

PROCEEDINGS OF THE  
MARTIN COUNTY BOARD OF COMMISSIONERS  
TUESDAY, AUGUST 21, 2012  
@ 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 Steve Donnelly.

Commissioners present were Pierce, Schmidtke, Potter, and Belgard. 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, Terry Viesselman, Martin County Attorney, Kylie Saari, Sentinel Newspaper, Julie Walters, Administrative Assistant, and members of staff and public.

Motion by Commissioner Belgard, seconded by Commissioner Pierce, Be It Resolved that the Martin County Board of Commissioners, hereby approve the agenda with the following addition: 8.13 Consider Supplemental Boating Safety Grant Agreement – Sheriff’s Office. 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 August 7, 2012 regular Board of Commissioners meeting. Carried unanimously.

Terry Viesselman, Martin County Attorney, presented an office update including the status of dilapidated vacant apartment building on the corner of Dewey and 4<sup>th</sup> Streets in Fairmont. Viesselman stated due to the unknown costs for demolition of this property, and because the property has not yet been deeded to the County, the City of Fairmont would like to request bids for demolition costs before continuing with a condemnation proceeding on this property. By doing so, both the City and County will be aware of demolition costs before proceeding further. Viesselman noted at the August 7, 2012 regular Board of Commissioners meeting, Commissioners approved obtaining title to this property; contingent upon commitment from the city of Fairmont to pay half of the demolition costs as the county has no intent on purchasing the property.

Billee Rabbe, Solid Waste Coordinator for Faribault & Martin Counties, was present to review the curbside and rural drop site recycling assessment. Rabbe stated at the time the County’s six year recycling contract started with Hometown Sanitation it was after the timeframe for the County to raise or lower the recycling assessment that appears on property tax statements. Rabbe went on to state the current assessments are set at \$36.00 per year per household for curbside collection in the City of Fairmont, and \$24.00 per year per household for rural drop site collection. The Hometown Sanitation contract notes the curbside collection rate for the City of Fairmont at an average of \$40.75 per year per household, and \$24.90 per year per household for rural drop site collection. Rabbe reviewed a spreadsheet of Martin County Recycling Assessments that shows the County is collecting approximately \$10,000 less than we would need this year from the City of Fairmont residents, and the County is collecting approximately \$1,000 more than we need for rural residents. Rabbe recommended an upward adjustment to the Martin County Recycling Service Fee to reflect increased recycling costs for households in the

City of Fairmont for curbside collection from \$36.00 per year per household to \$41.00 per year per household, and for rural drop site collection from \$24.00 per year per household to \$25.00 per year per household. Rabbe stated that the board will need to set a public hearing date and time for the proposed upward adjustments to the Martin County Recycling Service Fee to reflect increased recycling costs for households in the City of Fairmont and the rural areas of Martin County. After discussion,

Martin County Recycling Assessments Worksheet					
Cities	Contract Cost 2012	Cost 2012	Current Rate of Assessment	Total Assessments	
Fairmont (4,756)	\$38.28/household/yr.	\$182,059.68	\$36.00/household/year	\$171,216.00	Loss \$10,843
Townships					
All Townships (2,179)	\$23.40/household/yr.	\$50,988.60	\$24.00/household/year	\$52,296.00	Plus \$1,307.40

Recycling Rates/Year	Curbside Collection/Household	Rural Drop Sites/Household
2012	\$38.28	\$23.40
2013	\$39.24	\$23.99
2014	\$40.21	\$24.58
2015	\$41.22	\$25.19
2016	\$42.25	\$25.82
2016	<u>\$43.31</u>	<u>\$26.47</u>
	\$244.51	\$149.45
	Average -\$40.75	Average - \$24.90

Current Martin County	\$36.00	\$24.00
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Motion by Commissioner Belgard, seconded by Commissioner Pierce, Be It Resolved that the Martin County Board of Commissioners, hereby set a public hearing date on September 18, 2012 at 10:00 a.m. in the Commissioners Board Room – Courthouse to consider an increase of recycling assessments to \$41.00 per household per year for Fairmont Curbside Recycling and \$25.00 per household per year for rural residents for Drop Site Recycling. Carried unanimously.

Kevin Peyman, Martin County Highway Engineer, stated with an anticipated retirement in the Department, he would request approval to begin recruiting for a Highway Maintenance Specialist position, so that the new hire can be training while the employee is still working.

Motion by Commissioner Schmidtke, seconded by Commissioner Potter, Be It Resolved that the Martin County Board of Commissioners, due to a retirement, hereby approve and authorize advertising to fill the Highway Maintenance Specialist position with the Martin County Highway Department. Carried unanimously.

Peyman continued with a Highway Department update including the final two phases of the CSAH 39 road construction project will begin this week and is anticipated to be completed before winter; and CSAH 38 grading project is anticipated to be complete by

the end of October, 2012. Peyman noted CSAH 38 will not be blacktopped this fall and will be maintained as a gravel road for this winter. Peyman noted both the CSAH 39 and CSAH 38 project costs are paid with funds from the State Aid Construction Account which is funded by the gas tax, license tabs, and sales tax on vehicles; and that the “tree dump” road project is slated to begin on August 28<sup>th</sup> or after Labor Day on September 4<sup>th</sup>. This project should not take more than a couple of days to complete during either of these weeks in order to keep this road open over the weekends. Peyman further stated that Ken Ringeisen has expressed an interest in serving on the Martin County Park/Trails Committee.

Commissioners discussed possible dates for the annual Road and Tax Forfeited Land Tour for viewing various tax forfeited parcels and road construction projects and equipment in Martin County. The meeting date needs to be between August 16 and September 6, 2012.

By Consensus, the Martin County Board of Commissioners set a special meeting date and time for the annual Tax Forfeited Land and Road Tour for Monday, August 27, 2012 at 7:00 a.m. with tour beginning at the Ranch Restaurant in Fairmont, MN; and then will tour various tax forfeited parcels and road construction projects and equipment.

Val Jepsen, Martin County Mentoring Network Program Coordinator, was present to review what is deemed as an exciting new addition to the Martin County Mentoring Network; and to request a letter of support for a grant application to the Southern Minnesota Initiative Foundation (SMIF) for this new pilot project called Martin County Mentoring Parents. Jepsen stated Martin County Mentoring Parents would be a mentoring program for young parents who would benefit by having an experienced parent role model. By mentoring the parents we would improve the childhood experience of the young children in their care. Jepsen went on to state the emphasis for the request of County support is the belief that we need to start mentoring parents in order to have better outcomes with kids, focusing on prevention as opposed to later on in their lives being forced to invest in intervention. We searched for a method to fund this initiative and discovered that SMIF was offering a new round of \$20,000 incentive grants that requires a dollar for dollar match, requiring \$5,000 (25%) cash match and \$15,000 (75%) in non cash support (in-kind). If needed, the County is being asked to potentially provide up to \$3,000 cash match. Otherwise, it is anticipated that the cash match would be obtained by private donations. Jepsen noted the basis of this grant request is to match young parents with experienced parents as mentors. The mentors would attend Martin County Mentoring Parents Program with the young parents as well as participate in other existing healthy family activities. The mentors would serve as someone young parents could call for help and support as they raise their little ones.

Jepsen noted this new initiative is being proposed to be added to the Martin County Mentoring Network, which would be an additional 10 hours a week to the Mentoring Coordinator position. This would make the position full-time, with benefits. It is estimated that the grant would offset this increase in salary and benefits. It is also understood that if the program would not receive the \$20,000 grant beyond the first year, the position would be reduced back down to 30 hours per week. Jepsen went on to note Martin County Mentoring Parents would make Martin County Mentoring Network a

more complete program as it could reach out to help families with children younger than five because currently the Mentoring Network only works with children ages five to seventeen. We believe the Mentoring Parents Program will help build strong families and better outcomes for kids.

Commissioners inquired if the County pledge of \$3,000 is budgeted for next year or if this is an additional request.

Scott Higgins, Martin County Coordinator, stated the \$3,000 is an additional budget request.

After discussion,

Motion by Commissioner Pierce, seconded by Commissioner Potter, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize the Board Chair and Commissioners to sign the Letter of Support for the grant application to the Southern Minnesota Initiative Foundation (SMIF) for the proposed Parent Mentoring Program in the amount of \$20,000; with a required match of \$5,000; with the County pledging up to \$3,000; and the remaining amount to be met by non-cash support or in-kind as stated in the proposed budget for the pilot program; and approve the current Mentoring Coordinator position from 30 hours up to 40 hours per week, contingent upon receiving the grant and the continuation of the grant to the County; and that if beyond the first year the grant is not awarded or the Board determines at any time to discontinue the program, the position would be reduced back down to the 30 hours per week (benefits would be reduced accordingly). Carried unanimously.

Jepsen continued with a Martin County Mentoring Network Program update including current number of mentors and matches; providing volunteers needed to staff the race track gate during the Martin County Fair; upcoming Healthy Youth event on August 26<sup>th</sup> at Center Creek Orchard; attending Mentoring Partnership of Minnesota conference in the Twin Cities in October; and past, present, and future community involvement opportunities for raising the visibility of the Martin County Mentoring Network.

Tim Penny, Southern Minnesota Initiative Foundation President & CEO, and Jean Burkhart, Vice Chairman Southern Minnesota Initiative Foundation Board, were present to review the Southern Minnesota Initiative Foundation's (SMIF) Annual Report for 2011 focusing on Early Childhood Support, Community Support, and Entrepreneur Support in Martin County.

Jeff Markquart, Martin County Sheriff, and Corey Klanderud, Chief Deputy, presented a renewal agreement with GeoComm, Inc. for E-911 System Maintenance Consulting Services including GIS Data Maintenance Services and Software Support Services with an annual fee of \$7,125; stating that the increase in pricing comes as a result of a couple of new system support, including tracking system for squad cars. This renewal agreement will be effective October 1, 2012 through September 30, 2013.

Motion by Commissioner Pierce, seconded by Commissioner Belgard, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize the Board

Chair and/or Martin County Sheriff to sign the contract between GeoComm, Inc. and Martin County, for professional services for E-911 System Maintenance Consulting Services effective October 1, 2012 and continuing through September 30, 2013 in the amount of an annual fee of \$7,125.00. Carried unanimously.

Markquart and Klanderud provided an update for the proposed office remodel project at the Security Building and Sheriff's offices including video visitation room in the Sheriff's Office Lobby; relocation of dispatch center, records and reception personnel; squad room; secretaries and PD office. We had asked that Paulsen Architects inspect the areas and inform us of the most feasible and financially responsible way to accomplish this remodel plan to make a more efficient workspace. We're still on schedule for November for our new ARMER radio system to be active and would like to have these efficiencies in place relatively soon. We want to do it right but we also want to get it done before bringing in new equipment.

Higgins stated the Board asked for a scope of services and cost of the proposed office remodel project over at the Security Building and the Sheriff's offices and received a quote from Paulsen Architects of Mankato, MN in the amount of \$8,900 including reimbursable expenses for architectural, structural, mechanical and electrical engineering services for the proposed project.

Motion by Commissioner Pierce, seconded by Commissioner Schmidtke, Be It Resolved that the Martin County Board of Commissioners, determining the need to hire an architect to assist in the planning of the Security Building remodel project, hereby approve and authorize the Board Chair to sign the proposal between Paulsen Architects of 209 South Second Street, Suite 201 in Mankato, MN; and the cost will be billed at \$8,900 and includes reimbursable expenses. Carried unanimously.

A discussion ensued regarding drafting a letter to state and federal representatives concerning the most recent Assistance to Firefighters Grant Program funding application for the 800 MHz radio upgrade. Award notification will begin the first part of September, 2012 and run through March, 2013.

Commissioner Pierce suggests that each commissioner provide their original signature to the letters.

Motion by Commissioner Pierce, seconded by Commissioner Potter, Be it Resolved that the Martin County Board of Commissioners, hereby approve and authorize Board Chair and County Coordinator to draft an additional letter to state and federal representatives concerning the Assistance to Firefighters Grant Program funding application for 800 MHz radio upgrade. Carried unanimously.

Higgins stated the County Assessor is an appointed position (Minnesota Statutes 273.061) and Dan Whitman was appointed as Martin County Assessor for an initial term effective July 5, 2006 through December 31, 2008; and reappointed for an additional term effective January 1, 2009 through December 31, 2012.

Motion by Commissioner Pierce, seconded by Commissioner Belgard, Be It Resolved that the Martin County Board of Commissioners, after careful consideration and in accordance with Minnesota Statute 273.061, hereby approve the reappointment of Danial Whitman as Martin County Assessor for a four year term beginning January 1, 2013 through December 31, 2016. Carried unanimously.

Rebecca Bentele, Victim/Witness Coordinator, stated her office has received resignation notice from Jane Vader, Supervised Visitation Program Coordinator, effective August 23, 2012; and requests advertising to fill the vacancy.

Motion by Commissioner Belgard, seconded by Commissioner Potter, Be It Resolved that the Martin County Board of Commissioners, hereby accept the resignation of Jane Vader, Supervised Visitation Program Coordinator effective August 23, 2012; and approve and authorize recruitment to fill the position of Supervised Visitation Program Coordinator. Carried unanimously.

Higgins presented the Retired and Senior Volunteer Program (RSVP) 2013 budget allocation request in the amount of \$1,300.

Motion by Commissioner Pierce, seconded by Commissioner Belgard, Be It Resolved that the Martin County Board of Commissioners, hereby receive and file the CY2013 Retired and Senior Volunteer Program budget allocation request in the amount of \$1,300. Carried unanimously.

Higgins stated the Martin County Parks/Trail Committee has received resignation notices from Erika Ask (District 5 Representative, term expires 12-31-13) and Rod DeBoer (At-Large Representative, term expires 12-31-12). Higgins noted Phillip Bettin has expressed interest in serving and has agreed to become a park board member representing District 5.

Motion by Commissioner Potter, seconded by Commissioner Belgard, Be It Resolved that the Martin County Board of Commissioners, hereby appoint Phillip Bettin to serve as District 5 Representative on the Martin County Parks/Trail Committee effective August 21, 2012 through December 31, 2013. Carried unanimously.

Higgins presented a listing of warrants, Highway Department and Ditch Administration bills to be paid on August 21, 2012.

Motion by Commissioner Schmidtke, seconded by Commissioner Pierce, Be it Resolved that the Martin County Board of Commissioners, hereby approve bills to be paid August 21, 2012 as presented; and includes the Martin County Highway Department bills and Ditch Administration bills as presented. Carried unanimously.

Warrants Received and paid August 21, 2012 are registered on file in the Auditor/Treasurer's Office as follows:

Revenue Fund – Warrants Approved August 21, 2012	\$235,536.39
Enhanced 9-1-1 Fund	\$ 2.53

Recreation and Safety Fund	\$ 33.81
Martin Co. Economic Development Authority	\$ 458.39
Solid Waste Management Fund	\$ 31,129.50
Law Library Fund	\$ 4,232.61
Martin County Transit Fund	\$ 53,299.33
County Attorney's Forfeiture	\$ 608.12
Recorder's Technology Fund	\$ 6,072.99
Ind. Sewage Treatment Sys. Loan FD (ISTS)	\$ 15,725.00
Building – CIP – Fund	\$ 9,849.10
Bank Building Fund	\$ 4,217.77
Debt Service Fund	\$ 47,423.75
Forfeited Tax Fund	\$ 1,368.38
Total	\$409,957.67

Road and Bridge Funds	\$328,801.66
Martin County Ditch Fund – Warrants Totaled	\$ 71,897.27

Commissioners reviewed information received from the Fairmont Festivals & Events Committee, Community Christmas Decoration Committee, and 2012 Fairmont Glows Parade Committee.

Commissioners presented their Board member reports:

Commissioner Potter stated on Friday, August 10<sup>th</sup> he attended the Human Services Conglomerate; Tuesday, August 14<sup>th</sup> Library Board meeting; Wednesday, August 15<sup>th</sup> Human Services Exec meeting; and Friday, August 17<sup>th</sup> Canvass Board meeting.

Commissioner Schmidtke stated in addition to those mentioned he worked shifts at the County's fair booth on Tuesday, Wednesday, and Saturday.

Commissioner Pierce stated he had nothing new to report.

Commissioner Belgard stated on Tuesday, August 7<sup>th</sup> he attended a ditch meeting in Sherburn, MN; Monday, August 20<sup>th</sup> Substance Abuse Prevention Coalition meeting at the Fairmont High School.

Commissioner Donnelly stated he attended the Human Services Exec Board meeting, Prairieland meeting, and Canvass Board.

Commissioners reviewed their calendars of upcoming meetings and activities: August 21<sup>st</sup> – Labor Management Committee meeting at 1:30 p.m. and Human Services at 5:30 p.m.; August 22<sup>nd</sup> – RC&D Meeting at 11:00 a.m. in Mankato, MN; August 23<sup>rd</sup> – 2012 Summer Youth Work Experience Program reception at 5:00 p.m. at the Red Rock Center for the Arts; August 27<sup>th</sup> – Annual Road and Tax Forfeited Land Tour at 7:00 a.m. at the Ranch Restaurant; August 28<sup>th</sup> – Ditch #7 meeting at 11:30 a.m. in Faribault County; August 29<sup>th</sup> – Human Services meeting; August 30<sup>th</sup> – South Central Service Cooperative Health Insurance Renewal meeting in Mankato; September 3<sup>rd</sup> – Labor Day holiday,

Courthouse Closed; September 4<sup>th</sup> – regular Board of Commissioners meeting at 9:00 a.m. in the Board Room.

Forshee a revised CY2013 Preliminary Budget and Levy Request which was a 13.8% levy increase over CY2012.

The Board reviewed CY2013 proposed adds and delete options for each department and proposed reductions of \$283,849 were identified. Without using reserve funds, the tax increase would be \$1,183,197 which is a 10.95% increase. Combined with \$250,000 from the reserve fund, the tax increase would be \$933,197 or 8.64%. The proposed reductions will be submitted to individual departments, which will have a chance to defend their original proposals. The final tax levy numbers need to be submitted to the state by September 15<sup>th</sup> after which the amount can be lowered but not raised.

Commissioners stated their concerns that the levy amount is still too high.

Deputy Jacob Ruppert, Martin County Sheriff's Office, stated the Sheriff's Office has been granted a supplemental federal boating safety sub grant in the amount of \$22,326.00 to cover equipment and supply expenses incurred for boating safety activities. Ruppert went on to state funds will include the trade-in and purchase of a new boat, motor, and trailer and navigational aids.

Motion by Commissioner Schmidtke, seconded by Commissioner Pierce, Be it Resolved that the Martin County Board of Commissioners, hereby approve and authorize Board Chair and/or Martin County Sheriff and Auditor/Treasurer to execute and sign the 2012 Federal Boating Safety Supplemental Equipment Grant in the amount of \$22,326.00 effective July 1, 2012 through October 31, 2012. Carried unanimously.

With no further business to wit, Chairman Donnelly adjourned the meeting at 10:53 a.m.

BOARD OF COMMISSIONERS  
MARTIN COUNTY, MN

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Steve Donnelly, Board Chair

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