

PROCEEDINGS OF THE
MARTIN COUNTY BOARD OF COMMISSIONERS
TUESDAY, JANUARY 7, 2020
@ 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 Steve Flohrs, Richard Koons, Elliot Belgard, and Kathy Smith. Commissioner Mahoney was absent. 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.

Commissioner Smith called for nominations for Chair for the year 2020.

Commissioner Belgard nominated Steve Flohrs for Chair.

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

Motion by Commissioner Belgard, seconded by Commissioner Koons, to nominate and to cast a unanimous ballot for Steve Flohrs as Chair for 2020. All voting in favor. Motion carried.

Chairman Flohrs called for nominations for Vice Chair for the year 2020.

Commissioner Koons nominated Elliot Belgard for Vice Chair.

Chairman Flohrs called for any other nominations. There were none.

Motion by Commissioner Koons, second by Commissioner Smith, to nominate and to cast a unanimous ballot for Elliot Belgard as Vice Chair for 2020. All voting in favor. Motion carried.

Motion by Commissioner Belgard, seconded by Commissioner Koons, Be It Resolved that the Martin County Board of Commissioners, hereby approve the agenda for the January 7, 2020, regular Board of Commissioners meeting with the following: Delete 5.2 Legislative Update – Representative Robert Gunther. Carried unanimously.

Motion by Commissioner Smith, seconded by Commissioner Belgard, Be It Resolved that the Martin County Board of Commissioners, hereby approve the minutes of the December 3, 2019, regular Board of Commissioners meeting; and approve the minutes of the December 17, 2019, regular Board of Commissioners meeting. Carried unanimously.

Rebecca Bentele, Victim Witness Coordinator, was present to introduce Sue Koons, part time Administrative Assistant for the Victim Witness Office. Bentele noted that Koons began her duties on November 20, 2019.

The Board welcomed Koons to her new duties.

Jessica Korte, Martin County Auditor/Treasurer, was present to request the Board to rescind an Off-Sale Intoxicating Liquor License that was approved for Ghost Town Tavern at the December 17, 2019, regular Board meeting due to the state statute requirement to hold a public hearing prior to issuance of a new Off-Sale Intoxicating Liquor License.

After discussion,

Motion by Commissioner Smith, seconded by Commissioner Belgard, Be It Resolved that the Martin County Board of Commissioners, hereby rescind the Off-Sale Intoxicating Liquor License for Ghost Town Tavern, LLC located at 1203 260th Avenue in Granada, Minnesota due to the need for a public hearing prior to issuance of a new license. Carried unanimously.

Motion by Commissioner Belgard, seconded by Commissioner Koons, Be It Resolved that the Martin County Board of Commissioners, hereby sets a public hearing date of Tuesday, February 4, 2020, at 9:05 a.m. to hold a public hearing in consideration of an Off-Sale Intoxicating Liquor License for Ghost Town Tavern, LLC located at 1203 260th Avenue in Granada, Minnesota. Carried unanimously.

Jim Miller, past chairman of the Martin County Veterans Memorial Committee, was present to review a purchase agreement received from Brodin Studios in Kimball, Minnesota to commission the artist and proceed with artwork necessary for life-size bronze sculpture(s) to be placed at the Martin County Veterans Memorial Site.

Miller reviewed bids received for the bronze sculptures noting freight and installation was not included in the bid from Matthews Architectural Products; therefore, Miller included an estimate based on 5% of the total cost of the statues. Miller also noted Brodin Studios is a Minnesota based company and a subsidiary of Matthews Architectural Products is located in Pittsburg (Pennsylvania). Miller and the Martin County Veterans Memorial Committee recommend commissioning Brodin Studios.

Bronze Statue Competitive Factors	
Brodin Studios:	
Total Cost of 4 statues	\$123,000.00
Includes freight and installation	
Minnesota Based	
Matthews Architectural Products:	
Cost of 4 statues	\$ 98,016.00
Estimated Freight	\$ 4,900.00
Estimated Installation	\$ 4,900.00
Estimated Total Cost	\$107,816.00
Foreign Based	

Miller reviewed the Brodin purchase agreement noting that a \$20,000 down payment along with the signed agreement is required prior to beginning the artwork for the sculptures. Miller went

on to request the \$20,000 down payment is issued by the County and that the Martin County Veterans Memorial Committee will request reimbursement from Minnesota Legacy Program funds received (\$97,000); and that the balance of the sculptures will be funded by the Martin County Veterans Memorial Committee through donations. Miller noted Brodin Studios has indicated the bronze statues could be completed and installed by the August 1, 2020 Cobra helicopter dedication.

After discussion,

Motion by Commissioner Belgard, seconded by Commissioner Koons, Be It Resolved that the Martin County Board of Commissioners, hereby approve Life-Size Veterans Memorial Sculpture Commission Agreement in the amount of \$123,000 with Brodin Studios in Kimball, Minnesota to design and construct an original bronze work of art to be installed and displayed at the Martin County Veterans Memorial Site; and approve and authorize the county to issue a \$20,000 down payment to commission the artist and that the Martin County Veterans Memorial Committee will reimburse Martin County for the commission down payment; and authorize Martin County Veterans Memorial Committee's designated representative to sign the Commission Agreement. Carried unanimously.

Kevin Peyman, County Engineer, was present to report on the final contract for SAP 046-599-077 Grading & Bridge Replacement Project in Waverly Township with Mathiowetz Construction of Sleepy Eye, Minnesota. Peyman noted final examination has been made, contract has been completed, and the entire amount of work has been performed. Peyman recommends approval in the amount of \$306,963.10.

Motion by Commissioner Koons, seconded by Commissioner Smith, Be It Resolved that the Martin County Board of Commissioners, upon the recommendation of Kevin Peyman, County Engineer, hereby approve the final contract payment for SAP 046-599-077 Grading & Bridge Replacement Project in Waverly Township with Mathiowetz Construction of Sleepy Eye, Minnesota in the amount of \$306,963.10. Carried unanimously.

Peyman noted the Martin County Highway Department has received and accepted the resignation of Jim Plumhoff, Highway Maintenance Specialist, and recommends approval to fill the Highway Maintenance Specialist position.

Motion by Commissioner Belgard, seconded by Commissioner Koons, Be It Resolved that the Martin County Board of Commissioners, hereby approve and accept the resignation of Jim Plumhoff, Highway Maintenance Specialist for the Martin County Highway Department, effective January 31, 2020. Carried unanimously.

Motion by Commissioner Koons, seconded by Commissioner Belgard, Be It Resolved that the Martin County Board of Commissioners, hereby approve and authorize recruitment to fill the Highway Maintenance Specialist vacancy. Carried unanimously.

Peyman continued recommending the purchase of a new tar kettle. Peyman noted the Highway Department has \$60,000 budgeted in 2020 for the purchase of a tar kettle and that the existing

kettle is a 2013 model. The new kettle will have updated equipment and safety features noting the new tar kettle will have more guards to help prevent burn incidents and will have a wireless camera system that will enable the driver to see what's going on behind them and when people are loading and not loading so it is safer for pulling ahead and moving the operation ahead. The state contract price is \$52,969.00 and Peyman recommends the purchase from Stepp Manufacturing. Peyman also noted by purchasing early, ideally, we'll have it for the early crack filling season.

Motion by Commissioner Koons, seconded by Commissioner Belgard, Be It Resolved that the Martin County Board of Commissioners, after careful consideration for the purchase of a tar kettle, and upon the recommendation of County Engineer, hereby approve the purchase of a budgeted tar kettle at the state contract price of \$52,969.00 from Stepp Manufacturing in North Branch, Minnesota. Carried unanimously.

Peyman continued with a brief Highway Department Update including we had no one work on Christmas or New Year's which hasn't happened in quite a few years; have caught up on tree trimming that we wanted to get done; and with the nice weather have been doing a little bit of crack filling this week.

Jeff Markquart, Martin County Sheriff, presented the State of Minnesota Snowmobile Safety Enforcement Grant Contract for FY2020/2021 in the amount of \$4,138.00 annually. The grant is effective July 1, 2019 and expires June 30, 2021 and covers costs related to labor and equipment dedicated to snowmobile safety enforcement.

Motion by Commissioner Smith, seconded by Commissioner Belgard,

R-#01/'20

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 Program for July 1, 2019 through June 30, 2021 in the amount of \$4,138.00 annually.

BE IT FURTHER RESOLVED, that Mike Anderson, Martin County Sheriff's Office 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 Smith, seconded by Commissioner Belgard, said resolution was duly passed and adopted this 7th day of January, 2020.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Board Chair

ATTEST: _____
Scott Higgins, County Coordinator

Roll Call AYES: Commissioners Koons, Belgard, Smith, and Flohrs. NAYS: None. Commissioner Mahoney was absent. Resolution duly passed and adopted this 7th day of January, 2020.

Higgins noted a tentative agreement has been reached with the Highway Supervisors Association. The proposed tentative agreement is as follows:

- Agreed to a three year contract (2020, 2021 and 2022).
- Union agrees to place employees into new pay structure with 2.5% General Wage Adjustment to salaries on an annual basis (2020 through 2022), unless a higher rate is approved by the Board.
- For calendar years 2020 through 2022, the Union has agreed to continue the same health insurance plan and contribution rates as the county non-union employees.
- Article III. Non-Discrimination – Add to verbiage that we will not discriminate against: “age, disability, gender, identity, sexual orientation, or genetic information.” (To bring it current with EEOC guideline).
- Article IX. Paid Time Off – Recommend adding to include the care of additional family members to include: step-child, foster-child, adult child, mother-in-law, father-in-law, and step-parents.
- Article XIII. Funeral Leave – Recommend Immediate Family shall be defined as the employee’s spouse, children, step-children, foster child, parents, step-parents, siblings, step-siblings, half-siblings, grandparents, step-grandparents, grandchildren, and step-grandchildren.
- Article XIV. Leave of Absence – Correction to first sentence in regards to notifying management of Leave – to read “A request for a leave of absence, outside of regular PTO use, shall be submitted in writing by the employee to the County Highway Engineer and the County Human Resources Manager.” (To bring the contract language in line to current practices).
- Article XVI. Probation and Trial Periods – Agreed to extending the trial period for employees promoted from 30 days to 90 days. (This would allow more time for consideration of fit for the position for both the employee and employer).
- Article XX. Retirement – Agreed to remove the entire section, which could pose a risk of discrimination to talk to employees about their retirement within 120 days of their 65th Birthday (could be portrayed as forcing them into retirement).

After review,

Motion by Commissioner Belgard, seconded by Commissioner Koons, Be It Resolved that the Martin County Board of Commissioners, hereby approve the Martin County Highway Supervisors Union Tentative Agreement and Contract effective January 1, 2020 through December 31, 2022; and to authorize Board Chair to sign the respective Union Contract for the Highway Supervisors Association Union; and is contingent upon final review and mutual agreement of language revisions by the County Coordinator. Carried unanimously.

Higgins noted a tentative agreement has been reached with the Martin County Library AFSCME Local 1204C. The proposed tentative agreement is as follows:

- Agreed to a three year contract (2020, 2021 and 2022).
- Union agrees to place employees into new pay structure with 2.5% General Wage Adjustment to salaries on an annual basis (2020 through 2022), unless a higher rate is approved by the Board.
- For calendar years 2020 through 2022, the Union has agreed to continue the same health insurance plan and contribution rates as the county non-union employees.
- Removal of Medical, Optical, and Dental Reimbursement program language – This policy is no longer a benefit for any county employees.
- Verbiage added under “Schedules” section to include a flexible work schedule for temporary adjustment to the regular schedule with approval of the employee’s supervisor.
- Added verbiage to General Provisions of the contract from Library Board’s Mileage policy with the addition of coverage for mileage and travel time for library employees between their designated “home library” and assigned destination within Martin County (as directed by the Library Director). Mileage to be paid at the established IRS rate.
- Pending Union Vote: Holiday Provisions, Section 2 – Part-Time employees shall be entitled to a paid holiday based on their normal scheduled work hours when the holiday falls on a normal work day. OR Part-Time employees shall be entitled to pro-rated holiday pay for any of the designated holidays listed in the policy based on the number of hours worked in the week of the holiday.

Discussion ensued pertaining to the pending Union vote on Holiday Provisions, Section 2.

After discussion,

Motion by Commissioner Belgard, seconded by Commissioner Smith, Be It Resolved that the Martin County Board of Commissioners, hereby approve the Martin County Library AFSCME Local 1204C Tentative Agreement and Contract effective January 1, 2020 through December 31, 2022; and authorize Board Chair to sign the respective Union Contract for the Martin County Library AFSCME Local 1204C Union; and is contingent upon final review and mutual agreement of language revisions by the County Coordinator. Carried unanimously.

Leigha Hauglid, Human Resources Manager, was present to recommend Respectful Workplace training for all county employees and staff. Hauglid reviewed a training proposal that includes dealing with discrimination and harassment in the workplace that will give our employees the education they need to know where they need to go to report discrimination or harassment and how do deal with these issues in the workplace. Hauglid noted the proposal includes three sessions with a requirement that all employees must attend at least one of the sessions and that the cost for three sessions is \$3,500 and includes travel time and consultant time with Human Resources Manager, upper management, review of Martin County’s current policy, and video rights to the training for use with future new hires.

Motion by Commissioner Koons, seconded by Commissioner Smith, Be It Resolved that the Martin County Board of Commissioners, due to harassment training becoming a critical piece of a safe and respectful workplace, and in order to effectively train employees and staff with enough information to know what to do when confronted with a harassment issue, hereby

approve and authorize Board Chair to enter into a Respectful Workplace training agreement with tHRive Law & Consulting to schedule mandatory Respectful Workplace training for all Martin County employees and staff. Carried unanimously.

Higgins noted that Martin County was able to receive a SHIP Wellness Grant through the State Health Improvement Plan Mini-Grant again this year. We received \$2,000 last fiscal year and will receive \$1,090 (with 10% in-kind match) in 2020 to help achieve the goals of reducing obesity and tobacco use in our community. Higgins recommends acceptance of the SHIP Wellness Grant.

Motion by Commissioner Belgard, seconded by Commissioner Smith, Be It Resolved that the Martin County Board of Commissioners, hereby accept the 2019-2020 FMW SHIP Wellness Mini-Grant award in the amount of \$1,090; and authorize the Board chair and/or County Coordinator to sign the Statewide Health Improvement Program Faribault, Martin & Watonwan Counties Mini-Grant Cooperative Agreement and required grant reporting documentation. Carried unanimously.

Jessica Korte, Martin County Auditor/Treasurer, noted grant applications are now being accepted for Minnesota's Voting Equipment Grants and that the 2019 legislature authorized an additional \$2 Million in grant funding available to counties, cities, towns, and school districts to assist with the purchase of voting equipment. Korte went on to note Martin County's application is asking for a total of \$136,650 (maximum amount possible) to replace M100's and Automark machines moving forward in the year 2021 and presented a resolution approving Martin County's application for funding from the Voting Equipment Grant.

Discussion ensued pertaining to Townships opting for mail-in ballots versus voting machines.

After discussion,

Motion by Commissioner Smith, seconded by Commissioner Belgard,

R-#12/'20

RESOLUTION
APPROVING MARTIN COUNTY'S APPLICATION FOR FUNDING
FROM THE VOTING EQUIPMENT GRANT

WHEREAS, Minnesota counties are responsible for administering elections, which includes the purchase and maintenance of supplies and election equipment, including accessible voting equipment; and

WHEREAS, Minnesota last updated much of its voting equipment between 2002 and 2006 meaning that the equipment is rapidly approaching the end of its 10 to 15 year lifespan; and

WHEREAS, it's essential for precincts to have functioning voting equipment so that voters are able to cast their ballot on equipment that is secure, accessible, accurate, and reliable; and

WHEREAS, Minnesota's 2019 Legislature authorized an additional \$2 million for the Voting Equipment Grant Account to assist counties, cities, towns, and school districts with the purchase of voting equipment; and

WHEREAS, to receive funding from the Voting Equipment Grant Account, counties must submit an application to the Minnesota Secretary of State before January 31, 2020.

NOW, THEREFORE, BE IT RESOLVED, Martin County approves its application for funding from the Voting Equipment Grant; and

BE IT FURTHER RESOLVED, Martin County certifies that any funds awarded from the Voting Equipment Grant will be used only to purchase assistive voting technology, an electronic roster system, an electronic voting system, any individual component of an electronic voting system, or any other equipment or technology approved by the Secretary of State.

Motion by Commissioner Smith, seconded by Commissioner Belgard, said resolution was duly approved and adopted this 7th day of January, 2020.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Board Chair

ATTEST: _____
Scott Higgins, County Coordinator

Roll Call AYES: Commissioners Koons, Belgard, Smith, and Flohrs. NAYS: None. Commissioner Mahoney was absent. Resolution duly passed and adopted this 7th day of January, 2020.

Higgins noted the Martin Soil and Water Conservation District (SWCD) requests a joint meeting with the Martin County Commissioners.

After discussion,

Motion by Commissioner Belgard, seconded by Commissioner Koons, Be It Resolved that the Martin County Board of Commissioners, hereby sets the date of Tuesday, January 21, 2020, for a special joint meeting with Martin SWCD. The meeting will begin at 7:00 a.m. at The Ranch Restaurant in Fairmont, Minnesota. Carried unanimously.

Higgins presented and reviewed annual organizational resolutions for Board consideration and approval including:

- ✓ Machine Signed Signatures and Depository Designations (addition of CCF Bank and MAGIC Fund – PFM)

- ✓ Employee Expenses (Mileage Reimbursement at \$0.575 cents/mile effective January 1, 2020; and max per day meal allowance of \$30)
- ✓ Hand Labor Hourly Rate
- ✓ Pocket Gopher Bounty
- ✓ Designation of Public Notice Posting & Facility for CY2020
- ✓ Authority to make Electronic Funds Transfers for CY2020
- ✓ Auditor Warrant Policy for CY2020

After review and discussion,

Motion by Commissioner Belgard, seconded by Commissioner Koons,

R-#2/'20

R E S O L U T I O N

MACHINE-SIGNED SIGNATURES AND DEPOSITORY DESIGNATIONS

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

Profinium Financial	Farmers State Bank of Trimont/Dunnell
State Bank of Fairmont	Bank Midwest
Farmers State Bank of Trimont	Triumph State Bank
Profinium Financial of Truman	Multi Bank Securities
Ormsby State Bank	Welcome State Bank
State Bank of Ceylon	First Farmers and Merchants
Wells Fargo Advisors	CCF Bank
Profinium Wealth Planning/Cetera Investments	MAGIC Fund - PFM

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:

Jessica Korte, 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 Koons, made motion and unanimously carried this 7th day of January, 2020.

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 7th day of January, 2020.

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 7th day of January, 2020, 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 7, 2020.

Scott Higgins, County Coordinator

Roll Call AYES: Commissioners Smith, Koons, Belgard, and Flohrs. NAYS: None. Commissioner Mahoney was absent. Resolution duly passed and adopted this 7th day of January, 2020.

Motion by Commissioner Smith, seconded by Commissioner Belgard,

R-#3/'20

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 2020 for travel on

official business by private transportation at the Internal Revenue announced mileage rate of **\$0.575** cents per mile effective January 1, 2020, and be further reimbursed for such other expenses as are necessarily and actually incurred on official business during the year 2020.

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 Belgard, and unanimously carried, duly passed and adopted this 7th day of January, 2020.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Board Chair

ATTEST: _____
Scott Higgins, County Coordinator

Roll Call AYES: Commissioners Koons, Belgard, Smith, and Flohrs. NAYS: None. Commissioner Mahoney was absent. Resolution duly passed and adopted this 7th day of January, 2020.

Motion by Commissioner Belgard, seconded by Commissioner Smith,

R-#4/'20

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 2020 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 Belgard, seconded by Commissioner Smith, and unanimously carried;

Said Resolution was adopted this 7th day of January, 2020.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Board Chair

ATTEST: _____
Scott Higgins, County Coordinator

Roll Call AYES: Commissioners Koons, Smith, Belgard, and Flohrs. NAYS: None. Commissioner Mahoney was absent. Resolution duly passed and adopted this 7th day of January, 2020.

Motion by Commissioner Koons, seconded by Commissioner Belgard,

R-#5/20

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 2020 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 Koons, seconded by Commissioner Belgard, and unanimously carried, foregoing was duly passed and adopted this 7th day of January, 2020.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Board Chair

ATTEST: _____
Scott Higgins, County Coordinator

Roll Call AYES: Commissioners Smith, Belgard, Koons, and Flohrs. NAYS: None. Commissioner Mahoney was absent. Resolution duly passed and adopted this 7th day of January, 2020.

Motion by Commissioner Koons, seconded by Commissioner Smith,

R-#6/20

Resolution Relating to Designation of Public Meeting Notice Posting and Facility for CY2020

WHEREAS, the Martin County Board of Commissioners, in carrying out their official functions during the year 2020, 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 Koons, seconded by Commissioner Smith, resolution duly passed and adopted this 7th day of January, 2020.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MINNESOTA

Board Chair

ATTEST: _____
Scott Higgins, County Coordinator

Roll Call AYES: Commissioners Belgard, Smith, Koons, and Flohrs. NAYS: None. Commissioner Mahoney was absent. Resolution duly passed and adopted this 7th day of January, 2020.

Motion by Commissioner Belgard, seconded by Commissioner Smith,

R-#7/'20

RESOLUTION
AUTHORITY TO MAKE
ELECTRONIC FUNDS TRANSFERS TO
MARTIN COUNTY AUDITOR/TREASURER

WHEREAS, Minnesota Statute 471.38, allows for the use of electronic fund transfer as a means of making various payments; and

WHEREAS, a local government may make an electronic funds transfer for the following:

- a. For a claim for a payment from an imprest payroll bank account or investment of excess money;
- b. For a payment of tax or aid anticipation certificates;
- c. For a payment of contributions to pension or retirement fund;
- d. For vendor payments; and
- e. For payment of bond principal, bond interest and a fiscal agent service charge from the debt redemption fund.

WHEREAS, the County board shall annually delegate the authority to make electronic funds transfers to the county treasurer.

THEREFORE, BE IT RESOLVED, that the Martin County Board of Commissioners delegates the authority to make electronic funds transfers in 2020 to Jessica Korte, Martin County Auditor/Treasurer, and/or the Martin County Auditor/Treasurer's designated representative(s) to make electronic funds transfers in 2020.

BE IT FURTHER RESOLVED, that the county treasurer will:

- a. Provide copy of this resolution to the disbursing bank;
- b. Provide a list of all transactions made by electronic fund transfer to the county board at its next regularly scheduled meeting.

Upon Motion made by Commissioner Belgard, seconded by Commissioner Smith, and unanimously carried, said resolution was duly passed and adopted this 7th day of January, 2020.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Board Chair

ATTEST: _____
Scott Higgins, County Coordinator

CERTIFICATION

I, Scott Higgins, County Coordinator, hereby attest that the foregoing resolution was duly adopted by the Martin County Board of Commissioners on the 7th day of January, 2020.

Scott Higgins, County Coordinator

Roll Call AYES: Commissioners Koons, Smith, Belgard, and Flohrs. NAYS: None. Commissioner Mahoney was absent. Resolution duly passed and adopted this 7th day of January, 2020.

Motion by Commissioner Smith, seconded by Commissioner Koons,

R-#8/'20

Martin County, Minnesota
Auditor Warrant Policy

Purpose: The County board shall annually delegate the authority to approve Auditor Warrants to the Martin County Auditor/Treasurer.

The following is a list of items approved to be paid by Auditor's warrants in 2020:

Board approved contracts
Utilities (including garbage and telephone)
Payroll (including withholdings, taxes and benefits)
Postage
Flexible Benefit Plan reimbursements
Health insurance premiums and claims
Banking transactions (fund transfers, CD purchases, money market purchases, NSF checks, agency transfers)
Debt payments
Tax settlements
Court ordered payments
Payments from grant funds previously authorized by Board action
Library Board bills
Extension appropriations
Maintenance contracts
Training and conference registrations (when required in advance)
Overpayment refunds
Reissue Voids
Payments to Other Governmental Entities
Sewer Loan Contract Payments
Lease payments
Any other transactions specifically authorized by Minnesota Statute

Motion by Commissioner Smith, seconded by Commissioner Koons, said policy resolution was duly passed and adopted this 7th day of January, 2020.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Board Chair

ATTEST: _____
Scott Higgins, County Coordinator

Roll Call AYES: Commissioners Belgard, Koons, Smith, and Flohrs. NAYS: None. Commissioner Mahoney was absent. Resolution duly passed and adopted this 7th day of January, 2020.

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.

After review,

Motion by Commissioner Koons, 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 2020.

2020 – County Board of Commissioners Regularly Scheduled
Meeting Dates, Times, and Location

- | | | |
|-----------|---|--|
| JANUARY | - | January 7, 2020 at 9:00 a.m. in the Board Room |
| | - | January 21, 2020 at 9:00 a.m. in the Board Room |
| FEBRUARY | - | February 4, 2020 at 9:00 a.m. in the Board Room |
| | - | February 18, 2020 at 9:00 a.m. in the Board Room |
| MARCH | - | March 3, 2020 at 9:00 a.m. in the Board Room |
| | - | March 17, 2020 at 9:00 a.m. in the Board Room |
| APRIL | - | April 7, 2020 at 9:00 a.m. in the Board Room |
| | - | April 21, 2020 at 9:00 a.m. in the Board Room |
| MAY | - | May 5, 2020 at 9:00 a.m. in the Board Room |
| | - | May 19, 2020 at 9:00 a.m. in the Board Room |
| JUNE | - | June 2, 2020 at 9:00 a.m. in the Board Room |
| | - | June 16, 2020 at 9:00 a.m. in the Board Room |
| JULY | - | July 7, 2020 at 9:00 a.m. in the Board Room |
| | - | July 21, 2020 at 9:00 a.m. in the Board Room |
| AUGUST | - | August 4, 2020 at 9:00 a.m. in the Board Room |
| | - | August 18, 2020 at 9:00 a.m. in the Board Room |
| SEPTEMBER | - | September 1, 2020 at 9:00 a.m. in the Board Room |
| | - | September 15, 2020 at 9:00 a.m. in the Board Room |
| OCTOBER | - | October 6, 2020 at 9:00 a.m. in the Board Room |
| | - | October 20, 2020 at 9:00 a.m. in the Board Room |
| NOVEMBER | - | November 3, 2020 at 9:00 a.m. in the Board Room |
| | - | November 17, 2020 at 9:00 a.m. in the Board Room |
| DECEMBER | - | December 1, 2020 TRUTH-IN-TAXATION, 6:00 p.m. Board Room |
| | - | December 1, 2020 at 9:00 a.m. in the Board Room |
| | - | December 15, 2020 at 9:00 a.m. in the Board Room |

Carried unanimously.

Higgins reviewed the three bids received and opened on November 19, 2019, for Official County Newspaper for the publication of notices, Board minutes, etc., for the year 2020. Higgins noted it appears at this point that the Fairmont Photo Press is the low bid as shown on the publication comparison form.

Nikki Meyer, Truman Tribune, was present and addressed the Board noting we actually are the low bid. I know that you Elliot (Belgard) and Steve (Flohrs) have been here since the beginning but for the rest my husband and I moved here in the fall of 2012 in order to purchase the newspaper and in January 2013 we were awarded the legal designation for the County and since then we've been challenged on a few things including our legal newspaper status; circulation size; Truman Tribune's website; and whether or not we're likely to be seen because of our circulation size. One of the things we started doing when we bought the paper was going out every week and distributing free copies all over the County and because we've spent approximately 350 weeks doing that we're very well known. People are willing to support what we put in the paper and they're willing to support the community through our newspaper. One of the things we heard last year was that the western part of the County wasn't getting enough coverage so I personally went over there and started delivering newspapers. We're on newsstands over there now. Pretty much any business in the County that wants a free subscription gets a free subscription and because of that growth we've added more jobs in Martin County. So legally we do meet all of the requirements; however, clearly we are the smaller of the bidders and so in that case why would you choose us? We would argue that first of all we're the cheapest. Our columns are 20% wider. So even though we're dollar for dollar the same as the Photo Press you're getting 20% more (with the Truman Tribune). If this whole notice had been printed out it would be approximately \$160 in the Truman Tribune and approximately \$200 in the Photo Press based on this year's bidding rates. The one thing that the Photo Press is lower on the actual bid sheet is something that the County doesn't even utilize. You choose not to do that so it's kind of a null and void point. And the other thing about us being the cheapest in my opinion this is exactly why the state calls for bidding. Aside from that we are really big on customer service. We've added more coverage, we are now sending to all the businesses, have our new website where anyone anywhere can get it on their phone, we are more than happy to send out a Countywide mailing should we be designated again this year letting everyone know exactly where they can find it and they can go online and get it for free. But then probably the other big thing that we do is we actually proof read all of the notices that we get. And the biggest reason that we do that is so the County stays in compliance. We feel that yes we are the small one but we're here to provide service to the County and the residents.

Jeff Hagen, Manager of the Fairmont Photo Press, was present and noted we have been bidding every year and we were the County newspaper back until 2013 and prior to that a number of years. We also meet all of the same requirements and are recognized by the state of Minnesota as a legal newspaper. We are a weekly publication and we do cover the entire County of Martin County itself and go outside to the northern tiers of Iowa that border with Martin County, Jackson County and Faribault County and both sides of the county line bordering Ormsby. We're looking at expanding into the Estherville, Iowa area in 2020 so basically your coverage would be that entire area also. Like I said it doesn't directly affect you but it does provide you

with a little more coverage that way. We did lower our bid from what we've done in the past. We are becoming a little more aggressive in what we want to do. We feel that we have a great product and Truman also does. They do a nice job and I applaud them for that. We have also tried to bump up our paper and I feel we have put out a great product the last number of years and we've worked hard to do that changing out the way we do everything. So I wanted to thank you for considering us.

After discussion,

Motion by Commissioner Koons, seconded by Commissioner Smith,

R-#11/'20

Resolution Awarding the Official Newspaper Bid and
Designating the Fairmont Photo Press as the Official Newspaper for the Year 2020

Motion by Commissioner Koons, seconded by Commissioner Smith,

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 2020 on November 19, 2019, and subsequent review thereof, the Fairmont Photo Press be and hereby designated as the Official Newspaper for Martin County for the year 2020, for the purposes and at the rates as set forth as follows:

- Publication of Delinquent tax list \$5.00 per column inch
- Publication of Official Board Proceedings \$4.75 per column inch
- First Publication of Financial Statement \$4.75
- Second Publication of Financial Statement \$0.05

The Fairmont Photo Press has a certified circulation of 10,376 subscribers residing in Martin County.

BOARD OF COMMISSIONERS
MARTIN COUNTY

Board Chair

ATTEST: _____
Scott Higgins, County Coordinator

Roll Call AYES: Commissioners Belgard, Smith, Koons, and Flohrs. NAYS: None. Commissioner Mahoney was absent. Resolution duly passed and adopted this 7th day of January, 2020.

Higgins presented the annual Out-of-State Travel resolution 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 2019.

Motion by Commissioner Koons, seconded by Commissioner Belgard,

R-#9/20

RESOLUTION REGARDING OUT-OF-STATE TRAVEL
BY MARTIN COUNTY ELECTED OFFICIALS (2020)

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, 2020:

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 Koons, seconded by Belgard, and unanimously carried, for the adoption of said resolution.

Dated this 7th day of January, 2020.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Board Chair

ATTEST: _____
Scott Higgins, County Coordinator

Roll Call AYES: Commissioners Smith, Belgard, Koons, and Flohrs. NAYS: None. Commissioner Mahoney was absent. Resolution duly passed and adopted this 7th day of January, 2020.

The Board reviewed a list of Martin County Board Standing Committee Assignments that commissioners and certain other officials are appointed to serve for one-year terms ending December 31, 2020.

Commissioners discussed potential changes to the following boards and committees:

- RCEF Board.
- County Budget Committee.
- County Personnel Committee.
- Teleconferencing future Board meetings.
- Commissioner Koons to attend Commissioner Mahoney's boards and committees as long as needed.

After discussion,

Motion by Commissioner Belgard, seconded by Commissioner Smith,

R-#10/'20

RESOLUTION
APPOINTING COMMISSIONERS AND OTHER COUNTY OFFICIALS
TO BOARDS AND COMMITTEES FOR THE YEAR 2020

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, 2019, on the designated Standing Committees as attached; and

2020 – MARTIN COUNTY BOARD
STANDING COMMITTEE ASSIGNMENTS

ELLIOT BELGARD – FIRST DISTRICT:
AMC Delegate/Public Safety
Aquatic Invasive Species Advisory Committee
Building Committee
Community Corrections
County Budget Committee

TOM MAHONEY – SECOND DISTRICT:
AMC Delegate/General Government
Aquatic Invasive Species Advisory Committee
Blandin Broadband Steering Committee
Bureau 14
County GASB Committee

District One Ditch Authority
EDA Commission
F/M Human Services Board
F/M Joint Transit Board
Highway 15 Coalition
MCIT Delegate
Planning and Zoning Commission
Prairieland Joint Powers Board
Region 9 Delegate
Region 9 EMS Committee, Delegate
Regional Radio Board/PSAP/ARMER, Delegate
SBDC Partnership Board
South Central HRA Board
Transit Advisory Committee (TAC)
Veterans Memorial Committee

KATHY SMITH – THIRD DISTRICT:

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

STEVE FLOHRS – FIFTH DISTRICT:

AMC Delegate/Health & Human Services
AMC Extension Committee, Delegate
Beyond the Yellow Ribbon Committee
County Budget Committee
County Highway Liaison
County Water Plan Committee
District Five Ditch Authority
Drug Court Representative
Fairmont Chamber Agri-Business
F/M Human Services Board
F/M Joint Transit Board
Greater Blue Earth River Basin Alliance (GBERBA), Delegate
Justice Center Study Committee
Library Board, Delegate
MN Extension Committee, Alternate
Minnesota Valley Action Council

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
Prairieland Joint Powers Board
South Central Workforce Council Joint Powers Board
State Health Improvement Plan (SHIP)
Transit Advisory Committee (TAC)

RICHARD KOONS – FOURTH DISTRICT:

AMC Delegate/Transportation
Community Corrections
County Highway Liaison
District Four Ditch Authority
EDA Commission
F/M Human Services Board
F/M Joint Transit Board
GIS Committee
Library Board, Alternate
Martin County Broadband Committee
Martin County Parks/Trail Committee, Alternate
MN Extension Committee, Delegate
Prairieland Joint Powers Board
Transportation Liaison
Veterans Memorial Committee

SCOTT HIGGINS:

AMC Agricultural Advisory Committee
Building Committee
Compensation Advisory Committee
County Budget Committee
County Insurance Committee
EDA Commission Staff
Justice Center Study Committee
Labor Management Committee
Martin County Broadband Committee
Personnel Committee
Safety Committee
Wellness Committee

Personnel Committee
Prairieland Joint Powers Board
Region 9 EMS Committee, Alternate
Regional Radio Board/PSAP/ARMER, Alternate
Rural Minnesota Energy Board, Delegate
Safety Committee
Soil & Water Conservation District Liaison (SWCD)
Traverse des Sioux Library Board

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 Belgard, seconded by Commissioner Smith, resolution was duly passed and adopted this 7th day of January, 2020.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Board Chair

ATTEST: _____
Scott Higgins, County Coordinator

Roll Call AYES: Commissioners Koons, Smith, Belgard, and Flohrs. NAYS: None. Commissioner Mahoney was absent. Resolution duly passed and adopted this 7th day of January, 2020.

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, 2020 through December 31, 2021.

Motion by Commissioner Belgard, seconded by Commissioner Smith,

R-#13/'20

RESOLUTION

Authorizing Execution of Grant Agreement for Juvenile Justice Grant

BE IT RESOLVED, that the Martin County Probation Department will enter into a cooperative agreement with the Office of Justice Programs in the Minnesota Department of Safety for Youth Intervention Program Funding in the amount of \$90,000.00 with cash/ in-kind match of \$90,000.00 (the matching funds will come through the Title II- Juvenile Accountability Block Grant (T-JABG), 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 7th day of January, 2020.

BOARD OF COMMISSIONERS
MARTIN COUNTY

Board Chair

ATTEST: _____
Scott Higgins, County Coordinator

Roll Call AYES: Commissioners Smith, Koons, Belgard, and Flohrs. NAYS: None. Commissioner Mahoney was absent. Resolution duly passed and adopted this 7th day of January, 2020.

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 2019 for the following County program(s):

- ✓ Martin County Victim Witness Program - \$300.00
- ✓ Martin County Veterans Service Office - \$4,950.00

Motion by Commissioner Belgard, seconded by Commissioner Koons,

R-#14/'20

RESOLUTION
APPROVING AND ACCEPTING DONATIONS FOR CY2019

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	\$ 200.00
Jerry Theobald	\$1,000.00
South Central Chapter #32 DAV	\$3,000.00
Welcome Legion Auxiliary Post 553	\$ 500.00
Borderline Cruisers	<u>\$ 250.00</u>
	\$4,950.00

WHEREAS, the Martin County Victim Witness Program wishes to accept these donations and utilize them to serve victims of general crime; and the Martin County Veterans Service Office wishes to accept these donations and utilize them for the purchase of a veterans service van.

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; and accepts the listed donations to be used towards the purchase of a veterans service van for the Veterans Service Office.

Motion by Commissioner Belgard, seconded by Commissioner Koons, said resolution was duly passed and adopted this 7th day of January, 2020.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Board Chair

ATTEST: _____
Scott Higgins, County Coordinator

Roll Call AYES: Commissioners Smith, Koons, Belgard, and Flohrs. NAYS: None. Commissioner Mahoney was absent. Resolution duly passed and adopted this 7th day of January, 2020.

Higgins presented and reviewed a Memorandum of Understanding (MOU) between Martin County EDA and the Regional Center for Entrepreneurial Facilitation (RCEF) to work together to expand the reach to support aspiring entrepreneurs and provide business consulting, training, and mentoring to small business owners. Higgins noted the Martin County EDA agrees to serve as host and fiscal agent for the RCEF legislative appropriation in the amount of \$150,000 per year for two years (FY20 and FY21) and matching funds including:

- ✓ Provide administration services to include fiscal management and compliance, program income, level of effort tracking and reporting, and communications.
- ✓ Report outcomes to the commissioners by February 1 of each year.
- ✓ Invoice partners who provide the dollar for dollar non-state grant matching dollars on a schedule provided in writing from RCEF.
- ✓ Provide office space for RCEF with reimbursement.
- ✓ Provide an opportunity to collaborate with RCEF to develop courses to support small businesses and explore new entrepreneurial projects/courses.

Higgins recommends the Board ratify the MOU as the agreement became effective July 1, 2019 and runs through June 30, 2021.

After review and discussion,

Motion by Commissioner Belgard, seconded by Commissioner Koons, Be It Resolved that the Martin County Board of Commissioners, hereby ratify the Memorandum of Understanding between Martin County EDA and the Regional Center for Entrepreneurial Facilitation (RCEF) and authorize Martin County EDA to serve as host and fiscal agent for the RCEF legislative appropriation. Carried unanimously.

Higgins noted the Board had discussion at the December 17, 2019 Board meeting and that Rachele King, State Refugee Coordinator with the Minnesota Department of Human Services, provided an information update on what the Refugee Resettlement is all about. It is up to you and is back on the agenda for your consideration for consent or deny or do nothing. The County Attorney has looked at this as well.

Viesselman noted President Trump issued an executive order saying that refugees can't be placed in a community without them consenting to it and submitted a policy that was made to handle that. So basically we have asked the local governing bodies to consent and if they don't consent then you won't be on a list to get a placement though they could still place refugees here even if you haven't consented. But if they do that they have to give notice to the federal executive branch that they're doing that. In the letter from the Department of Human Services they said that to get refugees placed here and you hadn't been on the consent list you'd lose certain federal funding assistance programs for that because you weren't on that list. So if you don't give your consent now and you ended up getting some refugees you might be out some federal dollars. And I don't know that we're going to be a prime location for placement anyway. We haven't got a lot of minorities here or systems to support them so I don't think this is a big concern one way or another.

After discussion,

Motion by Commissioner Belgard, seconded by Commissioner Smith, Be It Resolved that the Martin County Board of Commissioners, hereby table Action on Executive Order 13888, "Enhancing State and Local Involvement in Refugee Resettlement" until the January 21, 2020, regular Board of Commissioners meeting. Carried unanimously.

The Board reviewed Warrants, Auditor Warrants, and EFT Transactions to be paid January 7, 2020.

Motion by Commissioner Koons, 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 January 7, 2020, and includes the Martin County Highway Department and Drainage bills as presented. Carried unanimously.

Warrants received and paid January 7, 2020, are registered on file in the Auditor/Treasurer's Office as follows:

Revenue Fund – Warrants Approved January 7, 2020	\$315,211.02
Martin County Economic Development Fund	\$ 1,503.00
Human Services Fund	\$302,451.17

Human Service Building Fund	\$ 692.84
Total	\$619,858.03

Road and Bridge Funds Totaled	\$205,416.91
Martin County Ditch Funds Totaled	\$ 42,987.16

The Board reviewed Reports and Announcements including MCIT Coverages Letter for 2020; MCIT 2020 Coverage Review Webinar to be held on January 16, 2020 at 2:00 p.m.; and discussed a Draft Policy for Single and Multi-Family Housing County Tax Abatement Program.

Commissioners reviewed their calendars of previous and upcoming meetings and activities: December 17, 2019 – annual Employee Potluck, 2018 Audit Exit Interview, Library Union meeting; December 18, 2019 – Human Services meeting, F-M Joint Transit Board meeting, One Watershed One Plan meeting, and RCEF meeting; December 19, 2019 – Final Hearing for Proposed Improvements to Martin/Jackson County JD #91 at 1:00 p.m., Final Hearing for Proposed Improvements to Martin/Watonwan County JD #9 at 2:30 p.m., and EDA Work Session; December 23, 2019 – Kinship of Martin County meeting; December 31, 2019 – U of M Extension/4-H Office Open House; January 6, 2020 – Martin County EDA meeting at 5:15 p.m. and Beyond the Yellow Ribbon meeting; January 7, 2020 – next regular Board of Commissioners meeting at 9:00 a.m., Justice Center Study Committee meeting at 1:00 p.m.; January 8, 2020 – Department Directors meeting at 8:30 a.m., Region 9 Development Commission meeting, Martin County Veterans Memorial Committee meeting, Bureau 14 meeting; Southern Plains Arise Academy Open House; January 9, 2020 – reach out to legislators for South Central EMS funding, Martin County Veterans Memorial Subcommittee meeting at 8:30 a.m., Park Board meeting and Soil and Water meeting; January 10, 2020 – GBERBA meeting; January 13, 2020 – F-M Joint Transit Executive Board meeting; January 14, 2020 – Special Board meeting with Senator Julie Rosen at 9:00 a.m., Human Services Executive Board meeting at 11:30 a.m., Library Board meeting at 1:30 p.m., RCEF Board meeting; January 15, 2020 – One Watershed One Plan meeting; January 16, 2020 – Traverse des Sioux Library meeting, and MCIT 2020 Coverage Review Webinar at 2:00 p.m.; January 17, 2020 – Prairieland meeting, Drug Court Steering Committee meeting at 11:30 a.m., Retirement Open House for Kathy Grunig (Prairieland); January 21, 2020 – Joint Meeting with Commissioners and Martin SWCD at 7:00 a.m. at The Ranch Restaurant in Fairmont, Minnesota, next regular Board of Commissioners meeting at 9:00 a.m. – Commissioners Meeting Room – Martin County Courthouse.

Delores Bursaw, citizen of Silver Lake Township, was present to address the Board noting she is one of the unlucky people that is involved in Ditch #20 and that she just got the letter about what her assessment is on Friday of last week and questions how the County can justify charging interest on a project that is not yet completed or has even gotten to her farm place yet.

Chairman Flohrs noted we’ve heard this before and it doesn’t seem like it is fair. But, we’re locked in to what we are doing. Flohrs went on to note he would take her to visit with the Martin County Drainage Administration Office for explanation.

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

Closed session began at 11:14 a.m.

Motion by Commissioner Belgard, seconded by Commissioner Koons, to move back into open session. Carried unanimously.

Board back into open session at 11:45 a.m.

The Board reviewed the performance evaluation of the Coordinator's position.

With no further business to wit, Board Chair adjourned the meeting at 12:24 a.m.

BOARD OF COMMISSIONERS
MARTIN COUNTY, MN

Steve Flohrs, Board Chair

ATTEST: _____
Scott Higgins, County Coordinator