

Traverse County Commissioner Meeting

Traverse County Annex

September 4, 2012

The meeting was called to order at 8:33AM by Chairman Kevin Leininger.

Members present included Commissioners Kevin Leininger , Todd Johnson, Jerry Deal, Don Appel and David Salberg.

The Pledge of Allegiance was recited.

Agenda: Dave Salberg made a motion to approve the amended agenda, which included a statement for services from Janet Raguse for Human Resource contract work and Don Appel seconded the motion. The amended agenda was approved unanimously.

Trevor Wright/Chief Deputy- Wright provided an ARMER update stating the Fire and Ambulance went live Friday morning. Things are going well with the migration. Migration did include Tintah, Dumont, and Browns Valley. The old radios will be taken out. If they're narrow- banded they may have some use. Each agency will take care of their own radios.

Wright also presented an award for the 2012 Minnesota Federal Boating Safety Supplemental Equipment Grant. The grant was awarded to Traverse County in the amount of \$13,463.00. It is designated to purchase a 12 ft boat, an 8x16 trailer to store the equipment in and four cold water rescue wet suits. The dollars must be spent by September 14, 2012. Commissioner Deal submitted the following resolution and moved its adoption, which resolution was seconded by Commissioner Johnson:

WHEREAS, the County of Traverse has submitted a grant for 2012 Minnesota Federal Boating Safety Supplemental Equipment Grant; and

WHEREAS, the County of Traverse was awarded grant dollars in the amount of \$13,463.00; and

WHEREAS, the County of Traverse will accept the grant money for purchase of a 12 ft boat, an 8x16 ft trailer to store the equipment, and four cold water wet suits;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners, for and on behalf of the citizens of Traverse County, approve and accept the grant for cold water rescue equipment as stated above, in the amount of \$13, 463.00 and shall purchase said equipment by September 14, 2012.

Attest: _____

Rhonda Braaten-Antrim/County Coordinator

Kevin Leininger/Board Chair

Wright also noted that the Wheaton Fire Department is our mutual aid for cold water rescue so the equipment will be housed at the fire department.

Larry Haukos/Highway Engineer- Haukos presented a department update regarding the following agenda:

- A. 2012 Striping—Haukos provided a map and summary of quotes.
- B. Haukos requested a Letting Date for SAP 078-598-035 (Doberstein bridge) for 16 October 2012 at 10:00 a.m. A motion to approve the request was made by Deal and seconded by Salberg and carried unanimously.
- C. Haukos requested authorization for bill from Doll and Nelk for \$1,960.00 for installation of overhead doors. A motion to approve the request was made by Appel and seconded by Salberg and carried unanimously.
- D. MnDOT construction on TH 55 & 75—Haukos shared a news release.
- E. Haukos provided the highway department’s 2013 Budget for review. No discussion was had at this time.
- F. 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—awarded to Duinick Inc., construction in 2013.
 - d. SAP 078-598-035 (Doberstein)—to be let on 16 October, construction in 2013.
 - 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—The striping remains.
- G. 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 November.
 - d. Design of next six Box Culverts on CR 84, CSAH 13, CR 62, CR 82, CR 76 and TWP RD 39 (Lake Valley).
 - e. Review of Drainage permits.
 - f. Design of other local work:
 - i. Repair of CR #81 and CD 27.
 - ii. Centerline Culverts on CSAH #2 Dickman and Davidson.
 - iii. Lowering water along CSAH #2 & #3.
 - iv. Review of 911 Signing
 - v. Review of drainage along CR #70
 - vi. Striping for 2012, authorized this meeting.
 - vii. Review and repair CSAH #3 and #4.
- H. Maintenance
 - a. Graveling on CR 62, CR 95, CR 81. County Trucks plus five rental trucks.
 - b. Mowing
 - c. Culvert Replacement and extensions
 - d. Sign Replacement
 - e. Opening of Wendell Pit—Pit is stripped, building access roads—crushing in late Sept. early Oct.

Haukos also provided traffic paint quotes from AAA Striping Services Company and Swanston

Equipment Company. A motion to accept AAA Striping Services Company's quote, in the amount of \$39,599.23 was made by Deal and seconded by Salberg and carried unanimously.

Brion Plautz/Sheriff- Plautz presented the monthly jail statistics. Year to date numbers show an average of 2.68 Traverse County inmates per day in 2012 thus far, and 5.39 out of county inmates. Year to date revenues from boarding total \$69,050.00 through August 31, 2012.

Plautz also followed up with the board regarding a replacement vehicle for himself after the previous vehicle was damaged. He is recommending waiting on options right now, until insurance provides their approved claim amount.

Plautz also shared a letter that was provided to him by the County Attorney, Matthew Franzese, regarding an order to abate a public health nuisance. The property is located within the city limits of Wheaton and the City is claiming it is a County responsibility to clean it up and pay for such costs. This will be researched further.

Sara Gronfeld/ TC Soil and Conservation District/Planning and Zoning Administrator- Gronfeld provided a department update which included land use and septic permits for the month. She also noted that there will be a public hearing for a conditional use permit for park expansion at the Rosbud RV Park. The permit application was completed by Dan Binsfeld, Big Dog Land Development. The public hearing will be Wednesday, September 12, 8:30 AM, Social Service Annex meeting room A.

Gronfeld also requested approval of a Natural Resources Block grant application. Deal made a motion to approve the grant agreement. Salberg seconded it and the motion carried unanimously.

Gronfeld also updated the board that the next SWCD meeting is September 6, 2012 at 7:30 AM. They are exploring applying for a 2013 Clean Water Legacy Fund grant, which would off-set fifty percent of the projects and provide online data availability to the public as well as court house staff. Gronfeld also updated the board that construction for the new building is on schedule.

Kit Johnson/Auditor/Treasurer- Johnson distributed the ballot question and the board approved it by consensus. K. Johnson discussed public meeting options for explaining the court house assessment, bond, and referendum. He indicated Wade Cole would charge \$120/hour and he is out of Alexandria. Wade recommended we bring in Michael Jordan, from Collaborative Design group. Jordan would be available and estimated a total of approximately eight hours investment would be needed, as well as an over-night stay, which estimates are around \$1000 per trip. Jordan is out of the Cities. He could also put together a pamphlet that highlights the assessment. He estimated that could possibly be done at no cost. Doug Green, Springsted, will also be available and he would only charge for mileage. He too is out of the Cities. He questioned whether we considered 30 years in lieu of 20 years for a bond and the changes on the tax impact that would have. Deal recommended if the rates are really good, then we should go 30 vs. 20. The board also discussed how to best educate the public on the court house needs and bonding, referendum, and tax impacts. Consensus was, because of the costs associated with the public meeting, to host one large County-wide meeting at the high school. The County would provide the assessment online, at the various City Halls, as well as higher populated businesses in the various communities. Advertising for the public meeting will be done in the Wheaton Gazette as well as the Valley News and Northern Star. Possible dates being considered include September 19th or 26th. Due to absentee voting and mail voting, the sooner we can host the meeting the better.

2013 Budget Certification- Don Appel made a motion to approve the preliminary budget with a gross levy of \$5,659,326.87, an increase of 3.78% from 2012. The motion was seconded by Todd Johnson. Discussion included by Johnson was that this is set as the maximum, we can always come down. He also stated we are less than 2011 so this is a good starting point. Deal pointed out that the Coordinator's budget needs to be adjusted and insurance figures may also change. The motion to certify Traverse County's preliminary levy was carried unanimously.

Peg Werner/Viking Library System- Ms. Werner distributed brochures and a Budget Request. The first brochure was with regards to the return on investment for the public library system. UMD Business School provided the study. Total return on investment to Traverse County was \$6.21 for every dollar spent. This was the highest return on investment for the library system.

Ms. Werner requested \$29,718.00, for their 2013 budget from Traverse County. This is an increase from \$28,993 in 2012. Commissioners thanked the Librarians for their service. Bernice Piechowski, Librarian in Browns Valley, shared her experiences this past year. "With the hot climates, folks have stayed and read for hours at a time," she said. People come in and read the newspapers as well. Terry Anderson, Librarian for the Wheaton Library, had similar experiences. Families with small children come in and read, computer use is steady. Wheaton has also added more children's programs. The Legacy funds were used creatively, including a trip to Walnut Grove. Don Appel made a motion to approve the increased request for 2013, not to exceed \$29,718.00. Todd Johnson seconded the motion and it carried unanimously.

Pat Tracy Retirement- Melissa Persing, Extension Director, along with Kevin Leininger, Chairman of the Board, expressed their sincere gratitude to Pat Tracy for her 23 years of service to Traverse County. She brought a lot of skills, knowledge, and dedication to her position and the County wishes her well in her retirement. Her last effective day for Traverse County is September 4, 2012.

Tom Schmitz/Emergency Management Director- Schmitz updated the board that he will be leaving West Central Environmental Consultants (WCEC) to begin employment with the City of Browns Valley, effective September 7, 2012. Schmitz recommended he continue to retain the Emergency Management job functions in the interim, contracting directly with the County. WCEC sent a letter supporting our continued relationship with Tom Schmitz. They are willing to continue with the contract but open to Traverse County ending it as well. In 2004 the Emergency Management position was contracted directly with Schmitz. The Board explored options as to availability of Schmitz's time and how the relationship with Browns Valley would work. The consensus of the board was to have Browns Valley City Council approve him as continuing to handle Emergency Management before acting on a decision of whether to terminate the contract with WCEC. Schmitz will present the idea to the Browns Valley City Council at their next meeting, which is Monday September 10th. Schmitz will provide an update to the Traverse County board once he has more information.

Rhonda Braaten-Antrim/County Coordinator- Antrim presented the minutes of the August 21, 2012 meeting. Deal made a motion to amend the minutes by eliminating the following paragraph of the resolution that was approved that day.

WHEREAS, the Traverse County Board of Commissioners have investigated the facts and does hereby find, determine, and declare that it is necessary and expedient to issue general obligation bonds to defray the expenses of 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;

The consensus of the Board was to agree, as they didn't want the public to think they had already made a decision to demolish and build a new court house. The purpose of the resolution and referendum to bond was to find out what the public believes is the best option. This language change of the resolution did not affect the wording of the ballot question. The motion to amend the minutes and remove the paragraph above was seconded by Appel and carried unanimously.

Antrim updated the Board that she discussed the performance by Morris Electronics in providing technology services with the department heads. Consensus was that they are providing quality services, meeting our needs timely, and responsive to our needs.

Antrim had distributed an invitation to attend a flood reduction tour to the commissioners, which was later rescinded due to space needs.

Antrim provided a flu shot update to the Board as well as an update on the bat problem in the courthouse.

Antrim provided information regarding MCIT Risk Management Training.

Antrim presented the 2013 Rainbow Rider contract for bus services in Browns Valley. Salberg brought up the question of why Traverse County is the only county that has to subsidize the service. Appel and Johnson are delegates to that board and agreed they will bring to the Rainbow Rider full JPB the question of whether we are the only county that subsidizes the service and if so, why that is. Consensus was to table the approval of the contract until we have more information.

Antrim also presented a bill for Janet Raguse's contracted Human Resource duties. Salberg made a motion to approve payment for services in the amount of \$1,512.50 and Appel seconded it. The motion carried unanimously.

Antrim also discussed the Veteran Service Officer's request to move their office to the Coordinator's old office. The consensus was to allow that office to move and the new Human Resources office will move into the current VSO office.

Antrim presented a summary of the applications received thus far for the Human Resources position. The consensus of the board was to bring a full summary to the next meeting and they will make a decision at that time on how they want to proceed. There is a desire to better quantify the information before proceeding. The Board was also reluctant to set a minimum and maximum salary because of the uncertainty with where they're going with the position.

Antrim also presented a question of department heads regarding the cash in lieu option for medical benefits for non-union members. It was the consensus of the board to table the decision until the union contracts have been approved.

Chairman Leininger adjourned the meeting at 10:55 AM.

Attest: _____

Rhonda Braaten-Antrim/County Coordinator

Kevin Leininger/Board Chair

