

PROCEEDINGS OF THE MARTIN
COUNTY BOARD OF COMMISSIONERS
TUESDAY, OCTOBER 16, 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 Pierce, Donnelly, Schmidtke, and Boler. Also present were Scott Higgins, Martin County Coordinator, James Forshee, Martin County Auditor/Treasurer, Jennifer Brookens, Sentinel Newspaper, Terry Viesselman, Martin County Attorney, Kevin Peyman, Martin County Highway Engineer, Rod Halvorsen, KSUM/KFMC Radio, Julie Walters, Administrative Assistant, and members of staff and public.

Motion by Commissioner Donnelly, seconded by Commissioner Schmidtke, Be It Resolved that the Martin County Board of Commissioners, hereby approve the agenda with the following additions: Appoint Ditch Viewer for Judicial Ditch #14 – Martin County Drainage Authority; Discuss Combined Transit Routes between Martin and Faribault Counties and possible merger of systems; Consider Resolution Approving the Joint Powers Agreement for Group Employee Benefits between Martin County, MN and the South Central Service Cooperative; Consider Solid Waste Hauler License; and Discuss December 24th, 2007 Christmas Eve Holiday. Carried unanimously.

Motion by Commissioner Schmidtke, seconded by Commissioner Boler, Be It Resolved that the Martin County Board of Commissioners, hereby approve the minutes of the October 2, 2007 regular Board of Commissioners meeting as presented. Carried unanimously.

Billeye Rabbe, Prairieland Solid Waste Coordinator, stated that River View Sanitation of New Ulm, MN has requested a solid waste hauling license in Martin County. Rabbe recommends approval contingent upon receipt of required documentation.

Motion by Commissioner Pierce, seconded by Commissioner Boler, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize Board Chair and County Auditor/Treasurer to sign the Solid Waste Hauler License for Kevin and Mary Finstad, d/b/a River View Sanitation of New Ulm, MN; contingent upon receipt of required documentation. Carried unanimously.

Chairman Potter stated Martin County has received a donation for the Courthouse Renovation fund in the amount of \$25 from the Scarlet Ladies of the Valley in St. Peter, MN along with a thank you for a courthouse tour they received on May 18, 2007 by Julie Walters.

Motion by Commissioner Pierce, seconded by Commissioner Schmidtke, Be It Resolved that the Martin County Board of Commissioners, hereby approves and accepts the

donation received for the Courthouse Renovation fund to be deposited into the CIP Fund in the amount of \$25 from the Scarlet Ladies of the Valley in St. Peter, MN. Carried unanimously.

Terry Viesselman, Martin County Attorney, Sheriff Brad Gerhardt, and Captain Brad Hady, presented a request to fund a detective position for the Sheriff's Office; and that while there are currently enough deputies to handle day to day duties and shifts, promoting a full-time detective would leave the department short. After much discussion,

It was decided by consensus of the Board to further discuss the County Investigator Position at the upcoming Budget Workshop.

Sheriff Gerhardt and Captain Hady continued with a brief update on the current jail population; increase in computer crime; Communications Truck Orientation/open house on Thursday, October 25th, 2007 beginning at 9:30 a.m.; and the recording and transcription of all trial cases.

Motion by Commissioner Pierce, seconded by Commissioner Boler, Be It Resolved that the Martin County Board of Commissioners, hereby approves as uncollectible the economic development loan to Michael P. Hitchcock, d/b/a Hitchcock Plumbing, with a balance due of \$2,312.81 (not including interest); and therefore writes off the loan amount from the county's loans receivable records in the Martin County Area Redevelopment Fund. Carried unanimously.

Kevin Peyman, Martin County Highway Engineer, presented a brief update on the County Road 26 project by the VeraSun Ethanol Plant. Peyman stated this project will be complete in approximately two weeks depending on the weather. Peyman continued expressing his appreciation to the Martin County Sheriff's Office for their assistance in slowing and rerouting traffic that is driving around the barricades and speeding too close to the workers on that portion of County Road 26 that is currently under construction. Peyman stated the road is closed to through traffic while this project is being worked on and appreciates the enforcement he gets from the Sheriff's Office.

The Board discussed upcoming dates and times to meet for a final budget workshop prior to the Truth in Taxation hearing which is scheduled for December 6th, 2007. After discussion,

It was decided by consensus of the Board to set the date of Thursday, October 18, 2007 beginning at 8:00 a.m. to further review the CY2008 Budget.

Dan Whitman, Martin County Assessor, was present to open discussion and recommend lifting the user subscription fee to the Beacon web site system, noting there is currently only one subscriber paying the \$50 per month subscriber fee; while costing the county \$105 per month to offer the subscription option. Whitman went on to state that much of the information on the web site is available free to the public; but certain aspects such as

square footage of a property, comparable sales and name searches require a \$50 per month subscription. Whitman continued that early on, the County talked about generating revenue with this web site and looked at a number of counties with many subscribers. However, those counties gave very little information without the subscription and Martin County had decided to have more information available for general public access; therefore, the lack of subscribers. Whitman concluded the web site does have a very high usage with 80,000 hits thus far. After much discussion,

Motion by Commissioner Pierce, seconded by Commissioner Boler, Be It Resolved that the Martin County Board of Commissioners, upon the recommendation of the Martin County Assessor, hereby approve temporarily eliminating the public subscription fee of \$50 per month to the Beacon System and offering the information at no charge. Carried unanimously.

Higgins stated in a review of the current Board members of the South Central Minnesota Multi-County HRA, it has come to our attention that the terms of Steve Pierce and Steve Fosness, who currently represent Martin County, expired on September 30, 2007. Higgins continued the South Central Minnesota Multi-County HRA is requesting the reappointment of Pierce and Fosness, or the appointment of new commissioners to fill these positions on the South Central Minnesota Multi-County HRA Board of Directors.

Motion by Commissioner Schmidtke, seconded by Commissioner Donnelly, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize the reappointment of Steve Pierce and Steve Fosness to the South Central Minnesota Multi-County HRA Board of Directors, with term beginning October 1, 2007 and ending September 30, 2008. Carried unanimously.

Higgins stated the Personnel Committee has been meeting and recommends the following amendments to the County Personnel Policy to develop consistency between the County Personnel Policy and union contracts:

1. Funeral Leave: Any employee, not part of a collective bargaining unit, selected to be a pallbearer or military honor guard will be allowed one (1) day funeral leave with pay.
2. Paid Time Off (PTO): An employee, that is not part of a collective bargaining unit, who has accrued PTO beyond their maximum accrual for the year as of the last payroll in December may sell back only the excess time up to a maximum of 40 hours to be included as part of the last payroll period in December.
3. Deferred Vacation Policy: Revise date from January 7 to December 1st of the year.
4. Probationary Period: Extend Probationary Period to one year. Promoted employee serve six (6) month probationary period.

After discussion,

Motion by Commissioner Pierce, seconded by Commissioner Boler, Be It Resolved that the Martin County Board of Commissioners, upon the recommendation of the Personnel Committee and Department Directors, hereby approve and adopt amendments to the County Personnel Policy on items numbered 1, 3, and 4 only as follows: 1. Funeral Leave: Any employee, not part of a collective bargaining unit, selected to be a pallbearer or military honor guard will be allowed one (1) day funeral leave with pay; 3. Deferred Vacation Policy: Revise date from January 7 to December 1st of the year (for notification of intent to sell back excess Paid Time Off (PTO) days; and 4. Probationary Period: Extend Probationary Period to one year. Promoted employee serve six (6) month probationary period. Carried unanimously.

Higgins stated we have received the CY2007 Flexible Benefits Plan Adoption Agreement and the Administration Agreement for administration of the County's Section 125 Flexible Benefits Plan through H&A Administrators, Inc. to be approved by the Board. Higgins continued the fee is \$2.75/month per participant and has not changed for the last couple of years. Higgins went on to note the maximum medical reimbursement per participant per year is \$3,500. H&A Administrators, Inc. has been administering our Flexible Benefit plan for the past three years and has done a good job for the county. After discussion,

Motion by Commissioner Pierce, seconded by Commissioner Donnelly,

R-#50/07

Approval of Flexible Plan Benefits Adoption Agreement and Administration Agreement between Martin County and H and A Administrators, Inc. for CY2007

Whereas, the Adopting Employer (County of Martin) has established a cafeteria plan within the meaning of Section 125 of the IRS Code to provide certain welfare benefits to its employees, former employees and their dependents who are eligible to participate in such benefits in accordance with the Plan; and

Whereas, the County of Martin is a governmental entity and, therefore, the Plan is not an employee welfare plan subject to the Employee Retirement Income Security Act of 1974 (ERISA); and

Whereas, portions of the plan are a "covered entity" subject to the privacy provisions of the Health Insurance Portability and Accountability Act of 1996 (HIPPA); and

Whereas, the County of Martin is the Plan Administrator with respect to the Plan as that term is defined in the Plan, and is the entity capable of acting on behalf the Plan for the purposes of HIPPA; and

Whereas, the County of Martin and the Plan Administrator desire that the claims Administrator furnish certain services as described in the Agreement in the operation and administration of the plan;

Now Therefore Be It Resolved, that the Martin County Board of Commissioners hereby approve and authorize the Chair to sign the *Adoption Agreement* and the *Administration Agreement* between Martin County and H and A Administrators, Inc. for the Flexible Benefits Plan effective January 1, 2007-December 31, 2007; and to accept the fee of \$2.75 per participant/month (paid by the employer) opting the Flexible Benefit Plan.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Jack Potter, Chair

ATTEST: _____
Scott Higgins, County Coordinator

Roll Call AYES: Commissioners Boler, Schmidtke, Donnelly, Pierce, and Potter.
NAYS: None. Duly passed and adopted this 16th day of October, 2007.

Members of the Martin County Fair Board were present to discuss their 2008 budget allocation request. Fair Board members Robin Celandier, Calvin Saxton, and Delmer Whitaker expressed their concern over the decrease in their county budget outlay from \$35,000 to \$25,000. The Fair Board members went on to state that the Martin County Fair is an event that brings the entire county together as well as drawing people from northern Iowa and Wisconsin, and North and South Dakota as well; and want the fair to continue to grow. Fair Board members continued outlining numerous proposed maintenance projects including routine maintenance of existing buildings; to complete the installation of stalls in the horse barn; replace sprinkler system in hockey arena; and replacing several roofs of buildings in the near future. Fair Board members concluded that the Martin County Fair is a reflection on this community and it's one of the biggest events in our county and draws a tremendous amount of people into this community and in order for it to continue to be a great fair, the budget allocation should be reinstated to the \$35,000.

The Commissioners reflected that a base allocation for the Martin County Fair has been about \$25,000 in past years; with the Fair Board coming to the Board of Commissioners meeting with a list of special projects at which time the allocation was ratcheted up to \$35,000. After discussion,

It was decided by consensus of the Board to continue Martin County Fair Board budget discussions at the Budget Workshop to be held on Thursday, October 18th, 2007.

The Board recessed at 10:26 a.m.

The Board reconvened at 10:34 a.m.

John Chabot, and Cassie Fenton, of Hanratty & Associates, Inc. were present to review the county's health insurance plan. Chabot noted that the County Insurance Committee has reviewed the current Health Insurance Plans with BlueCross BlueShield through the South Central Services Co-op and the 105 Plan. Chabot continued that the County received a 4% renewal premium increase from the Co-op for the current \$3,000 Deductible plan. Chabot next presented a spreadsheet review of 2007 current premium contributions versus 2008 proposed plan contributions. After discussion,

Motion by Commissioner Donnelly, seconded by Commissioner Pierce, Be It Resolved that the Martin County Board of Commissioners, on an annual basis reviews and determines the county health plans and employee contributions to health insurance premiums for non-union staff, hereby approves renewal of the \$3,000 Deductible Health Plan from BlueCross BlueShield through the South Central Service Co-op; and establishes the non-union employee contributions for single and family plans as follows: Plan A (20 Co-pay) Single 127.45, Family \$756.24; Plan B (\$250 Ded.) Single \$60.04, Family \$521.12; and Plan C (\$1,000 Ded.) Single \$0.00 and Family \$280.00 for CY2008; and to approve and authorize the Board Chair and/or the County Coordinator to sign the necessary documents with BlueCross BlueShield and/or Hanratty & Associates relating to the health insurance plan(s). Carried unanimously.

Motion by Commissioner Pierce, seconded by Commissioner Boler, Be It Resolved that the Martin County Board of Commissioners, hereby approve the payment of claims for the month of October, 2007 as presented; including Martin County Highway Department claims as presented. Carried unanimously.

Warrants received and paid October 16, 2007 are registered on file in the Auditor/Treasurer's Office as follows:

Revenue Fund – Warrants Approved October 18, 2007	\$247,679.90
Park & Recreation Fund	\$ 5,745.71
Enhanced 9-1-1 Fund	\$ 9,119.83
Solid Waste Management Fund	\$ 23,863.11
Law Library Fund	\$ 5,229.19
Martin County Transit Fund	\$ 38,606.14
Ind. Sewage Treatment Sys. Loan FD (ISTS)	\$ 36,013.47
Building – CIP – Fund	\$ 677.11
Bank Building Fund	\$ 4,227.07
Forfeited Tax Fund	<u>\$ 20,000.00</u>
Grand Total	\$391,161.53

Martin County Ditch Fund – Warrants Totaled	\$ 6,435.34
Road and Bridge Fund – Warrants Totaled	\$ 46,420.75

Higgins stated that Brad Hinrichsen of Faribault County can no longer be a ditch viewer and that Deb Mosloski, Martin County Drainage Administration, recommends appointing Jerry Rollins from Lake Crystal, MN.

Motion by Commissioner Schmidtke, seconded by Commissioner Donnelly, Be It Resolved that the Martin County Board of Commissioners, hereby appoint Jerry Rollins of Lake Crystal, MN as ditch viewer for Martin County. Carried unanimously.

Higgins stated the Transit Advisory Committee met jointly with Faribault County representatives on Friday, October 12th, to discuss the combining and connecting of public transit routes within these two counties. Higgins continued that if we continue to move forward with combining our transit system service with Faribault County, it will be under the guise that eventually Human Services of Martin and Faribault Counties will take over coordination of the Transit System and bring it in-house as opposed to hiring a third party contractor. Higgins noted that Fairlakes Transportation, Martin County's current third party contractor, would like to continue for another five years and that their current contract with Martin County expires December, 2009. Higgins continued that while cost savings have not yet been examined, the Minnesota Department of Transportation (MN/DOT) is in full support of this concept and will provide additional monies to help with the multi-county coordination. Higgins went on to note that Human Services is in support of this proposed coordination and thinks it is a positive thing. Higgins concluded if the Board determines that the Transit Advisory Committee should proceed with combining our transit service; the next step is to contact Brent O'Neil with Region 9 for help in determining potential routes.

It was decided by consensus of the Board to continue the study of merging the two county transit systems and providing combined transit routes between Martin and Faribault Counties.

Higgins presented a resolution and requested approval the Joint Powers Agreement for Group Employee Benefits between Martin County, MN and the South Central Service Cooperative. Higgins continued the South Central Service Cooperative provides group employee health insurance benefits and other financial and Risk Management services to Martin County; and recommends approval contingent upon review and opinion of County Attorney.

Motion by Commissioner Pierce, seconded by Commissioner Donnelly,

R-#51/'07

Resolution Approving the Joint Powers Agreement for Group Employee Benefits
between Martin County, MN, and the South Central Service Cooperative

Whereas, Minn. Stat. 471.59, subds, 1 and 10 authorize two or more governmental units to exercise jointly or cooperatively powers which they possess in common, and;

Whereas, Minn. Stat. 123A.21, establishes service cooperatives, the purpose of which, among other things, is to assist in participating governmental units in meeting certain specific needs which can most advantageously be met on a regional basis, and:

Whereas, the South Central Service Cooperative provides group employee benefits and other financial and Risk Management services, and;

Whereas, it is the desire for the County of Martin, MN, governed by its County Board of Commissioners, finds it beneficial to obtain health insurance coverage through the South Central Service Cooperatives to it's employee's, and;

Now Therefore Be It Resolved, that the Martin County Board of Commissioners, hereby approve and authorize the Board Chair to sign Joint Powers Agreement (as attached hereto) between the County of Martin, MN and the South Central Service Cooperative for Group Employee benefits and other Financial and Risk Management Services it deems necessary.

Dated this 16th day of October, 2007.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Jack Potter, Chair

ATTEST: _____
Scott Higgins, County Coordinator

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

NAYS: None. Duly passed and adopted this 16th day of October, 2007.

Higgins stated that Christmas Eve falls on a Monday this year with the Christmas Day holiday on Tuesday. Higgins continued that normally the courthouse offices are open for business in the morning on Christmas Eve and the afternoon is the holiday. Higgins went on to note that it has been suggested that this year, the courthouse be closed for business all day on Christmas Eve Monday allowing employees to enjoy a four day holiday weekend; with the exception of those employees required to work. Higgins concluded that the Christmas Eve holiday won't fall on a Monday again until the year 2013. After discussion,

It was decided by consensus of the Board to continue discussions regarding the 2007 Christmas Eve holiday and to survey employees as to how many were planning to work and how many were planning to use accrued time off (i.e. PTO or comp. time) for Christmas Eve morning.

James Forshee, Martin County Auditor/Treasurer, briefly discussed end of year ditch system transfers as reviewed by the Office of the State Auditors.

Commissioner Donnelly stated that the Sherburn Theater Task Force has already raised \$30,000 to purchase refurbished movie theater equipment as well as other theater

upgrades. Donnelly would like the Martin County Economic Development Authority Commission to discuss consideration of a donation to the Sherburn Theater Task Force. Motion by Commissioner Pierce, seconded by Commissioner Donnelly, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize per diems and expenses for Commissioners to attend a Jail Construction and Health Issues seminar to be held on Thursday, November 1, 2007 beginning at 8:00 a.m. at Max's Grill Banquet Room, 2425 West Lincoln Ave. in Olivia, MN; and to tour the Renville County Jail. Carried unanimously.

Higgins reviewed the agenda for the upcoming Association of Minnesota Counties (AMC) District 7 Meeting that will be held at the Fairmont Opera House on Wednesday, October 24th, 2007 beginning at 8:00 a.m.

Commissioner Pierce reviewed the new charitable organization which has been formed in Fairmont named "Let's Go Fishing with Seniors." Pierce stated the primary purpose of the organization is to give senior citizens the opportunity to go out on the lakes and go fishing; and that the local chapter needs fairly significant funds at the onset to purchase a boat, motor, and equipment. Pierce would like to discuss consideration of a donation to help with the pontoon purchase at the next Budget Workshop meeting to be held on October 18th, 2007.

Higgins stated the South Central Dive Team received their 501C-3 status and presented a thank you letter from the dive team to the Board.

The Board gave their reports and reviewed their calendars of previous and upcoming meetings and activities.

With no further business to wit, Motion by Commissioner Pierce, seconded by Commissioner Donnelly, to adjourn the meeting. Carried unanimously. Meeting adjourned at 12:05 p.m.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Jack Potter, Chair

ATTEST: _____
Scott Higgins, County Coordinator