

PROCEEDINGS OF THE
MARTIN COUNTY BOARD OF COMMISSIONERS
TUESDAY, OCTOBER 15, 2019
@ 9:00 A.M.

The regular meeting of the Martin County Board of Commissioners was called to order at 9:00 a.m. by Chairwoman Kathy Smith. Commissioners present were Richard Koons, Tom Mahoney, Kathy Smith, Elliot Belgard, and Steve Flohrs. Also present were Scott Higgins, Martin County Coordinator, Jessica Korte, Martin County Auditor/Treasurer, Terry Viesselman, County Attorney, Rod Halvorsen, City of Lakes Media, Jason Sorensen, Sentinel Newspaper, Julie Walters, Administrative Assistant, and members of staff and public.

The Pledge of Allegiance was recited.

Motion by Commissioner Mahoney, seconded by Commissioner Belgard, Be It Resolved that the Martin County Board of Commissioners, hereby approve the agenda for the October 15, 2019, regular Board of Commissioners meeting with the following: Delete 9.9 Consider Compensation & Classification Plan Pay Matrix – DDA Consultant. Carried unanimously.

Motion by Commissioner Flohrs, seconded by Commissioner Koons, Be It Resolved that the Martin County Board of Commissioners, hereby approve the minutes of the September 17, 2019, regular Board of Commissioners meeting. Carried unanimously.

Lawrence Lau, Martin County Humane Society Board Member, was present and noted his purpose for being here this morning is to seek financial assistance on two projects that are going on at the Humane Society including tiling of the dog run area and repairing existing fencing and putting in additional fencing (for the dog runs) to make the operation run a bit smoother. In last year's inspection by the state a negative response was noted that we had moisture/water in the backyard where the dog runs are and we want to increase the number of dog runs and also repair existing fencing and install new fencing. Lau went on to note we get most of our funding through grants, donations, and fund raisers. It is my understanding that the City of Fairmont has put \$7,500 in their budget to cover the tiling for us. We would like to complete the tiling project yet this year and repair and new fencing would be next year. Total project expense is \$26,666.50. Lau reviewed a breakdown of projects and expenses:

Project Objectives:

1. Become compliant with the state Inspector's guidelines regarding standing water.
2. Increase the number of dog runs.
3. Repair fencing of existing dog runs.

Project Expenses:

1. Topological Survey \$1,051.50
2. Tile backyard to address drainage issues \$10,750
3. Fencing for new runs \$9,632.00
4. Old fence repairs and labor for installing new fencing \$5,233

Money Received for Project: \$10,000

1. Martin County Foundation \$3,000
2. Schmidt Foundation \$6,000
3. Maday Family in Memory of Betty Maday \$1,000

Remaining money needed to fund the project: \$16,666.50

Explanation of Need:

1. The Martin County Humane Society takes in an average of 250 dogs per year.
2. Water drainage is needed in order to maintain kennel license per state Inspector. This was the only negative comment on our kennel inspection.
3. Standing water harbors infectious diseases, especially giardia (intestinal parasite), allowing transfer to healthy animals and reinfection to those that have been treated or are being treated. Dogs with contagious illnesses are less adoptable and incur more costs to the shelter.
4. Two times in the past year, giardia outbreaks have been so severe at the shelter that choices have been made to treat the total K9 population.
5. Standing water has frozen during the early spring causing fall risks to employees.
6. Current dog kennels have areas where fencing is damaged and needs replacing so there is no risk of dog escape.
7. Our average population includes 14 dogs; there are currently only 4 large outdoor dog kennels and 4 small outdoor dog kennels, not enough to accommodate our typical population size.
 - a. Dogs tied up versus put in outdoor runs when outside pose safety risk to visitors.
 - b. Dogs tied up versus put in outdoor runs when outside get less exercise.

Discussion ensued including the County currently allocates \$300 per month to the Martin County Humane Society; and Terry Viesselman, County Attorney, noted Minnesota Statute 343.11 allows County Boards to appropriate public funds for the maintenance and support of a local society for the prevention of cruelty to animals, provided that the money is not expended for the payment of the salary of any officer of the society. This funding request would be an allowable expenditure by the County.

After review and discussion,

Motion by Commissioner Mahoney, seconded by Commissioner Koons, Be It Resolved that the Martin County Board of Commissioners, hereby receive and file the CY2020 Budget Allocation Request received from the Martin County Humane Society. Carried unanimously.

Chairwoman Smith informed Lau the Board appreciates all you do. You do a wonderful service for our community and we thank you very much.

Stephanie Busiahn, Executive Director Fairmont Convention and Visitors Bureau (CVB), was present to request funding in CY2020 for Visit Fairmont. Visit Fairmont is a tourism marketing organization with the purpose of promoting the importance of tourism to attract new visitors and encourage return visits to Martin County.

Motion by Commissioner Belgard, seconded by Commissioner Flohrs, Be It Resolved that the Martin County Board of Commissioners, hereby receive and file the CY2020 Budget Allocation Request received from Visit Fairmont in the amount of \$4,000. Carried unanimously.

Viesselman noted he has been contacted by the City of Trimont about doing their prosecutions now that Jim Wilson has sent letters out that he is officially retiring the end of this year (2019). Viesselman went on to note that he will prepare a proposed agreement specifying terms and fees for the County Attorney's Office to provide these services for the City of Trimont and will send to the City of Trimont to review.

Chairwoman Smith commended Viesselman for the Supreme Court Justices visit last week noting that Viesselman had a hand in bringing them to Martin County.

Kevin Peyman, County Engineer, was present to provide a Highway Department Update including: installation of bridge for Waverly Township on 210th Street is tentatively scheduled for next week; CSAH 54 Project still moving dirt before putting in a box culvert and project is still anticipated to finish by end of October (2019); and the Highway Department crew is getting as much of the fall maintenance done as we can but are also preparing for winter. We went through all the plows so they're all ready to be put on trucks as needed and salt and sand is full We're in that combination of preparing for winter but hoping we'll get some time to finish up summer activities.

Corey Klanderud, Chief Deputy Martin County Sheriff's Office, was present to request approval to send four (4) dispatchers to training in Milford, Iowa on November 12, 2019.

Motion by Commissioner Belgard, seconded by Commissioner Flohrs, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize the out of state travel request for four (4) dispatchers to attend the Introduction to Crisis Negotiation for Dispatchers training in Milford, Iowa on November 12, 2019. Carried unanimously.

Klanderud noted the Martin County Sheriff's Office has accepted the resignation of Eugene "Duffy" Post, part time Transport Officer, effective October 10, 2019; and has accepted the resignation of Tashina Hanson, part time Corrections Officer, effective October 10, 2019; and asks the Board to do the same. Klanderud also recommends the Martin County Sheriff's Office advertise for recruitment to fill the vacancies.

Motion by Commissioner Belgard, seconded by Commissioner Koons, Be It Resolved that the Martin County Board of Commissioners, hereby accept the resignation of Eugene Post as part time Transport Officer for the Martin County Sheriff's Office, effective October 10, 2019; and accept the resignation of Tashina Hanson as part time Corrections Officer for the Martin County Sheriff's Office, effective October 10, 2019. Carried unanimously.

Motion by Commissioner Mahoney, seconded by Commissioner Flohrs, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize recruitment to fill the part time Transport Officer and part time Corrections Officer vacancies in the Martin County Sheriff's Office. Carried unanimously.

Mike Sheplee, County Assessor, was present to provide information and background on Homestead Administration in the Martin County Assessor's Office. Homestead is a set of statutes that are administered by the Assessor's in Minnesota. Benefits of the homestead classification include a 1% class rate on up to \$500,000 in taxable market value and for non-homestead it is 1.25%. There is a market value exclusion available which may reduce a property's taxable market value on a sliding scale up to \$413,000 and there are other programs such as the disabled veterans' market value exclusion, senior citizens' property tax deferral, and property tax refunds that apply to homestead classifications.

Sheplee noted in August 2015 the Minnesota Historical Society put out a new general retention schedule. On that retention schedule was the requirement that homestead applications be retained in our office for the entire length of the homestead plus ten (10) years. Unfortunately before that time we believed it to be ten (10) years only. So any homestead that had been in existence longer than ten (10) years at that time was destroyed. As I became the new Assessor this year I was required to do an audit of our homestead administration and that required locating all the homestead applications that should be in existence. There are 4,100 that we do not have.

Sheplee went on to note in addition to missing those applications there have been changes on what is required on the applications over time. Now applications require the social security numbers of all owners who occupy the property including the spouse of each owner regardless of whether that spouse lives at the requested homestead location or not. And while we follow vital records in looking for changes in where people are living and whether they're still residents or if they're living, one thing that we've seen that we're missing or could be missing is we just don't know if people move and rent out their home. Homeowners are required by law to let the Assessor know when they move out of their place. So one way that I can get a better handle on not only the needed forms so that we have a complete set, and to additionally get the social security numbers that have been missing because of the change in what's been required, is to send out new applications to these 4,100 and request that they be completed and sent back to us.

Sheplee also noted the letter that we're sending gives them 60 days to reply and we're trying to make it very clear on the top that this affects your taxes if you don't reply by December 15th. We're going to start mailing today and they'll have 60 days to reply. We're going to send out a follow up in 30 days to give them a second reminder. And then after December 15th if we don't hear from them we change them to non-homestead until they send us an application.

After discussion,

Motion by Commissioner Koons, seconded by Commissioner Belgard, Be It Resolved that the Martin County Board of Commissioners, hereby approve and adopt proposed Homestead Application Policy updating Martin County's administration of the Homestead Administration Process, effective October 15, 2019. Carried unanimously.

Jenny Trushenski, Martin County Library Director, was present to address and review a subject that the Personnel Committee has been talking about pertaining to Library Board Appointments and voting members. Trushenski noted looking back in our minutes about twenty-five years ago or so the commissioner on our Library Board asked to be a non-voting member so that's the way

that's been. There was interest in reverting back to having a Commissioner become a full voting member and that works; but, then we have a six person library board which does not work. Trushenski noted in meeting with the Personnel Committee it was decided the best way forward would be to add a seventh board member to the Library Board. Right now there's five and then (Commissioner) Steve (Flohrs) we would have six and the seventh person would be an At Large citizen from somewhere within the County. That was the direction we were looking at going. Trushenski also noted I did discuss this with the Library Board at their meeting last week, had updated By- Laws in a draft form to reflect that change, and they are in agreement that would work well.

After discussion,

Motion by Commissioner Belgard, seconded by Commissioner Mahoney, Be It Resolved that the Martin County Board of Commissioners, hereby approve and appoint the Martin County Board representative as a voting member of the Martin County Library Board and increase the Martin County Library Board from five board members to seven voting board members. Carried unanimously.

Mike Forstner, Martin County Drainage Administrator, was present to recommend the Board accept an Improvement Petition on Martin County Ditch No. 28; and to recommend the appointment of Chuck Brandel, Engineer with I&S Group, as engineer for the proposed Improvement Project.

Motion by Commissioner Koons, seconded by Commissioner Belgard, acting as the Drainage Authority for Martin County, hereby accept the Petition for an Improvement on County Ditch #28; and appoint Chuck Brandel with I&S Group, as Engineer for the Improvement Project. Carried unanimously.

Jessica Korte, Auditor/Treasurer, noted the Auditor/Treasurer's Office received a request from the City of Ceylon to purchase two of the parcels that are on the Forfeited Land List this year. In an email from the city clerk both parcels are bare land. One of the parcels is for an economic development project and the other parcel is for public purpose where the city owns properties on each side. Korte recommends that these non-conservation tax forfeited parcels be sold each to the City of Ceylon for the sum of \$1.

Motion by Commissioner Koons, seconded by Commissioner Mahoney,

Resolution #41/19

Conveyance of Certain Parcels of Tax Forfeited Nonconservation
Land Located in the City of Ceylon, MN to the City of Ceylon, MN

WHEREAS, there are certain parcels of nonconservation land located in the City of Ceylon, Minnesota, which have been forfeited to the State of Minnesota for nonpayment of property taxes; and

WHEREAS, the City of Ceylon has requested that the County Board of Martin County convey the following nonconservation tax-forfeited land to the City of Ceylon for economic development project:

Parcel 21.260.0070 W60' of 2 E20' of 3 of
Block 4 Cardwells
Extension

and

WHEREAS, the County Board of Martin County determines that a sale of the above parcels at a reduced price is in the public interest because a reduced price is necessary to provide an incentive to correct the blighted conditions that make the lands undesirable in the open market, or the reduced price will lead to the development of affordable housing; and the City of Ceylon has documented its specific plans for correcting the blighted conditions or developing affordable housing, and the specific law or laws that empower it to acquire real property in furtherance of the plans;

NOW, THEREFORE, BE IT RESOLVED, that the above described parcels of nonconservation tax-forfeited land be sold each to the City of Ceylon for the sum of \$1 and other good and valuable consideration.

Adopted by the County Board for Martin County, Minnesota, this 15th Day of October, 2019.

Kathy Smith, Board Chair

Attest: _____
Scott Higgins, County Coordinator

Roll Call AYES: Commissioners Belgard, Flohrs, Mahoney, Koons, and Smith. NAYS: None. Resolution duly passed and adopted this 15th day of October, 2019.

Korte presented a resolution authorizing the public sale of tax forfeited land in the County. Korte noted the resolution sets the terms and conditions, date and time of sale. Korte went on to note the sale is set for Friday, November 22, 2019, at 9:00 a.m. in the Commissioners Board Room – Martin County Courthouse.

Motion by Commissioner Flohrs, seconded by Commissioner Koons,

RESOLUTION #40/19

AUTHORIZING & FIXING TERMS OF TAX SALE:

BE IT RESOLVED, that all parcels of tax-forfeited land listed on the List of Tax-Forfeited Land #2019-1 be classified as non-conservation land; that the basic sale price of each

parcel on the List of Tax-Forfeited Land #2019-1, that is on file with the Martin County Auditor/Treasurer, be approved and authorization for a public sale of this land be granted, pursuant to M.S 282.01; that the sale will be held at **9:00 a.m. Friday, November 22, 2019** by the Martin County Auditor/Treasurer, in the Commissioners Room, 1st Floor in the Martin County Courthouse, 201 Lake Avenue, Fairmont, Minnesota, beginning and not less than the basic sale price; and that all sales shall be full payment and on the terms set forth on the List of Tax-Forfeited Land #2019-1 dated October 15, 2019.

BE IT FURTHER RESOLVED, that the conditions and terms of the public sale shall be as described in the list contained herein and approved by the Martin County Board of Commissioners.

Motion was made by Commissioner Flohrs, seconded by Commissioner Koons and carried.

Dated this 15th Day of October, 2019.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MINNESOTA

Kathy A. Smith, Chairperson

ATTEST: _____
Scott Higgins
Martin County Coordinator

Roll Call AYES: Commissioners Mahoney, Belgard, Koons, Flohrs, and Smith. NAYS: None. Resolution duly passed and adopted this 15th day of October, 2019.

Scott Higgins, County Coordinator, noted the Association of Minnesota Counties (AMC) requests that each county provide voting delegates to the Annual Conference to be held December 9-11, 2019, in St. Cloud, MN. Higgins went on to note the County is allowed up to eight (8) voting delegates, and recommends the following eight delegates: Commissioners Smith, Flohrs, Koons, Mahoney, and Belgard; and Leigha Hauglid and Julie Walters. Higgins noted one additional delegate needs to be named.

After discussion,

Motion by Commissioner Belgard, seconded by Commissioner Mahoney, Be It Resolved that the Martin County Commissioners, hereby appoint the following individuals as voting delegates to the Association of Minnesota Counties (AMC) Annual Conference to be held December 9-11, 2019, in St. Cloud, Minnesota; Commissioners Smith, Flohrs, Koons, Mahoney, and Belgard; and Leigha Hauglid, Julie Walters, and Jessica Korte. Carried unanimously.

The Board reviewed Warrants, Auditor Warrants, and EFT Transactions to be paid October 15, 2019.

Motion by Commissioner Mahoney, seconded by Commissioner Belgard, Be It Resolved that the Martin County Board of Commissioners, hereby approve Warrants, Auditor Warrants, and EFT Transactions to be paid on October 15, 2019, and includes the Martin County Highway Department and Drainage bills as presented. Carried unanimously.

Warrants received and paid October 15, 2019, are registered on file in the Auditor/Treasurer's Office as follows:

Revenue Fund – Warrants Approved October 15, 2019	\$172,498.11
Enhanced 9-1-1 Fund	\$ 246.00
Sheriff's Contingency Fund	\$ 257.35
Martin County Economic Development Fund	\$ 694.28
Solid Waste Management Fund	\$ 46,523.71
Law Library Fund	\$ 552.63
County Attorney's Forfeiture Fund	\$ 180.00
Recorder's Technology Fund	\$ 2,250.00
Building – CIP – Fund	\$ 1,863.37
Human Service Building Fund	<u>\$ 6,186.85</u>
Total	\$231,252.30
Road and Bridge Funds Totaled	\$ 28,582.59
Martin County Ditch Funds Totaled	\$238,537.88

The Board reviewed Reports and Announcements including the AMC District 7 Fall Meeting to be held on Friday, November 1, 2019 in Blue Earth County (Commissioners planning to attend include Mahoney, Belgard, Flohrs, Koons, and Smith); and 30th Annual Fairmont Glows Parade Registration Letter.

Commissioners reviewed their calendars of previous and upcoming meetings and activities: October 2, 2019 – Martin County Veterans Memorial Committee meeting, Human Services Executive Board meeting, State Bonding Pre-Tour meeting, Community Health Conference in Brainerd, MN; October 3, 2019 – Tour of Manufacturing; October 7, 2019 – regular Martin County EDA meeting at 5:15 p.m.; October 8, 2019 – Library Board meeting, F-M Joint County Transit Executive Board meeting, Martin County Substance Abuse Prevention meeting, and Supreme Court Justices Dinner; October 9, 2019 – SHIP meeting, Minnesota House of Representatives Capital Investment Committee State Bonding Tour, Supreme Court Meet and Greet, and Region 9 Development Commission meeting; October 11, 2019 – Prairieland meeting; October 14, 2019 – County In Service Day (offices closed to the public); October 15, 2019 – next regular Board of Commissioners meeting at 9:00 a.m. – Commissioners Meeting Room – Martin County Courthouse, Building and Purchasing Committee meeting, Personnel Committee meeting; October 16, 2019 – Park Board meeting at Cedar-Hanson, Human Services Full Board meeting, F-M Joint County Transit Full Board meeting, One Watershed One Plan meeting; October 17, 2019 – Traverse des Sioux Library meeting in Mankato, Minnesota, Census meeting; October 18, 2019 – Union Negotiations at 10:30 a.m.; October 21, 2019 – Blandin Foundation Leadership Training (week of 10-21-19 – Commissioner Smith attending), WorkForce meeting in New Ulm, Minnesota; October 30, 2019 – Open Enrollment for Health

and Other Insurances for Year 2020 – 7:15 a.m. Highway Shop, 9:00 a.m. and 10:30 a.m. – Commissioners Meeting Room; November 1, 2019 – AMC District 7 Meeting in Blue Earth County; November 4, 2019 – regular Martin County EDA meeting at 5:15 p.m.; November 5, 2019 – next regular Board of Commissioners meeting at 9:00 a.m. – Commissioners Meeting Room – Martin County Courthouse.

With no further business to wit, Motion by Commissioner Koons, seconded by Commissioner Flohrs, to adjourn the meeting.

Meeting adjourned at 10:16 a.m.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Kathy Smith, Board Chair

ATTEST: _____
Scott Higgins, County Coordinator