

PROCEEDINGS OF THE  
MARTIN COUNTY BOARD OF COMMISSIONERS  
TUESDAY – DECEMBER 15, 2015  
@ 9:00 A.M.

At 8:45 a.m. newly elected District Three Commissioner, Kathy Smith, was sworn into office by the Honorable Judge Robert Walker.

The regular meeting of the Martin County Board of Commissioners was called to order at 9:00 a.m. by Chairman Steve Flohrs.

Commissioners present were Dan Schmidtke, Kathy Smith, Steve Flohrs, Tom Mahoney, and Elliot Belgard. Also present were Scott Higgins, Martin County Coordinator, James Forshee, Martin County Auditor/Treasurer, Terry Viesselman, Martin County Attorney, Desiree Diaz, Fairmont Sentinel Reporter, Rod Halvorsen, KSUM-KFMC Radio, Kevin Peyman, County Engineer, Julie Walters, Administrative Assistant, and members of staff and public.

Motion by Commissioner Schmidtke, seconded by Commissioner Belgard, Be It Resolved that the Martin County Board of Commissioners, hereby approve the agenda for the December 15, 2015, regular Board of Commissioners meeting with the following additions: 3.1 Consider Minutes approval of the December 3, 2015, special Truth in Taxation meeting; 5.1 Consider Resignation of Assistant County Attorney; and 8.20 Consider Extending Current Jail Nursing Services Contract. Carried unanimously.

At this time, Chairman Flohrs welcomed newly elected District Three Commissioner Kathy Smith.

Michael Trushenski, Assistant County Attorney, presented the Board with his letter of resignation effective January 2, 2016. Trushenski noted with his recent appointment to fill the Fifth District Judicial District Court Judge vacancy, his last day will be January 1, 2016. Trushenski went on to note it has been an honor serving the citizens of Martin County.

Motion by Commissioner Schmidtke, seconded by Commissioner Mahoney, Be It Resolved that the Martin County Board of Commissioners, hereby accept the resignation of Michael Trushenski, Assistant County Attorney, effective January 2, 2016. Carried unanimously.

Terry Viesselman, Martin County Attorney, was present and noted with the resignation of Trushenski, Viesselman proposes making the transition from part time to full time working for Martin County instead of having to train in someone new. Viesselman went on to note he hasn't requested to do so before because he didn't want anyone to lose their job and now with Trushenski leaving, it has become a possibility. Viesselman also noted commissioners would be able to approve the change now, but would have to pass a resolution in the next election year to make the office itself a full time position. And, the change would amount to a slight increase in the office's budget allowance from roughly \$452,000 to about \$475,000. Viesselman reviewed the 2016 budgets from county attorney offices in other counties similar in size and noted if the

Board is willing to agree to full time status, Viesselman will immediately stop taking private files in anticipation of the change.

Commissioner Belgard noted this is something that we talk about quite frequently at budget time and at Personnel Committee meetings and the Personnel Committee is recommending we make the change. It would be nice if the county attorney's office would be in the courthouse.

Commissioner Schmidtke suggested the Building Committee should meet after the first of the year and talk about office space and possible office location changes within the courthouse.

Motion by Commissioner Belgard, seconded by Commissioner Schmidtke, Be It Resolved that the Martin County Board of Commissioners, upon the recommendation of the Martin County Personnel Committee, hereby approve proceeding with the integration of current County Attorney's Office staff (list staff) as full time County employees effective January 1, 2016, with an estimated county attorney office budget in the amount of \$475,000. Carried unanimously.

Viesselman concluded with a brief update on current sexual offender/sexual predator commitment proceedings.

Mahoney informed Viesselman that additional changes have been made to the South Central Workforce Development Area JPA; and that it is estimated an updated agreement will be forwarded to Viesselman the end of January, 2016, for review and opinion.

James Forshee, Martin County Auditor/Treasurer, presented two tobacco licenses for approval for the following businesses: Casey's General Store #3003 located at 10 Broadway Street in Trimont, MN; and Casey's General Store #3005 located at 112 2<sup>nd</sup> Street, P.O. Box 235, in Welcome, MN. Forshee noted the required forms have been completed by the applicant and everything is in order.

Motion by Commissioner Mahoney, seconded by Commissioner Smith,

R-#50/'15

## RESOLUTION

### ISSUANCE OF TOBACCO LICENSES FOR 2016

WHEREAS, the County of Martin, MN (County) has established a Tobacco Ordinance (Ordinance) relating to the sale, possession, and use of tobacco in Martin County and to reduce the illegal sale, possession, and use of such items to and by minors, along with compliance with Minnesota Statutes and Rules; and

WHEREAS, applications for a tobacco license to sell tobacco shall be made through the County and its required forms as established by the Ordinance; and

WHEREAS, the Martin County Board of Commissioners (Board) may either approve or deny the license, or delay it for such reasonable period of time as necessary to complete any

investigation of the application or the applicant it deems necessary. If the Board approves the application, the County Coordinator shall issue the license. If the application is denied, notice of the denial shall be given to the applicant along with notice of the applicants right to appeal the Board's decision; and,

WHEREAS, all licenses shall be valid under the Ordinance for one calendar year from the date of issuance; and,

NOW THEREFORE BE IT RESOLVED, that the Martin County Board of Commissioners, hereby approve and authorize tobacco licenses for the following Retail Establishments, and valid for the year 2016:

- Casey's General Store #3003 located at 10 Broadway Street in Trimont, MN
- Casey's General Store #3005 located at 112 2<sup>nd</sup> Street, P.O. Box 235 in Welcome, MN

Upon this motion made by Commissioner Mahoney, seconded by Commissioner Smith, was duly made and passed this 15<sup>th</sup> day of December, 2015.

BOARD OF COMMISSIONERS  
MARTIN COUNTY, MN

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Steve Flohrs, Board Chair

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

Roll Call AYES: Commissioners Belgard, Schmidtke, Smith, Mahoney, and Flohrs. NAYS: None. Resolution duly passed and adopted this 15<sup>th</sup> day of December, 2015.

The Board reviewed minutes from the December 3, 2015, special Truth in Taxation meeting.

Motion by Commissioner Belgard, seconded by Commissioner Schmidtke, Be It Resolved that the Martin County Board of Commissioners, hereby approve the minutes of the December 3, 2015, special Truth in Taxation meeting. Carried unanimously.

Kevin Peyman, Martin County Engineer, was present and noted he had nothing new to discuss. Peyman continued it is business as usual at the Highway Department; and that the Cedar-Hanson Park building is moving along with installation of the building in the next couple of weeks.

Scott Higgins, County Coordinator, noted the Martin County Sheriff's Office is requesting approval of the revised Personnel Action Form for Dannial Myers, part time Corrections Officer, with correct starting wage of \$17.46 per hour. Higgins went on to note the original form showed an incorrect starting wage of \$18.57 per hour.

Motion by Commissioner Belgard, seconded by Commissioner Mahoney, Be It Resolved that the Martin County Board of Commissioners, hereby revise the starting wage of Dannial Myers, part time Corrections Officer, to \$17.46 per hour, effective November 29, 2015. Carried unanimously.

Corey Klanderud, Chief Deputy-Martin County Sheriff's Office, was present to request advertising to recruit both full time and part time deputies due to past and future personnel changes to the Martin County Sheriff's Office. Klanderud noted advertising and recruitment takes a very long time to get through the process so we are requesting permission to start immediately after receiving a probable resignation.

Scott Higgins, Martin County Coordinator, noted the recruitment would create a hiring list.

Motion by Commissioner Schmidtke, seconded by Commissioner Belgard, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize the Martin County Sheriff's Office to advertise for recruitment of part time and full time Deputy Sheriff positions with the Martin County Sheriff's Office. Carried unanimously.

Discussion ensued as to recruitment of one full time Deputy Sheriff Position versus two full time Deputy Sheriff Positions. Commissioners noted the 2016 budget allows for hiring two full time deputy positions; and inquired if the new deputy sheriff hires will be court security or patrol deputies.

Klanderud noted right now the plan would be any time court is not in session they would be responsible for a lot of our civil process work that needs to be done and is a lot of times is better accomplished in the day time; but, I'm also supporting patrol staff. If the judge is out and there is no court for that day then they're on the road doing normal patrol work. They have to be trained for everything.

Mahoney inquired if it is a state requirement to have an officer in court proceedings.

Klanderud noted it is statutorily required that the Sheriff's Office is responsible for the security of the courts. The amount and to what degree is a working relation between the Sheriff's Office and the sitting judge(s).

After further discussion,

Motion by Commissioner Schmidtke, seconded by Commissioner Belgard, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize the Martin County Sheriff's Office to advertise for recruitment of two (2) full time Deputy Sheriff positions with the Martin County Sheriff's Office. Carried unanimously.

Higgins noted the Jail Food Service contract is up for renewal December 31, 2015, and the County had advertised for bids for proposals for inmate food service to the Martin County Jail with at least two hot meals per day for the period of two years covering January 1, 2016, through December 31, 2017. Bids were received, opened, and reviewed as follows:

<u>Bid Received From</u>	<u>Bid Amount</u>
Hy-Vee Food Store	\$4.65

Motion by Commissioner Mahoney, seconded by Commissioner Smith, to approve and authorize Board Chair to sign resolution for \$4.65 per meal for at least two hot meals per day with Hy-Vee Food Store of Fairmont, MN:

R#51/'15

RESOLUTION

ACCEPTING AND AWARDING BID FOR INMATE FOOD SERVICE FOR THE MARTIN COUNTY JAIL for TWO YEAR PERIOD  
JANUARY 1, 2016 to DECEMBER 31, 2017

WHEREAS, pursuant to an advertisement for bids for proposals for Inmate Food Service to the Martin County Jail; and

WHEREAS, bids were received on a per meal basis for the period of two years covering January 1, 2016 through December 31, 2017; and

WHEREAS, bids were received, opened, and reviewed, and the following bids were received complying with the advertisement:

<u>BIDDER</u>	<u>BASE BID</u>
1. Hy-Vee Food Store – Fairmont	\$ 4.65
2. New Horizon Food Service	\$ -0-

WHEREAS, it appears the low bid is from Hy-Vee Food Store, and after having carefully reviewed each bid proposal, the Board believes that the bid proposal from Hy-Vee Food Store meets the bid expectations, requirements, and concerns as follows:

- delivery of food three times each day,
- freshness of food would be greater due to be delivered three times each day rather than stored
- county's liability of food handling and storage minimized
- provides flexibility due to sudden increase and decrease of inmate population (due to arrests and releases)

NOW THEREFORE BE IT RESOLVED on a motion by Commissioner Mahoney, seconded by Commissioner Smith,

1. That the Martin County Board of Commissioners after due considerations of the bids received, approves and authorizes the Chair to sign the necessary Food Service contracts with Hy-Vee Food Store, on behalf of Martin County for the above referenced Inmate Food Service to the Martin County Jail according to the plans and specifications therefore

approved by the County Board of Commissioners and on file in the office of the County Coordinator in the amount of \$4.65 per meal,

ADOPTED by the Martin County Board of Commissioners this 15<sup>th</sup> day of December, 2015.

BOARD OF COMMISSIONERS  
MARTIN COUNTY, MN

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Steve Flohrs, Board Chair

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

Roll Call AYES: Commissioners Belgard, Schmidtke, Smith, Mahoney, and Flohrs. NAYS: None. Resolution duly passed and adopted this 15<sup>th</sup> day of December, 2015.

Klanderud presented a Sheriff's Office update including current Martin County Jail Population of twenty-three (23) in-house, fourteen (14) out of county, and five (5) on Electronic Home Monitoring; and recent active shooter and force on force training/instruction.

Klanderud noted the current Nursing Services Contract ends December 31, 2015, and revised contract language and insurance requirements are still being worked out. Klanderud recommends extending the current Nursing Services Contract at \$36.00 per hour with on-call services at \$90.00 per month for an additional 60 days or until a new contract is formulated.

Motion by Commissioner Schmidtke, seconded by Commissioner Smith, Be It Resolved that the Martin County Board of Commissioners, hereby approve extending the current Jail Nursing Services Contract an additional 60 days or until a new contract is formulated. Carried unanimously.

Ashley Brenke, Director-Martin Soil and Water Conservation District, introduced Dustin Benes, Martin SWCD Technician, noting Benes has been employed with Martin SWCD for two months and things are going very well and we are glad to have him on board.

Brenke presented Martin County's Aquatic Invasive Species Prevention Plan. Brenke noted as you know we receive Aquatic Invasive Species funds and are required to submit our plan to the state describing all of the potential ways that we can use these funds. Brenke went on to note one of the big things for us in 2015 was education outreach at county fairs with handouts and brochures, and we assessed some public water accesses as well to make sure signage is posted, and working with lakes foundations as well as other conservation organizations.

Motion by Commissioner Schmidtke, seconded by Commissioner Mahoney, Be It Resolved that the Martin County Board of Commissioners, hereby approve the December, 2015, Aquatic Invasive Species Prevention Plan for Martin County. Carried unanimously.

No action taken on consideration of the Joint Powers Agreement for the South Central Workforce Development Area.

Higgins noted a request was received to have the Personnel Policy – County Policy 26(a), which provides a health insurance benefit contribution by the County to those who meet the criteria and attain age 60 years of age – to lower the age to 55 years of age for those who retire and will receive PERA pension by meeting the PERA Rule of 90. Higgins went on to note the request was brought before the County Personnel Committee for review. The Personnel Committee believes that attaining the age of 60 and receiving a contribution toward the retired employee's health insurance for five years or until they reach the age of 65 was a great benefit and did not believe there was a need to lower the age, which would only increase the County's liability for the cost of the benefit.

Commissioner Mahoney noted I guess under normal circumstances I would be all for the 60 years of age; but, the person who has inquired is a 34 year employee.

Commissioner Belgard noted the reason it was put in there was because people through the Rule of 90 could retire early. But the reason they can't anymore is because of the cost of health insurance. So that was put in as down to 60 years of age and pay the health insurance and health insurance was like a tenth of what it costs now. Now it's just ridiculous to pay that...it's just too expensive.

Commissioner Schmidtke noted I'm going to make a motion that we make the change to 55.

Commissioner Mahoney noted before we do that shouldn't we really know the ramifications you know like how many people or how this will affect us?

After further discussion,

Motion by Commissioner Schmidtke, seconded by Commissioner Mahoney, Be It Resolved that the Martin County Board of Commissioners, hereby approve lowering the Personnel Policy – County Policy 26(a) age requirement from 60 years of age to 55 years of age for those employees who retire and will receive PERA pension by meeting the PERA Rule of 90. Those voting in favor: Commissioner Schmidtke. Those voting against: Commissioners Belgard, Smith, Flohrs, and Mahoney. Motion failed.

Jeremy Monahan, Faribault-Martin County Transit Director, presented and reviewed a resolution allowing for the transfer of vehicles and equipment previously under the ownership of Martin County to the joint powers board formed with Faribault County. Monahan noted that all titles and property must be under the ownership of the joint powers board so that it may insure vehicles and other assets.

Discussion ensued regarding the building that currently houses the Martin County Transit Facility. Commissioner Schmidtke noted the County purchased the building, so it should belong to Martin County. However, the state Department of Transportation, Office of Transit,

contributed funds for building repairs and renovations and believes they should have some stake in the ownership of the building.

Higgins noted the building is just a contingency on the ownership. It doesn't mean that they can't use the facility but we'd just like to make that clear.

Monahan noted that if there should be dissolution of the new system, items would be returned to the original owners.

After further discussion,

Motion by Commissioner Mahoney, seconded by Commissioner Belgard, to approve and authorize Board Chair to sign resolution for the merging of Faribault County and Martin County Vehicles and Fixed Assets; contingent upon clarification of ownership of Martin County's Transit Facility Property/Building.

R-#57/'15

RESOLUTION OF THE COUNTY OF MARTIN  
For the merging of Faribault County and Martin County  
Vehicles, Equipment, and Transit Funded Property

WHEREAS, County Commissioners from Faribault County and Martin County participated in the creation and development of a Joint Powers Board for a merger of Public Transit Services, and;

WHEREAS, to ensure the new entity has the ability to carry out said public transit services beginning in calendar year 2016, it is necessary that the items described below be transferred into the newly created entity in accordance with the Joint Powers Agreement and by-laws of the Joint Powers Board:

Vehicle Inventory

Local Unit #	VIN #(last 7)	Model Year	Model	Mileage 10/2015
6	DB51720	2008	Ford Elkhart Coach	292,917
9	DB42992	2008	Ford Elkhart Coach	190,977
8	DA69211	2009	Ford Elkhart Coach	232,618
2	DA22849	2009	Ford Elkhart Coach	180,572
4	DB30520	2011	Ford Goshen Coach	168,196
7	D1114299	2013	Chevy Elkhart Coach	87,026
1	DA05763	2014	Ford Elkhart Coach	54,810
3	DA05696	2014	Ford Elkhart Coach	60,675
10	DA07037	2015	Ford Elkhart Coach	20,873
NEW BUS	TBD	2016	Ford Elkhart Coach	0

Transit Facility

1023 North Dewey Street Fairmont, MN 56031 – Approximately 10,000 square foot facility used to house the vehicles currently operated by Martin County Transit which includes dispatching and driver’s offices, and area for supplies and other equipment storage necessary for transit operations.

Equipment

Three (3) desktop computers with all components needed for operation. One (1) laptop computer with all components needed for operation. All base radio systems, handheld radios, mobile radios, tablets, fare boxes, cameras, and other equipment currently installed or capable of being installed in the vehicles necessary for transit operations. All current software licenses installed on the Transit computers and all existing maintenance agreements still in effect with any applicable vendors.

NOW THEREFORE, be it first resolved that Martin County hereby authorizes the Faribault – Martin County Transit Director to complete the necessary steps regarding the title transfer of vehicles, equipment and the Martin County Transit Facility.

Motion by Commissioner Mahoney, seconded by Commissioner Belgard, and unanimously carried, said resolution was duly passed and adopted this 15<sup>th</sup> day of December, 2015.

BOARD OF COMMISSIONERS  
MARTIN COUNTY, MN

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Steve Flohrs, Board Chair

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

CERTIFICATION

STATE OF MINNESOTA  
COUNTY OF MARTIN

I do hereby certify that the foregoing resolution is a true and correct copy of a resolution presented to and adopted by the County of Martin at a duly authorized meeting thereof held on the 15<sup>th</sup> day of December, 2015.

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Scott Higgins, County Coordinator

Roll Call AYES: Commissioners Smith, Schmidtke, Belgard, Mahoney, and Flohrs. NAYS: None. Resolution duly passed and adopted this 15<sup>th</sup> day of December, 2015.

James Forshee, Martin County Auditor/Treasurer, noted he has received a retirement/resignation notice from Deb Mosloski, Drainage Administrator with the Martin County Auditor/Treasurer’s Office effective January 15, 2016, and asks the Board to accept the retirement/resignation.

Motion by Commissioner Schmidtke, seconded by Commissioner Mahoney, Be It Resolved that the Martin County Board of Commissioners, hereby accept with regrets the retirement/resignation of Deb Mosloski, Drainage Administrator with the Martin County Auditor/Treasurer's Office effective January 15, 2016. Carried unanimously.

Forshee recommends advertising for recruitment to fill the vacancy in the Drainage Administration Office and noted that there will be a restructuring of the office due to Mosloski's retirement.

Motion by Commissioner Belgard, seconded by Commissioner Schmidtke, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize Auditor/Treasurer to proceed with recruitment to fill the vacancy in the Drainage Administration Office. Carried unanimously.

Higgins noted annually the Board has set the general wage adjustment for non-union employees and elected officials. Higgins went on to note the GWA for union contracts for the year 2016 has been set at 2.0% and has been included in the CY2016 proposed budget. After review and consideration of proposed wages for the year 2016,

Motion by Commissioner Schmidtke, seconded by Commissioner Smith,

R-#52/'15

RESOLUTION  
ESTABLISHING THE 2016 NON-BARGAINING COMPENSATION PLAN AND SALARY  
MATRIX

WHEREAS, it is the intent of the Board of Commissioners that Martin County non-bargaining unit employees be compensated fairly and equitably based upon their performance; and,

WHEREAS, the Board established an intent to maintain a competitive compensation schedule for County employees within the County's Classification and Compensation system; and

NOW THEREFORE BE IT RESOLVED, by the Board of Commissioners in and for the County of Martin, State of Minnesota, that effective January 1, 2016, the non-union employees shall receive a General Wage Adjustment increase of 2.0% subject to the County's Classification and Compensation plan; and,

BE IT FURTHER RESOLVED, that the 2016 Salary Matrix for the Martin County Classification and Compensation Plan shall be adjusted by 2.0% general increase effective January 1, 2016; and,

BE IT FINALLY RESOLVED, that any employee may elect to reject the general salary increase by providing written notice to the County Coordinator prior to the implementation of the adjustment.

BOARD OF COMMISSIONERS  
MARTIN COUNTY

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Steve Flohrs, Board Chair

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

Roll Call AYES: Commissioners Mahoney, Belgard, Smith, Schmidtke, and Flohrs. NAYS: None. Resolution duly passed and adopted this 15<sup>th</sup> day of December, 2015.

Higgins noted each year the Board is required to establish its annual compensation and per diem and other reimbursable expenses for members when conducting their official duties prior to January 1<sup>st</sup>. Higgins went on to note the Board may increase or decrease the annual compensation. Higgins also noted in the past the Board has adjusted by either percentages or dollar amounts; and that a 2.0% increase has been included in the CY2016 Budget which equates to \$23,390.00 (\$22,931.00 in 2015). Higgins noted the Board Chair receives an additional \$1,000 per year; and \$500 per year for Vice Chair and Commissioners appointed to the Personnel Committee (with the exception of the Board Chair); and per diem of up to \$75 each day performing official duties.

Commissioner Schmidtke opened discussion regarding changing the per diem to match more closely and be consistent with Faribault County at \$40 and \$80.

After discussion,

Motion by Commissioner Belgard, seconded by Commissioner Mahoney,

R-#56/'15

R E S O L U T I O N

COUNTY COMMISSIONERS COMPENSATION, PER DIEM & EXPENSES

WHEREAS, Chapter 301 of the Session Laws 1975 provides a method for determining County Commissioners' compensation, per diem pay, and expense allowances, and

WHEREAS, resolution of the County Board establishing the salary, schedule of per diem payments, and expense allowance must be made before January first of each year so as to become effective January first of the next year, and

WHEREAS, the Board of County Commissioners of Martin County after due deliberation and discussion, have determined the annual salary, schedule of per diem payments, and expense allowances that will be effective January 1, 2016, and thereafter, until changed by resolution of the Board in a manner provided by law.

NOW THEREFORE, BE IT RESOLVED, by the Board of County Commissioners of Martin County as follows:

1. That the annual salary of each County Commissioner of Martin County shall be the sum of \$23,390.00 plus an additional \$1,000 per year for the Chairman; and \$500 per year for Vice Chair and/or Commissioners appointed to the Personnel Committee with the exception of the Board Chair, payable bi-weekly, less such deductions as are authorized or required by law, and shall be paid to such Commissioner during such interval as he or she is qualified by law to hold such office.

2. That each individual County Commissioner shall be paid one per diem of \$75.00 each day spent in performing the official duties connected with the office. The per diem pay may be paid to any individual County Commissioner making application therefore, who, by proper designation or authorization, has served or is an alternate on any board, committee, or commission of County government, including committees of the Board or for the performance of service for any of the following work, service or activity.

Region Nine Delegate	Workforce Council
F/M Human Services Board	County Planning Commission
Prairieland Joint Powers	County Water Plan Committee
Delegate to M.V.A.C.	GBERBA Board
Building Committee	A.M.C. Delegate
Personnel Committee	County Park Board
MN Extension Service	Community Corrections
Region Nine E.M.S.	Minnesota River Basin JPB
County Highway Liaison	Law Library Board
MAAH	State Health Improvement Plan (SHIP)
SouthCentral HRA Board	Economic Development Board County
Insurance Committee	County GASB Committee
Transit Advisory Comm. (TAC)	Soil & Water Conservation Dist. Liaison
Dist. 1, 2,3,4,5, Ditch Insp.	Library Board
South Central Finance Committee	Public Relations Campaign Comm.
Jail/Justice Center Committee	County Solid Waste Committee
Investment in Current/Future Emp.	Highway 15 Coalition
Martin Co. Recreational Trails Comm.	MCIT Delegate
Labor Management Committee	County Strategic Planning Committees
GIS Committee	Blandin Steering Committee
Library Board Alternate	Rural Minnesota Energy Board (RMEB)
Drug Court Representative	South Central Minnesota Radio Board
Bureau 14 (Chamber of Commerce)	Fairmont Convention & Visitors Bureau
Personnel Board of Appeals	Faribault-Martin Transit Board JPB

Activities relating to Ditches under the Jurisdiction of the County Board, or under Jurisdiction of a Joint County Ditch Authority.

For such committee, board, or commissioner work or meetings which may be required by law or which is authorized by the Board of County Commissioners, providing that such work, service or activity is authorized by Board action prior to the performance of such work, service or activity.

3. No Commissioner may receive an amount greater than one full per diem payment on any one day. A Commissioner may accept or claim less than the full per diem. If a per diem is paid by another entity or authority for work, service, or activity permitted by this resolution, Martin County shall not pay a per diem for the same work, service or activity.

4. That in addition to the salary and per diems set forth herein, each individual County Commissioner may be paid his or her actual and necessary expenses and the County mileage allowance, according to County Policy when traveling on official business authorized by Board action.

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

Dated this 15<sup>th</sup> day of December, 2015.

BOARD OF COMMISSIONERS  
MARTIN COUNTY, MN

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Steve Flohrs, Board Chair

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

Roll Call AYES: Commissioners Smith, Schmidtke, Mahoney, Belgard, and Flohrs. NAYS: None. Resolution duly passed and adopted this 15<sup>th</sup> day of December, 2015.

Higgins presented and reviewed a resolution to approve the Elected Official Salaries for CY2016. Higgins noted the listed salaries in the resolution reflect a 2.0% increase for CY2016 plus merit step increase if eligible. Higgins went on to note the resolution will be revised to reflect the amended salary for the County Attorney.

Motion by Commissioner Schmidtke, seconded by Commissioner Smith,

R-#55/'15

RESOLUTION  
ESTABLISHING MARTIN COUNTY ELECTED OFFICIALS  
SALARIES FOR CY2016

Motion by Commissioner Schmidtke, seconded by Commissioner Smith, to approve and authorize the Board Chair to sign this Resolution (R-#55/'15) setting the salaries for Martin County Elected Officials for 2016:

WHEREAS, Pursuant to Minnesota Statutes, the Martin County Board of Commissioners is responsible for setting the salaries of all elected officials, based upon the responsibilities and duties of the Office and taking into account the performance of each elected official including the County Board, County Board Chair, County Auditor/Treasurer, County Recorder, and County Attorney; and

WHEREAS, the Martin County Board of Commissioners appreciates the work performed by all of the elected officials in Martin County.

NOW THEREFORE BE IT RESOLVED, that the annual salaries of elected officials in Martin County for the year CY2016 are set as follows (any rounding will be governed by payroll):

	<u>2016</u>
County Attorney	\$109,000.00
County Auditor/Treasurer	\$ 95,347.20
County Sheriff	\$ 97,780.80
County Recorder	\$ 72,300.80

BOARD OF COMMISSIONERS  
MARTIN COUNTY, MN

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Steve Flohrs, Board Chair

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

Roll Call AYES: Commissioners Mahoney, Belgard, Smith, Schmidtke, and Flohrs. NAYS: None. Resolution duly passed and adopted this 15<sup>th</sup> day of December, 2015.

Kristie Gaalswyk-Pomerence, 4-H Program Coordinator with Martin County, and Kia Harries, Regional Director, University of MN, were present to request approval to hire a full time Administrative Assistant position for the U of M Extension Office – Martin County Courthouse. Gaalswyk-Pomerence noted at present she is the sole Extension staff and this Administrative Assistant will be doing Extension work with her in the office. Gaalswyk-Pomerence introduced Kia Harries, Regional Director with the University of MN. Harries noted with the retirement of Enid Bloedel and the change in the position moving from a joint position with Martin County's Planning and Zoning to Extension only, we worked with Scott Higgins and rewrote the position description making it reflect solely the Extension position. We've gone four months now and are ready to take action to have somebody to support Gaalswyk-Pomerence as we move forward.

Commissioners inquired what the duties of a full time administrative assistant will be.

Harries noted support to Extension yearlong includes not only the 4-H Program but Master Gardeners, support to programs like the Private Pesticide, provide trainings that come into the community, a lot of yearlong computer programming related to the fair and 4-H yearlong

program, Martin County's 4-H membership is over 300 members so the long term support to the program includes the communication on a monthly basis to 4-H families, seasonal things like ear tag as they come in and out for animal identification, some of those timely deadlines, the 4-H Recognition Banquet, the fair support is big but it also lasts a good six weeks after the county fair not just being at the fair and so managing that workload throughout the year and prep for that the to-do list starts right after county fair for planning the next year, maintaining computer programs, state reporting of enrollment opportunities throughout the year, group reporting things when Gaalswyk-Pomerence holds programs in the community having to report that data about attendance and participants. Also, that person will act as the sole Extension Representative. Gaalswyk-Pomerence noted my purpose and focus is solely 4-H so this person is actually going to be the Extension guru so if a person comes in with questions about trees or things like that...that person will direct them to the right expert and regional offices. I don't have that information. That person is the sole person for Extension.

Harries also noted I'd like to clarify Gaalswyk-Pomerence's contract...she is a University of Minnesota employee and her civil service contract with the University does not allow for overtime and it is an Extension policy that they do flex time so one of the things I also shared with Scott (Higgins) is several counties have put statements in their 4-H Newsletter saying the Extension office hours are really the hours of the administrative assistant while the 4-H Program Coordinator holds many night and weekend meetings or programs that you can't always find the 4-H staff in the office; but support staff would always be that contact or the go to person so that's some communication that we need to work on for the 4-H families on how that would work and making sure they remember that.

Much discussion ensued regarding a 20 hour position versus a 32 hour position versus a 40 hour position. After further discussion,

Motion by Commissioner Schmidtke, seconded by Commissioner Belgard, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize moving forward with the recruitment of a full time (40 hour week) Administrative Assistant for the U of M Extension Office located in the Martin County Courthouse. Carried unanimously.

Higgins presented the resolution Establishing the Tax Levy for 2016 collectible in 2017 in the amount of \$13,985,755 (7.64 percent increase from 2015).

Commissioner Mahoney inquired is this where I take my shot to get the other \$5,000 for the Historical Society? I've talked to Lenny Tvedten and he came before the Board and made a great presentation. They have no other forms of funding and I talked to the guys from Faribault County and they give \$10,000 and their Historical Society has a farm that they get the income off of too. And I think we've underfunded these guys for a long time...they do a good job...his copier service contract is about \$2,300/year, the elevator service contract is about \$2,000/year, their water and heat and that sort of thing are \$3,600/year...they don't charge any admission, they do a great job, they get everything out of the dollar that they can so that's the only issue that I have. I'd like to see an increase to their allocation for 2016.

Commissioner Schmidtke noted he would like to see the Highway Department's budget increased to purchase better grade gravel for the County's roads. We have very poor gravel for maintaining our roads and the only way to get better gravel is to haul it from someplace else which is going to take \$150,000 to do a fourth of the County's mileage and I'd like to see that motion too later on and take it from reserves.

After further discussion,

Motion by Commissioner Mahoney, seconded by Commissioner Smith, to increase the 2016 Allocation to the Martin County Historical Society to \$15,000. Those voting in favor: Commissioner Mahoney. Those voting against: Commissioners Smith, Schmidtke, Belgard, and Flohrs. Motion fails.

Motion by Commissioner Schmidtke, seconded by Commissioner Belgard, to approve resolution establishing the CY2016 Tax Levy.

R-#54/'15

RESOLUTION

ESTABLISHING THE TAX LEVY FOR YEAR 2016 COLLECTIBLE IN 2017:

WHEREAS, the Martin County Board of Commissioners duly considered budgets to determine the tax levy to be collected in 2016.

NOW THEREFORE, BE IT RESOLVED, that the Martin County Board of Commissioners do hereby order and determine that taxes to be levied in the year 2016 and collectible in the year 2017 be as follows to-wit:

	<u>Net Levy</u>
Revenue Fund	\$ 7,029,319
Boat/Snowmobile	\$ -0-
Road & Bridge Fund	\$ 2,549,644
Parks and Rec.	\$ 64,102
Solid Waste Management Fund	\$ -0-
Library Fund	\$ 714,305
Human Service Fund	\$ 3,170,328
Transit	\$ 40,000
Building CIP Fund	\$ 100,000
Debt Service Fund/Hwy Debt Service	\$ 254,005
Tax Forfeited Land	\$ 5,000
Economic Development	<u>\$ 59,052</u>
TOTAL TAX LEVY	\$13,985,755

BE IT FINALLY RESOLVED, that copies of this resolution be filed with the Martin County Auditor/Treasurer; and

Upon Motion made by Commissioner Schmidtke, seconded by Commissioner Belgard, and

unanimously carried, said resolution was duly passed and adopted this 15<sup>th</sup> day of December, 2015.

BOARD OF COMMISSIONERS  
MARTIN COUNTY, MN

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Steve Flohrs, Board Chair

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

Roll Call AYES: Commissioners Mahoney, Smith, Belgard, Schmidtke, and Flohrs. NAYS: None. Resolution duly passed and adopted this 15<sup>th</sup> day of December, 2015.

Commissioner Mahoney suggested scheduling regular work sessions for commissioners to meet and discuss things. This will be extremely valuable for us newer commissioners.

Higgins noted we can establish regular Board work sessions at the organizational meeting on January 5, 2016.

Commissioner Schmidtke again opened discussion regarding the gravel. Now that the budget has been made and there's not going to be the \$150,000 that we wanted for the gravel because we chose to hire two full time deputies, can that still be directed to be taken out of the reserves? If Kevin (Peyman) doesn't see it in the budget...it's not going to happen and I want to make sure it happens. I want it done. I can't speak for the rest of you.

Commissioner Mahoney inquired where did the gravel issue come from. Is this a separate topic?

Commissioner Schmidtke noted this gravel discussion was one of our budget workshop discussions.

After further discussion,

Motion by Commissioner Schmidtke, seconded by Commissioner Belgard, Be It Resolved that the Martin County Board of Commissioners, hereby approve directing the Martin County Highway Department to proceed working with an increased CY2016 budget in the amount of \$150,000 for purchasing higher quality gravel to maintain the County's gravel roads. Carried unanimously.

Forshee presented the resolution establishing the CY2016 Fund Expenditures and Revenues noting fund expenditures for 2016 are estimated at \$23,029,463 and fund revenues are estimated at \$23,107,130. After discussion and consideration,

Motion by Commissioner Mahoney, seconded by Commissioner Schmidtke,

RESOLUTION

ESTABLISHING THE FUND EXPENDITURES AND REVENUES  
FOR THE YEAR 2016

WHEREAS, the Martin County Board of Commissioners duly considered fund Expenditures and Revenues for the year 2016.

NOW THEREFORE, BE IT RESOLVED, that the Martin County Board of Commissioners do hereby order and determine that fund expenditures and revenues for the year 2016, is as follows:

	<u>Expenditures</u>	<u>Revenues</u>
Revenue Fund	\$ 9,569,644	\$ 2,540,325
Parks & Recreation	\$ 121,273	\$ 57,171
Road & Bridge	\$ 7,799,644	\$ 5,250,000
E-911 Fund	\$ 75,270	\$ 98,600
Sheriff Contingency Fund	\$ 5,000	\$ 5,000
Boat & Water/ATV	\$ 13,434	\$ 13,434
Solid Waste	\$ 656,666	\$ 720,494
Library	\$ 736,305	\$ 22,000
Law Library	\$ 38,500	\$ 30,000
Human Services	\$ 3,111,069	\$ 0
Recorders Technology Fund	\$ 20,000	\$ 35,000
Recorders Compliance Fund	\$ 20,000	\$ 38,500
Building CIP Fund	\$ 50,000	\$ 0
Human Services Building	\$ 274,617	\$ 173,233
Hwy Debt Service	\$ 254,005	\$ 0
Prairieland Debt Service	\$ 0	\$ 0
Forfeited Land	\$ 8,000	\$ 3,000
ISTS Loan	\$ 176,984	\$ 134,618
Transit	\$ 40,000	\$ 0
MC Area Redevelopment Agency	\$ 0	\$ 0
Economic Development	\$ 59,052	\$ 0
General Tax Levy	<u>\$</u>	<u>\$13,985,755</u>
TOTAL	<b>\$23,029,463</b>	<b>\$23,107,130</b>

Upon motion by Commissioner Mahoney, seconded by Commissioner Schmidtke, and carried, said resolution was duly passed and adopted this 15<sup>th</sup> day of December, 2015.

BOARD OF COMMISSIONERS  
MARTIN COUNTY, MN

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Steve Flohrs, Board Chair

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

Roll Call AYES: Commissioners Belgard, Smith, Schmidtke, Mahoney, and Flohrs. NAYS: None. Resolution duly passed and adopted this 15<sup>th</sup> day of December, 2015.

Higgins presented and reviewed a draft copy of a proposed countywide Broadband Feasibility Study Request for Proposals. Higgins noted the County received a Blandin Broadband Communities grant in the amount of \$20,000 (requires a dollar for dollar match) for a total project cost of \$40,000 this past summer. The Martin County Blandin Steering Committee engaged, with Blandin Consultants, in development of a Request for Proposals (RFP) for Architect/Engineering Firm to conduct a countywide Broadband Feasibility Study. Once proposals are submitted to the County, the Steering Committee will then evaluate the proposal and make a recommendation to the County Board of the selection of a Firm to conduct the feasibility study.

Higgins went on to note the purpose of this study is to provide the County decision makers with information on the availability of broadband throughout the County, and to provide information to ultimately configure, equip and install a broadband system to achieve high speed goals scalable to one gigabit with an alternate configuration providing for a 10 gigabit backbone with one gigabit connection to entities throughout the County to include businesses, homes, schools, libraries, hospitals, public safety, cities, etc.

Higgins also noted it is anticipated that the information provided through this study will provide information on the areas unserved or underserved with high speed broadband (internet) throughout the County and provide us with estimated cost projections for the build out of high speed broadband (i.e. Broadband Fiber) network throughout the County.

After consideration and review,

Motion by Commissioner Mahoney, seconded by Commissioner Smith, Be It Resolved that the Martin County Board of Commissioners, hereby approve the proposed Martin County Broadband Feasibility Study Request for Proposal for Broadband Feasibility Engineering Study. Carried unanimously.

Higgins noted annually the Board reviews Citizen Advisory Boards/Commissions for (re)appointments for those terms expiring. Martin County Boards and Advisory Committees with member terms ending December 31, 2015, and who are not eligible to serve an additional term or do not wish to serve an additional term include:

- Water Plan Advisory Committee – Clair Schmidt, Jr., Harold Rehling, Max Longley, Tonya Klunder, and Layne Ebeling. (Rich Perrine has been contacting them to see if any are willing to serve again).
- Martin County Parks/Trail Committee – No member terms end December 31, 2015.
- Library Board – No member terms end December 31, 2015.

- Extension Committee – Calvin Saxton’s second three year term will expire December 31, 2015 (after serving the years 2010, 2011, 2012, 2013, 2014 and 2015). Laurie Quinn is eligible to serve two additional three year terms after completing a partial term for Julie Becker (2014 and 2015).

After review and discussion,

No action taken on appointments to various Citizen Advisory Board and Committees for 2016.

Higgins noted per Minnesota Statutes the County Board is required 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 Schmidtke, Be It Resolved that the Martin County Board of Commissioners, hereby approve the regularly scheduled Martin County Commissioner meeting dates, times, and locations for 2016.

2016 – County Board of Commissioners Regularly Scheduled  
Meeting Dates, Times, and Location

JANUARY	-	January 5, 2016 at 9:00 a.m. in the Board Room
	-	January 19, 2016 at 9:00 a.m. in the Board Room
FEBRUARY	-	February 2, 2016 at 9:00 a.m. in the Board Room
	-	February 16, 2016 at 9:00 a.m. in the Board Room
MARCH	-	March 1, 2016 at 9:00 a.m. in the Board Room
	-	March 15, 2016 at 9:00 a.m. in the Board Room
APRIL	-	April 5, 2016 at 9:00 a.m. in the Board Room
	-	April 19, 2016 at 9:00 a.m. in the Board Room
MAY	-	May 3, 2016 at 9:00 a.m. in the Board Room
	-	May 17, 2016 at 9:00 a.m. in the Board Room
JUNE	-	June 7, 2016 at 9:00 a.m. in the Board Room
	-	June 21, 2016 at 9:00 a.m. in the Board Room
JULY	-	July 5, 2016 at 9:00 a.m. in the Board Room
	-	July 19, 2016 at 9:00 a.m. in the Board Room
AUGUST	-	August 2, 2016 at 9:00 a.m. in the Board Room
	-	August 16, 2016 at 9:00 a.m. in the Board Room

- SEPTEMBER - September 6, 2016 at 9:00 a.m. in the Board Room
- September 20, 2016 at 9:00 a.m. in the Board Room
  
- OCTOBER - October 4, 2016 at 9:00 a.m. in the Board Room
- October 18, 2016 at 9:00 a.m. in the Board Room
  
- NOVEMBER - November 1, 2016 at 9:00 a.m. in the Board Room
- November 15, 2016 at 9:00 a.m. in the Board Room
  
- DECEMBER - TRUTH-IN-TAXATION, 6:00 p.m. Board Room – To Be Determined
- December 6, 2016 at 9:00 a.m. in the Board Room
- December 20, 2016 at 9:00 a.m. in the Board Room

Carried unanimously.

Deb Mosloski, Drainage Administrator, presented the annual resolution for Ditch Levies and Assessments payable for CY2016.

Motion by Commissioner Schmidtke, seconded by Commissioner Mahoney,

## RESOLUTION

### **ORDER FIXING DITCH REPAIR AND MAINTENANCE LEVIES AND ASSESSMENTS ON COUNTY, JOINT COUNTY, AND JUDICIAL DITCHES OF MARTIN COUNTY, MN:**

WHEREAS, ditch repair and maintenance expenditures having been made, or to be made, on various County, Joint County, and Judicial Ditches located wholly or partly within Martin County, MN and it appearing that there are not sufficient funds to the credit of the ditches to finance said repairs and maintenance expenditures; therefore the Martin County Board of Commissioners do hereby, by resolution; levy and assess the following ditch fund accounts to pay for current expenditures for repairs and maintenance or to reimburse other funds where monies have been or will be loaned to the ditch fund, or for the designated purpose of payments on future repair and maintenance expenditures, and

WHEREAS, the various drainage system levy and assessments hereby made by the County Board of Commissioners shall be apportioned and assessed pro rata upon all lands, corporations, and municipalities which have participated in the total benefits theretofore determined; and such levy and assessments for repairs and maintenance of any one ditch system be limited in any one calendar year based upon pro rata percentage of the original calendar year based upon pro rata percentage of the original benefits of that particular drainage system thereof in Martin County, MN under the provisions of Minnesota Statutes Annotated 103-E.

THEREFORE, BE IT RESOLVED, by the Martin County Board of Commissioners of Martin County, MN that the following County, Joint County, and Judicial ditches hereby levied and assessed in the amounts so indicated as sufficient to take care of their obligations for repairs

and maintenance heretofore made, or to be made, and equal installments be spread and made payable where necessary, with and made payable where necessary, with and as part of the Real Estate Taxes in the indicated as follows, to-wit:

**DITCHES LEVIED FOR ONE YEAR PAYABLE 2016:**

<b>NUMBER</b>	<b>DITCH</b>	<b>AMOUNT</b>
1014	CD #15	\$ 2,000.00
9011	JD #8 F&M	\$ 500.00
9046	JD #30	\$ 2,000.00
9066	JD #43	\$ 5,000.00
9082	JD #64	\$ 5,000.00
9110	JD #93	\$ 2,000.00
9111	JD #95	\$ 5,000.00
9120	JD #104	\$ 1,000.00

Upon motion by Commissioner Schmidtke, seconded by Commissioner Mahoney, and carried, said resolution was duly passed and adopted this 15<sup>th</sup> day of January, 2016.

**BOARD OF COMMISSIONERS**

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**Steven O. Flohrs, Chairman**

**ATTEST:** \_\_\_\_\_  
**James Forshee, Martin County Auditor/Treasurer**

**DITCHES LEVIED FOR MORE THAN ONE YEAR**

<b><u>Ditch #</u></b>	<b><u>Name of Ditch</u></b>		<b><u>Year Ending</u></b>
<b>1003</b>	<b>County Ditch #2</b>	<b>2016 (3 years)</b>	<b>2018 (\$30,000)</b>
<b>1006</b>	<b>County Ditch #6</b>	<b>2016 (3 years)</b>	<b>2018 (\$5,000)</b>
<b>1007</b>	<b>County Ditch #8</b>	<b>2016 (3 years)</b>	<b>2018 (\$5,000)</b>
<b>1011</b>	<b>County Ditch #13</b>	<b>2016 (3 years)</b>	<b>2018 (\$5,000)</b>
<b>1022</b>	<b>County Ditch #26</b>	<b>2016 (10 years)</b>	<b>2025 (\$75,000)</b>
<b>1024</b>	<b>County Ditch #28</b>	<b>2016 (3 years)</b>	<b>2018 (\$15,000)</b>
<b>1030</b>	<b>County Ditch #31</b>	<b>2016 (3 years)</b>	<b>2018 (\$10,000)</b>
<b>1048</b>	<b>County Ditch #53</b>	<b>2016 (8 years)</b>	<b>2023 (\$75,000)</b>
<b>1060</b>	<b>County Ditch #64</b>	<b>2016 (3 years)</b>	<b>2018 (\$5,000)</b>
<b>1068</b>	<b>County Ditch # 73</b>	<b>2016 (15 years)</b>	<b>2030 (\$370,000)</b>
<b>9005</b>	<b>Judicial Ditch #3</b>	<b>2016 (3 years)</b>	<b>2018 (\$20,000)</b>
<b>9022</b>	<b>Judicial Ditch #13</b>	<b>2016 (5 years)</b>	<b>2020 (\$15,000)</b>

<b>9004SEP</b>	<b>Judicial Ditch #2 W&amp;M</b>	<b>2016 (20 years)</b>	<b>2035 (\$579,988.91)</b>
<b>9004IMP</b>	<b>Judicial Ditch #2 W&amp;M</b>	<b>2016 (20 years)</b>	<b>2035 (\$351,733.80)</b>
<b>9047</b>	<b>Judicial Ditch #31 FMT</b>	<b>2016 (3 years)</b>	<b>2018 (\$10,000)</b>
<b>9143</b>	<b>Judicial Ditch #34</b>	<b>2016 (3 years)</b>	<b>2018 (\$20,000)</b>
<b>9071</b>	<b>Judicial Ditch #48</b>	<b>2016 (5 years)</b>	<b>2020 (\$25,000)</b>
<b>9088</b>	<b>Judicial Ditch #70</b>	<b>2016 (2 years)</b>	<b>2017 (\$5,000)</b>
<b>9097</b>	<b>Judicial Ditch #79</b>	<b>2016 (3 years)</b>	<b>2018 (\$5,000)</b>
<b>9118</b>	<b>Judicial Ditch #102</b>	<b>2016 (2 years)</b>	<b>2017 (\$4,000)</b>

**\*\*\* The following drainage systems have borrowed from another ditch fund\*\*\***

**9001 (701) Judicial Ditch #1 borrowed \$30,000.00 from 9150 ( 850) JD 204 Hugoson Petition**

**9063 (769) Judicial Ditch # 41 borrowed \$10,000.00 from 9152 (851) JD #204 Br A-38 Petition**

**1009 (869) County Ditch #11 borrowed \$15,000.00 from 1070 (928) CD #75**

**This money must be paid back at 6% per annum interest from January 1, 2008 until paid back.**

**9036-2(739) Judicial Ditch #25 borrowed \$25,000 from Revenue Fund in 2002. Paid back \$15,000.00 in 2009**

**This money must be paid back at 6% per annum interest from January 1, 2010 until paid back.**

Roll Call AYES: Commissioners Belgard, Smith, Mahoney, Schmidtke, and Flohrs. NAYS: None. Resolution duly passed and adopted this 15<sup>th</sup> day of December, 2015.

Mike Forstner, Ditch Inspector Martin County Drainage Administration, was present to request the Board set the date and time for the Final Redetermination Hearings for JD #98 and JD #102 in Silver Lake Township; and CD #47 and JD #35 in Tenhassen and Rolling Green Township. Forstner recommends the date of January 19, 2016, at 10:00 a.m.

Motion by Commissioner Schmidtke, seconded by Commissioner Smith, Be It Resolved that the Martin County Board of Commissioners, acting as the Drainage Authority for Martin County, hereby sets the date of January 19, 2016, at 10:00 a.m. in the Commissioners Board Room – Martin County Courthouse, for the Final Redetermination Hearings for JD #98 and JD #102 in Silver Lake Township; and CD #47 and JD #35 in Tenhassen and Rolling Green Townships. Carried unanimously.

Forstner noted Brunz Construction will be issuing a change order to the CD #30 Improvement Project in Fraser Township. Forstner went on to note the old culverts going through the highway essentially acted as the bypass for the open drainage ditch to go through they left those in place and they created big catch basins that are pretty deep in spots so the landowners and Highway Department didn't like them and felt they were a hazard. So, the change order will be to fill in those pipes and raise the intakes that are there. Forstner went on to note the change order has not been received yet.

No action taken on consideration of Change Order to CD #30 Improvement Project in Fraser Township.

Forstner presented a brief Drainage Administration Office update noting that after the Public Hearing on CD #29 the Martin County Drainage Administration Office received notice of an appeal on the Gerhardt property.

Commissioner Schmidtke noted the Gerhardt's are not against the project as long as non-perforated tile is used through 15 acres of farmable wetland on the Gerhardt property.

The Board reviewed warrants to be paid December 15, 2015.

Motion by Commissioner Schmidtke, seconded by Commissioner Belgard, Be It Resolved that the Martin County Board of Commissioners, hereby approve bills to be paid on December 15, 2015, as presented; and includes the Martin County Highway Department and Drainage bills as presented. Carried unanimously.

Warrants received and paid December 15, 2015, are on file in the Auditor/Treasurer's Office as follows:

Revenue Fund – Warrants Approved December 15, 2015	\$220,509.97
Enhanced 9-1-1 Fund	\$ 9,615.00
Recreation and Safety Fund	\$ 5,987.40
Martin Co. Economic Development Authority	\$ 2,489.27
Solid Waste Management Fund	\$132,518.79
Law Library Fund	\$ 2,347.77
Martin County Transit Fund	\$ 53,594.52
Recorder's Technology	\$ 552.25
Recorder's Compliance	\$ 8,421.12
Ind. Sewage Treatment Sys. Loans	\$ 3,945.00
Bank Building Fund	\$ 2,354.63
Forfeited Tax Fund	\$ 1,495.14
Total	\$443,830.86
Road and Bridge Funds Totaled	\$264,542.07
Martin County Ditch Funds Totaled	\$191,810.03

Motion by Commissioner Smith, seconded by Commissioner Schmidtke, to move into closed session for the performance evaluation of the Martin County Coordinator. Carried unanimously.

Closed session began at 10:49 a.m.

Motion by Commissioner Belgard, seconded by Commissioner Mahoney, to move back into open session. Carried unanimously.

Board back into open session at 11:26am

Each Commissioner reviewed their calendars of upcoming meetings and activities:

With no further business to wit, Board Chair adjourned the meeting at 11:34 a.m.

BOARD OF COMMISSIONERS  
MARTIN COUNTY, MN

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Steve Flohrs, Board Chair

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