

PROCEEDINGS OF THE
MARTIN COUNTY BOARD OF COMMISSIONERS
TUESDAY, JANUARY 2, 2018
@ 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 Schmidtke. Commissioners present were Smith, Belgard, Mahoney, and Schmidtke. Commissioner Flohrs was absent. Also present were Scott Higgins, Martin County Coordinator, James Forshee, Martin County Auditor/Treasurer, Kevin Peyman, County Engineer, Terry Viesselman, County Attorney, Jason Sorensen, Sentinel Newspaper, Julie Walters, Administrative Assistant, and members of staff and public.

The Pledge of Allegiance was recited.

Commissioner Schmidtke called for nominations for Chair for the year 2018.

Commissioner Belgard nominated Tom Mahoney for Chairman.

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

Motion by Commissioner Belgard, seconded by Commissioner Smith, to cast a unanimous ballot for Tom Mahoney as Chairman for 2018. All voting in favor. Motion carried.

Chairman Mahoney called for nominations for Vice Chair for the year 2018.

Commissioner Schmidtke nominated Kathy Smith for Vice Chair.

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

Motion by Commissioner Schmidtke, seconded by Commissioner Belgard, to cast a unanimous ballot for Kathy Smith as Vice Chairman for 2018. All voting in favor. Motion carries.

By consensus, the Board approved the agenda with the following addition: 9.1a Consider Resignation/Retirement of Kevin Lutterman, Motorgrader Operator – Highway Department.

Motion by Commissioner Belgard, seconded by Commissioner Smith, Be It Resolved that the Martin County Board of Commissioners, hereby approve the minutes of the December 19, 2017, regular Board of Commissioners meeting. Carried unanimously.

Terry Viesselman, Martin County Attorney, noted the County Attorney's Office received a resignation notice from Assistant County Attorney Kathryn Karjala-Curtis, effective January 12, 2018; and requests approval to fill the vacancy.

Motion by Commissioner Belgard, seconded by Commissioner Schmidtke, Be It Resolved that the Martin County Board of Commissioners, hereby accept the resignation of Kathryn Karjala-Curtis, Assistant County Attorney, effective January 12, 2018. Carried unanimously.

Motion by Commissioner Belgard, seconded by Commissioner Smith, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize recruitment to fill the Assistant County Attorney Position. Carried unanimously.

Viesselman open a brief discussion regarding Martin County's starting Grade 19 pay rate for an Assistant County Attorney position for individuals fresh out of law school.

Viesselman presented a contract for Medical Examiner Services between Martin County and Dr. Michael McGee P.A. of Ramsey County, Minnesota. Viesselman's review of the contract was specific to indemnification language, insurance requirements, and maximum contract term of four (4) years.

After review and discussion,

Motion by Commissioner Belgard, seconded by Commissioner Schmidtke, Be It Resolved that the Martin County Board of Commissioners, per the requirements of Minnesota Statutes 390.33, and having met the requirements for license to practice pursuant to Minnesota Statutes Chapter 147, hereby appoint Dr. Michael McGee P.A. of Ramsey County, Minnesota, as the Martin County Medical Examiner; and who will serve at the will of the Board; and to authorize the Board Chair to sign the necessary agreements with the provider of the Medical Examiner Services; and that Dr. Michael McGee's appointment is effective January 1, 2016, through December 31, 2019. Carried unanimously.

Viesselman reviewed Minnesota Statutes applicable to the annual bid process and designation of the Official County Newspaper.

The Board thanked Viesselman for his report.

Pam Flitter, Planning and Zoning Official, introduced Jared Morrill, Planning and Zoning Technician for the Planning and Zoning Office. Flitter noted Morrill begin his duties today – January 2, 2018.

The Board welcomed Morrill to his new position.

The Board reviewed various Citizen Advisory Boards/Commissions with member terms that ended December 31, 2017, and noted that replacement members are needed on the following boards/commissions: Water Plan Advisory Committee, Martin County Parks/Trail Committee, and Martin County EDA Commission.

No action taken on (re)appointments to various Citizen Advisory Boards/Commissions for 2018.

Higgins reviewed bids received for the 2018 Official County Newspaper for Martin County. Bids received from the Fairmont Photo Press, Fairmont Sentinel, and Truman Tribune were opened at the last meeting (December 19, 2017). Higgins noted the Truman Tribune is bid at \$4.55 versus the other two bids of \$7.00 and \$8.10 per column inch of publication.

After review,

Motion by Commissioner Schmidtke, seconded by Commissioner Belgard,

R-#02/'18

Resolution Awarding the Official Newspaper Bid and Designating the Truman Tribune
as the Official Newspaper for the Year 2018

Motion by Commissioner Schmidtke, seconded by Commissioner Belgard,

NOW THEREFORE BE IT RESOLVED, by the Board of Commissioners in and for the County of Martin, Minnesota, that pursuant to the opening of bids on printing for the year 2018 on December 19, 2017, and subsequent review thereof, the Truman Tribune be and hereby designated as the Official Newspaper for Martin County for the year 2018, for the purposes and at the rates as set forth as follows:

- Publication of Delinquent tax list \$4.55 per column inch
- Publication of Official Board Proceedings \$4.55 per column inch
- First Publication of Financial Statement \$4.55 + cost of printing no markup
- Second Publication of Financial Statement \$.05

The Truman Tribune has a certified circulation of 875 subscribers residing in Martin County.

BOARD OF COMMISSIONERS
MARTIN COUNTY

Board Chair

ATTEST: _____
Scott Higgins, County Coordinator

Roll Call AYES: Commissioners Smith, Belgard, Schmidtke, and Mahoney. NAYS: None. Commissioner Flohrs was absent. Resolution duly passed and adopted this 2nd day of January, 2018.

Kevin Peyman, County Engineer, noted the Highway Department has received the retirement resignation of Kevin Lutterman, Motorgrader Operator (Out of Truman, MN), effective February 28, 2018. Peyman requests approval to recruit to fill the Motorgrader Operator position.

Motion by Commissioner Schmidtke, seconded by Commissioner Smith, Be It Resolved that the Martin County Board of Commissioners, hereby accept the retirement resignation of Kevin Lutterman, Motorgrader Operator, from employment with Martin County after 38 years of

service to the County and its citizens, effective February 28, 2018; and approve and authorize recruitment to fill the Motorgrader Operator (Truman, MN) position. Carried unanimously.

Peyman presented a Highway Department update noting the Highway Department did have to work some over the weekend – staying an hour late on Friday, worked five hours on Saturday and about three and one-half hours on Sunday. Peyman went on to note when it is as cold as it is, salt doesn't help. The sand is still treated (with salt) so there is some salt in it. But, mainly it's just putting sand down to get some traction.

Peyman continued we did send a truck fairly often in and out of Northrop (due to LB Pork Elevator explosion and fire) with different loads of sand and salt. With so many trucks going in an out there may be some issues we have to deal with on that road and we just redid that road this summer. The road is covered with ice right now so we'll have to wait and see if we're going to have some issues to deal with. Peyman noted we are keeping track of our time, labor, equipment, and materials for possible claim reporting.

Peyman noted due to the icy conditions at the 4-way stop by Welcome crew workers are salting and sanding late in the day and first part of the day to try and keep some traction. Peyman also noted he will check the status of the LEC replacement light at that intersection with MnDOT. Due to a slight bend in one of the signs (coming from the west) half of the blinking lights cannot be seen until you are almost at the intersection.

James Forshee, Martin County Auditor/Treasurer, presented and reviewed annual organizational resolutions for Board consideration and approval including:

- Machine Signed Signatures and Depository Designations
- Employee Expenses (Mileage Reimbursement at \$0.545 cents/mile effective January 1, 2018)
- Hand Labor Hourly Rate
- Pocket Gopher Bounty
- Designation of Public Notice Posting & Facility for CY2018

After review and discussion,

Motion by Commissioner Belgard, seconded by Commissioner Smith,

R-#1/'18

RESOLUTION

MACHINE-SIGNED SIGNATURES AND DEPOSITORY DESIGNATIONS

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

Profinium Financial
State Bank of Fairmont

Farmers State Bank of Trimont/Dunnell
Bank Midwest

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

US Bank
Profinium Financial of Truman
Welcome State Bank
Farmers State Bank of Sherburn
Wells Fargo
Multi Bank Securities

It is thereby requested, authorized and directed to honor checks, drafts or other orders for the payment of money drawn in this County's name, including those drawn to the individual order of any person or persons whose name or names appear thereon as signer or signers thereof, when bearing or purporting to bear the facsimile signatures(s) or signatures of any of the following:

James Forshee, Auditor/Treasurer

Board Chair

And the above named banks shall be entitled to honor and to charge Martin County for all such checks, drafts or other orders, regardless of by whom or by what means the facsimile signature or signatures thereon may have been affixed thereto if such facsimile signature or signatures resemble the facsimile specimens duly certified to or filed with Profinium Financial by the Clerk of the Board or other Officer of Martin County.

BE IT FURTHER RESOLVED, that any and all resolutions heretofore adopted by the Board of Commissioners of this County and certified to Profinium Financial or other institutions listed above as governing the operation of this corporation's account(s) with it be and are hereby continued in full force and effect, except as the same may be supplemented or modified by the foregoing part of this resolution.

Commissioner Belgard, seconded by Commissioner Smith, made motion and unanimously carried this 2nd day of January, 2018.

IN WITNESS WHEREOF, I have hereunto subscribed by name as Clerk of the Board and have caused the County seal of Martin County to be hereunto affixed this 2nd day of January, 2018.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Board Chair

ATTEST: _____
Scott Higgins, County Coordinator

I, Scott Higgins, Clerk of the Board of Commissioners do hereby certify that at a regular meeting of the Martin County Board of Commissioners duly and regularly called, and held at the office of Martin County on 2nd day of January, 2018, there being a quorum of said Board present, the following resolution was unanimously passed as appears from the records of Martin County and is now in full force and effect.

WITNESS my hand officially and the official seal of the County on January 2, 2018.

Scott Higgins, County Coordinator

Roll Call AYES: Commissioners Schmidtke, Smith, Belgard, and Mahoney. NAYS: None. Commissioner Flohrs was absent. Resolution duly passed and adopted this 2nd day of January, 2018.

Motion by Commissioner Smith, seconded by Commissioner Schmidtke,

R-#3/18

RESOLUTION

EMPLOYEE EXPENSES:

BE IT RESOLVED, that all County employees be authorized to be reimbursed the sum consistent with IRS allowable rate, and this rate will remain in place for 2018 for travel on official business by private transportation at the Internal Revenue announced mileage rate of **\$0.545** cents per mile effective January 1, 2018, and be further reimbursed for such other expenses as are necessarily and actually incurred on official business during the year 2018.

BE IT FUTHER RESOLVED, that there be a maximum per day meal allowance of **\$30**.

FOREGOING, was upon motion made by Commissioner Smith, seconded by Commissioner Schmidtke, and unanimously carried, duly passed and adopted this 2nd day of January, 2018.

BOARD OF COMMISSIONERS

MARTIN COUNTY, MN

Board Chair

ATTEST: _____

Scott Higgins, County Coordinator

Roll Call AYES: Commissioners Belgard, Schmidtke, Smith, and Mahoney. NAYS: None. Commissioner Flohrs was absent. Resolution duly passed and adopted this 2nd day of January, 2018.

Motion by Commissioner Schmidtke, seconded by Commissioner Belgard,

R-#4/'18

RESOLUTION FOR LABOR HOURLY RATES IN CONNECTION
WITH JUDICIAL AND COUNTY DITCH MINOR
REPAIRS AND MAINTENANCE

RE IT RESOLVED that Martin County as drainage authority for Judicial and County ditches receives request from landowners to do minor repairs and maintenance themselves and to be compensated by the drainage system. That such minor repairs and maintenance are often done when time is of the essence and contractors are not readily available. In addition, such minor repairs and maintenance results in repairs being done in a timely manner and often at a reduced cost.

NOW THEREFORE, BE IT RESOLVED that Martin County will pay at a rate of \$12.00 per hour for hand labor done by landowners in connection with minor repairs and maintenance to judicial and county ditch systems for the year 2018 and be it resolved that a maximum of \$20.00 per hour be set for tractor and loader or skid loader and \$15.00 per day and \$7.50 per half day for chainsaw, and be it resolved that such payments are under the following specific conditions:

1. That those conducting the work are not employees of the County;
2. That those workers specifically understand and agree that they are not covered by Worker's Compensation Insurance through the County;
3. That any damage to equipment used is the sole responsibility of the owner, sole-proprietor and/or operator and is not the responsibility of Martin County;
4. That those individuals who conduct any type of work in connection with Judicial or County Ditch Drainage Systems are required, to file with the county, before any work commences, a Certificate of Insurance of all the required coverage's and limits of coverage as recommended by the county's insurer, the Minnesota Counties Intergovernmental Trust (MCIT), including "products/completed operations" coverage with length of time to be determined by the County; and that the Certificate of Insurance must be signed by the authorized insurer defining coverage, and include a 60 day written Notice to Cancel, Suspend or Reduce of all required coverage's, and that the County of Martin, MN be named as additional insured.
5. That a Hold Harmless and Indemnification Agreement, along with all their required documents, must be signed by those doing the work before any work commences on the drainage systems. The worker shall hold harmless and indemnify the County for any claims of any nature resulting from work being done on the county or judicial drainage systems.

6. That a W-9 shall be provided;
7. That no work shall be done on county or judicial ditch systems without the above requirements being met and without specific authorization of the Martin County Ditch Authority;
8. That upon completion of any minor repairs or maintenance to the judicial or county ditch system, a specific written description of the work and location of work done shall be submitted to the ditch authority for filing in the proper ditch file. That no payment shall be made until all requirements are met.
9. All necessary documents above described must be filed with the Martin County Auditor/Treasurers Office before any work commences on the county judicial or county drainage systems.

Upon a Motion made by Commissioner Schmidtke, seconded by Commissioner Belgard, and unanimously carried;

Said Resolution was adopted this 2nd day of January, 2018.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Board Chair

ATTEST: _____
Scott Higgins, County Coordinator

Roll Call AYES: Commissioners Smith, Belgard, Schmidtke, and Mahoney. NAYS: None. Commissioner Flohrs was absent. Resolution duly passed and adopted this 2nd day of January, 2018.

Motion by Commissioner Belgard, seconded by Commissioner Smith,

R-#5/'18

RESOLUTION

POCKET GOPHER BOUNTY:

BE IT RESOLVED, by this Board of Martin County Commissioners that a bounty of one dollar (\$1.00) be placed on each Pocket Gopher destroyed in the County of Martin during the year 2018 pursuant to M.S.A. 1957 Section 348.12 and same be paid from General Revenue Fund of the County upon proper certified claims with the County Auditor/Treasurer and according to other procedures as so fixed by Statutes.

UPON, motion made by Commissioner Belgard, seconded by Commissioner Smith, and unanimously carried, foregoing was duly passed and adopted this 2nd day of January, 2018.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Board Chair

ATTEST: _____
Scott Higgins, County Coordinator

Roll Call AYES: Commissioners Schmidtke, Smith, Belgard, and Mahoney. NAYS: None. Commissioner Flohrs was absent. Resolution duly passed and adopted this 2nd day of January, 2018.

Motion by Commissioner Smith, seconded by Commissioner Schmidtke,

R-#6/'18

Resolution Relating to Designation of Public Meeting Notice Posting and Facility for CY2018

WHEREAS, the Martin County Board of Commissioners, in carrying out their official functions during the year 2018, will hold numerous and varied meetings to consider the business of Martin County government in various places in and about Martin County; and,

WHEREAS, it is the expressed intent of the Martin County Board of Commissioners to hold such meetings in an open and public forum; and,

WHEREAS, it is the expressed interest of the Martin County Board of Commissioners to provide notification of said meetings:

NOW THEREFORE BE IT RESOLVED, by the Martin County Board of Commissioners that the county bulletin board located outside of the Commissioners meeting room on the first floor of the Courthouse is hereby designated as the public notification facility of all county meetings involving the Martin County Board of Commissioners and its various committees.

BE IT FURTHER RESOLVED, that the County Coordinator be directed to post notices of all meetings in sufficient time prior to said meeting to allow adequate public notice.

BE IT FURTHER RESOLVED, that copies of this resolution be forwarded to each Department Director of Martin County and posted on the official bulletin board.

Motion by Commissioner Smith, seconded by Commissioner Schmidtke, resolution duly passed and adopted this 2nd day of January, 2018.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MINNESOTA

Board Chair

ATTEST: _____
Scott Higgins, County Coordinator

Roll Call AYES: Commissioners Schmidtke, Belgard, Smith, and Mahoney. NAYS: None. Commissioner Flohrs was absent. Resolution duly passed and adopted this 2nd day of January, 2018.

Higgins presented a resolution for Out-of-State Travel for Elected Officials noting each year the Board reviews and considers changes to the Out-of-State Travel Resolution for Elected Officials and that no changes have been made from the resolution approved in 2017.

Motion by Commissioner Schmidtke, seconded by Commissioner Smith,

R-#7/'18

RESOLUTION REGARDING OUT-OF-STATE TRAVEL
BY MARTIN COUNTY ELECTED OFFICIALS (2018)

WHEREAS, the 2005 regular session of the Minnesota State Legislature has mandated that every County develop and approve, by a recorded vote, an Out-of-State Travel Policy for its applicable elected officials (Minnesota Statutes 471.661); and

WHEREAS, the elected officials for Martin County affected by this statutory requirement are the five (5) County Commissioners, Sheriff, Attorney, Auditor/Treasurer, and Recorder; and

WHEREAS, each of the elected officials have different statutory duties which require the elected officials to seek ongoing education and training, as well as to receive updated information and technical expertise;

NOW THEREFORE BE IT RESOLVED that the following Out-of-State Travel Policy shall apply for all Martin County Elected Officials beginning January 1, 2018:

1. Each elected official shall determine when travel out of the state is appropriate, and in the interest of the office they hold; is in the interest of the citizens of Martin County; and is in the interest of good County Government.
2. Expenses when traveling out of state shall be limited to:
 - a. Actual transportation costs incurred by the official (i.e., mileage/airfare/parking);
 - b. Actual lodging costs incurred by the official (i.e., room rental, parking, etc.);
 - c. Actual meal expenses incurred by the official, provided, however, that a receipt shall be required and reimbursement shall not exceed the County approved rate;

- d. Event conference, seminar or educational program registration or admittance fee actually incurred.
3. Elected officials shall notify the County Coordinator, at least three weeks in advance, by letter or e-mail of their intended travel out of state, to include the purpose of the trip, a list of the expenses, and how all expenses will be paid for.
4. Approval of the Out-of-State Travel Request must be approved by the majority of the County Board. The action by the board shall specify any limits imposed on the out-of-state travel expenses and document any anticipated payment of expenses by third parties. Additionally, any travel related expenses to be reimbursed by third parties must be verified directly from the third party prior to payment of expenses for the same travel.
5. Transportation expenses are limited to the lesser of mileage or airfare.
6. Travel out-of-state within a 150 mile radius of Fairmont, MN is exempt from approval.

This Out-of-State Travel Policy shall be available for public inspection upon request and shall be reviewed annually by the Martin County Board of Commissioners.

Motion was made by Schmidtke, seconded by Smith, and unanimously carried, for the adoption of said resolution.

Dated this 2nd day of January, 2018.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Board Chair

ATTEST: _____
Scott Higgins, County Coordinator

Roll Call AYES: Commissioners Belgard, Smith, Schmidtke, and Mahoney. NAYS: None. Commissioner Flohrs was absent. Resolution duly passed and adopted this 2nd day of January, 2018.

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 2017 for the following County program(s):

- ✓ Martin County Victim Witness Program - \$300.00
- ✓ Martin County Veterans Service Office - \$2,400.00
- ✓ Martin County Economic Development Authority Commission - \$500.00
- ✓ Martin County Wellness/Recognition Program - \$400.00

Motion by Commissioner Belgard, seconded by Commissioner Smith,

R-#8/'18

RESOLUTION

APPROVING AND ACCEPTING DONATIONS FOR CY2017

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 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	\$1,000.00
South Central Chapter #32 DAV	\$1,000.00
Welcome Legion Auxiliary Post 553	<u>\$ 300.00</u>
	\$2,400.00

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 Wellness/Recognition Program has received donations from:

USI Insurance Services	\$ 400.00
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WHEREAS, the Martin County Victim Witness Program wishes to accept these donations and utilize them to serve victims of general crime; the Martin County Veterans Service Office wishes to accept these donations and utilize them for the purchase of a veterans service van; the Martin County Economic Development Authority Commission wishes to accept this donation and use it for the purpose of EDA/Ignite Programming; and the Martin County Wellness Program wishes to accept these donations and utilize them for the purpose of Martin County Wellness/Recognition Program enhancement efforts.

NOW THEREFORE BE IT RESOLVED, that the Martin County Board of Commissioners hereby accepts the listed donations to be used to serve victims of general crime for the Martin County Victim Witness Program; accepts the listed donations to be used towards the purchase of a veterans service van for the Veterans Service Office; accepts the listed donations to be used toward EDA/Ignite Programming for the Martin County Economic Development Authority Commission; and accepts the listed donations to be used toward enhancing the Martin County Wellness/Recognition Program.

Motion by Commissioner Belgard, seconded by Commissioner Smith, said resolution was duly passed and adopted this 2nd day of January, 2018.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Board Chair

ATTEST: _____
Scott Higgins, County Coordinator

Roll Call AYES: Commissioners Schmidtke, Smith, Belgard, and Mahoney. NAYS: None. Commissioner Flohrs was absent. Resolution duly passed and adopted this 2nd day of January, 2018.

Higgins noted with this being the election year coming up Minnesota Statutes 384, 386, 387, and 388, requires the Board of County Commissioners to set minimum salaries to be paid certain county officials for the term next following. The salaries of Auditor/Treasurer, Recorder, Sheriff, and County Attorney, for the term next following are hereby set at not less than the minimum provided by said laws:

- \$71,905.60 per annum for the Auditor/Treasurer
- \$54,225.60 per annum for County Recorder
- \$71,905.60 per annum for the County Sheriff
- \$84,510.40 per annum for the County Attorney

After review,

Motion by Commissioner Belgard, seconded by Commissioner Schmidtke,

R-#9/'18

RESOLUTION
MINIMUM SALARIES SET FOR COUNTY ELECTED OFFICERS FOR TERMS
COMMENCING JANUARY 2019

WHEREAS, Minnesota Statutes Chapter 384, 386, 387, 388 requires the Board of County Commissioners shall by resolution set the minimum salary of the officers to be elected at the 2018 general election:

NOW THEREFORE BE IT RESOLVED, pursuant to said laws the salaries of County Attorney, County Auditor/Treasurer, County Recorder, and County Sheriff, for the term next following hereby set as the minimum salaries as established by the County Compensation Plan as follows (per annum):

County Attorney	\$84,510.40 (\$40.63/hr.) based upon 1 FTE
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County Auditor/Treasurer	\$71,905.60 (\$34.57/hr.) based upon 1 FTE
County Recorder	\$54,225.60 (\$26.07/hr.) based upon 1 FTE
County Sheriff	\$71,905.60 (\$34.57/hr.) based upon 1 FTE

Upon motion made by Commissioner Belgard, seconded by Commissioner Schmidtke, and carried, said resolution was duly passed and adopted this 2nd day of January, 2018.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Board Chair

ATTEST: _____
Scott Higgins, County Coordinator

Roll Call AYES: Commissioners Smith, Schmidtke, Belgard, and Mahoney. NAYS: None. Commissioner Flohrs was absent. Resolution duly passed and adopted this 2nd day of January, 2018.

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.

Motion by Commissioner Smith, seconded by Commissioner Belgard, Be It Resolved that the Martin County Board of Commissioners, hereby approve the regularly scheduled Martin County Commissioner meeting dates, times, and location for 2018.

2018 – County Board of Commissioners Regularly Scheduled
Meeting Dates, Times, and Location

- JANUARY - January 2, 2018 at 9:00 a.m. in the Board Room
- January 16, 2018 at 9:00 a.m. in the Board Room
- FEBRUARY - February 6, 2018 at 9:00 a.m. in the Board Room
- February 20, 2018 at 9:00 a.m. in the Board Room
- MARCH - March 6, 2018 at 9:00 a.m. in the Board Room
- March 20, 2018 at 9:00 a.m. in the Board Room
- APRIL - April 3, 2018 at 9:00 a.m. in the Board Room
- April 17, 2018 at 9:00 a.m. in the Board Room
- MAY - May 1, 2018 at 9:00 a.m. in the Board Room

- May 15, 2018 at 9:00 a.m. in the Board Room
- JUNE - June 5, 2018 at 9:00 a.m. in the Board Room
- June 19, 2018 at 9:00 a.m. in the Board Room
- JULY - July 3, 2018 at 9:00 a.m. in the Board Room
- July 17, 2018 at 9:00 a.m. in the Board Room
- AUGUST - August 7, 2018 at 9:00 a.m. in the Board Room
- August 21, 2018 at 9:00 a.m. in the Board Room
- SEPTEMBER - September 4, 2018 at 9:00 a.m. in the Board Room
- September 18, 2018 at 9:00 a.m. in the Board Room
- OCTOBER - October 2, 2018 at 9:00 a.m. in the Board Room
- October 16, 2018 at 9:00 a.m. in the Board Room
- NOVEMBER - November 6, 2018 at 9:00 a.m. in the Board Room
- November 20, 2018 at 9:00 a.m. in the Board Room
- DECEMBER - TRUTH-IN-TAXATION, 6:00 p.m. Board Room – To Be Determined
- December 4, 2018 at 9:00 a.m. in the Board Room (Will need to be changed)
- December 18, 2018 at 9:00 a.m. in the Board Room

Carried unanimously.

Higgins opened discussion to establish what the Board would like to see accomplished for 2018. Higgins noted there are a number of ongoing projects in progress including the Justice Center Study, Court/Courthouse Security matters, proposed Garage Facility, review of County Compensation Plan, “Buffer” enforcement, CIP Projects, and staff trainings.

Discussion included:

- o Procure design of proposed garage facility locally before proceeding any further
- o Strategic Planning Session in 2018
- o Cost of upkeep of township cemeteries in the County – now and in the future
- o Video recording of Commissioner meetings

The Board reviewed Auditor/Treasurer end of year warrants that were paid on December 29, 2017.

Motion by Commissioner Schmidtke, seconded by Commissioner Belgard, Be It Resolved that the Martin County Board of Commissioners, hereby ratify approval of Auditor/Treasurer end of year warrants paid on December 29, 2017, as presented; and includes the Martin County Highway Department and Drainage Bills as presented. Carried unanimously.

Warrants received and paid December 29, 2017, are registered on file in the Auditor/Treasurer's Office as follows:

Revenue Fund – Warrants Approved December 29, 2017	\$102,195.77
Enhanced 9-1-1 Fund	\$ 7,172.00
Martin County Economic Development Authority	\$ 794.72
Solid Waste Management Fund	\$ 14,514.89
Building CIP Fund	\$ 4,157.50
Bank Building Fund	\$ 1,531.89
Total	\$130,366.77

The Board reviewed reports and announcements including Southern Minnesota Tourism Thank You and CY2018 Appropriation Request; Martin County Historical Society CY2018 Appropriation Request; AMC Legislative Policy Positions for 2018; Rinke Noonan Drainage & Water Conference – February 15, 2018, at St. Cloud Rivers Edge Convention Center; and MCIT 2018 Update & 2018 Coverage Review Webinar on January 18, 2018, at 2:00 p.m. in the Sisseton Room.

Motion by Commissioner Belgard, seconded by Commissioner Smith, Be It Resolved that the Martin County Board of Commissioners, hereby approve processing the CY2018 Allocation Requests received from Southern Minnesota Tourism and Martin County Historical Society. Carried unanimously.

The Board reviewed their calendars of previous and upcoming meetings and activities: December 19, 2017 – Annual Holiday Potluck and Kinship meeting; December 20, 2017 – Human Services meeting and Faribault-Martin County Joint Transit meeting in Blue Earth, Minnesota; December 25, 2017 – Courthouse closed for the Christmas Holiday; January 1, 2018 – Courthouse closed for the New Year's Day Holiday; January 2, 2018 – Organizational meeting of the County Board at 9:00 a.m. – Commissioners Meeting Room and Personnel Committee meeting immediately following; January 8, 2018 – Martin County EDA regular monthly meeting at 5:15 p.m., and Kahler Automation Tour (Minnesota Chamber) at 11:45 a.m.; December 10, 2018 – Faribault-Martin County Joint Transit Executive Committee meeting, Human Services Executive Committee meeting, Department Director meeting at 8:30 a.m. in the Sisseton Room, Bureau 14 meeting, and Park Board meeting; January 12, 2018 – Prairieland meeting; January 15, 2018 – Martin Luther King Holiday Observed – Courthouse closed; January 16, 2018 – Joint meeting with Martin SWCD at 7:00 a.m. at the Ranch Restaurant in Fairmont, Minnesota, regular Board of Commissioners meeting at 9:00 a.m., and Labor Management Committee meeting at 1:00 p.m.

With no further business to wit, Board Chair adjourned the meeting at 9:54 a.m.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Tom Mahoney, Board Chair

ATTEST: _____
Scott Higgins, County Coordinator