

Traverse County Board of Commissioners
Annex Building Conference Room
Wheaton, Minnesota
July 17, 2012

CALL TO ORDER

Chairman Leininger called the meeting to order at 9:30 a.m.

PRESENT

Commissioners Jerry Deal, Dave Salberg, Kevin Leininger and Donny Appel

PLEDGE

The Pledge of Allegiance was recited.

AGENDA

Chairman Leininger noted the following additions to the agenda: 1) Closed session to discuss labor negotiation strategies; 2) Steve Boehmlehner valuation; 3) Fireworks permit; 4) Authorization for payment of radios; 5) Cisco telephone system update; 6) Contract for Coordinator/Human Resource services; and 7) Information technology position/technology audit update. Upon motion by Commissioner Deal, seconded by Commissioner Appel and carried unanimously, the agenda was approved as amended.

LARRY HAUKOS, COUNTY ENGINEER

Commissioner Deal submitted the following resolution, which resolution was seconded by Commissioner Salberg:

Whereas, Traverse County has applied to the Commissioner of Transportation for a grant from the Minnesota State Transportation Fund for construction of Old Bridge No. 92290;

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 \$143,966.35 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 M. S. A. § 174.50, subd. 5(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 above resolution passed unanimously this 17th day of July, 2012.

Attest: Janet Raguse _____
Clerk and County Coordinator

Kevin Leininger _____
Chairman, Board of Commissioners

Commissioner Salberg submitted the following resolution, which resolution was seconded by Commissioner Deal:

Whereas, Traverse County has applied to the Commissioner of Transportation for a grant from the Minnesota State Transportation Fund for construction of Old Bridge No. 89621;

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 \$34,479 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 M. S. A. § 174.50, subd. 5(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 above resolution passed unanimously this 17th day of July, 2012.

Attest: Janet Raguse _____
Clerk and County Coordinator

Kevin Leininger _____
Chairman, Board of Commissioners

Upon motion by Commissioner Deal, seconded by Commissioner Appel and carried unanimously, the Auditor/Treasurer was authorized to pay the retainage of \$20,278.65 to Mark's Sand and Gravel Company for last year's gravel work. Upon motion by Commissioner Salberg, seconded by Commissioner Appel and carried unanimously, the Auditor/Treasurer was authorized to pay the retainage in the amount of \$13,437.50 to Sibson for gravel, recycled concrete and recycled asphalt from last winter. Upon motion by Commissioner Deal, seconded by Commissioner Salberg and carried unanimously, the Auditor/Treasurer was authorized to pay Art Fridgen the amount of \$2,675.40 from gravel mistakenly spread on County Road 84. Upon motion by Commissioner Salberg, seconded by Commissioner Appel and carried unanimously, the Engineer was authorized to purchase a replacement hoist for the Wheaton Highway Department Shop at the cost of \$4,200.00, plus tax, after the \$1,000.00 trade-in for the existing hoist. Upon motion by Commissioner Appel, seconded by Commissioner Salberg and carried unanimously, Project S.A.P. 078-599-055, Lake Valley Township Bridge, will be let August 21, 2012 at 10:15 a.m. The Engineer provided a report regarding engineering, administration and maintenance projects.

SARA GRONFELD, TRAVERSE COUNTY SOIL & WATER CONSERVATION DISTRICT/PLANNING & ZONING ADMINISTRATOR

Gronfeld distributed and reviewed the monthly Land Use Management Report. She also distributed and reviewed the 2013 Traverse Soil and Water Conservation District (SWCD) budget proposal. Commissioner Appel inquired about the building the SWCD has purchased. Commissioner Salberg inquired about the salaries incorporated into the SWCD budget and if a cost of living increase was included. Gronfeld indicated that she believed that a 2% increase was included.

KIT JOHNSON, AUDITOR/TREASURER

Johnson informed the Board of a confession of judgment for Marian Bartels. Upon motion by Commissioner Salberg, seconded by Commissioner Appel and carried unanimously, the Chairman was authorized to sign the agreement between Traverse County and Computer Professionals Unlimited, Inc.

JANET RAGUSE, COUNTY COORDINATOR

Upon motion by Commissioner Deal, seconded by Commissioner Appel and carried unanimously, the minutes of the July 3, 2012 meeting were approved. The Commission indicated that the duct cleaning will be paid from each fund where the work was completed. Raguse distributed and reviewed the Request for Proposal for Medical Benefits. Upon motion by Commissioner Appel, seconded by Commissioner Salberg and carried unanimously, the following claims were approved:

AES	\$5,560.00
AMERICAN COMMUNICATIONS INC	\$2,723.00
ART FRIDGEN TRUCKING	\$2,675.40
CARDMEMBER SERVICE	\$2,741.48
COLLABORATIVE DESIGN GROUP, I	\$5,407.58
COMPUTER PROFESSIONALS UNLIMI	\$5,025.67
ELERT & ASSOCIATES	\$2,348.64
HANCOCK CONCRETE PRODUCTS CO.	\$42,050.64
LARSON OIL, INC	\$28,259.98
LSS OF TRAVERSE, LLC	\$2,265.00
REGENTS OF THE UNIVERSITY OF	\$22,892.17
STEVENS TRAVERSE GRANT PUBLIC	\$4,948.92
TOWMASTER	\$41,475.65
TRAVERSE ELECTRIC COOP INC	\$3,703.71
TRI COUNTY COOP	\$3,158.56
TRUE NORTH STEEL	\$12,212.58
WCEC, INC.	\$2,343.25
WHALEY EXCAVATING, INC.	\$2,295.00
ZIEGLER, INC.	\$2,538.14

Pursuant to M. S. § 375.12 the number of claims in the amount of \$2,000.00 or less was 102 amounting to \$43,406.14.

MATT FRANZESE, COUNTY ATTORNEY, COUNTY DEPARTMENT HEADS, AND JUSTIN ANDERSON, ATTORNEY

Franzese provided a summary of the statutory options the Commissioners have available to them in regard to the future vacant County Coordinator position. Department Heads present discussed the need for a point person, quality person for human resource functions specifically, and the importance of the duties being parceled out among various staff. Franzese suggested splitting out the Coordinator duties and developing a human resources position. The Commission discussed hiring a human resources position and/or contracting for human resources services. Commissioner Salberg indicated that he would like to fill the position as it is structured currently. Anderson suggested the Commission take their time and do what is best for Traverse County. The Personnel Committee will hold a meeting with the Department Heads on July 18, 2012 at 1:00 p.m. to discuss the County's needs and then provide a recommendation to the Commission at a Special Meeting on Monday, July 23, 2012.

CLOSED SESSION

Commissioner Appel made a motion to close the meeting for labor negotiation strategies. Commissioner Deal seconded the motion. Motion carried.

WADE COLE, ORB MANAGEMENT, AND MICHAEL JORDAN, COLLABORATIVE DESIGN, INC.

The Traverse County Courthouse Building Evaluation – Space Needs Study was distributed. Cole and Jordan reviewed the report. They indicated that the recommendation of Orb Management and Collaborative Design was to proceed with option three, demolition and replacement of the courthouse and 1974 addition.

STEVE BOEHMLEHNER

Boehmler was inquiring about the valuation on his property located on Broadway Avenue, Wheaton, and the possibility of a tax abatement. He explained that he did not think the value was correct and thus had only paid the first half of his taxes in 2009 and 2010. After discussion, the matter was added to the July 23, 2012 Special Meeting agenda.

JANET RAGUSE, COUNTY COORDINATOR

Upon motion by Commissioner Appel, seconded by Commissioner Salberg and carried, the Auditor/Treasurer was authorized to pay Brandon Communications the amount of \$5,782.43 for radios. Grant funds will be utilized to pay the claim. Upon motion by Commissioner Salberg, seconded by Commissioner Appel and carried, the fireworks permit of John Deal was authorized. Upon motion by Commissioner Deal, seconded by Commissioner Salberg and carried unanimously, the Professional Services Agreement between Traverse County and Janet Raguse was approved.

COMMITTEE/MEETING REPORTS

No reports available.

NEXT MEETING

The next regular meeting will be held Tuesday, August 7, 2012 at 8:30 a.m.

ADJOURN

Chairman Leininger adjourned the meeting at 10:50 a.m.

Attest: Janet Raguse _____
Clerk and County Coordinator

Kevin Leininger _____
Chairman, Board of Commissioners