

Traverse County Commission
Regular Board Meeting
April 3, 2018

The meeting was called to order at 9:00 a.m. by Commission Chair Kevin Leininger. Other commissioners present included Dave Salberg, Tom Monson, and Todd Johnson. Mark Gail came to the meeting at 9:07 a.m. The Pledge of Allegiance was recited. Upon a motion by Salberg and second by T. Johnson, the agenda was approved unanimously.

Kristina Guindon, Regional Director of Operation, Health Dimensions Group - Guindon gave an update on the status of the Traverse Care Center. Overall the Care Center is rated as a 5 Star Nursing Home. Satisfaction surveys go out every year and as of 2017 the resident satisfaction is at 90% and family satisfaction is at 100%. Employee satisfaction is at 46% with turnover at 42%, which is under the national standard which is 50%. Workforce is a challenge in rural areas for health care. Current capital planning includes a new call light system, an asbestos abatement, and the design and construction of two more rooms. Guindon will send the Commissioners a report showing the capital spending for 2017 and what was spent so far in 2018, along with the projected capital spending for 2018.

Brian Noetzelman, Mike Doll, and Brian Koch, Highway Department – Koch discussed the quotes he received for leasing two John Deere Tractors from Kibble Equipment. The total cost would be \$31,966.98 per year for 5.5 years, with a \$1.00 buyout option at the end of the lease. The tractors were not in the budget for 2018. Noetzelman informed the Board that the Road and Bridge funds cash balance at the beginning of 2018 was approximately \$540,000.00, which includes a maintenance overpayment from State Aid of approximately \$217,000.00. This leaves the Road and Bridge fund with a real cash balance as of the beginning of 2018 of \$321,400.00. The State Aid auditor recommends maintaining a minimum balance of 5/12 of the County's maintenance and operating, which would be \$1,369,533.00. Leininger mentioned that when we do any cuts for the levy that it always comes out of the Highway. One of the tractors that we are going to trade in is 24 years old. There was a motion by Salberg that we lease both tractors, seconded by Monson, and approved unanimously. Koch also gave a quote for a disc mower which was in the budget for \$15,000.00, but it came in under budget at \$10,800.00. Monson made a motion to purchase the disc mower, seconded by T. Johnson, and approved unanimously. Upon a motion by Monson, second by Gail, and unanimous approval, the Highway Department was given permission to advertise for two seasonal positions. Noetzelman informed the Board that they received 5 bids for the CP 18-01 graveling project, with the Engineer's estimate at \$131,950.00. Wagner Company came in at \$100,485.00. There was a motion by Salberg to award the bid to Wagner Company, with a second by Monson and unanimous approval. Leininger asked Koch to get an estimate to get the dents fixed in the white pickup. Leininger asked about the generator and Koch said that it needs a new motor, which no one will put in because it won't pass emissions testing. If we were to sell it we may be able to get \$4,000-\$5,000. Leininger asked Koch to see if we could get a used generator, which will probably come with a trailer. The commissioners agreed they would like to sell both the generator along with the trailer.

Sara Gronfeld, Soil & Water/Planning & Zoning and Ben Oleson, Zoning Consultant – Oleson delivered a planning and zoning report to the Board, and also distributed the new planning & zoning handbooks that he prepared. Monson asked about the process for someone who gets the permit after the work is completed. Oleson said an after-the-fact permit would be three times the regular fee, with the option to appeal to the Board of Adjustment for special circumstances. His next office hours will be April 11 from 10-2. The County's website was updated to let the public know about the changes to the permit application process, along with adding a link to Oleson's page for Traverse County. Currently they are working with ProWest and Associates to prepare a zoning map for review by the Planning Commission. Gronfeld received one permit application for the Subsurface Sewage Treatment System (SSTS) program. There is still funding available to upgrade failing septic systems through the SSTS upgrade grant. Gronfeld completed a program review with Nicholas Kramer from the MN Pollution Control Agency. They discussed a proposed Memorandum of Understanding with the City of Tintah to allow the County to administer the SSTS program for the City while they are working through the process to find a solution for municipal wastewater treatment. The MOU has a five year time frame. The MOU will be presented before Tintah's City Council for approval, then to the County Board for approval. The 2017 Annual Feedlot Performance Report was approved on a motion by Monson, second by T. Johnson, and unanimous approval. ProWest has started their GIS assessment by meeting with selected Department Heads two weeks ago. Once finished they will submit their report. Buffer Ordinance update: There was a buffer committee meeting last week. The Board of Water and Soil Resources (BWSR) is encouraging local enforcement of the Buffer Law, but the BWSR agency rejected the Buffer Ordinance draft recently submitted because it did not meet agency guidelines. The Soil and Water Conservation District (SWCD) will discuss plans for enforcement at their meeting on April 12 and will bring recommendations to the County Board. Gronfeld discussed draft ordinances distributed at the buffer committee meeting. She explained the county should expect to receive a letter from BWSR stating the reasons the ordinance wasn't approved after April 12. If the Board chooses to pursue ordinance revision to keep the enforcement local, the County should meet to get that established promptly. June 15 is the state's deadline to certify the buffer aid allocations, which would be over \$66,000 for Traverse County. The ordinance would need to be approved before then or the County could decide to turn it back to the State for enforcement and wouldn't receive buffer aid. At any point in the future this decision could be reversed and the enforcement could become local again. Monson would like to see more options; he doesn't want to give it back to BWSR but also doesn't want to impose the fines as suggested by BWSR. Matt Franzese said that the County could take out the administrative penalty order and just go with a straight criminal enforcement. Gronfeld added that the enforcement could be accomplished with a stand-alone Buffer Ordinance or it could be incorporated into revisions to the existing Shoreland Ordinance, subject to MN Department of Natural Resources approval of the changes. Gronfeld stated that if enforcement was done by the BWSR, the County would still retain most of the local control because the SWCD is slated with the responsibility of buffer law implementation and compliance determinations. If landowners are actively working towards compliance with the law, SWCD staff will not need to report notices of non-compliance to the state. Salberg stated that those who aren't going to comply will go to court, and we

should let them take BWSR to court instead of the County. Monson doesn't want to give it back to BWSR. He wants to retain local control, and would like Franzese to research and come up with another option. Franzese told the Board that we can write it into our Shoreland Ordinance and use criminal enforcement. Salberg said that if we can find a way to keep it local that BWSR will approve then he is all for it. Leininger believes that if we have an ordinance that BWSR approves then we will end up getting hung so, we might as well have BWSR do it themselves. They tell us we have local control but we have to do everything that they say. The Board agreed to have Franzese draft a revised buffer ordinance by the next Board meeting, and once it is drafted they will meet to discuss it. Finally, Oleson mentioned that some Boards appoint a member to be on a planning and zoning subcommittee, and wondered if one of the commissioners wanted to be similarly appointed. Leininger said he will plan to attend those meetings.

Bois de Sioux Watershed District manager position appointment - The Board received one letter of interest by Steven Schmidt to be reappointed to the Bois de Sioux Watershed District Board for a term of three years (2018-2021) and Schmidt appeared before the Board. Upon a motion by Monson, second by T. Johnson, and unanimous approval, Steven Schmidt was reappointed.

Lisa Siegel, County Coordinator- A motion was made by Monson to approve the March 20, 2018 minutes, with a second by Salberg and unanimous approval. Upon a motion by Salberg and second by T. Johnson, the following bills were approved unanimously:

BRANDON COMMUNICATIONS	\$10,779.81
MINNESOTA DEPARTMENT OF ADMINISTRATION	\$2,933.35
MORRIS ELECTRONICS	\$26,086.62
M-R SIGN CO. INC.	\$1,603.86
SGTS, INC.	\$74,239.68
ZUERCHER TECHNOLOGIES LLC	\$3,042.40

Per M.S. 375.12, the number of claims totaling \$2000.00 or less was 26, amounting to \$8,139.56. MCAPS is the program used by County Attorneys and they switched host companies, so approval is needed to enter into a service agreement with the new company, which was given upon a motion by Salberg, second by T. Johnson, and unanimous approval. There was a motion by Monson, second by T. Johnson, and unanimous approval to go with the Personal Committee recommendation to hire Chad Gillespie as the new County Engineer. K. Johnson explained to the Board that there are three types of voting equipment and one is the assisted voting machine which uses a different size ballot. The State Law says that all ballots need to be the same size, so K. Johnson would like the Board to pass a Resolution to allow for alternative ballot styles to be used in the voting process. Unanimous approval was given for the following Resolution upon a motion by Monson and second by Gail.

STATE OF MINNESOTA)

ss.

County of Traverse)

I, Lisa Siegel, duly appointed and qualified County Coordinator of the County of Traverse, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Traverse

County, Minnesota, at their session held on the 3rd day of April, 2018, now on file in my office, and have found the same to be a true and correct copy thereof.

Witness my hand and official seal at Wheaton, Minnesota, this 3rd day of April, 2018.

Lisa Siegel, County Coordinator

A Resolution in support of legislation that allows for alternative ballot styles to be used in the voting process, specifically with assistive voting technology that creates a marked paper ballot indicating the voter's selection for each office by use of a touch screen or other electronic device.

WHEREAS, All Minnesota counties, including Traverse County, have a unique and critical role in the local, state, and federal election process; and,

WHEREAS, This role includes the responsibility for ballot layout and printing as well as the purchase and maintenance of election supplies and equipment, including accessible voting equipment; and,

WHEREAS, The Minnesota House of Representatives Government Operations and Elections Policy Committee adopted HF 3221 which includes the language of HF 1569 (SF 1141); and,

WHEREAS, This legislation will soon be heard by the Minnesota Senate State Government Finance and Policy and Elections Committee; and,

WHEREAS, This legislation (which includes HF 1569/SF 1141) will allow Traverse County, and other Minnesota counties, the ability to utilize new technology that will make our voting process more efficient and effective for voters and administrators; and,

WHEREAS, This language provides for more options in assistive voting equipment which will enhance vendor competition thereby benefitting taxpayers by reducing costs; and,

WHEREAS, Organizations representing Minnesota citizens with disabilities recognize the value of this legislation and support its adoption; and,

WHEREAS, Without legislative action Traverse County, and several other Minnesota counties, will not have the option of replacing outdated assistive voting equipment with new technology compatible with their election infrastructure.

NOW THEREFORE BE IT RESOLVED, that the Traverse County Board of Commissioners supports Minnesota House of Representatives House File 3221 (Senate File 3021) with the inclusion of House File 1569 (Senate File 1141); and,

BE IT FURTHER RESOLVED, that the Traverse County Board of Commissioners respectfully requests the assistance of our Traverse County legislative members of the Minnesota House of Representatives and the Minnesota Senate in passing this important legislation.

There was discussion regarding the Courthouse Assessment contract from Engan. Upon a motion by Monson and second by Gail, the Board unanimously approved the contract with the following two changes: a completion date of June 1st along with the elimination of the arbitration clause. If Engan cannot get the assessment done by June 1st, the Board will discuss options at the next meeting. The Board agreed to have the Department Heads, along with the Building Committee, meet with Engan Associates when they are here on Tuesday April 17. The Minnesota Emergency Medical Service Regulatory Board (EMSRB) provided a Notice of Completed Application for an application submitted by Children's Minnesota for a new license to provide statewide Advanced Life Support Specialized ambulance services. If there are objections to this application they must be submitted by April 24, 2018. There was a motion by Salberg, second by T. Johnson, and unanimous approval to add the following meeting to the list of approved meetings to receive a per diem: Planning and Zoning Commission, for which Leininger will be the delegate. Elected Officials Training in Hoffman on April 18, and for Monson attending the City of Tintah's council meeting to discuss the sewer system project. Leininger adjourned the meeting at 10:55 a.m..

Lisa Siegel, County Coordinator

Kevin Leininger, Board Chairman