

PROCEEDS OF THE
MARTIN COUNTY BOARD OF COMMISSIONERS
TUESDAY, JANUARY 20, 2009
@ 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 Donnelly.

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

Motion by Commissioner Schmidtke, seconded by Commissioner Pierce, Be It Resolved that the Martin County Board of Commissioners, hereby approve the agenda with the following deletion: 8.5 Consider Veterans Service Office Annual Report. Carried unanimously.

At this time, the Board recognized and presented Melvin Sukalski with an employee recognition desk clock inscribed with Mel's 37 years of faithful and dedicated service to the County. The Board congratulated Mel and wished him well on his retirement.

Jennifer Jepsen, Martin County Library Director, presented an annual report that included many positive accomplishments during 2008 including an increase in visits to the Library, computer use, items checked out (books, music, and DVD's); as well as the summer and winter programs offered along with other special activities aimed at younger children and teens throughout the year. Jepsen stated the increase in statistics is countywide and includes the library branches in Sherburn, Trimont, Truman, and Welcome.

Motion by Commissioner Boler, seconded by Commissioner Potter, Be It Resolved that the Martin County Board of Commissioners, hereby receive and accept the 2008 Martin County Library's Annual Report as presented. Carried unanimously.

Motion by Commissioner Boler, seconded by Commissioner Pierce, Be It Resolved that the Martin County Board of Commissioners, move into a closed session per Minnesota Statute 13D.05 Subd. 3(b), attorney-client privilege; and Minnesota Statute 13D.05 Subd. 3 (c) (3), discuss acquisition of real property.

Meeting in closed session at 9:15 a.m.

Those present were Commissioners Donnelly, Potter, Pierce, Schmidtke, and Boler. Also present were Scott Higgins, Martin County Coordinator, Terry Viesselman, Martin County Attorney, Brad Gerhardt, and Jeff Markquart.

Motion by Commissioner Schmidtke, seconded by Commissioner Boler to return to open session. Carried unanimously.

Meeting returned to open session at 9:28am

Higgins stated that the next closed session to discuss purchase offer of property in the city of Fairmont located at 121 North Main Street for county use.

Motion by Commissioner Boler, seconded by Commissioner Schmidtke to go into closed session per MN Statutes 13D.05 Subd. 3 (c)(3) to discuss purchase offer for property for county use located at 121 North Main Street, Fairmont, MN.

Those present were Commissioners Donnelly, Potter, Pierce, Schmidtke, and Boler. Also present were Scott Higgins, Martin County Coordinator, Terry Viesselman, Martin County Attorney, Brad Gerhardt, and Jeff Markquart.

Motion by Commissioner Boler, seconded by Commissioner Pierce to return to open session. Carried unanimously

Meeting returned to open session at 9:43 a.m.

No action taken pertaining to the attorney-client privilege closed session.

Motion by Commissioner Boler, seconded by Commissioner Pierce, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize moving forward with the purchase of real property located at 121 No. Main, Fairmont, MN, in the amount of \$28,300 for the purpose of county use. AYES: Commissioners Boler, Pierce, Potter, and Donnelly. NAYS: Commissioner Schmidtke. Motion carried.

Sheriff Brad Gerhardt introduced Jeff Markquart, newly Chief Deputy with the Martin County Sheriff's Office. Markquart will begin his duties effective January 31, 2009. The Board congratulated Markquart on his promotion.

Scott Higgins, Martin County Coordinator, stated the Board approved Markquart's starting Chief Deputy wage at \$26.70/hour which is Step 1 on our pay plan. However, the Sergeants compensation \$26.80/hour. The Personnel Committee met and recommends adjusting the Chief Deputy wage to \$26.85, due to the supervisory role the position has over the Sergeants. Higgins noted that the wage rate does not coincide with a step, however, it was determined and recommended by the Sheriff of the increasing the wage just above the Sergeants pay.

Pierce stated his concern of changing pay. Boler stated his concern of the increased cost. After further discussion,

Motion by Commissioner Schmidtke, seconded by Commissioner Boler, Be It Resolved that the Martin County Board of Commissioners, find that the newly appointed Chief

Deputy Jeffrey Markquart's starting pay is less than the current Sergeant hourly wage, and after review and upon the recommendation of the County Personnel Committee and the Sheriff, hereby approve the starting salary for Jeff Markquart be adjusted from \$26.70/hour to \$26.85/hour effective January 31, 2009. AYES: Commissioners Schmidtke, Boler, Potter, and Donnelly. NAYS: Commissioner Pierce. Motion carried.

Deb Mosloski, Martin County Drainage Administration, was present stating she received a request from Bruce Brockmann to remove two old culverts on Judicial Ditch (JD) #1 that were once used as field crossings when the farmland was one parcel. Mosloski stated that this particular farmland has now been split into three parcels and the landowners directly adjacent to the culverts are in favor of the removal of the culverts. Mosloski continued that one of the culverts is acting like a dam and is plugging up the open ditch, as well as causing water backup after heavy rains and spring snow melt. Mosloski recommended opening this project for bids and specifying a specific date for project completion. 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 approve and authorize advertising for bids to remove two (2) culverts on JD #1 located in Section 17, Center Creek Township, with bids to be opened at 10:00 a.m. on Tuesday, February 17th, 2009 during the regular Board of Commissioners Meeting in the Commissioners Board Room, First Floor of the Courthouse, Room 103, Fairmont, MN. Carried unanimously.

Doug Landsteiner, Martin County Veteran's Service Officer, reviewed the FY2009 Enhancement Grant Summary that was ratified at the January 6, 2009 regular Board of Commissioners meeting, including the Staff Training Grant in the amount of \$2,679; Data Records Management Grant in the amount of \$16,981; and Marketing Grant in the amount of \$5,390. Landsteiner noted in addition, there was also an Office Improvement Grant received in 2008 in the amount of \$2,800 which was used to purchase a new copy machine and printer. Landsteiner continued that donations to the Veteran's Service Office Van Program were received in the amount of \$10,496 including Chapter 32 (local chapter) of the Disabled American Veterans; from veterans who use the van service but do not received travel pay from the VA; and other donations received from veterans who do receive travel pay.

Motion by Commissioner Pierce, seconded by Commissioner Potter, Be It Resolved that the Martin County Board of Commissioners, hereby approve and accept the donations received in 2008 for the Veteran's Service Office for the Martin County Veteran's Service Office Van Program in the amount of \$10,496. Carried unanimously.

Donations for 2008 to the Marin County Veteran Service Office Van program.

1) Chapter 32 (local chapter) of the Disabled American Veterans donated 500.00 to the Van Program in 2008.

2) An additional 170.00 was donated in sums of 10.00 & 20.00 dollars by veterans who use the Van service but do not receive Travel pay from the VA. This includes a recent donation of 75.00 from James Duflo.

3) Other Veteran donations received from VA travel pay came to 9751.00 year to date.

Total donations to the Martin County Veteran Service Office Van Program came to \$10,496.00 for the year 2008.

Landsteiner next presented the written Veteran's Service Office Van Policy for Board review, noting the policy outlining proper procedure for veterans riding in the Veterans Service Office Van to their medical appointments has long been in place; but has just recently been put down on paper. Landsteiner recommends approval as well as the authority to post the policy on the County Veterans Service Office web page.

Motion by Commissioner Pierce, seconded by Commissioner Boler, Be It Resolved that the Martin County Board of Commissioners, upon the recommendation of County Veterans Service Officer, hereby approve and adopt the County Veterans Service Office Van Policy as presented; and authorizes Martin County Veterans Service Office to post said policy on the County Veterans Service Office web page. Carried unanimously.

COUNTY VETERANS SERVICE OFFICE VAN

It is the policy of the Martin County Veterans Service Office to provide transportation to all veterans who have appointments with the VA Medical Center.

Please help us do this by remembering the following procedures:

1) Veterans who are unable to acquire transportation for VA Medical Center appointments are eligible for transportation. We will transport veterans whenever the need arises, within the guidelines of our van scheduling policy. If space is available, a dependent may accompany the veteran as an aid to his VA Medical Center appointments.

2) To request this service, contact Martin County Veteran Services, so your name may be entered into the appointment book (first-come, first-serve). Do not schedule this service with a van driver. Call our office between the hours of 8:00 a.m. – 4:30 p.m. (Monday through Friday) at 507-238-3220. A five day notice is preferred.

3) Veterans afflicted with signs and/or symptoms of the following possible life-threatening emergencies CANNOT be transported in the vehicle:

- Chest pains, other than from history of existing illness.
- Shortness of breath, for any reason.
- Those requiring continued use of special equipment during transport (i.e. oxygen apparatus, wheelchairs or scooters).

- At the driver's discretion, any person, who is in lay opinion, needs immediate medical attention before transport to the VAMC.
- Anyone under the influence of alcohol or illegal drugs.

4) Transporting veterans is based on a first-come, first-serve basis (except emergencies) according to the following priorities:

- Must see a doctor due to a sudden illness/injury not classified in No. 3 above.
- Veterans with scheduled appointments.
- Veterans returning from the VA Medical Centers.
- Veterans dependents with appointments.
- Veterans without appointments.
- Dependents accompanying veterans to a scheduled appointment, and those visiting veterans in the VAMC.

5) For the convenience of other riders and the volunteer van drivers, if at all possible, please schedule your appointments between the hours of 9:00 a.m. and 2:00 p.m.

6) Weather related van cancellations are left to the discretion of the van driver (unless the CVSO cancels the trip first).

7) The van picks up and drops off veterans at several designated locations, contact the Veteran Service Office for details.

8) We require that you follow the below listed conditions while riding in the county vehicle:

- No smoking at any time.
- Seat belts must be worn.
- Acceptable personal hygiene and language (driver's discretion).
- No use or transport of alcohol or illegal drugs.
- Per VA Medical Center Policy, bring a 3-day supply of medication and adequate funds for meals should you have to stay overnight.
- Please remember that the van drivers are volunteers, so please treat them with courtesy and respect.
- The van will depart the VA Medical Center at the driver's discretion. Please keep the driver informed of your location at all times.
- Dress appropriately for the weather conditions in case of an emergency (i.e. boots and winter coat).

9) If it is your first time at the VA Medical Center, ask the driver to brief you on the correct procedures for Admissions Check-in and Pharmacy.

10) Veterans in the following categories are eligible for travel pay from the VAMC:

- Veterans with service-connected disabilities rated at 30% or greater.
- Veterans traveling for treatment of a service-connected condition.
- Veterans receiving a VA pension.
- Veterans traveling for scheduled compensation or pension examinations.
- Veterans whose income does not exceed the maximum VA pension rate as demonstrated by your enrollment financial means test (VA Form 10-10EZ) or your annual financial means test (VA Form 10-10EZR (renewal form)).

Mileage reimbursement is made at the current rate of 41 ½ cents per mile. Travel payment is subject to a deductible of \$3 for each one-way trip. There is an \$18 per month maximum deductible.

You are not subject to a deductible if you are traveling for a compensation of pension examination or if you request a waiver at the VAMC Travel Office annually in January if you are receiving a VA pension or your income is below the pension level according to your annual means test.

We ask that you request travel pay when you check in at your first clinic appointment. They will give you a form that needs to be turned in to the travel section for payment. We ask that you turn this money over to the van driver, so that we may deposit it into a county fund to help offset the expenses of this program. Any other donations are also welcome and greatly appreciated.

11) The Martin County Veteran Service Office does track no shows and so does the VA Medical Center. Please have the courtesy to call and let us know if you are not going to ride so the van driver does not wait in vain for you to show up.

12) The Veterans Service Officer must approve any exceptions to the above policies as well as any contingency not addressed in this policy.

*This service is authorized by the County Commissioners and if you appreciate it, we hope that you will tell your District Commissioner...without feedback they will never know.

Landsteiner presented a recommendation to purchase a replacement van for driving veterans to medical appointments. Landsteiner stated the 1998 Ford van was totaled in an accident in December 2008 and that Minnesota Counties Insurance Trust (MCIT) had valued at \$4,500, however due to the county's \$1,000 deductible issued a check in the net amount of \$3,500. Landsteiner stated a second van is needed because at times the other van is in the shop and there have been a few occasions where our office has had so many veterans going to medical appointments that we've had to take both vans to the same location, and we have occasionally gone to two different locations on the same day. Landsteiner recommends the purchase of a used Astro van.

Boler inquired whether the van would be handicap accessible. Landsteiner responded that there would not be a wheel chair lift installed and are not required to have a wheel chair

lift and if a veteran needs a wheel chair we contact the VA and they will provide the wheel chair lift service.

Potter inquired if the county or veteran was charged for the wheel chair service. Landsteiner stated there is not a charge. After discussion,

Motion by Commissioner Pierce, seconded by Commissioner Schmidtke, Be It Resolved that the Martin County Board of Commissioners, hereby ratify disposal of the 1998 Veterans Service Office Club van that was deemed a total loss by Minnesota Counties Insurance Trust (MCIT) in the amount of \$3,500 and authorize County Auditor/Treasurer to sign off on Certificate of Title; and to approve and authorize the County Veterans Service Office to purchase a replacement van to add to the CVSO fleet to be expended from the Veterans Service Office Van Program funds in an amount not to exceed \$12,000; and the Board acknowledges that a wheel chair lift is optional and that the service can be provided by the VA at no cost to the county of veteran. Carried unanimously.

Commissioner Potter left the meeting at 10:13 a.m.

The Board recessed at 10:13 a.m.
The Board reconvened at 10:18 a.m.

Motion by Commissioner Pierce, seconded by Commissioner Schmidtke, Be It Resolved that the Martin County Board of Commissioners, hereby approve the minutes of the January 6, 2009 regular Board of Commissioners meeting as presented. Carried unanimously.

Motion by Commissioner Schmidtke, seconded by Commissioner Boler, Be It Resolved that the Martin County Board of Commissioners, hereby approve the (re)appointment of Randy Grupe to serve a three year term on the Martin County Economic Development Authority Commission with term ending December 31, 2011; and to table (re)appointments to the Extension Committee until the February 3, 2009 regular Board of Commissioners meeting. Carried unanimously.

Higgins stated that with the establishment of the EDA, a Special Fund was created in 2008 for the EDA, separate from the Revenue Fund. As a result \$31,660 dollars in line item expenses were moved from Revenue Fund (EDA) 01 to EDA Special Fund 08. Therefore, the Board is being asked to transfer the \$31,660 from Revenue Fund 01 to EDA Fund 08. After discussion,

Motion by Commissioner Pierce, seconded by Commissioner Schmidtke, Be It Resolved that the Martin County Board of Commissioners, hereby approve the transfer of \$31,660 from Revenue Fund 01 to EDA Fund 08. 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 January, 2009 as presented; and includes the Martin County Highway Department claims as presented. Carried unanimously.

Warrants received and paid January 20, 2009 are registered on file in the Auditor/Treasurer's Office as follows:

Revenue Fund – Warrants Approved January 20, 2009	\$218,619.70
Enhanced 9-1-1 Fund	\$ 12.35
Recreation and Safety Fund	\$ 3,602.36
Martin Co. Economic Development Authority	\$ 7,890.73
Solid Waste Management Fund	\$ 26,032.71
Law Library Fund	\$ 7,255.52
Martin County Transit Fund	\$ 34,890.85
Ind. Sewage Treatment Sys. Loan FD (ISTS)	\$ 10,547.08
Bank Building Fund	\$ 2,821.07
Debt Service-PrairieLand Fund	\$221,633.55
Taxes and Penalties Odd Years	\$ 274.00
Forfeited Tax Fund	\$ 18.00
Grand Total	\$533,597.92
Road and Bridge Funds Totaled	\$156,222.22
Martin County Ditch Fund – Warrants Totaled	\$ 58,118.66

The Board discussed the building improvements to the Human Resource Building pertaining to annual maintenance to include painting of offices and hallways and installation of carpet. Also discussed was the need to apply a thermal barrier to the blown insulation in the Transit Facility.

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

With no further business to wit, Board Chair declared the meeting adjourned at 10:45 a.m.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Steve Donnelly, Board Chair

ATTEST: _____
Scott Higgins, County Coordinator