

Traverse County
Board of Commissioners
Regular Meeting
August 21, 2012

A regular board meeting of the Traverse County Board of Commissioners was held at the Social Services Annex. Board members present were Todd Johnson, Jerry Deal, Donny Appel, Kevin Leininger and Dave Salberg. County Coordinator Rhonda Antrim was present recording the minutes. The meeting was called to order at 9:30 AM by Chairman Leininger.

The pledge of allegiance was recited.

The agenda was approved with the addition of 1) insurance committee recommendation, 2) Someplace Safe signage, 3) the recycling center, 4) closed meeting to discuss union negotiation strategy and planning. A motion was made by David Salberg and seconded by Jerry Deal to accept the agenda as amended. The motion carried unanimously.

Minutes of the Special Meeting of August 14, 2012 were approved upon a motion by Todd Johnson and second by Jerry Deal and carried unanimously.

The Board discussed flu shots for those Traverse County employees without insurance. Estimates total around \$300.00, with a quote provided by public health of \$23.00 per shot. Jerry Deal made a motion to approve paying for flu shots through our local public health for those employees not covered by our County insurance. The motion was seconded by Todd Johnson. Those in favor: Deal, Johnson, Salberg, and Leininger. Those opposed: Donny Appel. The motion carried.

Rhonda Antrim provided an email update for the Board, indicating they now all have been equipped with a Traverse County email address. Instructions for accessing it were provided.

Antrim also brought the issue of advertising expenses for County positions to the board, upon the recent advertising for the Human Resources position. Estimates for the various newspapers were quite costly and she was looking for direction in terms of where they prefer to advertise and if they have a limit as to what they want to spend. Todd Johnson suggested moving advertising more towards internet options. No further discussion was had on the issue.

Larry Haukos, Highway Engineer, presented the following agenda:

- A. FINAL CONTRACT VOUCHER—SAP-078-611-009 for bridge on CSAH #11 to Dalco Inc. Upon motion by Jerry Deal and second by Donny Appel, the following resolution carried unanimously:

WHEREAS: County Project No. SAP 078-611-009 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 final payment as specified herein.

Attest _____

Rhonda Braaten-Antrim/Coordinator

Kevin Leininger/Board Chair

- B. Gravel Quote from Mark Sand and Gravel from Hankinson Pit at \$3.10/tn or \$4.34/yd— see attached Map for locations—request authority to purchase up to 10,000yds—will complete graveling on north ½ of County.
 - C. Request authorization to hire five belly dump trucks at rate of \$90.00/hr up to \$100,000.00. Upon a motion by Jerry Deal and second by David Salberg, and carried unanimously, the gravel project and quote as it appears in item B and the authorization to hire belly trucks as indicated in item C, are approved.
 - D. Request authorization to hire dozer to strip Wendell Pit @ \$100.00/hr for up to 50 hrs. Upon a motion by David Salberg and a second by Donny Appel and carried unanimously, the request as stated in item D is approved.
 - E. Request Authority to contract with Braun Intertec. (\$7,688.00 of which 90% is paid by the Petro Fund) to perform site investigation as required by MPCA as a result of diesel odors from the ground water sump on the south east corner of the new shop—It is basically a reinvestigation of the old tank removal from 1997. Upon a motion by Donny Appel and a second by Todd Johnson and carried unanimously, the request for authorization to contract with Braun Intertec, as stated in item E, is approved.
 - F. Request authority to cancel agreement with Care Center for office maintenance and contract with James Goniwicha for \$300.00/month including twice a year carpet cleaning. Upon a motion by Donny Appel and a second by Jerry Deal and carried unanimously, the agreement with the Care Center for office maintenance and cleaning in the Highway Department, is canceled. The Highway Department is authorized to directly contract with James Goniwicha for said services.
 - G. Bid Letting for SP 078-606-024 and SAP 078-599-055
 - i. SP 078-606-024 Bids were as follows:
 - Swingen: \$492,468.20
 - Duininck: \$420,216.66
 - Structural Specialities: \$457,380.04
 - ii. SAP 078 599 055 Bids were as follows:
 - Structural Specialties \$450,392.01
 - Duininck \$414,920.45
 - Swingen \$541,847.50
 - Korby Contracting Co, Inc. \$485,482.
- Final bid results were both awarded to Duininck, Inc. as follows: Upon motion by Jerry Deal and second by Donny Appel and approved unanimously, SP 078-606-024 in the amount of \$420,221.16 was accepted. Upon motion by Dave Salberg and seconded by Donny Appel and approved unanimously, SAP 078-599-055 in the amount of \$414,922.77 was accepted.
- H. Status of Construction Projects
 - a. SAP 078-611-010,009,008, work on CSAH #11—Construction Complete, preparing final contract vouchers and other documents to final project for final payment.

- b. SAP 078-598-028, 029 & 610-006, Box Culverts—Construction complete, preparing final contract vouchers and other documents to final project for final payment.
 - c. SAP 078-606-024 and 078-599-055—being let today.
 - d. SAP 078-598-035 (Doberstein)—Final design complete, waiting for approval from State Aid, will request letting date next Board Meeting.
 - e. Local CSAH Gravel Project, ½ complete—on hold Mark Sand and Gravel is crushing south of Odessa—will be completed by mid-September.
 - f. FEMA road rebuild with clay—will start after local gravel work is complete. Request authorization to rent sheepsfoot compactor may be able to wait till next Board Meeting depending on when.
 - g. SAP 078-030-003, Seal Coating—should be complete by 21 August 2012.
- I. Engineering /Administration Activities
- a. Observation and Administration of Construction Projects
 - b. Budget Planning/Available Funds
 - c. Developing 5 Year Road Plan—Public Hearing at second Board Meeting in September or wait till November.
 - d. Design of Doberstein Bridge and next three Box Culverts.
 - e. Review of Drainage permits.
 - f. Design of other local work:
 - i. Repair of CR #81.
 - ii. Centerline Culverts on CSAH #2.
 - iii. Lowering water along CSAH #2 & #3.
 - iv. Review of 911 Signing
 - v. Review of drainage along CR #70
 - vi. Striping for 2012
- J. Maintenance
- a. Graveling south ½ of County near complete. Will switch to north ½ of County— See Gravel Map, Patch graveling ahead of Gravel Contract on CSAH #2, 9 and 8.
 - b. Mowing
 - c. Culvert Replacement and extensions
 - d. Sign Replacement
 - e. Dust Control at Beet Dump and sites that were graveled over during Gravel Project.
 - f. Opening of Wendell Pit—Test Pits, Survey, Access Road. Hope to crush 12,000 to 15,000 yds.

Courthouse Assessment: Kit Johnson, Auditor/Treasurer, distributed Minnesota Statute 275.61 regarding the language around referendums. After June 30, 2008, bonding is taxed on all property with the exception of school districts. Kit distributed various scenarios using 3 different interest rates, which show the taxable impact of bonds at 2.25%, 3%, and 5%. He noted that bond rates are at record lows and when Traverse County bonded for the nursing home, it was at 2.34%.

Matt Franzese, County Attorney, distributed a draft resolution for the referendum to bond for a new courthouse. He also informed the Board about how bonding is taxed on property. He also stated that the only distinction is that levying requires payment of the amount up front, whereas bonding can make the payment over a period of time. Deal inquired about public meetings and whether this referendum would be binding. Franzese explained that the results of the referendum are not binding on the Board. Deal asked what kind of dollar figure to put in the resolution, as estimates in the courthouse assessment varied between \$1.6M and \$2.7M. Salberg estimated \$3-\$3.5M and Deal added that we

should allow a 20% contingency. Questions were also raised about whether demolition costs were part of the estimate. Franzese contacted Mike Jordan from Creative Design, who confirmed that demolition costs were part of the estimate. Jordan also stated that he would send out any information we might need at the public meetings to educate the public about the referendum was for. It was also discussed about how many public meetings to have and where, with the possibility of having one in each Commissioner district. Orb Management had also indicated at previous meetings that they would facilitate public meetings. K.Johnson will call the various entities and bring some proposals for public meetings to the next board meeting. T.Johnson stated that \$3.5M was reasonable to list for the bond. Salberg then made a motion to bond for \$3.5M in the referendum. Appel seconded it. Motion carried unanimously. The Board then turned to the issue of the resolution language. After much discussion and a few revisions, the following resolution passed unanimously upon a motion by Appel and a second by T.Johnson.

WHEREAS, the Traverse County Board of Commissioners have the authority to direct that a question be placed on the ballots to be used by the electorate in Traverse County;

WHEREAS, the Traverse County Board of Commissioners desires to exercise said authority to poll the electorate pertaining to the demolition of the existing Traverse County Courthouse and the 1974 addition, and then constructing and equipping a new Traverse County Courthouse and Government Center, and;

WHEREAS, the proposition of authorizing the issuance of not to exceed \$3.5 million general obligation bonds for said purpose shall be submitted to the qualified electors of Traverse County at the general election to be held on November 6, 2012;

NOW, THEREFORE BE IT RESOLVED, that the Traverse County Board of Commissioners directs the Traverse County Auditor-Treasurer to take the necessary steps to place the following question on the ballot to be used in the November 2012 general election:

AUTHORIZING BONDING TO CONSTRUCT AND EQUIP

A NEW TRAVERSE COUNTY COURTHOUSE AND GOVERNMENT CENTER

The Traverse County Board of Commissioners have authorized a bond referendum for the purpose of demolition of the existing Traverse County Courthouse and the 1974 addition, and then constructing and equipping a new Traverse County Courthouse and Government Center. The result of this referendum will inform the County Board as to the desires of the voters of the County with regards to the status of the Courthouse.

Yes

In favor of demolishing the existing Traverse County Courthouse and the 1974 addition, and then constructing and equipping a new Traverse County Courthouse and Government Center, and to bond for up to \$3.5 million for said purpose.

No

BY VOTING "YES" ON THIS BALLOT QUESTION, YOU ARE VOTING FOR A PROPERTY TAX INCREASE

STATE OF MINNESOTA)

COUNTY OF TRAVERSE)

I, Rhonda Antrim, County Coordinator, Traverse County, Minnesota hereby certify that I have compared the foregoing copy of the resolution of the County Board of said County with the original record thereof on file in the Administration Office of Traverse County in Wheaton, Minnesota as stated in the minutes of the proceedings of said board at a meeting duly held on August 21, 2012, and that the same is a true and correct copy of said original record and of the whole thereof, and that said resolution was duly passed. by said board at said meeting.

Dated: _____

Rhonda Antrim

Sandy Tubbs, Stevens, Traverse, Grant Public Health Director, presented a report on the five county restructuring committee. She provided a brief history of the process the five counties (Stevens, Traverse, Grant, Pope, and Douglas) took to develop one Community Health Board in 2010. Starting in 2012 a sub-committee was established to look at full integration of the three existing public health agencies. This committee included one commissioner from the respective five counties, as well as two lay members and the Pope County Public Health Director and Sandy. They've evaluated the areas of governance, programs and services between the three agencies' departments, as well as budgets and finance comparisons. They have yet to evaluate and assess personnel and staffing. There are currently three unions within the three public health departments. Sandy expects this area to be the biggest hurdle to overcome. Per her presentation on the status, they are about at the mid-way point. The committee and full board is recommending Traverse County continue to pursue full integration. The plan is that if the five individual boards approve to continue to pursue it, the committee will meet in September and October, with the five County board meeting on November 7, 2012 to develop a recommendation which would then be brought to each respective County Board. Sandy anticipates the recommendation will be full integration. In November they will be looking for a commitment from each county and in 2013 will be working towards on-going evaluation and planning with a goal for implementation of 2014. Jerry Deal added that there have been many questions by all counties and they've been resolved. To this point everyone seems agreeable. The big questions ahead will include the unions and obligations to various individuals in those departments. The committee wants to assure that ten years from now we have a strong and viable public health within our counties. Sandy indicated that she expects to be more efficient and save money but that is not a primary goal. However, it will not cost any more money. Kevin Leininger questioned whether being the smallest of the five counties, if we would be put by the way side. Todd Johnson believed the realm and quality of services as a five county integrated system would be a benefit to a Traverse County resident. Jerry was concerned with where would we be if we stand alone. The Board unanimously accepts the status report and endorses moving forward with information gathering upon a motion by Jerry and a second by Dave.

Sandy also presented a grant opportunity through the Robert Wood Johnson Foundation, Center for sharing public health services. The grant is designed to explore various models of public health around the Nation and how might these agencies share services. They issued a RFP for the funding of 18 sites across the US. Learning communities would come together three times over next two years. The grant would be for \$125K over a two year period of time. A letter of support is required from each of the five respective Horizon counties to be a part of this learning committee if funded by Robert Wood Johnson Foundation. A motion to offer a letter of support for this grant was made by Jerry Deal and seconded by Todd Johnson and carried unanimously.

The bills were approved as follows, upon a motion by Donny Appel and a second by Todd Johnson and carried unanimously:

AMERICAN COMMUNICATIONS INC	\$12,970.17
BROWNS VALLEY HISTORICAL SOCI	\$2,500.00
CARDMEMBER SERVICE	\$2,197.08
CHARLIE & SONS ELECTRIC INC.	\$3,963.00
COLLABORATIVE DESIGN GROUP, I	\$13,072.12
COMPUTER PROFESSIONALS UNLIMI	\$3,356.75
DUST BUSTERS FURNACE & DUCT C	\$5,763.24
GAZETTE PUBLISHING CO.	\$2,856.68
KRATOCHWILL & ANDERSON, P.A.	\$2,652.00
LSS OF TRAVERSE, LLC	\$2,715.00
MORRIS ELECTRONICS	\$3,360.30
ORB MANAGEMENT CORPORATION	\$5,728.14
STEVENS TRAVERSE GRANT PUBLIC	\$4,948.92
SYNERGY GRAPHICS, INC.	\$2,172.71
TRAVERSE COUNTY HISTORICAL SO	\$2,500.00
TRAVERSE ELECTRIC COOP INC	\$3,703.71
VIKING LIBRARY SYSTEM	\$28,993.00
WCEC, INC.	\$2,343.25
BORDER STATES COOPERATIVE	\$2,834.33
CHAMBERLAIN OIL COMPANY	\$2,579.43
HANCOCK CONCRETE PRODUCTS CO.	\$2,146.91
M-R SIGN CO., INC.	\$2,411.99
SNAP ON TOOLS	\$4,823.27
TRI COUNTY COOP	\$33,062.80
TRUE NORTH STEEL	\$6,826.32
WALLWORK TRUCK CENTER	\$2,101.40
WHALEY EXCAVATING, INC.	\$55,075.00

Pursuant to M. S. § 375.12 the number of claims in the amount of \$2,000.00 or less was 99 amounting to \$49,868.47.

Recycling Center issue- Donny Appel was out the recycling center in Wheaton and noticed there are a lot of things being dumped inappropriately out there. The North side of building also has trees growing out of the foundation. There are a lot of weeds and it presents poorly. There is also an area under the foundation where a skunk resides and the roof is also leaking. Don wanted to bring it to everyone's attention. Rhonda will make the supervisor aware and Donny will talk to the Highway Department about improvements.

Someplace safe requested a sign be placed outside of the annex building to better serve their clients. The board did not have an issue with this request so long as the sign was at their expense and not the County's.

Justin Anderson, Interim Human Resource Professional, presented the recommendation put forth by the insurance committee for the County. There was a unanimous recommendation by the committee to accept BCBS through Lakes Country Cooperative without commission thus not contracting an agent. It was noted that employee utilization of the previous agent has been low and employees also have assistance with claims through Colonial Life, at no charge. The recommendation is for the current plan, as well as offering a high deductible \$4000/\$8000 plan. The preliminary quotes are in excess of a 4% decrease from the current year. There was a motion by Donny Appel to accept the recommendation of the insurance committee and a second by Todd Johnson. The motion carried unanimously.

The Board voted to close the meeting at 11:30 a.m., with motion made by Appel, seconded by Deal, and unanimously approved. The grounds for closing the meeting was to discuss confidential information. The subject to be discussed was labor negotiations strategy. Present at the meeting were Chairman Leininger, T.Johnson, Deal, Appel, Salberg, Antrim, and Anderson.

Upon a motion by Jerry Deal and a second by Todd Johnson, and approved unanimously, the meeting was reopened 12: 37 PM.

Meeting adjourned 12: 38 PM.

Attested to by: _____
Rhonda Braaten-Antrim/Coordinator

Kevin Leininger/Board Chair