

PROCEEDINGS OF THE  
MARTIN COUNTY BOARD OF COMMISSIONERS  
TUESDAY – JANUARY 5, 2016  
@ 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 Steve Flohrs. Commissioners present were Kathy Smith, Steve Flohrs, Tom Mahoney, Elliot Belgard, and Dan Schmidtke. Also present were Scott Higgins, Martin County Coordinator, James Forshee, Martin County Auditor/Treasurer, Terry Viesselman, Martin County Attorney, Kevin Peyman, Martin County Engineer, Desiree Diaz, Fairmont Sentinel Reporter, Rod Halvorsen, KSUM-KFMC Radio, Julie Walters, Administrative Assistant, and members of staff and public.

Commissioner Flohrs called for nominations for Chair for the year 2016.

Commissioner Schmidtke nominated Elliot Belgard for Chairman.

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

Motion by Commissioner Schmidtke, seconded by Commissioner Mahoney, to cast a unanimous ballot for Elliot Belgard as Chairman for 2016. All voting in favor. Motion carried.

Commissioner Belgard called for nominations for Vice Chair for the year 2016.

Commissioner Flohrs nominated Dan Schmidtke for Vice Chair.

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

Motion by Commissioner Flohrs, seconded by Commissioner Smith, to cast a unanimous ballot for Dan Schmidtke as Vice Chairman for 2016. All voting in favor. Motion carried.

Motion by Commissioner Schmidtke, seconded by Commissioner Flohrs, Be It Resolved that the Martin County Board of Commissioners, hereby approve the agenda for the January 5, 2016, regular Board of Commissioners meeting. Carried unanimously.

Motion by Commissioner Mahoney, seconded by Commissioner Smith, Be It Resolved that the Martin County Board of Commissioners, hereby approve the minutes of the December 1, 2015, regular Board of Commissioners meeting. Carried unanimously.

Motion by Commissioner Schmidtke, seconded by Commissioner Flohrs, Be It Resolved that the Martin County Board of Commissioners, hereby approve the minutes of the December 15, 2015, regular Board of Commissioners meeting. Carried unanimously.

Terry Viesselman, Martin County Attorney, presented a brief update regarding future FMJ Drug Court funding which could aid in acquiring a replacement FMJ Drug Court Coordinator or

possibly running our drug court with a coordinator from another location. Viesselman noted this is a state run program and is not funded by Martin County.

Discussion ensued noting loss of funding for a drug court coordinator for Martin County's Drug Court Program which was a model for the nation and suggested drafting a letter to Legislators in support of continued funding.

After further discussion,

Motion by Commissioner Schmidtke, seconded by Commissioner Mahoney, Be It Resolved that the Martin County Board of Commissioners, hereby approve drafting a letter to Legislators in support of continued funding for a Faribault/Martin/Jackson (FMJ) Drug Court Coordinator and Program. Carried unanimously.

Viesselman continued the County Attorney's Office will be installing a new computer system next week and that costs for the new system will be approximately \$22,000 and that funds will be expended from the County Attorney's Forfeiture Account.

Higgins reviewed Martin County Boards and Advisory Committees with member terms that ended December 31, 2015. Higgins noted four (4) of the Water Plan Advisory Committee members have indicated they would like to serve an additional term; and that Laurie Quinn is eligible to serve two additional three year terms after completing a partial term (for Julie Becker) on the Extension Committee. Higgins also noted Martin SWCD is asking Commissioners if they know of a township official that would like to serve on the Water Plan Advisory Committee.

Motion by Commissioner Schmidtke, seconded by Commissioner Flohrs, 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: Clair Schmidt, Jr., Max Longley, Tonya Klunder, and Layne Ebeling, with member terms ending December 31, 2018; and Extension Committee: Laurie Quinn with member term ending December 31, 2018. Carried unanimously.

Higgins noted the County Board approved the County Attorney's Office as a full time county office effective January 1, 2016. Therefore, the current staff will be considered county employees and eligible for full time benefits (i.e. Health, PERA, etc.) and are under the County Personnel Policy. Higgins went on to note County Attorney's Office staffing includes Terry Viesselman, County Attorney, William Barke, Assistant County Attorney, Peter Odgren, Assistant County Attorney, and Karen Koehler, Legal Secretary/Office Manager.

Motion by Commissioner Schmidtke, seconded by Commissioner Mahoney, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize the hire of Terry Viesselman, County Attorney (no PTO), salary of \$109,000; William Barke, Assistant County Attorney (accrue PTO at year 11, 10-12 year accrual rate), wage rate of \$43.27/hour; Peter Odgren, Assistant County Attorney (accrue PTO year 6, 5-7 year accrual rate), wage rate of \$33.65/hour; and Karen Koehler, Legal Secretary/Office Manager (accrue PTO at year 11, 10-12 year accrual rate) wage rate of \$24.00/hour; and that William Barke, Peter Odgren, and Karen

Koehler will start with 80 hours of PTO (for 2016) effective January 1, 2016. Carried unanimously.

Corey Klanderud, Captain-Martin County Sheriff's Office, presented and reviewed the proposed 2016 Nursing Services Contract noting the December 31, 2015, expiration of the current contract; and that the Board approved extending the current Nursing Services Contract an additional 60 days or until a new contract is formulated. Klanderud went on to note there are some changes in the requirements of workers' compensation insurance. Klanderud also noted that the county attorney has reviewed the proposed contract and that Joy Poush, RN, BSN, has agreed to the proposed contract.

Commissioner Schmidtke noted he is totally against the proposed contract due to the proposed 14% increase; and that any increases should follow the County plan at 2%. The County is not going to pay \$41 per hour for this position.

Higgins noted some of the issues were requiring carrying liability insurance.

Commissioner Smith inquired is part of that 14% her benefits?

Higgins noted there are no benefits with the contract. She is responsible for her own taxes, etc.

Klanderud noted while looking at the changes we were looking at the possibility of making this position a part time employee with the County instead of a contract person and looked at maybe coming to the Personnel Committee in 2016 with that request. Klanderud went on to note in the short term, there needs to be more detail in the contract of the required liability coverages needed by the independent contractor to provide nursing services. I think the increase in required liability coverages has led to some of the needed increases in the contract.

Commissioner Schmidtke noted I personally think this request should go to the Personnel Committee and it needs to be discussed before we make a decision on this.

After further discussion,

Motion by Commissioner Schmidtke, seconded by Commissioner Flohrs, Be It Resolved that the Martin County Board of Commissioners, hereby table consideration of the proposed 2016 Nursing Services Contract until the proposed contract has been presented to the Martin County Personnel Committee for review. Carried unanimously.

Klanderud noted the Martin County Sheriff's Office has submitted a 2016 In-Squad Computers Grant application and was awarded \$14,419.75 (\$14,006.83 matching requirement) for FY2016. Klanderud went on to note the effective date of the grant is October 1, 2015, and expires September 30, 2016. Klanderud also noted the grant will cover costs for In-Squad Computer Equipment for four (4) replacement computers in 2016 and with the addition of another patrol unit and adding a computer to our part time squad so the grant will replace six (6) computers. Klanderud noted matching funds are included in the 2016 budget.

Commissioner Mahoney inquired how much was budgeted.

Klanderud noted I believe we had budgeted \$12,000.

After further discussion,

Motion by Commissioner Mahoney, seconded by Commissioner Smith,

R-#10/16

RESOLUTION  
IN-SQUAD COMPUTERS GRANT AGREEMENT

BE IT RESOLVED, that Martin County enter into a grant agreement with the Minnesota Department of Public Safety for the program entitled 2016 In-Squad Computers for FY2016 in the amount of \$14,419.75 annually.

BE IT FURTHER RESOLVED, that Martin County Sheriff's designated representative and Board of Commissioners Board Chair is hereby authorized to execute and sign such grant agreement on behalf of Martin County.

Motion by Commissioner Mahoney, and seconded by Commissioner Smith, said resolution was duly passed and adopted this 5<sup>th</sup> day of January, 2016.

BOARD OF COMMISSIONERS  
MARTIN COUNTY, MN

\_\_\_\_\_  
Board Chair

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

Roll Call AYES: Commissioners Flohrs, Schmidtke, Smith, Mahoney, and Belgard. NAYS: None. Resolution duly passed and adopted this 5<sup>th</sup> day of January, 2016.

Klanderud noted the Sheriff's Office is requesting clarification about the pay rate for part time Corrections and Communications Officers. The Sheriff's Office believes that the rate should be increased to \$19.51 per hour. After meeting with the Personnel Committee, we think that the pay rate should be increased to match the starting rate for the full time employees. Klanderud went on to note this same process was completed with the part time patrol deputies last year. We started with the part time corrections and communications employees in 2015, and we believed that the last increase would occur at the beginning of 2016. Klanderud also noted the language in the Board meeting notes does not say the last increase will occur, but our understanding was that was what the Personnel Committee had recommended the increase.

Higgins noted this request was presented to the Board and the Board decided not to approve the January increase at the time. There was discussion about making it happen in January but the Motion did not include it. Higgins went on to note the increase amounts to approximately \$13,000 and it has not been included in the CY2016 budget.

Discussion ensued regarding the proposed increase.

Commissioner Mahoney suggested bringing this request before the Personnel Committee.

Motion by Commissioner Mahoney, seconded by Commissioner Flohrs, Be It Resolved that the Martin County Board of Commissioners, hereby table clarification of pay rate for part time Corrections and Communications Officers until the proposed pay rate has been presented and reviewed by the Martin County Personnel Committee. Carried unanimously.

Higgins noted the County Attorney is in the process of developing an agreement between Martin County and Kinship for County Mentoring Services.

No action taken regarding the Mentoring Services Agreement between Martin County and Kinship (Fairmont).

Kevin Peyman, Martin County Engineer, requested approval to attend and participate in the National Association of County Engineers (NACE) Annual Conference in Tacoma, Washington, on April 24-28, 2016. Peyman noted expenses include conference registration fee, airfare, mileage to airport/parking, and incidentals totaling approximately \$1,245. Peyman went on to note lodging is covered by the MN County Engineers Association.

Motion by Commissioner Schmidtke, seconded by Commissioner Mahoney, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize the out of state travel request for Kevin Peyman to attend the National Association of County Engineers (NACE) Annual Conference in Tacoma, Washington, on April 24-28, 2016; and that that conference expenses are estimated at \$1,245; and that lodging expenses will be paid for by the MN County Engineers Association. Carried unanimously.

Peyman presented a Highway Department update including placement of the precast shower/restroom building to be set at Cedar-Hanson Park the third week of January, 2016; and the recent substantial snow removal after the Christmas holiday.

Kay Wrucke, Martin County Recorder, provided an update on the Recorder's Technology and Compliance Funds. Wrucke noted the Compliance Fund is set up to have all the land record offices in the County, in the recording process, to be in compliance to meet the standards of recording times and if we fall out of compliance we have to use that fund to get back into compliance; and the fund is replenished by the recording fees. Wrucke went on to note the Compliance Fund group meets regularly and is made up of James Forshee, Steve McDonald, Kevin Peyman, Pam Flitter, and Dan Whitman. We've used the fund in the past for GIS and also for Beacon, all the fees in that, and some various other things that we have added on. Wrucke also noted we want to keep that fund with a reserve in it and so we monitor it and we like to keep

the fund fluid enough so that if something does come up in the future we can use it for compliance issues. We're kind of building the fund up right now simply because we pay for Pictometry too.

Wrucke continued the other fund that is available through a recording fee is the Technology Fund. The Technology Fund is used at the discretion of the County Recorder by law and is for technology within the office, enhancements, and customer service issues. Wrucke noted the fund has been used for supplying equipment and hardware into our office...anything that deals with technology; and that technology fund requests generally are brought to the Board for consideration. Recently the Electronic Real Estate Recording Commission has defined the use of the fund and those things are in that use of the fund including out of state travel and travel in general to technology conferences. Wrucke also noted I always try to keep a reserve in the fund because we've used it for a lot of our upgrading and conversion projects.

Wrucke requested approval to attend and participate in a conference for the Property Records Industry Association, PRIA, in Savannah, Georgia, on February 23-25, 2016. Wrucke noted expenses include conference registration fee, airfare, hotel and incidentals totaling approximately \$1,400; and that expenses will be covered by the Recorder's Technology Fund.

Motion by Commissioner Flohrs, seconded by Commissioner Schmidtke, Be It Resolved that the Martin County Board of Commissioners, hereby approve the out of state travel request for Kay Wrucke, Martin County Recorder, to attend the Property Records Industry Association, PRIA, conference in Savannah, Georgia, on February 23-25, 2016; and that conference expenses are estimated at \$1,400. Carried unanimously.

Higgins opened and reviewed bids received for the 2016 Official County Newspaper for Martin County. Bids were received from the Fairmont Photo Press, Truman Tribune, and Fairmont Sentinel. Higgins noted the Truman Tribune is bid at \$4.40 versus the other two bids of \$7.95 and \$7.00 per column inch of publication.

Commissioner Flohrs noted he has received complaints regarding the 872 subscription circulation of the Truman Tribune.

After further discussion,

Motion by Commissioner Flohrs, seconded by Commissioner Mahoney,

R-#1/16

Resolution Awarding the Official Newspaper Bid and Designating the Truman Tribune as the Official Newspaper for the Year 2016

Motion by Commissioner Flohrs, seconded by Commissioner Mahoney,

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 2016 on January 5, 2016,

and subsequent review thereof, the Truman Tribune be and hereby designated as the Official Newspaper for Martin County for the year 20156, 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 Upon Number Printed. No Mark up.
- Second Publication of Financial Statement \$.05

The Truman Tribune has a certified circulation of 872 subscribers residing in Martin County.

BOARD OF COMMISSIONERS  
MARTIN COUNTY

\_\_\_\_\_  
Board Chair

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

Roll Call AYES: Commissioners Flohrs, Mahoney, Smith, Schmidtke, and Belgard. NAYS: None. Resolution duly passed and adopted this 5<sup>th</sup> day of January, 2016.

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

- Machine Signed Signatures and Depository Designations
- Employee Expenses (Mileage Reimbursement at \$.54 cents/mile effective January 1, 2016)
- Hand Labor Hourly Rate
- Pocket Gopher Bounty
- Designation of Public Notice Posting & Facility for CY2016

Motion by Commissioner Schmidtke, Seconded by Commissioner Flohrs,

R-#2/'16

## RESOLUTION

### MACHINE-SIGNED SIGNATURES AND DEPOSITORY DESIGNATIONS

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

Profinium Financial  
State Bank of Fairmont  
Farmers State Bank of Trimont

Farmers State Bank of Trimont/Dunnell  
Bank Midwest  
US Bank

Triumph State Bank  
Ormsby State Bank  
State Bank of Ceylon  
First Farmers and Merchants National Bank

Profinium Financial of Truman  
Welcome State Bank  
Farmers State Bank of Sherburn  
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:

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James Forshee, Auditor/Treasurer

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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 Flohrs, made motion and unanimously carried this 5<sup>th</sup> day of January, 2016.

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 5<sup>th</sup> day of January, 2016.

BOARD OF COMMISSIONERS  
MARTIN COUNTY, MN

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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 5<sup>th</sup> day of January, 2016, 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 5, 2016.

\_\_\_\_\_  
Scott Higgins, County Coordinator

Roll Call AYES: Commissioners Mahoney, Schmidtke, Flohrs, Smith, and Belgard. NAYS: None. Resolution duly passed and adopted this 5<sup>th</sup> day of January, 2016.

Motion by Commissioner Schmidtke, seconded by Commissioner Mahoney,

R-#3/'16

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 2016 for travel on official business by private transportation at the Internal Revenue announced mileage rate of \$.54 cents per mile effective January 1, 2016, and be further reimbursed for such other expenses as are necessarily and actually incurred on official business during the year 2016.

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 Mahoney, and unanimously carried, duly passed and adopted this 5<sup>th</sup> day of January, 2016.

BOARD OF COMMISSIONERS  
MARTIN COUNTY, MN

\_\_\_\_\_  
Board Chair

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

Roll Call AYES: Commissioners Flohrs, Smith, Mahoney, Schmidtke, and Belgard. NAYS: None. Resolution duly passed and adopted this 5<sup>th</sup> day of January, 2016.

Motion by Commissioner Flohrs, seconded by Commissioner Smith,

R-#4/'16

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 2016 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 Flohrs, seconded by Commissioner Smith, and unanimously carried;

Said Resolution was adopted this 5<sup>th</sup> day of January, 2016.

BOARD OF COMMISSIONERS  
MARTIN COUNTY, MN

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Board Chair

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

Roll Call AYES: Commissioners Schmidtke, Mahoney, Smith, Flohrs, and Belgard. NAYS: None. Resolution duly passed and adopted this 5<sup>th</sup> day of January, 2016.

Motion by Commissioner Flohrs, seconded by Commissioner Mahoney,

R-#5/'16

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 2016 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 Flohrs, seconded by Commissioner Mahoney, and unanimously carried, foregoing was duly passed and adopted this 5<sup>th</sup> day of January, 2016.

BOARD OF COMMISSIONERS  
MARTIN COUNTY, MN

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Board Chair

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

Roll Call AYES: Commissioners Schmidtke, Smith, Mahoney, Flohrs, and Belgard. NAYS: None. Resolution duly passed and adopted this 5<sup>th</sup> day of January, 2016.

Motion by Commissioner Mahoney, seconded by Commissioner Flohrs,

R-#6/'16

Resolution Relating to Designation of Public Meeting Notice Posting and Facility for CY2016

WHEREAS, the Martin County Board of Commissioners, in carrying out their official functions during the year 2016, 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 Mahoney, seconded by Commissioner Flohrs, resolution duly passed and adopted this 5<sup>th</sup> day of January, 2016.

BOARD OF COMMISSIONERS  
MARTIN COUNTY, MINNESOTA

\_\_\_\_\_  
Board Chair

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

Roll Call AYES: Commissioners Schmidtke, Smith, Flohrs, Mahoney, and Belgard. NAYS: None. Resolution duly passed and adopted this 5<sup>th</sup> day of January, 2016.

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

Motion by Commissioner Smith, seconded by Commissioner Flohrs,

R-#7/'16

RESOLUTION REGARDING OUT-OF-STATE TRAVEL  
BY MARTIN COUNTY ELECTED OFFICIALS (2016)

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, 2016:

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 Smith, seconded by Flohrs, and unanimously carried, for the adoption of said resolution.

Dated this 5<sup>th</sup> day of January, 2016.

BOARD OF COMMISSIONERS  
MARTIN COUNTY, MN

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Board Chair

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

Roll Call AYES: Commissioners Mahoney, Flohrs, Smith, Schmidtke, and Belgard. NAYS: None. Resolution duly passed and adopted this 5<sup>th</sup> day of January, 2016.

Higgins noted the Martin County Library has received the retirement resignation of Laura Walker, Circulation Tech II with the Martin County Library, effective January 29, 2016.

Motion by Commissioner Mahoney, seconded by Commissioner Schmidtke, Be It Resolved that the Martin County Board of Commissioners, hereby accept the retirement resignation of Laura Walker, Circulation Tech II with the Martin County Library, effective January 29, 2016; and authorize recruitment to fill the position. Carried unanimously.

Kristie Gaalswyk-Pomerence, 4-H Program Coordinator, noted a new position job description has been drafted for the recruitment to hire a full time Administrative Assistant for the U of M Extension/4-H Program. Gaalswyk-Pomerence presented and reviewed the new Martin County job description.

Motion by Commissioner Flohrs, seconded by Commissioner Smith, Be It Resolved that the Martin County Board of Commissioners, hereby approve the new Administrative Assistant II job description for the U of M Extension/4-H Program as presented, dated January 2016. 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 2015 from the following County program(s):

- ❖ Martin County Victim Witness Program - \$300.00
- ❖ Martin County Mentoring Network - \$6,819.92
- ❖ Martin County Veterans Service Office - \$1,100.00
- ❖ Martin County Economic Development Authority Commission - \$500.00

Motion by Commissioner Smith, seconded by Commissioner Schmidtke,

R-#8/16

RESOLUTION  
APPROVING AND ACCEPTING DONATIONS FOR CY2015

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	\$ 25.00
Valero Renewables	\$ 344.76
Knights of Columbus	\$1,900.16
NuWay Cooperative	\$ 250.00
Grace Lutheran Church	\$2,000.00
Minnesota Community Foundation	\$1,500.00
American Legion Post No. 36	<u>\$ 250.00</u>
Total	\$6,819.92

WHEREAS, the Martin County Victim Witness Program has received donations from:

Truman Westford Waverly Community Chest	\$ 300.00
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WHEREAS, the Martin County Veterans Service Office has received donations from:

South Central Chapter of Disabled Veterans	\$ 500.00
Richard Pope	\$ 300.00
Welcome American Legion Auxiliary	<u>\$ 300.00</u>
	\$1,100.00

WHEREAS, the Martin County Economic Development Authority Commission has received donations from:

ITC Midwest, LLC	\$ 500.00
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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 Smith, seconded by Commissioner Schmidtke, said resolution was duly passed and adopted this 5<sup>th</sup> day of January, 2016.

BOARD OF COMMISSIONERS  
MARTIN COUNTY, MN

\_\_\_\_\_  
Board Chair

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

Roll Call AYES: Commissioners Flohrs, Mahoney, Schmidtke, Smith, and Belgard. NAYS: None. Resolution duly passed and adopted this 5<sup>th</sup> day of January, 2016.

The Board reviewed the proposed 2016 Standing Committee Assignments.

After discussion,

Motion by Commissioner Mahoney, seconded by Commissioner Flohrs, Be It Resolved that the Board's Committee Assignments, with the Personnel Committee members changing at the County's organizational meeting on January 5, 2016, and that Commissioner Smith will serve as Delegate on the Convention & Visitors Bureau, Fairmont Substance Abuse Prevention Coalition, and Bureau 14 for the year 2016; and that Commissioner Schmidtke will serve as Alternate on the Rural Minnesota Energy Board, and Alternate on the Martin County Parks/Trail Committee for the year 2016; and that Commissioner Mahoney will continue to serve on Bureau 14 for the year 2016; and that the appointments for all the Board Standing Committees be for one year terms expiring on December 31, 2016, and that a copy of this resolution is transmitted to each appointee and the sponsoring agency, where appropriate, by the County Coordinator.

R-#11/'16

RESOLUTION  
APPOINTING COMMISSIONERS AND OTHER COUNTY OFFICIALS  
TO BOARDS AND COMMITTEES FOR THE YEAR 2016

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, 2016, on the designated Standing Committees as attached; and

2016 – MARTIN COUNTY BOARD  
STANDING COMMITTEE ASSIGNMENTS

**ELLIOT BELGARD – FIRST DISTRICT:**

AMC Delegate/Public Safety  
Aquatic Invasive Species Advisory Committee  
Community Corrections  
Compensation Advisory Committee  
District One Ditch Authority

**TOM MAHONEY – SECOND DISTRICT:**

AMC Delegate/General Government  
Aquatic Invasive Species Advisory Committee  
Blandin Broadband Steering Committee  
Bureau 14  
County GASB Committee



EDA Commission  
F/M Human Services Board  
F/M Joint Transit Board  
Highway 15 Coalition  
Labor Management Committee  
MCIT Delegate  
Personnel Committee  
Prairieland Joint Powers Board  
Public Relations Campaign Committee/Strategic Plan  
Region 9 EMS Committee, Delegate  
Regional Radio Board/PSAP/ARMER, Delegate  
Region 9 EMS Committee, Delegate  
SBDC Partnership Board  
South Central HRA Board  
Transit Advisory Committee (TAC)

**KATHY SMITH – THIRD DISTRICT:**

Building Committee  
Bureau 14  
Convention & Visitors Bureau, Delegate  
County Insurance Committee  
County Water Plan Committee  
District Three Ditch Authority  
Fairmont Substance Abuse Prevention Coalition  
F/M Human Services Board  
F/M Joint Transit Board  
Greater Blue Earth River Basin Alliance (GBERBA),  
Alternate  
Prairieland Joint Powers Board

**STEVE FLOHRS – FIFTH DISTRICT:**

AMC Delegate/Health & Human Services  
Beyond the Yellow Ribbon Committee  
County Highway Liaison  
County Water Plan Committee  
District Five Ditch Authority  
Drug Court Representative  
Economic Development Committee/Strategic Plan  
F/M Human Services Board  
F/M Joint Transit Board  
Greater Blue Earth River Basin Alliance (GBERBA), Delegate  
Investment in Current/Future Employees Committee/Strategic Plan  
Labor/Management Committee  
Library Board, Delegate  
MN Extension Committee, Alternate  
Minnesota Valley Action Council  
Prairieland Joint Powers Board

County Insurance Committee  
County Solid Waste Committee  
District Two Ditch Authority  
F/M Human Services Board  
F/M Joint Transit Board  
GIS Committee  
Law Library Board  
Minnesota Valley Action Council  
Martin County Parks/Trail Committee, Delegate  
Prairieland Joint Powers Board  
South Central Workforce Council Joint Powers Board  
State Health Improvement Plan (SHIP)  
Transit Advisory Committee (TAC)

**DAN SCHMIDTKE – FOURTH DISTRICT:**

AMC Delegate/Transportation  
Building Committee  
Community Corrections  
Compensation Advisory Committee  
County Highway Liaison  
District Four Ditch Authority  
EDA Commission  
F/M Human Services Board  
F/M Joint Transit Board  
GIS Committee  
Investment in Current/Future Employees Committee/Strategic Plan  
Library Board, Alternate  
Martin County Parks/Trail Committee, Alternate  
MN Extension Committee, Delegate  
Personnel Committee  
Planning & Zoning Commission  
Prairieland Joint Powers Board  
Public Relations Committee/Strategic Plan  
Economic Development/Strategic Plan  
Rural Minnesota Energy Board, Alternate

**SCOTT HIGGINS:**

AMC Delegate  
Building Committee  
Collaboration/Regionalization – Strategic Plan  
Compensation Advisory Committee  
County Insurance Committee  
Economic Development – Strategic Plan  
Internal Efficiencies Committee – Strategic Plan  
Labor/Management Committee  
Martin County Broadband Committee  
Personnel Committee  
Wellness Committee

Regional Radio Board/PSAP/ARMER, Alternate  
Region 9 EMS Committee, Alternate  
Rural Minnesota Energy Board, Delegate  
Soil & Water Conservation District Liaison (SWCD)

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 Mahoney, seconded by Commissioner Flohrs, resolution was duly passed and adopted this 5<sup>th</sup> day of January, 2016.

BOARD OF COMMISSIONERS  
MARTIN COUNTY, MN

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Board Chair

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

Roll Call AYES: Commissioners Schmidtke, Smith, Flohrs, Mahoney, and Belgard. NAYS: None. Resolution duly passed and adopted this 5<sup>th</sup> day of January, 2016.

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.

Discussion ensued regarding Board Work Sessions.

After discussion,

Motion by Commissioner Flohrs, 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 2016; and approve setting County Board Work Sessions on an as needed basis.

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.

Higgins noted the Board has discussed scheduling Board Work Sessions prior to regular Board meetings. Higgins went on to note these work sessions are typically open to the public, depending on the subject matter per MN Statutes. The Board could set these meetings on a regular basis. Typically there is no action taken by the Board during these work sessions with the objective to discuss matters only, unless there is action to follow, and is noticed per MN Statutes.

After discussion,

Motion by Commissioner Flohrs, seconded by Commissioner Mahoney, Be It Resolved that the Martin County Board of Commissioners, hereby approve setting County Board Work Sessions on an as needed basis. Carried unanimously.

Michael Forstner, Ditch Inspector/Martin County Drainage Administration, presented his recommendation to Order the Redetermination of and appoint Viewers for the following ditch systems in Martin County: CD #2, CD #65, JD #30, and JD #52 in Manyaska and Rolling Green Townships.

Motion by Commissioner Smith, seconded by Commissioner Flohrs, Be It Resolved that the Martin County Board of Commissioners, acting as the Drainage Authority for Martin County, hereby approve and authorize the Findings of Fact and Order Regarding the Redetermination of Benefits, Pursuant to Minnesota Statutes 103E.351, for CD #2; and appoint Ron Ringquist, Chuck Bowers, and Chris Christianson as Viewers. Roll Call AYES: Commissioners Schmidtke, Mahoney, Flohrs, Smith, and Belgard. NAYS: None. All AYES.

Motion by Commissioner Flohrs, seconded by Commissioner Mahoney, Be It Resolved that the Martin County Board of Commissioners. Acting as the Drainage Authority for Martin County, hereby approve and authorize the Findings of Fact and Order Regarding the Redetermination of Benefits, Pursuant to Minnesota Statutes 103E.351, for CD #65; and appoint Ron Ringquist, Chuck Bowers, and Chris Christianson as Viewers. Roll Call AYES: Commissioners Schmidtke, Smith, Mahoney, Flohrs, and Belgard. NAYS: None. All AYES.

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 approve and authorize the Findings of Fact and Order Regarding the Redetermination of Benefits, Pursuant to Minnesota Statutes 103E.351, for JD #30; and appoint Ron Ringquist, Chuck Bowers, and Chris Christianson as Viewers. Roll Call AYES: Commissioners Mahoney, Smith, Flohrs, Schmidtke, and Belgard. NAYS: None. All AYES.

Motion by Commissioner Mahoney, seconded by Commissioner Smith, Be It Resolved that the Martin County Board of Commissioners, acting as the Drainage Authority for Martin County, hereby approve and authorize the Findings of Fact and Order Regarding the Redetermination of Benefits, Pursuant to Minnesota Statutes 103E.351, for JD #52; and appoint Ron Ringquist, Chuck Bowers, and Chris Christianson as Viewers. Roll Call AYES: Commissioners Schmidtke, Flohrs, Smith, Mahoney, and Belgard. NAYS: None. All AYES.

Forstner presented an amendment to the Ditch Levy resolution that was originally approved December 15, 2015, noting the addition of JD #2 W&M.

Motion by Commissioner Schmidtke, seconded by Commissioner Flohrs, Be It Resolved that the Martin County Board of Commissioners, acting as the Drainage Authority for Martin County, hereby approve and authorize Board Chair to sign the amended resolution Order Fixing Ditch Repair and Maintenance Levies and Assessments on County, Joint County, and Judicial Ditches of Martin County, MN, for 2016.

R-#9/'16

## 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 apart 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 Flohrs, and carried, said resolution was duly passed and adopted this 5<sup>th</sup> day of January, 2016.

BOARD OF COMMISSIONERS

ATTEST: \_\_\_\_\_

James Forshee, Martin County Auditor/Treasurer

**DITCHES LEVIED FOR MORE THAN ONE YEAR**

Ditch #	Name of Ditch		Year Ending
1003	County Ditch #2	2016 (3 years)	2018 (\$30,000)
1006	County Ditch #6	2016 (3 years)	2018 (\$5,000)
1007	County Ditch #8	2016 (3 years)	2018 (\$5,000)
1011	County Ditch #13	2016 (3 years)	2018 (\$5,000)
1022	County Ditch #26	2016 (10 years)	2025 (\$75,000)
1024	County Ditch #28	2016 (3 years)	2018 (\$15,000)
1030	County Ditch #31	2016 (3 years)	2018 (\$10,000)
1048	County Ditch #53	2016 (8 years)	2023 (\$75,000)
1060	County Ditch #64	2016 (3 years)	2018 (\$5,000)
1068	County Ditch # 73	2016 (15 years)	2030 (\$370,000)
9005	Judicial Ditch #3	2016 (3 years)	2018 (\$20,000)
9022	Judicial Ditch #13	2016 (5 years)	2020 (\$15,000)
9004SEP	Judicial Ditch #2 W&M	2016 (20 years)	2035 (\$579,988.91)
9004IMP	Judicial Ditch #2 W&M	2016 (20 years)	2035 (\$351,733.80)
9047	Judicial Ditch #31 FMT	2016 (3 years)	2018 (\$10,000)
9143	Judicial Ditch #34	2016 (3 years)	2018 (\$20,000)
9071	Judicial Ditch #48	2016 (5 years)	2020 (\$25,000)
9088	Judicial Ditch #70	2016 (2 years)	2017 (\$5,000)
9097	Judicial Ditch #79	2016 (3 years)	2018 (\$5,000)
9118	Judicial Ditch #102	2016 (2 years)	2017 (\$4,000)

**\*\*\* 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 Mahoney, Schmidtke, Flohrs, Schmidtke, and Belgard.  
NAYS: None. Resolution duly passed and adopted this 5<sup>th</sup> day of January, 2016.

Forstner presented and reviewed a change order received from Brunz Construction Company, Inc., for extra work involved for the CD #30 Improvement. Forstner noted culverts from the old system were left in place under County Road #38 and #39 and is deemed unsafe by both the road authority and landowners. Forstner went on to note the extra work entails filling the existing 36” center line culverts under Martin County Roads #38 and #39 and raise the water quality intakes. Forstner recommends the extra work to prevent the culverts collapsing under the roads.

Motion by Commissioner Flohrs, seconded by Commissioner Smith, Be It Resolved that the Martin County Board of Commissioners, acting as the Drainage Authority for Martin County, hereby approve and accept Change Order received from Brunz Construction Company, Inc., in the amount of \$15,170.00 for filling the existing 36” center line culverts under Martin County Roads #38 and #39 and raise water quality intakes for the CD #30 Improvement. Carried unanimously.

Motion by Commissioner Flohrs, seconded by Commissioner Schmidtke, Be It Resolved that the Martin County Board of Commissioners, hereby ratify payment of the second billing cycle claims paid on December 28, 2015. Carried unanimously.

The Board reviewed the 2016 Association of Minnesota Counties (AMC) dues and 2015 Year in Review Letter; and Minnesota Counties Intergovernmental Trust (MCIT) Renewal Letter and Annual Coverage Review Webinar information.

Commissioners presented their individual board member reports.

Commissioner Schmidtke noted he attended an EDA meeting on January 4, 2016.

Commissioner Smith noted she attended a Human Services meeting and F-M Joint Transit Board meeting in Blue Earth.

Commissioner Flohrs noted he attended the Human Services Executive Board meeting on December 16, 2015, Water Plan meeting on December 17, 2015, Minnesota Valley Action Council continuing education on December 21, 2015, Prairieland meeting and F-M Joint Transit Board meeting.

Commissioner Mahoney noted he had nothing new to add to what was already mentioned.

Commissioner Belgard noted he had nothing new to add to what was already mentioned.

Commissioners reviewed their calendars of upcoming meetings and activities: January 5, 2016 – Board pictures and Personnel Committee meeting immediately following this morning’s Commissioners meeting; January 6, 2016 – Human Services Executive Committee meeting and F-M Joint Transit Board meeting; January 8, 2016 – GBERBA meeting in Mankato, MN; January 13, 2016 – Department Director meeting at 8:30 a.m., Park Board meeting at 4:00 p.m.,

Region 9 at 5:00 p.m. in Mankato, MN, and Bureau 14 at 6:00 p.m.; January 15, 2016 – Prairieland meeting, retirement open house for Deb Mosloski at 2:30 p.m., and Judge Trushenski’s Investiture at 3:00 p.m.; January 18, 2016 – Courthouse closed in observance of the Martin Luther King Holiday; January 19, 2016 – regular Board of Commissioners meeting at 9:00 a.m. – Commissioners Meeting Room; and January 20, 2016 – Human Services meeting at 9:00 a.m. in Martin County, and F-M Joint Transit Board meeting at 10:30 a.m. in Martin County.

With no further business to wit, Board Chair adjourned the meeting at 10:18 a.m.

BOARD OF COMMISSIONERS  
MARTIN COUNTY, MN

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Elliot Belgard, Board Chair

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