

PROCEEDINGS OF THE
MARTIN COUNTY BOARD OF COMMISSIONERS
TUESDAY, July 5, 2011
@ 9:00 A.M.

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

Commissioners present were Donnelly, Schmidtke, Boler and Potter. Also present were Scott Higgins, Martin County Coordinator, James Forshee, Martin County Auditor/Treasurer, Kevin Peyman, Martin County Highway Engineer, Jennifer Brookens, Sentinel Newspaper, Rod Halvorsen, KSUM/KFMC Radio, Sheriff Jeff Markquart, and members of staff and public.

Motion by Commissioner Donnelly, seconded by Commissioner Schmidtke, Be It Resolved that the Martin County Board of Commissioners, hereby approve the agenda with the following additions: Discuss Courthouse Sidewalk Replacement Project, and Update on Status of Cremation Payments. Carried unanimously.

Motion by Commissioner Potter, seconded by Commissioner Donnelly, Be It Resolved that the Martin County Board of Commissioners hereby approve the minutes of the June 21, 2011 regular meeting of the Martin County Board of Commissioners. Carried unanimously.

Higgins presented and reviewed the amendment to the E-Charging Joint Powers Agreement. The cost of the grant contract amendment is \$1,100 and is effective June 6, 2011.

Motion by Commissioner Potter, seconded by Commissioner Schmidtke, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize the Board Chair and County Coordinator to sign Amendment #1 to the State of Minnesota Joint Powers Agreement, effective June 6, 2011 through June 5, 2016, in the amount of \$1,100 to include remote access using one (1) key fob at the rate of \$15 per month to be paid annually in the amount of \$180. Carried unanimously.

Forshee presented and reviewed the application for renewal of Liquor, Wine, Club 3.2% license for Skinny Minnow, d/b/a I-90 Expo Center near Sherburn, MN.

Motion by Commissioner Donnelly, seconded by Commissioner Schmidtke, Be It Resolved that the Martin County Board of Commissioners, hereby approve the renewal of Liquor, Wine, Club or 3.2% intoxicating On-sale Liquor License for Skinny Minnow Inc., d/b/a I-90 Expo Center, Sherburn, MN: contingent upon receiving all necessary documents and other paperwork required by the County and State of Minnesota. Carried unanimously.

Peyman presented information received from the Conservation Corps Minnesota having received a donation that will be used toward Conservation Corps donating their time to maintenance and repair of the County's Park System. It has been determined that the work will be done at Perch Lake Park beginning the week of July 11, 2011.

Motion by Commissioner Schmidtke, seconded by Commissioner Boler, Be It Resolved the Martin County Board of Commissioner approve and authorize the Conservation

Corps Minnesota to send a crew to work on enhancing the natural and recreational resources at Perch Lake Park in Martin County for a total of six (6) days beginning July 11, 2011 to be funded by grant dollars received from the Lewis Family Trust; and to obtain the required proof of insurance (including liability and workers compensation). Carried unanimously.

Markquart reviewed the Public Safety Interoperable Communications (PSIC) grant agreement to acquire 700/800 MHz trunked radio(s) and control stations or fixed mobile radios) capable of operating on the ARMER System. The control station will establish basic interoperability with city/county Public Safety Answering Point (PSAP) located across state border in Emmet County, Ia. The grant agreement is for \$7,574.09, no match required from the County.

Motion by Commissioner Potter, seconded by Commissioner Schmidtke,

R-#32/'11

RESOLUTION
DELEGATING LEGAL SIGNING AUTHORITY
PUBLIC SAFETY INTEROPERABLE COMMUNICATION GRANT

BE IT RESOLVED, that Martin County, MN enter into a Grant Agreement with the State of Minnesota, acting through its Commissioner of Public Safety, Division of Emergency Communications Networks, for establishing basic interoperability with the State of Iowa (Emmet County, Iowa) in the amount of \$7,574.09 (no County match required) effective June 15, 2011 through August 15, 2011.

BE IT FURTHER RESOLVED, that the Martin County Board Chair and Sheriff Jeffrey Markquart is hereby approved and authorized to sign the Public Safety Interoperable Communications (PSIC) grant agreement; and to approve and authorize Sheriff Jeffrey Markquart to sign reports and other related documents to the grant as required.

Motion by Commissioner Potter, seconded by Commissioner Schmidtke, said resolution was duly passed and adopted this 5th day of July, 2011.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Steve Pierce, Board Chair

ATTEST: _____
Scott Higgins, County Coordinator

Roll Call AYES: Commissioners Potter, Boler, and Donnelly. NAYS: None.
Proclamation duly passed and adopted this 5th day of July, 2011.

Higgins presented step increases for Jake Rupert, Sheriff's Deputy -3 year step at \$22.89/hour, effective May 5, 2011, and Stephanie Post, Library- Grade 10 Step 2 at \$15.72/hour, effective May 30, 2011.

Motion by Commissioner Potter, seconded by Commissioner Boler, Be It Resolved that the Martin County Board of Commissioners, upon the recommendation of Sheriff Markquart, hereby approve the step increase and per the union contract (LELS #136) for Deputy Jake Ruppert 3 year step at \$22.89/hour, effective May 5, 2011; and upon the recommendation of Jennifer Jepsen, Library Director, hereby approve a step increase, per the AFSCME Library union contract and satisfactory performance review, for Stephanie Post, Library- Grade 10 Step 2 at \$15.72/hour, effective May 30, 2011. Carried unanimously.

Sheriff Markquart re-addressed the matter regarding billings received from LCM Pathologist for cremation approvals by request from the funeral homes within the county. Markquart stated after talking with the funeral directors and Dr. Gremmel/LCM Pathologist (Mankato, MN) that the funeral homes will be billed for their own cremation requests and the county will no longer be billed for them and that the county will pay for what is billed to the county as of now.

Higgins stated that the Martin County Leadership program is in its second year and is accepting applications for program year 2011-2012. Up to twenty (20) participants are selected each year for the program. Anyone who is resident of the County is eligible to part of the Leadership program. This year the county has four employees who have stated an interest in being a participant in this year's Program. They are Julie Walters, Kris Sparks, Wendy Chirpich, and Mike Forstner. Candidates must submit an application and are selected by committee through the Fairmont Chamber. There is a \$650 tuition cost. Higgins recommended that the county board support up to two scholarships for the county employees.

Motion by Commissioner Donnelly, seconded by Commissioner Potter, Be It Resolved that the Martin County Board of Commissioners, supports the mission of the Martin County Leadership Program, in its second year, hereby approves up to two (2) scholarships (\$650/participant) for county employees who are selected to participate in the 2011-2012 Leadership program; and that the following employees have indicated a willingness to participate in the Program, namely Julie Walters, Kris Sparks, Wendy Chirpich, and Mike Forstner. Carried unanimously

Higgins presented and reviewed revisions to various County Personnel Policies as follows, Employee Protection/Sexual Harrassment-P#3 BENEFITS/Vacations Policy-P#8, and BENEFITS/Family Medical Leave (FMLA)-P #11. Higgins stated that the Vacation policy is being deleted for it no longer applies to any of the employee groups. The other two policies have been revised for clarity and compliance purposes. After careful review and consideration,

Motion by Commissioner Schmidtke, seconded by Commissioners Boler, Be It Resolved that the Martin County Board of Commissioners, after careful review and consideration, approve the deletion of the BENEFITS/Vacation Policy-P#8 from the Martin County Personnel Policies, as it no longer applies to all employees, and that all employee groups have converted to the Paid Time Off (PTO) Plan Policy (dated December 2005), as of July 1, 2011; and to approve the revisions to the Employee Protections/Sexual Harassment Policy-P#3 and BENEFITS/Family Medical Leave (FMLA) Policy-P #11, effective July 5, 2011; and Be It Further Resolved that the following language be added to the PTO Plan Policy, "When computing PTO time, the years completed as of January

1st each year will be used,” and An employee separated from the County for misconduct will not be paid accumulated PTO credit.” Carried unanimously.

Higgins informed the Board that the IRS reimbursement mileage rate has increased from .51 cents/mile to 55.5 cents/mile, effective July 1, 2011. Higgins recommended board approval to increase the mileage reimbursement rate to the IRS rate.

Motion by Commissioner Donnelly, seconded by Commissioner Schmidtke, Be It Resolved that the Martin County Board of Commissioners, annually the Board sets the mileage reimbursement rate in January of each year, and has established the rate the same as the IRS rate, and the IRS rate has increased from .51 cents/mile, to 55.5 cents/mile, effective July 1, 2011, and Therefore Be it Finally Resolved, to approve and ratify the new mileage reimbursement rate of 55.5 cents/mile as established by the IRS, effective July 1, 2011. Carried unanimously.

Higgins stated that bids were requested to clean the outside of the Security Building. Four bids were received and Karr Tuck pointing (Vinton, Ia.) in the amount of \$1,794. Karr Tuckpointing also provided bids for tuck pointing work for the Courthouse in the amount of \$2,603, and the Security Building, for repair and caulking of the flat stone in the amount of \$5,211. for a total project cost of \$9,608.

Motion by Commissioner Potter, seconded by Commissioners Donnelly, Be It Resolved that the Martin County Board of Commissioners, after review of bid quotes received for the cleaning of the Security Building, hereby approve and authorize the Board Chair to sign the agreement between Martin County and Karr Tuckpointing (Vinton, Ia.) in the total project amount of \$9,608, as per the contract which includes tuck pointing work for the Courthouse and Security Building (repair of the flat stone), and cleaning of the outside of the Security Building. Carried unanimously.

Higgins reviewed the bid quotes received for the replacement of sidewalks in front of the Courthouse stating that the low bid of Bach Construction is no longer in business, and that a bid from Dean’s Construction in the amount of \$23,373 for 4” concrete to \$25,847 for 5” concrete. Therefore leaving two bid quotes to reconsider, which included Smith Construction in the amount of \$ 16,800?

Motion by Commissioner Schmidtke, seconded by Commissioner Donnelly to approve the bid for 5” concrete, with re-rod panels, and removal of the sidewalk steps in the amount of \$27,708.61.

Pierce stated his concern for the cost of the overall project, which according to the bid there would be additional costs of time and materials to cut the grade for the walk connecting the courthouse to the Lake Avenue. Pierce suggested that the County Building Committee meet to review the bid further, have the Highway Dept. survey the grade and determine the need to cut a grade for the sloping sidewalk to Lake Avenue. After further discussion,

Schmidtke concurred with the Pierce’s recommendation and withdrew his motion, and Donnelly withdrew his second on the motion.

Higgins informed the Board that the County Building Committee reviewed the county’s lease agreement for office space to the City of Fairmont Police Department, Caring

Pregnancy Center, and Faribault/Martin Human Services, and have made a recommendation not to increase the leases for CY2012. Higgins also informed the Board that a service window will be installed in the Extension and Planning and Zoning Office.

By consensus, it was agreed that there would be no increase in the amount of leases for the City of Fairmont Police Department, Caring Pregnancy Center, and Faribault/Martin Human Services CY2012.

Motion by Commissioner Donnelly, seconded by Commissioner Potter to authorize payment of the cremation bills and other charges from LCM Pathologist up to end of July 2011; and that in the future all cremation request from the county funeral homes will be billed to the respective funeral homes and not the county. Carried unanimously.

Deb Mosloski, Drainage Specialist for Martin County presented a request from Wayne Maloney regarding the re-routing of an area of tile on JD #47, stating that Mr. Maloney requests that the improvement be held off until the crops are out or otherwise he is requesting compensation for crop loss if installed before the harvest. After discussion,

Motion by Commissioner Schmidtke, seconded by Commissioner Boler, Be It Resolved as that the Board acting as the Martin County Drainage Authority, approve the installation of the section of tile on parcel operated by Mr. Wayne Maloney as previously approved; and to provide for payment of damages to the existing crop to Mr. Maloney. Carried unanimously.

The Board reviewed the 2011 SCORE funds distribution to municipalities within Martin County and the Southern Minnesota Tourism Association CY2012 budget allocation request in the amount of .05 cents per capita.

The Board gave their individual reports of past and upcoming meetings. Potter provided information to the Board and the public pertaining to Ag Land value changes as a follow up to the contested increase of Ag Land values from the recent Board of Equalization meetings.

With no further business to wit, Board Chair adjourned the meeting at 10:17 a.m.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Steve Pierce, Chair

ATTEST: _____
Scott Higgins, County Coordinator