

PROCEEDINGS OF THE  
MARTIN COUNTY BOARD OF COMMISSIONERS  
THURSDAY, DECEMBER 7, 2017  
@ 4:30 P.M.

The regular meeting of the Martin County Board of Commissioners was called to order at 4:30 p.m. by Chairman Dan Schmidtke. Commissioners present were Mahoney, Smith, Schmidtke, Belgard, and Flohrs. Also present were Scott Higgins, Martin County Coordinator, James Forshee, Martin County Auditor/Treasurer, Pam Flitter, Martin County Zoning Official, Michael Forstner, Martin County Drainage Administrator, Steve McDonald, MIS Director, Judy Bryan, Sentinel Newspaper, Julie Walters, Administrative Assistant, and members of public.

The Pledge of Allegiance was recited.

Motion by Commissioner Belgard, seconded by Commissioner Smith, Be It Resolved that the Martin County Board of Commissioners, hereby approve the agenda for the December 7, 2017, regular Board of Commissioners meeting with the following additions: 9.11 Consider Resignation Notice – Auditor/Treasurer’s Office, 9.12 Consider End of Year Bill Run, 9.13 Set Date for Board Work Session; and Delete 4.1 Consider Approval of Minutes from November 21, 2017. Carried unanimously.

Pam Flitter, Martin County Zoning Official, presented and reviewed a Conditional Use Permit (CUP) request from Fourmile Wind Project, LLC, a subsidiary of Tradewind Energy, Inc., within Section 18 of Jay Township. Fourmile Wind Project, LLC, is proposing to construct a new meteorological tower in an “A” Agricultural District. The Planning Commission approved the CUP request during their November 28, 2017, meeting and is recommending approval of the Conditional Use Permit.

Motion by Commissioner Flohrs, seconded by Commissioner Mahoney,

R-#45/’17

CONDITIONAL USE PERMIT  
FOURMILE WIND PROJECT, LLC  
CONSTRUCT A NEW METEOROLOGICAL TOWER  
IN AN “A” AGRICULTURAL DISTRICT  
WITHIN SECTION 18 OF JAY TOWNSHIP

Motion by Commissioner Flohrs, seconded by Commissioner Mahoney,

WHEREAS, a Conditional Use Permit was requested by Fourmile Wind Project, LLC, a subsidiary of Tradewind Energy, Inc., applicant, and Harold A. and Frances M. Skow Living Trust, owners of the property, located within Section 18 of Jay Township, (legally described in applications) to construct a new meteorological tower in an “A” Agricultural District; and

WHEREAS, the Martin County Planning and Zoning staff has completed a review of the application and made a report pertaining to the request, a copy of said report has been presented to the County Board of Commissioners; and

WHEREAS, the Planning Commission of the County on the 28<sup>th</sup> day of November, 2017, following proper notice, held a public hearing regarding the request and, following the hearing, adopted a recommendation that the request for a Conditional Use Permit be denied; and

WHEREAS, the Martin County Board of Commissioners finds that Conditional Use Permit is to be not issued for the following purpose:

Construct a new meteorological Tower ; and

WHEREAS, the following conditions have been applied:

- Any additional permits required by the State of Minnesota/FAA must be obtained by the applicant.
- Building permit(s) must be obtained and all required setbacks to be met.
- Provide written notice before the project begins to the County Engineer/Township Board establishing that relocating the utility lines/structures at any time exempts the County/Township of any costs.
- Meet lighting/color requirements according to FAA and Martin County Renewable Energy Ordinance.
- Meet guyed tower requirements according to the Martin County Renewable Energy Ordinance. Fencing surrounding the guy wires and structure is not required. The tower is not climbable.
- Owner of the MET shall maintain a current liability policy covering bodily injury and property damage according to the Martin County Renewable Energy Ordinance.
- All waste shall be removed from the site promptly and disposed of in accordance with all applicable local, state, and federal regulations.
- Signage posted at the base of the MET specifying information in accordance to Section 806 of the Martin County Renewable Energy Ordinance.
- Provide and adhere to decommissioning plan with the minimum outlined in the Martin County Renewable Energy Ordinance.

NOW THEREFORE BE IT RESOLVED, that the Martin County Board of Commissioners, and upon the recommendation of the Martin County Planning Commission, hereby denies the Conditional Use Permit for the above described property and is hereby issued pursuant to MS 394.301 and Martin County Ordinance #1, Chapter 6.01 and that this permit shall not remain in full force and effect provided in the conditions as described above are met and maintained by the applicant and his/or her successors in interest. This permit is binding upon the applicant, the record titleholder to the property, and his/her successors in interest. Notice is hereby given that this permit may be revoked if the conditions set forth above are not maintained as described above. This resolution shall become effective immediately upon its passage and without publication.

Dated this 7<sup>th</sup> day of December, 2017.

BOARD OF COMMISSIONERS  
MARTIN COUNTY, MN

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Dan Schmidtke, Board Chair

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

Roll Call AYES: Commissioners Belgard, Smith, Mahoney, Flohrs, and Schmidtke. NAYS: None. Resolution duly passed and adopted this 7<sup>th</sup> day of December, 2017.

Flitter presented and reviewed a Conditional Use Permit (CUP) request from Fourmile Wind Project, LLC, a subsidiary of Tradewind Energy, Inc., within Section 19 of Lake Fremont Township. Fourmile Wind Project, LLC, is proposing to construct a new meteorological tower in an "A" Agricultural District. The Planning Commission approved the CUP request during their November 28, 2017, meeting and is recommending approval of the Conditional Use Permit.

Motion by Commissioner Mahoney, seconded by Commissioner Belgard,

R-#46/'17

CONDITIONAL USE PERMIT  
FOURMILE WIND PROJECT, LLC  
CONSTRUCT A NEW METEOROLOGICAL TOWER  
IN AN "A" AGRICULTURAL DISTRICT  
WITHIN SECTION 19 OF LAKE FREMONT TOWNSHIP

Motion by Commissioner Mahoney, seconded by Commissioner Belgard,

WHEREAS, a Conditional Use Permit was requested by Fourmile Wind Project, LLC, a subsidiary of Tradewind Energy, Inc., applicant, and Hakes Family Living Revocable Trust, owners of the property, located within Section 19 of Lake Fremont Township, (legally described in applications) to construct a new meteorological tower in an "A" Agricultural District; and  
WHEREAS, the Martin County Planning and Zoning staff has completed a review of the application and made a report pertaining to the request, a copy of said report has been presented to the County Board of Commissioners; and

WHEREAS, the Planning Commission of the County on the 28<sup>th</sup> day of November, 2017, following proper notice, held a public hearing regarding the request and, following the hearing, adopted a recommendation that the request for a Conditional Use Permit be denied; and

WHEREAS, the Martin County Board of Commissioners finds that Conditional Use Permit is to be not issued for the following purpose:

Construct a new meteorological Tower; and  
WHEREAS, the following conditions have been applied:

- Any additional permits required by the State of Minnesota/FAA must be obtained by the applicant.
- Building permit(s) must be obtained and all required setbacks to be met.
- Provide written notice before the project begins to the County Engineer/Township Board establishing that relocating the utility lines/structures at any time exempts the County/Township of any costs.
- Meet lighting/color requirements according to FAA and Martin County Renewable Energy Ordinance.
- Meet guyed tower requirements according to the Martin County Renewable Energy Ordinance. Fencing surrounding the guy wires and structure is not required. The tower is not climbable.
- Owner of the MET shall maintain a current liability policy covering bodily injury and property damage according to the Martin County Renewable Energy Ordinance.
- All waste shall be removed from the site promptly and disposed of in accordance with all applicable local, state, and federal regulations.
- Signage posted at the base of the MET specifying information in accordance to Section 806 of the Martin County Renewable Energy Ordinance.
- Provide and adhere to decommissioning plan with the minimum outlined in the Martin County Renewable Energy Ordinance.

NOW THEREFORE BE IT RESOLVED, that the Martin County Board of Commissioners, and upon the recommendation of the Martin County Planning Commission, hereby denies the Conditional Use Permit for the above described property and is hereby issued pursuant to MS 394.301 and Martin County Ordinance #1, Chapter 6.01 and that this permit shall not remain in full force and effect provided in the conditions as described above are met and maintained by the applicant and his/or her successors in interest. This permit is binding upon the applicant, the record titleholder to the property, and his/her successors in interest. Notice is hereby given that this permit may be revoked if the conditions set forth above are not maintained as described above. This resolution shall become effective immediately upon its passage and without publication.

Dated this 7<sup>th</sup> day of December, 2017.

BOARD OF COMMISSIONERS  
MARTIN COUNTY, MN

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Dan Schmidtke, Board Chair

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

Roll Call AYES: Commissioners Flohrs, Smith, Belgard, Mahoney, and Schmidtke. NAYS: None. Resolution duly passed and adopted this 7<sup>th</sup> day of December, 2017.

Scott Higgins, Martin County Coordinator, presented information pertaining to the 2020 Census Local Update of Census Addresses Operation (LUCA). Higgins noted LUCA is a voluntary decennial census operation and is the only opportunity prior to the 2020 Census for local governments to review and update the U.S. Census Bureau's residential address list for our jurisdiction. The accuracy and completeness of the address list is critical to the accuracy and completeness of the decennial census. Participating in LUCA can help ensure an accurate census for our community and help to apportion seats in the U.S. House of Representatives, and census data are used to:

- Distribute federal funds for over 1,000 programs administered by 26 federal agencies to tribal, state, and local governments
- Provide statistical support for grant applications that fund community and regional development, education, agriculture, energy, and environmental programs as well as other needed community improvements and enhancements
- Help our community plan for future needs

Higgins noted the deadline to respond to the Census Bureau's request is December 15<sup>th</sup>; but, is unsure of the deadline for completing the information. There is a broad range of projected hours from 16 to 672, to complete the address updates. Information must be secured and staff involved will need to sign a confidentiality agreement.

Chairman Schmidtke inquired cost to the County to provide this service.

Steve McDonald, MIS director, estimated the cost for a laptop and required software will run around \$2,500.

After discussion,

Motion by Commissioner Belgard, seconded by Commissioner Smith, Be It Resolved that the Martin County Board of Commissioners, hereby approve registration and participation with the U.S. Census Bureau's Request for Local Update of Census Addresses (LUCA). Carried unanimously.

Chairman Schmidtke noted Chuck Poppe is interested in serving on the Planning and Zoning Commission; and that Doug Harstad is interested in serving on the Extension Committee.

Motion by Commissioner Flohrs, seconded by Commissioner Belgard, Be It Resolved that the Martin County Board of Commissioners, hereby approve appointments to the following Citizen Advisory Boards and Commissions: Planning and Zoning Commission – Chuck Poppe with term ending December 31, 2020; and Extension Committee – Doug Harstad with term ending December 31, 2020. Carried unanimously.

The Board reviewed the 2018 Martin County Board Standing Committee Assignments.

Motion by Commissioner Mahoney, seconded by Commissioner Smith,

R-#39/'17

RESOLUTION  
APPOINTING COMMISSIONERS AND OTHER COUNTY OFFICIALS  
TO BOARDS AND COMMITTEES FOR THE YEAR 2018

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, 2018, on the designated Standing Committees as attached; and

2018 – 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  
MCIT Delegate  
Praeland Joint Powers Board  
Public Relations Campaign Committee/Strategic Plan  
Region 9 EMS Committee, Delegate  
Regional Radio Board/PSAP/ARMER, Delegate  
SBDC Partnership Board  
South Central HRA Board  
Transit Advisory Committee (TAC)  
Region 9 Delegate

**TOM MAHONEY – SECOND DISTRICT:**

AMC Delegate/General Government  
Aquatic Invasive Species Advisory Committee  
Blandin 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  
Labor Management Committee  
Law Library Board  
Minnesota Valley Action Council  
Martin County Parks/Trail Committee, Delegate  
Praeland Joint Powers Board  
South Central Workforce Council Joint Powers Board  
State Health Improvement Plan (SHIP)  
Transit Advisory Committee (TAC)  
Personnel Committee

**KATHY SMITH – THIRD DISTRICT:**

Building Committee  
Bureau 14  
Convention & Visitors Bureau, Delegate  
County Insurance Committee  
County Water Plan Committee  
District Three Ditch Authority  
Martin County Substance Abuse Prevention Coalition  
F/M Human Services Board  
F/M Joint Transit Board  
Greater Blue Earth River Basin Alliance (GBERBA), Alternate  
Praeland Joint Powers Board  
Kinship Board  
Community Center Feasibility Commission  
AMC Delegate/Environment & Natural Resources  
Martin County Broadband Committee  
Rural Minnesota Energy Board, Alternate  
AMC/Soil and Water Conservation District Joint Work Group  
Labor Management Committee  
Safety Committee  
Justice Center Study Committee

**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  
Praeland Joint Powers Board  
Public Relations Committee/Strategic Plan  
Economic Development/Strategic Plan  
Rural Minnesota Energy Board, Alternate

**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  
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  
Safety Committee  
Justice Center Study Committee  
Traverse de Sioux Library Board

**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  
AMC Agricultural Advisory Committee  
Safety Committee  
Justice Center Study 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 Mahoney, seconded by Commissioner Smith, resolution was duly passed and adopted this 7<sup>th</sup> day of December, 2017.

BOARD OF COMMISSIONERS  
MARTIN COUNTY, MN

\_\_\_\_\_  
Dan Schmidtke, Board Chair

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

Roll Call AYES: Commissioners Belgard, Mahoney, Smith, Flohrs, and Schmidtke. NAYS: None. Resolution duly passed and adopted this 7<sup>th</sup> day of December, 2017.

Pam Flitter, Martin County Zoning Official, presented the Minnesota Pollution Control Agency (MPCA) 2018-2019 Annual County Feedlot Program Delegation Agreement/Work Plan. Flitter noted every two years we are required by the MPCA to sign a delegation agreement that says we will continue to administer the County Feedlot Program under the MPCA. Part of that delegation agreement is that we also put together a work plan every two years. The delegation

agreement is saying that we are going to continue to administer the program, meeting all the minimum program requirements; including drafting a registration strategy, an inspection strategy, a compliance strategy, owner assistance strategy, and minimum program requirements.

Motion by Commissioner Belgard, seconded by Commissioner Flohrs, Be It Resolved that the Martin County Board of Commissioners, hereby approve and accept the 2018/2019 Minnesota Pollution Control Agency (MPCA) Feedlot Work Plan/Delegation Agreement; and authorize the Board Chair to sign the agreement. Carried unanimously.

Flitter presented an update on the proposed Martin County Buffer Ordinance noting that on September 28, 2017, the Planning Commission held a public hearing for the proposed Buffer Ordinance, the Buffer Map, the Shoreland Revision, and Land Use Map. After proper notice and public comment the Planning Commission approved it recommending approval and adoption to the County Board. Due to the state statute notice requirements this will be coming before you on Tuesday, December 19, 2017.

Flitter reviewed the 204 building permits issued in 2017.

#### 2017 Building Permits Issued

Type of Structure or Project	Number Issued
Home	13
Home Additions	5
Patios; Walks; Decks; Ramps; Misc.	23
Garage	12
Shop; Office; Addition; Sheds; Barns	83
Play House	3
Lean-to	3
Grain Bins	37
Communication Antennas; Essential Service	3
Broiler Barns	3
Patio/Deck; Retaining Wall	3
Hog Chute	1
Cattle Finisher	1
Swine Finisher	14
<b>TOTAL:</b>	<b>204</b>

Higgins presented the State of Minnesota Snowmobile Safety Enforcement Grant Contract for FY2018/2019 in the amount of \$3,435.00 annually. The grant is effective November 15, 2017, and expires June 30, 2019. The grant will cover costs related to labor and equipment dedicated to snowmobile safety enforcement.

Motion by Commissioner Belgard, seconded by Commissioner Mahoney,

R-#41/'17



RESOLUTION  
SNOWMOBILE SAFETY ENFORCEMENT GRANT

BE IT RESOLVED, that Martin County enter into a grant agreement with the Minnesota Department of Natural Resources for the program entitled Snowmobile Safety Enforcement Grant for FY2018 in the amount of \$3,435.00 annually.

BE IT FURTHER RESOLVED, that the 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 Belgard, seconded by Commissioner Mahoney, said resolution was duly passed and adopted this 7<sup>th</sup> day of December, 2017.

BOARD OF COMMISSIONERS  
MARTIN COUNTY, MN

\_\_\_\_\_  
Dan Schmidtke, Board Chair

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

Roll Call AYES: Commissioners Flohrs, Smith, Mahoney, Belgard, and Schmidtke. NAYS: None. Resolution duly passed and adopted this 7<sup>th</sup> day of December, 2017.

Higgins noted the Board approved the temporary full time status for Deb Lutz, part time Administrative Assistant in the Sheriff's Office, to fill an Administrative Assistant/Civil Process position due to the recent medical leave of the full time Administrative Assistant/Civil Process employee. Higgins went on to note it was anticipated the temporary full time status would end November 30, 2017; however, Higgins recommends extending the temporary full time status up to December 23, 2017.

Motion by Commissioner Mahoney, seconded by Commissioner Flohrs, Be It Resolved that the Martin County Board of Commissioners, due to the medical leave of the full time Administrative Assistant/Civil Process employee, hereby approve extending Deb Lutz's temporary full time Administrative Assistant/Civil Process status up to December 23, 2017. Carried unanimously.

Higgins noted the Veterans Service Officer is an appointed position per Minnesota Statutes 197.60 and it is recommended that Douglas Landsteiner be reappointed as the Martin County Veterans Service Officer to an additional four-year term beginning November 8, 2017 and continuing through November 8, 2021.

Motion by Commissioner Flohrs, seconded by Commissioner Smith,

R-#43/'17

RESOLUTION  
REAPPOINTING MARTIN COUNTY VETERANS SERVICE DIRECTOR  
TO A FOUR-YEAR TERM

WHEREAS, Douglas Landsteiner was reappointed as the Martin County Veterans Service Officer to a four-year term beginning November 8, 2013 and continuing through November 8, 2017.

NOW THEREFORE BE IT RESOLVED, by the Board of Commissioners in and for the County of Martin, Minnesota, that in accordance with Minn. Stat. 197.60, Subd. 2, that Douglas Landsteiner be and hereby is reappointed to a four-year term beginning November 8, 2017 and continuing through November 8, 2021.

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Minnesota Commissioner of Veteran's Affairs by the County Coordinator.

Upon motion by Commissioner Flohrs, seconded by Commissioner Smith, said resolution was duly passed and adopted this 7<sup>th</sup> day of December, 2017.

BOARD OF COMMISSIONERS  
MARTIN COUNTY, MN

\_\_\_\_\_  
Dan Schmidtke, Board Chair

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

Roll Call AYES: Commissioners Belgard, Mahoney, Smith, Flohrs, and Schmidtke. NAYS: None. Resolution duly passed and adopted this 7<sup>th</sup> day of December, 2017.

Higgins noted each year the Board is required to establish its annual compensation and per diem and other reimbursable expenses for members when conducting their official duties prior to January 1<sup>st</sup>. Higgins went on to note the Board may increase or decrease the annual compensation; and in the past the Board has adjusted by either percentages or dollar amounts. Higgins also noted a 2.5% increase has been included in the CY2018 Budget which equates to an annual salary of \$24,575.00.

Motion by Commissioner Mahoney, seconded by Commissioner Flohrs,

R-#44/'17

RESOLUTION  
COUNTY COMMISSIONERS COMPENSATION, PER DIEM & EXPENSES

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

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

WHEREAS, the Board of County Commissioners of Martin County after due deliberation and discussion, have determined the annual salary, schedule of per diem payments, and expense allowances that will be effective January 1, 2018, and thereafter, until changed by resolution of the Board in a manner provided by law.

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

1. That the annual salary of each County Commissioner of Martin County shall be the sum of \$24,575.00 plus an additional \$1,000 per year for the Chairman; and \$500 per year for Vice Chair and/or Commissioners appointed to the Personnel Committee with the exception of the Board Chair, payable bi-weekly, less such deductions as are authorized or required by law, and shall be paid to such Commissioner during such interval as he or she is qualified by law to hold such office.

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

- |  |   |
|--|---|
| Region Nine Delegate                   | South Central Workforce Council         |
| F/M Human Services Board               | County Water Plan Committee             |
| Prairieland Joint Powers Board         | GBERBA Board                            |
| Delegate to M.V.A.C.                   | AMC Delegate                            |
| Building Committee                     | County Park/Trails Board                |
| Personnel Committee                    | Community Corrections                   |
| MN Extension Service Committee         | Law Library Board                       |
| Region Nine E.M.S.                     | Safety Committee                        |
| County Highway Liaison                 | State Health Improvement Plan (SHIP)    |
| South Central HRA Board                | Economic Development Board              |
| County Insurance Committee             | County GASB Committee                   |
| Transit Advisory Comm. (TAC)           | Soil & Water Conservation Dist. Liaison |
| Jail/Justice Center Committee          | Library Board                           |
| Planning and Zoning Commission Liaison | Public Relations Campaign Comm.         |
| Investment in Current/Future Emp.      | County Solid Waste Committee            |
| MCIT Delegate                          | Highway 15 Coalition                    |

Labor Management Committee	Drainage/ Joint Drainage Authority
GIS Committee	County Strategic Planning Committees
Library Board Alternate	Broadband Steering Committee
Drug Court Representative	Rural Minnesota Energy Board (RMEB)
Bureau 14 (Chamber of Commerce)	South Central Minnesota/Regional Radio Board
Community Center Feasibility Committee	Fairmont Convention & Visitors Bureau
MC Substance Abuse Prevention	Faribault-Martin Transit Board JPB
Aquatic Invasive Species Committee (AIS)	Kinship Board
Traverse de Sioux Library Board	SBDC Partnership Board
Compensation Advisory Committee (CAC)	Beyond the Yellow Ribbon

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

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

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

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

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

Dated this 7<sup>th</sup> day of December, 2017.

BOARD OF COMMISSIONERS  
MARTIN COUNTY, MN

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Dan Schmidtke, Board Chair

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

Roll Call AYES: Commissioners Smith, Belgard, Flohrs, Mahoney, and Schmidtke. NAYS: None. Resolution duly passed and adopted this 7<sup>th</sup> day of December, 2017.

Higgins presented and reviewed a resolution to approve the Elected Official Salaries for CY2018. Higgins noted the listed salaries in the resolution reflect a 2.5% increase for CY2018 plus merit step increase if eligible.

Motion by Commissioner Belgard, seconded by Commissioner Smith,

R-#47/'17

RESOLUTION  
ESTABLISHING MARTIN COUNTY ELECTED OFFICIALS  
SALARIES FOR CY2018

Motion by Commissioner Belgard, seconded by Commissioner Smith, to approve and authorize the Board Chair to sign this Resolution setting the salaries for Martin County Elected Officials for 2018:

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 Auditor/Treasurer, County Recorder, Sheriff and County Attorney; and

WHEREAS, the Martin County Board of Commissioners very much 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 CY2018 are set as follows (any rounding will be governed by payroll):

	<u>2018</u>
County Attorney	\$117, 686.40
County Auditor/Treasurer	\$102,731.20
County Sheriff	\$105,310.40
County Recorder	\$ 63,544.00

BOARD OF COMMISSIONERS  
MARTIN COUNTY, MN

\_\_\_\_\_  
Dan Schmidtke, Board Chair

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

Roll Call AYES: Commissioners Mahoney, Flohrs, Smith, Belgard, and Schmidtke. NAYS: None. Resolution duly passed and adopted this 7<sup>th</sup> day of December, 2017.

Higgins noted it is being proposed that a service window be installed in the Coordinator's Office as part of the County's efforts to improving courthouse security. Higgins went on to note the Building Committee has discussed installation of the service window and recommends approval.

Motion by Commissioner Belgard, seconded by Commissioner Flohrs, Be It Resolved that the Martin County Board of Commissioners, hereby approve moving forward with the installation of a service window in the Coordinator's Office; and authorize the Building Maintenance Supervisor to request quotes for service window installation. Carried unanimously.

Higgins presented his recommendation that the Sisseton Conference Room and County Board Room be used by County staff only. Higgins noted there have been several outside private law firms using the conference room space for depositions and/or bankruptcy mediation on private matters. This involves staff time to schedule and be available to open and lock the rooms, clean up, and rearrange the room; and directing clients to correct locations. Higgins went on to note that additionally, this has limited space available for County staff to conduct County related meetings and general use. Higgins also noted the Building Committee has reviewed and recommends to not allow scheduling of the courthouse conference room(s) and County Board room for private use by private companies/firms or individuals.

After discussion,

Motion by Commissioner Smith, seconded by Commissioner Belgard, Be It Resolved that the Martin County Board of Commissioners, after consideration and review of the use of Courthouse Conference Rooms or County Board Room by private companies/firms or individuals, and the staff time involved (i.e. scheduling, lock/unlock room, rearrange or clean room after use), hereby directs County staff to no longer allow scheduling of the County Conference Room(s) and County Board Rooms for private use, effective immediately. Carried unanimously.

Higgins noted the Youth Intervention Program has been approved and awarded a renewal grant in the amount of \$90,000 with a required one to one cash/in-kind match of \$90,000. Higgins noted the grant period is January 1, 2018, through December 31, 2019. Higgins recommends approval.

Motion by Commissioner Mahoney, seconded by Commissioner Smith,

R-#42/17

## RESOLUTION

### Authorizing Execution of Grant Agreement for Youth Intervention Program (YIP) 2018

BE IT RESOLVED, that the Martin County Probation Department will enter into a cooperative agreement with the Minnesota Department of Public Safety for Youth Intervention Program (YIP) 2018 Funding in the amount of \$90,000.00 with cash/in-kind match of \$90,000.00, for the purpose of providing an ongoing stable funding source to community-based early intervention programs for youth.

BE IT FURTHER RESOLVED, that Julie Grunewald is hereby authorized to execute such agreements and amendments, as are necessary to implement the project on behalf of Martin County Probation Department.

I certify that the above resolution was adopted by the Board of Commissioners of Martin County on this 7<sup>th</sup> day of December, 2017.

BOARD OF COMMISSIONERS  
MARTIN COUNTY

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Dan Schmidtke, Board Chair

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

Roll Call AYES: Commissioners Flohrs, Belgard, Smith, Mahoney, and Schmidtke. NAYS: None. Resolution duly passed and adopted this 7<sup>th</sup> day of December, 2017.

James Forshee, Martin County Auditor/Treasurer, noted he has received a resignation notice from Catherine Thiesse, Account Technician I-Tax Calculation with the Auditor/Treasurer's Office, effective December 6, 2017. Forshee recommends accepting the resignation and to proceed with filling the vacancy.

Motion by Commissioner Belgard, seconded by Commissioner Flohrs, Be It Resolved that the Martin County Board of Commissioners, hereby accept the resignation of Catherine Thiesse, Account Technician I-Tax Collection with the Auditor/Treasurer's Office, effective December 6, 2017; and to authorize moving forward with filling the vacancy. Carried unanimously.

Forshee recommended a year-end bill payment cycle in December, 2017, with cut-off date of December 26, 2017, at 5:00 p.m., and checks mailed out on December 29, 2017. Forshee noted with the commissioners not meeting until January 2, 2018, recommends authorizing the Auditor/Treasurer to approve the year-end payments.

Motion by Commissioner Belgard, seconded by Commissioner Mahoney, Be It Resolved that the Martin County Board of Commissioners, hereby approve a year-end bill payment cycle; and authorize the Auditor/Treasurer to approve such bill payments for December 29, 2017. Carried unanimously.

Higgins recommends scheduling a Board Work Session in the next couple of weeks.

After discussion,

Motion by Commissioner Mahoney, seconded by Commissioner Belgard, Be It Resolved that the Martin County Board of Commissioners, hereby set a Board Work Session for Wednesday, December 13, 2017, at 4:00 p.m. in the Commissioners Meeting Room – Martin County Courthouse.

The Board reviewed warrants to be paid December 7, 2017.

Motion by Commissioner Belgard, seconded by Commissioner Smith, Be It Resolved that the Martin County Board of Commissioners, hereby approve bills to be paid on December 7, 2017, as presented; and includes the Martin County Highway Department and Drainage bills as presented.

Carried unanimously.

Warrants received and paid December 7, 2017, are registered on file in the Auditor/Treasurer's Office as follows:

Revenue Fund – Warrants Approved December 7, 2017	\$ 88,279.28
Martin County Economic Development Fund	\$ 1,025.00
Solid Waste Management Fund	\$120,309.78
Human Services Fund	\$282,956.00
Ind. Sewage Treatment System Loans	\$ 20,806.66
Building – CIP – Fund	\$ 3,628.81
Bank Building Fund	\$ 165.98
Refunding Fund	<u>\$ 16,583.28</u>
Total	\$533,754.79
Road and Bridge Funds Totaled	\$ 97,664.62
Martin County Ditch Funds Totaled	\$ 57,380.95

The Board reviewed and confirmed a joint meeting with Martin Soil and Water Conservation District Board (SWCD) set for Tuesday – January 16, 2018, beginning at 7:00 a.m. at The Ranch Restaurant in Fairmont.

Commissioners reviewed their calendars of previous and upcoming meetings and activities: November 22, 2017 – Human Services meeting, Convention and Visitors Bureau meeting, and Interviews for Administrative Assistant-Victim/Witness Office; November 23-24, 2017 – Thanksgiving Holiday, Courthouse Closed; November 27, 2017 – SWCD Funding meeting in St. Paul, Minnesota, Rural Minnesota Energy Board meeting, and Region 9 Transportation Advisory Committee meeting in Mankato, Minnesota; Department Director Evaluations, Fairmont Area Kinship meeting, Human Services Meet the Board, and Planning and Zoning meeting at 5:30 p.m.; November 29, 2017 – South Central Minnesota Multi-County HRA meeting; December 4-5, 2017 – Association of Minnesota Counties Annual Conference in St. Cloud, Minnesota; December 6, 2017 – Faribault-Martin Joint Transit Executive Board meeting, Human Services Executive Board meeting, and Martin County Veterans Memorial Committee meeting; December 7, 2017 – Justice Center Study Committee meeting at 10:30 a.m., Ditch meetings at 3 and 3:45 p.m. in the Commissioners Board Room, Personnel Committee meeting, regular Board of Commissioners meeting at 4:30 p.m. – Commissioners Board Room, and Truth in Taxation meeting at 6:00 p.m.; December 11, 2017 – Martin County EDA regular monthly meeting at 5:15 p.m.; December 12, 2017 – Library Board meeting in the afternoon; December 13, 2017 – Board Work Session at 4:00 p.m., Agri-Business meeting, and Bureau 14 meeting; December 14, 2017 – Soil and Water meeting, Water Plan meeting at 2:00 p.m., and South Central EMS meeting in Eagle Lake, Minnesota; December 15, 2017 – Prairieland Executive Board meeting at 10:00 a.m.



and Prairieland Full Board meeting at 10:30 a.m.; December 19, 2017 – regular Board of Commissioners meeting at 9:00 a.m. – Commissioners Board Room – Martin County Courthouse, and Annual Holiday Potluck 11:30 a.m. to 1:30 p.m. – First Floor Rotunda – Martin County Courthouse.

With no further business to wit, Board Chair adjourned the meeting at 5:45 p.m.

BOARD OF COMMISSIONERS  
MARTIN COUNTY, MN

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Dan Schmidtke, Board Chair

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