

Traverse County
Board of Commissioners Regular Meeting
May 7, 2013

The meeting was called to order by Commissioner Chair Kevin Leininger. Members present included Commissioners Jerry Deal, Todd Johnson, and Don Appel. Commissioner David Salberg was absent. The agenda was approved with the addition of Senior Coordinator issues, upon a motion by Appel, second by Deal, and carried unanimously.

Rhonda Braaten-Antrim/County Coordinator- Deal raised a concern from a senior in the community about the Coordinator of Aging position, roles and responsibilities, and services needed. Leininger also questioned if Traverse County is meeting the needs of the seniors. Antrim informed the Board that the topic is already on the May 21st Social Services Board agenda. She has contacted Grant County to address the concerns she is aware of, but hasn't heard directly from any seniors. She plans on attending the June 3rd senior meeting, along with the Social Services Director from Grant County, to listen to specific needs of the seniors. One need that was identified was services for the blind.

The minutes of the April 16, 2013 Board meeting were approved upon a motion by Deal, second by T. Johnson, and carried unanimously. A proclamation supporting May as Mental Health Awareness month was approved upon a motion by Deal, second by Appel, and carried unanimously. A cleaning contract with Teresa Gustafson was approved upon a motion by Deal, second by T. Johnson, and carried unanimously. Antrim updated the Board that twenty three employees participated in the free Health and Wellness Day provided by Lakes Country Service Cooperative. Antrim updated the Board that the Department Heads will participate in their first training session, provided by Lakes Country Service Cooperative free of charge, on Conflict Resolution. Upon a motion by Appel, second by T. Johnson, and carried unanimously, the maintenance decisions and oversight of the Traverse County Park will be transferred to Larry Haukos. Antrim distributed an offer letter to Lynn Siegel outlining the hiring provisions to her for the Emergency Management Director position. Upon a motion by Deal, second by Appel, and carried unanimously, the hiring of Lynn Siegel and provisions of the offer letter were approved unanimously. Her beginning salary will be \$42,500.00 annually and shall be increased upon successful completion of state certification, to \$45,000.00 annually. Antrim also updated the Board with regards to progress on union negotiations and arbitration with law enforcement.

Brion Plautz/Sheriff- Plautz distributed his monthly jail report. He also updated the Board regarding the drug take back day and the hiring of the deputy sheriff, who will begin May 28th. Upon a motion by Appel, second by T. Johnson, advertising for a fulltime dispatcher was approved unanimously. The position arose from restructuring within the department and will not impact the FTE's or the budget.

Sara Gronfeld/Soil and Water/Planning and Zoning Administrator- Gronfeld presented a department update. She also discussed the Environmental Assessment Worksheet for Tara Township Stream Channel. She reviewed public comments and provided answers to the concerns addressed. Upon a motion by Deal, second by T. Johnson, the following resolution was approved unanimously:

**TRAVERSE COUNTY
RESOLUTION ISSUING A NEGATIVE DECLARATION ON THE
ENVIRONMENTAL ASSESSMENT WORKSHEET
FOR TARA TOWNSHIP STREAM CHANNEL MAINTENANCE PROJECT**

WHEREAS, the County of Traverse is the Regulatory Governmental Unit (RGU) in the preparation of the Environmental Assessment Worksheet (EAW) for the Tara Township Stream Channel Maintenance Project;

WHEREAS, application has been made to excavate specifically identified areas of the Tara Township stream channel in order to prevent flooding and erosion to the surrounding cropland;

WHEREAS, the expansion meets the mandatory Environmental Assessment Worksheet (EAW) pursuant to Minnesota Rules Section 4410.4300, Subpart 20a;

WHEREAS, the County has duly prepared an EAW for the proposed Tara Township Stream Channel Maintenance Project in compliance with Minnesota Rules 4410 et. al;

WHEREAS, the County has submitted a copy of the EAW to all public agencies on the EAW distribution list, publishing EAW availability in the EQB monitor on March 4, 2013, all of which were done in accordance with applicable state laws, rules, and regulations;

WHEREAS, the County has received and adequately responded to comments raised during the 30-day comment period from the Army Corps of Engineers from St. Paul, the Minnesota Pollution Control Agency, and the Minnesota Department of Natural Resources regarding the EAW; and

WHEREAS, the County has duly prepared a Record of Decision, which contains its written response to the comments.

NOW THEREFORE, BE IT RESOLVED by the Traverse County Board of Commissioners, as follows:

1. The proposed Tara Township Stream Channel Maintenance Project does not have the potential to create significant environmental impacts necessitating the need to prepare an Environmental Impact Statement (EIS).
2. The Traverse County Board of Commissioners hereby issues a negative declaration on the EAW for the Tara Township Stream Channel Maintenance Project, and an EIS shall not be required.
3. The Record of Decision for the Tara Township Stream Channel Maintenance Project is accepted and approved, and shall be attached hereto as Exhibit A.

Doug Green/Springsted- Green appeared via telephone to address the Board on the refunding HRA Bond and the process to finalize the sale. He recommended the Board go ahead with the sale. The Net FV Cashflow Savings would be \$94,452.50, the net future value benefit would be \$72,232.81 and the net present value benefit would be \$58,478.73.

**CERTIFICATION OF MINUTES RELATING TO
\$785,000 GENERAL OBLIGATION GOVERNMENTAL HOUSING
REFUNDING BONDS, SERIES 2013A**

County of Traverse, Minnesota
Board of County Commissioners

A regular meeting held May 7, 2013, at 9:30 A.M., at the County Courthouse in Wheaton, Minnesota.

Members present: Commissioner Chair Kevin Leininger, and Commissioners Jerry Deal, Todd Johnson, and Donny Appel. Members absent: David Salberg

RESOLUTION RELATING TO A REFINANCING TO BE UNDERTAKEN BY THE HOUSING AND REDEVELOPMENT AUTHORITY OF THE COUNTY OF TRAVERSE, MINNESOTA; AUTHORIZING THE PLEDGE OF THE GENERAL OBLIGATION CREDIT OF THE COUNTY TO CERTAIN BONDS TO BE ISSUED BY THE AUTHORITY; APPROVING AND AUTHORIZING CERTAIN OTHER ACTIONS WITH RESPECT TO THE PROJECT

I, the undersigned, being the duly qualified and acting recording officer of the public corporation issuing the bonds referred to in the title of this certificate, certify that the documents attached hereto, as described above, have been carefully compared with the original records of said corporation in my legal custody, from which they have been transcribed; that said documents are a correct and complete transcript of the minutes of a meeting of the governing body of said corporation, and correct and complete copies of all resolutions and other actions taken and of all documents approved by the governing body at said meeting, so far as they relate to said bonds; and that said meeting was duly held by the governing body at the time and place and was attended throughout by the members indicated above, pursuant to call and notice of such meeting given as required by law.

WITNESS my hand officially as such recording officer this 7th day of May, 2013.

County Coordinator

Commissioner T. Johnson introduced the following resolution and moved its adoption, which motion was seconded by Commissioner Appel.

RESOLUTION RELATING TO A REFINANCING TO BE UNDERTAKEN BY THE HOUSING AND REDEVELOPMENT AUTHORITY OF THE COUNTY OF TRAVERSE, MINNESOTA; AUTHORIZING THE PLEDGE OF THE GENERAL OBLIGATION CREDIT OF THE COUNTY TO CERTAIN BONDS TO BE ISSUED BY THE AUTHORITY; APPROVING AND AUTHORIZING CERTAIN OTHER ACTIONS WITH RESPECT TO THE PROJECT

BE IT RESOLVED by the Board of County Commissioners of the County of Traverse, Minnesota (the "County"), as follows:

Section 1. Recitals.

1.1 The Housing and Redevelopment Authority of the County of Traverse, Minnesota (the "Authority") has refinanced the construction of a 20-unit congregate housing project (the "Project") by the issuance of its \$1,190,000 General Obligation Governmental Housing Refunding Bonds, Series 2005A, of which \$740,000 in principal amount will be refunded (the "Refunded Bonds"). The Refunded Bonds are proposed to be redeemed on January 1, 2016 (the "Refunding"). In order to effect the Refunding, together with other funds available therefor, the Authority proposes to issue its \$785,000 General Obligation Governmental Housing Refunding Bonds, Series 2013A (the "Bonds") pursuant to the terms of a bond resolution (the "Authority Bond Resolution") adopted this date by the Authority. A copy of the Authority Bond Resolution has been furnished to this Board for review. The Project is currently operated by LSS of Traverse LLC, a Minnesota limited liability company whose sole member is Legacy Senior Services, a Minnesota nonprofit corporation and a 501(c)(3) organization, in partnership with the County.

1.2 The project financed by the Refunded Bonds is located on land presently owned by the County and ground leased to the Authority pursuant to the provisions of a Ground Lease dated as of June 1, 1997 (the "Ground Lease"). The Project is leased back by the Authority to the County for operation as part of the Traverse County Care Center pursuant to the provisions of an Amended and Restated Lease dated as of May 1, 2005 (the "Lease"). In connection with the issuance of the Bonds, the Authority and the County will enter into an Amended and Restated Lease Agreement dated as of June 1, 2013 (the "Amended Lease").

1.3 Payment of the principal and interest on the Bonds will be made in the first instance from the revenues of the Project, including rentals to be received by the Authority from the County pursuant to the Lease, but the holders of the Bonds will be further secured by the general obligation credit of the County as hereinafter discussed.

1.4 Pursuant to the provisions of Minnesota Statutes, Sections 469.034, 469.041(9) and (10) and 471.191, subdivision 2, the Authority has requested that the County assist in the development and financing of the Project by (i) rebating to the Authority the County's share of the service charges to be paid by the Authority with respect to the Project pursuant to Minnesota Statutes, Section 469.040 and (ii) authorizing the Authority to pledge the general obligation credit and taxing powers of the County to the repayment of the Bonds.

Section 2. Approval of Issuance of Bonds by Authority; Rebate of Service Charges.

2.1 The County hereby approves the sale and issuance of the Bonds by the Authority and authorizes the Authority to pledge the full faith, credit and taxing powers of the County to the repayment of the Bonds. The Bonds shall be sold, issued and secured substantially in the form and manner set forth in the Authority Bond Resolution, the terms of which are hereby approved.

2.2 The County further agrees to rebate to the Authority the portion of the service charges assessed against and paid by the Project pursuant to Minnesota Statutes, Section 469.040 which are distributed to the County. The County Treasurer is authorized and directed to remit said payments promptly to the Authority upon receipt thereof by the County. The County's obligation under this Section 2.2 shall be limited to the return to the Authority of amounts actually received by the County pursuant to said Section 469.040.

Section 3. Approval of Documents and Related Matters.

3.1 The terms of the Amended Lease are hereby approved. The Amended Lease shall be executed in the name and on behalf of the County by the Chair and County Auditor in substantially the form on file, but with such final changes therein as may be approved by the officers executing the same, which approval shall be conclusively evidenced by the execution thereof.

3.2 In connection with the disclosure requirements set forth in Section 8.05 of the Authority Bond Resolution, the officers of the County are hereby authorized and directed to supply to the Authority such updated financial and other information relating to the County as may be required from time to time by the Authority so as to permit the Authority to comply with the terms of said Section 8.05.

3.3 The Chair and County Auditor are also authorized and directed to execute such closing certificates and other documents as may be necessary or desirable to assist the Authority in completing the transaction.

Upon a vote being taken on the foregoing resolution, the resolution passed unanimously and was adopted.

The meeting of the HRA Board was called to order by Mary Fox. Other members present included Monica Wilson and Bernerd Cuperous . Upon a motion by Fox and second by Burnerd Cuperous the resolution for the sale of the HRA bond was passed unanimously and adopted. The meeting for the HRA Board was adjourned.

Dustin Kindelberger/Veteran Services Officer/Solid Waste Director- Kindelberger appeared before the Board seeking approval of a contract between Traverse County and Rainbow Rider for transportation for Veterans. Upon a motion by Appel, second by Deal, the contract was approved unanimously. Kindelberger also requested approval of the Solid Waste Plan. Upon a motion by T. Johnson, second by Deal, the Solid Waste Plan was approved unanimously.

Kit Johnson/Auditor/Treasurer- Johnson appeared with Engineer Haukos, to accept bids for construction project SAP 078-611-006. Two bids were received: One from Central Specialties in the amount of \$2,509,774.92 and one from Mark Sand and Gravel Co in the amount of \$2,389,369.92. Upon

a motion by Appel, second by Deal, and carried unanimously, Mark Sand and Gravel Company was awarded the bid by reason of lowest bid.

Haukos also presented the following resolution which upon a motion by Deal, second by T. Johnson, was approved unanimously:

A RESOLUTION for Grant Agreement to State Transportation Fund (Bridge Bonds) Grant Terms and Conditions for SAP 078-598-035

WHEREAS, Traverse County has applied to the Commissioner of Transportation for a grant from the Minnesota State Transportation Fund for construction of Bridge No.78532; and

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

WHEREAS, the amount of the grant has been determined to be \$231,072.80 by reason of the lowest responsible bid;

NOW THEREFORE, be it resolved that Traverse County does hereby agree to the terms and conditions of the grant consistent with Minnesota Statutes, section 174.50, subdivision 5, clause (3), and will pay any additional amount by which the cost exceeds the estimate, and will return to the Minnesota State Transportation Fund any amount appropriated for the bridge but not required. The proper county officers are authorized to execute a grant agreement with the Commissioner of Transportation concerning the above-referenced grant.

BE IT RESOLVED THAT: Traverse County approves the Local Bridge Replacement Program (LBRP) Grant Agreement, Mn/DOT Agreement No. 02016 for Traverse County Project SAP 078-598-035, bridge replacement (old Bridge No. 78521, new Bridge No. 78532) dated 7 May 2013 AND THAT the Chairman of the Commission is authorized to sign this Agreement.

Haukos also requested authorization for street repair milling and overlay with 350 ton of bituminous mix on MCSAH streets in Tintah. Quotes were received from Mark Sand and Gravel, Bituminous Paving, Central Specialties, Inc, and Riley Bros. Construction. Upon a motion by Deal and second by Appel, the Board unanimously approved the street repair with the lowest quote being from Riley Bros. Construction in the amount of \$29,510.00.

Upon a motion by Appel, second by T. Johnson, Haukos was also approved by a unanimous vote to purchase Vehicular Chargers and Microphone upgrades for noise reduction from Brandon Communication for \$1,795.50.

Upon a motion by T. Johnson, second by Appel and carried unanimously, Haukos was authorized to purchase a replacement bed for the sleeping room at the Wheaton shop from Slumberland, for \$682.88.

Upon a motion by Deal, second by T. Johnson, and approved unanimously, Haukos was authorized to hire temporary workers with the approval of the Personnel Committee.

K. Johnson also presented to the Board a list of tax forfeited properties, a copy of the notice that will be advertised, and discussed a proposed date of July 9th, 2013, as well as the terms of the sale.

Child Care Appreciation Week- Gale Lupkes appeared before the Board with Karen Anderson and her child care, to acknowledge Child Care Appreciation Week. A proclamation declaring May 5th through May 11th as Traverse County Child Care appreciation week was passed upon a motion by Deal, second by T. Johnson, and carried unanimously.

Bruce Casey/Minnesota County Insurance Trust (MCIT)- Casey presented the annual MCIT report for Traverse County. The Workers' Compensation Analysis indicated a slight increase in Traverse County costs. When analyzing state-wide data, the 2013 aggregate rate changes have actually decreased for both property coverage and workers' compensation coverage. Casey also discussed 2013 training for risk management, Defensive Driving Training, and the Employee Assistance Program.

Matthew Franzese/County Attorney- Franzese discussed the revised memorandum of understanding for the lease with the Traverse Care Center. He will present a final memorandum that provides for the existing lease as well as the renewed lease at the next Board meeting.