

Martin County Board of Commissioners
Work Session
March 29, 2016

The meeting was called to order at 3:30 p.m. by Chairman Belgard. Those present were Belgard, Mahoney, Flohrs, Schmidtke, and Smith. Staff present were Scott Higgins, James Forshee, Desiree Diaz, Sentinel Reporter, Rod Halvorsen, KSUM-KFMC Radio, Doug Landsteiner, County Veterans Service Officer, Kevin Peyman, County Engineer, Jessica Korte, Accountant-Auditor/Treasurer's Office and Julie Walters, Administrative Assistant.

By consensus, approve the agenda with the following addition: Review Temporary Interloan Policy.

There were no minutes to review.

Doug Landsteiner, County Veterans Service Officer, stated he has been contacted by a citizen group working to construct a County Veterans Memorial and it was suggested that the courthouse would be a nice place to have the Memorial, having viewed a number of very nice memorials at other courthouses. The County Building Committee seemed receptive to County involvement and Commissioners Schmidtke and Smith plan to attend future Veterans Memorial citizen committee meetings (next meeting to be held April 6, 2016). The citizen committee has not received its 501c3 status and had asked that the County (A/T Office) serve as fiscal agent for Memorial funds received. However, the County A/T Office felt this would be too much work for their office to handle.

Belgard noted Region 9 has a program that will receive and disburse funds for another organization's or group's project that do not have their own 501c3 status.

Peyman noted local banks can be used as a collection agent.

Session participants discussed usage of the courthouse front lawn for placing the Veterans Memorial and noted the Commissioners will review the design, size, and location before committing to installing the Memorial on the courthouse front lawn.

Kevin Peyman, County Engineer, reviewed a flow chart of the Martin County Highway Department including the Administration, Engineering, Maintenance, and Shop positions and staffing numbers.

Peyman next presented an overview of Highway Transportation Funding which is comprised of fuel tax revenue, license fees, motor vehicle sales tax, interest and other. Peyman noted the following:

- Between 1975 and 1988 (13 years) Minnesota gas tax increased from \$0.09 to \$0.20/gallon, a 122% increase, or 9% per year.
- Between 1988 and 2016 (28 years) Minnesota gas tax increased from \$0.20 to \$0.285/gallon, a 42.5% increase, or 1.5% per year.

- The construction cost index between this same time frame, 1988 to 2016, has increased from 89.9 to 207.2, a 230% increase, or 8.2% per year.

Peyman next reviewed Martin County's 2016 total State Aid Construction Distribution of \$2,950,000:

- Martin County has 510 miles of roadway (278 miles paved, 232 miles gravel).
- Martin County has 182 bridges (structures over 10') on county and township roads.
- The cost of a 3" maintenance overlay in 2015 was \$210,000/mile.
- The cost of more advanced maintenance options to total reconstruction ranges from \$350,000 to \$700,000/mile.
- If we spent nothing on gravel roads, bridges, or re-construction projects and only focused on 3" overlays we could afford approximately 14 miles of 3" overlay per year with our current allotment.
- Overlaying 14 miles per year with 278 total miles would allow a 3" overlay every 20 years on our blacktops.
- Design life on a NEW full depth pavement (the \$800,000/mile option mentioned above) is 20 – 25 years before an overlay is recommended.
- Design life on a 3" overlay over an existing aged pavement is 12-15 years.
- If the County focused on complete reconstruction only we could afford 4.2 miles per year. With this schedule we would rebuild all our bituminous roads every 66 years.

Peyman concluded with a brief discussion about the increase of the County's District 7 state allotments noting that Martin County is faring better than most counties.

James Forshee noted the office structure in the Drainage Administration Office is changing and with that change the Drainage System Specialist job description has been revised (to Drainage System Manager) to include minor language changes and addition of being the GIS point of contact for the County. Forshee reviewed the revised job description and noted revisions are shown in red; and that the pay grade for the Drainage System Manager position remains at Grade 14. Forshee went on to review the revised job description for the Drainage Inspector position (revisions also shown in red) and noted one internal application was received for the posted Drainage Inspector position and that external applications are due at the Fairmont WorkForce Center on April 1, 2016.

Mike Sheplee, Deputy Assessor/Appraiser, was present to discuss the need to engage an appraiser firm for a current tax court case; and appraiser firm costs estimated at \$5,000.

After discussion, Higgins suggested that the Assessor's Office bring their request to the next regular Board of Commissioners meeting.

Jessica Korte, Accountant-Auditor/Treasurer's Office, presented and reviewed the proposed Temporary Interfund Loan Policy to allow loans between certain county funds to alleviate a temporary cash deficiency. Korte read through the policy noting the loan shall be accounted for as a temporary borrowing between funds or accounts and shall not be available for appropriation or be considered revenue to the borrowing fund or account. Amounts loaned shall be repaid within a certain number of calendar days as approved by the Board. Borrowing shall occur only

when the fund or account receiving the money will earn sufficient revenue during the current fiscal year, to repay the amount borrowed. No more than 75 percent of the maximum of moneys held in any fund or account during a current fiscal year may be loaned. Such loans shall not be used to balance the budget of the Borrowing Fund, nor shall they deter any function or project for which the loaning fund was established. The Board must adopt a resolution before any Interfund loan transaction takes place. The resolution shall contain the exact amount of the loan, the funds involved, the purpose of the loan, the specific source of funds for repayment, the schedule for repayment and the interest rate involved.

Forshee opened discussion regarding the Parents to Parents Program (offspring from the Martin County Mentoring Network Program) fund balance in the amount of \$2,414.34. Forshee recommends transferring the balance to Kinship since Kinship is taking over Martin County's Mentoring Program.

Higgins suggested bring this fund transfer request to the next regular Board of Commissioners meeting.

Higgins noted the Building/Purchasing Committee has reviewed proposed upgrades to the Jury Room including paint, lighting, and carpeting. STS will do the painting and carpet removal; and quotes for demo, installation of new light fixtures, and new carpet total approximately \$3,800.00.

Commissioner Schmidtke noted the Jury Room has been in need of updates for a long time.

Commissioner Mahoney opened discussion regarding progress on remodeling plans at the 121 North Main property.

Motion by Commissioner Mahoney, seconded by Commissioner Flohrs, to go into closed session at 4:43 p.m. to discuss Labor Negotiations per Statute #13D.03.

Motion by Commissioner Schmidtke, seconded by Commissioner Smith, to go back to open session at 5:09 p.m.

With no further business to wit, Board Chair adjourned the meeting at 5:09 p.m.