

PROCEEDINGS OF THE  
MARTIN COUNTY BOARD OF COMMISSIONERS  
TUESDAY, JANUARY 4, 2011  
@ 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 Donnelly, Boler, Potter, and Pierce. Also present were Scott Higgins, Martin County Coordinator, James Forshee, Martin County Auditor/Treasurer, Kevin Peyman, Martin County Highway Engineer, Terry Viesselman, Martin County Attorney, Jennifer Brookens, Sentinel Newspaper, Rod Halvorsen, KSUM/KFMC Radio, Julie Walters, Administrative Assistant, and members of staff and public.

The Honorable Judge Robert Walker conducted the swearing in ceremony for those who were (re)elected as follows: Commissioner Steve Pierce and Commissioner Dan Schmidtke; Martin Soil and Water Conservation District Supervisors Wendell Rode and Steve Flohrs; Terry Viesselman, County Attorney; Kay Wrucke, County Recorder; James Forshee, County Auditor/Treasurer; John Madsen, County Surveyor; Jeff Markquart, County Sheriff; and Martin County Deputies Chuck Poppe, Sgt. Mike Anderson, Sgt. Matt Klages, Jean Vath, Chad Petschke, Det. Matt Owens, Paul Frerichs, Tanya Skow, and Jacob Rupert. All were sworn in and will receive their election certificates.

Commissioner Schmidtke called for nominations for Chair for the year 2011.

Commissioner Donnelly nominated Steve Pierce for Chairman.

Commissioner Schmidtke called for any other nominations two more times. There were none.

Motion by Commissioner Potter, seconded by Commissioner Donnelly, to cast a unanimous ballot for Steve Pierce as Chairman for 2011. All voting in favor. Motion carried.

Chairman Pierce called for nominations for Vice-Chair for the year 2011.

Commissioner Potter nominated Steve Donnelly as Vice-Chair.

Chairman Pierce called for any other nominations two more times. There were none.

Motion by Commissioner Potter, seconded by Commissioner Schmidtke, to cast a unanimous ballot for Steve Donnelly as Vice-Chairman for 2011. All voting in favor. Motion carried.

Chairman Pierce recognized and read aloud a resolution honoring citizens for serving on County Citizen Advisory Committees and Boards whose terms ended December 31, 2010.

Distinguished Service Certificates were presented by the Board Chair to those individuals whose terms were expired.

Motion by Commissioner Schmidtke, seconded by Commissioner Potter,

R-#3/'11

RESOLUTION  
HONORING CITIZENS FOR SERVING ON  
COUNTY CITIZEN ADVISORY COMMITTEES AND BOARDS

WHEREAS, the Martin County Board of Commissioners wish to honor citizens for their dedicated service on various county committees; and

WHEREAS, the citizens were recognized for their commitment to serving the residents of Martin County by aiding Martin County Officials in an advisory capacity in areas such as: Extension and 4-H Programs, public library, economic development, water quality, and other various activities; and

WHEREAS, these individuals brought their talents and attributes such as a commitment to the welfare of Martin County, their knowledge of the County, and their willingness to maintain a county-wide prospective to various meetings, many of which are held in the evenings; and

WHEREAS, Everybody is so busy these days and so the commitment and dedication these people have showed toward public service is truly remarkable. They have a combined (number of years) of service on these Committees to Martin County and its residents to help maintain our excellent quality of life. We owe them a debt of gratitude; and

Individuals honored (receiving certificates) were:

- Diane Gerhardt – January 1, 2008 through December 31, 2010 – as a member of the Martin County Extension Committee
- Larry Siegler – January 1, 2000 through December 31, 2010 – as a member of the Martin County Library Board
- Joanne Olson – January 1, 2002 through December 31, 2010 – as a member of the Martin County Library Board
- Duane Bursaw – March 20, 2007 through December 31, 2010 – as a member of the Martin County Water Plan Advisory Committee
- Kermit Carlson – March 20, 2007 through December 31, 2010 – as a member of the Martin County Water Plan Advisory Committee

- Stephen Pribyl – March 2, 2009 through September 6, 2010 – as a member of the Martin County Economic Development Authority Commission

THEREFORE BE IT RESOLVED, that we the Martin County Board of Commissioners express our appreciation to the above individuals for their service and expressed regret to losing the members on the various committees.

Motion by Commissioner Schmidtke, seconded by Commissioner Potter, said resolution was duly passed and adopted this 4<sup>th</sup> day of January, 2011.

BOARD OF COMMISSIONERS  
MARTIN COUNTY, MN

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Board Chair

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

Roll Call AYES: Commissioners Donnelly, Boler, Potter, Schmidtke, and Pierce.  
NAYS: None. Resolution duly passed and adopted this 4<sup>th</sup> day of January, 2011.

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: 8.13 Consider Hire of Chief Deputy – Sheriff’s Office; and 8.14 Consider Resolution for Application from All Seasons Wheelers Club for Maintenance Funding for the existing Elm Creek ATV Trail System. 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 December 21, 2010 regular Board of Commissioners meeting. Carried unanimously.

Terry Viesselman, Martin County Attorney, was present and stated he had nothing new to report.

Scott Higgins, Martin County Coordinator, stated that four members from the Martin County Parks/Trail Committee terms ended December 31, 2010; and that all four are willing to serve again and are interested in being re-appointed.

Motion by Commissioner Schmidtke, seconded by Commissioner Donnelly, Be It Resolved that the Martin County Board of Commissioners, hereby approve the (re)appointment of Sadie Mosloski, Bruce Gorackowski, Joe Burns, and Rod DeBoer to serve on the Martin County Parks/Trail Committee for three year terms, with term ending December 31, 2013. Carried unanimously.

Kevin Peyman, Martin County Highway Engineer, presented and reviewed an annual resolution designating the Martin County Website as the Official Publication for all Martin County transportation and construction projects done by the Martin County Highway Department, in place of any other required publication.

Motion by Commissioner Potter, seconded by Commissioner Boler,

Martin County Highway Department  
Resolution No. 1 - 2011

**RESOLUTION DESIGNATING WEBSITE AS OFFICIAL PUBLICATION  
FOR TRANSPORTATION CONSTRUCTION PROJECTS**

**WHEREAS**, The Martin County Website is available to public viewing 24 hours per day, 7 days per week, and;

**WHEREAS**, The 2003 Sessions Laws, 1st Special Session, Chapter 19, Sec. 56 (Minn. Stat. 331A.12) provides that a County Board may designate the manner of publication for transportation projects;

**NOW THEREFORE BE IT RESOLVED**, that the Martin County Website is hereby designated as the official Website for publication for all transportation construction projects done by the Martin County Highway Department and said Website shall be used in place of any other required publication.

Upon motion by Commissioner Potter, seconded by Commissioner Boler, and carried said resolution was duly passed and adopted this 4<sup>th</sup> day of January, 2011.

BOARD OF COMMISSIONERS  
MARTIN COUNTY, MINNESOTA

By: \_\_\_\_\_  
Chairman, Martin County  
Board of Commissioners

Attest: \_\_\_\_\_  
Scott Higgins  
County Coordinator

**CERTIFICATION**

I hereby certify that the foregoing resolution is a true and correct copy of a resolution presented to and adopted by the County of Martin at a duly authorized meeting thereof held on the 4<sup>th</sup> day of January, 2011.

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Scott Higgins  
County Coordinator

Roll Call AYES: Commissioners Schmidtke, Donnelly, Boler, Potter, and Pierce.  
NAYS: None. Resolution duly passed and adopted this 4<sup>th</sup> day of January, 2011.

Peyman presented a Highway Department update including snow removal and road maintenance performed over the Christmas and New Years holidays; Peyman will be serving as area representative on the ATP (Area Transportation Projects) committee for a three-year term. Peyman stated a primary responsibility of the ATP Committee is to rank federal funding for county projects in this area; and the County's salt and sand pile is holding up to get us through this winter and to start us out during the next winter season. However, the Highway Department is looking to replenish the sand now at an equitable price for stocking purposes.

The Board congratulated Peyman on his appointment to the ATP Board.

Jeff Markquart, Martin County Sheriff, presented a brief Sheriff's Office Update that included the New Year's weekend jail count of approximately 29 in custody, which includes those housed out of County.

Markquart next introduced and recommended the hire of Corey Klanderud as Chief Deputy for the Martin County Sheriff's Office. Markquart stated that Klanderud is currently an investigator for the Fairmont Police Department and has been with the Fairmont Police for fourteen years. Markquart went on to state that Klanderud has accepted the Chief Deputy position, contingent upon Board approval, and will be a great addition to the Martin County Sheriff's Office and looks forward moving into the future with Klanderud.

Discussion ensued concerning the Chief Deputy's proposed salary.

Commissioner Donnelly stated the proposed salary of \$33.39/hour is a huge jump from what Markquart was earning as Chief Deputy. Donnelly went on to state that somebody has to stand up for the taxpayers.

Commissioner Schmidtke agreed there is a big difference here; but comparisons with surrounding counties and counties that are smaller and slightly larger show that Martin County's proposed wage is behind those other counties. It's not necessarily where we want to be as a County; but it shows what we've got to do to stay competitive with other counties with this position.

Markquart stated that he too researched other counties in the state that are similar in population and Martin County's proposed salary for the Chief Deputy position is on the bottom side of those numbers.

Commissioner Pierce inquired whether the Personnel Committee has reviewed the recommended salary for the Chief Deputy position.

Schmidtke stated that the Personnel Committee has reviewed it and is recommending approval.

Commissioner Boler stated his concerns about overtime wages in the Martin County Sheriff's Office and hopes this new administration will control the overtime issues.

Commissioner Potter inquired if Klanderud is coming on board with more law enforcement experience as Chief Deputy than Markquart did when he was appointed to Chief Deputy. After further discussions,

Motion by Commissioner Schmidtke, seconded by Commissioner Boler, Be It Resolved that the Martin County Board of Commissioners, upon the recommendation of Sheriff Jeff Markquart, approve the hire of Corey Klanderud as Chief Deputy for the Martin County Sheriff's Office; and upon the recommendation of the County Personnel Committee and the Sheriff, hereby approve the starting salary at \$33.39/hour for 2011; and to approve Paid Time Off (PTO) to start at the 5-7 year rate per the Plan Policy, effective January 31, 2011. Carried unanimously.

Commissioners welcomed Klanderud to his new position.

Holli Arp, Regional Extension, and June Sorensen, Nutrition Education Assistant (NEA), presented an update on the University of Minnesota Extension's Nutrition Education Program. Arp stated approximately two and one-half years ago the Nutrition Education Program started in Martin County with June's position as Nutrition Education Assistant at 50% time in Martin County and 50% time in Faribault County; and now based on the in-kind and programming, June will move from 50% time to 75% time in Martin County, and Faribault County will be hiring a new NEA. Arp noted that the University pays the salary and benefits for the Nutrition Education Assistant (.75 FTE) and that Martin County provides "cost share" for office space, supplies and support staff; as well as other community organizations providing cost share. Arp stated that it would be nice if the County could provide a direct staff person for data entry and help with program materials, but understanding that the support staff has a lot on their plate now.

Sorensen stated that there has been a name change from the Nutrition Education Program to Simply Good Eating Program. Sorensen went on to state her role is to teach people how to put healthy, good tasting foods on the table within their budget; educate people in a variety of settings, and customize teaching to fit the learning needs of the audience. Sorensen noted examples of lessons taught are eating a variety of healthy foods, benefits of fruits and vegetables, ways to build healthy bones and teeth, eating a healthy breakfast, smart shopping, healthy snacks, how to reduce fats and sugars in your diet, and increasing physical activity. Sorensen went on to note which schools in the County either qualify or are close to qualifying (50% of their school population is free or reduced lunch), potential audiences, current program audiences, and touched on how good

nutrition makes a difference with research showing that adults who eat well are more productive employees, children who eat breakfast are better learners, and seniors stay in their homes longer and have lower medical bills.

Higgins presented the annual organizational resolutions for Board consideration and approval.

Motion by Commissioner Schmidtke, seconded by Commissioner Boler, to approve the following annual resolutions: Machine Signed Signatures and Depository Designations; Employee Expenses (Mileage Reimbursement at \$0.51 cents/mile effective January 1, 2011); Hand Labor Hourly Rate; Pocket Gopher Bounty; and Designation of Public Notice Posting & Facility for CY2011.

R-#1/11

RESOLUTION

MACHINE-SIGNED SIGNATURES AND DEPOSITORY DESIGNATIONS

BE IT RESOLVED, that the banks listed below are designated depositories of Martin County.

Profinium Financial	Farmers State Bank of Trimont/Dunnell
State Bank of Fairmont	Bank Midwest
Farmers State Bank of Trimont	US Bank
Triumph State Bank	Profinium Financial of Truman
Ormsby State Bank	Welcome State Bank
State Bank of Ceylon	Farmers State Bank of Sherburn
First Farmers and Merchants National Bank	

It is thereby requested, authorized and directed to honor checks, drafts or other orders for the payment of money drawn in this County's name, including those drawn to the individual order of any person or persons whose name or names appear thereon as signer or signers thereof, when bearing or purporting to bear the facsimile signatures(s) or signatures of any of the following:

\_\_\_\_\_  
Jim Forshee, Auditor/Treasurer

\_\_\_\_\_  
Board Chair

And the above named banks shall be entitled to honor and to charge Martin County for all such checks, drafts or other orders, regardless of by whom or by what means the facsimile signature or signatures thereon may have been affixed thereto if such facsimile signature or signatures resemble the facsimile specimens duly certified to or filed with Profinium Financial by the Clerk of the Board or other Officer of Martin County.

BE IT FURTHER RESOLVED, That any and all resolutions heretofore adopted by the Board of Commissioners of this County and certified to Profinium Financial or other institutions listed above as governing the operation of this corporation's account(s) with it be and are hereby continued in full force and effect, except as the same may be supplemented or modified by the foregoing part of this resolution.

Commissioner Schmidtke, seconded by Commissioner Boler, made motion and unanimously carried this 4<sup>th</sup> day of January, 2011.

IN WITNESS WHEREOF, I have hereunto subscribed by name as Clerk of the Board and have caused the County seal of Martin County to be hereunto affixed this 4<sup>th</sup> day of January, 2011.

BOARD OF COMMISSIONERS  
MARTIN COUNTY, MN

\_\_\_\_\_  
Board Chair

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

I, Scott Higgins, Clerk of the Board of Commissioners do hereby certify that at a regular meeting of the Martin County Board of Commissioners duly and regularly called, and held at the office of Martin County on 4<sup>th</sup> day of January, 2011 there being a quorum of said Board present, the following resolution was unanimously passed as appears from the records of Martin County and is now in full force and effect.

WITNESS my hand officially and the official seal of the County on January 4<sup>th</sup>, 2011.

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

R-#2/'11

## RESOLUTION

### EMPLOYEE EXPENSES:

BE IT RESOLVED, that all County employees be authorized to be reimbursed the sum consistent with IRS allowable rate, and this rate will remain in place for 2011 for travel on official business by private transportation at the Internal Revenue announced mileage rate of \$0.51 cents per mile effective January 1, 2011 and be further reimbursed for such other expenses as are necessarily and actually incurred on official business during the year 2011.

BE IT FUTHER RESOLVED, that there be a maximum per day meal allowance of \$30.



FOREGOING, was upon motion made by Commissioner Schmidtke, seconded by Commissioner Boler, and unanimously carried, duly passed and adopted this 4<sup>th</sup> day of January, 2011.

**BOARD OF COMMISSIONERS  
MARTIN COUNTY, MN**

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Board Chair

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

R-#4/'11

**RESOLUTION FOR LABOR HOURLY RATES IN CONNECTION  
WITH JUDICIAL AND COUNTY DITCH MINOR  
REPAIRS AND MAINTENANCE**

RE IT RESOLVED that Martin County as drainage authority for Judicial and County ditches receives request from landowners to do minor repairs and maintenance themselves and to be compensated by the drainage system. That such minor repairs and maintenance are often done when time is of the essence and contractors are not readily available. In addition, such minor repairs and maintenance results in repairs being done in a timely manner and often at a reduced cost.

NOW THEREFORE, BE IT RESOLVED that Martin County will pay at a rate of \$12.00 per hour for hand labor done by landowners in connection with minor repairs and maintenance to judicial and county ditch systems for the year 2011 and be it resolved that a maximum of \$20.00 per hour be set for tractor and loader or skid loader and \$15.00 per day and \$7.50 per half day for chainsaw, and be it resolved that such payments are under the following specific conditions:

1. That those conducting the work are not employees of the County;
2. That those workers specifically understand and agree that they are not covered by Worker's Compensation Insurance through the County;
3. That any damage to equipment used is the sole responsibility of the owner, sole-proprietor and/or operator and is not the responsibility of Martin County;
4. That those individuals who conduct any type of work in connection with Judicial or County Ditch Drainage Systems are required to have on file a Certificate of Insurance of all required coverages before work commences including, but not limited to, a Certificate of Insurance for general liability coverage that shall include "products/completed operations" coverage with length of time to be determined by the County, to be signed by the authorized insurer defining

coverage, and the Certificate should include a 60 day written Notice to Cancel, Suspend or Reduce; all limits of coverage to be determined by the County.

5. That a Hold Harmless and Indemnification Agreement, along with all their required documents, must be signed by those doing the work before any work commences on the drainage systems. The worker shall hold harmless and indemnify the County for any claims of any nature resulting from work being done on the county or judicial drainage systems.
6. That a W-9 shall be provided;
7. That no work shall be done on county or judicial ditch systems without the above requirements being met and without specific authorization of the Martin County Ditch Authority;
8. That upon completion of any minor repairs or maintenance to the judicial or county ditch system, a specific written description of the work and location of work done shall be submitted to the ditch authority for filing in the proper ditch file. That no payment shall be made until all requirements are met.
9. All necessary documents above described must be filed with the Martin County Auditor/Treasurers Office before any work commences on the county judicial or county drainage systems.

Upon a Motion made by Commissioner Schmidtke, seconded by Commissioner Boler, and unanimously carried;

Said Resolution was adopted this 4<sup>th</sup> day of January, 2011.

BOARD OF COMMISSIONERS  
MARTIN COUNTY, MN

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Board Chair

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

R-#5/'11

#### RESOLUTION

#### POCKET GOPHER BOUNTY:

BE IT RESOLVED, by this Board of Martin County Commissioners that a bounty of one dollar (\$1.00) be placed on each Pocket Gopher destroyed in the County of Martin during the year 2011 pursuant to M.S.A. 1957 Section 348.12 and same be paid from General Revenue Fund of the County upon proper certified claims with the County Auditor/Treasurer and according to other procedures as so fixed by Statutes.

UPON, motion made by Commissioner Schmidtke, seconded by Commissioner Boler, and unanimously carried, foregoing was duly passed and adopted this 4<sup>th</sup> day of January, 2011.

BOARD OF COMMISSIONERS  
MARTIN COUNTY, MN

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Board Chair

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

R-#6/'11

Resolution Relating to Designation of Public Meeting Notice Posting and Facility for  
CY2011

Whereas, the Martin County Board of Commissioners, in carrying out their official functions during the year 2011, will hold numerous and varied meetings to consider the business of Martin County government in various places in and about Martin County; and,

Whereas, it is the expressed intent of the Martin County Board of Commissioners to hold such meetings in an open and public forum; and,

Whereas, it is the expressed interest of the Martin County Board of Commissioners to provide notification of said meetings:

Now Therefore Be It Resolved by the Martin County Board of Commissioners that the county bulletin board located outside of the Commissioners meeting room on the first floor of the Courthouse is hereby designated as the public notification facility of all county meetings involving the Martin County Board of Commissioners and its various committees.

Be It Further resolved that the County Coordinator be directed to post notices of all meetings in sufficient time prior to said meeting to allow adequate public notice.

Be It Further Resolved that copies of this resolution be forwarded to each Department Director of Martin County and posted on the official bulletin board.

BOARD OF COMMISSIONERS  
MARTIN COUNTY, MINNESOTA

By: \_\_\_\_\_  
Board Chair

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

Roll Call AYES: Commissioners Donnelly, Potter, Boler, Schmidtke, and Pierce.  
NAYS: None. Resolutions duly passed and adopted this 4<sup>th</sup> day of January, 2011.

The Board reviewed the proposed 2011 Standing Committee Assignments. After discussion,

Motion by Commissioner Donnelly, seconded by Commissioner Boler, Be It Resolved that the Board's Committee assignments, with the Personnel Committee members changing to Pierce and Donnelly, and that the appointments for all the Board Standing Committees be for one-year terms expiring on December 31, 2011; and that a copy of this resolution is transmitted to each appointee and the sponsoring agency, where appropriate, by the County Coordinator.

R-#7/'11

RESOLUTION  
APPOINTING COMMISSIONERS AND OTHER COUNTY OFFICIALS  
TO BOARDS AND COMMITTEES FOR THE YEAR 2011

BE IT RESOLVED, by the Board of Commissioners in and for the County of Martin, Minnesota, that the Commissioners and certain other officials are hereby appointed to serve for one-year terms expiring on December 31, 2011 on the designated Standing Committees as attached; and

2011 – MARTIN COUNTY BOARD  
STANDING COMMITTEE ASSIGNMENTS

**GERALD BOLER:**

3 Rivers RC&D  
AMC Ag & Transportation, Delegate  
AMC Delegate  
Community Corrections  
County Park Board, Alternate  
District One Ditch Inspector  
EDA Board  
F/M Human Services Board  
Highway 15 Coalition  
Labor Management Committee  
MN Extension Committee  
New Justice Center Committee  
Prairieland Joint Powers  
Public Relations Campaign Committee  
R.I.M. & Soil Conservation  
Region 9  
SBDC Partnership Board  
Transit Advisory Committee (TAC)

**JACK POTTER:**

3 Rivers RC&D, Alternate  
AMC Delegate/AMC Human Service Alternate  
County Highway Liaison  
County Water Plan Committee  
District Five Ditch Inspector  
Economic Development Committee  
F/M Human Services Board  
Greater Blue Earth River Basin Alliance (GBERBA) Alternate  
Investment in Current/Future Employees  
Labor/Management Committee  
Library Board, Alternate  
MN Extension Service Committee, Alternate  
MN River Basin Joint Powers Board, Delegate  
MVAC Delegate  
Prairieland Joint Powers  
Regional Radio Board, Alternate  
Region 9 EMS Committee, Alternate  
Soil & Water Conservation District  
SW Rural Energy Task Force, Delegate  
Economic Development Committee – Strategic Plan

**STEVEN PIERCE:**

AMC General Gov. 1<sup>st</sup> Alternate

Building Committee  
 CAMA Committee  
 County GASB Committee  
 County Insurance Committee  
 County Solid Waste Committee  
 District Two Ditch Inspector  
 F/M Human Services Board  
 GIS Committee  
 Law Library Board  
 MAAH  
 MVAC Delegate  
 New Justice Center Committee  
 Prairieland Joint Powers  
 Regional Radio Board/PSAP/ARMER  
 Region 9 EMS Committee  
 South Central HRA Board  
 State Health Improvement Plan (SHIP)  
 Workforce Council  
 Personnel Committee

**DAN SCHMIDTKE:**

AMC Delegate  
 Community Corrections  
 County Highway Liaison  
 District Four Ditch Inspector  
 EDA Commission  
 F/M Human Services Board  
 GIS Committee  
 Investment in Current/Future Employees Committee  
 Library Board  
 County Park Board Delegate  
 Prairieland Joint Powers  
 Planning & Zoning Commission  
 Public Relations Campaign Committee  
 SW Rural Energy Task Force Alternate  
 Public Relations Committee – Strategic Plan  
 Economic Development – Strategic Plan

**STEVE DONNELLY:**

AMC Delegate  
 AMC Environmental Delegate  
 Building Committee  
 CAMA Committee  
 County Insurance Committee  
 County Water Plan Committee  
 District Three Ditch Inspector  
 F/M Human Service Board  
 Greater Blue Earth River Basin Alliance (GBERBA) Delegate  
 MCIT Delegate  
 Minnesota River Basin Joint Powers Board, Alternate  
 Prairieland Joint Powers  
 Personnel Committee

**SCOTT HIGGINS:**

Building Committee  
 Personnel Committee  
 Labor/Management Committee  
 Economic Development – Strategic Plan  
 Collaboration/Regionalization – Strategic Plan  
 Internal Efficiencies Committee – Strategic Plan

WHEREAS, BE IT FINALLY RESOLVED, that a copy of this resolution be transmitted to each appointee and the sponsoring agency, where appropriate, by the County Coordinator.

On a motion by Donnelly, seconded by Boler, resolution was duly passed and adopted this 4<sup>th</sup> day of January, 2011.

BOARD OF COMMISSIONERS  
 MARTIN COUNTY, MN

\_\_\_\_\_  
 Board Chair

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

Roll Call AYES: Commissioners Potter, Schmidtke, Boler, Donnelly, and Pierce.  
NAYS: None. Resolution duly passed and adopted this 4<sup>th</sup> day of January, 2011.

Higgins presented the annual resolution regarding Out-of-State Travel by Martin County Elected Officials. Higgins noted revisions have been made to the policy including approval of out-of-state travel by a majority of the County Board and that Board action shall specify any limits imposed on the out-of-state travel expenses and document any anticipated payment of expenses by third parties. Additionally, any travel related expenses to be reimbursed by third parties must be verified directly from the third party prior to payment of expenses for the same travel; and transportation expenses are limited to the lesser of mileage or airfare.

Motion by Commissioner Potter, seconded by Commissioner Schmidtke,

R-#8/11

RESOLUTION REGARDING OUT-OF-STATE TRAVEL  
BY MARTIN COUNTY ELECTED OFFICIALS (2011)

WHEREAS, the 2005 regular session of the Minnesota State Legislature has mandated that every County develop and approve, by a recorded vote, an Out-of-State Travel Policy for its applicable elected officials (Minnesota Statutes 471.661); and

WHEREAS, the elected officials for Martin County affected by this statutory requirement are the five (5) County Commissioners: Sheriff, Attorney, Auditor/Treasurer, and Recorder; and

WHEREAS, each of the elected officials have different statutory duties which require the elected officials to seek ongoing education and training, as well as to receive updated information and technical expertise;

NOW THEREFORE BE IT RESOLVED that the following Out-of-State Travel Policy shall apply for all Martin County Elected Officials beginning January 1, 2011:

1. Each elected official shall determine when travel out of the state is appropriate, and in the interest of the office they hold; is in the interest of the citizens of Martin County; and is in the interest of good County Government.
2. Expenses when traveling out of state shall be limited to:
  - a. Actual transportation costs incurred by the official (i.e., mileage/airfare/parking);
  - b. Actual lodging costs incurred by the official (i.e., room rental, parking, etc.);
  - c. Actual meal expenses incurred by the official, provided, however, that a receipt shall be required and reimbursement shall not exceed the County approved rate;
  - d. Event conference, seminar or educational program registration or admittance fee actually incurred.

3. Elected officials shall notify the County Coordinator, at least three weeks in advance, by letter or e-mail of their intended travel out of state, to include the purpose of the trip, a list of the expenses, and how all expenses will be paid for.
4. Approval of the Out of State Travel Request must be approved by the majority of the County Board. The action by the board shall specify any limits imposed on the out-of-state travel expenses and document any anticipated payment of expenses by third parties. Additionally, any travel related expenses to be reimbursed by third parties must be verified directly from the third party prior to payment of expenses for the same travel.
5. Transportation expenses are limited to the lesser of mileage or airfare
6. Travel out-of-state within a 150 mile radius of Fairmont, MN is exempt from approval.

This Out-of-State Travel Policy shall be available for public inspection upon request and shall be reviewed annually by the Martin County Board of Commissioners.

Motion was made by Potter, seconded by Schmidtke, and unanimously carried, for the adoption of said resolution.

Dated this 4th day of January, 2011.

BOARD OF COMMISSIONERS  
MARTIN COUNTY, MN

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Steve Pierce, Board Chair

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

Roll Call AYES: Commissioners Donnelly, Boler, Schmidtke, Potter, and Pierce.  
NAYS: None. Resolution duly passed and adopted this 4<sup>th</sup> day of January, 2011.

Higgins stated Martin County has received the grant award from the Minnesota Department of Transportation Office of Transit (Mn/DOT) for operations of the Martin County Express Public Transit System in the amount of \$457,300 for operational expenses which represents 85% of the total operating budget of \$538,000; and that the County is responsible for 15% of the total operational expenses to be paid by Mn/DOT per the Agreement. Higgins noted this is a zero percent (0%) increase from 2010. Martin County originally requested \$558,508. Higgins went on to state that total projected revenues are \$126,000 for CY2011.

Motion by Commissioner Boler, seconded by Commissioner Donnelly, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize Board Chair to sign the 2011 Public Transit Participation Program Application Grant Agreement for an approved projected operations expense grant amount of \$457,300 and

total operating budget of \$538,000; and that the County of Martin and the Minnesota Department of Transportation (Mn/DOT) will share in the expense in the operations of the Martin County Express Public Transit System per the Agreement at 85% provided by Mn/DOT and 15% provided by the County; and capital expenses split 80% Mn/DOT and 20% by local share effective January 1, 2011. Carried unanimously.

James Forshee, Martin County Auditor/Treasurer, stated the All Season Wheelers Club – Elm Creek ATV Trail is requesting approval to submit an application to the Minnesota Department of Natural Resources (DNR) – OHV Trails Assistance Program for maintenance of the existing Elm Creek ATV Trail. Forshee noted this is the preliminary application and that once the DNR has reviewed and awarded a grant dollar amount, it will be brought before the Board for acceptance and approval.

Motion by Commissioner Boler, seconded by Commissioner Potter,

R-#9/°11

#### RESOLUTION

Application from the All Seasons Wheelers Club for Maintenance Funding for the Existing Elm Creek ATV Trail System

WHEREAS, Martin County, Minnesota desires to apply for maintenance funding for the existing Elm Creek ATV Trail System; and,

WHEREAS, by Law of 1975, Chapter 204, Sections 51 and 95, there was appropriated to the Commissioner of Natural Resources, as a grants-in-aid to Local units of government, funds for said purposes; and,

WHEREAS, said Martin County will contract with the All Seasons Wheelers Club to apply for this funding to maintain said ATV Trail System.

NOW THEREFORE BE IT RESOLVED, that the Martin County Board of Commissioners approve of the application for maintenance funding for the existing ATV Trail, and that the Chairperson and/or the County Auditor/Treasurer be authorized to sign all documents relating to the program year.

Motion was made by Commissioner Boler, seconded by Commissioner Potter, and unanimously carried.

Said Resolution was duly passed and adopted this 4<sup>th</sup> day of January, 2011.

BOARD OF COMMISSIONERS  
MARTIN COUNTY, MN

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Board Chair



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

Roll Call AYES: Commissioners Donnelly, Schmidtke, Potter, Boler, and Pierce.  
NAYS: None. Resolution duly passed and adopted this 4<sup>th</sup> day of January, 2011.

The Board reviewed the Warrant List from the second bill run in December, 2010; Thank you letter received from the Salvation Army; and January, 2011 Agenda for the Leadership Martin County program.

Commissioners presented their Board Member Reports.

Commissioner Schmidtke attended a Personnel Committee meeting on January 4, 2011.

Commissioners Potter, Boler, Donnelly, and Pierce did not have any other items to add to the Board Member Reports.

The Board reviewed their calendars of upcoming meetings and activities: Joint Meeting with SWCD at noon today – Tuesday – January 4<sup>th</sup>, 2011; Human Services Exec on Wednesday, January 5<sup>th</sup>; Gary Schaub's retirement from twenty years working with the Martin County Highway Department on Friday, January 7<sup>th</sup>; Regional Extension Meeting in Worthington, MN and Martin County EDA Meeting at 5:15 p.m. on Monday, January 10<sup>th</sup>; Yellow Ribbon Meeting at Fairmont National Guard Armory on Tuesday, January 11<sup>th</sup>; Department Directors Meeting at 8:30 a.m. and Safety Committee Meeting at 1:30 p.m. on Wednesday, January 12<sup>th</sup>; Fairmont Growth Stockholders Meeting on Thursday, January 13<sup>th</sup>; Prairieland Meeting at 9:00 a.m. on Friday, January 14<sup>th</sup>; Polar Plunge sometime over the weekend – Commissioners were invited to attend by the South Central Volunteer Dive Team; Courthouse Closed on Monday, January 17<sup>th</sup>; next regular Board of Commissioners meeting at 9:00 a.m., Labor Management Committee meeting at 1:30 p.m., and JD #47 Final Public Hearing at 2:30 p.m. on Tuesday, January 18<sup>th</sup>.

Commissioner Potter stated at the last meeting Kevin was talking about not having to hire a new assistant county engineer in order for the County to save some money and that involved bridge inspections to be done by Brian Winter. Potter further stated in talking with Mr. Winter that the plan is for a new survey truck and that to include a new body it would cost \$10,000-\$12,000; however, we have decided to use the old one and repaint it, for additional cost savings to the County. Potter stated he thought it was worth mentioning.

Commissioner Pierce stated that it is interesting that years ago when we built the Highway Shop we had the best shop around and now it is time to look at updating that facility.

With no further business to wit, Board Chair adjourned the meeting at 9:55 a.m.

BOARD OF COMMISSIONERS

MARTIN COUNTY, MN

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Steve Pierce, Board Chair

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