

Traverse County
Regular Commissioner Board Meeting
July 2, 2013

The meeting was called to order by Commissioner Chair Kevin Leininger. The pledge was recited. The agenda was approved unanimously upon a motion by Deal and a second by Appel, with the following additions: Drug Court establishment in the Eighth Judicial District, Defibrillator Policy for Traverse County, and Traverse Care Center maintenance update.

Larry Haukos/Highway Engineer- Haukos provided a department update. He also presented a contract with Mark Sand and Gravel for County State Aid Highway #11. The contract was approved unanimously upon a motion by Deal and second by T. Johnson.

Haukos also presented a grantee agreement for the following resolution:

GRANTEE RESOLUTION APPROVING GRANT AGREEMENT

Grant Agreement to State Transportation Fund (Bridge Bonds)

Grant Terms and Conditions

SP 078-606-024

2 July 2013

WHEREAS, Traverse County has applied to the Commissioner of Transportation for a grant from the Minnesota State Transportation Fund for construction of Bridge No.78530; 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 \$66,094.67 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.

The resolution was passed unanimously upon a motion Deal and second by Salberg.

Attested to:

Rhonda Braaten-Antrim/County Coordinator

Haukos also updated the Board regarding a Traverse County meeting with the FEMA grant administrator for the Safe House project at Rosebud. The procedures were explained to Dan Binsfeld. He had spent

dollars on an architect and there are not pre-award dollars available under the grant to reimburse that. The design was appropriate for the building but it did not include electrical, mechanical or plumbing. There is also a requirement to hire an inspector familiar with FEMA requirements. The FEMA grant would pay for the inspection. Traverse County needs to assure the process is in compliance with FEMA standards.

Questions were raised regarding the removal of the yellow house, completion of the wage classification assessments that were due three weeks ago, and collection on a debt with Lubben concrete. Haukos will follow up with these items.

Lynn Siegel/Emergency Management Director- Siegel provided an update on her training and certification requirements. The certification has changed and the class schedules only have certain availability, so it may require a time frame beyond a year for completion. Siegel completed a damage impact assessment from flooding. Estimated damage to Traverse County was \$48,000-\$50,000. Siegel has been working on the Operations Plan as well as other grants. Siegel also participated in the Donnelly tornado exercise. Siegel requested permission to use the red trailer to promote and educate on Emergency Management. She would bring it to the Traverse County Fair. Consensus of the Board was to allow this.

Brion Plautz/Sheriff- Plautz presented a department update. Plautz is requesting a 10% increase in reimbursement from the City of Browns Valley for law enforcement services for 2014. Plautz hired Ruth Sprung as a new Dispatcher/Correctional Officer. Plautz shared some concerns about the County Park. The Board requested the Coordinator contact the City of Wheaton and consider contracting with them for garbage pickup. The Board also requested the Coordinator have an electrician look at the electrical sites and make sure they are all working adequately.

Kit Johnson/Auditor-Treasurer- The office will begin advertising for a Deputy Auditor-Treasurer position for 30 hours per week. Upon a motion by T. Johnson and second by Deal, tobacco licenses Ben's Service, Cenex, and Maynards in Browns Valley were approved unanimously. K. Johnson also updated the Board on presentations from his fiscal conference.

Matthew Franzese/County Attorney- Franzese presented an update on the prospect of Drug Courts in the Eighth Judicial District. The legislature budgeted approximately \$875,000 for "specialty courts" for the 2014-2015 Biennium. The county needed to express interest by July 5th, which by consensus of the Board, they agreed to do. Traverse would be paired with Big Stone, Wilkin, Stevens, Grant, and Pope counties, if they are all interested.

Springsted/Sharon Klumpp- Klumpp is the project manager for the wage classification and compensation study. She presented an overview of the project and the guiding principles they follow. Job descriptions will be developed and returned to employees and supervisors for follow up. The final study report and presentation will likely be in September.

Rhonda Braaten-Antrim/County Coordinator- Upon a motion by Appel and second by Salberg, the bill for Main Street Motors was approved unanimously. Upon a motion by Deal and second by T. Johnson,

the minutes from the June 18, 2013 Board meeting were approved unanimously. Upon a motion by Deal and second by Appel, the minutes from the June 19, 2013 Board of Equalization meeting were approved unanimously.

Antrim presented a quote for a predesign plan for a courthouse, of \$5000.00 by Engan Associates. Antrim also spoke with Michael Jordan, from Collaborative Design and Young and Associates. Costs were consistent between \$4000.00 and \$5000.00 from each company. No action was taken by the Board.

Antrim discussed the role of the Policy Committee and the desire of the committee to have the Board delegate which policies they should be reviewing and developing. The consensus of the Board was to have the committee review them all and incorporate what Traverse County is missing, update what needs updating, and work in conjunction with the Coordinator and Justin Anderson on this project. A revised county policy for Public Access Defibrillator Use was reviewed. Upon a motion by Salberg and second by Appel, the policy was approved with one revision. Rather than list the location in the policy, that section will just state Defibrillator's in Public areas. Salberg had concerns about having to amend the policy if the County moved the Defibrillator or added additional ones. Deal also voted in favor of the policy. Leininger and T. Johnson voted against the policy. Johnson felt the location of the Defibrillator is an important aspect to include in the policy.

Antrim updated the Board that the Minnesota County Insurance Trust came back with their proposal for the Traverse County Fair. The insurance premium was roughly the same, for a much more comprehensive plan including Liability, Auto Liability, Property, Crime, Bond Coverage for employees, and Worker's compensation.

Upon a motion by Salberg and second by Deal, a grant agreement for Soil and Water Conservation District Office was approved unanimously regarding MPCA 2012 County Feedlot Performance.

Appel updated the Board regarding a recent tour of the Traverse Care Center. Issues that were found with maintenance were being addressed, including roof repair and carpet replacement. Other routine maintenance is also being done. Craig Abbott will appear in August at the Board meeting and will also provide a comprehensive list of repairs and maintenance as well as plans for capital improvements.

Attested to:

Rhonda Braaten-Antrim/County Coordinator

Kevin Leininger/Board Chair