

Traverse County Commission
Regular Board Meeting
April 7, 2015

The meeting was called to order by Commission Chair Kevin Leininger. Other commissioners present included Dave Salberg, Tom Monson, Mark Gail, and Todd Johnson. The pledge was recited. The agenda was approved unanimously, with the addition of general updates, Office of State Auditor Correspondence, PrimeWest Insurance project, vehicle updates, and Technology policy, upon a motion by Salberg and second by Monson.

Larry Haukos/Highway Engineer- Haukos presented quotes for 2015 Striping. Upon a motion by Salberg and second by Monson, the quote from AAA Striping Service Co., in the amount of \$43,647.60, was unanimously accepted. Haukos requested upgrading the GPS Survey equipment. Upon a motion by Monson and second by Gail, unanimous approval was given to purchase an upgrade from Frontier Precision in the amount of \$2,695.00. Haukos requested authorization to design and let CP 15-04, removing and relaying a triple line of RCP Arch pipe- Br.No L-9781, in the SE ¼ Section of 7 Dollymount Township. Upon a motion by Monson and second by Salberg, unanimous approval was given for the bid letting. Upon a motion by Monson and second by T. Johnson, authorization was unanimously given to pay Big Stone County \$132,705.59 for a joint project SAP 078-615-012. The money was already advanced to Traverse County by State Aid. The Board also agreed that a review and assessment of the County Equipment Rental Rates was in order and would be done this year with recommendations for 2016. Upon a motion by Monson and second by Salberg, Haukos was reappointed as the Traverse County Highway Engineer for four years, May 1, 2015- April 30, 2019. Haukos also distributed a Memorandum of Understanding (MOU) between Dollymount Dairy and Traverse County regarding the Traffic Management Plan. The MOU was unanimously approved upon a motion by Monson and second by Salberg.

Lynn Siegel/Emergency Manager- Siegel updated the Board that she has been working with the National Weather Service to provide some training. They will train on Tornados on April 16th (17th if inclement weather), and weather spotting April 15th, 6:30 PM - 8:30 PM at ambulance garage. She is also working on information to bring to the schools and other public information and education. She's been updating the resource manual with necessary changes. She also participated in a call from the State of Minnesota regarding the turkey disease and to be aware of back yard flocks.

Dustin Kindelberger/ Veteran Service Officer/Solid Waste/Safety- Kindelberger provided a department update and summary of his past four years, as follows: they revamped the Dumont and Wheaton Recycling Centers, they worked with Rainbow Rider to develop a local transportation program for Traverse County Veterans and their dependents, paid for with state grant money, they established free transportation for Veterans to the VA Hospitals with the DAV Van which has logged over 19,000 miles since January 2014, they provided education to Veterans and dependents through newspaper articles, they conducted Outreach events at the Traverse County Fair, they averaged over 100 Home and Office Visits per month, they continually get Veterans into the office that haven't seen a CVSO, they rewrote County Safety Policies in order to be OSHA compliant, they conducted electronics recycling and Household Hazardous Waste events, the office also brought tax free VA Comp and Pension to over \$1

million annually (all to Traverse County Veterans), and provided \$24,474.00 in Dental/Optical/Special Needs paid for by the Minnesota Department of Veterans Affairs in 2014. Upon a motion by Monson and second by Gail, Kindelberger was reappointed as the Veteran's Service Officer for Traverse County for four years, from May 1, 2015 to April 30, 2019.

Trevor Wright/Sheriff- Wright provided a department update. Their office is now using WEX Express gas cards. All vehicles have a signed gas card. The company will take off the Federal tax immediately, saving 18.5 cents per gallon. Wright also updated the Board that the Traverse Sportsman's Club and Sheriff's office is proposing to partner in building a 40x40 building at the Mustinka River County access. The building would be a wash station for prevention of Aquatic Invasive Species (AIS) and allow storage of county equipment. The Sportsman's Club would like to use it for public education. The preliminary design would be a stick building that would cost approximately \$20,000.00 of the County's AIS grant and the Sportsman's Club would take out a loan for the remaining \$35- \$40,000.00. The Building Committee will meet to discuss it in further detail and Wright will do some checking with state officials regarding the parameters of the AIS grant. Wright also updated the Board regarding training plans in dispatch. There are some funds through Alexandria Technical College for records management, calls for service, and better utilization of the system. There will also be some Radio and Armer training this year by EF Johnson, their Council, on paging. Their Office also has a squad car that will be going out of commission. It is being repaired with an estimate of \$3600.00, as Wright anticipates it will be easier to sell something that runs. Salberg asked about the Loeffler bill, inquiring why we utilize this company when we contract with Morris Electronics for our other IT needs. Wright explained that Cyber Tech is the 911 and radio logging software. Loeffler sold it to us and they do the maintenance. He was unsure if Shawn Larson's crew would know how to maintain it. Loeffler can dial in and fix the system at any time. He also noted that this is not a new bill as Traverse County has been utilizing them since 2009. T. Johnson speculated that the software packages come with maintenance programs.

Sara Gronfeld/Planning and Zoning/Soil and Water- Gronfeld provided a department update. She discussed four new building permits. She also updated them on two septic permits. She informed them of a Redpath Project teleconference she attended that covered the replacement plan development for wetland impacts and US Army Corps permitting of the project. Gronfeld discussed the building permit application submitted by the Sportsman's Club for the building Wright had discussed under his report and asked about waiving the permit fee in light of the fact that it may be a partnership with the county or a county owned building. Upon a motion by Monson and second by Gail, the permit fee was waived. Gronfeld also discussed presentations scheduled with Wheaton and Browns Valley elementary schools to promote the current SWCD poster contest theme "Soils."

George Eilertson/Northland Securities- Eilertson appeared before the Board to discuss refinancing of jail bonds from 2006. He discussed his company and the purpose of his visit. They monitor existing debt to alert counties to opportunities for cost-savings. The call date for the bonds is February 1, 2017. He discussed two options. One is to keep the term of the bonds the same and the other is to reduce the term of the years by two. Option one would see a net present value savings of 5.33% and option two would be 6.72%. Salberg updated Eilertson that the Board would be hearing a second presentation at the next meeting, so they would table any decisions for the time being.

Appointment to the Bois De Sioux Watershed District- Steven Schmidt presented his interest in being appointed to the Watershed. The current appointee was not interested in a reappointment. Upon a motion by Monson and second by Salberg, Schmidt was unanimously appointed for three years.

Angela Serocki/Human Resource Technician- Serocki presented the Conflict of Interest policy as suggested by the Office of the State Auditor. It was already reviewed by the legal department. Traverse had a conflict of interest policy previously, but this one adds a page where each employee would sign off annually regarding any awareness of a conflict. Upon a motion by Salberg and second by T. Johnson, the policy passed unanimously.

Kit Johnson/Auditor/Treasurer- The Office of the State Auditor’s engagement letter was distributed for the 2014 audit. Consensus was to approve it and have the Board Chair to sign it.

Rhonda Antrim/County Coordinator- Upon a motion by T. Johnson and second by Monson, the Board minutes from March 17, 2015, were approved unanimously. Upon a motion by Salberg and second by Monson, the following bills were approved unanimously:

CITY OF ST. CLOUD	3,856.71
CODE 4 SERVICES LLC	2,521.56
LOFFLER	3,101.28
MN STATE AUDITOR	7,699.64
OTTER TAIL POWER CO	3,432.27
KRIS ENGINEERING, INC.	4,535.84
M-R SIGN CO., INC.	2,546.78

Per M.S. 375.12, the number of claims totaling \$2000.00 or less were 69, amounting to \$29,452.00. Antrim distributed an update on the PrimeWest employee health insurance project. There will be a meeting for several employee groups on April 20th, to update people and receive feedback. Antrim updated the Board that the 2003 Social Service Buick died in Minneapolis. The estimated book value is \$1065.00, if in working condition, so by consensus, the Board authorized her to junk it instead of towing it back to Traverse to sell by bid. Antrim updated the Board that the Extension Director position was filled and Emily Conroy began her employment in Traverse County on April 6th. Antrim also provided an update on the Employee Wellness Screening day and a future IT Data Risk Management Assessment and Policy that the IT Committee is working on, and some future expenses associated with that.

Attested to by:

Rhonda Antrim/County Coordinator

Kevin Leininger/Board Chair