

PROCEEDINGS OF THE
MARTIN COUNTY BOARD OF COMMISSIONERS
TUESDAY, JANUARY 6, 2015
@ 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 Flohrs, Elliot Belgard, Dan Schmidtke, Tom Mahoney, and Steve Donnelly. Also present were Scott Higgins, Martin County Coordinator, James Forshee, Martin County Auditor/Treasurer, Jodelle Greiner, Sentinel Newspaper, Rod Halvorsen, KSUM/KFMC Radio, Terry Viesselman, Martin County Attorney, Julie Walters, Administrative Assistant, and members of staff and public.

Connie Belgard, Martin County Court Administrator, conducted the swearing in ceremony for those who were (re)elected as follows: Soil and Water Conservation District Supervisors, Commissioner Tom Mahoney and Commissioner Dan Schmidtke, James Forshee, Martin County Auditor/Treasurer, Kay Wrucke, Martin County Recorder, Terry Viesselman, Martin County Attorney, Jeff Markquart, Martin County Sheriff, and Ben Madsen, Martin County Surveyor. All were sworn in and will receive their election certificates.

Commissioner Schmidtke called for nominations for Chair for the year 2015.

Commissioner Belgard nominated Steve Flohrs for Chairman.

Commissioner Schmidtke called for any other nominations. There were none.

Motion by Commissioner Belgard, seconded by Commissioner Donnelly, to cast a unanimous ballot for Steve Flohrs as Chairman for 2015. All voting in favor. Motion carried.

Commissioner Flohrs called for nominations for Vice-Chair for the year 2015.

Commissioner Schmidtke nominated Elliot Belgard for Vice-Chair.

Commissioner Flohrs called for any other nominations. There were none.

Motion by Commissioner Schmidtke, seconded by Commissioner Donnelly, to cast a unanimous ballot for Elliot Belgard as Vice-Chairman for 2015. All voting in favor. Motion carried.

Motion by Commissioner Belgard, seconded by Commissioner Schmidtke, Be it Resolved that the Martin County Board of Commissioners, hereby approve the agenda with the following additions: 8.16 Consider Purchase of 2015 Budgeted Road Sweeper – Highway Department; 8.17 Authorize Board Chair to sign legislative letter of support for the established Judge Selection Process; and 9.2 Consider Final Redetermination of CD #73. Carried unanimously.

Motion by Commissioner Schmidtke, seconded by Commissioner Mahoney, Be It Resolved that the Martin County Board of Commissioners, hereby approve the minutes of the December 2, 2014 and December 16, 2014 regular Board of Commissioners meetings. Carried unanimously.

Shawn Chambers, Martin County Mentoring Network Coordinator, noted President Obama has recognized January as National Mentoring Month and recommends Martin County to proclaim January, 2015 as National Mentoring Month in Martin County as well. Chambers went on to note the mentoring network currently has 32 matches, we have 5 more matches in the works, and approximately 24 kids are on a waiting list.

Chairman Flohrs read aloud a resolution proclaiming the month of January, 2015 as National Mentoring Month.

Motion by Commissioner Belgard, seconded by Commissioner Donnelly,

Martin County Proclamation for
2015 National Mentoring Month

WHEREAS, the citizens of Martin County recognize that our success depends on helping every child succeed in school and reach their full potential in life, and realize that young people need a solid foundation of support that will help them become well-educated, confident, and productive citizens; and

WHEREAS, mentoring is a proven, effective strategy that helps children and young adults by matching them with a caring, responsible adult who can provide guidance and direction, and build their confidence; and

WHEREAS, research shows that youth involved in mentoring are 52 percent less likely to skip school, 46 percent less likely to start using drugs, and 27 percent less likely to start drinking; and

WHEREAS, youth mentoring programs build and strengthen their programs using the *Elements of Effective Practice for MentoringTM* (EEP), the industry's best practices for mentoring that are based on mentoring policies, practitioner experiences and research; and

WHEREAS, mentors build character, encourage success, boost confidence, lift expectations, and expand the universe of a child, serving as friends, role models, teachers, and sources of stability and support during a critical time in a child's life; and

WHEREAS, research shows that mentoring has beneficial and long-term effects on youth by increasing their chances of high school graduation and college attendance and decreasing the likelihood of substance abuse and other risky behaviors, and

WHEREAS, mentoring strengthens the Martin County economic and social well-being by helping young people fulfill their potential while helping maintain healthy families and promoting more vibrant communities; and

WHEREAS, every day residents of Martin County are making a profound difference in the lives of our young people by serving as mentors, supported by many private and public sector organizations that offer mentoring opportunities for youth; and

WHEREAS, numerous Martin County children are in need of a caring adult mentor in their lives, and closing this mentoring gap will take more investment, partnerships, and volunteers ready to make a difference in a child's life; and

WHEREAS, the Obama Administration is working to expand mentoring and other volunteer opportunities across America through its United We Serve initiative, the Corporation for National and Community Service, and other agencies and programs; and

WHEREAS, National Mentoring Month is an opportunity to raise public awareness of the importance of mentoring, recognize the dedicated individuals who serve mentors, and encourage more citizens to help build a brighter future for Martin County youth through mentoring;

NOW, THEREFORE, We, the Martin County Board of Commissioners, proclaim January 2015 as National Mentoring Month, and call upon the people of Martin County to recognize the importance of mentoring, to look for opportunities to serve as mentors in their communities, and to observe this month with appropriate activities and programs.

Dated January 6th, 2015

Signed: _____
Chair – Martin County Board of Commissioners

Vice Chair - Martin County Board of Commissioners

Commissioner

Commissioner

Commissioner

Roll Call AYES: Commissioners Schmidtke, Mahoney, Donnelly, Belgard, and Flohrs. NAYS: None. Resolution duly passed and adopted this 6th day of January, 2015.

Angie DeBoer, Labor Management Committee member, presented the “Christmas Food Drive” traveling trophy to the Martin County Commissioners as the 2014 Martin County Food Drive Champions.

Terry Viesselman, Martin County Attorney, updated the Board regarding a recent tax case in Waseca County in which the decision was adverse to an ethanol plant; and that decision has significance to all counties with ethanol plants and possibly to other types of property as well. Viesselman noted Hennepin County is going to file an appeal and brief and other counties are being asked to join in. Viesselman went to note the cost of an appeal is approximately \$500.00 and it is not known if Hennepin County intends to charge individual counties or not. Viesselman recommends that the Martin County Board of Commissioners pass a resolution that Martin County will join with Hennepin County through an Amicus Brief due to a tax court appeal pertaining to assessment of ethanol plants.

Whitman noted the Amicus Brief is an appeal to the Supreme Court stating why it is a bad idea that they change the definition of the law in trying to attach “movability” to a structure and of how they define economic obsolescence.

After further discussion,

Motion by Commissioner Belgard, seconded by Commissioner Mahoney, Be It Resolved that the Martin County Board of Commissioners, hereby approve Martin County joining Hennepin County through Amicus Brief due to a tax court appeal pertaining to assessment of ethanol plants. Roll Call AYES: Commissioners Donnelly, Schmidtke, Mahoney, Belgard, and Flohrs. NAYS: None. Resolution duly passed and adopted this 6th day of January, 2015.

Higgins reviewed Martin County Boards & Advisory Committees with Member Term that ended December 31, 2014. Higgins noted all five Water Plan Advisory Committee members have indicated they would like to serve an additional term; the Martin County Park/Trails Committee is looking for citizen representatives to fill District #1, District #3, and an At-Large position; and the Extension Advisory Committee still needs to fill a District #1 position.

Motion by Commissioner Schmidtke, seconded by Commissioner Donnelly, Be It Resolved that the Martin County Board of Commissioners, hereby approve the (re)appointments of the following Citizen Advisory Boards/Commissions. Martin County Water Plan Advisory Committee: Bruce Moore, Wayne Sommer, Darwin Roberts, Duane Rosburg, and Jeff Ziemer, with member terms ending December 31, 2017. Carried unanimously.

Higgins reviewed bids received for the 2015 Official County Newspaper for Martin County that were opened and read aloud at the December 16, 2014 regular Board of Commissioners meeting. Higgins noted bids were received from the Fairmont Photo Press, Sentinel, and Truman Tribune. Higgins also reviewed a cost comparison of what the county spent on legal advertising in the four county newspapers. Higgins went on to note the Truman Tribune is bid at \$4.40 versus the other two bids of \$7.75 and \$7.00 per column inch of publication.

Motion by Commissioner Schmidtke, seconded by Commissioner Belgard, to approve the Truman Tribune as the Official County Newspaper for 2015.

R-#1/'15

Resolution Awarding the Official Newspaper Bid and Designating the Truman Tribune as the Official Newspaper for the Year 2015

Motion by Commissioner Schmidtke, seconded by Commissioner Belgard,

NOW THEREFORE BE IT RESOLVED, by the Board of Commissioners in and for the County of Martin, Minnesota, that pursuant to the opening of bids on printing for the year 2015 on December 16, 2014 and subsequent review thereof, the Truman Tribune be and hereby designated as the Official Newspaper for Martin County for the year 2015, for the purposes and at the rates as set forth as follows:

- Publication of Delinquent tax list \$4.40 per column inch
- Publication of Official Board Proceedings \$4.40 per column inch
- First Publication of Financial Statement \$4.40 + actual cost based on actual number printed – no mark up
- Second Publication of Financial Statement \$.05

The Truman Tribune has a certified circulation of 856 subscribers residing in Martin County.

BOARD OF COMMISSIONERS
MARTIN COUNTY

Board Chair

ATTEST: _____
Scott Higgins, County Coordinator

Roll Call AYES: Commissioners Mahoney, Donnelly, Belgard, Schmidtke, and Flohrs. NAYS: None. Resolution duly passed and adopted this 6th day of January, 2015.

Kevin Peyman, County Highway Engineer, presented a Highway Department update including road maintenance during the recent snows; things are going well in the shop with the amount of changes that we've had in the last year; Martin County's clear road policy versus MNDOT's 24 hour clear road policy; and policy regarding aid to townships if while out plowing their motor graders go in the ditch while the Highway Department crews are working, we will pull them out at no charge. If the townships go in the ditch and call for help when our crews are not working and we have to call a couple people in to pull them out then we do charge them for our time.

Commissioners acknowledged the good job the Martin County Highway Department does with the winter road maintenance.

Peyman presented his request to purchase a road sweeper. Peyman noted we had budgeted \$50,000 for a road sweeper in this year's 2015 Approved Budget. Our trade is a 2000 model with fairly low hours of 2,260; but, it is one of our higher maintenance pieces of equipment. Peyman went on to note Friday afternoon we received notice of a used 2014 model with 202 hours on the meter which was a lease for the City of Rochester. We looked at it and talked to the

City and they informed us they didn't have any issues with the sweeper and that it has been a good piece of equipment for them. We are comfortable with the year old model and will work for what we do considering the one we have is 15 years old. Peyman also noted the used price that they are giving us for just one year old they basically took all the money that was brought in on the lease and took that off of the state contract price. So the used price for the year old model is \$39,950 and they're allowing is \$7,300 trade in. Peyman noted in addition, I would like to purchase one spare quick change brush at an additional \$505; and recommend the purchase of a 2014 Road Sweeper in the amount of \$39,950.00 less grade in the amount of \$7,300.00 plus one spare quick change brush in the amount of \$505. Martin County will deliver the trade to Minneapolis and pick up road sweeper in Minneapolis.

Motion by Commissioner Donnelly, seconded by Commissioner Schmidtke, Be It Resolved that the Martin County Board of Commissioners, upon the recommendation of County Highway Engineer, hereby approve the purchase of a used 2014 Rosco SweepPro Self Propelled Road Sweeper #104556 in the amount of \$39,950.00 less trade in of RB48 with 2260 hours for \$7,300.00 plus one spare quick change brush in the amount of \$505.00 for a net purchase price of \$33,155.00 from Ruffridge-Johnson Equipment in Minneapolis, MN, to be paid for out of Highway Fund Balances. Carried unanimously.

Jeff Markquart, Martin County Sheriff, noted annually the Nursing Services contract is up for consideration and renewal; and the proposed 2015 contract calls for regular nursing services at \$36.00 per hour (a zero percent increase over the 2014 contract price) with time rounded up to the nearest quarter hour with a minimum of one hour charge. Markquart went on to note on-call services and emergency call back fees and language remain the same as with the 2014 contract.

Motion by Commissioner Schmidtke, seconded by Commissioner Mahoney, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize the Board Chair to sign the Nursing Services Agreement between Joy Pousch, RN, BSN, and the Martin County Sheriff's Office (Martin County) to provide regular and on-call nursing services at an hourly rate of \$36.00 per hour and on-call services of \$90 per month. Carried unanimously.

Markquart noted the Sheriff's Office has accepted the resignation received from Diane Obray, full time communications officer for the Martin County Sheriff's Office, and asks the Board to do the same.

Motion by Commissioner Belgard, seconded by Commissioner Donnelly, Be It Resolved that the Martin County Board of Commissioners, hereby accept the resignation of Diane Obray as full time communications officer for the Martin County Sheriff's Office, effective December 20, 2014. Carried unanimously.

Markquart requested approval to fill the vacancy of a full time communications officer position in the Martin County Sheriff's Office.

Motion by Commissioner Belgard, seconded by Commissioner Donnelly, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize recruitment to fill a full

time communications officer position with the Martin County Sheriff's Office. Carried unanimously.

Markquart presented a Martin County Jail population update including eighteen (18) in-house, seven (7) out of county, and seven (7) on Electronic Home Monitoring.

Kay Wrucke, Martin County Recorder, noted per MN Statute 357.182 the County Recorder shall file a report that states the status of the turnaround times for the recording process of real estate records. If not current as prescribed in statute, the office of the recorder and the related offices in the recording process must correct the problem with the aid of the Recorder's Technology funds. Wrucke went on to note for 2014, the document turnaround times for recorder's office and related offices have fallen within the time frame allotted per statute. Wrucke also noted the Recorder's Compliance Fund has an approximate balance of \$120,000 and is used for GIS maintenance and hosting, Pictometry, and enhancements with the tax system. It is managed by the related department heads with approval from the Board. Wrucke noted the Recorder's Technology Fund has an approximate balance of \$108,000 and is used at the discretion of the recorder for enhancements to the recording system and services provided. Both funds are supported by the real estate recording fee in MN Statute 357.18. Wrucke acknowledged the Auditor's Office and Jessica Korte, Accountant-Auditor's Office, for setting up the Point and Pay credit card payment option for service fees. The Recorder's Office is averaging \$700 per month from this very good customer service enhancement.

Mike Forstner, Drainage Inspector, was present and asked the board to set a public hearing date to hear the final Engineer's Report and final Viewer's Report for the JD #51 Improvement Project. Forstner recommends setting the date of February 3, 2015 at 10:00 a.m. (during the regular Commissioners meeting).

Motion by Commissioner Schmidtke, seconded by Commissioner Mahoney, Be It Resolved that the Martin County Board of Commissioners, acting as the Drainage Authority for Martin County, hereby sets the date of February 3, 2015 at 10:00 a.m. in the Commissioners Meeting Room – Martin County Courthouse – to hear the final Engineer's Report and final Viewer's Report for the JD #51 Improvement Project. Carried unanimously.

Forstner presented the Findings of Fact and Order regarding Redetermination of Benefits for Martin County Ditch #73 for Board signature.

James Forshee, Martin County Auditor/Treasurer, presented the formal Engagement Letter from the State Auditor listing what the auditors will be doing for the 2014 audit; and that their fees are based on standard hourly rates plus travel and any out-of-pocket expenses. Forshee noted with the addition of Jessica Korte and getting the financials in the Auditor's required format, the State Auditor's cost has come down almost half of what they were charging us before. Forshee went on to note we're working well with the State Auditor and recommend signing this letter of intent.

Motion by Commissioner Donnelly, seconded by Commissioner Belgard, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize Board Chair and Auditor/Treasurer to sign the letter of Understanding of Services for audit services by the State

of Minnesota Office of the State Auditor for the year ended December 31, 2014. Carried unanimously.

Higgins and Forshee presented annual organizational resolutions for Board consideration and approval including:

- ✓ Machine Signed Signatures and Depository Designations
- ✓ Employee Expenses (Mileage Reimbursement at \$.575 cents/mile effective January 1, 2015)
- ✓ Hand Labor Hourly Rate
- ✓ Pocket Gopher Bounty
- ✓ Designation of Public Notice Posting & Facility for CY2015

Motion by Commissioner Schmidtke, seconded by Commissioner Donnelly,

R-#2/'15

R E S O L U T I O N

MACHINE-SIGNED SIGNATURES AND DEPOSITORY DESIGNATIONS

BE IT RESOLVED, that the banks listed below are designated depositories of Martin County.

Profinium Financial	Farmers State Bank of Trimont/Dunnell
State Bank of Fairmont	Bank Midwest
Farmers State Bank of Trimont	US Bank
Triumph State Bank	Profinium Financial of Truman
Ormsby State Bank	Welcome State Bank
State Bank of Ceylon	Farmers State Bank of Sherburn
First Farmers and Merchants National Bank	Wells Fargo

It is thereby requested, authorized and directed to honor checks, drafts or other orders for the payment of money drawn in this County's name, including those drawn to the individual order of any person or persons whose name or names appear thereon as signer or signers thereof, when bearing or purporting to bear the facsimile signatures(s) or signatures of any of the following:

James Forshee, Auditor/Treasurer

Board Chair

And the above named banks shall be entitled to honor and to charge Martin County for all such checks, drafts or other orders, regardless of by whom or by what means the facsimile signature or signatures thereon may have been affixed thereto if such facsimile signature or signatures resemble the facsimile specimens duly certified to or filed with Profinium Financial by the Clerk of the Board or other Officer of Martin County.

BE IT FURTHER RESOLVED, that any and all resolutions heretofore adopted by the Board of Commissioners of this County and certified to Profinium Financial or other institutions listed above as governing the operation of this corporation's account(s) with it be and are hereby continued in full force and effect, except as the same may be supplemented or modified by the foregoing part of this resolution.

Commissioner Schmidtke, seconded by Commissioner Donnelly, made motion and unanimously carried this 6th day of January, 2015.

IN WITNESS WHEREOF, I have hereunto subscribed by name as Clerk of the Board and have caused the County seal of Martin County to be hereunto affixed this 6th day of January, 2015.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Board Chair

ATTEST: _____
Scott Higgins, County Coordinator

I, Scott Higgins, Clerk of the Board of Commissioners do hereby certify that at a regular meeting of the Martin County Board of Commissioners duly and regularly called, and held at the office of Martin County on 6th day of January, 2015, there being a quorum of said Board present, the following resolution was unanimously passed as appears from the records of Martin County and is now in full force and effect.

WITNESS my hand officially and the official seal of the County on January 6, 2015.

Scott Higgins, County Coordinator

Roll Call Ayes: Commissioners Belgard, Mahoney, Donnelly, Schmidtke, and Flohrs. NAYS: None. Resolution duly passed and adopted this 6th day of January, 2015.

Motion by Commissioner Schmidtke, seconded by Commissioner Donnelly,

R-#3/15

RESOLUTION

EMPLOYEE EXPENSES:

BE IT RESOLVED, that all County employees be authorized to be reimbursed the sum consistent with IRS allowable rate, and this rate will remain in place for 2015 for travel on official business by private transportation at the Internal Revenue announced mileage rate of

\$.575 cents per mile effective January 1, 2015 and be further reimbursed for such other expenses as are necessarily and actually incurred on official business during the year 2015.

BE IT FUTHER RESOLVED, that there be a maximum per day meal allowance of \$30.

FOREGOING, was upon motion made by Commissioner Schmidtke, seconded by Commissioner Donnelly, and unanimously carried, duly passed and adopted this 6th day of January, 2015.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Board Chair

ATTEST: _____
Scott Higgins, County Coordinator

Roll Call AYES: Commissioners Belgard, Mahoney, Donnelly, Schmidtke, and Flohrs. NAYS: None. Resolution duly passed and adopted this 6th day of January, 2015.

Motion by Commissioner Schmidtke, seconded by Commissioner Donnelly,

R-#4/'15

RESOLUTION FOR LABOR HOURLY RATES IN CONNECTION
WITH JUDICIAL AND COUNTY DITCH MINOR
REPAIRS AND MAINTENANCE

RE IT RESOLVED that Martin County as drainage authority for Judicial and County ditches receives request from landowners to do minor repairs and maintenance themselves and to be compensated by the drainage system. That such minor repairs and maintenance are often done when time is of the essence and contractors are not readily available. In addition, such minor repairs and maintenance results in repairs being done in a timely manner and often at a reduced cost.

NOW THEREFORE, BE IT RESOLVED that Martin County will pay at a rate of \$12.00 per hour for hand labor done by landowners in connection with minor repairs and maintenance to judicial and county ditch systems for the year 2015 and be it resolved that a maximum of \$20.00 per hour be set for tractor and loader or skid loader and \$15.00 per day and \$7.50 per half day for chainsaw, and be it resolved that such payments are under the following specific conditions:

1. That those conducting the work are not employees of the County;
2. That those workers specifically understand and agree that they are not covered by Worker's Compensation Insurance through the County;
3. That any damage to equipment used is the sole responsibility of the owner, sole-proprietor and/or operator and is not the responsibility of Martin County;

4. That those individuals who conduct any type of work in connection with Judicial or County Ditch Drainage Systems are required, to file with the county, before any work commences, a Certificate of Insurance of all the required coverage's and limits of coverage as recommended by the county's insurer, the Minnesota Counties Intergovernmental Trust (MCIT), including "products/completed operations" coverage with length of time to be determined by the County; and that the Certificate of Insurance must be signed by the authorized insurer defining coverage, and include a 60 day written Notice to Cancel, Suspend or Reduce of all required coverage's, and that the County of Martin, MN be named as additional insured.
5. That a Hold Harmless and Indemnification Agreement, along with all their required documents, must be signed by those doing the work before any work commences on the drainage systems. The worker shall hold harmless and indemnify the County for any claims of any nature resulting from work being done on the county or judicial drainage systems.
6. That a W-9 shall be provided;
7. That no work shall be done on county or judicial ditch systems without the above requirements being met and without specific authorization of the Martin County Ditch Authority;
8. That upon completion of any minor repairs or maintenance to the judicial or county ditch system, a specific written description of the work and location of work done shall be submitted to the ditch authority for filing in the proper ditch file. That no payment shall be made until all requirements are met.
9. All necessary documents above described must be filed with the Martin County Auditor/Treasurers Office before any work commences on the county judicial or county drainage systems.

Upon a Motion made by Commissioner Schmidtke, seconded by Commissioner Donnelly, and unanimously carried;

Said Resolution was adopted this 6th day of January, 2015.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Board Chair

ATTEST: _____
Scott Higgins, County Coordinator

Roll Call AYES: Commissioners Belgard, Mahoney, Donnelly, Schmidtke, and Flohrs. NAYS: None. Resolution duly passed and adopted this 6th day of January, 2015.

Motion by Commissioner Schmidtke, seconded by Commissioner Donnelly,

R-#5/'15

RESOLUTION

POCKET GOPHER BOUNTY:

BE IT RESOLVED, by this Board of Martin County Commissioners that a bounty of one dollar (\$1.00) be placed on each Pocket Gopher destroyed in the County of Martin during the year 2015 pursuant to M.S.A. 1957 Section 348.12 and same be paid from General Revenue Fund of the County upon proper certified claims with the County Auditor/Treasurer and according to other procedures as so fixed by Statutes.

UPON, motion made by Commissioner Schmidtke, seconded by Commissioner Donnelly, and unanimously carried, foregoing was duly passed and adopted this 6th day of January, 2015.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Board Chair

ATTEST: _____
Scott Higgins, County Coordinator

Roll Call AYES: Commissioners Belgard, Mahoney, Donnelly, Schmidtke, and Flohrs. NAYS: None. Resolution duly passed and adopted this 6th day of January, 2015.

Motion by Commissioner Schmidtke, seconded by Commissioner Donnelly,

R-#6/15

Resolution Relating to Designation of Public Meeting Notice Posting and Facility for CY2015

WHEREAS, the Martin County Board of Commissioners, in carrying out their official functions during the year 2015, will hold numerous and varied meetings to consider the business of Martin County government in various places in and about Martin County; and,

WHEREAS, it is the expressed intent of the Martin County Board of Commissioners to hold such meetings in an open and public forum; and,

WHEREAS, it is the expressed interest of the Martin County Board of Commissioners to provide notification of said meetings:

NOW THEREFORE BE IT RESOLVED, by the Martin County Board of Commissioners that the county bulletin board located outside of the Commissioners meeting room on the first floor of the Courthouse is hereby designated as the public notification facility of all county meetings involving the Martin County Board of Commissioners and its various committees.

BE IT FURTHER RESOLVED, that the County Coordinator be directed to post notices of all meetings in sufficient time prior to said meeting to allow adequate public notice.

BE IT FURTHER RESOLVED, that copies of this resolution be forwarded to each Department Director of Martin County and posted on the official bulletin board.

Motion by Commissioner Schmidtke, seconded by Commissioner Donnelly, resolution duly passed and adopted this 6th day of January, 2015.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MINNESOTA

Board Chair

ATTEST: _____
Scott Higgins, Coordinator

Roll Call AYES: Commissioners Belgard, Mahoney, Donnelly, Schmidtke, and Flohrs. NAYS: None. Resolution duly passed and adopted this 6th day of January, 2015.

The Board recessed at 10:00 a.m.

The Board reconvened at 10:55 a.m.

Higgins presented the annual resolution regarding Out-of-State Travel by Martin County Elected Officials.

Motion by Commissioner Donnelly, seconded by Commissioner Belgard,

R-#7/'15

RESOLUTION REGARDING OUT-OF-STATE TRAVEL
BY MARTIN COUNTY ELECTED OFFICIALS (2015)

WHEREAS, the 2005 regular session of the Minnesota State Legislature has mandated that every County develop and approve, by a recorded vote, an Out-of-State Travel Policy for its applicable elected officials (Minnesota Statutes 471.661); and

WHEREAS, the elected officials for Martin County affected by this statutory requirement are the five (5) County Commissioners, Sheriff, Attorney, Auditor/Treasurer, and Recorder; and

WHEREAS, each of the elected officials have different statutory duties which require the elected officials to seek ongoing education and training, as well as to receive updated information and technical expertise;

NOW THEREFORE BE IT RESOLVED that the following Out-of-State Travel Policy shall apply for all Martin County Elected Officials beginning January 1, 2015:

1. Each elected official shall determine when travel out of the state is appropriate, and in the interest of the office they hold; is in the interest of the citizens of Martin County; and is in the interest of good County Government.
2. Expenses when traveling out of state shall be limited to:
 - a. Actual transportation costs incurred by the official (i.e., mileage/airfare/parking);
 - b. Actual lodging costs incurred by the official (i.e., room rental, parking, etc.);
 - c. Actual meal expenses incurred by the official, provided, however, that a receipt shall be required and reimbursement shall not exceed the County approved rate;
 - d. Event conference, seminar or educational program registration or admittance fee actually incurred.
3. Elected officials shall notify the County Coordinator, at least three weeks in advance, by letter or e-mail of their intended travel out of state, to include the purpose of the trip, a list of the expenses, and how all expenses will be paid for.
4. Approval of the Out of State Travel Request must be approved by the majority of the County Board. The action by the board shall specify any limits imposed on the out-of-state travel expenses and document any anticipated payment of expenses by third parties. Additionally, any travel related expenses to be reimbursed by third parties must be verified directly from the third party prior to payment of expenses for the same travel.
5. Transportation expenses are limited to the lesser of mileage or airfare.
6. Travel out-of-state within a 150 mile radius of Fairmont, MN is exempt from approval.

This Out-of-State Travel Policy shall be available for public inspection upon request and shall be reviewed annually by the Martin County Board of Commissioners.

Motion was made by Donnelly, seconded by Belgard, and unanimously carried, for the adoption of said resolution.

Dated this 6th day of January, 2015.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Board Chair

ATTEST: _____
Scott Higgins, County Coordinator

Roll Call AYES: Commissioners Schmidtke, Mahoney, Belgard, Donnelly, and Flohrs. NAYS: None. Resolution duly passed and adopted this 6th day of January, 2015.

Higgins noted the County Board is required per Minnesota Statutes to set dates and locations for regularly conducted Board meetings; and that traditionally the Board has met the first and third Tuesday of each month in the Commissioners Meeting Room commencing at 9:00 a.m. Higgins went on to note variations of this meeting schedule have occurred during the year due to special meetings and budget workshops.

Motion by Commissioner Belgard, seconded by Commissioner Mahoney, Be It Resolved that the Martin County Board of Commissioners, hereby approve the regularly scheduled Martin County Commissioner meeting dates, times, and locations for 2015.

2015 – County Board of Commissioners Regularly Scheduled
Meeting Dates, Times, and Location

- JANUARY - January 6, 2015 at 9:00 a.m. in the Board Room
- January 20, 2015 at 9:00 a.m. in the Board Room
- FEBRUARY - February 3, 2015 at 9:00 a.m. in the Board Room
- February 17, 2015 at 9:00 a.m. in the Board Room
- MARCH - March 3, 2015 at 9:00 a.m. in the Board Room
- March 17, 2015 at 9:00 a.m. in the Board Room
- APRIL - April 7, 2015 at 9:00 a.m. in the Board Room
- April 21, 2015 at 9:00 a.m. in the Board Room
- MAY - May 5, 2015 at 9:00 a.m. in the Board Room
- May 19, 2015 at 9:00 a.m. in the Board Room
- JUNE - June 2, 2015 at 9:00 a.m. in the Board Room
- June 16, 2015 at 9:00 a.m. in the Board Room
- JULY - July 7, 2015 at 9:00 a.m. in the Board Room
- July 21, 2015 at 9:00 a.m. in the Board Room
- AUGUST - August 4, 2015 at 9:00 a.m. in the Board Room
- August 18, 2015 at 9:00 a.m. in the Board Room
- SEPTEMBER - September 1, 2015 at 9:00 a.m. in the Board Room
- September 15, 2015 at 9:00 a.m. in the Board Room
- OCTOBER - October 6, 2015 at 9:00 a.m. in the Board Room
- October 20, 2015 at 9:00 a.m. in the Board Room
- NOVEMBER - November 3, 2015 at 9:00 a.m. in the Board Room
- November 17, 2015 at 9:00 a.m. in the Board Room
- DECEMBER - TRUTH-IN-TAXATION, 6:00 p.m. Board Room – To Be Determined
- December 1, 2015 at 9:00 a.m. in the Board Room
- December 15, 2015 at 9:00 a.m. in the Board Room

Carried unanimously.

Forshee presented the Martin County Tax Abatement Policy and updated the Board noting we have done tax abatements in our county all along; but felt that we needed to get something in written policy form. Forshee noted Mike Sheplee from the Martin County Assessor's Office has drafted the written policy which authorizes the County Assessor and County Auditor to approve and process abatements due to clerical errors without Board action. Forshee went on to note Martin County has always processed clerical error abatements this way and not it is in written form.

After review and discussion,

Motion by Commissioner Schmidtke, seconded by Commissioner Belgard, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize Board Chair and Auditor/Treasurer to sign the Martin County Tax Abatement Policy authorizing the County Assessor and County Auditor to approve and process abatements due to clerical errors without County Board action. Carried unanimously.

Higgins noted whenever donations to the County are received the Board must give its approval of acceptance of these donations and designate the purpose of the donation(s). Higgins reviewed donations received in 2014 from the following County program(s):

- ✓ Martin County Victim Witness Program - \$300.00
- ✓ Martin County Mentoring Network - \$6,255.44
- ✓ Martin County Veterans Service Office - \$550.00
- ✓ Martin County Economic Development Authority Commission - \$500.00

Motion by Commissioner Mahoney, seconded by Commissioner Belgard,

R-#69/'14

RESOLUTION
APPROVING AND ACCEPTING DONATIONS FOR CY2014

WHEREAS, pursuant to Minnesota Statutes 465.03, the County shall by resolution of the governing body adopted by a two-thirds majority of its members accept a grant or devise of real or personal property and maintain such property for the benefit of its citizens in accordance with the terms prescribed by the donor.

WHEREAS, the Martin County Mentoring Network has received donations from:

Sherburn Area Community Chest, Inc.	\$ 300.00
ITC Midwest, LLC	\$ 250.00
Bank Midwest	\$ 50.00
Great River Energy	\$ 1,200.00
Knights of Columbus	\$ 1,975.45
Martin County Youth Foundation	\$ 1,400.00
Rosen Family Foundation	\$ 1,000.00
Melanie Yager	\$ 50.00
Larry and Donna Maday	<u>\$ 30.00</u>
Total	\$ 6,255.44

WHEREAS, the Martin County Victim Witness Program has received donations from:
Truman Westford Waverly Community Chest \$ 300.00

WHEREAS, the Martin County Veterans Service Office has received donations from:
South Central Chapter of Disabled Veterans \$ 250.00
Richard Pope \$ 300.00
 \$ 550.00

WHEREAS, the Martin County Economic Development Authority Commission has received donations from:
ITC Midwest, LLC \$ 500.00

WHEREAS, the Martin County Mentoring Network wishes to accept these donations and utilize them for the purpose of operational costs of the Martin County Mentoring Network; and the Martin County Victim Witness Program wishes to accept these donations and utilize them for the Community Coordinated Response (CCR) Team; the Martin County Veterans Service Office wishes to accept these donations and utilize them for the purchase of a veterans service van and veterans outreach programs and services; and the Martin County Economic Development Authority Commission wishes to accept this donation and use it for the purpose of EDA/Ignite Programming.

NOW THEREFORE BE IT RESOLVED, that the Martin County Board of Commissioners hereby accepts the listed donations to be used for the operational costs for the Martin County Mentoring Network; accepts the listed donations to be used for the Community Coordinated Response (CCR) Team for the Martin County Victim Witness Program; accepts the listed donations to be used towards the purchase of a veterans service van and for veterans outreach programs and services for the Veterans Service Office; and accepts the listed donation to be used toward EDA/Ignite Programming for the Martin County Economic Development Authority Commission.

Motion by Commissioner Mahoney, seconded by Commissioner Belgard, said resolution was duly passed and adopted this 6th day of January, 2015.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Board Chair

ATTEST: _____
Scott Higgins, County Coordinator

Roll Call AYES: Commissioners Donnelly, Schmidtke, Belgard, Mahoney, and Flohrs. NAYS: None. Resolution duly passed and adopted this 6th day of January, 2015.

The Board reviewed the proposed 2015 Standing Committee Assignments.

After discussion,

Motion by Commissioner Belgard, seconded by Commissioner Donnelly, Be It Resolved that the Board's Committee Assignments, with the Personnel Committee members changing at the County's organizational meeting on January 6, 2015, and that Commissioner Belgard will serve as delegate on the Regional Radio Board/PSAP/ARMER and Region 9 EMS Committee for the year 2015; and that Commissioner Mahoney will serve as alternate on the Regional Radio Board/PSAP/ARMER and Region 9 EMS Committee, delegate on the Convention and Visitor's Bureau Committee, and delegate on the Martin County Park/Trails Committee for the year 2015; and that Commissioner Schmidtke will serve on the Martin County EDA Board for the year 2015; and that Commissioners Belgard, Mahoney, Flohrs, Donnelly, and Schmidtke will serve on the Faribault/Martin County Joint Transit Board; and that the appointments for all the Board Standing Committees be for one year terms expiring on December 31, 2015, and that a copy of this resolution is transmitted to each appointee and the sponsoring agency, where appropriate, by the County Coordinator.

R-#9/'15

**RESOLUTION
APPOINTING COMMISSIONERS AND OTHER COUNTY OFFICIALS
TO BOARDS AND COMMITTEES FOR THE YEAR 2015**

BE IT RESOLVED, by the Board of Commissioners in and for the County of Martin, Minnesota, that the Commissioners and certain other officials are hereby appointed to serve for one-year terms expiring on December 31, 2015 on the designated Standing Committees as attached; and

**2015 – MARTIN COUNTY BOARD
STANDING COMMITTEE ASSIGNMENTS**

ELLIOT BELGARD – FIRST DISTRICT:

AMC Delegate/Public Safety
Community Corrections
Compensation Advisory Committee
County Park Board, Alternate
District One Ditch Authority
EDA Commission
South Central HRA Board
F/M Human Services Board
Highway 15 Coalition
Labor Management Committee
Prairieland Joint Powers
Public Relations Campaign Committee
Region 9
SBDC Partnership Board
Transit Advisory Committee (TAC)

TOM MAHONEY – SECOND DISTRICT:

AMC Delegate/General Government
EDA Commission
County GASB Committee
County Insurance Committee

STEVE FLOHRS – FIFTH DISTRICT:

AMC Delegate/Health & Human Services
County Highway Liaison
County Water Plan Committee
District Five Ditch Authority
Economic Development Committee – Strategic Plan
F/M Human Services Board
Greater Blue Earth River Basin Alliance (GBERBA) Alternate
Investment in Current/Future Employees Committee
Labor/Management Committee
Library Board, Delegate
MN Extension Committee, Alternate
MN River Basin Joint Powers Board, Delegate
MVAC Delegate
Prairieland Joint Powers
Regional Radio Board/PSAP/ARMER, Alternate
Region 9 EMS Committee, Alternate
Rural Minnesota Energy Board, Delegate
Soil & Water Conservation District Liaison (SWDC)
Iowa Lakes Regional Water Advisory Committee
Beyond the Yellow Ribbon Committee
Personnel Committee

County Solid Waste Committee
District Two Ditch Authority
F/M Human Services Board
GIS Committee
Law Library Board
MVAC Delegate
Prairieland Joint Powers
Regional Radio Board/PSAP/ARMER
Region 9 EMS Committee
Fairmont Substance Abuse Prevention Coalition
State Health Improvement Plan (SHIP)
Transit Advisory Committee (TAC)
Workforce Council

STEVE DONNELLY – THIRD DISTRICT:
AMC Delegate/Environment & Natural Resources
Building Committee
County Insurance Committee
County Solid Waste Committee
County Water Plan Committee
District Three Ditch Authority
F/M Human Services Board
Greater Blue Earth River Basin Alliance (GBERBA) Delegate
MCIT Delegate
Minnesota River Basin Joint Powers Board, Alternate
Prairieland Joint Powers

DAN SCHMIDTKE – FOURTH DISTRICT:
AMC Delegate/Transportation
Community Corrections
County Highway Liaison
County Park Board Delegate
District Four Ditch Authority
Building Committee
F/M Human Services Board
GIS Committee
Investment in Current/Future Employees Committee
Library Board, Alternate
MN Extension Committee
Prairieland Joint Powers
Planning & Zoning Commission
Public Relations Committee – Strategic Plan
Economic Development – Strategic Plan
Iowa Lakes Regional Water Advisory Committee
Rural Minnesota Energy Board
Compensation Advisory Committee
Personnel Committee

SCOTT HIGGINS:
Building Committee
Personnel Committee
Labor/Management Committee
Economic Development – Strategic Plan
Collaboration/Regionalization – Strategic Plan
Internal Efficiencies Committee – Strategic Plan
Compensation Advisory Committee
AMC Delegate
County Insurance Committee
Iowa Lakes Regional Water Advisory Committee

WHEREAS, BE IT FINALLY RESOLVED, that a copy of this resolution be transmitted to each appointee and the sponsoring agency, where appropriate, by the County Coordinator.

On a Motion by Commissioner Belgard, seconded by Commissioner Donnelly, resolution was duly passed and adopted this 6th day of January, 2015.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Board Chair

ATTEST: _____
Scott Higgins, County Coordinator

Roll Call AYES: Commissioners Mahoney, Schmidtke, Donnelly, Belgard, and Flohrs. NAYS: None. Resolution duly passed and adopted this 6th day of January, 2015.

Higgins noted the Martin County Veterans Service Office has received notification that Martin County is eligible to receive a CVSO Operational Enhancement Grant for FY2015 in the amount of \$10,000. Higgins went on to note funds must be used to enhance the operations of the County Veterans Service Office and should not be used to supplant or replace other funding.

Motion by Commissioner Schmidtke, seconded by Commissioner Mahoney,

R-#8/'15

RESOLUTION
AUTHORIZING EXECUTION OF
COUNTY VETERANS SERVICE OFFICE
OPERATIONAL ENHANCEMENT GRANT

BE IT RESOLVED, by the Martin County Board of Commissioners that Martin County, MN, enter into the attached Grant Contract with the Minnesota Department of Veterans Affairs (MDVA) to conduct the following program: County Veterans Service Office Enhancement Grant Program. This grant must be used to provide outreach to the county's veterans; to assist in the reintegration of combat veterans into society; to collaborate with other social service agencies, educational institutions, and other community organizations for the purposes of enhancing services offered to veterans; to reduce homelessness among veterans; and to enhance the operations of the county veterans service office, as specified in Minnesota Laws 2013 Chapter 142 Article 4. This grant should not be used to supplant or replace other funding.

BE IT FURTHER RESOLVED, by the Martin County Board of Commissioners, that Doug Landsteiner, Martin County Veterans Service Officer, and Board Chair, be authorized to execute the attached Grant Contract for the above-mentioned Program on behalf of Martin County, MN.

Motion by Commissioner Schmidtke, seconded by Commissioner Mahoney, said resolution was duly passed and adopted this 6th day of January, 2015.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Board Chair

ATTEST: _____
Scott Higgins, County Coordinator

STATE OF MINNESOTA

MARTIN COUNTY, MINNESOTA

I, Scott Higgins, do hereby certify that I am the custodian of the minutes of all proceedings had and held by the Martin County Board of Commissioners of Martin County, MN, that I have compared the above resolution with the original passed and adopted by the Martin County Board of Commissioners of Martin County, MN at a regular meeting thereof held on the 6th day of January, 2015, at 9:00 a.m., that the above constitutes a true and correct copy thereof, that the same has not been amended or rescinded and is in full force and effect.

IN WITNESS WHEREOF, I have hereunto placed my hand and signature this 6th day of January, 2015, and have hereunto affixed the seal of the Martin County, MN.

Scott Higgins, County Coordinator

Roll Call AYES: Commissioners Donnelly, Belgard, Mahoney, Schmidtke, and Flohrs. NAYS: None. Resolution duly passed and adopted this 6th day of January, 2015.

Higgins noted the Association of Minnesota Counties (AMC) Board of Directors have adopted by laws that allow each county to appoint one commissioner or county official to each of the five policy committees. No policy committee member can be on more than one policy committee. Additionally, AMC has requested appointments of Association delegates and districts for 2015. After discussion,

Motion by Commissioner Mahoney, seconded by Commissioner Schmidtke, Be It Resolved that the Martin County Board of Commissioners, hereby appoint the following Commissioners/County Staff to the following AMC Policy Committees: Environment & Natural Resources Policy Committee – Commissioner Steve Donnelly; General Government Policy Committee – Commissioner Tom Mahoney; Health & Human Services Policy Committee – Commissioner Steve Flohrs; Public Safety Policy Committee – Commissioner Elliot Belgard; Transportation & Infrastructure Policy Committee – Commissioner Dan Schmidtke; and appoint the following county staff as 2015 delegates for eligibility to vote at any meeting of the Association or to be elected an officer or director of the Association: Scott Higgins, Martin County Coordinator, James Forshee, Martin County Auditor/Treasurer, and Julie Walters, Administrative Assistant. Carried unanimously.

Higgins reviewed the proposed fee changes to the 2015 County Fee Structure. Higgins noted a public hearing for review and acceptance of the Martin County Fee Structure has been set for Tuesday – January 20, 2015 at 10:00 a.m. in the Commissioners Meeting Room – Martin County Courthouse. Proposed fee changes include:

- ✓ Auditor/Treasurer’s Office – Plat book fee should be \$28 plus tax.
- ✓ Recorder’s Office – Omitting UCC fees; and adding new Felon Name Change (Marriage) at \$20.

Higgins opened discussion regarding the appointment of District Judges in the Fifth Judicial District of Minnesota and reviewed a draft Letter of Support asking that when the time comes to appoint a Judge in Martin County, that the individual who is appointed to the Bench will have gone through the Judicial Selection Committee process.

After further discussion and review,

Motion by Commissioner Schmidtke, seconded by Commissioner Mahoney, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize Board Chair to sign legislative letter of support for the established Judge Selection Process. Carried unanimously.

Motion by Commissioner Schmidtke, seconded by Commissioner Belgard, Be It Resolved that the Martin County Board of Commissioners, hereby ratify payment of second billing cycle claims paid on December 30, 2014. Carried unanimously.

The Board reviewed the county's monthly financial report for November, 2014; the 2015 Public Transit Grant Agreement with MNDOT; and information received from the Center for Rural Affairs.

Commissioners presented their individual board member reports.

Commissioner Schmidtke noted he attended a Welcome City Council meeting on December 16, 2014 to talk about the railroad and the crossing on their streets; and Human Services meeting on December 17, 2014.

Commissioner Belgard noted he attended a Human Services meeting on December 17, 2014. Commissioner Flohrs noted he attended an Adult Substance Abuse graduation on December 16, 2014; and went to Mankato, MN, and met with Kevin Walli, our lobbyist for Rural Minnesota Energy Board on December 18, 2014.

Commissioner Donnelly noted he attended the Human Services meeting on December 17, 2014.

Commissioners reviewed their calendars of upcoming meetings and activities: January 7, 2015 – Human Services Executive Committee meeting at 9:00 a.m.; January 9, 2015 – Regional Transit meeting at 9:00 a.m. in the Community Meeting Room – Martin County Human Resource Building; January 13, 2015 – Adult Substance Abuse graduation at 12:30 p.m., and Library Board meeting; January 14, 2015 – Park Board meeting at 4:00 p.m., Department Director meeting at 8:30 a.m., Region 9 meeting in Mankato, MN; January 16, 2015 – Prairieland meeting at 9:00 a.m., and Region 9 Economic Development meeting at 10:00 a.m. in Mankato, MN; January 19, 2015 – Courthouse closed in observance of the Martin Luther King Holiday; January 20, 2015 – regular Board of Commissioners meeting at 9:00 a.m. – Commissioners Meeting Room.

Higgins provided information on the upcoming Broadband Conference Kickoff meeting to be held January 21-22, 2015 in Willmar, MN. Higgins noted reservations have been made for three people to attend.

After discussion, Commissioner Mahoney noted he will be available to attend the conference.

With no further business to wit, Board Chair adjourned the meeting at 11:28 a.m.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Steve Flohrs, Board Chair

ATTEST: _____
Scott Higgins, County Coordinator