

Traverse County Commission
Regular Board Meeting
May 1, 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, Mark Gail, and Todd Johnson. The Pledge of Allegiance was recited. Upon a motion by Salberg and second by Monson, the agenda was approved unanimously with the following additions: Jeff Haanen to discuss water gates and Engan Associates parking options for the new courthouse plan.

Highway Department

The County Board was presented the following information by Chad Gillespie, County Engineer, Brian Noetzelman, Mike Doll and Brian Koch.

On a motion by Monson and second by Gail the quote for supplying and applying 38% calcium chloride for dust control from Tri-City Paving, Inc. for \$31,075.00 was approved unanimously. This will be done before Memorial Day.

On a motion by Gail and second by Monson approval to advertise dust control in the paper, the residents who would like weed control need to pay in advance, was approved unanimously.

On a motion by Monson and second by Salberg the quote from Eagle Concrete Contracting Inc. to put in a curb faced sidewalk at the Dumont Post Office in the amount of \$3,788.10 with the option of taking ½ off the removal cost of \$368.00 if County supplies the truck or no removal cost if the County does the removal, was approved unanimously.

The quote from Eagle Concrete Contracting Inc. to do the sidewalk around the Courthouse and Social Services for \$16,707.50 was dropped. Monson would like to wait to see what happens with the new courthouse, there were no objections.

At the last legislative session the legislature approved the construction material permit so contractors can haul 90,000 lbs. with 6 axles and 97,000 lbs. with 7 axles if they get a permit from the road authority. This is exactly the same as the farm product permit that was passed by legislature a year ago. The annual permit application fee for both construction and farm product is \$300.00 per truck/trailer for 6 axles, 90,000 lbs. and \$500 per truck/trailer for 7 axles, 97,000 lbs. the permit fee would go into the Road and Bridge fund. Noetzelman said Wilkin County has passed both permits. Monson asked if this is a year to year permit application so we could get rid of it in the future if needed, it is an annual permit. The permit applications were passed unanimously upon a motion by Salberg and second by T. Johnson.

We have a swing set that was purchased four years ago for the County Park that has never been put up. Siegel checked with MCIT, our insurance carrier, and they sent some guidelines to follow when putting one up for public use and as long as we have it listed under our property insurance the liability will be covered. It needs to be in an area designed so that it is easy for a parent or caregiver to observe children at play. Leininger asked what it is made of, he was told that it was wood. Leininger said he has never saw a play set in a public area made out of wood, they are usually high dollar and not wooden. Salberg thinks it might have outlasted its life

expectancy and he is afraid of the safety for the kids. Koch said that people are pretty hard on things down at the County Park. Monson said we will get it put up and then we will have to take it down right away. Salberg suggested adding it to the sale list and the Board agreed.

On a motion by Salberg and second by Gail, approval to advertise and hire an Engineering Technician to fill the open position was given unanimously. Gillespie suggested advertising it with the ability to train and get the certifications while working.

The contract we have with Wilkin County for their County Engineer is through May. The consensus was to have Noetzelman come down Tuesday afternoons during the month of May to help Chad and answer questions.

Gillespie will continue to drive the County Engineer vehicle and do some research to look for a different one. When he is ready he will come to the Board for approval.

Gillespie mentioned that Highway needs a new computer for doing signs, he will be bringing information to the next meeting.

City of Wheaton

Lenny Zimmel, Mayor of Wheaton and Dean Lampe, City Maintenance Foreman, approached the Board to ask approval to continue the partnership between the County and the City in regards to the maintenance of the demolition site. Larry Haukos, the past County Engineer, would always cover the material at the demolition site twice a month at no charge to the City of Wheaton. The demolition site is open to all County residents. If the City had to cover the material on their own they would have to raise their rates to cover the added costs. Last year the City paid approximately \$8,000.00 in engineering fees to MPCA to renew their permit, this year it isn't finalized yet so they aren't sure on the cost. They will also have to start testing the water that comes out of the demolition site and that cost is yet to be determined. Monson asked Koch if we had man power to do the job and Koch said yes. Monson made a motion to continue the partnership with the City and provide maintenance of the demolition site, seconded by Gail with the following discussion. Leininger felt they should pay us something for the use of our dozer and man power. Zimmel said the City does pay the engineering fees at the demolition site and the fees for the water testing. Zimmel said it is a City and County land fill. Gillespie said that our normal rental rates for use of the dozer on a county road are \$76.11/hour and the dozer plus operator is \$90.30/hour. T. Johnson said that any time the City and County can work together we should. Lampe said that the City tries to help the County out by sanding or sweeping county roads when they are out doing it for the City. The continued partnership was approved unanimously.

A Wheaton resident passed away about a year ago who owned two houses in town. One of the houses, the front window is out so they City will need to put a board in the window and they are getting complaints about the smell coming from the other house that is on Broadway. Zimmel informed the Board that the City is pursuing accelerated tax forfeiture so that they can get rid of the houses. He said if the County would work with the City on tearing down those houses they would appreciate it, in the past the County would tear them down and the City would provide the demolition site and dirt.

Zimmel also mentioned that a few years ago the City did several streets in town and they worked with the County. The City is hoping with the new County Engineer in place that we can work together again. The City is planning to do more streets in 2019, Gillespie said he is willing to help on the streets.

Wheaton Senior Center

Marvin Bach and Arleta Hauschild appeared before the Board to talk about the Wheaton Senior Center. The Senior Center serves meals to the seniors 5 days a week. In 2017 they served 12,563 meals between the Senior Center and Meals on Wheels. The amount of money they took in last year isn't enough to make ends meet. Some of the things that happened this year that needed extra funds were: the refrigerator and the deep freezer both went bad and needed to be fixed and they had sewer trouble and the local plumber was unable to handle it so someone from Glenwood came. We are also looking at replacing our sewer line so that it will run directly out to the street, right now it goes through Farm Bureau and Conroy's Eye Care before it goes to the street. Hauschild recently took over doing the books for the Senior Center and the last Frontier telephone bill they received was in December so they are running 4 months behind on that bill. This along with the repair bills and the taxes, everything is accumulating. The Senior Center is also a restaurant but they don't receive much for outside business. They have come to ask the Board for financial help, around \$2,000.00 a month donation. Salberg would like Siegel to check with Antrim to find out if the donation comes out of Social Services and if we get any reimbursement from the State. The board agreed to table this until they have more answers.

Law Enforcement Center

Brenda Bartz, Jail Administrator presented the jail report. The average capacity usage for April was 71.92%.

Trevor Wright, Sheriff, gave the Board a department update. We received a grant in the amount of \$1,176.00 from the MN Department of Natural Resources. The following resolution was approved unanimously on a motion by Gail and seconded by Monson;

A RESOLUTION APPROVING THE 2018 STATE OF MINNESOTA ANNUAL COUNTY BOAT AND WATER SAFETY GRANT

NOW, THEREFORE, BE IT RESOLVED, that the Traverse County Board of Commissioners hereby approved and adopts the Traverse County Boat and Water Safety Grant from the State of Minnesota, in the amount of \$1,176.00.

Attested to by:

Lisa Siegel/Traverse County Coordinator

Date

Wright went to training last week with the Federal Aviation Administration (FAA) and they discussed drones, which is a going trend in law enforcement and fire and rescue. He is currently seeking grants for drones for surveillance, investigative and search and rescue.

Soil & Water/Planning & Zoning

Sara Gronfeld gave the Planning & Zoning report from Ben Oleson, there were three permits processed and approved. Oleson will be in Traverse County on May 9 and May 23 this month for regular office hours from 10:00 – 2:00.

Subsurface Sewage Treatment System (SSTS) Program had no new permit applications for April. Gronfeld had program review done with Nicholas Kramer, one recommendation he had was to update the online ordinance to the current one. Other recommendations were to issue operating permits for the larger type of systems. The only one Gronfeld is aware of is for the RV park, she contacted the contractor and he is going to put together a proposal for their review.

Wetland Conservation Act (WCA), there are a couple projects pending, one is a stream crossing for cattle for pasture management, this is a NRCS project so their agency is working with them to get through the wetland review process. TEP meeting will be scheduled this month.

MPCA Feedlot Program, there is a training exercise for animal disease outbreak on May 8, Lynn Siegel will be conducting the training for Traverse County. Bruce Johnson is currently processing two new permits for hog barns, one is Browns Valley and one up north, they are both for over 500 animal units and under the State regulation size.

Planning Commission/Board of Adjustment, there is a meeting scheduled for May 9 at 8:30 a.m. There are no new permit applications, the meeting is to discuss draft ordinance language. Oleson is working on language to work it into the Shoreland Ordinance and have County Attorney, Matt Franzese review it. We are looking at having a public hearing at the meeting on June 13 for the new Ordinance. BOWSR was ok with our time frame, their deadline for the funding is June 15 but will allow us to get back to them by June 19.

Soil and Water Conservation District (SWCD) updates; their regular board meeting is May 10 at 7:30 a.m. They completed soils presentations for their poster contest at the Wheaton & BV schools for the 5th and 6th graders. Spring field work has been delayed. They worked with John Fridgen to apply for a weed management grant, although they didn't get funded the entire amount requested they did receive \$6,000.00. They are splitting it between chemical for Fridgen to offset the County's expense and SWCD will purchase GPS equipment for their sprayer for weed control.

Gronfeld is seeking approval of the Memorandum of Understanding with the City of Tintah. The intent of this MOU is to provide the residents within the City additional time beyond the county's 10-month compliance period, not to exceed 5 years, to upgrade or replace septic systems that are identified as Imminent Public Health Threat and Failing to Protect Ground Water while the City evaluates the possibility of constructing a publically owned and operated collection and treatment system. The MOU was approved unanimously on a motion by T. Johnson and second by Monson.

Auditor/Treasurer

Kit Johnson, Auditor/Treasurer, appeared before the Board to discuss a ditch assessment that was split incorrectly in 2002. The owner sold 6 acres of the parcel and the ditch assessment should have been split along with it. The computer calculated the ditch assessment incorrectly and the buyer ended up receiving a bill for more than what it should have been. In 2003 another 7 acres of the parcel was sold and that buyer didn't end up with any ditch assessment. In 2006 the County bought some right away from the owner. With all these splits, the ditch assessment should have been split proportionately and it wasn't. State law says when there is an error in tax we can fix the current year along with the prior two years. On a motion by Monson and second by Salberg the Board unanimously approved to correct the ditch assessment for the current year along with the previous two years. Our GIS system is up and running and K. Johnson has spoken with ProWest about getting a ditch layer so he should be able to catch any ditch assessments that are calculated incorrectly.

County Coordinator

A motion was made by Salberg to approve the April 17, 2018 minutes, second by T. Johnson and approved unanimously. Upon a motion by Gail and second by Monson, the following bills were approved unanimously:

AMERICAN SOLUTIONS FOR BUSINESS	\$4,491.08
GOVERNMENT MANAGEMENT GROUP	\$3,350.00
MINNESOTA DEPARTMENT OF ADMINISTRATION	\$2,893.39
NORTHLAND BUSINESS SYSTEMS, INC	\$14,420.00
TRAVERSE COUNTY SOIL & WATER SERV	\$62,750.00

Per M.S. 375.12, the number of claims totaling \$2,000.00 or less were 52, amounting to \$18,846.27.

On a motion by Salberg and second by T. Johnson the following resolution was approved unanimously.

TRAVERSE COUNTY RESOLUTION 18-

RESOLUTION APPOINTING TRAVERSE COUNTY HIGHWAY ENGINEER

WHEREAS, the Traverse County Highway Engineer, Larry Haukos, passed away, necessitating the hiring of a replacement for the position pursuant to M.S.A. §16307, Subd. 1;

WHEREAS, the Traverse County Board of Commissioners has hired Chad Gillespie as the new Traverse County Highway Engineer;

WHEREAS, M.S.A. §16307, Subd. 2 allows for the appointment of a new county highway engineer for a period of one year, with subsequent re-appointments to be for a four-year period; and

WHEREAS, the Traverse County Board of Commissioners believes it is in the best interests of the residents of Traverse County to appoint Chad Gillespie to a one-year term in order to evaluate him in consideration of appointing him to a subsequent four-year term.

NOW, THEREFORE, BE IT RESOLVED, that the Traverse County Board of Commissioners hereby appoints Chad Gillespie as Traverse County Highway Engineer for a period of one year, commencing April 30, 2018, through April 29, 2019.

BE IT FURTHER RESOLVED, that a copy of this resolution be included with the personnel

file held by the Human Resource's Office.

PASSED AND ADOPTED this 1st day of May, 2018.

TRAVERSE COUNTY BOARD OF COMMISSIONERS

Kevin Leininger, Chairman

ATTEST:

Lisa Siegel, County Coordinator

Teresa Gustafson our Social Services Community Support Technician gave her resignation. Rhonda Antrim spoke to the Personnel Committee who gave approval to advertise for a full-time Social Worker in place of the Community Support Technician position. One of our Social Workers will be retiring next year, this will allow time for training. The new Social Worker will also share responsibilities of the Community Support Technician position along with other staff. On a motion by Monson and second by T. Johnson unanimous approval was given to hire a full-time Social Worker. Unanimous approval was given on a motion by T. Johnson and second by Gail to contract with Teresa Gustafson for up to one year for questions and help regarding the Community Support Technician position.

Jeff Haanen did not appear before the Board regarding the wager gates in Browns Valley.

Engan Associates emailed two options for parking. Option A would move the south curb onto our property and provides diagonal parking on the Courthouse side of the street. This plan would allow the Veterans Memorial to remain in place; this is the option that Engan recommends if approval from the city would be possible. Siegel spoke with Kris Krenz and she suggested that someone come to the Council meeting to discuss. Option B provides a double loaded parking lot in front of the Jail and Courthouse and we would need to move the Veterans Memorial for this option. The Board agreed on option A, Monson said he would go to the Council meeting. Engan also mentioned that he will be providing a rough draft plan by the end of the week to look over. Siegel asked the Board if they would like a committee to get together to discuss the plans as they come so that we don't have to wait until the full Board meeting each time. There was consensus that the Building Committee, with the change of Salberg sitting in instead of Leininger, to meet when needed to go over the plans. There was a suggestion from a Department Head for the committee assigned today and the Department Heads to go tour the Ottertail County Courthouse to get ideas on the layout. Monson said that might be an idea, this will be discussed further at a committee meeting.

Leininger adjourn the meeting at 10:38 a.m.

Lisa Siegel, County Coordinator

Kevin Leininger, Board Chairman