

PROCEEDINGS OF THE MARTIN
COUNTY BOARD OF COMMISSIONERS
TUESDAY, SEPTEMBER 4, 2007
@ 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 Potter.

Those present were Commissioners Donnelly, Schmidtke, Boler, and Pierce. Also present were Scott Higgins, Martin County Coordinator, James Forshee, Martin County Auditor/Treasurer, Terry Viesselman, Martin County Attorney, Kylie Saari, Sentinel Newspaper, Rod Halvorsen, KSUM/KFMC, Kevin Peyman, Martin County Highway Engineer, Julie Walters, Administrative Assistant, and members of staff and public.

Motion by Commissioner Boler, seconded by Commissioner Donnelly, Be It Resolved that the Martin County Board of Commissioners, hereby approve the agenda with the following additions: Consider Resolution Authorizing the CY2008 Snowmobile Maintenance Grant Agreement for Prairieland Trail; Consider Resolution Designating September, 2007 as Martin County Teen Court Month; and Consider Closing of Courthouse from 11:30 a.m. to 1:30 p.m. for Employee Recognition Day on September 18, 2007. Carried unanimously.

Motion by Commissioner Schmidtke, seconded by Commissioner Donnelly, Be It Resolved that the Martin County Board of Commissioners, hereby approve the minutes of the August 21, 2007 regular Board of Commissioners meeting and the August 29, 2007 Special Budget meeting as presented. Carried unanimously.

Autumn Larsen, Youth Intervention & Prevention Program Coordinator, presented a resolution to designate the month of September, 2007 as Martin County Teen Court Month in conjunction with National Youth Court Month to recognize the volunteers and the great program that we have in Martin County.

Motion by Commissioner Pierce, seconded by Commissioner Boler,

R-#45/'07

**A RESOLUTION DESIGNATING SEPTEMBER, 2007, AS
MARTIN COUNTY TEEN COURT MONTH**

Whereas, Teen Court is a rapidly expanding alternative to the juvenile justice system for young people who have committed minor delinquent and status offenses, and who consent to participate in the program.

Whereas, Teen Courts, one of the fastest growing crime prevention and early intervention programs in the nation, are based on a philosophy of being youth driven and youth led.

- Whereas, Teen Court benefits the juvenile justice system by reducing court backlogs without increasing recidivism and providing an outlet to confront the consequences of the offenders' actions.
- Whereas, Teen Courts provide youthful offenders and volunteers the opportunities to learn about responsible citizenship and law, and to develop skills in public speaking, mediation, and pro-social leadership through hands on experience.
- Whereas, Teen Courts exemplify the practices of empowering youth through involvement in community solutions, teaching decision-making and leadership skills, and positive peer pressure.
- Whereas, Teen Courts design creative consequences and sentencing options whereby youthful offenders receive dispositions handed down by their peers that hold them accountable, repair the harm to the victim and the community, and contribute to public safety.
- Whereas, National Youth Court Month provides a time to celebrate the valuable contributions that Teen Courts and their volunteers, adult and youth, make to keep our nation's communities safe.
- Whereas, Since the program began in August of 1998, a total of 333 juvenile offenders have participated in the Martin County Teen Court program
- Whereas, Martin County Teen Court is celebrating National Youth Court Month 2007 with more than 1,035 youth court programs operating in district-level juvenile justice systems, schools and community-based organizations in 48 states and the District of Columbia, with the theme of *Empowering Youth, Experiencing Justice*.

THEREFORE, BE IT RESOLVED, that Martin County adopts this resolution and designates September, 2007, as **MARTIN COUNTY TEEN COURT MONTH** to be celebrated in conjunction with National Youth Court month.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

ATTEST: _____
Scott Higgins, Coordinator

Jack Potter, Chair

Roll Call AYES: Commissioners Donnelly, Schmidtke, Boler, Pierce, and Potter.
NAYS: None. Duly passed and adopted this 4th day of September, 2007.

Terry Viesselman, Martin County Attorney, was present and stated that at a recent meeting held at Presentation College, the State Patrol gave recognition to Martin County for prosecutions handled in the county, and thanked the Board for their continued support.

Kevin Peyman, Martin County Highway Engineer, presented his recommendation for step increases according to union contract for one Maintenance Worker I and one Highway Technician.

Motion by Commissioner Schmidtke, seconded by Commissioner Donnelly, Be It Resolved that the Martin County Board of Commissioners, upon the recommendation of County Highway Engineer, hereby approve and authorize step increase for: James Kain, Maintenance Worker I, from Grade 10 Step 5 at \$15.44/hour to Grade 10 Step 6 at \$15.79/hour, effective September 3, 2007; and for Steve McMurtry, Highway Technician, from Grade 13 Step 7 at \$20.51/hour to Grade 13 Step 8 at \$21.01/hour, effective September 15, 2007. Carried unanimously.

Sheriff Brad Gerhardt stated the Sheriff's Office has submitted the annual Off Highway Vehicle Enforcement Grant Contract and has received notification of approval in the amount of \$4,305, effective August 20, 2007 through June 30, 2009. Gerhardt noted grant dollars received cover expenses related to labor and equipment dedicated to off highway vehicle enforcement.

Motion by Commissioner Pierce, seconded by Commissioner Schmidtke, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize Sheriff Brad Gerhardt and Board Chair to sign the annual Off Highway Vehicle Enforcement Grant Contract effective August 20, 2007 through June 30, 2009 in the amount of \$4,305 annually. Carried unanimously.

Gerhardt continued with the monthly Sheriff's Office Update that included: recent out-of-state travel to Omaha, NE for the Rural Domestic Preparedness Consortium summit meeting; upcoming Association of Minnesota Emergency Managers Annual Conference to be held September 15 through September 19th; ongoing State Patrol I-90 overpass investigation; and thanked the Board for recent office upgrades.

Scott Higgins, Martin County Coordinator, stated that the Probation Office is looking to purchase new office furniture and is requesting to purchase the equipment from revenues collected for Supervision Fees. for the probation officers. Higgins continued that by utilizing these revenues, no tax dollars would be spent. The cost to purchase three (3) new workstations is \$7,263.

Julie Grunewald, Senior Probation Agent was present and stated that back in 1999 the legislature mandated the collection of supervision fees from the adults that we have on probation. Grunewald continued that after paying for juvenile restitution and contract reports from the supervision fee fund there are surplus funds and is requested that some of this surplus be spent to upgrade three office workstations. Grunewald noted there will still be enough money in our reserves to continue to pay for the restitution and continue to pay for the contract reports. After much discussion,

Motion by Commissioner Schmidtke, seconded by Commissioner Donnelly, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize the Martin County Probation Department to purchase three (3) new workstations for the county's probation officers in the amount of \$7,263 from River Bend Business Products in Fairmont, MN; to be expended from Probation Fund-Supervision Fees . Carried unanimously.

James Forshee, Martin County Auditor/Treasurer, presented a list of mobile home taxes that the Auditor/Treasurer's Office would like to be forgiven and removed from the tax rolls; due to the homes being unoccupied, deteriorating, or completely gone.

Discussion ensued regarding the removal of existing non-livable mobile homes once the names would be removed from the tax list and whether or not before the county forgives such taxes that these mobile homes be disposed of properly and the sites cleaned up. After further discussion,

Motion by Commissioner Pierce, seconded by Commissioner Schmidtke, to table action on deletions from the mobile home tax list until the County Attorney has rendered an opinion on the matter to enforce clean up and removal of mobile homes that are not occupied or in livable condition. Carried unanimously.

Higgins stated an alternate meeting date must be set for the first regular Board of Commissioners meeting in December, 2007 due to the first Tuesday of the month falling during the Association of Minnesota Counties (AMC) Annual Conference. Higgins recommended that the meeting date be changed to Thursday, December 6th, 2007 beginning at 3:30 p.m. prior to the Truth in Taxation Hearing that same afternoon at 5:30 p.m.

Motion by Commissioner Donnelly, seconded by Commissioner Schmidtke, Be It Resolved that due to the first regular Board of Commissioners meeting in December, 2007 falling during the AMC Annual Conference, the Martin County Board of Commissioners hereby approve the date of Thursday, December 6, 2007 at 3:30 p.m. for holding the first regular Board of Commissioners meeting during the month of December, 2007 followed by the Truth In Taxation Hearing to be held the same day at 5:30pm. Carried unanimously.

Higgins continued that annually the Board has set the general wage adjustment for non-union employees and elected officials. Higgins noted the GWA for union contracts for the year 2008 has been set at 3.0% and has been included in the CY2008 proposed budget.

Motion by Commissioner Schmidtke, seconded by Commissioner Boler,

R-#42/'07

RESOLUTION ESTABLISHING THE 2008 NON-BARGAINING COMPENSATION PLAN AND SALARY MATRIX

WHEREAS, it is the intent of the Board of Commissioners that Martin County non-bargaining unit employees be compensated fairly and equitably based upon their performance; and,

WHEREAS, the Board established an intent to maintain a competitive compensation schedule for County employees within the County's Classification and Compensation system; and,

NOW THEREFORE BE IT RESOLVED by the Board of Commissioners in and for the County of Martin, State of Minnesota, that effective January 1, 2008 the non-union employees shall receive a General Wage Adjustment increase of 3.0% subject to the County's Classification and Compensation plan; and,

BE IT FURTHER RESOLVED that the 2008 Salary Matrix for the Martin County Classification and Compensation Plan shall be adjusted by 3.0% general increase effective January 1, 2008; and,

BE IT FINALLY RESOLVED that that any employee may elect to reject the general salary increase by providing written notice to the County Coordinator prior to the implementation of the adjustment.

BOARD OF COMMISSIONERS
MARTIN COUNTY

Jack Potter, Chair

ATTEST: _____
Scott Higgins, County Coordinator

Roll Call AYES: Commissioners Pierce, Donnelly, Boler, Schmidtke, and Potter.

NAYS: None. Duly passed and adopted this 4th day of September, 2007.

Higgins stated the Department of Natural Resources provides financial assistance for the maintenance of recreational trails. Higgins went on to state the Prairieland Trail has been awarded \$27,300 effective September 1, 2007 through June 30, 2008 to be used for the maintenance of the trail for snowmobile use.

Motion by Commissioner Boler, seconded by Commissioner Schmidtke,

R-#44/'07

RESOLUTION AUTHORIZING
CY2008 SNOWMOBILE MAINTENANCE GRANT AGREEMENT
FOR PRAIRIELAND TRAIL

WHEREAS, this agreement is made between the State of Minnesota and Martin County as it relates to the establishment of the Prairieland Trail, and

WHEREAS, Martin County desires to establish, construct, and maintain public trails; and

WHEREAS, the Minnesota Trails Assistance Program provides grants to local units of government for the construction and maintenance of recreational trails pursuant to the Minnesota Statutes, Chapter 84.83; and

WHEREAS, the Blizzard Snowmobile Club on behalf of Martin County, has submitted the application and resolution by the local government authorizing the proposed trails; and

NOW THEREFORE BE IT RESOLVED, that the Martin County Board of Commissioners approve and authorize the Board Chair and/or Auditor/Treasurer to sign the Minnesota Trail Assistance Program CY2008 Grant Agreement in the amount of \$27,300 with an effective date of September 1, 2007 and expiration date of June 30, 2008.

Motion by Commissioner Boler, seconded by Commissioner Schmidtke, and was duly passed and adopted this 4th day of September, 2007.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Jack Potter, Chair

ATTEST: _____
Scott Higgins, County Coordinator

Roll Call AYES: Commissioners Donnelly, Pierce, Schmidtke, Boler, and Potter.
NAYS: None. Duly passed and adopted this 4th day of September, 2007.

Higgins stated that Employee Recognition Day will be held Tuesday, September 18th, 2007 beginning at 11:30 a.m. to 1:30 p.m. and recommended closing all county offices during that time so all employees may attend the recognition program.

Motion by Commissioner Donnelly, seconded by Commissioner Schmidtke, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize the closing of all county offices from 11:30 a.m. to 1:30 p.m. on Tuesday, September 18th, 2007 so all county employees may attend the Employee Recognition Program. Carried unanimously.

Pam Flitter, Planning & Zoning Official, presented a brief review and update of the Martin County Feedlot Work Plan.

Motion by Commissioner Boler, seconded by Commissioner Donnelly, Be It Resolved that the Martin County Board of Commissioners, hereby receive and file the Martin County Feedlot Work Plan as presented. Carried unanimously.

Kay Wrucke, Martin County Recorder, was present to recommend the hire of Robert Snyder as a temporary office staff person in the Recorder's Office to complete special project data entry of converted microfilm. Snyder has been working as Temporary Seasonal Employee for the 4-H Program. Reassignment will be effective September 10, 2007 through December 31, 2007 at an hourly rate of \$9.00 and this position is not eligible for benefits.

Motion by Commissioner Boler, seconded by Commissioner Donnelly, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize the reassignment of Robert Snyder from Temporary Seasonal Employee for the 4-H Program to Temporary Office Staff in the Martin County Recorder's Office for completion of special project data entry of converted microfilm effective September 10, 2007 through December 31, 2007 at an hourly rate of \$9.00 to be expended from the Recorder's Technology Fund; and not eligible for benefits. Carried unanimously.

Wrucke reviewed the preliminary Recorder's Office CY2008 Budget request. Wrucke stated the major increases are for a new .5 FTE to be responsible for passports due to upcoming requirements in handling and processing of passport applications, the request for \$35,000 for replacement nine (9) computers, scanner, and server; and \$60,000 to be expended from the from the Recorder's Technology fund for conversion digitizing microfilm records; and \$50,000 scheduled for GIS project from the Recorder's Technology Fund for CY2008.

Holli Arp, Regional Director University of Minnesota Extension, and Tamie Bremseth, Area Program Leader for 4-H Youth Development, presented information regarding 4-H Program Costs for Martin County from the year 2000 to 2008; 2007 budget comparison with Extension support in the surrounding counties of Cottonwood, Jackson, Murray, Nobles, Pipestone, and Rock; 4-H and Community Youth Development as well as Critical Features of 4-H Programs; Enrollment percentages by County of which Martin County had a youth population of 4,061 in 2000; public and private support along with the cost per 4-H member; Commitment of Public Funds from Counties and Commitment of 4-H, Extension and the University of Minnesota; why should county's fund 4-H Youth Development Programs; and 4-H Program Staff Investment Packages.

Much discussion ensued regarding the shrinking population of farm families; focusing on what Martin County needs to focus on in order to build more excitement and enthusiasm for the 4-H Program in the county; consistent and increased funding; targeting and marketing of kids that aren't already involved in activities; and sufficient staffing percentages for minimal turnover and greatest program benefit; and addressed the county's dissatisfaction with the proposed staffing package including the cost for the 4-H Program Coordinator and the request of the county that the 4-H Program Coordinator position becomes a county employee.

Bryon Kittleson, Extension Committee Member, was present and stated he has been on and off the Extension Committee since the early 1990's and wanted to express what an excellent job Holli Arp has done in showing that she cares about Martin County and

wanting to work with the county in offering and supporting a great 4-H Program. No action taken.

Commissioner Potter thanked Arp, Bremseth, and Kittleson for coming to the meeting and initiating a good discussion.

The Board recessed at 10:52 a.m.
The Board reconvened at 11:00 a.m.

Reviewed calendars and upcoming meetings.

The Board reviewed the preliminary departmental budget requests. After much discussion,

Motion by Pierce, seconded by Donnelly,

R-#43/'07

RESOLUTION

PROPOSING PRELIMINARY TAX LEVY FOR CY2008

WHEREAS, the Martin County Board of Commissioners met to review the recommended 2008 budget; and

WHEREAS, the 2008 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 4, 2007 following discussion by the Martin County Board of Commissioners, the Board set the 2008 proposed levy at \$9,794,593 which equates to 9.24% increase over CY2007 levy; with proposed expenditures in the amount of \$18,114,208 and revenues in the amount of \$8,416,402.

BE IT FURTHER RESOLVED, THAT BEFORE ADOPTION OF THE FINAL 2008 BUDGET, the Board may reduce the proposed levy but cannot increase the levy from the amount set on this date.

UPON, Motion by Commissioner Pierce, seconded by Commissioner Donnelly, and unanimously carried said resolution was duly passed and adopted this 4th day of September, 2007.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Jack Potter, Chair

ATTEST: _____
Scott Higgins, County Coordinator

ROLL CALL: AYES Schmidtke, Boler, Donnelly, Pierce, Potter. NAYS: None. Adopted and approved this 4th day of September 2007.

With no further business to wit,

Motion by Donnelly, seconded by Pierce to adjourn. Carried unanimously. Meeting adjourned at 11:59 p.m.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Jack Potter, Chair

ATTEST: _____
Scott Higgins, County Coordinator