

Traverse County Commission
Regular Board Meeting
January 2, 2018

The meeting was called to order by Commission Chair Kevin Leininger. Other commissioners present at that time included Dave Salberg, Tom Monson and Todd Johnson. Mark Gail came to the meeting at approximately 9:10 a.m. and was not present for the first few votes. The Pledge of Allegiance was recited. The agenda was approved unanimously with the addition of a resolution for setting minimum salaries for newly elected officials, upon a motion by Monson and second by T. Johnson.

Lisa Siegel, County Coordinator – Upon a motion by Salberg and second by Monson, a unanimous decision was made to re-elect Kevin Leininger as the Board Chair, 4 - 0. Monson made a motion to re-elect Dave Salberg as Vice-Chair, which was seconded by T. Johnson and approved unanimously, 4 - 0.

Monson made a motion to name the Gazette as the official newspaper, which was seconded by Salberg and approved unanimously, 4 - 0. The AMC Policy Committee & Voting Delegate Appointments and the Coroner remained the same as 2017, upon a motion by Monson and second by T. Johnson, and approved unanimously, 4 - 0.

The Board next discussed the Committee Delegations List. The Board agreed to stay on the same committees this year that they had last year, with the following exceptions:

Bois De Sioux Watershed District, the delegate is Monson and alternate is Leininger.

The RSVP Committee and Stevens Traverse Grant Public Health have both disbanded and will be removed.

One Watershed, One Plan Committee was added, with Leininger as the delegate.

The Board next discussed the Personnel Committee. Leininger stated that he has never been on it and was wondering if T. Johnson was ready to step down. T. Johnson said that he would like to remain on the Personnel Committee for one more year, and then would step aside for him. Leininger agreed that he would wait one more year to go on it. With those changes the Committee Delegations were approved on a motion by Salberg, second by Monson, and approved unanimously, 4 - 0.

Upon a motion by Monson, second by Salberg, and unanimous approval, 4 - 0, the official Board meeting dates remain the first and third Tuesday of the month at the same time as 2017. Mark Gail arrived to the meeting. Salberg made a motion to designate authority to Auditor/Treasurer Kit Johnson to designate depositories for the County funds, which was seconded by Monson and approved unanimously. Upon a motion by T. Johnson, second by Monson, and unanimous approval, officers and employees that are required to be bonded shall continue to be through MCIT. Upon a motion by Salberg, second by Monson, and unanimous approval, the expense

reimbursements for employees will remain the same as 2017 except mileage, which will follow the IRS rate for 2018. Upon a motion by Monson, second by T. Johnson, and unanimous approval, fee schedules will remain the same as 2017. Upon a motion by Monson, second by Salberg, and unanimous approval, the Auditor/Treasurer was authorized to pay county bills. The following resolution was approved unanimously upon a motion by Salberg and second by Monson:

Definition of an Employee for Workers' Compensation Laws per Minnesota Statute 176.011, subd.9

The Board of Commissioners of the County of Traverse does hereby resolve that, pursuant to the requirements of Minn. Stat. 176.011, subd. 9 (6), that all officers of Traverse County who are elected or appointed to a regular term of office, or to complete the unexpired portion of a regular term, shall be included within the definition of "employee" as that term is defined in Minn. Stat. 176.011, subd. 9 for purposes of coverage under the Workers' Compensation Laws of the State of Minnesota.

It is further resolved that this resolution recognizes that the County of Traverse has in the past included said officials in all Workers' Compensation reports and audits and that this resolution is intended to meet the statutory requirements and confirm an existing practice, not to establish a new practice.

Further resolved, the Traverse County Board of Commissioners, for Traverse County, further resolves that pursuant to the requirements of Minn. Stat 176.011, subd. 9, all Traverse County Fair Board personnel who are elected, appointed, or voluntary in nature, shall be included within the definition of "employee" for the purposes of coverage under the Workers' Compensation Laws of the State of Minnesota.

Attested to by:

County Coordinator

Upon a motion by Monson and second by Salberg, the minutes from December 19, 2017, were approved unanimously. Upon a motion by Gail and second by T. Johnson, the following bills were approved unanimously:

AMERICAN SOLUTIONS FOR BUSINESS	\$2,233.22
ASSOCIATION OF MINESOTA	\$3,598.00
MCCC, MI33	\$10,595.54
MINNESOTA DEPARTMENT OF ADMINISTRATION	\$3,142.87
MN COUNTIES INTERGOVERNMENTAL	\$71,756.00

Per M.S. 375.12, the number of claims totaling \$2000.00 or less were 44, amounting to \$20,755.04.

On a recommendation from Morris Electronics the Recorder's Office is going to replace their server in the Recorders office, the mail server and the backup system. The total for the replacement of all three items plus licensing is \$23,476.53, with the funds coming out of the unrestricted Recorder's funds.

The Employee Recognition/Wellness Policy was discussed. Each year the County budgets \$2,000 for this fund, and we use these funds for the yearly recognition banquet, along with retirement gifts and cakes that happen throughout the year. The policy was changed to better define what constitutes "retirement." There was a motion by Salberg, second by Monson and approved unanimously for the changes to the policy. The Wellness Committee met and would like to do the recognition banquet again in 2018, since the money has already been budgeted. Salberg brought forward the Legislative issues that MRC (MN Rural Counties) will be bringing up in 2018, asking if anyone had any suggestions or comments, as the MRC would like to know.

General updates were next given. Sherburne County, who was part of our Central MN Emergency Services Board Joint Powers Agreement, is withdrawing from the agreement and is going to be joining the Metropolitan Emergency Services Board. Because we are no longer with Lakes Country Service Cooperative for our Health Insurance, we still have the opportunity to take advantage of some of the services that we have received in the past for a yearly fee of \$310.00. Siegel asked the Department Heads if there was any interest or if they have used the membership services in the past, with the response being that they do not use the services that are offered for the yearly membership cost. K. Johnson asked Siegel to check into the State Vehicle contract to make sure that was not through Lakes Country before we make a decision. Leininger spoke with Advantennon, our broadband provider, and they said they are up to 100 customers and they have a new tower up by Traverse Lake. Upon a motion by Monson, second by T. Johnson, and unanimous approval, the minimum salaries for the following elected officials for 2019 were set per the following resolution:

RESOLUTION SETTING MINIMUM SALARIES FOR ELECTED OFFICIALS

WHEREAS, Minnesota Statute 388.18, subd. 2, provides in part for the establishment of the minimum salary to be paid the County Attorney for the term next following; and,

WHEREAS, Minnesota Statute 384.151, subd. 1a(b) and 385.373, subd. 1a(b), provides for the establishment of the minimum salary to be paid the County Auditor/ Treasurer for the term next following; and,

WHEREAS, Minnesota Statute 386.015, subd. 2(b), provides for the establishment of the minimum salary to be paid the County Recorder for the term next following; and,

WHEREAS, Minnesota Statute 387.20, subd. 2(b), provides for the establishment of the minimum salary to be paid the County Sheriff for the term next following; and,

WHEREAS, the County Board wishes to comply with the requirement to set the minimum annual salaries of the elected officers.

NOW, THEREFORE, BE IT RESOLVED, the Traverse County Board establishes the minimum salaries for Elected Officials as follows:

County Attorney \$20,000

County Auditor/Treasurer \$20,000

County Recorder \$20,000

County Sheriff \$20,000

PASSED AND ADOPTED this 2nd day of January, 2018.

ATTEST:

Lisa Siegel, County Coordinator

Kevin Leininger, Chairman

Mike Doll and Brian Koch, Highway Department – Mike Doll presented a department update in place of Larry Haukos. The following four items were approved unanimously upon a motion by Monson and second by Salberg:

2018 Roster

WHEREAS: Traverse County Highway Department has a Roster of temporary seasonal and emergency part time workers for summer work activities and winter emergencies.

BE IT RESOLVED The proposed Roster for 2018 is:

Steve Fischer	Jim Montonye
Adam Wilson	Steve Johnson
Steve Wahl	Todd Frisch
Abbey Peterson	Nate Mord
Mike Blasing	

The Board approved the purchase of a new Snow Plow from Townmaster for \$10,315.00(that will be ready in two weeks); the purchase of a new Caterpillar Motor Grader from Ziegler for \$191,960.00; and the purchase of a new Tandem Pup Trailer from Townmater for \$29,253.00. Upon a motion by T. Johnson, second by Gail, and unanimous approval, the Board gave temporary authorization to Mike Doll, Brian Koch, and Janelle Tritz to sign bills, timecards, payroll, taxes, and other daily activities on behalf of the Highway Department as needed in Haukos's absence.

Trevor Wright and Brenda Bartz, Sheriff's Office- Bartz presented jail statistics from December. The average capacity usage was 73.68%. She reported that Candy Duffield, part-time CCO was done at the end of December and Karen Klemm was hired in her place, so they are now staffing at full capacity. Wright presented the 2018 fee schedule with no changes from 2017. It was approved unanimously upon a motion by Salberg and second by Monson. Leininger had talked to Wright about front bumpers that wrap around the front of the squad vehicle. We have had to fix 3 deer dents in 2017, and these bumpers will help minimize the damage if hit by a deer. Wright pointed out that he did not budget for them. The cost of each bumper plus installation

is \$1,041.00 and we would want four. Salberg made a motion to approve the purchase of four bumpers, with a second by T. Johnson and unanimous approval.

Sara Gronfeld/Soil and Water/Planning and Zoning- They are working on the transition to Ben Oleson for Administration. There has been discussion with other departments on how things are going to flow. Gronfeld has been busy with yearend program reporting. Feedlot program newsletter was mailed out to registered feedlot owners and distributed at the meeting. A Planning Commission/Board of Adjustment meeting is scheduled on January 10 in the Commissioner's meeting room to discuss a Conditional Use Permit for a Concentrated Animal (hog) Feeding Operation and worker housing located in Tintah Township. There was a GIS meeting held last week to discuss GIS administration for 2018. They are going to follow up and have a meeting with Jennifer Ward from ProWest within the next couple of weeks. There have been a couple of proposed changes to the draft Buffer Ordinance. Gronfeld plans to work with Franzese to present additional information about proposed revisions to the draft ordinance at the next meeting. Staff are working on the preparation of the noncompliance letters for public waters and waivers for technical assistance are still possible. The SWCD board changed their regular meeting schedule to the 2nd Thursday of the month in the morning (although the January 11 meeting will be at 4:00 p.m. at the Legion). Gronfeld is currently working with John Fridgen on a weed management grant application through the Department of Agriculture for equipment and chemicals. CRP contact development is now complete, and the USDA Service Center executed over 200 contracts.

Attested to by:

Lisa Siegel, County Coordinator

Kevin Leininger, Chairman