

Traverse County Commission
Regular Meeting
April 1, 2014

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

Larry Haukos/Highway Engineer- Haukos provided a department update. Upon a motion by Salberg and second by Deal, the following resolution was approved unanimously:

WHEREAS: County Project NO. SAP 078-613-008, 078-598-033, 078-598-034, 078-598-036, and 078-599-057 have in all things been completed, and the County Board being fully advised in the premises.

NOW THEN BE IT RESOLVED: That we do hereby accept said completed project for and in behalf of the County of Traverse and authorize payment as specified herein.

Upon a motion by Deal and second by T. Johnson, a request to compensate J & J Earthworks for additional work on Bridge No. 92542 on County road 62 was approved unanimously, in the amount of \$2,655.00. Upon a motion by Salberg and second by T. Johnson, authorization to purchase a 2015 Ford F-250XL 4wd pick up from Nelson Auto Center was approved unanimously in the amount of \$26,963.59. Haukos also discussed purchasing a Walk 'n' Roll Ridge mulcher, which was tabled. There was also discussion about contracting with Mahler and Associates for a final design for the Safe House for Rosebud Park. That issue was tabled as well. Haukos also demonstrated what the proposed 911 street and avenue signs will look like. Deal requested a reflector of sorts be placed on the Tintah road off of Hwy 75.

Lynn Siegel/Emergency Management Director- Siegel updated the Board that she is working on the Emergency Operations Plan as well as a grant for Automatic External Defibrillator's (AED) for Traverse County. The grant would be up to \$150,000.00 and would allow the purchase of 8 AED's. It would also allow for public training on how to use the AED.

Angela Serocki/Human Resources Technician- Serocki presented policies on employee sick leave and business travel expenses. Both policies were passed unanimously upon a motion by Salberg and second by Deal.

Dustin Kindelberger/Veteran's Services Officer/Solid Waste/Safety – Kindelberger introduced Roderick Morth and Tim Everding as the new recycling attendants. He discussed the issue with people putting their trash in the dumpsters at the recycling center. He said enforcement was going to be more stringent and people caught doing this could face a misdemeanor. He also presented Veteran Administration (VA) Health Care facts. The VA paid \$471,241 for Traverse County Veterans in 2013. He also reported that the DAV van is being well utilized with over 5000 miles on it since January 2014.

Kit Johnson/Auditor/Treasurer- K. Johnson reported on the Moody report and our bond rating increase. They changed their matrix and methodology in how they establish rates. Some factors that influence the ratings are improved expansion and diversification of our tax base as well as improved socio-economic

profiles. He also discussed locking of the court house and was authorized to purchase a different locking mechanism so people still in the courthouse after it's locked for the evening can get out without it being unlocked again. There was also a discussion around the rural cemeteries in Traverse County and who is responsible for their upkeep. Jim Smoger shared that he has boy scouts interested in pursuing some clean up and restoration as Eagle Scout projects, but was wondering about ongoing maintenance. The County may levy for that under Minnesota Statutes but hasn't up to this point.

Sara Gronfeld/Planning and Zoning/ Soil and Water Administrator- - Leininger opened a public hearing for the Subsurface Sewage Treatment Ordinance update. Gronfeld reviewed and discussed the purpose of proposed revisions to the ordinance and answered questions. She also provided a department update. There was one new permit for land use. She presented the Fiscal Year 2013 Natural Resources Block Grant Agreement Amendment. The purpose of the amendment is to request an extension of the expiration date because construction of a project funded with the Local Water Management grant will not be completed until fall, 2014. This amendment will extend the expiration date of the grant through December, 2014. It was approved unanimously, upon a motion by Deal and second by Salberg.

Brion Plautz/Sheriff- Plautz thanked the Commission for the appreciation banquet. He discussed the vehicles they purchased and that they're getting outfitted. They should be getting one back this week. The cost for the two vehicles is roughly \$1,500.00 per month lease.

Rhonda Antrim/County Coordinator- The Board minutes from the March 18, 2014 meeting were approved unanimously upon a motion by Deal and second by Salberg. The following bills were approved unanimously, upon a motion by Salberg and second by T. Johnson:

LSS of Traverse, LLC	2601.00
Otter Tail County Sheriff	2651.59
Regents of the Univ of MN	22600.00
Stevens, Traverse, Grant Public Health	5315.33
Traverse County Highway Dept	8928.52
Traverse County Coop Inc	3703.03
Ames Engineering	2802.88
Houston Engineering	14242.50
J & J Earthworks	2655.00
John Deer Financial	3299.82
Kris Engineering	3113.04
TowMaster	10425.45

Per M.S. 375.12, the number of claims totaling \$2000.00 or less were 47, amounting to \$14,773.53.

The Bois De Sioux Watershed District (BDSWD) meetings were discussed. Consensus of the Board was to direct the County Attorney to send a letter requesting a copy of the digital recordings on an ongoing basis. The BDSWD's policy to charge for this service and to require advance payment was discussed. The consensus of the Board was that these recordings could be uploaded in such a way and emailed at little

to no cost. Although understanding the policy for the general public, it is believed a good-faith gesture to provide this to another government entity should be allowable at no cost. The appeal was also distributed for informational purposes. The Open Hearing on April 9th was discussed and consensus was that Commissioners that attend this meeting will receive a per diem.

Traverse Care Center was discussed. An update from the management was provided as well as a letter of concern from residents living in Prairie View regarding the quality of the food service. An update was provided on the measures being taken by management to address the food concerns. The USDA loan on the facility was also paid in full this month.

There was a concern raised in the courthouse regarding the vents and a need to clean them. A recommendation from a vent cleaning vendor recommended this be done every two to four years. It was last done in 2012. Several employees are exhibiting symptomology such as asthma, allergies, and hives, that may have a correlation with air quality. Because there is no certainty with the causes of these symptoms, consensus of the Board was to wait at least three years to clean the vents and to purchase air purifiers to address the concerns. The Coordinator was also directed to seek a quote from the Batman on cost for cleaning up the Guano in the attic.

Upon a motion by Deal and second by T. Johnson, the Board unanimously approved a plan amendment to our Health Retirement Account (HRA). The cost for administration of the accounts is \$6.00 per month per employee/retiree. Since there are no longer contributions being made to the accounts, employees are urged to draw down the balances. The amendment allows the county to mandate employees/retirees with balances under \$500.00 to draw those funds down by December 31, 2014. Employees/retirees with balances under \$1000.00 will be allowed until December 31, 2015 to draw their funds down. After these dates the County will no longer administer the accounts and the money left in them will default to the County. Letters will be sent out to all employees/retirees impacted.

The phone conversion to the new state numbers was discussed. Social Services, Human Resources, Public Health and the County Attorney's office have been converted. The old numbers will roll over to the new numbers for a period of time. The court house phones will be converted this week and the Sheriff's Office next week. The objective with the new state numbers represents a cost-savings to the county for long distance. The majority of counties in Minnesota are moving in this direction.

Attested to by:

Rhonda Antrim/County Coordinator

Kevin Leininger/Board Chair