

PROCEEDINGS OF THE  
MARTIN COUNTY BOARD OF COMMISSIONERS  
TUESDAY, NOVEMBER 19, 2013  
@ 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 Elliot Belgard.

Commissioners present were Steve Flohrs, Dan Schmidtke, Steve Donnelly, and Elliot Belgard. Steve Pierce was absent. Also present were Scott Higgins, Martin County Coordinator, James Forshee, Martin County Auditor/Treasurer, Jennifer Brookens, Sentinel Newspaper, Terry Viesselman, Martin County Attorney, Doug Landsteiner, County Veterans Service Officer, Julie Walters, Administrative Assistant, and members of staff and public.

Motion by Commissioner Schmidtke, seconded by Commissioner Flohrs, Be It Resolved that the Martin County Board of Commissioners, hereby approve the agenda for the November 19, 2013 regular Board of Commissioners meeting with the following additions: 8.9 University of Minnesota Extension Nutrition Education Program Update – June Sorensen, Community Nutrition Educator; and 8.10 Discuss Letter Received from South Central Volunteer Dive Team. Carried unanimously.

Motion by Commissioner Schmidtke, seconded by Commissioner Donnelly, Be It Resolved that the Martin County Board of Commissioners, hereby approve the minutes of the November 5, 2013 regular Board of Commissioners meeting. Carried unanimously.

Terry Viesselman, Martin County Attorney, provided an office update pertaining to quote received for a new office telephone system.

James Forshee, Martin County Auditor/Treasurer, stated the Fox Lake Conservation League, Inc. is requesting approval of a gambling license for off-site operation on the east end of Fox Lake for an Ice Fishing Contest to be held on February 15, 2014.

Motion by Commissioner Flohrs, seconded by Commissioner Schmidtke,

R-#44/'13

GAMBLING PERMIT APPLICATION APPROVAL (OFF-SITE)  
FOX LAKE CONSERVATION LEAGUE, INC.

BE IT RESOLVED, the Martin County Board of Commissioners, hereby approve the Minnesota Lawful Gambling Off-site Permit Application – Form LG230 Application to Conduct Off-site Gambling Activity for the Fox Lake Conservation League, Inc. per the requirements of Minnesota Statutes; and concurrent with the rest of their off-site permits, to include the following location at: the east end of Fox Lake in Martin County, MN (Ice Fishing Contest February 15, 2014).

Motion by Commissioner Flohrs, seconded by Commissioner Schmidtke, and was duly passed and adopted this 19<sup>th</sup> day of November, 2013.

BOARD OF COMMISSIONERS  
MARTINCOUNTY, MN

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Elliot Belgard, Board Chair

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

Roll Call AYES: Commissioners Donnelly, Schmidtke, Flohrs, and Belgard. NAYS: None. Resolution duly passed and adopted this 19<sup>th</sup> day of November.

Scott Higgins, Martin County Coordinator, stated the Highway Department has received the retirement resignation of Jeff Krumwiede, Shop Supervisor, effective January 21, 2014.

Motion by Commissioner Donnelly, seconded by Commissioner Flohrs, Be It Resolved that the Martin County Board of Commissioners, hereby accept with regrets the retirement resignation of Jeff Krumwiede, Shop Supervisor, from employment with Martin County after twenty plus years of service to the County and its citizens, effective January 21, 2013. Carried unanimously. Higgins stated that Kevin Peyman, County Engineer, requests to begin the recruiting process for a Shop Supervisor position.

Motion by Commissioner Flohrs, seconded by Commissioner Schmidtke, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize recruitment to fill the Shop Supervisor position. Carried unanimously.

Higgins stated with the recent approval for a replacement hire of the Highway Technician position, Kevin Peyman, County Engineer, has revised the county's job description to reflect more accurately the essential functions and minimum qualifications for the job. After Board consideration and review,

Motion by Commissioner Schmidtke, seconded by Commissioner Flohrs, Be It Resolved that the Martin County Board of Commissioners, hereby approve the revisions to the Highway Technician job description as presented dated October 2013. Carried unanimously.

Doug Landsteiner, County Veterans Service Officer, stated his office received a donation in the amount of \$1,628.74 from the American Legion Auxiliary Martin County Council for the Martin County Veterans Van Fund. Landsteiner went on to state that a letter was included with the donation stating that the American Legion Auxiliary Martin County Council voted to disband on September 29, 2013.

Motion by Commissioner Donnelly, seconded by Commissioner Flohrs, Be It Resolved that the Martin County Board of Commissioners, hereby approve and accept the donation received in the

amount of \$1,628.74 from the American Legion Auxiliary Martin County Council for the Martin County Veterans Van Fund. Carried unanimously.

Landsteiner noted that he is still very interested in continuing with the County Boy and Girl County program which teaches area students about county government. Landsteiner went on to note that with the disbandment of the American Legion Auxiliary Martin County Council, the Fairmont auxiliary post and possibly a couple of the other auxiliary posts in the County may also be interested in assisting with the sponsorship and continuation of the Boy and Girl program. Landsteiner stated he has talked with Martin County Recorder, Kay Wrucke, to help in co-chairing the project and Wrucke has agreed to work with Landsteiner and the auxiliary members. Landsteiner went on to state he will update the Board in the future as to the continuation of the Boy and Girl program.

Pam Flitter, Martin County Zoning Official, presented the list of Martin County Septic Loans for the year 2013 for certification and assessment to property taxes for those listed in the amount of \$113,396.82. After Board consideration and review,

Motion by Commissioner Flohrs, seconded by Commissioner Donnelly, Be It Resolved that the Martin County Board of Commissioners, being presented the listing of the 2013 Martin County Septic Loans in the amount of \$113,396.82 to be certified and assessed to the respective properties, effective for 2014 as follows:

Loans granted during 2013 through the Martin County ISTS Loan Program. Apply the principal and interest to tax statements as a special assessment.

	<b>Name</b>	<b>Parcel Number</b>	<b>Loan %</b>	<b>Years for Loan</b>	<b>Loan Type</b>	<b>Loan Amount</b>
1	Ballard, Cory	10.022.0150	4	10	<b><u>MC</u></b>	\$ 12,759.39
2	Olson, Mark	03.015.0450	2	10	<b><u>MC</u></b>	\$ 5,914.70
3	Zielske, Sue	15.024.0800	2	10	<b><u>MC</u></b>	\$ 10,844.96
4	Flohre, Robert	06.050.0040	4	10	<b><u>MC</u></b>	\$ 8,381.16
5	Flohre, Gavin	06.050.0195	2	10	<b><u>MC</u></b>	\$ 8,079.34
6	Leiding, Travis	10.018.0450	4	10	<b><u>MC</u></b>	\$ 12,645.00
7	Wallace, Brad	16.020.0450	2	10	<b><u>MC</u></b>	\$ 10,898.99
8	Caballero, Carlos & Sarah	17.008.0300	2	10	<b><u>MC</u></b>	\$ 16,156.83
9	Kotewa, Dallyn	16.021.0200	2	10	<b><u>MC</u></b>	\$ 7,828.45
10	Allen, Steven	10.030.0150	2	10	<b><u>MC</u></b>	\$ 19,888.00
<b>GRAND TOTAL AMOUNT OF LOAN DOLLARS</b>						<b>\$ 113,396.82</b>

Carried unanimously.

Flitter stated that annually the County Board sets the interest rate for the Martin County Septic Loan Program, stating that currently the interest rates are 2% and 4% dependent upon the applicant's household income. After discussion,

Motion by Commissioner Schmidtke, seconded by Commissioner Donnelly, Be it Resolved that the Martin County Board of Commissioners, having the authority to adjust the interest rates charged for the Martin County Septic Loan Program, after review and consideration, hereby approve the rate of 2% and 4% (no change from 2013) annual interest to be charged accordingly per the income level of the applicants as described by the Martin County ISTS Loan Program for CY2014, effective January 1, 2014. Carried unanimously.

James Forshee, Martin County Auditor/Treasurer, presented the Advertising contract with the Fairmont Sentinel for the year 2014, stating that the new display advertising contract for 750 inches is at the rate of \$11.75 per column inch; and that the Classified Advertising contract for 100 inches is at the rate of \$8.40 per column inch. Forshee stated without the contract the rates would be \$20.75 per column inch and \$14.00 per column inch respectively. Forshee went on to state the new rates reflect an approximate 2% increase.

Motion by Commissioner Donnelly, seconded by Commissioner Flohrs, Be it Resolved that the Martin County Board of Commissioners, hereby approve and authorize the Board Chair to sign the Advertising Contract with the Fairmont Sentinel at the following rates: for Display Advertising Contract for 750 inches at a rate of \$11.75 per column inch; and the Classified Advertising contract for 100 inches is at a rate of \$8.40 per column inch for the year 2014. Carried unanimously.

Rich Perrine, WCA/Water Plan Coordinator, presented a brief update on the Water Conservation Act and presented for consideration Service Agreements to administer the Martin County Water Plan Program in the amount of \$23,242 (CY2013-\$22,184) noting this amount is derived from the 2014 allocation from the Natural Resources Block Grant Agreement (NRBG) funds with \$13,697 in grant dollars and \$9,545 County cash match; and the proposed Service Agreement authorizing the administration of the Wetland Conservation Act (WCA) in the amount of \$17,556 with \$8,778 grant funding (NRBG) and \$8,778 County cash match.

Motion by Commissioner Flohrs, seconded by Commissioner Schmidtke, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize the Board Chair to sign the Service Agreements between Martin County Soil and Water Conservation District (SWCD) and Martin County for calendar year 2014 for implementation of the Martin County Water Plan Program in the amount of \$23,242 (NRBG - \$13,697 and required county match of \$9,545); and to administer the Wetland Conservation Act (WCA) for calendar year 2014 in the amount of \$17,556 (NRBG - \$8,778 and required County match of \$8,778). Carried unanimously.

Forshee recommended a second year-end bill payment cycle in December, 2013. Forshee stated the cut-off date is December 20, 2013 at 5:00 p.m. for vouchers with checks mailed out on December 26, 2013.

Motion by Commissioner Donnelly, seconded by Commissioner Flohrs, Be It Resolved that the Martin County Board of Commissioners, hereby approve a second year-end bill payment cycle; and authorize the Auditor/Treasurer to approve such bill payments for December 20, 2013. Carried unanimously.

Higgins stated annually the Board reviews the Citizen Advisory Boards/Commissions for (re) appointments for those terms expiring December 31, 2013. Planning & Zoning Commission – Jon Eversman, David Kumm, and Robbin Celander; Extension Committee – Brad Krusemark and Julie Becker; Martin County Economic Development Authority Commission – Dale Schumann; Water Plan Advisory Committee: Gary Schaub, Guy Beemer, Bryan Gregor, Philip Bettin, and Leeann Steen. After review,

No action taken for appointments to various Martin County Citizen Advisory Boards and Committees for 2014.

Higgins presented the bills to be paid.

Motion by Schmidtke, seconded by Commissioner Donnelly, to approve the bills, including the Highway Warrants, and Ditch warrants to be paid November 19, 2013 as presented. Carried unanimously.

Warrants received and paid November 19, 2013 are registered on file in the Auditor/Treasurer's Office as follows:

Revenue Fund – Warrants Approved November 19, 2013	\$301,313.46
Enhanced 9-1-1 Fund	\$ 3,051.39
Recreation and Safety Fund	\$ 397.31
Martin Co. Economic Development Authority	\$ 3,717.81
Solid Waste Management Fund	\$ 29,323.55
Law Library Fund	\$ 3,140.63
Martin County Transit Fund	\$ 54,549.55
Ind. Sewage Treatment System Loan Fund (ISTS)	\$ 45,055.47
Bank Building Fund	<u>\$ 3,230.71</u>
Total	\$443,779.88
Road and Bridge Funds Totaled	\$103,497.43
Martin County Ditch Funds Totaled	\$287,817.83

Forshee stated a letter was received from the South Central Volunteer Dive Team requesting its 2013 allocation. Forshee noted 2013 allocations were reduced by 10% thereby reducing the allocation from \$750 to \$675.

Motion by Commissioner Flohrs, seconded by Commissioner Donnelly, Be It Resolved that the Martin County Board of Directions, hereby approve and authorize CY2013 allocation to the South Central Volunteer Dive Team in the amount of \$675.00. Carried unanimously.

June Sorensen, Martin County Community Nutrition Educator, presented a program update stating the University of Minnesota Extension announced big changes to the Community Nutrition Educator (CNE) Program in the form of a restructuring and that there will no longer be a CNE in each county. Sorensen noted she has not received all of the details yet but was informed the CNE job requirements are changing. Sorensen went on to note with the approximate \$3 million cost of the program and no new farm bill federal cuts weren't reinstated to the program and is why the restructuring is happening. Sorensen presented a timeline for CNE's wanting to apply for the restructured positions stating interviews will begin December 2, final decisions by December 16, and for those that reapply and don't get a position, a layoff notice will go out on December 17 which will become effective January 14, 2014.

Commissioners thanked Sorensen for the great job she has done and wished her well with retaining her CNE status.

Higgins presented the 2013 Martin County Board Standing Committee Assignments list and asked that the Board review their individual committee assignments for 2014.

Higgins stated Commissioner Donnelly has determined he will not be attending the Association of Minnesota Counties Conference in December, 2013 and recommends Doug Landsteiner, CVSO attend this year's conference.

Motion by Commissioner Schmidtke, seconded by Commissioner Flohrs, Be It Resolved that the Martin County Board of Commissioners, approve and authorize Doug Landsteiner, CVSO, to attend the Association of Minnesota Counties (AMC) Annual Conference to be held December 9-11, 2013 in Minneapolis, MN. Carried unanimously.

Commissioners presented their individual board member reports.

Commissioner Donnelly stated he attended the GBERBA meeting in Mankato, MN on November 8<sup>th</sup>; and Prairieland meeting on November 15<sup>th</sup>.

Commissioner Belgard stated in addition to what has been mentioned he attended the AMC District 7 meeting in Waseca, MN on November 13<sup>th</sup>.

Commissioner Schmidtke stated in addition to what has been mentioned he met with the Extension Committee to line up interview candidates for the 4-H Program Coordinator position on November 8<sup>th</sup>; regular Extension Committee meeting on November 12<sup>th</sup>; and interviews for the 4-H Program Coordinator position on November 15<sup>th</sup>.

Commissioner Flohrs stated he attended Drug Court Graduation on November 5<sup>th</sup> (four graduated that day making fifty that have graduated through that program); Human Service Exec. meeting on November 6<sup>th</sup>; Library Board meeting on November 12<sup>th</sup>; Soil and Water meeting on November 14<sup>th</sup>; Rural Advantage Open House; 4-H Banquet on November 17<sup>th</sup>; and Minnesota Valley Action Council on November 18<sup>th</sup>.

Commissioners reviewed their calendars of upcoming meetings and activities: November 19, 2013 – Agri Business Community Meeting at 6:00 p.m. at The Ranch Restaurant; November 20,

2013 – Human Services meeting in Fairmont, Department Directors meeting at 8:30 a.m. in the Sisseton Room – Courthouse, and Food Drive Collection delivery to the Salvation Army; November 22, 2013 – Drug Court Steering Committee meeting at 11:00 a.m. and Glows Parade at 6:00 p.m.; November 25, 2013 – Mn/DOT Transportation Town Hall meeting at 4:00 p.m. at Minnesota State University, Mankato, and Rural Minnesota Energy Board meeting in Slayton, MN; November 26, 2013 – Forfeited Land Sale at 10:00 a.m. in the Commissioners Board Room; November 28-29, 2013 – Thanksgiving Holiday, Courthouse Closed; December 2, 2013 – regular EDA meeting at 5:15 p.m. and Minnesota Association of Soil and Water Districts State Convention; December 3, 2013 – regular Board of Commissioners meeting at 9:00 a.m. and JD #91 & JD #350 meeting in Trimont, MN (need two commissioners); December 4, 2013 – Butterfield Petition meeting at 10:30 a.m. in the Commissioners Board Room (need three commissioners); December 5, 2013 – Truth in Taxation meeting at 6:00 p.m. in the Commissioners Board Room.

Chair Belgard introduced Judd Schultz, Housing Services Director-MVAC.

Schultz stated the purpose of this public hearing is that last year the Department of Employment and Economic Development (DEED) requires a second public hearing on the Small Cities Development Program and decided those should take place during the second year of the grant. So you have a public hearing at the beginning of the grant to let people know you're going to apply for the Program and then they require an additional hearing in the second year of the grant. Schultz went on to state that Martin County is in the second year of the Program and so far have had 23 projects, all housing. Of those, 13 are completed or in progress and 4 that have applications being reviewed, and 6 more to finish up by December 2015. Out of the 23 projects, 8 are from Ceylon, 4 from Dunnell, 5 from Northrop, and 6 from Granada. Schultz noted in addition to housing rehab projects, there are 5 commercial buildings in Trimont, Minnesota that are lined up for renovations, with three more in the process of being approved. Schultz thanked the Martin County Commissioners for providing leverage dollars for the housing rehab and commercial renovations.

Chair Belgard opened up the public portion of the hearing for citizen input. One citizen was present and had no comment; and no comments were received in writing with regard to the Small Cities Development Program.

Chair Belgard closed the public portion of the hearing.

No action required for public hearing in regard to the current open Martin County Small Cities Development Program for providing rehabilitation funding to eligible households located in the communities of Ceylon, Dunnell, Granada and Northrop. The purpose was to obtain comments from the public regarding the program.

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

BOARD OF COMMISSIONERS  
MARTIN COUNTY, MN

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Elliot Belgard, Board Chair

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