

Traverse County Board of Commissioners
Regular Board Meeting
January 21, 2014

The Board meeting was called to order by Commissioner Chair Kevin Leininger. The pledge was recited. Other commissioners present included Dave Salberg, Don Appel, Jerry Deal, and Todd Johnson. The agenda was approved unanimously upon a motion by Appel and second by T. Johnson.

Rick Engan and Andrew Bjur/Engan Associates- The architects appeared before the Board to present some preliminary schematics for a proposed new courthouse building. They presented two optional schematics. They reviewed the project objectives which include a shared reception area, shared waiting room, and connecting the existing buildings to the new construction. They reviewed a design approach that included co-locating county offices to facilitate flexibility in providing county services in the future, a plan for one entrance for the public, maintenance of the courthouse square, and a multi-phase plan option. They inquired of the Board about the direction they're going and if that is what the Board was looking for in their decision making. Appel asked about any other direction we could go that would be feasible. They recommended focusing on the big picture and then details can be worked in with more options. They emphasized the need to meet the needs of the county for decades. County Government hasn't changed much in the last 100 years and years ago there were books, vaults, fire walls to consider. Now we have computerized functions. So we need to look at how do people interface with the public? There are no counties thinking of building fire proof vaults anymore. Now they're looking at how to use people most efficiently. Co-location and flexibility is key. The Courthouse includes 14 workstations and 4 for court administration. The plan needs to incorporate working as a team, reducing operating and maintenance costs and having a more efficient space to work in. Changes in technology are allowing government to locate more efficiently. This is an opportunity for the county to make some significant changes. Salberg discussed wanting the office staff to discuss the positive and negatives of co-locating with other counties that have gone that route. Engan discussed the culture of change and people's concern for their job versus what's right for the County. Proposed change does lead to push back and that's an inherent element with proposed changes. Ultimately you need a big picture of what you want. Appel brought up the need for privacy with some of these offices. There are other government regulations as to how to handle records. There would be enclosed offices to be used for interviewing as well as other requirements to meet. There is extra cost to do a two phase project due to technological issues. Keeping business going through construction with electric, sewer, water, adds up. In the long run it would be more expensive. Appel asked about costs for re-locating. Salberg asked about building across the North side, which Engan had proposed but utilities become an issue and the cost for that is unknown. That scheme would also make the parking lot the center of the block versus the building. T. Johnson addressed the flow of business, heating, cooling, maintenance, work environment for employees and future savings that would be accomplished through building new. Cost is a sensitive issue and needs to be considered. He would like to see all three options. They could also include in the plan one controlled entrance for the public to enhance security. Engan emphasized that cost is impacted by size and quality. The best way to meet a tight budget is building the right size. Quality just costs more in maintenance in the end. Appel asked whether a two story building was considered. They had not. On

a larger building it would be more cost-effective. Two stories includes elevator, stair shafts, private entrance for prisoners to go to court. This size of project it would be more expensive. Salberg asked which model would be most cost-effective. Engan stated the differences will be within 10%. Consensus was to reduce the need for relocation. Appel asked about the time-frame. They thought one year for a project in one-stage. Two-stages would take longer.

Kit Johnson/Auditor/Treasurer- Johnson discussed the parcels that were not sold on prior tax sales. He plans to put signs out next spring to encourage buyers. There is some interest from a scrap metal facility to help remove some of the items on the properties. There is also a county fund that should cover costs for cleanup. K. Johnson has been in communication with the City of Wheaton regarding removing special assessments to facilitate a sale. Johnson also discussed some newly forfeited properties and the need to set prices for them. The City of Browns Valley has agreed to waive some of their specials. K. Johnson asked if the County wanted to use money to knock down some of the parcels. Consensus was for K. Johnson to seek bids and communicate with the Cities. The sale price was set for Cinco Corporation of \$50.00 since the City wants to buy it. Johnson also updated the Board that the county Bond rating will go up slightly due to the way they changed how they do credit ratings. We are unofficially one of those counties where the credit rating was improved. We should hear officially within about 10 days. He also discussed Payment in Lieu of Tax programs that the county receives approximately \$12K for from those properties. The Federal Government is thinking about not funding it and they did not appropriate for it. National Association of County Organization (NACO) and Minnesota Rural Caucus Committee (MRCC) have both been lobbying for having the funding restored.

Steve Nagel/West Central Minnesota Community Action Agency- Nagel presented an annual report. There is a trend in community actions where they have combined or folded. As smaller agencies fold, they're finding their organization moving down the scale in terms of comparative size. There have been some preliminary discussions about merging with Lakes and Prairies out of Moorhead. He discussed the work camp program and the desire to do another one in Wheaton.

Matthew Franzese/County Attorney- Franzese provided an educational session on Open Meeting Law. He discussed the proper procedure for closing a meeting. There must be a specific procedure stated on record. He also discussed when it is mandatory to close a meeting. All closed meetings must also be electronically recorded.

Rhonda Antrim/County Coordinator- The minutes from the December 17, 2013 and the January 7, 2014 Board meetings were approved unanimously upon a motion by Deal and second by Appel. The Bois De Sioux Watershed Amendment was provided for informational purposes. Deal updated the Board of an upcoming meeting. The following bills were approved unanimously upon a motion by Appel and second by Deal:

BJ'S PARTS DEPOT	3,010.36
BORDER STATES COOPERATIVE	2,982.35
KRIS ENGINEERING, INC.	7,017.80
RON'S DIESEL & AUTO REPAIR	3,448.13
TRI COUNTY COOP	14,388.14

ZIEGLER, INC	2,522.87
CARDMEMBER SERVICE	4,771.32
CITY OF WHEATON	2,000.00
COMPUTER PROFESSIONALS UNLIMITED	3,900.36
LEUTHNER LAW OFFICE	2,916.67
LSS OF TRAVERSE, LLC	3,005.00
NORDMEYER, JAN	2,043.75
OTTER TAIL CO. SOLID WASTE	5,484.01
TRI COUNTY COOP	7,891.76
US BANK	145,675.00
Wells Fargo Corporate Trust Services	195,592.50
ZUERCHER TECHNOLOGIES LLC	23,649.07

Pursuant to M. S. 375.12, the number of claims totaling \$2000.00 or less were 66, amounting to \$26,214.52.

Antrim distributed a memo from Springsted regarding the wage study and provided an update on the appeals process. The following resolution was approved unanimously upon a motion by Deal and second by Salberg:

RESOLUTION FOR SUPPORT OF THE MOVE MN CAMPAIGN

WHEREAS, the County of Traverse supports efforts for a new state-wide comprehensive transportation funding package to address Minnesota's \$50 billion transportation deficit; and

WHEREAS, the County of Traverse agrees that transportation investments provide benefits beyond new infrastructure, but also create jobs, build economic competitiveness, and improve the quality of life for all Minnesotans by enabling the state to properly maintain and improve transportation assets that expand access and opportunity for all; and

WHEREAS, the County of Traverse affirms that to be effective, the new state-wide transportation funding package must be:

- Comprehensive, including funding for roads, highways, transit, bicycle and pedestrian facilities throughout Minnesota.
- Balanced across transportation modes and between Greater Minnesota and the Twin Cities Metropolitan Area, serving all Minnesotans equitably.
- Sustainable, including long-term solutions that will grow with the economy to meet the states growing transportation needs.
- Dedicated to transportation.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the County of Traverse, Minnesota, that the County of Traverse hereby supports the Move MN Campaign:

Adopted by the County Board of Commissioners of the County of Traverse, Minnesota this 21st day of January, 2014.

Attested to by:

Rhonda Antrim/County Coordinator

Kevin Leininger/Board Chair

