

TRAVERSE COUNTY
BOARD OF COMMISSIONERS

REGULAR MEETING
TUESDAY, AUGUST 7, 2012
START TIME: 8:30 A.M.

CALL TO ORDER

Chairman Leininger called the meeting to order at 8:30 a.m.

PRESENT

Commissioners Jerry Deal, Dave Salberg, Kevin Leininger, Donny Appel, Todd Johnson

Pledge of Allegiance- It was recited.

Approval of agenda: There was a motion by Jerry Deal to approve the agenda. It was seconded by Dave Salberg and carried unanimously.

LARRY HAUKOS, COUNTY ENGINEER

Ellingson Plumbing Proposal for mechanical and HVAC service- There is a problem with the furnace in the highway building so they would like to table this proposal until they figure out what to do with that.

Larry presented his agenda, including the following items:

Upon motion by Jerry Deal and seconded by Todd Johnson, the following resolutions were approved:
SAP 078-598-028

A resolution of the County of Traverse, Minnesota, to approve a Grant Agreement with the Minnesota Department of Transportation to receive a grant from the Local Bridge Replacement Program, pursuant to M.S.A 174.50.

Whereas, Traverse County has applied to the Commissioner of Transportation for a grant from Minnesota State Transportation Fund for construction of Old Bridge No. 89670; 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 \$54,040.00 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.

Passed and Adopted this 7th day of August, 2012.

Attest: Rhonda Antrim _____
Clerk and County Coordinator

Kevin Leininger _____
Chairman, Board of Commissioners

SAP 078-598-029

A resolution of the County of Traverse, Minnesota, to approve a Grant Agreement with the Minnesota

Department of Transportation to receive a grant from the Local Bridge Replacement Program, pursuant to M.S.A. 174.50.

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. 93037; 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 \$66,760.00 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.

Passed and Adopted this 7th day of August, 2012.

Attest: Rhonda Antrim _____ Kevin Leininger _____
Clerk and County Coordinator Chairman, Board of Commissioners

SAP 078-616-006

A resolution of the County of Traverse, Minnesota, to approve a Grant Agreement with the Minnesota Department of Transportation to receive a grant from the Local Bridge Replacement Program, pursuant to M.S.A 174.50.

Whereas, Traverse County has applied to the Commissioner of Transportation for a grant from Minnesota State Transportation Fund for construction of Old Bridge No. 92539; 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 \$68,781.00 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.

Passed and Adopted this 7th day of August, 2012.

Attest: Rhonda Antrim _____ Kevin Leininger _____
Clerk and County Coordinator Chairman, Board of Commissioners

A purchase order for crushed concrete to Central Specialties for shoulder was presented and approved to pay, upon a motion by Dave Salberg, a second by Jerry Deal, and carried unanimously.

Mark Sand and Gravel Map was explained where the gravel will be going and the time frames. This year they will have 500 yards per mile.

The Available funds through June report was provided. Larry explained the report and future revenues expected. There is \$3.4M in the account, \$1.5M is advanced for construction contracts leaving actual cash of \$1.9M. We are still committed to gravel project of \$500-600K. There is about \$1.4M in the account that will be in reserve.

2013 Budget discussion- They have included \$676,500 out of the reserve for local graveling projects for 2013.

Overtime discussion- The staff has been averaging approximately 20-30 hours of compensation/overtime. This is primarily from work that has to be done after hours and on weekends.

Larry provided a brief update on all of the current and pending projects.

Brion Plautz, Sheriff

Monthly jail report: statistics show we're up about \$14,000 from this time last year. They are averaging 7-8 people per day.

Department update:

The record management system is in the process of moving. They are going through training.

Transports continue to be time-consuming.

There has been an increase in issuance of some speeding tickets.

Brion also reported an accident resulting in about \$4500.00 damage to one of their vehicles. The repair costs are not worth the value of the vehicle so he is exploring a replacement vehicle and looking to the board for guidance on what they would approve. The suggestion was to weigh the pros and cons and go with what he feels is best. A request was made to bring some quotes back to the next meeting and they can decide then.

A question was raised regarding the permit to carry revenue of \$1500 and what the current fee was. It is \$100.00 per permit.

Trevor Wright, Chief Deputy Sheriff

ARMER update: The infrastructure is complete. The next phase is procedures and policies regarding operations, how calls will be handled and radios used. Once the dispatch procedure is handled and going well, they will proceed. There will be after hour trainings with the fire department next week. They will be attending EMS staff meetings and updating them as well. They hope to be live September 1. Reimbursement requests for some grants that have had expenditures, have been sent in for recoupment. The budget should reflect these reimbursements in the next month or so. The Dumont tower will be completed at a later date. It will be located on Co Road 4, just North of 53.

Sara Gronfeld, Traverse Soil & Conservation District/Planning & Zoning Administrator

Land Use Management monthly report: Planning and zoning permits were discussed.

MPCA feedlot program survey was discussed. There is a website if you wish to complete the survey.

There is not enough information known at time, to determine if there was a violation of the Wetland Conservation Act.

There is local ground water testing in progress for local planning.

Comments are due September 5, 2012, regarding the Rosebud Park EAW. The board will be asked to participate in the process of evaluating the comments and determining if an environmental impact study will be needed. There will be follow up discussion at September's board meeting and a resolution.

Kit Johnson, Auditor/Treasurer

2013 budget review: There are a lot of unknowns with union negotiations and insurance. Preliminary numbers show a 3.78% levy increase but we're still under last year given we borrowed from reserves. Consensus was that this number is favorable but it should not be passed today. It's acceptable at this point but there is concern that it may not be enough.

Photo identification amendment: Kit made the board aware that if this were to happen it would cost local government money to implement. We would need new equipment, as well as infrastructure to make polling places handicap accessible. It is unknown at this time the details if it passes.

Tax forfeited properties- The county started out with 28 and 15 have paid or signed a confession of judgment. Several others indicated they would like to save their property but haven't signed anything.

MCIT dividend comes in November in the amount of \$158,238. This will be applied to the general revenue fund.

Matthew Franzese, County Attorney

Probate of Pesch property: Matt is recommending the county file probate and administer the probate. We could then sell the home and intercept money for recoupment of a county burial, medical assistance expenditures, and county taxes. A motion was made by Don Appel and seconded by Todd Johnson and carried unanimously to file the probate and proceed with the recommendation of the County Attorney.

Rhonda Antrim, Social Service Director/Coordinator

Social Service Director/Coordinator appointment was made effective 8/1/2012 upon a motion by Dave Salberg and a second by Jerry Deal. The motion passed unanimously. A brief discussion was had regarding expectations, county email opportunity for commissioners which would allow calendar viewing, and a decision to maintain the PO Box with the Coordinator address.

Approval to pay for flu shots- The question was raised whether the county would pay for flu shots for part-time employees since shots for employees with full-time benefits are covered under the county insurance policy. Rhonda will contact the clinic for prices, verify how many part-time employees we have or full-time that do not take the insurance, and Jerry will visit with Public Health about options. The issue will be revisited at a future meeting.

Dust Busters duct cleaning claim was approved in the amount of \$11, 526.47 upon a motion by Don Appel and a second by Dave Salberg. The motion carried unanimously. It was noted that dead bats were found in the ducts.

County Park garbage collection will be done by a new company out of Sisseton. They bought out the previous company and were the lowest bid for the City of Browns Valley and will be doing theirs as well.

July 17, 2012 regular meeting minutes were approved upon a motion by Jerry Deal, a second by Dave Salberg, and carried unanimously.

July 23, 2012 special meeting minutes were approved upon a motion by Dave Salberg, a second by Todd Johnson, and carried unanimously.

The Pay Equity report was approved and is good for three years.

West Central Regional Juvenile Center Agreements were approved upon a motion by Dave Salberg, second by Don Appel and carried unanimously. There were no changes financially for Traverse County.

The Courthouse Assessment was discussed with preliminary comments being made by the public to build new and not put money into the old building. Jerry Deal expressed his opinion that if we are going to build we need to bond and if we bond we need a referendum. By consensus, the board agreed to put the question on the November ballot and let the voters decide. There will be a special session on August 14th to discuss several issues so the final ballot question can be approved then. Orb Company will do public meetings so we will hold those before the election. We will also have the assessment available to the public via the county website.

The American Communications contract for Morris Electronics to service Traverse County one day per week for \$2768.00 per month was approved upon a motion by Todd Johnson and a second by Don Appel and carried unanimously. This is expected to save the county approximately \$666.00 per month from the current usage patterns.

Three bat complaints were received with the total of eleven bats found in the court house to date. Morale is down and there are concerns with the guano and urine in the work stations. It was the consensus of the

board to act on the complaints immediately. Rhonda was directed to contact "The Batman" out of Frazee and see if he could respond to us timely. If he's not available she will research other options.

Human Resources Director Position and RFP: Rhonda reported that Janet Raguse is finalizing the RFP and putting together the application packets. The board can approve these at the special meeting of August 14th. Neither will specify hours or salary for the position.

Date extension for Request for Proposal for Medical Benefits: This RFP was extended one week to accommodate one vendor that would have four additional proposals from health plans. Closing date will be Friday the 10th. The RFP's will be opened at the special meeting of August 14th and then the County's insurance committee will review them.

There will be a Special meeting August 14th at 8:30 am to review Medical Benefit Proposals, HR RFP and advertisement, approval of minutes from 08/07/2012 meeting, and Ballot language for court house referendum.

Courthouse asbestos and lead report came back clean, without any issues.

Justin Anderson, Attorney

Interim human resources services: There was discussion regarding our fee. Current billing was done in error at a \$105.00 rate instead of the \$190.00 fee. He will not go back and make us pay the difference. Going forward Justin is willing to bill \$145.00 per hour and no windshield time. Upon a motion by Dave Salberg and second by Don Appel, the motion to accept Justin's services as interim HR was carried.

Develop Request for Proposal for Medical Benefits review process: There was discussion regarding how the board would like to evaluate the proposals. There is an insurance committee. RFP's will be delivered by Friday and opened at the special meeting August 14. Then the insurance committee will meet and go through them and they will be re-evaluated and possibly a recommendation at the August 21st meeting.

Committee/Meeting Reports: Horizon PH meeting was held 8/1/12. Sandy Tubbs, Director, will be writing a grant for \$125,000.00 for the five counties to assist with the transition to a five county public health. Sandy will come to the next meeting to explain where they are at with that process and to explain the grant and attain formal approval for the grant. It is expected that the board will need to make a decision by the end of 2012 regarding going forward with a five-county public health agency. Jerry also reported there is an epidemic of whooping cough going around and everyone should consider getting vaccinated.

Other: Reminder Senior picnic is Monday August 13, from 5-7pm at the County Park.

Adjourn: 12:00 pm