

PROCEEDINGS OF THE
MARTIN COUNTY BOARD OF COMMISSIONERS
TUESDAY, JULY 15, 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 Steve Pierce, Steve Donnelly, Steve Flohrs, Elliot Belgard, and Dan Schmidtke. Also present were Scott Higgins, Martin County Coordinator, James Forshee, Martin County Auditor/Treasurer, Rod Halvorsen, KSUM/KFMC Radio, Jennifer Brookens, 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 for the July 15, 2014 regular Board of Commissioners meeting with the following additions: 8.9 Authorize Martin County Sheriff to sign E-911 Equipment Purchase Agreement and Maintenance Agreement; 8.10 Consider Hire of one Full Time and one Part Time Corrections Officer – Martin County Sheriff's Office; and 9.1 Set public hearing date and time to consider Final Engineer's and Viewer's Report for CD #30. Carried unanimously.

Motion by Commissioner Flohrs, seconded by Commissioner Donnelly, Be It Resolved that the Martin County Board of Commissioners, hereby approve the minutes of the July 1, 2014 regular Board of Commissioners meeting; and hereby approve the minutes of the June 17, 2014 Martin County Board of Appeal and Equalization meeting. Carried unanimously.

Kevin Peyman, Martin County Highway Engineer, was present and stated the Board previously authorized the recruitment and replacement of a Highway Maintenance Worker I for the Trimont Shop and there were fifteen (15) applicants. Peyman noted that five (5) of the applicants did not currently hold a CDL license and two (2) applicants had their CDL license for less than a year. Interviews were conducted and Peyman recommends the hire of Troy Manze as Maintenance Worker I for the Trimont Shop.

Motion by Commissioner Pierce, seconded by Commissioner Belgard, Be It Resolved that the Martin County Board of Commissioners, upon the recommendation of County Highway Engineer, hereby approve the hire of Troy Manze, Highway Maintenance Worker I, at Grade 10 Step 1 at \$16.28/hour for the Martin County Highway Department effective August 4, 2014; and is eligible for benefits per the County Personnel Policies as it applies to this position. Carried unanimously.

Peyman gave a brief update on current sealcoat project and tentative early August, 2014 start date for SMC to begin the overlay project.

Scott Higgins, Martin County Coordinator, presented and reviewed the termination agreement for the Iowa Lakes Regional Water. Higgins stated under the Termination and Settlement Agreement dated May 6, 2014, the parties agreed that they would separately terminate the Iowa

Lakes Regional Water Joint Powers Agreement which was executed by the parties on March 30, 2010. Higgins went on to state an Agreement to cancel and terminate the prior Joint Powers Agreement has been drafted, approved and executed on behalf of Iowa Lakes Regional Water. Higgins noted the Martin County Attorney has reviewed the Agreement for Cancellation and approves as to form and content.

Motion by Commissioner Flohrs, seconded by Commissioner Pierce, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize Board Chair to sign the Agreement for the Cancellation of a Prior Agreement for the Construction, Maintenance and Operation of Jackson/Martin Rural Water Systems. Carried unanimously.

Higgins noted as the Board is aware, the County will be receiving State Aid for Aquatic Invasive Species (AIS) Prevention. Higgins went on to note the state funds will be automatically distributed to counties based on each county's share of watercraft trailer launches and watercraft trailer parking spaces. For Martin County this equates to \$45,094 for 2014 and is expected to be received on July 20, 2014. Higgins also noted State Statutes are vague on how the AIS funding is to be used; however, guidelines may include providing for site-level management, countywide awareness (education), and other procedures that the county finds necessary to achieve compliance. Higgins noted the Board may use existing staff to develop an AIS program or delegate and appropriate the funds to a Joint Powers Board, or through a cooperative agreement with another political subdivision (i.e. SWCD's, Watershed Districts in the county), or a lake association in the county. Higgins stated the Martin County SWCD has offered to enter into a cooperative agreement with the County to implement and develop an AIS Prevention Program for Martin County. Higgins recommends designating the Martin County SWCD as the project manager to develop and implement the AIS Prevention Program on behalf of the County.

Commissioner Flohrs noted Martin SWCD is very willing to take on this project.

Ashley Brenke, District Technician-Martin SWCD, noted they will be seeking information and input from the City of Fairmont, local lake association, County Park Board and Martin County Sheriff's Office to aid in plan development.

Motion by Commissioner Pierce, seconded by Commissioner Belgard, Be It Resolved that the Martin County Board of Commissioners, having the authority under MN Statute 477A.19, hereby approve and designate the Martin Soil and Water Conservation District as Program Manager, through an approved cooperative agreement, approved by the County Board, to formulate, establish and implement guidelines approved by the County Board, for a countywide Aquatic Invasive Species (AIS) Prevention Program, through the use of funds received from the State of Minnesota for the prevention of AIS into our county's lakes and streams, including other waterway and/or drainage systems that may be affected. Carried unanimously.

Jeff Markquart, Martin County Sheriff, noted the Board had previously authorized a quote from Independent Emergency Services to install required upgrades to the County's E-911 System. Markquart stated he has since received the E-911 Equipment Purchase Agreement and Maintenance Agreement and requests authorization to sign the Agreements on behalf of the County.

Motion by Commissioner Donnelly, seconded by Commissioner Belgard, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize Martin County Sheriff to sign the E-911 Equipment Purchase Agreement and E-911 Maintenance Agreement on behalf of Martin County. Carried unanimously.

Sheriff Markquart noted the Sheriff's Office received applications and interviews were conducted for full time and part time corrections officer positions. Markquart recommends the hire of one full time and one part time corrections officer position at this time and will recommend a second full time hire at a future Commissioners meeting.

Motion by Commissioner Belgard, seconded by Commissioner Pierce, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize the hire of Chris Gerhardt as full time corrections officer for the Martin County Sheriff's Office; and approve and authorize the hire of Andrea DeWar as part time corrections officer for the Martin County Sheriff's Office; with an effective date yet to be determined; and is contingent upon background checks that are acceptable to Martin County. Carried unanimously.

Markquart presented a Martin County Jail update including twenty-four (24) in-house, fourteen (14) in Faribault County, two (2) in Nobles County, and five (5) on Electronic Home Monitoring.

Higgins stated the Board has authorized to fill an administrative assistant position in the Probation Department and Val Jepsen has accepted that position. Higgins noted there were fifty-nine (59) applicants and fourteen (14) were interviewed. Higgins stated the Personnel Committee recommends the hire of Jepsen effective July 21, 2014.

Motion by Commissioner Donnelly, seconded by Commissioner Flohrs, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize the promotion/hire of Val Jepsen as Administrative Assistant II for the Martin County Probation Department at Grade 9 Step 4 at \$16.14/hour effective July 21, 2014; and is eligible for benefits as it applies to this position, subject to serving a six (6) month probationary period. Carried unanimously.

Higgins stated with Jepsen's acceptance of the administrative assistant position in the Probation Department, this leaves the Martin County Mentoring Program Coordinator position open and recommends recruitment to fill the position.

Motion by Commissioner Pierce, seconded by Commissioner Flohrs, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize advertising for recruitment of Martin County Mentoring Program Coordinator Position. Carried unanimously.

Higgins stated the South Central Minnesota Multi-County HRA has notified us that the term of John Hovick will expire on September 30, 2014. Higgins went on to state the South Central Minnesota Multi-County HRA is requesting verification if Hovick's term will be extended or if a new member will be appointed to this position starting October 1, 2014.

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

John Hovick to the South Central Minnesota Multi-County HRA Board of Directors with term beginning October 1, 2014 and term ending September 30, 2015. Carried unanimously.

Higgins stated it is being proposed to enhance the County's Employee Recognition Program by implementing an "Awards of Excellence" Program. Higgins went on to state the purpose of the award program is to honor employees and their extraordinary contributions to Martin County who may otherwise go unrecognized in the increasingly busy, daily course of work. The program has four (4) award categories: Distinguished Service Award, Innovation/Leadership Award, Community Contribution Award, and Commissioner Award. Higgins noted any current county employee or customer can nominate an individual or group of employees for an award category. Selections are made by a committee of department heads and commissioners who will review nominations based on criteria and award winners. Higgins also noted the Commissioner Award will be selected by the County Board. The Labor Management Committee and Department Directors have reviewed and recommended approval of the proposed Martin County Awards of Excellence Program. Recipients will be recognized at a county board meeting and at the annual Employee Recognition Day event. Higgins also noted nominations will be received until August 15, 2014.

Motion by Commissioner Flohrs, seconded by Commissioner Belgard, Be It Resolved that the Martin County Board of Commissioners, having an established Recognition Program, hereby approves enhancing the Employee Recognition Program by implementing an "Awards of Excellence" Program, which includes the following award categories: Distinguished Service Award, Innovation/Leadership Award, Community Contribution Award, and Commissioner Award; and to recognize award recipients during the annual Employee Recognition Day and at a County Board meeting, effective for the year 2014 Employee Recognition Program. Carried unanimously.

Higgins stated as an elected official, John Madsen, Martin County Surveyor, is requesting the Board waive the \$50 subscription fee for full access to the Beacon System in an effort to identify and correct county survey records.

Commissioners discussed the fact that along with being an elected official, Madsen also operates a private business and private businesses must pay a subscription fee for open access Beacon services.

John Madsen, Martin County Surveyor, arrived at the meeting at 9:28 a.m. Madsen addressed the Board noting the county surveyor's office does surveys in town and in the county and sometimes finds line discrepancies. Madsen noted when this happens he goes out to take a look and then brings the discrepancies to the attention of the Martin County Assessor's Office for adjustment or correction. If the county surveyor's office had open access to the system we can, on a routine basis, look at and compare our surveys and if there is a problem we'll bring it to the attention of the Assessor's Office. Madsen also noted he is not going to go through all his past surveys and try to look for problems. But, if someone calls me next week to do a survey someplace and it looks like there is a problem with the lines then we'll let someone know.

After further discussion,

Motion by Commissioner Belgard, seconded by Commissioner Pierce, Be It Resolved that the Martin County Board of Commissioners, hereby approve the request from John Madsen, Martin County Surveyor, for open access to certain programs on the County's Beacon System, and to waive the \$50 subscription fee; and is subject to annual review. All those voting in favor: Commissioners Belgard, Pierce, Donnelly, and Schmidtke. Opposed: Commissioner Flohrs. Motion carries.

Higgins stated a public hearing date and time needs to be set to consider the final Engineer's and Viewer's Report for CD #30.

After discussion,

Motion by Commissioner Flohrs, seconded by Commissioner Belgard, Be It Resolved that the Martin County Board of Commissioners, hereby sets the date and time to hear the final Engineer's and Viewer's Report on CD #30 for Tuesday, August 19, 2014 at 10:00 a.m. in the Commissioners Board Room – Martin County Courthouse. Carried unanimously.

Motion by Commissioner Pierce, seconded by Commissioner Donnelly, Be It Resolved that the Martin County Board of Commissioners, hereby approve payment of claims for the month of July, 2014 as presented; and includes the Martin County Highway Department bills as presented and Drainage Administration bills as presented. Carried unanimously.

Warrants received and paid July 15, 2014 are registered on file in the Auditor/Treasurer's Office as follows:

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| Revenue Fund – Warrants Approved June 15, 2014 | \$171,753.89 |
| Recreation and Safety Fund | \$ 150.00 |
| Martin Co. Economic Development Authority | \$ 2,008.16 |
| Solid Waste Management Fund | \$ 29,707.94 |
| Law Library Fund | \$ 3,409.18 |
| Martin County Transit Fund | \$ 49,609.08 |
| County Attorney's Forfeiture | \$ 180.00 |
| Recorder's Technology | \$ 7,774.07 |
| Recorder's Compliance | \$ 2,181.15 |
| M.C. Area Redevelopment Fund | \$ 14,717.49 |
| Ind. Sewage Treatment System Loans | \$ 13,565.00 |
| Building – CIP – Fund | \$ 6,595.00 |
| Bank Building Fund | \$ 9,728.09 |
| Miscellaneous Tax Fund | \$ <u>751.00</u> |
| Total | \$312,130.05 |
| Road and Bridge Funds Totaled | \$190,497.89 |
| Martin County Ditch Funds Totaled | \$131,116.57 |

James Forshee and Scott Higgins reviewed the CY2015 Preliminary Budget information with the Board stating the initial request was a 26.10% increase over CY2014. This increase equates to a total levy of \$14,887,072 or a \$1,100,348 increase over the CY2014 levy. Total requested

expenditures of \$23,358,182 and total revenues (excluding levy) of \$9,571,458. There was discussion and review of various departmental budget requests including Human Services levy request and County's reserve fund balance. After further review and discussion,

Consensus of the Board is to set a CY2015 Preliminary Budget Workshop after the regular Board of Commissioners meeting on Tuesday, August 5, 2014 in the Commissioners Board Room to review the budget.

The Board reviewed the June, 2014 monthly financial statement.

Higgins noted Martin County was awarded additional septic grant funds in the amount of \$36,390 through the Natural Resources Block Grant.

Commissioners presented their individual board member reports.

Commissioner Flohrs stated he attended an interview for Administrative Assistant II – Probation Office at 1:00 p.m. and Labor Management Committee meeting at 1:45 p.m. on July 1, 2014; day long interviews for Administrative Assistant II – Probation Office on July 2, 2014; Library Board meeting on July 8, 2014; Department Directors meeting at 8:30 a.m. on July 9, 2014; Soil and Water meeting on July 10, 2014; Prairieland meeting on July 11, 2014; and Trimont Parade on July 12, 2014.

Commissioner Belgard stated in addition to what has already been mentioned he attended a Region 9 Development Commission meeting and tour of storm/flood damage in New Ulm, MN and Henderson, MN on July 9, 2014.

Commissioner Pierce stated in addition to those mentioned he attended several meetings on the Aquatic Invasive Species funding and is working with the City of Fairmont and the Fairmont Lakes Foundation for development of a prevention aid plan.

Commissioner Donnelly stated he attended a GBERBA meeting in Mankato, MN.

Commissioner Schmidtke stated in addition to those mentioned he attended a Feedlot meeting out in Silver Lake Township on July 1, 2014.

Commissioners reviewed their calendars of upcoming meetings and activities: July 15, 2014 – Compensation Advisory Committee meeting immediately following the regular Board of Commissioners meeting, and Continuation Hearing on JD #2 M&W at 3:00 p.m. at the Human Services Building in St. James, MN; July 16, 2014 – Human Services Executive meeting; July 18, 2014 – Region 9 Development Commission meeting in Mankato, MN; July 19, 2014 – Welcome Parade at 4:00 p.m.; July 21, 2014 – Minnesota Valley Action Council Annual Meeting; July 22, 2014 – Planning & Zoning meeting at 5:30 p.m. (Commissioner Schmidtke will not be able to attend); July 24, 2014 – South Central EMS & Regional Radio Board meetings; July 26, 2014 – Truman Parade at 5:00 p.m.; July 28, 2014 – Rural Minnesota Energy Board meeting in Slayton, MN, and Pork Masters golf outing; July 29, 2014 – Insurance Committee meeting at 10:30 a.m. in the Sisseton Room; July 30, 2014 – Human Services Board

meeting in Fairmont at 9:00 a.m., and South Central Multi-County HRA meeting at 5:45 p.m. in Mankato, MN; August 1, 2014 – Regional Transit Meeting with Faribault County at 1:00 p.m. in the Sisseton Room; August 4, 2014 – regular EDA meeting at 5:15 p.m., and Beyond The Yellow Ribbon meeting; August 5, 2014 – regular Board of Commissioners meeting at 9:00 a.m. in the Board Room.

Higgins noted AMC’s Fall Policy Committee Meetings will be held September 3 & 4, 2014 at the Arrowwood Resort & Conference Center in Alexandria, MN.

Forshee requested attendance of two commissioners at the August 14, 2014 Canvass Board meeting beginning at 10:30 a.m. for this years’ Primary Election.

With no further business to wit, Board Chair adjourned the meeting at 10:08 a.m.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Dan Schmidtke, Board Chair

ATTEST: _____
Scott Higgins, County Coordinator