

Traverse County Commissioner Board
Regular Meeting
October 15, 2013

The meeting was called to order by Commissioner Chair Kevin Leininger. Other commissioners present included Dave Salberg, Don Appel, Jerry Deal, and Todd Johnson. The pledge was recited. The agenda was approved unanimously upon a motion by Deal and second by Salberg, with the addition of an amendment to the MCIT Joint Powers Board contract and an audit expense form.

Larry Haukos/Highway Engineer- Haukos appeared before the Board with Lynn Siegel, Emergency Management Director. They distributed the State Auditor's policy on procurement. They clarified that anything over \$100,000.00 must be bid via sealed bid and the project cannot be subcontracted and/or broken up into pieces, to avoid that limit. The safe house project is estimated at \$135,000.00. Haukos will be meeting with the architect on October 24, for the final project specifications and anticipates the bidding this winter.

Haukos also informed the Board that they met with FEMA to determine which projects qualify for funding. They determined that between \$7,000.00-\$8,000.00 will qualify.

Haukos requested guidance from the Board on a permit situation to redirect an intermittent stream with a tile pump from across a field and down into the road ditch along CSAH #18 on the North side of Section 33, Taylor TWP into an unnamed stream that eventually is CD #27. There is a concern the tile pump will continue to run all year in the field, causing erosion in the farm land. Board concerns included the possibility of pipe replacements that will need to be done in the ditch and erosion in the ditch. Leininger expressed that the tiling should go into the ditch. Haukos will discuss the issue with the watershed and bring back more information. Haukos also discussed current projects and activities.

Ted Siltman and Mark Hormann appeared to discuss the Traverse County Fair. They provided updates on the building and improvements made. Next year they plan to work on improvements in the Beer Garden. They also discussed the Rasino and benefit that would offer. Leininger commented on the Midway being one of the better ones in the areas. Siltman discussed the quality and cost and they just can't beat it. Expenses totaled \$112,358.68 and revenues were \$96,799.18. The extreme heat impacted attendance. Salberg made a motion to allocate \$10,000.00 to the fair for 2014 and Appel seconded it. It was approved unanimously.

Kit Johnson- Auditor/Treasurer- K. Johnson distributed the annual report from MCIT. He also presented a declaration of expense form for Board approval. The form is needed by the state auditors, when receipts are not available for some expenses by employees, or when the employee loses a receipt. Upon a motion by Deal and second by T. Johnson, the form was approved unanimously for use, with the caveat that if the Auditor suspects misuse, he may utilize his discretion and disallow those employees from using it.

Rhonda Braaten-Antrim/County Coordinator- the minutes from the Board meeting of October 1, 2013 were approved unanimously upon a motion by Deal and second by T. Johnson. The following bills were approved unanimously upon a motion by Appel and second by Deal.

CARDMEMBER SERVICE	2,589.37
INTEGRATED NETWORKING INC	2,061.44
MORRIS ELECTRONICS	2,411.94
REGENTS OF THE UNIVERSITY OF MINNESOTA	23,457.96
STEVENS TRAVERSE GRANT PUBLIC HEALTH	5,315.33
TRAVERSE ELECTRIC COOP INC	3,703.71
TYLER TECHNOLOGIES, INC.	2,632.09
BORDER STATES COOPERATIVE	3,620.02
HANCOCK CONCRETE PRODUCTS CO.,INC.	9,413.78
LARSON OIL, INC	27,812.45
TRI- CITY PAVING, INC.	4,520.00
ZIEGLER, INC.	161,941.30

Pursuant to Minnesota Statute 375.12, 80 bills were \$2000.00 or less, totaling \$32,780.46.

Upon a motion by Deal and second by Salberg, contract addendum's for HCBS for public health were approved. A list of the contracts is available upon request.

Antrim updated the Board that open enrollment for benefits will be November 21, 2013. She also updated the Board on issues around the HRA as well as contract agreements to provide the HSA/Cafeteria Plan for 2014 and the federal changes to these programs and possible impacts to the county. There are also issues with the 40 hours of vacation roll-over to the HRA as well as issues with outstanding balances in the accounts. The personnel committee will be meeting with the unions and bargaining groups to review the changes and resolve several issues associated with them.

Upon a motion by Salberg and second by T. Johnson, the Board unanimously approved the insurance benefit for non-union employees. The benefit will be consistent with the union contracts. The County will contribute \$550.00 toward a single group insurance plan, \$1115.00 for family group plans, and \$750.00 for cash in lieu of insurance. There will be no HRA contribution for 2014 and the County will continue to explore a HSA/Cafeteria plan options.

Antrim informed the Board of a federal law change that does not allow 2014 insurance premiums to be used in claiming HRA expenses. The County will no longer be providing HRA contributions in 2014 and the requirement of the HRA is that there is an integrated health insurance plan in place. The plan administrator will allow retirees to claim 2013 premiums in the first 30 days of 2014, upon Board

approval. Upon a motion by Deal and second by T. Johnson, the Board unanimously approved retirees the option of claiming their 2013 insurance premiums to the HRA for reimbursement, if claimed within the first 30 days of 2014.

Antrim also updated the Board on the wage study, MCIT Joint Powers Board draft contract amendments, wellness walk for breast cancer awareness, and some proposed changes to PERA, sales tax discussions, and a webinar on AMC's website for Campaign Finance and Public Disclosure requirements of county commissioners.

Deal updated the Board on the restructuring committee activities and upcoming meeting for the Horizon five county public health project.

Attested to:

Rhonda Braaten-Antrim/County Coordinator

Kevin Leininger/Board Chair