

PROCEEDINGS OF THE MARTIN  
COUNTY BOARD OF COMMISSIONERS  
TUESDAY, MAY 6, 2008  
@ 9:00 A.M.

The regular meeting of the Martin County Board of Commissioners was called to order at 9:00 a.m. by Vice Chairman Steve Donnelly.

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

Motion by Commissioner Schmidtke, seconded by Commissioner Potter, Be It Resolved that the Martin County Board of Commissioners, hereby approve the agenda with the following additions: Consider appointment of At Large committee member to the County Parks Commission; Consider Resignation of Assistant County Attorney; and delete Continuation Hearing for JD #8 Redetermination (hearing next Board meeting) . Carried unanimously.

Motion by Commissioner Potter, seconded by Commissioner Schmidtke, Be It Resolved that the Martin County Board of Commissioners, hereby approve the minutes of the April 15, 2008 regular Board of Commissioners meeting as presented. Carried unanimously.

Terry Viesselman, Martin County Attorney, was present and stated he is prepared to present the proposed regulations concerning dogs outside of city limits. Viesselman requests a meeting with Commissioner Boler and Sheriff Gerhardt to review the proposed regulations before bringing to the full Board for consideration.

Viesselman next presented the formal resignation letter from Chris Smith, Assistant County Attorney.

Motion by Commissioner Boler, seconded by Commissioner Potter, Be It Resolved that the Martin County Board of Commissioners, hereby accept the resignation of Chris Smith, Assistant County Attorney, effective May 16, 2008. Carried unanimously.

Chairman Pierce was present at 9:07 a.m.

Scott Higgins, Martin County Coordinator, stated the Association of Minnesota Counties (AMC) is inviting Martin County to participate in the AMC Leadership Cohort Training Program beginning July, 2008 to April, 2009. Each county is allowed up to six individuals to participate at a cost of \$1,000 per individual. Higgins stated that a memo and program brochure was sent to all Department Directors and Elected Officials to find out what interest there was in participating in the leadership program. Higgins noted only

two replies were received and both responses felt the program was too expensive. After further discussion,

Motion by Commissioner Schmidtke, seconded by Commissioner Potter, Be It Resolved that the Martin County Board of Commissioners, hereby approve not to participate in the Association of Minnesota Counties (AMC) Cohort and Leadership Program. Carried unanimously.

Kevin Peyman, Martin County Highway Engineer, stated the County Parks Commission has completed interviews for the seasonal County Parks Caretaker position, noting that of the twenty-six (26) applications received, six (6) applicants were interviewed and after careful review one candidate was selected and has accepted the position based on a full six months employment, contingent on Board approval. Peyman continued the candidate chosen has carpentry, electrical, and mechanical skills and if hired for a full six months will allow him time to complete repair work on a number of park buildings once the camping season is over.

Motion by Commissioner Schmidtke, seconded by Commissioner Donnelly, Be It Resolved that the Martin County Board of Commissioners, hereby approve the hire of Doug Abel for the seasonal position of County Parks Caretaker, effective on or about May 11, 2008 and will continue for a full six (6) months at a monthly compensation (with required payroll deductions) of approximately \$1,000 per pay period; and is not eligible for county benefits. Carried unanimously.

Commissioner Schmidtke nominated Stacy Anderson to fill the open At Large position on the County Parks Commission.

Motion by Commissioner Schmidtke, seconded by Commissioner Potter, Be It Resolved that the Martin County Board of Commissioners, hereby approve and accept the At Large appointment of Stacy Anderson of Welcome, MN to the County Parks Commission. Carried unanimously.

Peyman went on to state the County Parks Commission is still considering to hire an individual to live at the campgrounds for much of the summer at Perch Lake Park and Cedar-Hanson Park to greet, collect fees, and watch for vandalism.

Peyman presented and recommended a step increase for Gary Anderson, Motorgrader Operator, and has met the criteria for step movement per the union contract.

Motion by Commissioner Potter, seconded by Commissioner Donnelly, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize step increase according to the Highway AFSCME Union Contract for Gary Anderson, Motorgrader Operator, from Grade 12 Step 6 at \$19.01/hour to Grade 12 Step 7 at \$19.49/hour, effective May 20, 2008. Carried unanimously.

Peyman next presented a summary sheet from the Friday, May 2<sup>nd</sup>, 2008 bid opening for consideration of award of contract S.A.P. 46-636-02 Salvage and Grade, for the six miles between the Jackson County Line and the Jct. T Hwy 4, and recommends bid award to Midwest Contracting, LLC of Marshall, MN. After review of the bids received,

Motion by Commissioner Boler, seconded by Commissioner Donnelly, Be It Resolved that the Martin County Board of Commissioners, upon receiving bids for S.A.P. 46-636-02 and upon the recommendation of the County Engineer, hereby approve and award the low bid for the grading project to Midwest Contracting, LLC of Marshall, MN in the amount of \$966,282.80; and to authorize the Board Chair and County staff to sign and execute the necessary documents for the aforementioned project. Carried unanimously.

Peyman presented a resolution requesting that the Board formally request the old T.H. 262 as County State Aid Highway 53 from Interstate 90 to County State Aid Highway 34. Peyman noted that Martin County and the State of Minnesota have already agreed that T.H. 262 fits better in this transportation system acting as a county controlled County State Aid Highway than a state controlled Trunk Highway. After discussion and consideration,

Motion by Commissioner Boler, seconded by Commissioner Potter,

Martin County Highway Department  
Resolution No. 2 – 2008

RESOLUTION REQUESTING CSAH SYSTEM ADDITION  
FOR MARTIN COUNTY

WHEREAS, Martin County and the State of Minnesota have discussed existing traffic patterns as well as future expansion in Martin County, and

WHEREAS, Martin County and the State of Minnesota have agreed that T.H. 262 fits better in this transportation system acting as a county controlled County State Aid Highway than a state controlled Trunk Highway, and

WHEREAS, agreement has already been reached between Martin County and the State of Minnesota to turn back T.H. 262 to Martin County,

NOW THEREFORE BE IT RESOLVED, that the Martin County Board of Commissioners requests the following CSAH system addition be made:

Designate the old T.H. 262 as County State Aid Highway 53 from Interstate 90 to County State Aid Highway 34.

Upon motion by Commissioner Boler, seconded by Commissioner Potter, and carried. Said resolution was duly passed and adopted this 6<sup>th</sup> day of May, 2008.

BOARD OF COMMISSIONERS  
MARTIN COUNTY, MINNESOTA

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Steve Pierce, Chair

Attest:

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Scott Higgins, County Coordinator

Roll Call AYES: Commissioners Donnelly, Schmidtke, Potter, Boler, and Pierce.  
NAYS: None. Duly passed and adopted this 6<sup>th</sup> day of May, 2008.

Peyman concluded stating there is approximately one million dollars left in the Road Reconstruction Bonding money. Peyman asked the Board for guidance and direction as to what road projects the Board wishes to see done with the remaining bond money, and whether this money should be included with the state aid money, or kept separate for projects we wouldn't normally complete with state aid money. After much discussion,

It was decided by consensus of the Board to direct the Martin County Highway Engineer to include the approximate one million dollars in remaining bonding money with the state aid money; and for the Martin County Highway Engineer to use his best judgment in prioritizing and scheduling road projects as needed.

Commissioner Boler expressed his concern on current transportation legislation.

Captain Brad Hady, Martin County Sheriff's Office, presented the Sheriff's Office Update that included: costs associated with the purchase of a new Centrex Telephone Service for the Sheriff's Office/City of Fairmont Police Department. Hady stated total costs for the new telephone service in the amount of \$7,003.07 will be shared 50/50% with the City of Fairmont and would like the Centrex System installed and working before the 2009 telephone books are published in the fall of 2008. Hady stated funds are available in the E911 Fund to cover costs of the telephone system; however, it is not known if E911 funds will be used for the purchase of the Centrex system.

Motion by Commissioner Donnelly, seconded by Commissioner Boler, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize the Martin County Sheriff's Office to move forward with the purchase of a new Centrex Telephone System from Frontier Communications in the amount of \$7,003.07; and that costs of this new telephone system will be shared 50% with the City of Fairmont. Carried unanimously.

Hady continued and informed the Board of the following: the annual Jail Inspection has been completed with the main issue being the "outdated facility" aspect, and that policy and procedures are adequate; suggested the Sheriff and at least a couple Commissioners

should set up a time to tour the new Faribault County Jail as well as the Renville County Facility when it opens; and stated that due to increase in requirements and workload involved that it may be necessary to have a full-time Emergency Manager and that this is potential need for all counties in Minnesota; and that our Severe Weather Awareness Week went well.

Hady next recommended the hire of Emily Langford as a part-time Corrections Officer to alleviate the void due to the Department being short handed and due in part to the continued high jail population.

Motion by Commissioner Donnelly, seconded by Commissioner Potter, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize the hire of Emily Langford as Part-time Corrections Officer for the Martin County Sheriff's Office, effective at a date yet to be determined at \$15.96/hour, not eligible for benefits; and contingent upon successful background checks required. Carried unanimously.

Hady continued that the Sheriff's Office continues to work on securing a local Medical Examiner; and the Sheriff's Office recently joined the Midstates Organized Crime Information Center which is an intelligence sharing organization.

Hady concluded stating the Martin County Sheriff's Office is submitting the Safe & Sober Communities grant application to be allocated between the City of Fairmont and Martin County Sheriff's Office. The grant will be effective October 1, 2008 to November 30, 2009 and will help cover expenses incurred with overall safety enforcement during the holidays.

Motion by Commissioner Schmidtke, seconded by Commissioner Potter,

R-#18/08

RESOLUTION AUTHORIZING EXECUTION OF AGREEMENT  
SAFE & SOBER COMMUNITIES

BE IT RESOLVED, that the Martin County Sheriff's Office enter into a grant agreement with the Minnesota Department of Public Safety, Office of Traffic Safety for the project entitled Safe & Sober Communities during the period from October 1, 2008 through September 30, 2009. The total grant applied for is \$18,700 for all jurisdictions involved in the Safe & Sober Program in Martin County, with the Martin County Sheriff's Office share of the funds applied for in the amount of \$7,000.

BE IT FINALLY RESOLVED, that Sheriff Brad Gerhardt is hereby authorized to execute such agreements and amendments as are necessary to implement the project on behalf of the Martin County Sheriff's Office and to be the fiscal agent and administer the grant.

Motion by Commissioner Schmidtke, seconded by Commissioner Potter, and was duly passed and adopted this 6<sup>th</sup> day of May, 2008.

BOARD OF COMMISSIONERS  
MARTIN COUNTY, MN

\_\_\_\_\_  
Steve Pierce, Chair

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

ATTEST:

\_\_\_\_\_  
Scott Higgins, County Coordinator

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

Roll Call AYES: Commissioners Donnelly, Boler, Potter, Schmidtke, and Pierce.  
NAYS: None. Duly passed and adopted this 6<sup>th</sup> day of May, 2008.

Lori Pomeranke, 4-H Program Coordinator, presented a program update including: the upcoming 4-H Camp to be held at Lake Shetek; a poultry workshop for learning how to wash chickens, showmanship, and how to make portable crates for showing poultry; four 4-H Camp Counselors have been chosen from Martin County; and recent staff development training in Livestock Quality Assurance & Ethics Training for 4-H members who exhibit livestock at the county and state fair.

Pomeranke continued with a brief update on services that will be performed by the 4-H Summer Program Assistant in the cities and towns around Martin County this summer. Pomeranke stated program flyers will be posted around towns and sent to the schools to get the word out with the intent to reach young people using positive youth development programming to get more children involved in the County 4-H Program.

Pomeranke concluded recommending the hire of Marisa Bettin as a seasonal 4-H Summer Program Assistant for the Martin County 4-H Program effective June 2, 2008 to August 25, 2008 working approximately 24 hours per week at a recommended hourly wage of \$9.20/hour.

Motion by Commissioner Potter, seconded by Commissioner Donnelly, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize the hire of Marisa Bettin as 4-H Summer Program Assistant at the Martin County Extension Office (temporary/ seasonal position) effective June 2, 2008 to August 25, 2008 at a rate of \$9.20/hour, working approximately 24 hours per week, not eligible for full-time benefits. Carried unanimously.

Don Reffer, B&W Control Specialists of Algona, IA presented an update of maximum costs for continued tree and brush maintenance of various county drainage ditch systems in 2008. After discussion,

Motion by Commissioner Schmidtke, seconded by Commissioner Boler, Be It Resolved that the Martin County Board of Commissioners acting as the Drainage Authority for Martin County, hereby approve the B&W Control Specialists, Inc. quote for tree and brush control along the listed open drainage ditches in Martin County for 2008; the quotes being a total maximum as follows:

<u>Ditch No.</u>	<u>Maximum Cost</u>
J.D. #34	\$ 1,000.00
J.D. #105	\$ 750.00
C.D. #53	\$ 3,500.00
C.D. #11	\$ 8,500.00 (Includes ditch over tile Sec. 15 Manyaska)
C.D. #54 & 76	\$ 1,000.00
C.D. #2	\$ 4,500.00
C.D. #71	\$ 2,000.00
C.D. #28	\$ 1,000.00
J.D. #38	\$ 2,500.00
J.D. #20	\$ 500.00
J.D. #14-204 Imp. Stromberg Br	\$ 1,000.00
J.D. #14-204 Imp. Owens Br	\$ 6,000.00
C.D. #64	\$ 2,000.00
C.D. #14	\$ 1,750.00
J.D. #116	\$ 3,500.00
<b>Total Maximum Cost</b>	<b>\$39,500.00</b>

Carried unanimously.

Deb Mosloski, Drainage Administration, asked the Board to set a public hearing date to hear the petition for repair/abandonment of a portion of CD #31 located in Tenhassen Township. After discussion,

Motion by Commissioner Boler, seconded by Commissioner Potter, Be It Resolved that the Martin County Board of Commissioners, acting as the Drainage Authority for Martin County, hereby sets the date of June 3, 2008 at 10:00 a.m. in the Commissioners room at the Martin County Courthouse – Room 103 – First Floor, as the public hearing for consideration of the petition for repair/abandonment of a portion of CD #31. Carried unanimously.

Lisa Buckner, Three Rivers Resource Conservation & Development Council Coordinator, was present and stated her appreciation for Commissioner Boler's service in representing Martin County on the Three Rivers Council, and to share a brief update on the Three Rivers RC&D and a project summary directly involving Martin County including the Greater Blue Earth River Watershed Initiative; Profitable Pastures for You, Livestock and the Land, and Productive Conservation on Working Lands (PCWL).

Buckner stated the council is currently on their ten year plan that includes working with the Lake Okamanpeedan Project in Martin County and hopes to add a new project involving development of a Martin County Bike Trails and Nature Trails systems, including the existing trails, and to connect the two to surrounding counties. Buckner stated that the Martin Soil & Water Conservation District (SWCD) will present the project to Three Rivers RC&D and is asking for support of the Martin County Board of Commissioners in the process of grant writing in order to provide Martin County residents and visitors with a well established trails system and to provide safe, alternative travel for increased health and community development, while providing education to locals and promoting tourism. After discussion,

The Board stated their interest in working with Three Rivers RC&D, Martin Soil & Water Conservation District, and the Martin County Parks & Trails Commission in the development of a Martin County Bike Trails and Nature Trails system and invited Buckner and SWCD staff to the next Parks & Trails Commission meeting to be held on May 14<sup>th</sup>, 2008 at the McLain property by Ceylon, MN.

Scott Higgins, Martin County Coordinator, reviewed previous discussions about the need for a strategic planning session this year and that the last priority planning session was held in 2005. Higgins stated a questionnaire was sent to Department Directors and Elected Officials regarding planning session expectations and what training would help them accomplish their work better. Higgins noted only five questionnaires were returned and that perhaps a planning session should be considered at a later date. After discussion,

The Board directed that an itinerary of the strategic planning session be brought to the Board for further consideration.

Higgins presented the list of county surplus items to be disposed of at the joint City/County property auction to be held May 8<sup>th</sup>, 2008 beginning at 5:00 p.m. at the City Maintenance Shop.

Motion by Commissioner Donnelly, seconded by Commissioner Potter, Be It Resolved that the Martin County Board of Commissioners, hereby approve the disposal of county surplus property items as presented, to be sold by auction at the joint City/County Property Auction on May 8<sup>th</sup>, 2008. Carried unanimously.

Higgins continued as part of our transit bus rotation and with the purchase of two new replacement transit buses this year; we are requesting Board approval to dispose of the 1999 Ford El Dorado Class 400 (diesel) transit bus as surplus property by auction during

the City/County Auction on May 8<sup>th</sup>, 2008. Higgins noted the bus has 276,000 miles, has met its useful mechanical life, and the differential is out and would cost an estimated \$3,000 to repair. Higgins went on to note that the engine is good. Higgins stated that MN/DOT has provided a letter of approval and is relinquishing the state's interest in the bus to the county.

Motion by Commissioner Schmidtke, seconded by Commissioner Donnelly, Be It Resolved that the Martin County Board of Commissioners, hereby approve disposing of the 1999 Ford El Dorado Class 400 transit bus as surplus property; and to dispose of by auction on May 8, 2008 as part of the joint City/County Property Auction. Carried unanimously.

Higgins next stated that with the expected delivery soon of the 2008 Chevrolet Impala to replace the 1998 Ford Taurus as part of our county car fleet, it is being proposed that the Taurus be transferred to Faribault/Martin Human Services. Higgins continued that Faribault/Martin Human Services is willing to take ownership of the Ford Taurus once the new car is delivered. Higgins went on to state the 1998 Taurus has over 150,000 miles and that the County Building & Purchasing Committee is recommending approval.

Motion by Commissioner Schmidtke, seconded by Commissioner Potter, Be It Resolved that the Martin County Board of Commissioners, hereby approve disposing of the 1998 Ford Taurus and transfer title to Faribault and Martin County Human Services, effective upon delivery of new vehicle for county fleet. Carried unanimously.

The Board recessed at 10:32 a.m.

The Board reconvened at 10:41 a.m.

Technology Committee members of Dan Whitman, Steve McDonald, Kay Wrucke, and Kevin Peyman, were present to state the Technology Committee has completed a review of the three short list vendors in person and that following these presentations, the Committee unanimously voted to recommend that the Martin County Commissioners approve the negotiation of a final contract with Schneider Corp. to provide a GIS system for Martin County. The Committee is also recommending that the county contract to have new Pictometry software with orthophotographic base map created for this project. Whitman noted each vendor was asked to include two options in their proposal, one using the satellite photos we currently own; and one including new orthophotographic software with images. All three vendors strongly recommended using new orthophotography. Representative from the Schneider Corp. and Pictometry were present to review their products and services and to answer any questions.

Whitman introduced Sarah Underhill with the Schneider Corp., and Dean Larson with Pictometry, who provided a visual demonstration of the proposed GIS project including GIS layers development, optional mapping, GIS layer conversion, and the Pictometry mapping base software.

After the visual demonstration, Underhill reviewed the proposed layers to be included in the GIS conversion: digital orthophotography with pictometry, public land surveys will create the quarter sections and the quarter quarter sections, update our road centerline file, create railroad centerlines, right-of-way information for the roads and railroads, lots layer, parcels layer, blocks layer, a subdivision layer and then a corporate limits layer, water features layer, FEMA 100 year and 500 year flood area, soil survey data layer, drainage layer, project surfaces including a procedures manual, project file set ups, software, training and then there is a layer called metadata – data about data which is an important attribute when you are sharing data and does not include mapping of utilities.

Much discussion ensued regarding computer software and hardware expenses, maintenance fees, additional or decreased office staff, and any other future costs associated with this GIS system.

Technology Committee members stated that GIS is a hosted solution and the county will not have to purchase a separate server. McDonald stated that each office has agreed to be responsible for maintaining their own data layers. GIS is not meant to increase or decrease staff but to provide more information to make better decisions. If the system does free up some time, it will go toward improving the quality of service now offered citizens. Future costs would be attributed to adding features that are currently not part of the proposed data layers and scheduling aerial flyovers every so many years to update pictorially. Currently the county is paying \$700 per month for our Schneider Corp. Beacon website and the mapping layer will add an additional \$100 per month to maintain. It was stated that the project would take approximately 9-12 months to complete.

Whitman stated that after talking with some of the cities within the county, they have shown great interest and have stated their intent to contribute toward the cost of the project for data layers within their jurisdictions.

Pierce inquired of the compatibility of the GIS software with surrounding counties.

Whitman responded that the data is not proprietary and used the ERSI application.

Pierce inquired of the parcel splits being included with as a data layer.

Whitman responded that this would be included; however, it would not be of survey quality.

After further discussion,

Motion by Commissioner Donnelly, seconded by Commissioner Schmidtke, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize the Martin County Technology Committee to move forward on contract negotiations for services with The Schneider Corp. and Pictometry to provide a GIS System for Martin County for Board consideration and approval at a future meeting. Carried unanimously.

Whitman concluded stating appointments will be made beginning at 9:00 a.m. for the County Board of Equalization meeting to be held on Monday, June 16<sup>th</sup>, 2008. Whitman anticipates very few appointments this year.

Higgins reviewed the Transit Quarterly Budget Report; CY2008 First Quarter Revenue/Expenditure Report, proposed Time Capsule Burial Ceremony and Location; Employee Appreciation Lunch on May 20<sup>th</sup>, 2008; Minnesota Senior Federation Letter; Summary of April 9, 2008 Region Nine Development Commission Meeting; and the CY2009 Budget Forms.

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

Motion by Commissioner Donnelly, seconded by Commissioner Boler, to move into closed session per MN Statutes 13D.03 to discuss Union negotiation strategies.

Meeting in closed session at 12:00 p.m.

Those present were Commissioners Pierce, Donnelly, Schmidtke, Potter, Boler, and Scott Higgins, County Coordinator.

Motion by Commissioner Schmidtke, seconded by Commissioner Donnelly, to go back into open session. Carried unanimously.

Meeting returned to open session at 12:15 p.m.  
No action taken pertaining to the closed session.

With no further business to wit, Board chair declared the meeting adjourned at 12:19 p.m.

BOARD OF COMMISSIONERS  
MARTIN COUNTY, MN

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Steve Pierce, Board Chair

ATTEST: \_\_\_\_\_  
Scott Higgins, County Coordinator