Traverse County Board of Commissioners
Annex Building Conference Room
Wheaton, Minnesota
January 3, 2012

PRESENT

Commissioners Kevin Leininger, David Salberg, Jerry Deal, Todd Johnson and Donny Appel
Janet Raguse, County Coordinator and Clerk for the Board

PLEDGE

The Pledge of Allegiance was recited.

NOMINATION OF CHAIRMAN

Chairman Deal called for nominations of the 2012 Chairman. Commissioner Salberg made a motion to nominate Commissioner Leininger. Commissioner Appel seconded the motion. Hearing no other nominations, Chairman Deal cast a unanimous ballot electing Commissioner Leininger as the 2012 Chairman.

NOMINATION OF VICE-CHAIRMAN

Chairman Leininger called for nominations of the 2012 Vice-Chairman. Commissioner Appel made a motion to nominate Commissioner Salberg. Commissioner Deal seconded the motion. Hearing no other nominations, Chairman Leininger cast a unanimous ballot electing Commissioner Salberg as the 2012 Vice-Chairman.

AGENDA

Upon motion by Commissioner Appel, seconded by Commissioner Salberg and carried unanimously, the agenda was accepted as amended.

JANET RAGUSE, COUNTY COORDINATOR

Upon motion by Commissioner Salberg, seconded by Commissioner Johnson and carried unanimously, the Gazette Publishing Company, Wheaton, Minnesota, was selected as the official newspaper of the County and the bids received from the Gazette Publishing Company were approved. Upon motion by Commissioner Deal, seconded by Commissioner Appel and carried unanimously, in accordance with Chapter 410, Session Laws 1955 as amended, the financial statement will also be published in the Valley News, Browns Valley, Minnesota, at the legal rate as prescribed by the State Printer.

COMMITTEE DELEGATIONS

Chairman Leininger discussed the committee appointments. Commissioner Deal made a motion to maintain the current committee appointments, with the exception of Commissioner Salberg replacing Commissioner Deal on the Senior Citizens (Board of Aging, Traverse) Committee, which Committee List is attached hereto and made a part thereof. Commissioner Appel seconded the motion. Following discussion, the motion carried unanimously.

LARRY HAUKOS, COUNTY ENGINEER

Engineer Haukos reviewed Department activities. He also distributed and reviewed the 2012 budget. Upon motion by Commissioner Deal, seconded by Commissioner Salberg and carried unanimously, the

Engineer was authorized to purchase GPS survey equipment from Frontier Precision, Inc., State contract number 15679, in the amount of $27,641.08. Upon motion by Commissioner Appel, seconded by Commissioner Johnson and carried unanimously, the Engineer was authorized to purchase a truck sander from Little Falls Machine, Inc., in the amount of $4,565.00. Upon motion by Commissioner Salberg, seconded by Commissioner Deal and carried unanimously, the Engineer was authorized to purchase a tandem axel gravel pup trailer from Towmaster, Inc., State contract number 3444380, in the amount of $24,863.00, excluding sales tax. Upon motion by Commissioner Johnson, seconded by Commissioner Appel and carried unanimously, the Engineer was authorized to purchase a truck box from Towmaster, Inc., State contract 39250, in the amount of $16,612.65. Upon motion by Commissioner Salberg, seconded by Commissioner Deal and carried unanimously, the change order for the existing crushing contract with Sibson Gravel for crushing recycled concrete and asphalt for $6.00 per ton was approved. The Engineer discussed and reviewed a proposal from Rhonda Antrim, Social Services Director, in regard to purchasing a lot near the Courthouse Annex Building and erecting a garage to house the Social Services automobiles, Rainbow Rider bus and building and grounds equipment. Following discussion, the matter was tabled until the January 17, 2012 meeting.

BRION PLAUTZ, SHERIFF

Sheriff Plautz distributed and reviewed the monthly jail report. He also indicated that he and the Chief Deputy Sheriff would be handling some of the on-call weekend hours in an effort to decrease spending.

TREVOR WRIGHT, CHIEF DEPUTY SHERIFF

Chief Deputy Wright provided an update in regard to the ARMER tower and the options to change the base of the tower to meet the specifications. He noted that Chris Lubben of Lubben Construction has indicated that if the County will accept the design of Kelly Schultz, Schultz Welding, Lubben Construction will provide liability for the tower if it were to fail structurally and absorb the risk. Chief Deputy Wright will attend the next meeting with Chris Lubben. Commissioner Leininger inquired about the possibility of implementing an E-911 signage plan in the County. The Chief Deputy explained that a survey was completed of the entire County to determine the signage needed and the cost. Wright was directed to obtain updated costs for the signage

SARA GRONFELD, TRAVERSE SOIL & WATER CONSERVATION DISTRICT (SWCD) MANAGER/PLANNING AND ZONING ADMINISTRATOR

Gronfeld distributed and reviewed the Land Use Management Office and SWCD Program Report.

STEVE NAGLE, WEST CENTRAL COMMUNITY ACTION

Nagle distributed and reviewed the West Central Community Action annual report.

CORONORER APPOINTMENT

Upon motion by Commissioner Deal, seconded by Commissioner Salberg and carried unanimously, Stanley Gallagher, D.O., was appointed as coroner.

2012 MILEAGE RATE

Upon motion by Commissioner Deal, seconded by Commissioner Appel and carried unanimously, the 2012 mileage rate was set at the 2012 Internal Revenue Service rate.

AUDITOR AUTHORIZATION

Upon motion by Commissioner Salberg, seconded by Commissioner Johnson and carried unanimously, the Auditor/Treasurer was authorized to pay incidental claims in 2012.

OFFICIAL DEPOSITORIES

Upon motion by Commissioner Deal, seconded by Commissioner Johnson and carried unanimously, the Treasurer was authorized to abide by Traverse County policy in regard to designating the official depositories for County funds.

COMMISSIONER MEETING DATES/TIMES

It was the consensus of the Board to hold meetings as follows in 2012:

First Tuesday of the month, 8:30 a.m., Traverse County Board of Commissioners, Traverse County Courthouse Annex Building Conference Rooms; this meeting will begin at 9:00 a.m. during inclement weather.

Third Tuesday of the month, 8:30 a.m., Traverse County Social Service Board, Traverse County Courthouse Annex Building Conference Rooms; this meeting will begin at 9:00 a.m. during inclement weather.

Third Tuesday of the month, 9:30 a.m., Traverse County Board of Commissioners, Traverse County Courthouse Annex Building Conference Rooms

JANET RAGUSE, COUNTY COORDINATOR

Raguse indicated that the 1996 Ford Explorer will be advertised for sealed bids again and the bids will be opened at the January 17, 2012 meeting. She discussed the refinancing of the Traverse Care Center bonds. Upon motion by Commissioner Deal, seconded by Commissioner Johnson and carried unanimously, the minutes of the December 12, 2011 meeting were approved. Upon motion by Commissioner Johnson, seconded by Commissioner Salberg and carried unanimously, the minutes of the December 20, 2011 meeting were approved. Upon motion by Commissioner Appel, seconded by Commissioner Deal and carried unanimously, the minutes of the December 21, 2011 Truth in Taxation Hearing were approved. Upon motion by Commissioner Deal, seconded by Commissioner Salberg and carried unanimously, the minutes of the December 21, 2011 regular meeting were approved. The Social Service Director's proposal for a salary increase for the Financial Assistance Supervisor was distributed and reviewed. The consensus of the Board was to hold a Special Meeting to discuss non-union staff 2012 salaries on January 9, 2012 at 9:00 a.m. Antrim's proposal will be considered at the January 9th meeting. Upon motion by Commissioner Deal, seconded by Commissioner Johnson and carried unanimously, the Commission will operate meetings in 2012 in accordance with Roberts Rules of Procedures. Coordinator Raguse indicated that the meeting between the Bois de Sioux Watershed District and Engineer Haukos and herself would take place in January. She noted that the Association of Minnesota Counties was seeking Policy Committee members. Commissioner Leininger indicated that he would be on the Transportation Committee. Commissioner Johnson indicated that he would be on the Environmental and Natural Resources Committee.

COMMITTEE/MEETING REPORTS

There were no reports available.

NEXT MEETING

The next meeting will be held Tuesday, January 17, 2012 at 9:30 a.m.

ADJOURN

Chairman Leininger adjourned the meeting at 11:07 a.m.

Attest: Janet Raguse _____ Kevin Leininger _____
Clerk and County Coordinator Chairman, Board of Commissioners

Traverse County Board of Commissioners
Annex Building Conference Room
Wheaton, Minnesota
January 10, 2012

PRESENT

Commissioners Kevin Leininger, David Salberg, Jerry Deal, Todd Johnson and Donny Appel
Janet Raguse, County Coordinator and Clerk for the Board

PURPOSE OF MEETING

The purpose of the special meeting was to discuss 2012 non-union employee and elected official salaries.

PLEDGE

The Pledge of Allegiance was recited.

AGENDA

Upon motion by Commissioner Deal, seconded by Commissioner Salberg and carried unanimously, the agenda was accepted.

LARRY HAUKOS, COUNTY ENGINEER

Engineer Haukos distributed and reviewed information regarding surrounding county Engineer salaries. He also reviewed information regarding the value of the County-owned automobile he drives.

JANET RAGUSE, COUNTY COORDINATOR

Information was distributed which was submitted by LeAnn Peyton, Recorder, Brion Plautz, Sheriff, Rhonda Antrim, Social Services Director, Dianne Reinart, Assessor, Kit Johnson, Auditor/Treasurer and Janet Raguse, County Coordinator, regarding 2012 non-union salaries.

DUSTIN KINDELBERGER, VSO/SOLID WASTE/SAFETY

Kindelberger distributed and reviewed information regarding Department activities and the VSO/Solid Waster/Safety Officer 2012 salary.

MARG SCHMITZ, FINANCIAL ASSISTANCE SUPERVISOR

Schmitz provided information in regard to acronyms used in the information submitted by Social Services Director Antrim.

GENERAL DISCUSSION

The Commission discussed the requests and information submitted. Following discussion, it was determined to take the matter under advisement until union negotiations were complete.

ADJOURN: Chairman Leininger adjourned the meeting at 10:35 a.m.

Attest: Janet Raguse _____ Kevin Leininger _____
Clerk and County Coordinator Chairman, Board of Commissioners

Traverse County Board of Commissioners
Annex Building Conference Room
Wheaton, Minnesota
January 3, 2012

PRESENT

Commissioners Kevin Leininger, David Salberg, Jerry Deal, Todd Johnson and Donny Appel
Kit Johnson, County Auditor/Treasurer.

CALL TO ORDER

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

PLEDGE

The Pledge of Allegiance was recited.

AGENDA

Upon motion by Commissioner Salberg, seconded by Commissioner Deal and carried unanimously, the agenda was accepted as presented.

DOUG GREEN, SPRINGSTED

Green went over the calendar of events regarding the refinancing of the Traverse Care Center Bonds. Commissioner Appel introduced the following resolution and moved its adoption, which motion was seconded by Commissioner Johnson and carried unanimously. See attached resolution.

KIT JOHNSON, AUDITOR/TREASURER

Johnson opened thirteen bids for the sale of the County's 1996 Ford Explorer. High bidder was Jerry Fischer at $350.00. The bidders present were then allowed to raise their bids. DeWayne Groneberg was awarded the high bid at $500.00. The board accepted the bid upon motion by Appel, which was seconded by Salberg and passed unanimously.

SARA GRONFELD, TRAVERSE SOIL & WATER CONSERVATION DISTRICT (SWCD) MANAGER/PLANNING AND ZONING ADMINISTRATOR

Gronfeld arranged for Pro West & Associates, a GIS system consulting, applications, and data services company, to present its product to the board. This product would provide land record management applications for several County departments as well as the public. Pro West is going to follow up with a cost estimate.

ORB MANAGEMENT

Representatives from Orb followed up on their recent letter to the board regarding the next step in the process regarding the assessment of the courthouse structural/energy issues. The board tabled ORB's proposal until hearing from another company offering the same type of services.

TREVOR WRIGHT, CHIEF DEPUTY SHERIFF

Wright discussed with the board the latest information regarding the base of the radio tower. Chris Lubben, Lubben Construction, and Matthew Franzese, County Attorney, were also at the meeting. It was agreed upon that Franzese would prepare an agreement wherein Lubben Construction would warranty the tower for one year subsequent to the tower company's original warranty. The County will also have a structural engineer sign off on the tower and base. Wright noted that he has submitted several of the ARMER expenses for reimbursement. Many of the claims were paid by the County in 2011, but will not be reimbursed until 2012. He thought it was important for the Commission to be aware of that fact when reviewing the budget.

KIT JOHNSON, AUDITOR/TREASURER

Upon motion by Commissioner Deal, seconded by Commissioner Salberg and carried unanimously, the minutes of the January 3, 2012 meeting were approved. Upon motion by Commissioner Deal, seconded by Commissioner Appel and carried unanimously, the minutes of the January 10, 2012 special meeting were approved. Johnson distributed information from Janet Raguse describing plans to work with Midwest Health Benefits and BCBS to meet with employees and talk about a defined contribution plan. Johnson mentioned that a meeting between Raguse, Larry Haukos, and the Bois De Sioux Watershed had been postponed due to Haukos going to the Engineer's conference. The following claims were approved as presented with the exception of a claim to Sara Young in the amount of 53.06:

ASSOCIATION OF MINNESOTA COUNTIES	$4,420.00
BRANDON COMMUNICATIONS	$2,269.41
CHARLIE & SONS ELECTRIC INC	$2,700.00
CITY OF WHEATON	$2,311.20
COMPUTER PROFESSIONALS UNLIMTED	$5,315.65
COMPUTER SOFTWARE ASSOC	$3,475.00
GEOCOMM, INC	$7,665.15
GOODHART BROTHERS	$3,300.00
LARSON OIL, INC	$1,941.33
MCIT	$132,212.00
MN STATE AUDITOR	$2,099.00
MIDWEST TESTING LABORATORY, INC	$8,195.00
MCCC, MI33	$4,306.19
OTTER TAIL CO. SOLID WASTE	$4,100.05

PNC EQUIPMENT FINANCE	$9,229.50
PRO-BUILD	$2,866.91
STEVENS TRAVERSE GRANT PUBLIC	$4,948.92
SWANSTON EQUIPMENT CO	$2,565.00
TRAVERSE COUNTY HRA TRUST ACCOUNT	$2,200.00
TRAVERSE COUNTY TREASURER	$1,162.84
TRI COUNTY COOP	$9,332.86
TRUE NORTH STEEL	$7,296.23
WALLWORK TRUCK CENTER	$2,583.95
WCEC, INC	$2,275.00

Pursuant to M. S. § 375.12 the number of claims in the amount of $2,000.00 or less was 117 amounting to $81,185.05.

COMMITTEE/MEETING REPORTS

Appel noted that Rainbow Rider is now considering adding iPads to their buses to assist dispatch.

NEXT MEETING

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

ADJOURN

Chairman Leininger adjourned the meeting.

Attest: Kit Johnson _____ Kevin Leininger _____
Acting Clerk and County Auditor/Treasurer Chairman, Board of Commissioners

Traverse County Board of Commissioners
Annex Building Conference Room
Wheaton, Minnesota
February 7, 2012

CALL TO ORDER

Chairman Leininger called the meeting to order at 8:35 a.m.

PRESENT

Jerry Deal, David Salberg, Todd Johnson, Kevin Leininger and Donny Appel
Janet Raguse, County Coordinator and Clerk
Kit Johnson, Auditor/Treasurer

The Pledge of Allegiance was recited.

AGENDA

Chairman Leininger noted the addition of the following agenda items: 1) Bid letting for Project Nos. S. A. P. 78-611-010 and S. A. P. 78-611-008 at 10:00 a.m., 2) Bid letting for S. A. P. 78-611-09 at 10:05 a.m., 3) Doug Green, Springsted, Inc., and 4) County Park request. Upon motion by

Commissioner Deal, seconded by Commissioner Appel and carried unanimously, the agenda was approved as amended.

LARRY HAUKOS, COUNTY ENGINEER

Engineer Haukos reviewed the State of Minnesota Agency Agreement between the Department of Transportation and Traverse County for Federal Participation in Construction. Commissioner Deal submitted the following resolution for adoption, which was seconded by Commissioner Salberg:

Be it resolved that, pursuant to Minnesota Statute, Section 161.36, the Commissioner of Transportation be appointed as Agent of Traverse County to accept as its agent, federal aid funds which may be made available for eligible transportation related projects; and

Be it further resolved that Chairman Kevin Leininger and Auditor Kit Johnson are hereby authorized and directed for and on behalf of the County to execute and enter into an agreement with the Commissioner of Transportation prescribing the terms and conditions of said federal aid participation as set forth and contained in "Minnesota Department of Transportation Agency Agreement No. 99978" a copy of which said agreement was before the County Board and which is made a part hereof by reference.

The above resolution was approved unanimously this 7th day of February, 2012.

Attest: Janet Raguse_____ Kevin Leininger _____
Clerk and County Coordinator Chairman, Board of Commissioners

Upon motion by Commissioner Salberg, seconded by Commissioner Appel and carried unanimously, Project Nos. S. A. P. 78-616-06, S.A.P 78-598-28 and S.A.P. 78-598-29 were scheduled for bid letting on March 20, 2012 at 9:35 a.m. Commissioner Appel submitted the following resolution for adoption, which was seconded by Commissioner Johnson:

Whereas, County Project No. S. A. P. 78-598-32 has in all things been completed, and the County Board, has been fully advised in the premises.
Now, therefore, be it resolved that the Traverse County Board of Commissioners hereby accepts said completed project for and on behalf of the County of Traverse and authorizes final payment as specified in the final contract voucher.

Attest: Janet Raguse_____ Kevin Leininger _____
Clerk and County Coordinator Chairman, Board of Commissioners

Commissioner Johnson submitted the following resolution for adoption, which was seconded by Commissioner Deal:

Whereas, County Project No. S. A. P. 078-999-009 has in all things been completed, and the County Board, has been fully advised in the premises.

Now, therefore, be it resolved that the Traverse County Board of Commissioners hereby accepts said completed project for and on behalf of the County of Traverse and authorizes final payment as specified in the final contract voucher.

Attest: Janet Raguse
Clerk and County Coordinator

Kevin Leininger
Chairman, Board of Commissioners

Upon motion by Commissioner Johnson, seconded by Commissioner Deal and carried unanimously, the Sibson Gravel, LLC, Partial Estimate for crushing and Change Order for track hoe rental and additional crushing and stockpiling were approved. Upon motion by Deal, seconded by Commissioner Appel and carried unanimously, the Engineer was authorized to accept the quote of Pro-Tainer, Inc., in the amount of $2,000.00 to paint the 1993 end loader. Upon motion by Commissioner Deal, seconded by Commissioner Salberg and carried unanimously, the Engineer was authorized to purchase two garage doors for the sign shop from ProBuild in the amount of $7,300.00. Commissioner Deal submitted the following resolution for adoption, which was seconded by Commissioner Salberg:

Whereas, Traverse County has determined that the deficient bridges on the CSAH, County Road and Township Road systems on the attached Table 1 are a high priority and require replacement or rehabilitation within the next five (5) years;

Whereas, local roads play an essential role in the overall state transportation network and local bridges are the critical component of the local road system;

Whereas, State support for the replacement or rehabilitation of local bridges continues to be crucial to maintaining the integrity of the local road systems and is necessary for the County and the townships to proceed with the replacement or rehabilitation of the high priority deficient bridges described above; and

Whereas, Traverse County intends to proceed with replacement or rehabilitation of these bridges as soon as possible when State Transportation Bond Funds are available.

Be it resolved, that Traverse County commits that it will proceed with the design and contract documents for these bridges immediately after being notified that funds are available in order to permit construction to take place within one year of notification.

Attest: Janet Raguse
Clerk and County Coordinator

Kevin Leininger
Chairman, Board of Commissioners

Engineer Haukos reviewed the construction and maintenance distribution information in regard to State Aid allotments. He also reviewed Federal sign retro/reflectivity requirements/Township sign maintenance requests. Haukos informed the Board of a recent accident he had while at the Engineer's conference in Baxter, MN, causing damage to a County pick up and a Super America store. He provided an update in regard to the replacement of the vacant Highway Maintenance Worker position. Commissioner Salberg discussed the County Clean Air Policy and requested that the Engineer enforce this policy within the Highway Department. Commissioner Leininger questioned the recent

replacement of a Highway Department employee's cell phone and asked whether the phone had been damaged while at work. Commissioner Salberg requested that the Engineer research the matter further.

BRION PLAUTZ, SHERIFF

The Sheriff reviewed the monthly jail report. Plautz also distributed and reviewed the 2011 incident report which report contained information regarding the number and type of incidents the Department had responded to throughout the year.

TREVOR WRIGHT, CHIEF DEPUTY SHERIFF

The Chief Deputy provided an update regarding the ARMER project. He indicated that he was working with Engineer Haukos and Lubben Construction to rectify the issues with the base of the tower. The Commission requested that Wright reach a resolution of the matter by the end of the week or contact another company to rectify the situation.

JANET RAGUSE, COUNTY COORDINATOR

Raguse informed the Board that, following a conference call including Auditor/Treasurer Kit Johnson, Doug Green, Springsted, Inc., and herself, Moody's Investors Service assigned a rating of A1 to Traverse County in regard to the Nursing Home Revenue Refunding Bonding, Series 2012A. Upon motion by Commissioner Salberg, seconded by Commissioner Deal and carried unanimously, Chairman Leininger was authorized to sign the Agreement for Continuing Disclosure Services and/or Arbitrage and Rebate Monitoring between Traverse County and Springsted, Inc. Coordinator Raguse distributed information obtained at the AMC Leadership Meeting Social Services Director, Rhonda Antrim, and she attended recently. Commissioner Appel discussed exterior issues in regard to the 1974 Courthouse Annex Building.

SARA GRONFELD, TRAVERSE SOIL & WATER CONSERVATION DISTRICT (SWCD) MANAGER/PLANNING & ZONING ADMINISTRATOR

Gronfeld distributed and reviewed the Land Use Management Office & SWCD Monthly Program Report. She reviewed her intended response to the Association of Minnesota Counties' request for information in regard to the Subsurface Sewage Treatment System (SSTS) rules.

Chairman Leininger declared a recess at 9:43 a.m. and reconvened the meeting at 9:47 a.m.

KIT JOHNSON, AUDITOR/TREASURER

Johnson discussed a request from an individual to obtain a precious metals license. It was the consensus of the Commission to set the Precious Metals License Application fee at $50.00. Upon motion by Commissioner Deal, seconded by Commissioner Johnson and carried unanimously, the Wheaton Country Club wine, beer and set up license was approved. Auditor/Treasurer Johnson discussed the Care Center Fund audit. He indicated that the State Auditors will be doing the audit. However, it was the recommendation of the LarsonAllen accounting firm, the firm that had completed the Care Center audit in the past, that the County continue to have LarsonAllen complete the benchmarking report as in the past. The cost for the report was estimated at $2,000.00. It was the consensus of the Commission to have LarsonAllen complete the benchmarking report. The Auditor/Treasurer discussed implementing credit card services in the County. It was the consensus of the Commission to pursue providing this service.

Pursuant to advertising, the Auditor/Treasurer opened the following bids for Project Nos. S. A. P. 78-611-010 and S. A. P. 78-611-008, grading on CSAH #11:

BCI Barry Construction, Inc.	Fergus Falls, MN	$1,961,119.56
Duininck, Inc.	Prinsburg, MN	$1,791,410.08
Riley Bros.	Morris, MN	$1,269,188.44
Minnerath Construction, Inc.	Cold Spring, MN	$1,271,768.83
Midwest Contracting, LLC	Marshall, MN	$1,351,400.85

Pursuant to advertising, the Auditor/Treasurer opened the following bids for Project No. S. A. P. 78-611-09:

Structural Specialties, Inc.	Hutchinson, MN	$421,543.05
Redstone Construction Co., Inc.	Mora, MN	$400,387.80
Duininck	Prinsburg, MN	$340,051.50
Korby Contracting Co., Inc.	Fergus Falls, MN	$330,013.50
Dallco, Inc.	Finlayson, MN	$301,142.70
Robert R. Schroeder Const., Inc.,	Glenwood, MN	$424,833.60
Swingen Construction Company	Grand Forks, ND	$409,514.90

TOM SCHIMTZ, EMERGENCY MANAGEMENT DIRECTOR

Schmitz discussed the Emergency Management Advisory Committee. Upon motion by Commissioner Deal, seconded by Commissioner Johnson and carried unanimously, Tom Schmitz, Emergency Management Director, was appointed to the Emergency Management Advisory Committee. Schmitz discussed the All Hazard Mitigation Plan. Upon motion by Commissioner Salberg, seconded by Commissioner Johnson and carried, the Emergency Management Director was authorized to apply for grant funds for the revision of the All Hazard Mitigation Plan.

DOUG GREEN, SPRINGSTED, INC.

Green distributed and reviewed five bids received in regard to the Nursing Home Revenue Refunding Bonds, Series 2012A. He indicated that the winning bid was from Robert W. Baird & Company, Inc., at the rate of 2.2602%. He reviewed the annual savings to the County as a result of the refunding and noted that the overall savings would be 19.4%. Green discussed the recent rating call and the County being given an A1 rating. Commissioner Deal submitted the attached resolution for adoption, which was seconded by Commissioner Appel and unanimously adopted this 7th day of February, 2012.

Attest: Janet Raguse_____ Kevin Leininger _____
Clerk and County Coordinator Chairman, Board of Commissioners

Upon motion by Commissioner Deal, seconded by Commissioner Appel and carried unanimously, the bid of Robert W. Baird & Company, Inc., for the refunding of the Nursing Home Revenue Refunding Bonds, Series 2012A, was accepted.

JANET RAGUSE, COUNTY COORDINATOR

Upon motion by Commissioner Salberg, seconded by Commissioner Deal and carried

unanimously, the 2011 Pay Equity Report was approved as presented. Raguse distributed the wage and salary survey comparing Big Stone, Grant, Stevens, Traverse and Wilkin County salaries. Commissioner Salberg submitted the following resolution for adoption, which resolution was seconded by Commissioner Appel:

Whereat, the U. S. Secretary of Labor is charged with regulating employment of youth in occupations which may be considered hazardous;

Whereas, on September 2, 2011, the U. S. Department of Labor published a notice of proposed rulemaking to upgrade child labor regulations;

Whereas the proposed regulations severely restrict non-family persons under the age of 16 from operating machinery and power equipment;

Whereas, the proposed regulations appear to prohibit relatives, including grandchildren and nieces and nephews, from working on family farms;

Whereas, the proposed regulations may cause the abandonment of common farming practices due to a lack of adequate short term help during planting and harvest time, thereby increasing costs and disruptions, thereby increasing the potential for losing the "family" farm concept; and

Whereas, the proposed regulation updates potentially contribute to the further demise of farms in rural America.

Therefore, be it resolved that the Traverse County Board of Commissioners hereby expresses support and encourages all Minnesota counties and the Association of Minnesota Counties to express support for family farms and urges the U. S. Department of Labor to retain the integrity of the family farm exemption as previously established by the United States Congress.

The above resolution was unanimously adopted this 7th day of February, 2012.

Attest: Janet Raguse_____ Kevin Leininger _____
Clerk and County Coordinator Chairman, Board of Commissioners

Upon motion by Commissioner Johnson, seconded by Commissioner Deal and carried unanimously, the minutes of the January 15, 2012 meeting were approved as amended. Coordinator Raguse informed the Board of a request from Crystal McGrath to hold her wedding reception at the Traverse County Park July 14, 2012. The reception would include serving food and beer, in addition to music by a D. J. Following discussion, Commissioner Salberg made a motion to deny the request due to the ordinance stating that alcohol could not be served at the Park, noise concerns and adequate electrical power. The motion was seconded by Commissioner Appel and carried unanimously.

COMMITTEE/MEETING REPORTS

Commissioner Appel indicated that he had completed a walk-through with Contegrity Group, Inc., a construction management company that will prepare a proposal to manage the assessment of the Courthouse complex. Commissioner Leininger indicated that the Courthouse lawn mower/snow blower had quit working. He informed the Board that the engine had been re-built once and a new engine would be $3,000.00. He noted that he had ordered a 540 John Deere lawn mower/snow blower for $8,100.00 with a three year warranty. The old mower/blower will be advertised for sale.

The Commission discussed the storage areas in the Courthouse complex and the need to organize and eliminate some of the items. They requested that all storage/non-office areas be inventoried and appropriate items advertised for sale, unnecessary items disposed of, and any remaining items organized.

CLOSED MEETING

Upon motion by Commissioner Salberg, seconded by Commissioner Deal and carried unanimously, the meeting was closed to discuss labor negotiation strategies.

LARRY HAUKOS, ENGINEER

Upon motion by Commissioner Appel, seconded by Commissioner Deal and carried unanimously, the bid of Riley Brothers Construction, Morris, MN, in the amount of $1,269,188.94 for Project Nos. S. A. P. 78-611-010 and S. A. P. 78-611-08 was approved.

Upon motion by Commissioner Appel, seconded by Commissioner Deal and carried unanimously, the bid of Dallco, Inc., Finlayson, MN, in the amount of $301,142.70 for Project No. S. A. P. 78-611-009 was approved.

NEXT MEETING

The next regular meeting will be held Tuesday, February 21, 2012 at 9:30 a.m.

ADJOURN

Chairman Leininger adjourned the meeting at 11:22 a.m.

Attest: Janet Raguse _____ Jerry Deal _____
Clerk and County Coordinator Chairman, Board of Commissioners

Traverse County Board of Commissioners
Annex Building Conference Room
Wheaton, Minnesota
February 21, 2012

CALL TO ORDER

Chairman Leininger called the meeting to order at 9:32 a.m.

PRESENT

Jerry Deal, David Salberg, Todd Johnson, Kevin Leininger and Donny Appel
Janet Raguse, County Coordinator and Clerk
Kit Johnson, Auditor/Treasurer

PLEDGE: The Pledge of Allegiance was recited.

AGENDA

Upon motion by Commissioner Salberg, seconded by Commissioner Johnson and carried unanimously, the agenda was approved.

LARRY HAUKOS, COUNTY ENGINEER

Upon motion by Commissioner Salberg, seconded by Commissioner Appel and carried unanimously, Chairman Leininger was authorized to sign the contract with Riley Bros. Construction, Inc., for Project Nos. S. A. P. 78-611-10 and S. A. P. 78-611-08. Upon motion by Commissioner Johnson, seconded by Commissioner Deal and carried unanimously, Chairman Leininger was authorized to sign the contract with Dallco, Inc. for Project No. S. A. P. 78-611-09. Upon motion by Commissioner Salberg, seconded by Commissioner Johnson and carried unanimously, the bid letting for Project No. S. A. P. 78-030-003 was scheduled for March 20, 2012 at 9:45 a.m. The Engineer reviewed the 2012 construction projects scheduled. The Commission discussed the need to repair and maintain current County paved roads prior to completing any new paving projects. Commissioner Johnson made a motion authorizing the Engineer to salvage pickup unit no. 26, pickup unit no. 39 and a gravel box. Commissioner Appel seconded the motion. Following discussion, Commissioner Johnson rescinded the motion. Upon motion by Commissioner Johnson, seconded by Commissioner Appel and carried unanimously, the Engineer was authorized to advertise for sale by sealed bids, the following items: pickup unit no. 36, pickup unit no. 39, gravel box, New Idea snow blower, two 1,000 gallon fuel tanks, rubber tire roller packer unit no. 61, two Tiger/Diamond mounted hydraulic mowers, and the courthouse lawn mower/snow blower. Upon motion by Commissioner Appel, seconded by Commissioner Salberg and carried unanimously, the Engineer was authorized to make a final payment of $5,629.23 for the new rubber tire roller unit no. 166. The Engineer reviewed the December 31, 2011 preliminary fund balance report and reviewed department activities.

BRION PLAUTZ, SHERIFF

Sheriff Plautz informed the Commission of the recent need to terminate a part-time Communications/Corrections Officer due to misconduct, the employee being on probation. Upon motion by Commissioner Deal, seconded by Commissioner Salberg and carried unanimously, the Sheriff was authorized to utilize the applicant pool from the recent Communication/Corrections Officer hiring and offer the position to Kelly McCarthy.

TREVOR WRIGHT, CHIEF DEPUTY SHERIFF

Chief Deputy Wright discussed the completion of the base of the ARMER tower and the timeline for erecting the tower and completing the project. He also discussed upcoming training for the Communications/Corrections Officers in regard to the new radios, which will begin the first week of April, 2012. Wright discussed the option of participating in a regional logger system through the Central Minnesota Emergency Services Board and his recommendation that the County opt out of participation as the County purchased a logger system within the last year. Commissioner Deal submitted the following resolution, which resolution was seconded by Commissioner Salberg:

Whereas, Traverse County, Minnesota, is a member of the Central Minnesota Emergency Services Board (hereinafter “CMNESB” or “Board”);

Whereas, the Central Minnesota Emergency Services Board is governed by the terms of a Joint Powers Agreement (hereinafter “Agreement”) between the parties forming the Board;

Whereas, the CMNESB is empowered and encouraged to develop opportunities for the parties to the Agreement to share services and equipment to improve efficiencies and effectiveness of public safety efforts and assist in controlling expenses;

Whereas, the CMNESB has determined that many of the parties to the Agreement will benefit from a regional logging solution intended to increase the efficiency, effectiveness and functionality of required communications logging efforts while controlling expenses in a shared services environment;

Whereas, the CMNESB has obtained a grant to defray a significant portion of the costs providing a regional logging solution;

Whereas, CMNESB published an RFP for a regional logging solution intended to meet the requirements of the parties to the Agreement;

Whereas, the CMNESB has determined that the response submitted by Verint best meets the current future needs of the parties to the Agreement in the most cost effective manner and has selected the response submitted by Verint as the basis for developing a final plan to provide regional logging services;

Whereas, determining the quantity, identity and actual needs of those parties to the Agreement desiring to be included is a required component to the development of a regional logging solution final plan;

Whereas, completion of a regional logging solution final plan will result in development of project documents including equipment lists, contracts for equipment, implementation services, training and on-going support;

Whereas, the CMNESB is committed to the development of a funding plan that provides a fair and equitable distribution of initial and on-going costs between and among those parties to the Agreement electing to participate in the regional logging system project;

Whereas, those parties to the Agreement not electing to participate in the initial adoption, installation and implementation of a regional logging solution that elect to participate at a date subsequent to the initial adoption, installation and implantation may not be entitled to participate in grant funding and may be subject to expenses and costs different from those of the parties to the Agreement initially participating; and

Whereas, the CMNESB has requested a preliminary, non-binding indication of support and intent to participate or not to participate from all parties to the Agreement.

Now, therefore, be it resolved that the Board of Traverse County, Minnesota, hereby expresses the intent not to participate in the development of a regional logging solution as proposed by CMNESB;

Be it resolved that the Board of Traverse County, Minnesota, acknowledges that if they elect to participate at a later date, Traverse County may not be eligible to participate in current grant funding

opportunities and may be subject to expenses and costs different from those of the parties to the Agreement initially participating; and

Be it further resolved that the Board of Traverse County, Minnesota, acknowledges that by electing not to participate in the regional logging solution they will be excluded from the use of existing grant funds to offset local logger expenses.

The above resolution was approved unanimously this 21st day of February, 2012.

Attest: Janet Raguse _____ Kevin Leininger _____
Clerk and County Coordinator Chairman, Board of Commissioners

Upon motion by Commission Deal, seconded by Commissioner Johnson and carried unanimously, Chief Deputy Wright was authorized to enter into a grant agreement prior to the March 6, 2012 regular meeting, which agreement would, 1) provide grant funds to pay for a radio, installation and directional installation, and 2) designate the Traverse County Law Enforcement Center as the host location for radio communications between the State of Minnesota and the Aberdeen Weather Service.

JANET RAGUSE, COUNTY COORDINATOR

Upon motion by Commissioner Deal, seconded by Commissioner Salberg and carried unanimously, the minutes of the February 7, 2012 regular meeting were approved. The Coordinator provided an update in regard to insurance options being explored. Raguse discussed the possibility of planting trees at the County Park and Commissioner Appel discussed possibly purchasing floating docks for the Park's lagoon area. The Coordinator reviewed a quote for a weather enclosure for the newly purchased snow blower. The Commission declined purchasing the weather enclosure. Coordinator Raguse informed the Board that the Board of Equalization meeting will be held June 13, 2012 at 6:30 p.m.

Upon motion by Commissioner Salberg, seconded by Commissioner Johnson and carried unanimously, the following claims were approved:

AMERICAN COMMUNICATIONS INC	$3,797.70
CDS ADMINISTRATIVE SERVICES,	$3,143.65
COMPUTER PROFESSIONALS UNLIMI	$4,945.67
EMERSON NETWORK POWER	$5,707.30
FRONTIER PRECISION, INC.	$27,608.49
HOUSTON ENGINEERING, INC.	$20,059.95
INTEGRATED NETWORKING INC	$2,235.04
LARSON INC	$8,656.88
LSS OF TRAVERSE, LLC	$6,200.00
MIDWEST TESTING LABORATORY, I	$3,840.00
MN STATE AUDITOR	$25,791.25
M-R SIGN CO., INC.	$2,538.27
TRAVERSE ELECTRIC COOP INC	$3,703.71
TRI COUNTY COOP	$12,867.93

WCEC, INC. $2,343.25

Pursuant to M. S. § 375.12 the number of claims in the amount of $2,000.00 or less was 113 amounting to $53,164.49.

Upon motion by Commissioner Deal, seconded by Commissioner Johnson and carried unanimously, the Auditor/Treasurer was authorized to pay per diem payments to Commissioner Appel for two recent walk-throughs of County buildings. Voting was as follows: Commissioner Leininger, Johnson, Deal and Salberg – yes; Commissioner Appel – abstain. Motion carried.

NEXT MEETING

The next regular meeting will be held Tuesday, March 6, 2012 at 8:30 a.m.

ADJOURN

Chairman Leininger adjourned the meeting at 10:58 a.m.

Attest: Janet Raguse _____ Kevin Leininger _____
Clerk and County Coordinator Chairman, Board of Commissioners

Traverse County Board of Commissioners
Annex Building Conference Room
Wheaton, Minnesota
March 6, 2012

CALL TO ORDER

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

PRESENT

Jerry Deal, David Salberg, Todd Johnson, Kevin Leininger and Donny Appel
Janet Raguse, County Coordinator and Clerk
Kit Johnson, Auditor/Treasurer

PLEDGE

The Pledge of Allegiance was recited.

AGENDA

Chairman Leininger noted the addition of the following agenda items: 1) 1974 Annex Building mold issue, 2) snow blower weather enclosure, and 3) closed session to discuss labor negotiation strategies. Upon motion by Commissioner Salberg, seconded by Commissioner Deal and carried unanimously, the agenda was approved as amended.

LARRY HAUKOS, COUNTY ENGINEER

Engineer Haukos informed the Board that $57,000.00 in FEMA reimbursement dollars was recently received for the 2011 disaster. Commissioner Deal submitted the following resolution, which resolution was seconded by Commissioner Appel:

Whereas, Traverse County has applied to the Commissioner of Transportation for a grant from the Minnesota State Transportation Fund for construction of Bridge No. 78J16;

Whereas, the Commissioner of Transportation has given notice that funding for this bridge is available;

Whereas, as the amount of the grant has been determined to be $34,479.14 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 Minnesota Statutes, Section 174.50, Subdivision 5, Clause (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 above resolution was adopted unanimously this 6th day of March, 2012.

Attest: Janet Raguse
Clerk and County Coordinator

Kevin Leininger
Chairman, Board of Commissioners

Commissioner Appel submitted the following resolution, which resolution was seconded by Commissioner Johnson:

Whereas, Traverse County has applied to the Commissioner of Transportation for a grant from the Minnesota State Transportation Fund for construction of Bridge No. 78529;

Whereas, the Commissioner of Transportation has given notice that funding for this bridge is available;

Whereas, as 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 Minnesota Statutes, Section 174.50, Subdivision 5, Clause (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 above resolution was adopted unanimously this 6th day of March, 2012.

Attest: Janet Raguse
Clerk and County Coordinator

Kevin Leininger
Chairman, Board of Commissioners

The Engineer informed the Commission that road restrictions would be in place Friday, March 9, 2012. Engineer Haukos discussed recent interviews conducted for the vacant Highway Maintenance Worker and the matter was tabled until the March 20, 2012 meeting and a Personnel Committee meeting was

scheduled following the regular meeting. Haukos informed the Board of a final ruling of the U. S. Transportation Secretary regarding the use of cell phones by drivers of large trucks. The ruling appears to exempt the Department. However, Haukos has adopted an internal policy banning the use of cell phones while operating Highway Department equipment due to safety reasons. Upon motion by Commissioner Salberg, seconded by Commissioner Johnson and carried unanimously, the policy banning cell phone use while operating Highway Department heavy equipment and trucks was adopted as presented. Upon motion by Commissioner Appel, seconded by Commissioner Salberg and carried unanimously, the bid letting date for 78-030-003 for crack filling and seal coating was re-scheduled to April 3, 2012 at 10:00 a.m. Engineer Haukos reviewed information regarding cell phones provided to certain Highway Department employees and the cost. The Commission and Engineer discussed planting trees at the County Park. Upon motion by Commissioner Appel, seconded by Commissioner Johnson and carried unanimously, the Engineer was authorized to purchase up to $200.00 in trees to be planted at the County Park. The Commission discussed the Engineer's use of a County-owned auto. They also discussed the $2,000.00 which was previously provided to the Engineer annually for civil defense work and the fact that the civil defense dollars were removed from the budget in 2011. Upon motion by Commissioner Salberg, seconded by Commissioner Deal and carried unanimously, the County will restore the $2,000.00 to the 2012 budget, which amount will be prorated and paid to the Engineer over the remaining twenty pay periods in 2012. Upon motion by Commissioner Salberg, seconded by Commissioner Johnson and carried unanimously, effective immediately, the Engineer will no longer be authorized to use the County-owned auto for travel to and from his home.

BRION PLAUTZ, SHERIFF

The Sheriff reviewed the monthly jail report. He informed the Board that Kelly McCarthy had been hired to fill the vacant part-time Communications/Corrections Officer position. The Sheriff discussed a recent training he attended regarding County building and grounds security. He indicated he would be working toward improving County security in the future. Upon motion by Commissioner Salberg, seconded by Commissioner Deal and carried unanimously, the Chairman and County Coordinator were authorized to execute the West Central S.W.A.T Team Agreement.

TREVOR WRIGHT, CHIEF DEPUTY SHERIFF

The Chief Deputy provided an update regarding the ARMER project. He informed the Commission that the final approved product to continue with erecting the tower has been obtained. Wright noted that tower erection was scheduled for the week of March 19, 2012. The Chief Deputy informed the Board that monthly ARMER system trainings were beginning the evening of the regular meeting and those training session would become bi-weekly in the future. He noted that those attending the training would be a small number of representatives from each local user group within the County. Those attending the training sessions will then train the other members of their respective user group.

JANET RAGUSE, COUNTY COORDINATOR

Upon motion by Commissioner Deal, seconded by Commissioner Salberg and carried unanimously, Chairman Leininger was authorized to sign the Minnesota Pollution Control Agency Feedlot Program, 2011 Annual County Feedlot Officer and Performance Credit Report. Raguse distributed and reviewed correspondence she provided to labor groups with an attached insurance survey which the labor groups have been asked to complete and return. She discussed transferring the management of the Cisco telephone system to the Minnesota State Office of Enterprise Technology (OET). Currently, the

system was being managed internally by the Information Technology (IT) Technician. Transferring management to the State would allow the County to utilize the system to its full capacity and reduce the IT Technician's workload, which was necessary upon his return from military leave. The Coordinator scheduled a Park Committee meeting on March 22, 2012 at 8:30 a.m. in the Coordinator's office. Commissioner Appel indicated that the Building Committee would be completing an assessment of the exterior of the 1974 Annex Building with a couple of local contractors to determine a maintenance plan. The assessment will occur March 9, 2012 at 8:00 a.m. Coordinator Raguse informed the Board of the current policy in regard to no travel advisories due to the Wednesday, February 29, 2012 storm. Upon motion by Commissioner Salberg, seconded by Commissioner Appel and carried unanimously, the Agreement between Grant and Traverse County providing a joint Veteran Services Officer was approved. Upon motion by Commissioner Deal, seconded by Commissioner Appel and carried unanimously, the minutes of the February 21, 2012 meeting were approved. Upon motion by Commissioner Johnson, seconded by Commissioner Salberg and carried unanimously, the Coordinator was authorized to hire Service Master to complete the mold clean-up project in the 1974 Annex Building. Upon motion by Commissioner Salberg, seconded by Commissioner Johnson, the Coordinator was authorized to purchase a weather enclosure for the snow blower in the amount of approximately $430.00 from Larson, Inc. Voting was as follows: Leininger, Johnson, Deal, Salberg – yes; Appel – no. Motion carried. Raguse informed the Board that the Primewest Committee to discuss providing County health insurance will hold its first meeting April 5, 2012. She indicated that Commissioner Salberg and she were the County's delegates to that committee. The Coordinator indicated that the County will hold an equipment sale by sealed bids on April 3, 2012 at 8:30 a.m.

MATT FRANZESE, COUNTY ATTORNEY

Attorney Franzese informed the Board that the Beyer Tax Court Appeal had been dismissed.

COMMITTEE/MEETING REPORTS

There were no reports available.

CLOSED SESSION

Upon motion by Commissioner Johnson, seconded by Commissioner Salberg and carried unanimously, the meeting was closed to discuss labor negotiation strategies.

NEXT MEETING

The next regular meeting will be held Tuesday, March 20, 2012 at 9:30 a.m.

ADJOURN

Chairman Leininger adjourned the meeting at 10:02 a.m.

Attest: Janet Raguse _____
Clerk and County Coordinator

Kevin Leininger _____
Chairman, Board of Commissioners

Wheaton, Minnesota
March 20, 2012

CALL TO ORDER

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

PRESENT

Jerry Deal, David Salberg, Todd Johnson, Kevin Leininger and Donny Appel
Janet Raguse, County Coordinator and Clerk
Kit Johnson, Auditor/Treasurer

The Pledge of Allegiance was recited.

AGENDA

Upon motion by Commissioner Appel, seconded by Commissioner Salberg and carried unanimously, the agenda was approved.

LARRY HAUKOS, COUNTY ENGINEER AND KIT JOHNSON, AUDITOR/TREASURER

Pursuant to advertising, Auditor/Treasurer Johnson opened the following bids for Project No. S. A. P. 78-616-06, and S. A. P. 78-598-29:

Ronglein & Sons Excavating, Inc.	Big Stone City, SD	$375,123.00
Midwest Contracting, LLC	Marshall, MN	$246,435.00

LARRY HAUKOS, COUNTY ENGINEER

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

Be it resolved, that the old bridge (no bridge number) crossing an un-named tributary to Mud Lake on County Road 76 in Lake Valley Township between Sections 15 and 22 be added to the Five Year Bridge Replacement Program.

The above resolution was approved unanimously this 20th day of March, 2012.

Attest: Janet Raguse _____
Clerk and County Coordinator

Kevin Leininger _____
Chairman, Board of Commissioners

Upon motion by Commissioner Salberg, seconded by Commissioner Appel and carried unanimously, the Engineer was authorized to hire Shane Thomas to fill the vacant Highway Maintenance Worker position. Upon motion by Commissioner Appel, seconded by Commissioner Johnson and carried unanimously, the Engineer was authorized to purchase the following scales for the Department's aggregate lab from Pro Cal Corporation: Ohaus Model V51PH3 for $315.00 and Ohaus Model RD30LS for $850.00, plus sales tax. Upon motion by Commissioner Salberg, seconded by Commissioner Johnson and carried unanimously, the Engineer was authorized to purchase the following computers for the Department from Integrated Networking: Accountant's computer for $1,814.20 and officer server computer for $6,347.31. The Engineer reviewed the 2012 construction season projects. He

also discussed the possibility of obtaining a John Deere mower for $1.00/hour for the 2012 season. Commissioner Appel inquired about the status of the Wendell Pit. The Engineer indicated that the plan is to be able to obtain gravel out of the pit during the 2012 season. Upon motion by Commissioner Salberg, seconded by Commissioner Appel and carried unanimously, the Engineer was authorized to advertise for two temporary seasonal part-time maintenance positions and two temporary seasonal part-time engineering technician positions for the 2012 construction season.

LANCE KRACHT, WHEATON SCHOOL DISTRICT 803 BOARD MEMBER

Kracht addressed the Commission regarding the plans for the Soil and Water Conservation District (SWCD) move to a new location. He distributed a building plan which indicated the added space the school is willing to provide to SWCD. He also noted that the school will lose approximately $40,000.00 which is equivalent to one teacher. Bruce Johnson, SWCD, informed the Board that he and Sara Gronfeld spoke with the superintendent many years ago regarding additional space and the superintendent informed them that there was no additional space available. Therefore, the SWCD proceeded with their plan to move to a new location. Coordinator Raguse noted that the SWCD was no longer asking the County to bond for the District. Chairman Leininger informed Kracht that the County's only involvement with the SWCD is in providing an annual allocation, in addition to some programs the District administers for the County.

KIT JOHNSON, AUDITOR/TREASURER

Auditor/Treasurer Johnson discussed the City of Browns Valley's home buy-back plan after the flood. He indicated that some of the homes were sold and that the City still owns some of the homes. Currently, the taxes are owing on these City-owned homes, with penalty and interest. Upon motion by Commissioner Johnson, seconded by Commissioner Deal and carried unanimously, the Auditor/Treasurer was authorized to waive the penalty and interest on the following parcels owned by the City of Browns Valley: 20-0370000, 20-0128000 and 20-0347000.Voting was as follows: Commissioners Leininger, Johnson, Deal and Appel – yes; Commissioner Salberg – no.

COMMISSIONERS DONNY APPEL AND KEVIN LEININGER, BUILDING COMMITTEE MEMBERS

Commissioner Appel indicated that on March 9th the Building Committee had assessed the exterior of the 1974 building, garage on the north side of the Courthouse, and the exterior of the Law Enforcement Center with contractor Bob Bommersbach. Two other contractors were contacted and were not interested in bidding the project. Commissioner Salberg made a motion to accept the quote of Bob Bommersbach Contraction, LLC, in the amount of $1,238.50 and the quote of Pro-Build for a garage door for the garage on the north side of the Courthouse. Commissioner Johnson seconded the motion. Motion carried.

JANET RAGUSE, COUNTY COORDINATOR

The Commission discussed the appointment of the Bois de Sioux Watershed District (BdSWD) Manager. Joe Murphy and Bob Marts have expressed interest in being appointed to the position. Mr. Murphy was present, in addition to five individuals voicing their support of Mr. Murphy's appointment to the BdSWD Board. The Board will hear from both candidates at the April 3, 2012 meeting and vote on the matter at that time.

LARRY HAUKOS, COUNTY ENGINEER

Upon motion by Commissioner Appel, seconded by Commissioner Deal and carried unanimously, the bid of Midwest Contracting, LLC, in the amount of $246,435.00 for Project No. S. A. P. 78-616-06, and S. A. P. 78-598-29.

JANET RAGUSE, COUNTY COORDINATOR

Upon motion by Commissioner Appel, seconded by Commissioner Deal and carried, the Coordinator was authorized to hire a plumbing contractor to assess the sump pump system in the basement of the 1974 Annex Building. The Board discussed the request of Courthouse employees to purchase air purifiers for each office. The Board will address the matter after the clean up in the Annex Building basement is complete. Upon motion by Commissioner Salberg, seconded by Commissioner Johnson and carried unanimously, the minutes of the March 6, 2012 meeting were approved. Upon motion by Commissioner Deal, seconded by Commissioner Johnson and carried unanimously, the following claims were approved:

AMERICAN COMMUNICATIONS INC	$3,656.02
BRANDON COMMUNICATIONS	$4,733.85
COMPUTER PROFESSIONALS UNLIMI	$4,238.82
GAZETTE PUBLISHING CO.	$3,740.25
INDEPENDENT EMERGENCY SERVICE	$5,007.85
KRATOCHWILL & ANDERSON, P.A.	$4,554.50
LITTLE FALLS MACHINE, INC.	$4,151.84
MACQUEEN EQUIPMENT INC.	$2,687.32
MN STATE AUDITOR	$12,025.40
MORRIS ELECTRONICS	$3,074.02
M-R SIGN CO., INC.	$2,148.72
PRO-BUILD	$7,635.27
RON'S DIESEL & AUTO REPAIR	$4,016.73
TRI COUNTY COOP	$17,879.15
TRI COUNTY COOP	$6,683.74
WCEC, INC.	$2,643.25
WHALEY EXCAVATING, INC.	$5,250.00

Pursuant to M. S. § 375.12 the number of claims in the amount of $2,000.00 or less was 98 amounting to $34,493.80.

Upon motion by Commissioner Appel, seconded by Commissioner Salberg and carried unanimously, the claim of Kathi Kremer for a coroner call in the amount of $200.00 plus mileage was approved. Upon motion by Commissioner Salberg, seconded by Commissioner Appel and carried unanimously, the Chairman was authorized to sign the Design/Construction Process Consulting Agreement with Orb Management Corporation. Upon motion by Commissioner Johnson, seconded by Commissioner Deal and carried unanimously, the Chairman was authorized to sign the Audit Engagement Letter.

The Chairman declared a recess at 11:10 a.m. and reconvened the meeting at 11:15 a.m.

CLOSED SESSION

Upon motion by Commissioner Deal, seconded by Commissioner Johnson and carried unanimously, the meeting was closed to discuss labor negotiation strategies.

NEXT MEETING

The next regular meeting will be held Tuesday, April 3, 2012 at 8:30 a.m.

ADJOURN

Chairman Leininger adjourned the meeting at 12:40 p.m.

Attest: Janet Raguse _____ Kevin Leininger _____
Clerk and County Coordinator Chairman, Board of Commissioners

Traverse County Board of Commissioners
Annex Building Conference Room
Wheaton, Minnesota
April 3, 2012

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

PRESENT: Commissioners Jerry Deal, David Salberg, Todd Johnson, Kevin Leininger and Donny Appel; Janet Raguse, County Coordinator and Clerk; and Kit Johnson, Auditor/Treasurer

The Pledge of Allegiance was recited.

AGENDA: Chairman Leininger noted the addition of the following agenda items: 1) Graceville Ambulance correspondence, 2) Dust Buster Courthouse duct cleaning proposal, and 3) County Park. Upon motion by Commissioner Deal, seconded by Commissioner Johnson and carried unanimously, the agenda was approved as amended.

KIT JOHNSON, AUDITOR/TREASURER: Johnson indicated that he received a bid the morning of April 3rd and the ad indicated the bids should all be received by 4:30 p.m. on April 2nd. The consensus of the Commission was to throw out the late bid. Pursuant to advertising, the Auditor/Treasurer opened bids for the following items:

1. 1990 Chevrolet ½ Ton Pickup, salvage, no engine, which pickup was sold to Terry Hoffman for $300.00.

2. 1994 Chevrolet ½ Ton Pickup, salvage, no engine, which pickup was sold to Brad Larson for $300.00.

3. 8' x 12' gravel box, salvage, which gravel box was sold to Matt Hormann for $200.00.

4. 72" New Idea two stage snow blower, rear mount three point hitch, power take off, which snow blower was sold to Robert Danzeisen for the amount of $577.77.

5. Two 1,000 gallon fuel tank, stored bunker fuel, which tanks were sold to Richard Benson for $250.00 each.

6. Pneumatic tire roller 15 wheel pull type, which tire roller was sold to Terry Miller for $900.00.

7. John Deere F725 lawn tractor with mower deck and snow blower, no engine, which lawn tractor was sold to Fred Bartells for $800.00.

8. Tiger mounted hydraulic mower with side and rear 5' decks, which mower was sold to DeWayne Groneberg for $375.00.

LARRY HAUKOS, COUNTY ENGINEER

Upon motion by Commissioner Deal, seconded by Commissioner Appel and carried unanimously, the Chairman was authorized to sign the contract with Midwest Contracting, LLC, for Project No. S. A. P. 78-16-06, 78-598-28 and 78-598-29. Haukos indicated that he had obtained quotes for replacing light fixtures in the 1974 shop from Rapid Electric in the amount of $8,356.00 and Charlie & Sons Electric in the amount of $6,067.00. Upon motion by Commissioner Appel, seconded by Commissioner Salberg and carried unanimously, the quote of Charlie & Sons Electric in the amount of $6,067.00 was approved. Upon motion by Commissioner Johnson, seconded by Commissioner Salberg and carried unanimously, the Engineer was authorized to purchase a rock drill from Biersbach Equipment & Supply in the amount of $1,187.82. The Engineer informed the Board of issues with the Department's Costrite program and difficulty obtaining requested re-writes. He will be meeting with the vendor in the future to negotiate some type of resolution. The drainage permit of Jon Mathias was discussed. Upon motion by Commissioner Salberg, seconded by Commissioner Johnson and carried unanimously, the Engineer was authorized to sell small quantities of crushed asphalt to the City of Rosholt and the Wheaton Inn at the price of $10.00/yard.

BOIS DE SIOUX WATERSHED DISTRICT MANAGER APPOINTMENT

Bob Marts addressed the Commission in regard to being re-appointed to the Bois de Sioux Watershed District (BdSWD) Board. He distributed Minnesota Statute § 103D.311, in addition to Parnell Township and BdSWD maps. He indicated that Joe Murphy does not meet the statutory requirement of residing within the Watershed District. Joe Murphy inquired as to why he was not informed of this issue by the Watershed District. Murphy distributed information from the Watershed District handbook indicating that a public officer of the county is not eligible to be a Watershed District Manager and that Bob Marts was the County Sheriff while he was a BdSWD Manager. Marts informed the Board that the Manager appointment must be made thirty days prior to the term expiring and that his term expires on May 15, 2012. Commissioner Johnson made a motion to appoint Bob Marts to a three year term as BdSWD Manager. Dave Salberg seconded the motion. Following the motion, the Board received public comment and discussed the appointment. Curt Gillespie asked if he could be considered for the Manager appointment. The consensus of the Board was that the time frame for submitting names for consideration had expired. Scott Gillespie asked if the time frame for submitting names could be extended. A number of individuals present suggested the Board provide an extension to allow others to submit their names for consideration. The County Attorney was summoned to provide an opinion in regard to the matter. Following discussion, Commissioner Johnson withdrew his motion to appoint Bob Marts as a BdSWD Manager. It was the consensus of the Board to have County Attorney Franzese

research the matter and provide a legal opinion at a special meeting on Monday, April 9, 2012, at 8:30 a.m.

MATT FRANZESE, COUNTY ATTORNEY

Upon motion by Commissioner Deal, seconded by Commissioner Salberg and carried unanimously, a hearing to receive public comment in regard to the Ordinance Dealing with Criminal History Background Search for Applicants for Employment with Traverse County will be held on Tuesday, April 17, 2012 at 9:30 a.m.

BRION PLAUTZ, SHERIFF, AND TREVOR WRIGHT, CHIEF DEPUTY SHERIFF

The Sheriff reviewed the monthly jail report. He and Chief Deputy Wright discussed entering into a contract with Zuercher Technologies, LLC, for the purchase of a new records management system, which would include training and other services. They explained that the current system is at the end of its life and that the new system can be funded with 911 funds. Upon motion by Commissioner Appel, seconded by Commissioner Johnson and carried unanimously, the Sheriff was authorized to enter into a contract with Zuercher Technologies, LLC, for the purchase of a records management system, training and other services, in the amount of $93,355.00. Chief Deputy Wright provided a report in regard the ARMER project. Sheriff Plautz discussed department activities and calls responded to within the past month.

Chairman Leininger declared a recess at 10:50 a.m. and reconvened the meeting at 10:55 a.m.

TOM SCHIMTZ, EMERGENCY MANAGEMENT DIRECTOR

Upon motion by Commissioner Salberg, seconded by Commissioner Appel and carried, the Emergency Management Director was authorized to have Charlie and Sons, Inc., wire the generator located on the north side of the Courthouse Annex Building so that it will provide lights and heat in the case of an emergency electrical outage.

ROB BARSE AND WADE COLE, ORB MANAGEMENT CORPORATION

Mr. Cole discussed the design/construction assessment process for the Traverse County Courthouse complex. He reviewed a summary of the steps Orb will take to complete the assessment process. He indicated that they have worked with Collaborative Design in the past. Collaborative Design will provide a full report in regard to the structural, roofing, energy use, etc. Upon motion by Commissioner Appel, seconded by Commissioner Johnson and carried unanimously, Orb Management was authorized to contract with Collaborative Design Group (CDG) on behalf of Traverse County.

LARRY HAUKOS, COUNTY ENGINEER

The Engineer discussed the permit application of Jon Mathias in which he intends to begin installing tile on April 9, 2012, with drainage into the right-of-way. Upon motion by Commissioner Johnson, seconded by Commissioner Salberg and carried unanimously, the Engineer was authorized to enter into a two-year contract with Jon Mathias in regard to draining into the right-of- way, after such time an alternate drainage plan must be in place.

JANET RAGUSE, COUNTY COORDINATOR

The Board reviewed and discussed correspondence sent to Dianne Reinart, Assessor, from Steve Brown in regard to his recent valuation. Raguse informed the Board that the Assessor and Deputy had

recently received a call from an angry taxpayer in which the taxpayer used vulgar and inappropriate language. It was the consensus of the Board that the Assessor and/or Deputy are authorized to discontinue such telephone conversations when they occur. The Coordinator informed the Board that Service Master had been on site since March 28, 2012 to complete the clean-up project of the 1974 Annex Building basement. She informed the Board that the negotiation team was scheduled to meet with Law Enforcement Labor Services (LELS) on April 24, 2012 to discuss the County's response to their proposal. Upon motion by Commissioner Salberg, seconded by Commissioner Appel and carried unanimously, the minutes of the March 20, 2012 meeting were approved as amended. Correspondence from Scott Bauer, Graceville Ambulance Service Director, was distributed and reviewed. The correspondence was in regard to the County's need to complete 911 signage in Traverse County. Upon motion by Commissioner Johnson, seconded by Commissioner Salberg and carried unanimously, the quote from Dust Busters to the supply and return ductwork, including air handlers, throughout the Courthouse in the amount of $5,995.00 was approved. Raguse distributed and reviewed the 2011 County Park income and expense report. It was the consensus of the Board to advertise for a caretaker for the Park for the 2012 camping season.

COMMITTEE/MEETING REPORTS

There were no committee/meeting reports.

NEXT MEETING

The next regular meeting will be held Tuesday, April 17, 2012 at 9:30 a.m.

ADJOURN

Chairman Leininger adjourned the meeting at 11:58 a.m.

Attest: Janet Raguse _____ Kevin Leininger _____
Clerk and County Coordinator Chairman, Board of Commissioners

Traverse County Board of Commissioners
Special Meeting
Traverse County Courthouse Courtroom
Wheaton, Minnesota
April 9, 2012

PURPOSE OF MEETING: Bois de Sioux Watershed District (BdSWD) Manager appointment.

CALL TO ORDER: Chairman Leininger called the special meeting to order at 8:30 a.m.

PRESENT: Commissioners Jerry Deal, David Salberg, Todd Johnson, Kevin Leininger and Donny Appel; Janet Raguse, County Coordinator and Clerk; and Matt Franzese, County Attorney.

The Pledge of Allegiance was recited.

AGENDA: Upon motion by Commissioner Deal, seconded by Commissioner Salberg and carried unanimously, the agenda was approved.

MATTHEW FRANZESE, COUNTY ATTORNEY: County Attorney Franzese summarized the Legal Memorandum he prepared in regard to the appointment of a BdSWD Manager. He reviewed the Commission's three options that were outlined in his Legal Memorandum.

PUBLIC COMMENT: The Commission received comments from the following members of the public who were present: Pat Haney, Joe Murphy, Bob Marts and Scott Gillespie.

MANAGER APPOINTMENT/DISCUSSION: Attorney Franzese again reviewed the Commission's options based upon his research and the Legal Memorandum he provided. Commissioner Johnson inquired as to whether a precedent would be set if the County re-advertised for the Manager position, as in this case, Joe Murphy should have known that he needed to live in the Watershed District to be eligible. Franzese explained that a precedent would not be set as this instance involved a unique set of circumstances. Commissioner Salberg made a motion to re-advertise the Watershed District Manager position, with an appointment to be made May 1, 2012. Commissioner Appel seconded the motion. Motion carried unanimously. Joe Murphy inquired about who has the authority to remove a BdSWD Manager. Franzese indicated that, without conducting formal research, he believed the BdSWD Board would have that authority. Pat Haney stated that the qualifications of the member to be appointed do not include the necessity of the individual to have specific knowledge regarding natural resources, water, and/or other knowledge. Bob Marts noted that every project has a number of natural resource implications. Joe Murphy noted that he had obtained Marts' County pay stubs from 2007-2011 when he was the elected County Sheriff and was also a member of the BdSWD Board, noting that an elected official cannot also be a Watershed District Manager. Franzese indicated that Marts was not elected to that position, but appointed to complete the two remaining years of Sheriff Don Montonye's term.

ADJOURN: Chairman Leininger adjourned the meeting at 8:55 a.m.

Attest: Janet Raguse _____ Kevin Leininger _____
Clerk and County Coordinator Chairman, Board of Commissioners

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

CALL TO ORDER

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

PRESENT

Jerry Deal, David Salberg, Todd Johnson, Kevin Leininger and Donny Appel
Janet Raguse, County Coordinator and Clerk
Kit Johnson, Auditor/Treasurer

PLEDGE

The Pledge of Allegiance was recited.

AGENDA

Upon motion by Commissioner Deal, seconded by Commissioner Salberg and carried unanimously, the agenda was approved as amended.

ORDINANCE

Pursuant to advertising, the Chairman called the hearing to order and called for public comment in regard to the Ordinance Dealing with Criminal History Background Search for Applicants for Employment with Traverse County. There being no public comment, Commissioner Deal made a motion to adopt the Ordinance Dealing with Criminal History Background Search for Applicants for Employment with Traverse County. Commissioner Johnson seconded the motion. Motion carried unanimously.

JANET RAGUSE, COUNTY COORDINATOR

Upon motion by Commissioner Salberg, seconded by Commissioner Appel and carried unanimously, the minutes of the April 3, 2012 regular meeting were approved. Upon motion by Commissioner Johnson, seconded by Commissioner Salberg and carried unanimously, the minutes of the April 9, 2012 special meeting were approved.

TOM SCHMITZ

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

Whereas, the County of Traverse is participating in a hazard mitigation planning process as established under the Disaster Mitigation Act of 2000;

Whereas, the Act establishes a framework for the development of a multi-jurisdictional hazard mitigation plan;

Whereas, the Act, as part of the planning process, requires public involvement and local coordination among neighboring local units of government and business;

Whereas, the plan must include a risk assessment including past hazards, hazards that threaten the county, maps of hazards, an estimate of structures at risk, estimate of potential dollar losses for each hazard, a general description of land uses and future development trends;

Whereas, the plan must include a mitigation strategy including goals and objectives and an action plan identifying specific mitigation projects and costs;

Whereas, the plan must include a maintenance or implementation process including plan updates, integration of plan into other planning documents and how the county will maintain public participation and coordination;

Whereas, the draft plan will be shared with the State of Minnesota and the Federal Emergency Management Agency (FEMA) for coordination of state and federal review and comment on the draft; and

Whereas, approval of the all hazard mitigation plan will make the county eligible to receive Hazard Mitigation Assistance grants as they become available.

Now, therefore, be it resolved that the Traverse County Board of Commissioners will enter into a sub-grant agreement with the Division of Homeland Security and Emergency Management in the Minnesota Department of Public Safety for the program entitled Hazard Mitigation Assistance (HMA) for the development or update of the Traverse County All-Hazard Mitigation Plan. Kevin Leininger, Chairman of the Board is hereby authorized to execute and sign such sub-grant agreements and any amendments hereto as are necessary to implement the plan on behalf of Traverse County.

The above resolution was duly passed this 17th day of April, 2012.

Attest: Janet Raguse _____ Kevin Leininger _____
Clerk and County Coordinator Chairman, Board of Commissioners

Upon motion by Commissioner Salberg, seconded by Commissioner Appel and carried unanimously, the Chairman was authorized to sign the Letter Commitment of Funds for the Traverse County All-Hazard Mitigation Plan. Schmitz discussed the upcoming severe weather awareness week.

LARRY HAUKOS, COUNTY ENGINEER AND KIT JOHNSON, AUDITOR/TREASURER

Pursuant to advertising, the Auditor/Treasurer opened the following bids for Project No. S. A. P. 078-030-003:

Morris Sealcoat & Trucking, Inc., Morris, MN	$ 974,727.90
Astech Asphalt Surface Technologies Corp., St. Cloud, MN	$1,002,465.79

The Engineer indicated that Shane Thomas had accepted the vacant position of Highway Maintenance Worker and will begin employment May 1, 2012. Upon motion by Commissioner Appel, seconded by Commissioner Salberg and carried unanimously, the Engineer was authorized to purchase aprons for RCP Arch pipes on CSAH 14, CR 77 and CR 66 at the cost of $40,000.0 and was authorized to hire a contractor to place the pipes. Upon motion by Commissioner Deal, seconded by Commissioner Salberg and carried unanimously, the Engineer was authorized to contract with Tri-City Paving, Inc., to provide the application of calcium chloride for dust control at the cost of $1.10/gallon and those citizens that request application will be billed the full cost of the application. Upon motion by Commissioner Salberg, seconded by Commissioner Johnson and carried unanimously, the Engineer was authorized to hire Barry Gaulrapp and Jim Montonye to fill the temporary seasonal mower positions for the Department. Upon motion by Commissioner Appel, seconded by Commissioner Johnson and carried unanimously, the Engineer was authorized to purchase Class V aggregate material to be placed on road shoulders from Central Specialties stockpile at Norciens Pit for $4.50/yard. Upon motion by Commissioner Johnson, seconded by Commissioner Deal and carried unanimously, the Engineer was authorized to collaborate with BNSF Railroad to improve the crossing on CSAH 18, the cost to the County being $12,000.00, including barricades, gravel and bituminous. The Engineer informed the Commission that he will be preparing an estimate to place 911 signage in three phases throughout the County; the first phase being the CSAH roads, the second phase being the County

roads and the final stage being the Township roads. He will provide additional information at the May 1, 2012 regular meeting.

JANET RAGUSE, COUNTY COORDINATOR

Upon moti0n by Commissioner Appel, seconded by Commissioner Johnson and carried unanimously, the proposal of Assessco Environmental Services, Inc., in the amount of $6,360.00 to conduct asbestos abatement in the 1974 Annex Building basement was approved. The Limited Indoor Air Quality and Mold Investigation Report and the Remediation Protocol for the Removal of Fungi Contaminated Materials from Nova Consulting Group, Inc., were reviewed and discussed. The Coordinator summarized the Plan of Action Memo in regard to remediation activities that have been completed and will be completed in the near future. In regard to the recommendation to exclude the bats from the attic, seal the attic and then clean the space, it was the consensus of the Board to make a decision on the matter after they have received the Courthouse complex assessment report from Orb Management.

LARRY HAUKOS, COUNTY ENGINEER

The Engineer reviewed the costs associated with the revision to the tower constructed by Lubben Construction and indicated that the costs would be the responsibility of Lubben Construction. Upon motion by Commissioner Salberg, seconded by Commissioner Deal and carried unanimously, the bid of Morris Sealcoat & Trucking, Inc., Morris, Minnesota, in the amount of $974,727.90, was accepted for routing and sealing bituminous pavement cracks, bituminous seal coating and striping. The water issues in the 1974 Annex Building basement were discussed and Haukos was directed to contact a drain tile contractor to discuss installing a new drain tile system around the building. In regard to the lot recently purchased by the County, Commissioner Appel made a motion, which was seconded by Commissioner Salberg and carried unanimously, authorizing the Engineer to do the following in regard to the garage on that lot: replace the roof, install tin siding, relocate the garage at the County Park, and pour a cement slab for placement of the garage.

JANET RAGUSE, COUNTY COORDINATOR

Upon motion by Commissioner Salberg, seconded by Commissioner Johnson and carried unanimously, the Coordinator was authorized to purchase a laptop at an amount not to exceed $1,300.00 and the Auditor/Treasurer was authorized to adjust the Coordinator's budget accordingly. The Coordinator informed the Board that Dianne Reinart, Assessor, received a passing score on a recent State exam, designating her as a Senior Accredited Assessor. Upon motion by Commissioner Salberg, seconded by Commissioner Johnson and carried unanimously, the following claims were approved:

AMERICAN COMMUNICATIONS INC	$4,379.78
BORDER STATES COOPERATIVE	$3,402.62
COMPUTER PROFESSIONALS UNLIMI	$6,357.52
COMPUTER SOFTWARE ASSOC.	$3,795.00
EFJOHNSON TECHNOLOGIES	$72,786.24
GAZETTE PUBLISHING CO.	$3,009.40
HOUSTON ENGINEERING, INC.	$20,269.00
KRIS ENGINEERING, INC.	$4,332.37
LARSON OIL, INC	$16,216.59
LOFFLER	$2,369.00

LSS OF TRAVERSE, LLC	$5,935.00
MN STATE AUDITOR	$5,841.86
M-R SIGN CO., INC.	$4,525.36
MRCC	$2,100.00
PRO-TAINER	$2,137.50
QUALITY TOYOTA	$3,631.44
REGENTS OF THE UNIVERSITY OF	$20,850.00
SANDMAN & ASSOCIATES CONSULTI	$3,600.00
SERVICEMASTER OF THE LAKES AR	$19,657.20
STRUCTURAL TOWER SERVICES, IN	$4,278.00
TRI COUNTY COOP	$4,390.30
TRI COUNTY COOP	$2,317.87
WCEC, INC.	$2,763.22

Pursuant to M. S. § 375.12 the number of claims in the amount of $2,000.00 or less was 102 amounting to $41,611.28.

NEXT MEETING

The next regular meeting will be held Tuesday, May 1, 2012 at 8:30 a.m.

ADJOURN

Chairman Leininger adjourned the meeting at 11:55 p.m.

Attest: Janet Raguse _____
Clerk and County Coordinator

Kevin Leininger _____
Chairman, Board of Commissioners

Traverse County Board of Commissioners
Annex Building Conference Room
Wheaton, Minnesota
May 1, 2012

CALL TO ORDER

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

PRESENT

Jerry Deal, David Salberg, Todd Johnson, Kevin Leininger and Donny Appel
Janet Raguse, County Coordinator and Clerk
Kit Johnson, Auditor/Treasurer
Matt Franzese, County Attorney

PLEDGE

The Pledge of Allegiance was recited.

AGENDA

Chairman Leininger noted the addition of the following agenda item: Mental Health Awareness Week Proclamation. Upon motion by Commissioner Deal, seconded by Commissioner Johnson and carried unanimously, the agenda was approved as amended.

CLOSED SESSION

Upon motion by Commissioner Deal, seconded by Commissioner Appel and carried unanimously, the meeting was closed to discuss labor negotiation strategies.

The regular meeting reconvened at 8:48 a.m.

JANE HENNAGIR, MINNESOTA COUNTIES INTERGOVERNMENTAL TRUST (MCIT)

Ms. Hennagir distributed and reviewed the MCIT Annual Report.

LARRY HAUKOS, COUNTY ENGINEER

Upon motion by Commissioner Deal, seconded by Commissioner Salberg and carried unanimously, the Engineer was authorized to sign the Gravel Lease in regard to the Wendell Pit. Upon motion by Commissioner Salberg, seconded by Commissioner Johnson and carried unanimously, the bid letting for S. P. 078-606-024 was scheduled for June 5, 2012 at 10:00 a.m. Upon motion by Commissioner Appel, seconded by Commissioner Salberg and carried unanimously, the Engineer was authorized to hire Michael Klugman and Ryan Schwagel to fill the Temporary Seasonal Engineering Technician positions. Haukos reviewed departmental maintenance and engineering activities.

JANET RAGUSE, COUNTY COORDINATOR

Raguse discussed the American Communication, Inc., Network Support Contract. By entering into the contract, American Communication, Inc., would provide information technology services to the County one day per week. Raguse will gather additional information and the contract will be discussed further in the future. Upon motion by Commissioner Appel, seconded by Commissioner Johnson and carried, the quote of Ammerman Plumbing and Heating in the amount of $1,575.00 to install two new sump baskets and install rock around the baskets in the basement of the 1974 Annex Building was approved. Voting was as follows: Commissioners Leininger, Johnson, Deal and Appel in favor; Commissioner Salberg opposed. Upon motion by Commissioner Salberg, seconded by Commissioner Appel and carried unanimously, the Coordinator was authorized to Hire Kelsey Stadler as the County Park Caretaker. Upon motion by Commissioner Deal, seconded by Commissioner Johnson and carried unanimously, the minutes of the April 17th meeting were approved. Upon motion by Commissioner Deal, seconded by Commissioner Salberg and carried unanimously, the Mental Health Proclamation was approved. Upon motion by Commissioner Johnson, seconded by Commissioner Appel and carried unanimously, the Auditor/Treasurer was authorized to pay the annual Red River Basin Commission dues of $103.00.

The Chairman declared a recess at 9:58 a.m. and reconvened the meeting at 10:00 a.m.

BRION PLAUTZ, SHERIFF

The Sheriff reviewed the monthly jail report. He discussed various departmental activities.

TREVOR WRIGHT, CHIEF DEPUTY SHERIFF

Wright provided an update in regard to the ARMER radio system. He discussed releasing County GPS data and whether the County should charge a fee for the information. Upon motion by Commissioner Salberg, seconded by Commissioner Deal and carried unanimously, County GPS data will be released when requested and the fee for the data was set at $225.00.

JANET RAGUSE, COUNTY COORDINATOR

Upon motion by Commissioner Salberg, seconded by Commissioner Appel and carried unanimously, the claim in the amount of $217.04 from Douglas County Public Health for services provided by Todd Appel regarding substandard buildings was approved. Raguse informed the Board of a claim submitted by the Ranney/Bainbridge Funeral Home for the removal and transport of a body. She noted that Social Services Director Rhonda Antrim indicated that the claim was in regard to a County burial and that the County's policy allows for a set cost for those burials and recommended denying the claim. Commissioner Appel made a motion to deny the claim of the Ranney/Bainbridge Funeral Home. County Attorney Matt Franzese indicated that the coroner, representing the County, makes the request for the removal and transport of bodies for autopsies. Therefore, he noted, the claim was the County's responsibility. Commissioner Appel rescinded his motion. Upon motion by Commissioner Salberg, seconded by Commissioner Johnson and carried, the Auditor/Treasurer was authorized to pay the claim of the Ranney/Bainbridge Funeral Home. Voting was as follows: Commissioners Leininger, Johnson, Deal and Salberg in favor; Commissioner Appel opposed.

BOIS DE SIOUX WATERSHED DISTRICT MANAGER APPOINTMENT

Chairman Leininger asked for public comment in regard to the appointment of the Bois de Sioux Watershed District Manager. There being no public comment, Commissioner Salberg made a motion to reappoint Bob Marts as a District Manager to the Bois de Sioux Watershed District Board. Commissioner Johnson seconded the motion. Following discussion, voting was as follows: Commissioners Salberg and Johnson in favor; Commissioners Appel, Deal, Leininger opposed. Motion failed. Roger Schmidt and Randy Tritz provided comments in regard to the appointment. Upon motion by Commissioner Appel, seconded by Commissioner Deal and carried, Ronald Vold was appointed to the Bois de Sioux Watershed District Board. Voting was as follows: Commissioners Leininger, Deal and Appel in favor; Commissioners Johnson and Salberg opposed.

SARA GRONFELD, TRAVERSE SOIL & CONSERVATION DISTRICT/PLANNING & ZONING ADMINSTRATOR

Gronfeld distributed and reviewed the Land Use Management and Soil & Water Conservation District Monthly Report. Upon motion by Commissioner Salberg, seconded by Commissioner Deal and carried unanimously, the Chairman was authorized to sign the Annual Feedlot Program report.

AUSTIN BLILIE, REGIONAL ADMINISTRATOR, HEALTH DIMENSIONS GROUP (HDG)

Mr. Blilie indicated that the Traverse Care Center is not able to bill the State of MN for the Medicaid portion for private pay rooms. He informed the Board that if the Care Center were to lay away one bed, which can be utilized at a later date, the Care Center would then have the ability to bill the State of MN for the Medicaid portion for private pay rooms. Upon motion by Commissioner Deal, seconded by Commissioner Appel and carried unanimously, the Traverse Care Center was authorized to lay away one resident bed which will provide the Care Center the ability to increase their Medicaid reimbursement for private room rates.

KIT JOHNSON, AUTIOR/TREASURER

Upon motion by Commissioner Deal, seconded by Commissioner Johnson and carried unanimously, the Auditor/Treasurer was authorized to set up a Traverse Care Center Debt Service Fund.

MICHAEL JORDAN, COLLABORATIVE DESIGN GROUP

Mr. Jordan discussed the proposal of Collaborative Design Group to determine the existing condition of the courthouse and make recommendations for renovation, repairs, mechanical and electrical system upgrades or propose construction of a new County courthouse. Upon motion by Commissioner Salberg, seconded by Commissioner Appel and carried unanimously, the proposal of Collaborative Design Group to complete the assessment at the cost of $29,000.00 was approved.

COMMITTEE/MEETING REPORTS

There were no reports available.

NEXT MEETING

The next regular meeting will be held Tuesday, May 15, 2012 at 9:30 a.m.

ADJOURN

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

Attest: Janet Raguse _____ Kevin Leininger _____
Clerk and County Coordinator Chairman, Board of Commissioners

Traverse County Board of Commissioners
Annex Building Conference Room
Wheaton, Minnesota
May 15, 2012

CALL TO ORDER

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

PRESENT

Jerry Deal, David Salberg, Todd Johnson, Kevin Leininger and Donny Appel
Janet Raguse, County Coordinator and Clerk
Kit Johnson, Auditor/Treasurer

The Pledge of Allegiance was recited.

AGENDA

Chairman Leininger noted the following additions to the agenda: 1) Riaz Aziz, Regional Director, University of Minnesota Extension Service; 2) Daycare Week Proclamation; 3) Air purifiers; 4) Bois de Sioux Watershed District Advisory Committee; and 5) Law Enforcement Labor Services. Upon motion by Commissioner Salberg, seconded by Commissioner Appel and carried unanimously, the agenda was approved as amended.

LARRY HAUKOS, COUNTY ENGINEER

Upon motion by Commissioner Salberg, seconded by Commissioner Johnson and carried unanimously, the Chairman was authorized to sign the contract with Morris Seal Coating and Trucking for S. A. P. 078-030-003. Upon motion by Commissioner Deal, seconded by Commissioner Appel and carried unanimously, the Engineer was authorized to rent two pickup trucks to be utilizes for summer construction projects from Heartland Motor Company, Morris, Minnesota, at the rate of $20.00 per working day and $ .20 per mile. The Engineer reviewed the Available Funds Report, updated the Board in regard to the Temporary Seasonal Engineering Assistants, and reported on Department activities.

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

Mr. Cole reported that a quote for the completion of a hazardous material survey will be obtained from Midwest Environmental and presented for approval at a future meeting. He distributed and discussed the Five Year Capital Improvement Plan that Grant County completed prior to proceeding with the renovation of their courthouse. Cole noted that the remodel cost analysis for the current courthouse complex was being prepared. He inquired as to where the County would construct a new courthouse facility, should that be the County's final decision after comparing the remodel costs and the costs of building a new a new facility. He also discussed how County operations would continue if a new facility was constructed on the current site. Mr. Jordan indicated that meetings were scheduled with various departments later in the day to discuss space needs for each department.

JANET RAGUSE, COUNTY COORDINATOR

Upon motion by Commissioner Deal, seconded by Commissioner Johnson and carried unanimously, the minutes of the May 1, 2012 regular meeting were approved. Raguse informed the Board that Todd Appel had resigned from Douglas County Public Health and had been providing substandard building services to the County in the past. It was the consensus of the Board to utilize the services of the second Douglas County Public Health Sanitarian for future services. It was the consensus of the Board to obtain a quote from Dust Busters to clean the ducts in the Highway facility, 1998 Annex Building and the Law Enforcement Center.

GREG WAGNER, ECONOMIC DEVELOPMENT PLANNER, AND TOM MCSPARRON, DONOR SERVICES OFFICER, WEST CENTRAL INITIATIVE (WCI)

Wagner informed the Board that the Comprehensive Economic Strategy (CEDS) was being updated. He provided an update in regard to economic development activities over the past year and indicated that the CEDS provides better economic development in the County and includes community and County projects. He discussed projects specific to Traverse County.

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

Whereas, West Central Initiative has prepared a Comprehensive Economic Development Strategy (CEDS) for the region containing Becker, Clay, Douglas, Grant, Otter Tail, Pope, Stevens, Traverse, and Wilkin Counties of Minnesota (west central Minnesota); and

Whereas, the CEDS contains analysis, demographic data, economic data, economic development projects, and goals and objectives for the betterment of the region; and

Whereas, availability of an approved CEDS and related annual updates are a condition for qualifying for grants for local economic development projects from the Economic Development Administration of the U.S. Department of Commerce; and

Now, therefore, be it resolved that the Board of County Commissioners of Traverse County, Minnesota, approves the 2012 Update to the 2011-2016 Comprehensive Economic Development Strategy for west central Minnesota.

The above resolution was unanimously adopted this 15th day of May, 2012.

Attest: Janet Raguse _____ Kevin Leininger _____
Clerk and County Coordinator Chairman, Board of Commissioners

McSparron discussed the various events and activities WCI has been involved with in the past. He noted that 2012 marked WCI's 25th anniversary. He indicated that, as a part of their 25th anniversary celebration, $10,000.00 Surprise Grants were made to one non-profit organization/agency in each county and informed the Commission that Broadway Industries of Wheaton, MN, was awarded the Traverse County grant. He also discussed the various grants and loans the agency has provided.

TOM SCHMITZ, EMERGENCY MANAGEMENT DIRECTOR

Schmitz indicated that the County had received the new ITV/video equipment which was provided by Department of Homeland Security. He discussed the need to revise the Letter of Commitment of Funds and budget narrative that will allow the County to participate in the Hazard Mitigation Assistance Program.

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

Whereas, Traverse County has the opportunity to participate in a Hazard Mitigation Assistance (HMA) Program.

Now, therefore, be it resolved, that as a potential sub-grantee in a HMA, Traverse County hereby commits the matching funds necessary for the proposed Traverse County All-Hazard Mitigation Plan, 702 Second Avenue North, P. O. Box 807, Wheaton, Minnesota, 56296-0807;

Be it resolved that after FEMA approval and during project implementation, Traverse County acknowledges that it is responsible for providing a minimum of 25% of all eligible project costs or a minimum of $11,308.00 in local matching funds to comply with all grant cost share requirements; and

Be it resolved that as signed, the County understands the responsibilities of the sub grantee participating in the HMA program and hereby authorizes use of these non-federal funds for the proposed project.

The above resolution was passed unanimously this 15th day of May, 2012.

Attest: Janet Raguse _____ Kevin Leininger _____
Clerk and County Coordinator Chairman, Board of Commissioners

Upon motion by Commissioner Salberg, seconded by Commissioner Johnson and carried unanimously, the Chairman was authorized to sign the application to participate in the Hazard Mitigation Assistance Program.

KIT JOHNSON, AUDITOR/TREASURER

Upon motion by Commissioner Deal, seconded by Commissioner Appel and carried unanimously, the tobacco license applications submitted by Maynards, Browns Valley, Ben's Service, Browns Valley, and Tri-County Cooperative, Dumont, were approved. Johnson inquired about whether Commissioners were to be paid a per diem for the first meeting of each month as this request for a per diem payment had recently occurred. He indicated that as past practice, Commissioners were not paid a per diem for the first meeting of the month as that meeting was considered a part of the Commissioner salary. It was the consensus of the Commissioners that they would begin being paid a per diem payment of $60.00 for the first meeting of every month, effective June 1, 2012.

DIANNE REINART, ASSESSOR, AND KIT JOHNSON, AUDITOR/TREASURER

Reinart and Johnson explained that there was recently an issue with certain lakeshore and railroad parcels as the valuation and the taxes due did not match. They explained that the State does the valuations for the Burlington Northern Santa Fe Railway. A preliminary assessment is completed, and then a final assessment is prepared. They indicated that in 2012 the State did a revised assessment also. The State sent the preliminary and final assessments to the Assessor and the data was entered. However, a number of counties did not receive the revised assessment from the State, Traverse County being one of those counties. Therefore, the revised assessments were not entered into the system and the valuations and taxes due were incorrect. Upon motion by Commissioner Deal, seconded by Commissioner Appel and carried unanimously, the abatements for the Railroad property were approved. Johnson and Reinart also explained that due to a computer glitch, a number of parcel valuations changed after the Truth in Taxation hearing causing taxes to increase in error. It was the consensus of the Board to correct the issue by crediting the second half of taxes or providing a refund to those that have paid their taxes in full for the year.

RIAZ AZIZ, REGIONAL DIRECTOR, UNIVERSITY OF MINNESOTA EXTENSION SERVICE

Aziz discussed the Memorandum of Agreement (MOA) between the University of Minnesota and Traverse County. He explained that the amount the County pays to the University includes the costs of a number of items, including benefits, travel, education, regional director, regional office support, etc. The MOA is a three year agreement including increases of 1% in the first year, 1.5% in the second year and 1.5% in the third year. He also noted that the MOA has not increased the last four years. Upon motion by Commissioner Appel, seconded by Commissioner Salberg and carried unanimously, the Agreement between the University of Minnesota and Traverse County for Providing Extension Programs Locally and Employing Extension Staff was approved.

JANET RAGUSE, COUNTY COORDINATOR

Raguse informed the Board that the asbestos removal had been completed in the basement of the 1974 annex building and a report was received from Assessco Environmental Services which outlined the work completed. She also noted that the results of the final air quality tests were received and

within normal limits. The Board discussed purchasing air purifiers for the 1974 annex building and courthouse. The Coordinator will complete additional research in regard to the air purifiers. The County Coordinator indicated that the one individual that applied for the County Park Caretaker thought the position was a paid position. Therefore, there was no interest by any party in maintaining the park in exchange for free camping. She informed the Board that after speaking with Larry Haukos, County Engineer, the Park maintenance work would be completed by one of the Highway Department Temporary Seasonal Workers. Upon motion by Commissioner Appel, seconded by Commissioner Johnson and carried unanimously, the following claims were approved:

AMERICAN COMMUNICATIONS INC	$2,568.88
AMERICAN SOLUTIONS FOR BUSINE	$2,354.52
BJ'S PARTS DEPOT	$2,472.45
BORDER STATES COOPERATIVE	$2,210.98
BRANDON COMMUNICATIONS	$40,592.67
COMPUTER PROFESSIONALS UNLIMI	$4,822.67
DUST BUSTERS FURNACE & DUCT C	$5,995.00
ELECTION SYSTEMS & SOFTWARE,	$4,585.00
HANCOCK CONCRETE PRODUCTS CO.	$2,973.38
INTEGRATED NETWORKING INC	$2,586.96
LARSON OIL, INC	$22,102.01
LSS OF TRAVERSE, LLC	$2,355.00
OMEGA INDUSTRIES, INC	$7,732.69
RAINBOW RIDER	$5,500.00
STEVENS TRAVERSE GRANT PUBLIC	$4,948.92
STRUCTURAL TOWER SERVICES, IN	$11,578.00
TRAVERSE COUNTY SOIL & WATER	$80,000.00
TRI COUNTY COOP	$3,206.46
VALLEY OFFICE PRODUCTS, INC.	$2,631.64
WCEC, INC.	$2,343.25

Pursuant to M. S. § 375.12 the number of claims in the amount of $2,000.00 or less was 104 amounting to $44,052.08.

Upon motion by Commissioner Appel, seconded by Commissioner Salberg and carried unanimously, the proclamation declaring Daycare Week was approved. Raguse discussed the request from the Bois de Sioux Watershed District (BdSWD) to nominate a Commissioner to possibly be selected as one of the three Commissioners that will be chosen to serve on the BdSWD Advisory Committee. Jerry Deal was nominated as the County's representative. The Coordinator indicated that the Law Enforcement Labor Services (LELS) union group had made a request to enter into mediation. Raguse informed the Board that Sara Gronfeld, Traverse County Soil and Water Conservation District (SWCD) Manager, had inquired as to whether their agency had to pay the $225.00 fee to obtain the County's GPS data. It was the consensus of the Commission that that the SWCD did not have to pay the fee to obtain the County's GPS data.

KIT JOHNSON, AUDITOR/TREASURER

Johnson informed the Board that Lyle and Clariece Brecht own a church located on the south side of Wheaton. They would like to voluntarily convey the property for tax forfeiture, which would expedite the process. Upon motion by Commissioner Salberg, seconded by Commissioner Deal and carried unanimously, the Commission authorizes the voluntarily conveyance of the Brecht church property for tax forfeiture. The Auditor/Treasurer discussed the Pesch property and a process that can shorten the forfeiture process by up to five weeks. The County Attorney can file a complaint in District Court to begin the process and the County, through the HRA Board, would pay the filing and publication fees. The Commissioner in the district where the property is located will then set the price and a sale will be held.

MATT FRANZESE, COUNTY ATTORNEY

County Attorney Franzese discussed the Cy Spinler abatement process. Upon motion by Commissioner Appel, seconded by Commissioner Johnson and carried unanimously, the County Attorney was directed to proceed with filing the Cy Spinler abatement. Franzese distributed an Independent Contractor Agreement between Traverse County and Iris Hormann. The agreement includes reimbursement to Hormann for interpreter services for jail inmates at the rate of $20/hour. Upon motion by Commissioner Salberg, seconded by Commissioner Deal and carried unanimously, the Chairman was authorized to sign the agreement.

NEXT MEETING

The next regular meeting will be held Tuesday, June 5, 2012 at 8:30 a.m.

ADJOURN

Chairman Leininger adjourned the meeting at 12:08 p.m.

Attest: Janet Raguse _____ Kevin Leininger _____
Clerk and County Coordinator Chairman, Board of Commissioners

Traverse County Board of Commissioners
Annex Building Conference Room
Wheaton, Minnesota
June 5, 2012

CALL TO ORDER

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

PRESENT

Jerry Deal, David Salberg, Todd Johnson, Kevin Leininger and Donny Appel
Janet Raguse, County Coordinator and Clerk
Kit Johnson, Auditor/Treasurer

PLEDGE

The Pledge of Allegiance was recited.

AGENDA

Chairman Leininger noted the addition of the following agenda item: Casey Neumann, IT Technician, regarding IT position. Upon motion by Commissioner Salberg, seconded by Commissioner Deal 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 Bridge No. 78J22;

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 Minnesota Statutes, section 174.50, subdivision 5, clause (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 above resolution passed unanimously this 5th day of June, 2012.

Attest: Janet Raguse _____ Kevin Leininger _____
Clerk and County Coordinator Chairman, Board of Commissioners

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 Bridge No. 78J24;

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 Minnesota Statutes, section 174.50, subdivision 5, clause (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 above resolution passed unanimously this 5th day of June, 2012.

Attest: Janet Raguse _____ Kevin Leininger _____
Clerk and County Coordinator Chairman, Board of Commissioners

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 Bridge No. 78J25;

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 Minnesota Statutes, section 174.50, subdivision 5, clause (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 above resolution passed unanimously this 5th day of June, 2012.

Attest: Janet Raguse _____ Kevin Leininger _____
Clerk and County Coordinator Chairman, Board of Commissioners

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 Project No. S.A.P. 078-598-029;

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 $71,510.00 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 Minnesota Statutes, section 174.50, subdivision 5, clause (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 above resolution passed unanimously this 5th day of June, 2012.

Attest: Janet Raguse _____ Kevin Leininger _____
Clerk and County Coordinator Chairman, Board of Commissioners

The Engineer discussed tiling/drainage permits for Cory Morrow, Steve Keller and Patrick Murphy. Following discussion, Commissioner Deal made a motion to approve the drainage permit of Steve Keller. Commissioner Johnson seconded the motion. Motion carried unanimously. The permit applications of Cory Morrow and Patrick Murphy were tabled until the June 19, 2012 meeting. Commissioner Salberg inquired about a tiling/drainage permitting policy. The Engineer provided an update in regard to mowing, maintenance projects, FEMA projects and engineering/administration projects.

TREVOR WRIGHT, CHIEF DEPUTY SHERIFF

Chief Deputy Wright distributed and reviewed the monthly jail report. He updated the Commission in regard to staffing. Wright discussed a recent complaint made by Dennis Zimbrick and indicated that Sheriff Plautz had spoke with Mr. Zimbrick and the staff in regard to the matter. He provided an update regarding the ARMER radio system and discussed the training and implementation schedule. The Chief Deputy informed the Board of a State grant that would allow the County to add channel capacity to the Wheaton tower and the non-built Dumont tower. The State would provide $25,000.00 per tower and the County would be responsible for the maintenance. The anticipated maintenance cost per year is $3,500.00. Wright indicated that the grant will come in the form of a Memorandum of Agreement from the State. It was the consensus of the Commission to enter into the Memorandum of Agreement with the State to receive the grant funds. The Chief Deputy informed the Board that an eight foot fence will be installed around the tower on the courthouse complex. The fence will also enclose the generator. He indicated that the fencing quote is $5,900.00 and that grant funds will be utilized to cover this cost. Wright discussed the records management system. Upon motion by Commissioner Johnson, seconded by Commissioner Appel and carried unanimously, to avoid late fees, the Auditor/Treasurer was authorized to pay Zuecher Technologies the first payment in the amount of $61,986.43 for purchase of the records management system. Upon motion by Commissioner Deal, seconded by Commissioner Salberg and carried unanimously, the Chairman and County Coordinator were authorized to execute the State of Minnesota and Traverse County Boat and Water Grant in the amount of $1,618.00. Wright informed the Board that he had applied for a grant in the amount of $22,000.00 to assist with water and ice rescues in conjunction with the Fire Department.

SARA GRONFELD, TRAVERSE SOIL & CONSERVATION DISTRICT/PLANNING & ZONING ADMINSTRATOR

Gronfeld distributed and reviewed the Land Use Management and Soil & Water Conservation District Monthly Report.

JOHN DEAL, TRAVERSE COUNTY CROP INSURANCE

Mr. Deal discussed and reviewed the Application for Display of Fireworks/Pyrotechnic Special Effects and his plan to host a fireworks display on July 4, 2012 at Shady Dell located along Lake Traverse. Upon motion by Commissioner Johnson, seconded by Commissioner Salberg and carried unanimously, the Sheriff and Chairman were authorized to execute John Deal's Application for Display of Fireworks/Pyrotechnic Special Effects, with a permit fee of $5.00.

KIT JOHNSON, AUTIOR/TREASURER

Johnson informed the Board that Beth Wenker will be entering into a Confession of Judgment to avoid forfeiture. He also indicated that Shane Ayres, CFO, Sanford Wheaton, had closed the books in regard

to Pheasant Country Home Care and returned $6,639.46 to the County. The Auditor/Treasurer informed the Commission that he is working with a vendor to set up online tax payments in the form of credit card, electronic check or debit card. Johnson noted that he had met with the Housing and Redevelopment Authority (HRA) Board and that the HRA Board had passed a resolution to speed up forfeiture on the Pesch house as there is an individual interested in purchasing the house.

JANET RAGUSE, COUNTY COORDINATOR

Raguse discussed the quote received from Midwest Environmental Technology, Inc., in the amount of $1,400.00 to conduct a hazardous materials inspection at the Courthouse and 1974 Annex Building, such inspection to include asbestos and lead sampling. Upon motion by Commissioner Salberg, seconded by Commissioner Appel and carried unanimously, the quote of Midwest Environmental Technology, Inc., in the amount of $1,400.00 was approved.

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

Whereas, the Minnesota Department of Human Services has published a Request For Proposals to provide health care services to recipients of Medical Assistance and MinnesotaCare in Traverse County; and

Whereas, the Minnesota Department of Human Services has requested County evaluations and recommendations regarding the managed care organization proposals from each respective county; and

Whereas, PrimeWest, Medica, and Blue Plus submitted proposals to provide managed health care services in Traverse County; and

Whereas, representatives of Traverse County Social Services and Public Health have reviewed and evaluated the proposals; and

Whereas, Although PrimeWest, Medica, and Blue Plus have submitted proposals, PrimeWest is the best alternative for meeting the needs of Traverse County residents.

Therefore, be it resolved that the Traverse County Board of Commissioners supports the recommendation of Traverse County Social Services approving PrimeWest Health as the only managed care organization providing managed health care services in Traverse County.

Attest: Janet Raguse _____ Kevin Leininger _____
Clerk and County Coordinator Chairman, Board of Commissioners

The quote of Dust Busters to clean the ducts and perform some repairs at the 1998 Annex Building, Highway Department Building and Law Enforcement Center in the amount of $10,785.00 was reviewed. The matter was tabled until the Coordinator could obtain a breakdown of the repair costs and duct cleaning. Upon motion by Commissioner Salberg, seconded by Commissioner Johnson and carried unanimously, the Coordinator was authorized to purchase three air purifiers to be placed in the 1974 annex building, first level of the Courthouse and second level of the Courthouse. The

information regarding commercial dehumidifiers was discussed. The matter was tabled until the June 19, 2012 meeting. Upon motion by Commissioner Deal, seconded by Commissioner Salberg and carried unanimously, the minutes of the May 15, 2012 meeting were approved as amended. The Coordinator indicated that Eide Bailly was revising their proposal for the technology audit. She indicated that Casey Neumann, IT Technician, had researched the County's long distance costs and, as a result, long distance service was switched to Frontier at an approximate savings of $500.00 per month. An update in regard to the progress of the Courthouse assessment and the 1974 annex building sump project were provided. Raguse reminded the Commission of the Board of Equalization meeting on Wednesday, June 13, 2012 at 6:30 p.m. and necessity to have a quorum present. She also indicated that the Association of Minnesota Counties District IV Meeting would be held on Friday June 8, 2012 at 8:00 a.m. in Moorhead, Minnesota.

KIT JOHNSON, AUTIOR/TREASURER, AND LARRY HAUKOS, ENGINEER

Pursuant to advertising, Auditor/Treasurer Johnson opened the following bids for Project No. S. P. 078-606-024:

Duininck, Inc., Prinsburg, MN	$436,176.60
Swingen Construction Company, Grand Forks, ND	$577,678.00
Dallco, Inc., Finlayson, MN	$500,371.40
Structural Specialties, Inc., Hutchinson, MN	$466,296.58
Korby Contracting Co., Inc., Fergus Falls, MN	$441,684.15

The Engineer's estimate for the project was $335,849.50. The Engineer indicated that the project will be awarded June 19, 2012.

CASEY NEUMANN, INFORMATION TECHNOLOGY TECHNICIAN

Neumann indicated that he had been offered a position with the State Department of Revenue. He noted that he would like to maintain his employment with Traverse County. He stated that he is the only individual in an appointed position that has a direct supervisor and that he felt he was being discriminated based upon age. Neumann stated that he did not believe all of the IT issues and requests should be directed through the County Coordinator. He also discussed his salary and noted that his salary was based upon the Stevens County assistant IT position and that his position was actually a closer match to the Stevens County IT Director position. He indicated that if he and the Commission could work through those two issues, he would be willing to continue in his position as the County's IT Technician. He stated that he would like a salary of $48,500.00. Commissioner Salberg indicated that he did not anticipate any decisions in regard to wages until the fall. Commissioner Johnson indicated that he believed there should be a contact person and that the current arrangement with the County Coordinator should remain intact. Neumann inquired about working a flexible schedule. The Commission replied that there was a need for accountability and the need to work set hours from 8:00 a.m. to 4:30 p.m. unless after hour projects were planned ahead. Neumman discussed purchasing software and implementing a ticketing system where IT requests would be submitted by ticket and Neumann and the Coordinator could access and monitor the IT requests through the system.

COMMITTEE/MEETING REPORTS

Raguse discussed attending a recent Western Area City County Cooperative (WACCO) meeting and the presentation regarding telehealth. Commissioner Deal indicated that the Stevens Traverse Grant Public Health Board was assessing the feasibility of adding Pope and Douglas counties to the agency.

NEXT MEETING

The next regular meeting will be held Tuesday, June 19, 2012 at 9:30 a.m.

ADJOURN

Chairman Leininger adjourned the meeting 10:51 at a.m.

Attest: Janet Raguse _____ Kevin Leininger _____
Clerk and County Coordinator Chairman, Board of Commissioners

Traverse County Board of Commissioners
Annex Building Conference Room
Wheaton, Minnesota
June 13, 2012

CALL TO ORDER

Chairman Leininger called the Board of Equalization meeting to order at 6:30 p.m.

PRESENT

Commissioners Kevin Leininger, David Salberg, Todd Johnson
Kit Johnson, Auditor/Treasurer
Janet Raguse, County Coordinator and Clerk
Walter Schmidtke, Local Assessor
Philip Brink

The Pledge of Allegiance was recited.

Philip Brink discussed the valuation on property located in Section 14, Township 126, Range 46, a 2.20 acre residential site on the southeast quarter, which he purchased in 2011. He indicated that he purchased the property for $115,000 and the property is valued at $168,300. He stated that the residence was in disrepair and extensive repair and remodeling is required. Following extensive discussion, Commissioner Johnson made a motion to lower the valuation of the property to $141,600.00. Commissioner Leininger seconded the motion. Voting was as follows: Auditor/Treasurer Johnson, Commissioners Johnson, Leininger – Yes; Commissioner Salberg – no. Motion carried.

ADJOURN

Chairman Leininger adjourned the meeting at 7:24 p.m.

Attest: Janet Raguse _____ Kevin Leininger _____
Clerk and County Coordinator Chairman, Board of Commissioners