

PROCEEDINGS OF THE
MARTIN COUNTY BOARD OF COMMISSIONERS
DECEMBER 20, 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 Elliot Belgard. Commissioners present were Dan Schmidtke, Kathy Smith, Elliot Belgard, Steve Flohrs, and Tom Mahoney. Also present were Scott Higgins, Martin County Coordinator, James Forshee, Martin County Auditor/Treasurer, Terry Viesselman, Martin County Attorney, Kevin Peyman, Martin County Engineer, Jeff Markquart, Martin County Sheriff, Rod Halvorsen, KSUM-KFMC Radio, Jason Sorensen, Sentinel Newspaper, Julie Walters, Administrative Assistant, and members of staff and public.

The Pledge of Allegiance was recited.

Motion by Commissioner Mahoney, seconded by Commissioner Flohrs, Be It Resolved that the Martin County Board of Commissioners, hereby approve the agenda for the December 20, 2016, regular Board of Commissioners meeting with the following: Add 9.16 Consider Purchase of Tandem Truck – Highway Department; and 10.7 Consider Payment to Watonwan County for JD #2 – Drainage Administration. Carried unanimously.

James Forshee, Martin County Auditor/Treasurer, introduced Adria Mosloski, Account Technician I for the Auditor/Treasurer's Office. Forshee noted she began her duties on November 21, 2016.

The Board welcomed Mosloski to her new position.

Higgins introduced Steve Fosness, project coordinator for the Martin County Courthouse Veteran's Flag Lighting Project, along with Gene Borchardt from the American Legion, and Charlie Abel from the City of Fairmont Public Utilities Line Department Local 949 IBEW. Higgins noted the Veteran's Flag Lighting Project was a project that was donated and completed by the aforementioned. Higgins went on to note in recognition and appreciation, plaques are being presented to the organizations for their work in donating and installing the light system.

Chair Belgard read aloud the inscription and presented the plaques. The Martin County Courthouse has 15 flags and flag poles donated by various individuals and groups erected along Lake Avenue by the Grace Lutheran Church Service Project. The flag lighting project was completed with 100% contributions, so the flags can remain flying at any time, by the following who donated generously with support of labor, electrical supplies, lights, and monetary contributions: American Legion Post #36 – Fairmont, JH Larson Company, City of Fairmont Public Utilities Line Dept. Local 949 IBEW, and Steve Fosness – Volunteer Project Coordinator.

Terry Viesselman, County Attorney, was present and noted he had nothing new to report.

Forshee noted the Fox Lake Conservation League, Inc. is requesting approval of a gambling license for off-site operation on the east end of Fox Lake for an Ice Fishing Contest to be held on February 18, 2017.

Motion by Commissioner Smith, seconded by Commissioner Flohrs,

R-#58/'16

GAMBLING PERMIT APPLICATION APPROVAL (OFF-SITE)
FOX LAKE CONSERVATION LEAGUE, INC.

BE IT RESOLVED, the Martin County Board of Commissioners, hereby approve the Minnesota Lawful Gambling Off-site Permit Application – Form LG230 Application to Conduct Off-site Gambling Activity for the Fox Lake Conservation League, Inc. per the requirements of Minnesota Statutes; and concurrent with the rest of their off-site permits, to include the following location at: the east end of Fox Lake in Martin County, MN (Ice Fishing Contest February 18, 2017).

Motion by Commissioner Smith, seconded by Commissioner Flohrs, and was duly passed and adopted this 20th day of December, 2016.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Elliot Belgard, Board Chair

ATTEST: _____
Scott Higgins, County Coordinator

Roll Call AYES: Commissioners Mahoney, Schmidtke, Flohrs, Smith, and Belgard. NAYS: None. Resolution duly passed and adopted this 20th day of December, 2016.

Higgins noted annually the Board reviews the Citizen Advisory Boards/Commissions for (re)appointment for those terms expiring. Higgins went on to note that Phillip Bettin and Bryan Gregor are eligible and willing to serve an additional three-year term on the Water Plan Advisory Committee and that Martin SWCD has not heard back from Leeann Steen; and Guy Beemer will no longer be on the Water Plan Advisory Committee and Martin SWCD is searching for a replacement.

Commissioner Smith noted that Steve Fosness is interested in serving on the Martin County EDA Board.

After discussion,

Motion by Commissioner Flohrs, seconded by Commissioner Mahoney, Be It Resolved that the Martin County Board of Commissioners, hereby approve the (re)appointments of the following Martin County citizens to the following Citizen Advisory Boards/Commissions: Phillip Bettin and Bryan Gregor to serve an additional three-year term on the Water Plan Advisory Committee effective January 1, 2017 through December 31, 2019; and approve the appointment of Steve Fosness to serve a three-year term on the Martin County Economic Development Authority Commission effective January 1, 2017 through December 31, 2019. Carried unanimously.

The Board reviewed a resolution appointing commissioners and other county officials to boards and committees for the year 2017.

Commissioner Schmidtke noted he would like Commissioner Smith to serve as alternate on the Rural Minnesota Energy Board.

After review and discussion,

Motion by Commissioner Schmidtke, seconded by Commissioner Mahoney, Be It Resolved that the Martin County Board of Commissioners, and certain other officials, are hereby appointed to serve one-year terms expiring on December 31, 2017, on the Martin County Board Standing Committee Assignments as presented, including that Commissioner Smith will serve as Rural Minnesota Energy Board alternate; Be It Finally Resolved, that a copy of this resolution is transmitted to each appointee and the sponsoring agency, where appropriate, by the County Coordinator; and includes appointment to the South Central Minnesota Multi-County HRA and AMC 2017 Policy Committee Appointments.

R-#55/16

RESOLUTION
APPOINTING COMMISSIONERS AND OTHER COUNTY OFFICIALS
TO BOARDS AND COMMITTEES FOR THE YEAR 2017

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, 2017, on the designated Standing Committees as attached; and

2017 – 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
EDA Commission
F/M Human Services Board
F/M Joint Transit Board
Highway 15 Coalition
Labor Management Committee
MCIT Delegate

TOM MAHONEY – SECOND DISTRICT:

AMC Delegate/General Government
Aquatic Invasive Species Advisory Committee
Martin County Broadband Steering Committee
Bureau 14
County GASB Committee
County Insurance Committee
County Solid Waste Committee
District Two Ditch Authority
F/M Human Services Board
F/M Joint Transit Board
GIS Committee

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 Development Committee
SBDC Partnership Board
South Central HRA Board
Transit Advisory Committee (TAC)

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)

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
Kinship Board
Community Center Feasibility Committee
AMC Delegate/Environment & Natural Resources
Martin County Broadband Committee
Rural Minnesota Energy Board, Alternate

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

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

SCOTT HIGGINS:

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

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

On a Motion by Commissioner Schmidtke, seconded by Commissioner Mahoney, resolution was duly passed and adopted this 20th day of December, 2016.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Elliot Belgard, 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 20th day of December, 2016.

Corey Klanderud, Chief Deputy – Martin County Sheriff’s Office, was present and noted the Martin County Sheriff’s Office has accepted the resignation of Jacob Ruppert, full time Deputy Sheriff, effective January 15, 2017, and asks the Board to do the same.

Motion by Commissioner Schmidtke, seconded by Commissioner Flohrs, Be It Resolved that the Martin County Board of Commissioners, hereby accept, with deep regrets, the resignation of Jacob Ruppert as full time Deputy Sheriff for the Martin County Sheriff’s Office, effective January 15, 2017. Carried unanimously.

Klanderud recommends advertising for recruitment to fill the vacancy.

Motion by Commissioner Flohrs, seconded by Commissioner Smith, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize advertising for recruitment to fill the full time Deputy Sheriff position in the Martin County Sheriff’s Office. Carried unanimously.

Klanderud noted the Martin County Sheriff’s Office has accepted the resignation of Angela Baysinger, part time Communications Officer, effective December 13, 2016, and asks the Board to do the same.

Motion by Commissioner Mahoney, seconded by Commissioner Smith, Be It Resolved that the Martin County Board of Commissioners, hereby accept the resignation of Angela Baysinger as part time Communications Officer with the Martin County Sheriff’s Office, effective December 13, 2016. Carried unanimously.

Klanderud recommends advertising for recruitment to fill the vacancy as the Martin County Sheriff’s Office has exhausted their list of eligible candidates to fill the position.

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

recruitment to fill the part time Communications Officer position in the Martin County Sheriff's Office. Carried unanimously.

Klanderud presented and reviewed the 2017 Nursing Services Contract noting the 2017 proposed contract has been revised to reflect a wage increase from \$38.00 per hour for regular nursing services to \$39.00 per hour (an approximate 2.5% increase over 2016 contract price) with time rounded up to the nearest ¼ hour with a minimum of one hour charge.

After review and discussion,

Motion by Commissioner Flohrs, seconded by Commissioner Mahoney, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize the Board Chair to sign the Nursing Services Contract between Joy Pousch, RN, BSN and the Martin County Sheriff's Office (Martin County) to provide regular and on-call nursing services; at an hourly rate of \$39.00 per hour and on-call services of \$100.00 per month, effective January 1, 2017 through December 31, 2017; and is contingent upon County Attorney's review and approval. Carried unanimously.

Higgins noted the job description for Victim Witness Coordinator has been revised to more accurately reflect the essential functions of the position and update job description language including grant writing and supervisory responsibilities.

Motion by Commissioner Schmidtke, seconded by Commissioner Flohrs, Be It Resolved that the Martin County Board of Commissioners, hereby approve the revised job description for the Victim Witness Coordinator position as presented; and which more accurately reflects the objective and essential functions of the position, including grant writing and supervisory responsibilities. Carried unanimously.

Forshee presented an amortization schedule for Park Board payback to the General Fund for payment of the shower/restroom facility at Cedar-Hanson Park. Forshee noted the Board must determine if interest is to be charged and if repayment will begin in January of each year or at a different time. Forshee recommends not charging interest on the repayment of funds.

After discussion,

Motion by Commissioner Flohrs, seconded by Commissioner Mahoney, Be It Resolved that the Martin County Board of Commissioners, hereby approve amortization schedule for Park Board repayment to the General Fund for the shower/restroom facility at Cedar-Hanson Park for 10 years beginning in 2017 as follows:

Total "Loan" to Park Fund from General Fund:	\$472,909.94
Term	10 Years
Payment	Annual
Payment Due Date	March 15

Year

Payment

2017	\$47,290.99
2018	\$47,290.99
2019	\$47,290.99
2020	\$47,290.99
2021	\$47,290.99
2022	\$47,290.99
2023	\$47,290.99
2024	\$47,290.99
2025	\$47,290.99
2026	\$47,291.03

Carried unanimously.

Higgins noted Minnesota Statutes require that bids be taken for Official County Newspaper for the publication of notices, board minutes, etc. Higgins went on to note advertisement for bid was published and bid information sent to the four newspapers in Martin County. Bids were due Monday, December 19, 2016, by 4:00 p.m. with bids to be opened during the regular Board of Commissioners meeting on Tuesday, December 20, 2016; and that bids will be awarded during the first regular Commissioners meeting in January, 2017. Bids were received from: The Truman Tribune, Fairmont Sentinel, and Fairmont Photo Press.

Truman Tribune	Bid Price
Publication of Delinquent Tax List	\$4.50
Publication of Official Board Proceedings	\$4.50
First Publication of Financial Statement	\$4.50 + Cost of Printing – no mark up.
Second Publication of Financial Statement as an insert to a newspaper	\$0.05
Subscribers residing in Martin County	875
Fairmont Sentinel	Bid Price
Publication of Delinquent Tax List	\$7.95
Publication of Official Board Proceedings	\$5.15
First Publication of Financial Statement	\$3.50 + \$425 for 8,000 overrun
Second Publication of Financial Statement as an insert to a newspaper	\$0.045
Subscribers residing in Martin County	8,325
Fairmont Photo Press	Bid Price
Publication of Delinquent Tax List	\$7.00
Publication of Official Board Proceedings	\$6.00
First Publication of Financial Statement	\$7.00
Second Publication of Financial Statement as an insert to a newspaper	\$0.05
Subscribers residing in Martin County	10,160

After review,

No action taken by the Board.

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 2016 for the following County program(s):

- Martin County Victim Witness Program - \$300.00
- Martin County Mentoring Network - \$2,375.00
- Martin County Veterans Service Office - \$2,200.00
- Martin County Economic Development Authority Commission - \$500.00

Motion by Commissioner Mahoney, seconded by Commissioner Smith,

R-#59/16

RESOLUTION
APPROVING AND ACCEPTING DONATIONS FOR CY2016

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:

Valero Renewables	\$1,500.00
Grace Lutheran Church	<u>\$2,000.00</u>
Total	\$3,500.00

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:

W. James and Marilyn Rock	\$ 100.00
South Central Chapter #32 DAV	\$ 500.00
Richard and Kay Pope	\$ 300.00
South Central Chapter #32 DAV	\$1,000.00
Welcome Legion Auxiliary Post 553	<u>\$ 300.00</u>
	\$2,200.00

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 Mahoney, seconded by Commissioner Smith, said resolution was duly passed and adopted this 20th day of December, 2016.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Elliot Belgard, 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 20th day of December, 2016.

Forshee presented the resolution Establishing the Tax Levy for 2017 collectible in 2018 in the amount of \$14,991,920 (7.19 per cent increase from 2016).

After discussion,

Motion by Commissioner Flohrs, seconded by Commissioner Smith,

R-#56/'16

RESOLUTION

ESTABLISHING THE TAX LEVY FOR YEAR 2017 COLLECTIBLE IN 2018:

WHEREAS, the Martin County Board of Commissioners duly considered budgets to determine the tax levy to be collected in 2018.

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 2017 and collectible in the year 2018 be as follows to-wit:

	<u>Net Levy</u>
Revenue Fund	\$ 7,676,933
Boat/Snowmobile	\$ -0-
Road & Bridge Fund	\$ 2,498,987
Parks and Rec.	\$ 64,502
Solid Waste Management Fund	\$ -0-
Library Fund	\$ 696,232
Human Service Fund	\$ 3,475,472
Transit	\$ -0-
Building CIP Fund	\$ 250,000
Debt Service Fund/Hwy Debt Service	\$ 256,630
Tax Forfeited Land	\$ 5,000
Economic Development	<u>\$ 68,164</u>
TOTAL TAX LEVY	\$ 14,991,920

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

Upon Motion made by Commissioner Flohrs, seconded by Commissioner Smith, and unanimously carried, said resolution was duly passed and adopted this 20th day of December, 2016.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Elliot Belgard, Board Chair

ATTEST: _____
Scott Higgins, County Coordinator

Roll Call AYES: Commissioners Mahoney, Schmidtke, Smith, Flohrs, and Belgard. NAYS: None. Resolution duly passed and adopted this 20th day of December, 2016.

Forshee presented the resolution establishing the CY2017 Fund Expenditures and Revenues noting fund expenditures for 2017 are estimated at \$26,309,203 and fund revenues are estimated at \$26,454,637.

After discussion and consideration,

Motion by Commissioner Mahoney, seconded by Commissioner Flohrs,

R-#57/'16

RESOLUTION

ESTABLISHING THE FUND EXPENDITURES AND REVENUES
FOR THE YEAR 2017

WHEREAS, the Martin County Board of Commissioners duly considered fund Expenditures and Revenues for the year 2017.

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 2017, is as follows:

	<u>Expenditures</u>	<u>Revenues</u>
Revenue Fund	\$ 10,206,166	\$ 2,523,548
Parks & Recreation	\$ 128,065	\$ 63,563
Road & Bridge	\$ 10,134,577	\$ 7,635,590
E-911 Fund	\$ 50,270	\$ 98,600
Sheriff Contingency Fund	\$ 5,000	\$ 5,000
Boat & Water/ATV	\$ -0-	\$ -0-
Solid Waste	\$ 728,539	\$ 718,030
Library	\$ 713,232	\$ 17,000
Law Library	\$ 39,300	\$ 18,000
Human Services	\$ 3,395,472	\$ -0-
Recorders Technology Fund	\$ 20,000	\$ 37,000
Recorders Compliance Fund	\$ 50,000	\$ 40,000
Building CIP Fund	\$ 50,000	\$ -0-
Human Services Building	\$ 283,505	\$ 178,430
Hwy Debt Service	\$ 256,630	\$ -0-
Prairieland Debt Service	\$ -0-	\$ -0-
Forfeited Land	\$ 8,000	\$ 3,000
ISTS Loan	\$ 172,283	\$ 124,956
Transit	\$ -0-	\$ -0-
MC Area Redevelopment Agency	\$ -0-	\$ -0-
Economic Development	\$ 68,164	\$ -0-
General Tax Levy	\$ _____	\$ 14,991,920
TOTAL	\$ 26,309,203	\$ 26,454,637

Upon motion by Commissioner Mahoney, seconded by Flohrs, and carried, said resolution was duly passed and adopted this 20th day of December, 2016.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Elliot Belgard, 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 20th day of December, 2016.

Ashley Brenke, Director-Martin Soil and Water Conservation District, along with Dustin Benes, District Technician, presented an update on the 2017 Martin County Aquatic Invasive Species Prevention Plan. Benes noted public awareness and education was the main focus in 2016; and in 2017 the Plan will focus on site monitoring including dock inspections, and discussions of proposed funding to assist the Martin County Sheriff's Office to hire an additional staff person for watercraft inspections, and publishing an AIS identification book of what to look for in Martin County.

Brenke noted we are fortunate that Martin County does not have AIS in our water bodies and want to keep it that way.

Motion by Commissioner Smith, seconded by Commissioner Flohrs, Be It Resolved that the Martin County Board of Commissioners, hereby approve and adopt the 2017 Aquatic Invasive Species Prevention Plan for Martin County. Carried unanimously.

Higgins noted each year the Board procedurally takes action to approve annually the employee wages for payroll purposes. This typically includes the non-union employees, County Highway Supervisor's Association, and AFSCME Library 1204C, LELS #115 Corrections/Communications Officers, and LELS #136 Deputy and Sergeants. Higgins went on to note the Library Board is responsible for the Library staff and typically follows the County Board's action as it pertains to the Library union contract. Higgins also noted eligible LELS #115 (Corrections/Communications) and LELS #136 (Deputy/Sergeants) receive their step increase on their employment anniversary dates per their respective union contracts.

After review and discussion,

Motion by Commissioner Mahoney, seconded by Commissioner Schmidtke, Be It Resolved that the Martin County Board of Commissioners, hereby approve the general wage adjustment of 2.5% for eligible employees; and approve step increases for eligible non-union employees (appointed and hired) per the County Compensation/Classification Plan; and eligible AFSCME Library 1204C per union contract; and Highway Supervisor's Association, per union contract; and to approve step increases for eligible employees in the LELS #115 (Corrections and Communications Officers) and LELS #136 (Deputy and Sergeants) on their employment anniversary dates per their respective union contracts; and becomes effective January 1, 2017. Carried unanimously.

Higgins noted the Board has requested to reconsider the county contribution to the following health plans for 2017 to be consistent with the Prairieland Joint Powers Board health plan contributions:

- Plan C Single Plan – Reduce employee contribution by \$10/month to \$0 contribution by employees on plan
- Plan C Family Plan – Reduce employee contribution by \$10/month to \$390/month by employees on plan
- HSA Family Plan – Reduce employee contribution by \$10/month to \$240/month employee contribution

After review and discussion,

Motion by Commissioner Schmidtke, seconded by Commissioner Flohrs, Be It Resolved that the Martin County Board of Commissioners, hereby revise and approve the employer premium contributions for the following employee health insurance plans for non-union staff:

- Plan C (\$1,000 Ded.) Single \$730.50, Family \$1,488.72 (increase County contribution of \$10/month for single and family coverage
- Health Savings Account (HSA) at Family premium contribution rate of \$1,437.78 (increase County contribution of \$10/month);

And to reduce the employee premium contribution accordingly to the aforementioned health plans, effective January 1, 2017. Carried unanimously.

Higgins presented and reviewed the proposed salaries for elected officials that are set annually by the Board. Higgins noted the listed salaries in the Resolution reflect a 2.5% increase for CY2017 plus step increase if eligible.

Commissioners discussed the proposed salaries of the County Attorney, Auditor/Treasurer, Sheriff, and Recorder.

Motion by Commissioner Flohrs, seconded by Commissioner Mahoney,

R-#60/'16

RESOLUTION
ESTABLISHING MARTIN COUNTY ELECTED OFFICIALS
SALARIES FOR CY2017

Motion by Commissioner Schmidtke, seconded by Commissioner Smith, to approve and authorize the Board Chair to sign this Resolution (R-#60/'16) setting the salaries for Martin County Elected Officials for 2017:

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 CY2017 are set as follows (any rounding will be governed by payroll):

	<u>2017</u>
County Attorney	\$114,816.00
County Auditor/Treasurer	\$100,235.00
County Sheriff	\$100,235.00
County Recorder	\$ 74,110.00

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Elliot Belgard, Board Chair

ATTEST: _____
Scott Higgins, County Coordinator

Roll Call AYES: Commissioners Mahoney, Smith, Schmidtke, Flohrs, and Belgard. NAYS: None. Resolution duly passed and adopted this 20th day of December, 2016.

Higgins noted the County Board is required per MN Statutes to set dates and locations for regularly conducted Board meetings. Traditionally the Board has met the first and third Tuesday of each month. Meetings are held in the Board Room in the Martin County Courthouse 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.

Commissioner Schmidtke noted in my opinion the Board should meet at 4:00 p.m. to make it easier for the public to attend our meetings and suggest we try the later time.

After further discussion,

Motion by Commissioner Schmidtke, seconded by Commissioner Mahoney, Be It Resolved that the Martin County Board of Commissioners, hereby approve the regularly scheduled Martin County Commissioner meetings dates, times, and locations for 2017.

2017 – County Board of Commissioners Regularly Scheduled
Meeting Dates, Times, and Location

JANUARY - January 3, 2017 at 4:00 p.m. in the Board Room
- January 17, 2017 at 4:00 p.m. in the Board Room

FEBRUARY - February 7, 2017 at 4:00 p.m. in the Board Room
- February 21, 2017 at 4:00 p.m. in the Board Room

- MARCH - March 7, 2017 at 4:00 p.m. in the Board Room
- March 21, 2017 at 4:00 p.m. in the Board Room
- APRIL - April 4, 2017 at 4:00 p.m. in the Board Room
- April 18, 2017 at 4:00 p.m. in the Board Room
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- MAY - May 2, 2017 at 4:00 p.m. in the Board Room
- May 16, 2017 at 4:00 p.m. in the Board Room
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- JUNE - June 6, 2017 at 4:00 p.m. in the Board Room
- June 20, 2017 at 4:00 p.m. in the Board Room
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- JULY - July 4, 2017 at 4:00 p.m. in the Board Room (Will need to be changed)
- July 18, 2017 at 4:00 p.m. in the Board Room
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- AUGUST - August 1, 2017 at 4:00 p.m. in the Board Room
- August 15, 2017 at 4:00 p.m. in the Board Room
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- SEPTEMBER - September 5, 2017 at 4:00 p.m. in the Board Room
- September 19, 2017 at 4:00 p.m. in the Board Room
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- OCTOBER - October 3, 2017 at 4:00 p.m. in the Board Room
- October 17, 2017 at 4:00 p.m. in the Board Room
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- NOVEMBER - November 7, 2017 at 4:00 p.m. in the Board Room
- November 21, 2017 at 4:00 p.m. in the Board Room
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- DECEMBER - TRUTH-IN-TAXATION, 6:00 p.m. Board Room – To Be Determined
- December 5, 2017 at 4:00 p.m. in the Board Room (Will need to be changed)
- December 19, 2017 at 4:00 p.m. in the Board Room

Carried unanimously.

Kevin Peyman, County Engineer, was present to recommend the purchase of a budgeted 2017 Tandem Axle Truck to replace Unit #20 (2005 Sterling with 225,000 miles). Peyman reviewed state contract price bid received for an 114SD Tandem Truck from I State Truck Center of Inver Grove Heights, MN, and quote received from Westman Freightliner Inc. of Mankato, MN. Peyman noted Westman Freightliner appears to be the low bid at \$111,728.50 and recommends the purchase of the 2017 Freightliner 114SD Tandem Truck from Westman Freightliner (low bidder). Peyman also recommends the purchase of truck box, plow, sander, and wiring from Truck Bodies & Equipment International at the state contract price of \$89,601.00.

Motion by Commissioner Schmidtke, seconded by Commissioner Smith, Be It Resolved that the Martin County Board of Commissioners, after careful consideration and review of the bids for replacement tandem axle truck and upon the recommendation of County Engineer, hereby approve and authorize the purchase of a budgeted 2017 Freightliner 114SD Tandem Axle Truck from Westman Freightliner of Mankato, Minnesota, in the amount of \$111,728.50; and approve

disposal of Unit #20 (2005 Sterling with 225,000 miles); and upon the recommendation of County Engineer, hereby approve the purchase of truck box and plow equipment for the new 2017 Tandem Axle Truck from Truck Bodies & Equipment International Inc. (TBEI in Lake Crystal, Minnesota) at the state contract price of \$89,601.00. Carried unanimously.

Jeff Markquart, Martin County Sheriff, presented a Martin County Jail population update including twenty-two (22) in-house, seven (7) out of county, and five (5) on Electronic Home Monitoring (EHM).

Michael Forstner, Martin County Drainage Administrator, was present and noted he has received a petition from Francis Crowley to be removed from CD #56. Crowley indicates it was recently brought to his attention that all the tile in his 80 acre parcel flows to the east and none to west; therefore he has no benefits from the repair of CD #56.

After discussion,

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 set the date of January 3, 2017, at 2:00 p.m. in the Commissioners Meeting Room for Public Hearing to consider Petition of Removal of Property from CD #56. Carried unanimously.

Forstner noted Martin County JD #10 flows into Emmet County, Iowa, and based on watersheds JD #10 (southwest corner of County) is 40% of the area and Emmet County has determined that Martin County should pay 40% of the shared expenses. Forstner recommends setting a public hearing to consider the Drainage Agreement between Martin County and DD 121.

Motion by Commissioner Schmidtke, seconded by Commissioner Mahoney, Be It Resolved that the Martin County Board of Commissioners, acting as the Drainage Authority for Martin County, hereby set the date of January 3, 2017, at 2:15 p.m. in the Commissioners Meeting Room for Public Hearing to consider Drainage Agreement between Martin County and DD 121 Emmet County, IA. Carried unanimously.

Forstner noted he has received a petition from David C. and Lois A. Johnson to remove parcel number 05.022.0300 from the JD #42 drainage system, due to (1) The property cannot significantly or regularly use the drainage system; (2) The property is not benefited by the drainage system; and (3) Removing the property from the drainage system will not prejudice the property owners and property remaining in the system. Said parcel consists of 1.8 acres of which 4.2 acres is designated wetland and cannot be tiled. The adjoining 6.6 acres is not benefited by the drainage system since they drain into the designated wetland. Also, adjacent owners' property will not be affected since it also drains into the designated wetland. Forstner recommends setting a public hearing date to consider the petition for removal from JD #42.

Motion by Commissioner Mahoney, seconded by Commissioner Flohrs, Be It Resolved that the Martin County Board of Commissioners, acting as the Drainage Authority for Martin County, hereby set the date of January 3, 2017, at 3:00 p.m. in the Commissioners Meeting Room for Public Hearing to consider Petition for Removal from JD #42. Carried unanimously.

Forstner next recommends setting a date and time for Redetermination of Benefits Hearing for JD #20, JD #38, JD #68, and JD #90. Forstner noted suggested dates are January 19, 23, 24, and 25, 2017.

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 set the date of January 24, 2017, at 3:00 p.m. for Redetermination of Benefits Hearing for JD #20, JD #38, JD #68, and JD #90. Carried unanimously.

Forstner next recommends setting a date and time for the Final Engineers Report and Determination of Benefits Hearing for JD #20 on suggested dates of January 19, 23, 24, and 25, 2017.

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 set the date of January 24, 2017, at 3:30 p.m. for Final Engineers Report and Determination of Benefits Hearing for JD #20. Carried unanimously.

Forstner presented the annual resolution for Ditch Levies and Assessments payable for CY2017.

After review,

Motion by Commissioner Flohrs, Seconded by Commissioner Schmidtke,

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 2017:

NUMBER	DITCH	AMOUNT
1037	CD #38	\$ 2,000.00
1049	CD #54	\$ 2,000.00
9008	JD #6	\$ 2,000.00
9012	JD #8	\$ 2,000.00
9018	JD #11 J&M	\$ 2,000.00
9041	JD #27	\$ 5,000.00
9052	JD #35	\$ 5,000.00
9099	JD #81	\$ 6,000.00
9100	JD #82	\$10,000.00
9103	JD #85	\$10,000.00

Upon motion by Commissioner Flohrs , seconded by Commissioner Schmidtke, and carried, said resolution was duly passed and adopted this 20th day of December, 2016.

BOARD OF COMMISSIONERS

 Elliot Belgard, Chairman

ATTEST: _____

James Forshee, Martin County Auditor/Treasurer

DITCHES LEVIED FOR MORE THAN ONE YEAR

Ditch #	Name of Ditch	Year Ending	Year Ending
1009	County Ditch #11	2017 (5 years)	2021 (\$60,000)
1014	County Ditch #15	2017 (2 years)	2018 (\$6,000)
1015	County Ditch #19	2017 (4 years)	2020 (\$7,000)
1019	County Ditch #24	2017 (3 years)	2019 (\$30,000)
1023	County Ditch #27	2017 (4 years)	2020 (\$8,000)
1029SEP	County Ditch #30	2017 (20 years)	2036 (\$1,048,001.32)
1029IMP	County Ditch #30	2017 (20 years)	2036 (\$262,000.16)

1043	County Ditch #46	2017 (10 years)	2026 (\$20,000)
1044	County Ditch #47	2017 (3 years)	2019 (\$10,000)
1051	County Ditch #55	2017 (2 years)	2018 (\$5,000)
1052	County Ditch #56	2017 (10 years)	2026 (\$100,000)
9015	Judicial Ditch #10	2017 (3 years)	2019 (\$75,000)
9022	Judicial Ditch #13	2017 (3 years)	2019 (\$10,000)
9032	Judicial Ditch #22	2017 (3 years)	2019 (\$13,000)
9143	Judicial Ditch #34	2017 (5 years)	2021 (\$75,000)
9064	Judicial Ditch #42	2017 (2 years)	2018 (\$20,000)
9074	Judicial Ditch #50	2017 (3 years)	2019 (\$50,000)
9108	Judicial Ditch #91 M&J	2017 (2 years)	2018 (\$5,000)
9114	Judicial Ditch #98	2017 (10 years)	2026 (\$175,000)
9118	Judicial Ditch #102	2017 (3 years)	2019 (\$10,000)
9126	Judicial Ditch #111	2017 (2 years)	2018 (\$10,000)
9127	Judicial Ditch #115	2017 (2 years)	2018 (\$10,000)
9128	Judicial Ditch #116	2017 (3 years)	2019 (\$20,000)

*** 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, Smith, Schmidtke, Flohrs, and Belgard. NAYS:
None. Resolution duly passed and adopted this 20th day of December, 2016.

Forstner recommends payment to Watonwan County for JD #2 shared assessments in the amount
of \$715,629.43 plus interest collected in 2016.

Forshee noted what we'd have to do is fund the payment to Watonwan County from our general
fund at the beginning of the year and add this dollar amount to the four or five other projects that
are coming up that we are going to be bonding for.

After further discussion,

Motion by Commissioner Mahoney, 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 payment from the County's general fund to Watonwan County for JD #2 shared assessments in the amount of \$715,628.43; and bond for replenishment of funds in first quarter, 2017. Carried unanimously.

The Board reviewed warrants to be paid December 20, 2016.

Motion by Commissioner Flohrs, seconded by Commissioner Schmidtke, Be It Resolved that the Martin County Board of Commissioners, hereby approve bills to be paid on December 20, 2016, as presented; and includes the Drainage bills as presented. Carried unanimously.

Warrants received and paid December 20, 2016, are registered on file in the Auditor/Treasurer's Office as follows:

Revenue Fund – Warrants Approved December 20, 2016	\$365,458.89
Martin County Economic Development Authority	\$ 9,145.27
Solid Waste Management Fund	\$ 49,285.42
Law Library Fund	\$ 3,953.87
Ind. Sewage Treatment Sys. Loan Fund (ISTS)	\$ 5,124.16
Bank Building Fund	<u>\$ 2,713.11</u>
Total	\$435,680.72
 Martin County Ditch Funds Totaled	 \$101,965.77

Commissioners reviewed their calendars of previous and upcoming meetings and activities: December 8, 2016 – Truth in Taxation meeting at 6:30 p.m.; December 12, 2016 – EDA meeting at 5:15 p.m., and 4-H Steering Committee meeting; December 13, 2016 – Library Union Negotiations, and Library Board meeting in the afternoon; December 14, 2016 – Bureau 14 meeting; December 15, 2016 – Traverse de Sioux Library Board meeting; December 16, 2016 – Prairieland meeting; December 19, 2016 – Transit Driver meeting at 6:30 p.m.; December 20, 2016 – Joint meeting with Martin SWCD, Personnel Committee meeting, Annual Employee Holiday Potluck at 11:30 a.m., Building Committee meeting at 1:30 p.m., and VSO Office Open House at 2:00 p.m.; December 21, 2016 – Human Services meeting at 9:00 a.m. and Faribault-Martin Joint County Transit Board meeting; January 3, 2017 – next regular Board of Commissioners meeting at 4:00 p.m. and Labor Management Committee meeting at 1:00 p.m.; January 6, 2017 – SHIP meeting in Truman, MN.

Higgins recommends increasing the Probation Department budget from 20 to 25 hours per week for training purposes for the new Administrative Assistant II part time position. Higgins noted the increase to 25 hours could last a few months but no longer than six months. Once the initial training has been completed the position will decrease back to 20 hours per week.

Motion by Commissioner Schmidtke, seconded by Commissioner Smith, Be It Resolved that the Martin County Board of Commissioners, hereby approve temporary increase in Probation Office budget from 20 hours to 25 hours per week for training the new Administrative Assistant II part time position for a period not to exceed six months. Carried unanimously.

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

Closed session began at 10:25 a.m.

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

Board back into open session at 10:44 a.m.

With no further business to wit, Board Chair adjourned the meeting at 10:45 a.m.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Elliot Belgard, Board Chair

ATTEST: _____
Scott Higgins, County Coordinator