct the annual Road Tour for 2020.

Chairman Flohrs opened the public hearing to Consider Proposed Property Tax Abatement for Larry and Serena Johnson.

Mike Sheplee, Assessor, was present via WebEx to note Larry and Serena Johnson have applied for the Housing Tax Abatement Program on their property to be built at 423 90th Street in Sherburn, MN. Sheplee went on to note all application requirements have been met and the fee has been paid. Sheplee also noted he visited the property and everything is in order from the Assessor's Office perspective. Abatement to the Johnsons of property taxes to be levied by the County on Parcel ID No. 09.027.1350, in the City of Sherburn, for a period of 10 years and proposed to be abated by the County on the property for the years 2021 through 2030 is estimated to be \$8,466.00.

Chairman Flohrs opened the meeting for public comments in consideration of the proposed property tax abatement. No representatives from the public were in attendance nor was public input or comments submitted in writing received concerning the proposed property tax abatement.

Motion by Commissioner Belgard, seconded by Commissioner Koons, to close the public portion of the meeting. Carried unanimously.

Motion by Commissioner Koons, seconded by Commissioner Smith, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize Board Chair to sign resolution granting Larry and Serena Johnson abatement of property taxes to be levied by the County on Parcel No. 09.027.1350 in the City of Sherburn, MN for a period of 10 years. The total amount of taxes proposed to be abated by the County on the Property for the years 2021 through 2030 is estimated to be \$8,466.00.

MARTIN COUNTY, MINNESOTA

RESOLUTION NO. R-#64/'20

**RESOLUTION APPROVING A PROPERTY TAX
ABATEMENT FOR CERTAIN PROPERTY IN THE
COUNTY**

BE IT RESOLVED by the Board of Commissioners (the “Board”) of Martin County, Minnesota (the “County”), as follows:

Section 1. Recitals.

1.01. Pursuant to Section 469.1813, subdivision 1 of the Act, the County may grant an abatement of all or a portion of the taxes imposed by the County on a parcel of property.

1.02. On March 17, 2020, the Board of the County adopted a resolution establishing the Tax Abatement Policy for New Construction of Single and Multi-Family Housing (the “Policy”) to provide tax abatement assistance for single and multi-family housing projects in the County. 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. Through the Policy, 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.

1.03. The County has received an application from Larry and Serena Johnson (the “Owners”), owners of certain real property located at 423 90th St., in Sherburn, MN as described in Exhibit A attached hereto (the “Property”), to grant a property tax abatement (the “Abatement”) pursuant to the Policy and Minnesota Statutes, Sections 469.1812 to 469.1815, as amended (the “Act”), in connection with the construction of a new single-family home on the Property (the “Project”).

1.04. The County has determined that is reasonable and necessary to provide certain financial assistance to the Owners in order to facilitate the Owner’s plans for the Project and the Property, and to that end, the Board will consider approving the Abatement for the Owners

1.05. The Property is not located in a tax increment financing district.

1.06. On the date hereof, the Board of Commissioners of the County conducted a duly noticed public hearing on the Abatement proposed to be granted by the County to the Owners pursuant to this resolution. The views of all interested persons were heard at the public hearing.

Section 2. Findings.

2.01. The recitals set forth above are incorporated into this resolution.

2.02. It is hereby found and determined that the benefits to the County from the Abatement will be at least equal to the costs to the County of the Abatement for the following reasons:

- (a) The Project will generate additional County tax revenues after the termination of the Abatement, which revenues will exceed the amount of the Abatement itself.
- (b) By helping to enhance the Property, the Abatement will help preserve and increase the value of the Property.

2.03. It is hereby found and determined that the Abatement is in the public interest because such action will increase or preserve the tax base. In addition, the Project will help provide employment opportunities by providing construction jobs and will increase the supply of decent, safe and sanitary housing for residents and job seekers in the County. The Abatement will provide additional housing options in the County which helps satisfy a critical housing goal and need in the County as set forth by the Policy.

Section 3. Actions Ratified; Abatement Approved.

3.01. The Board hereby ratifies all actions of the County's staff in arranging for approval of this resolution in accordance with the Act.

3.02. Subject to the provisions of the Act, the Abatement is hereby approved and adopted subject to the following terms and conditions:

- (a) The term "Abatement" means the real property taxes generated in any tax-payable year by extending the County's total tax rate for that year against the tax capacity of the Project and the Property, excluding the tax capacity of the land and the current value of any existing structures on the Property as outlined in the Policy.
- (b) In accordance with Section 469.1813, subdivision 8 of the Act, in no case shall the Abatement, together with all other abatements approved by the County under the Act and paid in any one year exceed the greater of 10% of the County's net tax capacity for that year or \$200,000 (the "Abatement Cap"). The County may grant any other abatements permitted under the Act after the date of this resolution, provided that to the extent the total abatements in any year exceed the Abatement Cap, the allocation of Abatement Cap to such other abatements is subordinate to the Abatement granted pursuant to this resolution.
- (c) The Abatement shall commence the first year following the date of occupancy of the housing project and continue for 10 years, which is anticipated to be 2021 until 2030. The

total amount of the taxes proposed to be abated by the County on the Property for the years 2021 through 2030 is estimated to be \$8,466.00.

(d) In no event shall the payment of the Abatement to the Owners be for more than ten (10) years.

(e) The Abatement is subject to modification in accordance with the Act and in accordance with the County's Policy.

(f) In accordance with Section 469.1815 of the Act, the County will add to its levy in each year during the term of the Abatement the total estimated amount of current year Abatement granted under this resolution.

(g) The County makes no warranties or representations regarding the amount of the Abatement.

(h) The Owners shall comply with all terms of the Policy. In the event of any conflict between this resolution and the Policy, the Policy shall control.

(i) The County shall provide the Abatement payment on a pay as you go basis in accordance with the Policy.

(j) The Abatement shall be null and void if construction of the Project is not commenced within 1 year of the approval of this resolution

Section 4. Implementation. The Board Chair and the County Coordinator are

authorized and directed to execute and deliver any agreements, certificates, or other documents that the County determines are necessary to implement this resolution.

Section 5. Effective Date. This resolution is effective upon the adoption of this resolution.

Approved by the Board of Commissioners of Martin County, Minnesota, this 15th day of September, 2020.

MARTIN COUNTY, MINNESOTA

Steve Flohrs, Board Chair

Attest:

Scott Higgins, County Coordinator

EXHIBIT A TO ABATEMENT RESOLUTION

THE PROPERTY

PID Number: 09.027.1350

Roll Call AYES: Commissioners Belgard, Smith, Koons, and Flohrs. NAYS: None. Resolution duly passed and adopted this 15th day of September, 2020.

Chairman Flohrs opened the public hearing to Consider the Watonwan River Comprehensive Watershed Management Plan.

Ashley Brenke, District Manager Martin SWCD, was present via WebEx, along with Tyler Ask, Martin SWCD Board Member, Watonwan One Watershed One Plan. Brenke noted the Watonwan Watershed Plan is the first of three watersheds we will plan on. We're transitioning from our County Water Plan to a Watershed Plan. Commissioner Flohrs was the commissioner representative to the Policy Committee. We are partnering with six (6) counties and six (6) SWCD's on this Plan. The Executive Summary is included in your packets. Issues identified in the Watonwan Plan are similar to our County Water Plan and include issues related to surface water, ground water, habitat and recreation, local knowledgebase, and land stewardship. The issues are identified and then goals are established from those issues and then measurable targets are set so progress can be tracked. A big part of this plan is identifying implementation activities to achieve goals related to the Watonwan Watershed. Brenke also noted Pam Flitter and her team at Planning and Zoning also assisted with this Plan.

Chairman Flohrs opened the meeting for public comments in consideration of the proposed Watonwan River Comprehensive Watershed Management Plan. No representatives from the public were in attendance nor was public input or comments submitted in writing received concerning the proposed Watonwan River Comprehensive Watershed Management Plan.

Motion by Commissioner Koons, seconded by Commissioner Belgard, to close the public portion of the meeting. Carried unanimously.

Motion by Commissioner Belgard, seconded by Commissioner Smith, Be It Resolved that the Martin County Board of Commissioners, hereby approve and adopt the draft Watonwan River Comprehensive Watershed Management Plan. Roll Call AYES: Commissioners Belgard, Smith, Koons, and Flohrs. NAYS: None.

Corey Klanderud, Chief Deputy-Martin County Sheriff's Office, was present via WebEx to recommend the hire of James Tietje to fill a full time Deputy position. Klanderud noted this is a replacement hire in the Martin County Sheriff's Office.

Motion by Commissioner Belgard, seconded by Commissioner Smith, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize the hire of James Tietje as a full time Deputy Sheriff for the Martin County Sheriff's Office at Grade 14 Step 7 at \$35.08/hour, effective October 18, 2020; and is eligible for benefits and employment terms and conditions per Union Contract as it applies to this position. Carried unanimously.

Klanderud noted the Martin County Sheriff's Office has received and accepted the resignation of Abigail Nesbit, Emergency Management Director for Martin County, effective September 23, 2020 and asks the Board to do the same. Klanderud went on to note the Martin County Sheriff's Office recommends advertising for recruitment to fill the vacancy.

Motion by Commissioner Smith, seconded by Commissioner Belgard, Be It Resolved that the Martin County Board of Commissioners, hereby accept the resignation of Abigail Nesbit as Emergency Management Director for Martin County, effective September 23, 2020. Carried unanimously.

Motion by Commissioner Belgard, seconded by Commissioner Koons, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize recruitment to fill the Emergency Management Director vacancy in the Martin County Sheriff's Office. Carried unanimously.

Klanderud continued requesting out of state travel for two deputies to attend training at Camp Dodge, Iowa. Klanderud noted lodging and meals during training will be paid for except for incidentals traveling to and from the training. Deputy Ballard will be attending training September 20-23, 2020 and Deputy Lamack will be attending training September 21-24, 2020.

Motion by Commissioner Belgard, seconded by Commissioner Koons, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize the out of state travel for Deputy Ballard to attend training at Camp Dodge, IA September 20-23, 2020; and for Deputy Lamack to attend training at Camp Dodge, IA September 21-24, 2020; and that lodging and meals during the training will be paid for except for incidentals traveling to and from the training. Carried unanimously.

Sheplee, representing the Martin County Technology Committee, was present via WebEx and reviewed the REVIZE website redesign and Web Services Sales Agreement. Sheplee noted the Strategic Technology Committee appointed a committee to seek out bidders to rewrite the County's website. This committee was composed of Jessica Korte, Kathy Peterson, Laura Odgren, Leigha Johnson, Mike Sheplee, Paul Luther, Sarah Halvorsen, and Wendy Chirpich. We undertook the project beginning in March 2020 and a little before that we had come up with some criteria that we would like by interviewing others around the courthouse and administration what would you like the website to do, what possibilities do you want us to consider as we look for a vendor, and we looked at websites around the state to see which ones appeal to us and then we determined who wrote those websites and we pursued those vendors. Sheplee went on to note in March and April 2020 we interviewed and looked at presentations from five (5) different vendors and they had six (6) different offerings. In May 2020 we graded the vendors based on what we had seen and other research we had done and determined which top three (3) we wanted to pursue. And those top three were REVIZE, Civic Plus, and Gov Office. We gave those three (3) an opportunity to give us another presentation, to a larger group, that included department heads and the Strategic Technology Committee. All three of them did their presentations and they also had their written proposals in-hand which were available for review, including costs. Of those three vendors, on the day that we looked at them, the consensus was that REVIZE was top pick. Sheplee also noted cost-wise I think that the pricing on all of them was hard to

compare so I did a total four year cost which is everything from starting today to rewrite the system and loading it and training and keeping it up-to-date as far as technology. We will be the content masters of our own website now. We, meaning people around the courthouse - department heads, people that are identified as those who are going to be updating content, and from IT. Providers will host and keep the technology up. REVIZE in particular offers a no obligation rewrite if we decide we want to rewrite the whole website in year four. There's no additional cost to do that. Sheplee noted initial fees for the purchase of products and services provided by REVIZE for the 8 Phase redesign project is \$14,600; with subsequent payment schedule including Annual Hosting and Maintenance. Sheplee also noted REVIZE carries the load on rewriting the system. But, Martin County has some responsibility to provide input into what we want. So there are some requirements for hours starting ASAP with Week 1 whenever we get agreement from them to start work through the entire project. It is not heavy involvement but it does need someone to be responsible for it.

Much discussion ensued regarding payment for the development and redesign of a new County website; and what the annual hosting and maintenance fees were.

After discussion,

Motion by Commissioner Belgard, seconded by Commissioner Smith, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize the Board Chair to sign the REVIZE Web Services Sales Agreement in the amount of \$14,600 for the development and redesign of a new County website; and Website Redesign Hosting and Maintenance Fees in the amount of \$2,900 annually for a period of three years. Carried unanimously.

Pam Flitter, Planning and Zoning Director, was present via WebEx and presented a program update including the Township Parcel Improvement List and then the other one is our Feedlot Program. The Planning and Zoning Office received the Township Parcel Improvement List from the Assessor's Office on March 18, 2020. We had a total of 45 that we received. We reviewed each site individually before we sent the letters. The first batch of letters were mailed out in April 2020. We spaced out the mailings primarily not to jeopardize our current workload. Although we were facing the COVID-19 pandemic we were very busy in our agricultural and our shoreland this year. So with that being said 45 letters were sent and as of today 40 are completed and 2 of them have been forwarded to the county attorney's office and we have 3 yet that we are working with those people. The Planning and Zoning Office is required to administer and enforce our ordinances that are put into place. The current ordinances have taken a lot of time to do through the Planning Commission numerous public hearings and adopted by our elected officials. I would like to say that I feel that with the "After the Fact" that we have done, we have done very well. Many of the responses that we heard from those people were that they didn't know they needed a permit or that they forgot to get a permit. Like many laws that are put into place, not just Planning and Zoning, some of them we agree with and some of them we don't. Laws should be put in place or changed not for a handful or a couple of people and it really is important to realize that we are here to protect the public welfare and safety of all the people in Martin County and not just the ones who complain.

Flitter continued we had 119 feedlot inspections scheduled for this year and 58 of them have been completed. We were shut down with the COVID-19 and we had a slow start but we are now doing approximately 3 (inspections) a week. We have met our 7% requirement for grant purposes. We have 5 new construction hog barns, 2 are county permitted and 3 are state permitted. And then on July 20, 2020 we had our mid-year review with the Minnesota Pollution Control Agency and we passed all that criteria for our grant so we're doing well there. I just lastly want to sincerely thank all the staff in the Planning and Zoning Office. We have not had an easy year with COVID-19 and trying to schedule inspections and working with even the septic contractors doing soils. They do such a great job at doing their job and understanding and working with the COVID-19.

Mike Forstner, Drainage Administrator, was present to recommend acceptance of a Petition for an Improvement to CD #27. The Petition has been reviewed by Kurt Deter, (legal counsel for Drainage Matters to the County Board) with the opinion that the Petition meets the requirements for an Improvement Petition under Minnesota Statutes 103E.215. Forstner went on to note he has spoken with the petitioner and recommends that ISG be appointed as engineer for the proposed project.

Motion by Commissioner Koons, seconded by Commissioner Smith, Be It Resolved that the Martin County Board of Commissioners, acting as the Drainage Authority for Martin County, hereby accept the Petition for an Improvement to CD #27. 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 appoint ISG Architects and Engineers as engineer for the proposed Improvement Project. Carried unanimously.

Cassie Nordquist, USI Insurance, was present to review the County's current Health Insurance Plans with BlueCross and BlueShield through the South Central Services Cooperative along with the 105 Plan (ThrivePass). Nordquist noted the County received a health insurance renewal of 25.1% INCREASE. The Coop released it at a 14% INCREASE and USI was able to negotiate it to a 9% INCREASE without a market check.

Nordquist reviewed the County's current Health Insurance Plans including Plan C - \$1,000 Deductible Single and \$2,000 Deductible Family (In-Network), and HSA Plan - \$6,650 Deductible Single and \$13,300 Deductible Family; and Martin County 2020 Contributions.

Nordquist next reviewed spreadsheets of the 2020 current premium contributions versus 2021 proposed plan contribution changes including increasing the per member per month cost from \$70 up to \$80 due to Plan costs running higher than projected and if the County made no change to the employees' contribution with the 9% increase and with the increase projected per member per month you're looking at about a \$216,000 maximum increase for the County.

Nordquist then reviewed the employees' contribution with a 9% increase proposing to increase Plan C single to go up to \$20 per month keeping the HSA single FREE and then passing on a 9% increase to the family tier for both plans. Nordquist noted what this does versus the no employee

change it gets you about \$39,000 off of that figure. So it is basically taking \$39,000 increase in cost and passing it on to the employees.

Nordquist next reviewed the employees' contribution with a 15% increase keeping the Plan C single at \$20 per month and keeping the HSA single free and passing on a 15% increase to the family tier for both plans with approximately \$57,000 passed on to the employees.

Nordquist continued and reviewed the employees' contribution with a 20% increase again keeping the Plan C single at \$20 per month and keeping the HSA single free and passing a 20% increase to the family tier for both plans with approximately \$72,000 passed on to the employees.

Much discussion ensued pertaining to the County's CY2021 projected \$68,000 budget shortfall if the County opts for the 9% share in the increased health insurance costs.

After review and discussion,

No action taken establishing the 2021 non-union health insurance contributions for the health plans offered by the County.

Steve McDonald, MIS Director, was present via WebEx and reviewed a list of obsolete computer equipment that is old and no longer usable and is being stored at the Prairie Lakes Transit Facility. McDonald noted we have recycled for use what we could and recommends deeming this equipment as obsolete and non-usable so it can be disposed of properly. McDonald also noted that Sentencing to Service (STS) will recycle the obsolete equipment.

Motion by Commissioner Smith, seconded by Commissioner Belgard, Be It Resolved that the Martin County Board of Commissioners, hereby approve the disposal of County surplus/obsolete computer equipment to be disposed/recycled by Martin County's Sentencing to Service Program. Carried unanimously.

McDonald next noted as the MIS Director and IT Local Agency Security Officer (LASO) for the Law Enforcement Criminal Justice network, there are now required policies that have to be in place and available for viewing if requested during internal IT audits conducted by the Bureau of Criminal Apprehension (BCA) or the FBI. McDonald went on to note during this online Information Technology Security Audit the required policies were listed that need to be available upon request during any IT audit. These policies are used in conjunction with the main FBI/BCA Criminal Justice Information Services (CJIS) Policy. McDonald also noted copies of the policies have been routed to Sheriff Markquart and Captain Klanderud for viewing. McDonald recommends adopting the Criminal Justice Information Services Policies.

Motion by Commissioner Koons, seconded by Commissioner Belgard, Be It Resolved that the Martin County Board of Commissioners, hereby approve and adopt the Martin County Criminal Justice Information Services (CJIS) Security Policy as presented, effective September 15, 2020. Carried unanimously.

McDonald concluded with a brief MIS Office Update.

George Eilertson, Northland Securities, was present to review the Municipal Advisory Service Agreement in the amount of \$56,212 between Martin County and Northland Securities, Inc. (NSI) where NSI will provide Martin County advice on the structure, terms, timing and other matters related to the issuance of the General Obligation Bonds, Series 2020A, serving in the role of municipal (financial) advisor.

After review and discussion,

Motion by Commissioner Smith, seconded by Commissioner Koons, Be It Resolved that the Martin County Board of Commissioners, whereas the County desires to use the services of Northland Securities related to the issuance of General Obligation Bonds for various Capital Improvement projects and Drainage projects, and to include fees in the amount of \$56,212.00 for services as listed in the Agreement, hereby approve and authorize the Board Chair to sign the Municipal Advisory Service Agreement between the County of Martin, MN and Northland Securities, Inc. Carried unanimously.

Bill Fahey, Northland Securities and Financial Consultant of the County, was present to review Martin County's Financial Plan outlining the recommended terms for the issuance of \$7,130,000 General Obligation Bonds, Series 2020A, from which the Bonds will be used to finance Improvements to the County Courthouse, Human Resources Building, and County Garage Facility with the "CIP" Portion; and Improvements to Judicial Ditch #9 and to Judicial Ditch #91 with the "Ditch" Portion.

Fahey next presented and reviewed a resolution Providing for the Issuance and Sale of General Obligation Bonds, Series 2020A, in the Proposed Aggregate Principal Amount of \$7,130,000 (\$3,045,000 Capital Improvement Plan Bonds, and \$4,085,000 Drainage Ditch Bonds).

After review,

Motion by Commissioner Belgard, seconded by Commissioner Smith, Be it Resolved that the Martin County Board of Commissioners, hereby receive and file Martin County's Finance Plan for the issuance of \$7.13 million General Obligation Bonds, Series 2020A. Carried unanimously.

Motion by Commissioner Smith, seconded by Commissioner Koons, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize the Board Chair to sign resolution Providing for the Issuance and Sale of General Obligation Bonds, Series 2020A, in the Proposed Aggregate Principal Amount of \$7,130,000 (\$3,045,000 Capital Improvement Plan Bonds, and \$4,085,000 Drainage Ditch Bonds).

RESOLUTION NO. R-#62/'20

RESOLUTION PROVIDING FOR THE ISSUANCE AND SALE OF
GENERAL OBLIGATION BONDS, SERIES 2020A,
IN THE PROPOSED AGGREGATE PRINCIPAL AMOUNT OF \$7,130,000

BE IT RESOLVED By the Board of Commissioners of Martin County, Minnesota (the “County”) as follows:

1. Background. It is hereby determined that:

(a) CIP Bonds.

(i) The County is authorized by Minnesota Statutes, Section 373.40, as amended, and Minnesota Statutes, Chapter 475, as amended (collectively, the “CIP Act”) to finance certain capital improvements under an approved capital improvement plan by the issuance of general obligation capital improvement bonds payable from ad valorem taxes. Capital improvements include the acquisition or betterment of public lands, buildings, or other improvements within a county for the purpose of a County courthouse, administrative building, health or social service facility, correctional facility, jail, law enforcement center, hospital, morgue, library, park, qualified indoor ice arena, roads and bridges, public works facilities, fairground buildings, and records and data storage facilities, and the acquisition of development rights in the form of conservation easements under Minnesota Statutes, Chapter 84C. Capital improvements do not include a recreation or sports facility building (such as, but not limited to, a gymnasium, ice arena, racquet sports facility, swimming pool, exercise room or health spa), unless the building is part of an outdoor park facility and is incidental to the primary purpose of outdoor recreation.

(ii) The County prepared its Five-year Capital Improvement Plan for the Years 2020 through 2024 (the “Capital Improvement Plan”), and the Board approved the Capital Improvement Plan on July 21, 2020, after a duly noticed public hearing. No petition requesting a referendum regarding the issuance of bonds pursuant to the Plan was filed with the County within 30 days after the public hearing in accordance with the CIP Act.

(iii) Under the Capital Improvement Plan, the County is authorized to issue one or more series of general obligation capital improvement bonds to finance a portion of the improvements outlined in the Capital Improvement Plan (the “Capital Improvements”) in the maximum principal amount of \$5,000,000.

(iv) It is necessary and expedient to the sound financial management of the affairs of the County to issue general obligation capital improvement plan bonds (the “CIP Bonds”), in the proposed aggregate principal amount of \$3,045,000, pursuant to the CIP Act to provide financing for a portion of the Capital Improvements.

(v) As required by the CIP Act, the County has determined that: (i) the expected useful life of the Capital Improvements to be financed with the CIP Bonds will be at least five (5) years; and (ii) the amount of principal and interest due in any year on all outstanding bonds issued by the County under the CIP Act, including the CIP Bonds, will not exceed 0.12 percent of the estimated market value of property in the County for taxes payable in 2020.

(b) Ditch Bonds.

(i) The County is authorized by Minnesota Statutes, Chapters 103E and 475, as amended, specifically Section 103E.635, as amended (collectively, the “Drainage Ditch Act”), to issue general obligation bonds to finance the County’s allocable share of costs in connection with the construction, improvement or repair of a drainage system. The County Board has determined to issue general obligation drainage ditch bonds in the approximate aggregate principal amount of approximately \$4,085,000 to finance construction or repair of certain drainage ditches in the County, as described below.

(ii) As authorized by the Act, contracts have been awarded or will be awarded for the construction, improvement or repair of drainage ditch systems for Judicial Ditches 9 and 91 (collectively, the “Drainage Ditch Improvements”), and assessments have been or will be levied for the Drainage Ditch Improvements.

(iii) It is necessary and expedient to the sound financial management of the affairs of the County to issue general obligation drainage ditch bonds (the “Drainage Ditch Bonds”), in the proposed aggregate principal amount of \$4,085,000, pursuant to the Drainage Act to provide financing for a portion of the Drainage Ditch Improvements.

2. Sale of Bonds.

(a) It is necessary and expedient to the sound financial management of the affairs of the County to issue its General Obligation Bonds, Series 2020A (the “Bonds”), comprised of the CIP Bonds and the Drainage Ditch Bonds described above, in one or more series and in the proposed aggregate principal amount of \$7,130,000, which amount is subject to adjustment, pursuant to the CIP Act and the Drainage Ditch Act (collectively, the “Act”) to provide financing for the Capital Improvements and the Drainage Ditch Improvements. The Bonds will be issued, sold and delivered in accordance with the terms of the Notice of Sale attached as Exhibit A.

(b) The City is authorized by Section 475.60, subdivision 2(9) of the Act to negotiate the sale of the Bonds, it being determined that the City has retained an independent municipal advisor in connection with such sale.

3. Authority of Municipal Advisor. Northland Securities, Inc. is authorized and directed to negotiate the sale of the Bonds in accordance with the Notice of Sale. The Board of Commissioners will meet at 9:00 a.m. on Tuesday, October 20, 2020, to consider proposals on the Bonds and take any other appropriate action with respect to the Bonds.

4. Authority of Bond Counsel. The law firm of Kennedy & Graven, Chartered, as bond counsel for the County, is authorized to act as bond counsel and to assist in the preparation and review of necessary documents, certificates and instruments relating to the Bonds. The officers, employees and agents of the County are hereby authorized to assist Kennedy & Graven, Chartered in the preparation of such documents, certificates, and instruments.

5. Covenants. In the resolution awarding the sale of the Bonds, the Board of Commissioners will set forth the covenants and undertakings required by the Act.

6. Official Statement. In connection with the sale of the Bonds, the officers or employees of the County are authorized and directed to cooperate with Northland Securities, Inc. and participate in the preparation of an official statement for the Bonds and to execute and deliver it on behalf of the County upon its completion.

The motion for the adoption of the foregoing resolution was duly seconded by Commissioner Koons, and upon vote being taken thereon the following members voted in favor of the motion: Commissioners Belgard, Koons, Smith, and Flohrs.

and the following voted against: None.

whereupon the resolution was declared duly passed and adopted.

STATE OF MINNESOTA)
)
COUNTY OF MARTIN)

I, the undersigned, being the duly qualified and acting County Auditor/Treasurer of Martin County, Minnesota (the “County”), hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of the Board of Commissioners of the County held on Tuesday, September 15, 2020, with the original minutes on file in my office and the extract is a full, true and correct copy of the minutes, insofar as they relate to the issuance and sale of approximately \$7,130,000 General Obligation Bonds, Series 2020A of the County.

WITNESS My hand as County Auditor/Treasurer and the corporate seal of the County this 15th day of September, 2020.

County Auditor/Treasurer
Martin County, Minnesota

Roll Call AYES: Commissioners Belgard, Koons, Smith, and Flohrs. NAYS: None. Resolution duly passed and adopted this 15th day of September, 2020.

Higgins reviewed quotes received from MEI Total Elevator Solutions and Thyssenkrupp Elevator Corporation for required upgrade to the Otis Elevator at the Human Resource Building.

Higgins noted the Building/Purchasing Committee has reviewed the quotes and recommends the elevator upgrade. Higgins noted MEI appears to be low bid.

MEI Total Elevator Solutions		ThyssenKrupp Elevator Corporation	
Otis Elevator Repair Proposal	\$ 87,030	Otis Elevator Repair Proposal	\$ 77,052
DeWar Electric Bldg Upgrades	\$ 14,307	Warranty Period Maintenance	\$ 2,100
Total Estimate	\$101,337	Related Bldg System Upgrades	\$ 35,260
		Total Estimate	\$114,412

After review and discussion,

Motion by Commissioner Koons, seconded by Commissioner Belgard, Be It Resolved that the Martin County Board of Commissioners, due to the need for Human Resource Building Otis Elevator modernization, hereby approve and authorize the Board Chair to sign the Modernization Proposal for the Human Resource Building Otis Elevator Repair with MEI Total Elevator Solution and DeWar Electric in the combined project amount of \$101,337.00. Carried unanimously.

Higgins and Korte noted after additional revisions the preliminary CY2021 budget is currently at a 2.64% increase from 2020 to 2021 Levy. The Board may reduce the proposed levy that will be set at the next regular Board of Commissioners meeting; but, cannot increase the levy from the amount set on that date.

Higgins presented an updated version of the budget with the health insurance information to the Board.

Much discussion ensued regarding proposed levy increase from 2.64% increase to 3.26% increase from 2020 to 2021 Levy due to health insurance renewal increases. Commissioners cannot increase the levy that is set today; however, they may decrease the levy.

After further discussion,

Motion by Commissioner Koons, seconded by Commissioner Smith, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize resolution Establishing the Preliminary Tax Levy for Year 2021 which equates to a 3.26% increase.

R-#63/'20

R E S O L U T I O N

PROPOSING PRELIMINARY TAX LEVY FOR CY2021

WHEREAS, the Martin County Board of Commissioners met to review the recommended 2021 budget; and

WHEREAS, the 2021 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 15, 2020, following discussion by the Martin County Board of Commissioners, the Board set the 2021 proposed levy at \$17,670,184 which equates to a 3.26% increase over CY2020 levy; with proposed expenditures in the amount of \$28,701,468 and revenues in the amount of \$11,107,188.

BE IT FURTHER RESOLVED THAT BEFORE ADOPTION OF THE FINAL 2021 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 CY2021 Budget will be held on Tuesday, December 1, 2020 at 6:00 p.m. in the Commissioners Board Room – Room No. 103 – First Floor of Courthouse – Fairmont, MN.

Upon Motion made by Commissioner Koons, seconded by Commissioner Smith, and unanimously carried, said resolution was duly passed and adopted this 15th day of September, 2020.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Steve Flohrs, Board Chair

ATTEST: _____
Scott Higgins, County Coordinator

Roll Call AYES: Commissioners Koons, Smith, Belgard, and Flohrs. NAYS: None. Resolution duly passed and adopted this 15th day of September, 2020.

Higgins reviewed a resolution to establish a Small Business Grant Program for Martin County funded by CARES Act Funds. The Board has allocated \$750,000 of the County's CARES Act Funds for grants to small businesses within the County. The recommended amount of each grant is from \$500 up to \$10,000. Additionally, the City of Fairmont allocated \$250,000 to the Small Business Grant Program for a total of \$1,000,000 grant funds available to small businesses adversely affected by the COVID-19 pandemic. Higgins noted the County and City of Fairmont are proposing to collaborate with a joint application and administration of the Small Business Grant Program.

After discussion,

Motion by Commissioner Belgard, seconded by Commissioner Koons,

R-#65/'20

A RESOLUTION APPROVING THE CREATION OF A SMALL BUSINESS GRANT PROGRAM TO BE FUNDED BY FUNDS RECEIVED THROUGH THE FEDERAL

CORONAVIRUS RELIEF FUND FOR STATE, TERRITORIAL, LOCAL AND TRIBAL GOVERNMENTS.

WHEREAS, the County of Martin is supportive of its small businesses; and,

WHEREAS, the small business community has been severely impacted by the closures required to protect the health of the public as part of COVID-19; and,

WHEREAS, the State of Minnesota has allocated federal Coronavirus Relief Funds for State, Territorial, Local and Tribal Governments to cities to cover eligible expenses which includes the opportunity to establish small business grant programs; and,

WHEREAS, the County of Martin, MN is making every effort to support local small businesses during these difficult times.

NOW, THEREFORE, BE IT RESOLVED, by the Martin County Board of Commissioners as follows:

1. The County of Martin County, MN is creating a Small Business CARES Act Grant Program that will provide grants in an amount of \$500 to \$10,000 to eligible businesses.
2. The County of Martin County, MN will fund the grant program with \$750,000 of the funds received through the federal Coronavirus Relief Funds for State, Territorial, Local and Tribal Governments received from the State of Minnesota.
3. Businesses must meet all of the following criteria to be eligible:
 - a. Profit or non-profit business with a physical location in Martin County
 - b. Fewer than 50 full-time equivalent employees (Non-profits must have at least one full-time employee)
 - c. Have been in operation for at least 12 months prior to March 1, 2020
 - d. Registered and in good standing with the Minnesota Secretary of State
 - e. Current on all property taxes
 - f. Demonstrate a significant loss of revenue/income due to business interruption or closure related to COVID-19
4. The following businesses would be ineligible:
 - a. Corporate chains, multi-state chains (franchise owners are eligible)
 - b. Businesses that primarily sell pawned merchandise, guns, tobacco, or vaping products
 - c. Businesses that derive income from passive investments; business-to business transactions; real estate transactions; property rentals or property management
 - d. Businesses comprised of legal practitioners, insurance sector, or financial institutions
 - e. Businesses that derive any income from adult entertainment or gambling
 - f. Businesses late in payments to any creditors by 60 days or more as of February 29, 2020

- g. Businesses that are permanently closed as of the date of application
5. The grant program can be used by a small business to reimburse the following expenses incurred between March 1, 2020 and August 31, 2020.
- a. Rent/mortgage - Home-based businesses may only be reimbursed for a percentage of their rent/mortgage equal to the percentage claimed as a home office on their income tax.
 - b. Utilities - Home-based businesses may only be reimbursed for a percentage of their utilities equal to the percentage claimed as a home office on their income tax.
 - c. PPE
 - d. Operating Expenses related to re-opening
 - e. Other critical non-payroll expenses

Motion by Commissioner Belgard, seconded by Commissioner Koons, said resolution was duly passed and adopted this 15th day of September, 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.
Resolution duly passed and adopted this 15th day of September, 2020.

Higgins presented and reviewed an Administrative Services Contract from the Fairmont Area Chamber of Commerce for administrative services related to the economic assistance grants generated through Martin County and the City of Fairmont CARES Act funding for \$150 per application. Any printing will be provided at a cost of \$0.03 per page. Additionally, Martin County and the City of Fairmont agree to hold the Fairmont Area Chamber of Commerce harmless for any loss, damage, or legal liability while completing the services. An itemized statement will be provided to Martin County for 75% of the total cost and to the City of Fairmont for 25% of the total cost at the end of the grant cycle.

Discussion ensued pertaining to drop off location(s) of completed economic assistance grant applications.

After review and discussion,

Motion by Commissioner Belgard, seconded by Commissioner Koons, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize Board Chair to sign the Administrative Services Contract in the amount of \$150.00 per application with the Fairmont

Chamber of Commerce related to the economic assistance grants generated through Martin County and the City of Fairmont CARES Act Funding. Carried unanimously.

The Board reviewed Warrants, Auditor Warrants, and EFT Transactions to be paid September 15, 2020.

Motion by Commissioner Koons, seconded by Commissioner Smith, Be It Resolved that the Martin County Board of Commissioners, hereby approve Warrants, Auditor Warrants, and EFT Transactions to be paid on September 15, 2020, and includes the Highway Department bills and Drainage bills as presented. Carried unanimously.

Warrants received and paid September 15, 2020, are registered on file in the Auditor/Treasurer's Office as follows:

Revenue Fund – Warrants Approved September 15, 2020	\$105,159.36
Enhanced 9-1-1 Fund	\$ 1,257.10
Sheriff's Contingency Fund	\$ 78.66
Martin County Economic Development Fund	\$ 23,729.61
Solid Waste Management Fund	\$ 34,002.42
Law Library Fund	\$ 19.61
Recorder's Compliance Fund	\$ 2,715.00
Ind. Sewage Treatment System Loan Fund	\$ 31,940.14
Building-CIP-Fund	\$127,217.13
Human Service Building Fund	<u>\$ 6,789.85</u>
Total	\$332,908.88
Road and Bridge Funds Totaled	\$135,093.53
Martin County Ditch Funds Totaled	\$ 96,250.76

The Board reviewed Reports and Announcements including the August 2020 Monthly Financial Report.

Commissioners reviewed their calendars of previous and upcoming meetings and activities: September 2, 2020 – CARES Act meeting, Martin County Veterans Memorial Committee meeting; September 3, 2020 – RCEF meeting in Mankato, Technology Committee meeting, evening FORUM; September 7, 2020 – Labor Day Holiday – Courthouse Closed; September 8, 2020 – Human Services Executive Committee meeting, Library Board meeting; September 9, 2020 – Department Directors meeting at 8:30 a.m., EDA Executive Board meeting; September 10, 2020 – Soil and Water Committee meeting, F-M Joint County Transit Executive Committee meeting, Economic Outlook, State of Elections, Advocating Deficits meetings; September 11, 2020 – Prairieland meeting, GBERBA meeting, CARES Act meeting; September 14, 2020 – AMC Human Services Policy Committee meeting, AMC Natural Resources Policy Committee meeting, Ribbon Cutting Ceremony at Live Fit Sport and Wellness Center, regular Martin County EDA meeting; September 16, 2020 – South Central MN Multi County HRA virtual meeting; September 17, 2020 – Travers des Sioux Library meeting, AMC Human Services Policy Committee meeting; September 21, 2020 – SHIP and MVAC meetings; September 22,

2020 – Human Services meeting, Convention and Visitor’s Bureau meeting, Traverse des Sioux Library meeting; September 24, 2020 – Commissioner Smith has been asked to be on a panel for the DNR. The DNR is hosting a meeting about land acquisitions in counties and why it works in Martin County and not in a lot of other counties, South Central EMS meeting in Eagle Lake, MN, Water Plan Committee meeting; September 28, 2020 – Rural Minnesota Energy Board meeting; October 5, 2020 – regular Martin County EDA meeting (virtually) at 5:15 p.m. – Commissioners Meeting Room – Martin County Courthouse; October 6, 2020 – next regular Board of Commissioners meeting (virtually) at 9:00 a.m. – Commissioners Meeting Room – Martin County Courthouse.

Motion by Commissioner Belgard, seconded by Commissioner Koons, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize per diems and expenses for Commissioner Smith to attend and participate on Department of Natural Resources (DNR) panel discussions pertaining to county land acquisitions. Carried unanimously.

With no further business to wit, Motion by Commissioner Belgard, seconded by Commissioner Koons, to adjourn the meeting. Meeting adjourned at 12:33 p.m.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Steve Flohrs, Board Chair

ATTEST: _____
Scott Higgins, County Coordinator