

PROCEEDINGS OF THE
MARTIN COUNTY COMMISSIONERS
TUESDAY, MARCH 2, 2010
@ 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 Schmidtke.

Commissioners present were Boler, Potter, Pierce, and Donnelly. Also present were Scott Higgins, Martin County Coordinator, James Forshee, Martin County Auditor/Treasurer, Kevin Peyman, Martin County Highway Engineer, Rod Halvorsen, KSUM/KFMC Radio, Jennifer Brookens, Sentinel Newspaper, Mike Trushenski, Assistant County Attorney, Brad Gerhardt, Martin County Sheriff, Jeff Markquart, Martin County Chief Deputy, Julie Walters, Administrative Assistant, and members of staff.

Motion by Commissioner Donnelly, seconded by Commissioner Pierce, Be It Resolved that the Martin County Board of Commissioners, hereby approve the agenda with the following addition: 8.8 Consider Martin County Investment Policy. Carried unanimously.

Motion by Commissioner Potter, seconded by Commissioner Boler, Be It Resolved that the Martin County Board of Commissioners, hereby approve the minutes of the February 16, 2010 regular Board of Commissioners meeting as presented. Carried unanimously.

Jenny Jepsen and Sue Lenort, Martin County Wellness Committee Co-chairs, reviewed the CY2010 Wellness Budget in the amount of \$2,288.11 (\$20/contracted member plus \$48.11 carryover from 2009) which will be used toward a variety of program goals to promote healthier/happier employees; participation and events that occurred in 2009; and planned events scheduled in 2010. Jepsen and Lenort stated that the month of May has been deemed "Wellness Month" for the County and there will be weekly activities planned during the month.

Motion by Commissioner Pierce, seconded by Commissioner Potter, Be It resolved that the Martin County Board of Commissioners, having already established the Martin County Wellness Program, and supports the programming of the Wellness Committee; hereby approve and authorize the County Coordinator to sign and submit the CY2010 County Wellness Budget proposal to South Central Service Cooperative; and to administer the Martin County Wellness/Fitness budget for CY2010. Carried unanimously.

Barbara Schreier, Red Rock Center for the Arts – Managing Director, was present to thank the County Board for their support of the Red Rock Center and the Martin County Preservation Association; and asks that Martin County continues to support the only Community Arts Center in Martin County. Schreier went on to review the March, 2010

Calendar of Events for the Red Rock Center for the Arts, and the Martin County Preservation Association's Fiscal Budget 2009-2010.

It was noted, by the Chair, that the Board has received and filed the Red Rock Center for the Arts Annual Report as presented.

Michael Trushenski, Assistant County Attorney, was present to request funds to aid in litigation expense for an upcoming felony case that is set for trial in April, 2010. After discussion,

Motion by Commissioner Pierce, seconded by Commissioner Donnelly, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize litigation expense of a second opinion medical report for testimony in an upcoming felony trial at an approximate cost of \$2,000.00; and to be expended from the Court Administrator's budget. Carried unanimously.

Neil Johnson, Department of Corrections (DOC) Supervisor, was present to review the Fourth Quarter 2009 Sentencing to Service (STS) Quarterly Report which provides the dates the STS crew worked, project performed, number of crewmembers assigned to the project, and number of hours worked by the crew. Johnson introduced Kyle Redenius and John McDonald, Martin County STS Crew leaders, stating there was a total of 1,970 adult crew hours worked and 276 juvenile crew hours worked in Martin County during fourth quarter of 2009. Johnson also reviewed the list of specific Martin County STS Projects completed in the City of Granada, City of Trimont, City of Sherburn, City of Truman, City of Welcome, City of Ceylon, City of Dunnell, City of East Chain, City of Fairmont, State DNR, Martin County/Townships, Bright Lake Park, Prairieland Compost Facility, Fairmont Opera House, 11 Non-Profits, State Highway Clean-up, and State Disaster Area Clean-up.

Commissioners asked and suggested that STS staff provide the county's small cities and townships with a copy of the STS work performed for documentation of their share of STS services.

Kevin Peyman, Martin County Highway Engineer, was present to comment on the substantial amount of work the STS crews do with roadside cleanup and general clean-up in our county parks. Without STS crews, we'd have to change the way we maintain our parks because they do so much work for us.

Billeye Rabbe, Solid Waste Coordinator for Faribault & Martin Counties, was present stating that without STS she could not run the county's solid waste program the same way as it currently runs. Rabbe went on to state that word is out that cuts are coming and certainly hopes that Johnson does everything he can to support the STS program, as well as the importance of the crew leaders who serve as role models for the people they have on their crews. Rabbe noted in a recent Association of Minnesota Counties (AMC) report it talked about the STS program and it said, legislators were very in-tuned with the fact that they wanted to keep the STS program; but the concern was that if the legislators

made motions to keep the program, the DOC would actually cut it as part of their cuts that they need to make. We need to show our support for the program before cuts are made rather than try to get it back. Once the program is gone, we're not going to get it back.

Johnson stated he is familiar with the governor's proposal. Johnson went on to state no one will know the outcome until the legislative session has adjourned. Johnson further stated that there is a tremendous amount of support for the Program and if the state isn't going to provide funding for this program, counties will have to determine if the Program is what they want to keep

Brad Gerhardt, Martin County Sheriff, stated he will be meeting with Commissioner Fabian of the Department of Corrections on March 18th and will make a personal plea to keep the STS Program. Gerhardt went to state that if the STS Program is cut, the impact on jails throughout the entire state is huge because these people are working off time and working in lieu of time.

Commissioners voiced their discontent over the potential cut to the STS Program and offered to send a letter of support to Governor Pawlenty and local legislators for continued funding for STS.

Commissioner Pierce stated I think we all realize the absurdity. There is no way this cut would save any money.

Motion by Commissioner Pierce, seconded by Commissioner Boler, Be It Resolved that the Martin County Board of Commissioners, Whereas the State of Minnesota provides a 50% contribution for operation of STS crews in Martin County; and Whereas that STS provides a viable option for the courts to order offenders to the Program or face jail time; and Whereas STS provides a much needed service to various government entities and agencies in Martin County as well as the State of Minnesota; Now Therefore Be It Resolved that the Martin County Board of Commissioners, hereby authorize the Chair to sign a letter of support to Governor Tim Pawlenty and local legislators for the continued funding of the State of Minnesota's share for STS. Carried unanimously.

James Forshee, Martin County Auditor/Treasurer, stated we have received the application and other required paperwork from Fox Lake Golf Club for renewal of its Consumption & Display Permit and Liquor, Wine, Club or 3.2% Liquor Licenses and the paperwork seem to be in order.

Motion by Commissioner Boler, seconded by Commissioner Donnelly, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize the renewal of Consumption & Display Permit (Set-up License) and Liquor, Wine, Club or 3.2% Liquor Licenses for Fox Lake Golf Club effective April 6, 2010 through April 5, 2011. Carried unanimously.

Kevin Peyman reviewed Martin County's Mailbox Policy stating that if a county plow actually hits a mailbox, we will repair and/or replace it. However, most of the time this isn't the case. If snow thrown from a plow damages a mailbox that is generally the owners responsibility as mailboxes should be solid enough to withstand thrown snow. The exception would be if they have a county provided support as those should withstand thrown snow. Peyman noted that when they receive calls, they go look at the mailbox to determine if the mailbox was hit by thrown snow or the snow plow.

Peyman informed that Board that the Office is receiving many calls regarding seasonal road restrictions and that the Highway Department receives the same three day notice as does the general public. As of today's date, the Highway Department has not received notification; however historically the spring road restrictions begin around March 10th.

Peyman concluded with a brief discussion concerning the Association of Minnesota Counties P.A.C.T. (partnership, accountability, creativity, and transparency) proposal which if passed by legislature, will be a completely different way of doing business.

Commissioners thanked Kevin and congratulated him on a job well done and the good judgment the Highway Department has used in economically getting snow off the roads this winter season.

Brad Gerhardt, Martin County Sheriff, presented a resolution authorizing participation in planning process and execution of a sub-grant agreement for the update of Martin County's Hazard Mitigation Plan by April, 2013. Gerhardt stated the Sheriff's Office has applied for a \$50,000 grant to aid in the costs of updating Martin County's current plan.

Motion by Commissioner Pierce, seconded by Commissioner Potter,

R-#14/'10

RESOLUTION
AUTHORIZING PARTICIPATION IN PLANNING PROCESS
AND EXECUTION OF SUB-GRANT AGREEMENT

WHEREAS, the County of Martin is participating in a hazard mitigation planning process as established under the Hazard Mitigation Act of 2000; and

WHEREAS, the Act establishes a framework for the development of a county hazard mitigation plan; and

WHEREAS, the Act as part of the planning process requires public involvement and local coordination among neighboring local units of government and business; and

WHEREAS, the plan must include a risk assessment including past hazards, hazards that threaten the county, maps of hazards, an estimate of structures at risk, estimate of potential dollar losses for each hazard, a general description of land uses and development trends; and

WHEREAS, the plan must include a mitigation strategy including goals and objectives and an action plan identifying specific mitigation projects and costs; and

WHEREAS, the plan must include a maintenance or implementation process including plan updates, integration of plan into other planning documents and how the county will maintain public participation and coordination; and

WHEREAS, the draft plan will be shared with the State of Minnesota and the Federal Emergency Management Agency (FEMA) for coordination of state and federal review and comment on the draft; and

WHEREAS, approval of the all hazard mitigation will make the county eligible to receive Hazard Mitigation Assistance Program grants and other funding sources; and

WHEREAS, approval of the all hazard mitigation plan will make the county eligible to receive Hazard Mitigation Assistance Programs grants and other funding sources; and

NOW THEREFORE BE IT RESOLVED, that the Martin County Board of Commissioners enter into a sub-grant agreement with the Division of Homeland Security and Emergency Management in the Minnesota Department of Public Safety for the program entitled Hazard Mitigation Assistance Programs for Development or update of the Martin County Mitigation Plan. Sheriff & EMD Brad Gerhardt is hereby authorized to execute and implement the plan on behalf of Martin County Emergency Management.

I certify that the above resolution was adopted by the Board of Commissioners of County of Martin, MN on Tuesday, March 2, 2010.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Dan Schmidtke, Chair

ATTEST: _____

Scott Higgins, County Coordinator

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

NAYS: None. Resolution duly passed and adopted this 2nd day of March, 2010.

Gerhardt continued with a Sheriff's Office Update including current jail population is 23; recent jail hires working out well; Severe Weather Awareness week is coming up in April; Sheriff's Office staff will be attending the Governor's Conference on Emergency Management as well as several jailers attending the Jail Conference in Morton; and the Sheriff's Office is currently working with the Fairmont Chamber Office on developing a curriculum for a Martin County Leadership Training course offered by Riverland

Community College; and the Public Assistance Program through the Federal Emergency Management Agency (FEMA) for potential need this spring.

Pam Flitter, Martin County Zoning Official, presented the 2009 Annual Martin County Feedlot Report. Flitter stated that what's different about this year's report is that the Minnesota Pollution Control Agency provides the county with funding on a four year rotation on re-registered feedlots that we have in the county instead of a five year rotation. Flitter went on to state there have been 77 sites that have gone inactive in the last four years and currently have 528 total registered feedlots with 145 state permitted sites that Martin County will continue to receive funding for. Flitter noted the Minnesota Pollution Control Agency (MPCA) has rated Martin County on the higher end for our performance credits due to some of the things we've taken on like digitizing our manure acres and making sure that our inspection program is being done and meeting the requirements.

Motion by Commissioner Donnelly, seconded by Commissioner Boler, Be It Resolved that the Martin County Board of Commissioners, hereby accept and authorize Board Chair to sign the annual Martin County Feedlot Report as presented. Carried unanimously.

Scott Higgins, Martin County Coordinator, stated the Compensation Advisory Committee conducted a review of the request from the Assessor's Office regarding the Deputy Assessor/Senior Appraiser position and recommends reclassification of the Deputy Assessor/Senior Appraiser position due to the essential functions including supervisory function and required qualifications (i.e. Accredited Minnesota Assessor designation achieved in the last two years); it appeared this position may have been under classified. The title of the position will be revised to Deputy Assessor.

Dan Whitman, Martin County Assessor, stated there has always been a Senior Appraiser position in the Assessor's Office; and that approximately five years ago the Deputy Assessor position was added and combined it with the Senior Appraiser. What I'm requesting is to separate the Senior Appraiser from Deputy Assessor/Senior Appraiser, and then move the Deputy Assessor position up one grade on the pay scale (moving from Grade 14 Step 4 at \$21.86/hour to Grade 15 Step 4 at \$23.68/hour) which will then bring it in line in a logical sequence; and also takes care of an issue with supervision of employees and compensating the Deputy Assessor at a rate that is currently less than those supervised. I would also like to leave the Senior Appraiser position where it is and always has been.

Commissioner Donnelly inquired what the Deputy Assessor does that a Senior Appraiser doesn't.

Whitman stated that along with the Assessor, the Deputy Assessor supervises staff, conducts performance evaluations, analysis; and has the authority to make any decision that the Assessor would make when the Assessor is out of the office.

Commissioner Potter stated he respects the work that the Compensation Advisory Committee did in recommending this reclassification. The problem I have is that there are one hundred and some employees here that do good work and there's one hundred and some employees at Human Services that do good work and all have agreed to no wage increase in 2010 and no steps. That's the problem I have with authorizing this reclassification now.

Whitman noted he has brought this request before the Board twice in the past through different avenues and this (reclassification) is what was most recently recommended. To come back and go through this reclassification process, which was all prior to any discussion about a freeze on wages.

Commissioner Schmidtke stated that yes this matter did come up before and it must be remembered that what we're talking about is should there be a difference between a Senior Appraiser and a Deputy Assessor and not individuals.

Higgins noted the request as been brought before the Board previously to increase the Mr. Sheplee's wage so that he was paid above those that he supervises as the Deputy Assessor. The recommended wage adjustment for the Deputy Assessor position was denied with the Board suggesting the Personnel Committee/County Compensation Committee could meet to consider if a reclassification is deemed more appropriate.

Much discussion ensued regarding specific job descriptions for a Senior Appraiser job classification and Deputy Assessor job classification including required education and licensure. After more discussion,

Motion by Commissioner Pierce, seconded by Commissioner Donnelly, Be It Resolved that the Martin County Board of Commissioners, after careful review and consideration, hereby approve and authorize the Martin County Compensation Advisory Committee to further study and formulate separate job descriptions for the position of Senior Appraiser and Deputy Assessor in the Martin County Assessor's Office for the Board's review and at that time will consider the reclassification request. Carried unanimously.

Higgins stated that included in the Governor's proposed supplemental budget is to cut funding for the Select Committee on Recycling and the Environment (SCORE) program money for sending to counties. Currently the county's Solid Waste Program typically receives SCORE funding in the amount of \$55,000 each year and is used to directly support the county-wide recycling program. The proposed cut by the state would have a significant negative impact on the county's solid waste budget. After discussion,

Motion by Commissioner Pierce, seconded by Commissioner Donnelly, Be It Resolved that the Martin County Board of Commissioners, Whereas the State of Minnesota provides funding for Select Committee on Recycling and the Environment (SCORE) counties; and Whereas the Governor has proposed an elimination of SCORE funding for the current fiscal year; and Whereas a reduction in SCORE funding will significantly have a negative impact on the County's Solid Waste Program; Now Therefore Be It

Resolved that the Martin County Board of Commissioners, hereby authorize the Board Chair to sign a letter of support to Governor Pawlenty and local legislators for maintaining the base level of SCORE funding that is critical to the smaller communities, including Martin County. Carried unanimously.

Higgins stated the Governor has proposed additional reductions in County Program Aid (CPA) to counties for CY2010 in order to meet a 1.2 billion dollar state budget deficit. The proposed additional CPA reduction for Martin County is \$494,929. This proposed reduction is in addition to the \$275,742 already unallotted by the Governor. If the proposed reductions were to be approved by the legislature, the county budget would have shortfall in revenue of \$494,929.

Discussion ensued as to the direction that department directors should take to aid in the proposed revenue shortfall; and also discussed the CY2010 budgeted allotments for the county's non-profit groups. After further discussion, the Board directed that each county department list what services their departments are required or mandated to provide.

The Board reviewed the proposed Association of Minnesota P.A.C.T proposals. It is expected that further explanation would be discussed during the upcoming AMC Legislative Conference this month.

Higgins and Forshee reviewed the proposed Martin County Investment Policy the purpose of which is to standardize investment practices and parameters for the wise management of invested Martin County public funds. The policy is designed to: a) safeguard funds on behalf of the County; b) preserve principal; c) maintain liquidity; d) assure the availability of operating and capital funds as needed; e) ensure compliance with applicable Minnesota Statutes; and f) provide a competitive investment return in light of statutory restrictions and market conditions. After discussion,

Motion by Commissioner Pierce, seconded by Commissioner Donnelly, Be It Resolved that the Martin County Board of Commissioners, having determined the need to establish an Investment Policy, hereby approve and authorize the Board Chair and Martin County Auditor/Treasurer to sign the Martin County Investment Policy to ensure the safety of the principal of public funds effective March 2, 2010 as presented; and that this investment policy shall supersede all previous Martin County Investment Policies. Carried unanimously.

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 10:51 a.m.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Dan Schmidtke, Board Chair

ATTEST: _____
Scott Higgins, County Coordinator