

PROCEEDINGS OF THE
MARTIN COUNTY BOARD OF COMMISSIONERS
TUESDAY, MAY 15, 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 Mahoney. Commissioners present were Flohrs, Schmidtke, Smith, Mahoney, and Belgard. Also present were Scott Higgins, Martin County Coordinator, James Forshee, Martin County Auditor/Treasurer, Brooke Wohlrabe, Sentinel Newspaper, Rod Halvorsen, KSUM-KFMC Radio, Julie Walters, Administrative Assistant, and members of staff and public.

The Pledge of Allegiance was recited.

Motion by Commissioner Belgard, seconded by Commissioner Flohrs, Be It Resolved that the Martin County Board of Commissioners, hereby approve the agenda for the May 15, 2018, regular Board of Commissioners meeting. Carried unanimously.

Motion by Commissioner Schmidtke, seconded by Commissioner Smith, Be It Resolved that the Martin County Board of Commissioners, hereby approve the minutes of the May 1, 2018, regular Board of Commissioners meeting. Carried unanimously.

Billeye Rabbe, Director Prairieland Solid Waste Management, presented Prairieland's Bill Summary as of April 30, 2018.

All Pro Overhead Door Co., Inc.	\$ 1,265.00
American Pest Control	\$ 55.00
AmeriPride Services, Inc.	\$ 300.88
Black Cat Wear Parts	\$ 7,446.58
BoeKett Building Supply, Inc.	\$ 6.15
Cardmember Service	\$ 2,995.92
CFS	\$ 1,379.83
Eisenmenger, Denise	\$ 560.00
Frontier	\$ 362.09
G & D Electric, Inc.	\$ 4.32
Grainger	\$ 532.80
Mankato/Fairmont Fire & Safety	\$ 825.00
Martin County Repair	\$ 40.00
Mayo Clinic	\$ 259.00
Midwest IT Systems, Inc.	\$ 3,833.17
Minnesota Elevator, Inc.	\$ 176.48
Minnesota Energy Resources	\$ 2,219.00
MN Department of Labor & Industry	\$ 100.00
Nobles County Landfill	\$19,808.84
Northern States Power Company	\$14,459.00
Rabbe, Billeye	\$ 262.48
River Bend Business Products	\$ 169.61

Schutte Trucking Jim Lori & Sons LLC	\$ 8,019.65
STAR Group LLC	\$ 297.27
Texas Refinery Corporation	\$ 515.16
Truman Public Utilities	<u>\$ 6,938.15</u>
TOTAL	<u>\$72,831.38</u>

4/30 Discover Financial Services \$ 205.49

After review,

Motion by Commissioner Schmidtke, seconded by Commissioner Belgard, Be It Resolved that the Martin County Board of Commissioners, hereby approve the bills for Prairieland Solid Waste Management Facility as presented by Billeye Rabbe, Director Prairieland Solid Waste Management Facility. Carried unanimously.

Tammie Hested, Vocational Advisor with Minnesota Valley Action Council (MVAC), was present to inform the Board that she is now overseeing the Martin County Summer Youth Internship Program through MVAC and the Southern Minnesota WorkForce Council. Hested noted she has worked with MVAC for the last ten years with the young adult program and is excited to now be part of the Martin County Summer Youth Internship Program.

Hested provided a program update including thirteen (13) intern placements for the program this summer with: Sweet Financial, 3M Company, Carlson Dental Office, Eunoia, House of Hope, Chamber Office, MVAC, Kahler Automation, Mayo Health Services, and Center for Specialty Care; and thanked the Board for the resources to offer this amazing program.

Commissioners opened discussion pertaining to businesses utilizing interns and employing 50+ employees should be providing funding to help build the Program so instead of having 2-3 interns return to Martin County after graduating from college, we could get 5-6 interns return and stay in Martin County.

Hested noted she is in agreement and will welcome feedback from the Board as to how to present this to individual businesses.

The Board congratulated Hested and thanked her for the update.

James Forshee, Martin County Auditor/Treasurer, noted the Auditor/Treasurer's Office has received an application and other required paperwork from Richard Koons, d/b/a Fox Lake Tack & Trading Co. for renewal of its Liquor, Wine, Club or 3.2% License. Forshee went on to note that all paperwork is in order.

Motion by Commissioner Belgard, seconded by Commissioner Smith, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize renewal of Liquor, Wine, Club or 3.2% License for Richard Koons, d/b/a Fox Lake Tack & Trading Co. located at 8 Main Street in Welcome, Minnesota, effective June 7, 2018 through June 6, 2019. Carried unanimously.

Chair Mahoney noted replacements are needed to fill vacancies on the following Martin County Citizen Advisory Boards: Martin County EDA Commission and the Martin County Parks/Trail Committee.

After discussion,

No action taken on appointments to various Citizen Advisory Boards/Commissions.

Doug Hartke, Fox Lake Conservation League, LLC was present to update the Board on the Lessard Outdoor Heritage Grant application identifying 8 different parcels (1,080 acres) for acquisition to add additional grass or wetlands to the WMA landscape we already have. Applications need to be submitted by May 30, 2018.

Hartke next presented and reviewed a resolution seeking Martin County's support of the Conservation League's acquisition of 15 acres of land in Section 28 of Fox Lake Township. Hartke noted that closing of the purchase is slated after harvest in the fall of 2018 and that after restoration the land will be transferred to the Minnesota DNR, Division of Wildlife.

After review,

Motion by Commissioner Schmidtke, seconded by Commissioner Smith,

R-#27/'18

RESOLUTION
MARTIN COUNTY BOARD OF COMMISSIONERS
REVIEW OF PROPOSED STATE LAND ACQUISITION

In accordance with Minnesota Statutes 97A.145, Subd. 2, the Commissioner of the Department of Natural Resources on May 15, 2018, provided the Martin County Board of Commissioners, Martin County, Minnesota, with a description of lands to be acquired by the State of Minnesota for water, forestry, wildlife, and natural plant community conservation purposes.

Lands to be acquired are described as follows:

The West 15 acres of the South half of the South half of the Southwest quarter of Section 28, all in Township 103 North, Range 32 West, Fox Lake Township, Martin County, Minnesota.

NOW THEREFORE BE IT RESOLVED, that the Martin County Board of Commissioners approve the State's proposed acquisition of the above described property.

Upon this motion made by Commissioner Schmidtke, and seconded by Commissioner Smith, resolution was duly passed and adopted this 15th day of May, 2018.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Tom Mahoney, Board Chair

ATTEST: _____
Scott Higgins, County Coordinator

CERTIFICATION

I hereby certify that the foregoing resolution is a true and correct copy of a resolution presented and adopted by the Martin County Board of Commissioners at a duly authorized meeting thereof held on the 15th day of May, 2018, as shown by the minutes in my possession.

Scott Higgins, County Coordinator

Roll Call AYES: Commissioners Flohrs, Belgard, Smith, Schmidtke, and Mahoney. NAYS: None. Resolution duly passed and adopted this 15th day of May, 2018.

Kevin Peyman, County Engineer, presented and reviewed the Local Road Improvement Program Grant Agreement in the amount of \$1,000,000 for CSAH 26 CIR (Cold-In-Place Recycling) and Bituminous Overlay. Peyman noted one stipulation, other than reporting, is that we're agreeing to keep the right of way and the road way County owned for 37 ½ years and to maintain it. Peyman recommends entering into the LRIP Grant Agreement.

Peyman also presented and reviewed a resolution stating Martin County is entering into the Grant Agreement and agrees to the terms and conditions of the LRIP grant for S.A.P 046-626-023 CSAH 26 CIR and Bituminous Overlay. Peyman recommends passage of the resolution.

Motion by Commissioner Belgard, seconded by Commissioner Flohrs,

Martin County Highway Department
Resolution No. 1 - 2018

EXHIBIT E

**RESOLUTION FOR GRANT AGREEMENT TO STATE TRANSPORTATION FUND
(LOCAL ROAD IMPROVEMENT PROGRAM) GRANT TERMS AND CONDITIONS
S.A.P. 046-626-023**

WHEREAS, Martin County has applied to the Commissioner of Transportation for a grant from the Minnesota State Transportation Fund for Local Road Improvement and

WHEREAS, the Commissioner of Transportation has given notice that funding for this project is available; and

WHEREAS, the amount of the grant has been determined to be \$1,000,000 by reason of the lowest responsible bid;

NOW THEREFORE, be it resolved that Martin County does hereby agree to the terms and conditions of the grant consistent with Minnesota Statutes, section 174.50, subdivision 5, and will pay any additional amount by which the cost exceeds the estimate, and will return to the Minnesota State Transportation Fund any amount appropriated for the project but not required. The proper county officers are authorized to execute a grant agreement with the Commissioner of Transportation concerning the above-referenced grant.

Upon motion by Commissioner Belgard, seconded by Commissioner Flohrs, and carried said resolution was duly passed and adopted this 15th day of May, 2018.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MINNESOTA

By: _____
Chair, Martin County Board of Commissioners

Attest: _____
Scott Higgins, County Coordinator

CERTIFICATION

I hereby certify that the foregoing resolution is a true and correct copy of a resolution presented to and adopted by the County of Martin at a duly authorized meeting thereof held on the 15th day of May, 2018.

Scott Higgins, County Coordinator

Roll Call AYES: Commissioners Schmidtke, Smith, Flohrs, Belgard, and Mahoney. NAYS: None. Resolution duly passed and adopted this 15th day of May, 2018.

Peyman provided a brief Highway Department Update including start date of the CSAH 26 CIR is anticipated at mid to late summer; business as usual for the Highway Department at this point in time; work on I-90 in 2019 from Fairmont going east and from Fairmont going west in 2020; and Request for Proposals (RFP's) for consultants for the T.H. 263 road project are out right now indicating that MnDOT is moving forward with the project. Peyman noted he is willing to set up a meeting with MnDOT to discuss 263 and requests two commissioners be involved in the meeting as well; and that the Highway Department is working on seasonal crack filling.

Commissioners Schmidtke and Belgard volunteered to meet with Peyman and MnDOT.

Higgins noted the County Personnel Committee met last week to discuss the proposal and shared cost of a School Resource Officer (SRO) for the Granada Huntley East Chain (GHEC) School District and recommends a 66/34 split based on the number of school days (172 student contact days) in the 2018-2019 school year that an SRO is needed at the school. While the priority of the

officer would be to work as the SRO at the GHEC School District, the deputy would have different assignments outside of the school year. Higgins went on to note we will not be using an existing deputy to fill this position and that a new hire will be needed to fill the position with the total cost of a full time deputy at approximately \$108,000 and includes salary, insurance costs, training, uniforms, and other expenses; and that the County's 34 percent comes out to be about \$36,000. Higgins also noted the Personnel Committee recommends moving forward with the 66/34 split.

The Board discussed that some would like to see the County's contribution to be a little higher; expressed concern that other districts will expect the same kind of services in their schools; taxpayers wouldn't want to pay for a SRO for GHEC; the probability that the State Legislature will do something about this because it is high on everybody's priority and they're going to throw some money someplace for this and that will change everything; and that the Board wants to make a decision today in order to keep the process moving.

Mandy Fletcher, GHEC Superintendent, was present and noted her appreciation and consideration and that the discussion has been really good. I know that it wasn't coming at a time that is conducive to when you're looking at numbers and budgeting because we're coming mid-year for you. But, it is something that we feel very, very strongly about that it is a good investment for our future and clearly I'm going to be biased on this because the best investment that we can have is in our kids in hopes that they become very productive, well rounded, well-educated citizens and stay in this area. And, education today is very, very different from when all of us were educated and I know I said this last time; but, it is an interagency approach to reaching all of these kids and hoping that they become educated on not just academics but think what law enforcement can do for them, that they're there for them, that they stay interested, and grow up to be productive citizens in that arena. Fletcher went on to note coming to school for a lot of these kids is their safe place and we want to show that it's not just teachers and staff at the school but law enforcement is there for them also. And, we look at a school resource officer as somebody who can assist us with that. But also we feel that GHEC and law enforcement too that by picking up a little bit of the cost for an additional officer that we would be doing something that is fair and equitable for both and a benefit to both agencies. Fletcher also noted we are hoping for a little bit more simply because I can tell you that if I had a local police department...nothing against the Sheriff's Office because I think they are phenomenal and I love working with them and get very good responses from them...but if I had a local police department I would approach them first. I think that would be just the common sense thing to do. But unfortunately we don't have that in Granada and I do think that being as our first go-to agency that splitting the cost a little more 50/50 would be seen as a benefit to both GHEC as well as the citizens of Martin County. And I do realize that it is hard to see the benefit when you're residents and you're taxpayers. However, it is an investment that 10-12 years down the road is where you're going to see the return when we can reach all of these kids when they're young develop these relationships and like I said maybe they're going to say here, they're going to be productive citizens, and we're going to be contributing to Martin County.

After further discussion,

Motion by Commissioner Belgard, seconded by Commissioner Smith, Be It Resolved that the Martin County Board of Commissioners, upon the recommendation of the Martin County Personnel Committee, hereby approve and authorize moving forward with the development of a contract for a School Resource Officer Position for the Granada Huntley East Chain School District at a cost of 66% (GHEC) and 34% (Martin County) split. Carried unanimously.

Fletcher noted she will take the proposal back to the GHEC school board and will keep in contact with the Martin County Sheriff's Office and Board of Commissioners.

Corey Klanderud, Chief Deputy Martin County Sheriff's Office, was present to note that due to the recent resignation of a part time Communications Officer a contingent job offer has been given to the next candidate on our eligibility list. Klanderud recommends formal approval to move forward with the hire of Taylor Hilgendorf.

Motion by Commissioner Schmidtke, seconded by Commissioner Flohrs, Be It Resolved that the Martin County Board of Commissioners, upon the recommendation of the Martin County Sheriff's Office, hereby approve and ratify the hire of Taylor Hilgendorf, part time Communications Officer for the Martin County Sheriff's Office, effective May 8, 2018, at \$20.71/hour; not eligible for benefits. Carried unanimously.

Klanderud noted through the hiring process last fall for a full time patrol deputy and recent resignation we have gone back to our eligibility list and recommend the hire of Chad Schlichte contingent upon completed and satisfactory testing and background checks.

Motion by Commissioner Smith, seconded by Commissioner Schmidtke, Be It Resolved that the Martin County Board of Commissioners, upon the recommendation of the Martin County Sheriff's Office, hereby approve and authorize the hire of Chad Schlichte as full time Patrol Deputy for the Martin County Sheriff's Office, effective on or around June 10, 2018, at \$25.14/hour; and is contingent upon completed and satisfactory testing and background checks as determined by the County; and is eligible for benefits per Union Contract as it applies to this position. Carried unanimously.

Markquart presented a current Martin County Jail population update including twenty-nine (29) in custody, nine (9) out of county, and six (6) on electronic home monitoring.

Terry Viesselman, County Attorney, was present to provide a County Attorney's Office update including obtaining a lease for county attorney office space with his current landlord. Viesselman noted he has been negotiating with his landlord regarding lease term and conditions and that he will be sending a proposal to his landlord for review. Viesselman also noted that his landlord is okay with installing bullet proof glass at the county attorney's office. Viesselman continued with an update on the transfer of the existing Transit Facility to the Faribault-Martin County Transit Board noting that nothing new has transpired.

Higgins noted at a recent Board Work Session discussion included a recommendation from the Building and Purchasing Committee that the county attorney's office take over the office space currently occupied by the Department of Corrections (DOC) located at 117 No. Main and that

the DOC goes out on their own. The DOC is now with the understanding that the direction of the Building Committee is to have them move.

Commissioners asked if the DOC is willing to stay and for how long.

Higgins noted the DOC will agree to a multi-year lease; but, we're going to ask that we be able to opt out every year and give them 120 days or 90 days whatever it might be and I would consider that Terry (Viesselman) would do the same thing with his office lease proposal and not be locked in for three years in case the DOC does leave us and you have an empty building.

Doug Borchardt, Building Maintenance Supervisor, noted every year since the DOC has moved in they've had a list of improvements that they want. That facility down there...they have some of the best offices of any of our employees and they never seem to be satisfied.

Higgins noted there is a list of improvements and demands from the DOC that could be included in the rent.

Commissioner Belgard noted it seems to me like we're not moving the county attorney into that space, the DOC is happy there...for the short term – leave it like it is. I know not everybody is happy with that but there are a lot of different things that could happen to that property in five years so maybe it's okay for the short term to leave it the way it is.

Commissioner Schmidtke noted to not move the county attorney office now because there might be a justice center built...that shouldn't even be in the conversation. That could be twenty years from now.

After further discussion,

Motion by Commissioner Belgard, seconded by Commissioner Flohrs, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize the negotiation for renewal of lease for office space with the Minnesota Department of Corrections located at 117 North Main, Fairmont, MN, to include a multi-year renewal term with the ability to cancel lease at any time. Those voting in favor: Commissioners Smith, Belgard, Flohrs, and Mahoney. Those voting against: Commissioner Schmidtke. Motion carried.

Higgins reviewed a proposal from D&T Ventures for online employee services that was first presented to the Board in September 2017. This service is proposed to increase efficiencies in the County's payroll (i.e. printing, folding, stuffing envelopes, various interruptions when staff comes to pick up their direct deposit stubs, etc.). D&T Ventures provides employee self-service web services including paycheck stub information, W-2's, and other payroll related information. Higgins noted this hosted system was recommended to us by MCCC in order to coincide with our Paymate System. The cost of the one-time implementation fee is \$2,675 with a monthly fee of \$225 for maintenance and hosting (no change in price from September 2017). In an effort to meet the County's priority planning with efficiency and technology and to move this forward, the Auditor/Treasurer's Office is at a point to order more checks for direct deposit payroll

information. It is recommended to purchase the online Employee Self Service web services from D&T Ventures LLC.

Steve McDonald, MIS Director, was present to note the online service requires an email address to access the information and not all county employees have an email address; will the county only allow use of county email or will employees be able to look up information using their personal email accounts; time involved in resetting passwords if an employee forgets their password; county policy states we do not allow personal email use during business hours; and cost of one-time user fees at approximately \$75 per user.

Commissioner Smith noted the County is requiring direct deposit for payroll and expense reimbursements...this is just the next step to make this process more efficient for everyone and that there are ways to work around hurdles and figure out what needs to be done.

After further discussion,

Motion by Commissioner Schmidtke, seconded by Commissioner Smith, Be It Resolved that the Martin County Board of Commissioners, to increase efficiencies in county payroll and accounting operations, hereby approve moving forward with the purchase of online Employee Self Service web services from D&T Ventures LLC for online paycheck information, W-2's, and other payroll related information; for a 3 year agreement in the amount of \$2,675.00 plus \$225 per month for maintenance, hosting fees, and Secure SSL Certificate. Carried unanimously.

Higgins presented and reviewed amendments to the current Rural Broadband Initiative Grant (with Frontier). Higgins noted the revisions do not change the amount of the grant and include:

Revision #1 – Attached Exhibit C. Approved Budget supersedes previous Exhibit C. Approved Budget; and

Revision #2 – Exhibit D. Project Timetable (page 12) is amended as follows: Broadband Development Activities Completion Date ~~03/31/2018~~ 12/31/2018 or sooner.

After review and discussion,

Motion by Commissioner Smith, seconded by Commissioner Belgard, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize Board Chair to sign Amendment #1 (including Revision #1 and Revision #2) for Grant Agreement #BBGP-16-0034-K-FY17 Martin County (with Frontier) – Rural Broadband Initiative. Carried unanimously.

Higgins opened discussion and recommends approving per diems and expenses for commissioners to attend the Minnesota County Commissioners White House Conference to be held on May 31, 2018, in Washington, D.C.

After a brief discussion,

No action taken to approve and authorize per diems and expenses for Martin County Commissioners to attend the Minnesota County Commissioners White House Conference.

The Board reviewed warrants to be paid May 15, 2018.

Higgins opened discussion regarding payment in the amount of \$5,736.91 to S&J Excavating for work on a sewer project at 117 No. Main in Fairmont, MN, and recommends excluding from payment until this matter is cleared up.

After discussion,

Motion by Commissioner Flohrs, seconded by Commissioner Smith, Be It Resolved that the Martin County Board of Commissioners, hereby approve bills to be paid on May 15, 2018, excluding payment to S&J Excavating in the amount of \$5,736.91; and includes the Martin County Highway Department and Drainage bills as presented. Carried unanimously.

Warrants received and paid May 15, 2018, are registered on file in the Auditor/Treasurer's Office as follows:

Revenue Fund – Warrants Approved May 15, 2018	\$123,474.98
Sheriff's Contingency Fund	\$ 1,076.31
Martin County Economic Development Fund	\$ 1,269.05
Solid Waste Management Fund	\$ 37,871.18
Law Library Fund	\$ 22.06
Ind. Sewage Treatment System Loans	\$ 11,141.60
Building – CIP – Fund	\$ 6,622.99
Bank Building Fund	\$ 2,965.27
Refunding Fund	\$ 4,831.00
Taxes and Penalties Even Years	<u>\$ 8,321.00</u>
	Total \$197,595.44
Road and Bridge Funds Totaled	\$ 17,132.16
Martin County Ditch Funds Totaled	\$ 41,331.00

The Board reviewed reports and announcements including: Future of the Rural Minnesota Energy Board Property Assessed Clean Energy Program; 2018 Interlaken Heritage Days Parade Information (June 9, 2018); and Martin County Fair Booth Information (August 13-19, 2018).

Commissioners reviewed their calendars of previous and upcoming meetings and activities: May 1, 2018 – regular Board of Commissioners meeting at 9:00 a.m. and Board Work Session at 11:00 a.m.; May 2, 2018 – Human Services Executive Board meeting, last Advisory Task Force Meeting for Huntley to Wilmarth 345k Powerline, and Martin County Veterans Memorial Committee meeting; May 3, 2018 – Laserfische demo with County Attorney's Office; May 4, 2018 – Healthy Living/Bike Safety in Truman, MN, May 5-6, 2018 – Annual Kinship Sale (netted \$10,000); May 7, 2018 – Martin County EDA meeting at 5:15 p.m. – Commissioners Meeting Room – Martin County Courthouse; May 8, 2018 – Library Board meeting at Trimont, MN; May 9, 2018 – F-M Joint Transit Executive Board meeting, Public Hearing in Winnebago, MN, for the Huntley to Wilmarth 345k Powerline, Martin County Parks/Trail Committee meeting, Bureau 14 meeting, and Community Center meeting; May 10, 2018 – Soil and Water Committee meeting, Region 9 Transportation Advisory Committee meeting at Mn/DOT in

Mankato, MN, and Personnel Committee meeting; May 11, 2018 – GBERBA meeting; May 14, 2018 – Upward Bound Open House; May 15, 2018 – Public Employee Appreciation Lunch at 11:30 a.m. and Building Committee meeting; May 16, 2018 – Human Services regular meeting at Fairmont, MN; May 21, 2018 – Martin County Substance Abuse Prevention meeting and MVAC meeting at Mankato, MN, at 4:00 p.m.; May 22, 2018 – Planning and Zoning meeting at 5:30 p.m., and Human Services Meet the Board Day; May 23, 2018 – Convention & Visitor’s Bureau meeting, and SHIP meeting; May 24, 2018 – South Central EMS meeting at Eagle Lake, MN, and AgriBusiness meeting at Interlaken Golf Club in Fairmont, MN; May 28, 2018 – Memorial Day Holiday – courthouse closed; May 29, 2018 – Kinship of Martin County meeting; May 30, 2018 – South Central Minnesota Multi-County HRA Board meeting; June 4, 2018 – Martin County EDA meeting at 5:15 p.m. – Commissioners Meeting Room – Martin County Courthouse, and Beyond the Yellow Ribbon meeting; June 5, 2018 – Extension Advisory Committee meeting at 8:00 a.m., and regular Board of Commissioners meeting at 9:00 a.m.

Forshee noted filings for re-election open up a week from today – May 22nd through June 5th.

With no further business to wit, Board Chair adjourned the meeting at 10:37 a.m.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Tom Mahoney, Board Chair

ATTEST: _____
Scott Higgins, Board Chair