

PROCEEDINGS OF THE
MARTIN COUNTY BOARD OF COMMISSIONERS
TUESDAY, JUNE 3, 2014
@ 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 Dan Schmidtke.

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

Motion by Commissioner Belgard, seconded by Commissioner Flohrs, Be It Resolved that the Martin County Board of Commissioners, hereby approve the agenda for the June 3, 2014 regular Board of Commissioners meeting with the following addition: 8.7 Update on Southern Minnesota Tourism Association and Fairmont Convention & Visitors Bureau – Stephanie Buishan, Executive Director. Carried unanimously.

Motion by Commissioner Pierce, seconded by Commissioner Flohrs, Be It Resolved that the Martin County Board of Commissioners, hereby approve the minutes of the May 6, 2014 and May 20, 2014 regular Board of Commissioners meetings. Carried unanimously.

Stephanie Buishan, Executive Director of the Fairmont Convention & Visitor's Bureau (CVB) and the County's representative to the Southern Minnesota Tourism Association (SMTA) updated the Board on the activities of the Fairmont CVB along with the SMTA. Buishan also requested the Board consider CY2015 budget allocation for the SMTA in the amount of five cents per capita.

Motion by Commissioner Pierce, seconded by Commissioner Belgard, Be it Resolved that the Martin County Board of Commissioners, hereby receive and file the CY2015 Appropriation Request from Southern Minnesota Tourism Association in the amount of five cents per capita. Carried unanimously.

Terry Viesselman, Martin County Attorney, noted a meeting is slated for June 26 or 27, 2014 regarding escalating costs associated with out of home placements. Viesselman went on to note that Commissioner Pierce is currently receiving email updates; and that Commissioners Belgard and Flohrs (Chair and Vice Chair Faribault & Martin Counties Human Services Board) will be added to receive future emails.

Pierce stated that we'll get that meeting figured out and two of us can go there. I'm the only one that is on the email at this point.

Pam Flitter, Martin County Zoning Official, presented a Conditional Use Permit (CUP) request from Doug Bicknase and David Bicknase within Section 3 of Fraser Township, for expansion of

current hog operation on an existing building site in an “A” Agricultural District. The Planning Commission approved the CUP request during their May 27, 2014 meeting and is recommending approval of the Conditional Use Permit.

Motion by Commissioner Flohrs, seconded by Commissioner Donnelly,

R-#30/’14

CONDITIONAL USE PERMIT
DOUG BICKNASE AND DAVID BICKNASE
CONSTRUCTING AND OPERATING A FEEDLOT
LOCATED IN AN “A” AGRICULTURAL DISTRICT
WITHIN SECTION 3 OF FRASER TOWNSHIP

Motion by Commissioner Flohrs, seconded by Commissioner Donnelly,

WHEREAS, a Conditional Use Permit was requested by Douglas M. Bicknase and Lorna L. Bicknase, husband and wife as tenants in common, applicants/owners of property located within Section 3 of Fraser Township in Martin County, Minnesota (legally described in application) for the purpose of expanding current hog operation on an existing building site located in an “A” Agricultural District; and

WHEREAS, the Martin County Planning and Zoning staff has completed a review of the application and made a report pertaining to the request, a copy of said report has been presented to the County Board of Commissioners; and

WHEREAS, the Planning Commission of the County on the 27th day of May, 2014 following proper notice, held a public hearing regarding the request and, following the hearing, adopted a recommendation that the request for a Conditional Use Permit be granted; and

WHEREAS, the Martin County Board of Commissioners finds that Conditional Use Permit is to be issued for the following purpose:

Constructing and operating a feedlot site over 1,000 animal units, and

WHEREAS, the following conditions have been applied:

- Any additional permits required by the State of Minnesota must be obtained by the applicant.
- Building permit(s) must be obtained.

NOW THEREFORE BE IT RESOLVED, that the Martin County Board of Commissioners, and upon the recommendation of the Martin County Planning Commission, hereby approves the Conditional Use Permit for the above described property and is hereby issued pursuant to MS 394.301 and Martin County Ordinance #1, Chapter 6.01 and that this permit shall remain in full force and effect provided in the conditions as described above are met and maintained by the applicant and his/or her successors in interest. This permit is binding upon the applicant, the

record titleholder to the property, and his/her successors in interest. Notice is hereby given that this permit may be revoked if the conditions set forth above are not maintained as described above. This resolution shall become effective immediately upon its passage and without publication.

Dated this 3rd day of June, 2014.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Dan Schmidtke, Board Chair

ATTEST: _____
Scott Higgins, County Coordinator

Roll Call AYES: Commissioners Belgard, Pierce, Donnelly, Flohrs, and Schmidtke. NAYS: None. Resolution duly passed and adopted this 3rd day of June, 2014.

James Forshee, Martin County Auditor/Treasurer, stated he has received the application from Richard Koons, d/b/a Fox Lake Tack & Trading Co. for renewal of its Liquor, Wine, Club or 3.2% License. Forshee recommends approval contingent upon receipt of insurance certificate.

Motion by Commissioner Belgard, seconded by Commissioner Pierce, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize the renewal of Liquor, Wine, Club or 3.2% License for Richard Koons, d/b/a Fox Lake Tack & Trading Co., located at 8 Main Street in Welcome, MN, effective June 7, 2014 through June 6, 2015; and is contingent upon receiving proper documentation. Carried unanimously.

Kevin Peyman, Martin County Highway Engineer, presented a Highway Department update on the recent damage at the Dunnell shop as a result from a fire in the starter of a motor grader.

Peyman noted the department has received an insurance check for Unit #6 a 1999 pickup that was sitting on the other side of the shop that had quite a bit of smoke damage. Peyman went on to note the pickup was valued at \$4,995; highest salvage bid was \$856; and that the department did buy back the pickup, cleaned it up and got it running again, and received a check from the insurance company in the amount of \$4,139.

Peyman continued the fire investigation showed the fire began in the motor grader's starter and we're still waiting for the adjuster to price out everything to fix it to show that it would be as much as what the determined value is worth, so we won't have a final number on the grader yet. Peyman stated he is waiting for bids from Hertzke and Tech Builders for costs to try and save the building compared to rebuilding.

Peyman concluded stating the Highway Department is starting our sealcoating of driveways and entrances today; are looking at starting our regular sealcoating July 8, 2014; and that there is no word yet on the start date for construction.

Corey Klanderud, Chief Deputy Martin County Sheriff's Office, stated two weeks ago Drew Strom was assigned a temporary full time corrections officer position and now due to a change in Strom's availability he no longer has the available hours. Therefore, we recommend moving Cameron Abbey to the temporary full time corrections officer position; and move Strom back to part time corrections officer status.

Motion by Commissioner Donnelly, seconded by Commissioner Belgard, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize the hire of Cameron Abbey as temporary full time corrections officer for the Martin County Sheriff's Office at \$18.57/hour effective June 1, 2014 for up to a three month period, and accrual of Paid Time Off during the time period, not eligible for full time benefits, with the exception of PTO accrual starting at 0-4 year accrual rate; and that Drew Strom be moved back to part time corrections officer status at \$15.96/hour effective June 1, 2014. Carried unanimously.

Higgins reviewed a revised job description for the Communications Officer position in the Martin County Sheriff's Office, noting the job description has been revised to reflect more accurately the essential functions of the job.

Motion by Commissioner Flohrs, seconded by Commissioner Donnelly, Be It Resolved that the Martin County Board of Commissioners, hereby approve the revised job description for the Communications Officer position in the Martin County Sheriff's Office as presented; and which more accurately reflects the objective and essential functions of the position. Carried unanimously.

Klanderud presented a Sheriff's Office update noting their office is looking to upgrade our interview room system; how challenging the upgrade of Windows XP to Windows 7 has been including having to replace four (4) squad laptops as they were not able to take the Windows 7 upgrade; and upcoming upgrade to the jail finger print system. Klanderud noted Steve McDonald, MIS Director, will be attending the next regular Board meeting to present bids and to address the aforementioned upgrades.

Forshee noted Martin County has been awarded grant funds in the amount of \$3,529.41 for the development, implementation, or maintenance of data collection and data processing systems that will facilitate improved reporting of property tax data on parcels and portions of parcels to the Commissioner of Revenue. Forshee went on to note these system changes are part of the Property Record Information System of Minnesota (PRISM) project; and recommends acceptance of the grant funds.

Motion by Commissioner Flohrs, seconded by Commissioner Belgard,

R-#31/'14

RESOLUTION

AUTHORIZING EXECUTION OF
PROPERTY RECORD INFORMATION SYSTEM OF MINNESOTA (PRISM)
GRANT FUNDS

BE IT RESOLVED THAT, Martin County enters into a grant agreement with the State of Minnesota, acting through its Commissioner of Revenue, for the project entitled Property Record Information System of Minnesota (PRISM) in the grant amount of \$3,529.41 to cover expenses incurred for the development, implementation, or maintenance of data collection and data processing systems that will facilitate improved reporting of property tax data on parcels and portions of parcels to the Commissioner or Revenue for analytical and administrative use effective June 1, 2014 and expires June 30, 2015.

BE IT FURTHER RESOLVED, that the Martin County Auditor/Treasurer and Chairman of the Martin County Board of Commissioners are hereby authorized to execute and sign such grant agreement on behalf of Martin County.

Motion made by Commissioner Flohrs, seconded by Commissioner Belgard, and duly adopted this 3rd day of June, 2014.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Dan Schmidtke, Board Chair

ATTEST: _____
Scott Higgins, County Coordinator

Roll Call Ayes: Commissioners Donnelly, Pierce, Belgard, Flohrs, and Schmidtke. NAYS: None. Resolution duly passed and adopted this 3rd day of June, 2014.

Higgins reviewed the 2014 Small Load Energy Management Program Agreement between SMMPA and Martin County which allows the Courthouse and Law Enforcement Center to curtail a portion of their electric usage during the peak periods of time as requested by SMMPA. Higgins noted SMMPA will pay Martin County \$300.00 per month for the interruptions based on a designated demand of 60 kW; and the interruption period will be for the months of June through September.

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

Load Energy Management Program between SMMPA and Martin County for the year 2014. Carried unanimously.

Higgins stated administrative agreements have been received from Hanratty and Associates, Inc., and H&A Administrators, Inc., for 2014. Higgins noted the monthly service fee for the Select 105™ Administration Agreement and other service fees have remained the same as in 2013.

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 2014 Select 105™ Adoption Agreement, Select 105™ Flexible Benefits Adoption Agreement, Flexible Benefits Plan Administration Agreement, Select 105™ Administration Agreement, which includes Business Associate provisions as required by HIPPA, and COBRA Administration Agreement with H&A Administrators, Inc., and Hanratty and Associates, Inc.; and to include the Select 105™ Administration Agreement – Monthly fees for administrative services in the amount of \$8.00 per Participant; Flexible Spending Account – Monthly fees for administrative services at \$2.75 per Participant; and COBRA – Monthly fees for administrative services at \$5.00 per Participant and \$10.00 for initial packet. Carried unanimously.

Higgins noted the Martin County Extension Committee has hired Mary Faber as 4-H Summer Assistant (temporary position) with the University of Minnesota Extension/Martin County Office.

Motion by Commissioner Flohrs, seconded by Commissioner Belgard, Be It Resolved that the Martin County Board of Commissioners, hereby ratify the hire of Mary Faber as temporary 4-H Summer Assistant with the University of Minnesota Extension/Martin County Office effective May 29, 2014 through August, 2014 at a rate of \$10.00 per hour, up to 40 hours per week, not eligible for full time benefits, to be reimbursed by the Martin County 4-H Federation. Carried unanimously.

Commissioners reviewed the Monthly Financial Statement for April, 2014.

Commissioners presented their individual board member reports.

Commissioner Flohrs stated he attended an Agri. Business meeting at the Ranch Restaurant on May 20, 2014; Human Services Board meeting and State Auditors Exit meeting on May 21, 2014; AMC District meeting in St. James, MN on May 28, 2014; Rural Minnesota Energy Board biomass energy producing area tour in LeSueur, MN and toured where they rebuild transformers in Jordan, MN, and Beyond the Yellow Ribbon meeting on June 2, 2014.

Commissioner Belgard stated in addition to those mentioned he attended the Regional South Central EMS meeting and Regional Communications Board meeting on May 22, 2014; AMC District meeting in St. James, MN and South Central Multi-County HRA meeting on May 28, 2014; and regular EDA meeting on June 2, 2014.

Commissioner Pierce stated in addition to those mentioned he attended the regular EDA meeting on June 2, 2014.

Commissioner Donnelly stated in addition to those mentioned he attended the Gold Cross open house; and Human Services meeting on May 21, 2014.

Commissioner Schmidtke stated in addition to those mentioned he attended the Planning and Zoning meeting on May 25, 2014.

Commissioners reviewed their calendars of upcoming meetings and activities: June 3, 2014 – Joint meeting with Martin County Historical Society at noon, and Feedlot meeting at 5:15 p.m.; June 4, 2014 – Human Services Executive Board meeting; June 5, 2014 – Follow-up Mayo/City Council meeting at City Hall at 9:00 a.m.; June 10, 2014 – Extension meeting at 8:00 a.m., Library Board meeting; June 11, 2014 – Park Board meeting at 4:30 p.m. at East Chain; June 12, 2014 – Soil and Water Conservation District meeting; June 13, 2014 – Prairieland meeting and MN/DOT Regional Transit meeting in Blue Earth, MN at 1:00 p.m.; June 16-20, 2014 – 2015 Budget Workshops; June 17, 2014 – Adult Substance Abuse graduation at 12:30 p.m., Public Hearing for Final Engineer’s Report and Viewer’s Report on JD #2 M&W at 2:00 p.m. at the Fire Hall in the City of Ormsby, MN, regular Board of Commissioners meeting at 5:00 p.m. in the Board Room, and Board of Equalization meeting at 6:30 p.m.in the Board Room.

The meeting recessed at 9:50 a.m.

The meeting reconvened at 12 noon at the Martin County Historical Society.

Those present were: Commissioners Pierce, Schmidtke, Flohrs, and Belgard. Lenny Tvedten, Director of the Martin County Historical Museum, along with other staff members, gave a summary on the changes and activities of the Historical Society and Museum over the past year. Tvedten stated the Historical Society’s appreciation of the support that the county gives to the Historical Society.

With no further business to wit, Motion by Commissioner Pierce, seconded by Belgard to adjourn. Carried unanimously. Meeting adjourned at 12:46PM.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Dan Schmidtke, Board Chair

ATTEST: _____
Scott Higgins, County Coordinator