

Traverse County Commission
Regular Board Meeting
May 15, 2018

The meeting was called to order at 9:30 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 T. Johnson and second by Salberg, the agenda was approved unanimously with the following additions: genetic testing under Social Services and Regional Sentence to Serve/Community Work Service.

Social Services

Upon a motion by Salberg and second by Monson, the agenda and minutes were approved unanimously. Lisa Siegel presented the Social Services update. Rhonda Antrim, Social Services Director, sent out the Social Services update packet to the Board. There were no questions regarding the budget, the DHS updates, or the Traverse County updates.

Social Services was approved to provide genetic testing for child support cases. They would like to provide them to the entire County, whether clients or not, as no one in the County does them, including Sanford or Public Health. They suggested charging a fee similar to CD assessments of \$200.00 per case. Salberg asked if there was a projected number of people who would be interested. Financial Worker Marg Schmitz said she wasn't sure, and that we'd have to wait and see. This request was approved unanimously upon a motion by Monson and second by Gail.

Upon a motion by Salberg and second by T. Johnson the bills were approved unanimously. Upon a motion by Monson and second by Salberg a donation of \$45.00 from Ave Maria Ladies Guild for needy children was approved unanimously.

Highway Department

Chad Gillespie, County Engineer, presented the department update. Approval was sought for the following project: CSAH 5, 4.07 miles in length, from the south county line to CSAH4. This is part of the 5 year plan and the road has a lot of cracking. Upon a motion by Monson and second by Gail the project was approved unanimously. Bid opening will be held at the Highway Department on Thursday, June 14 at 11:00 a.m., and the results will be brought to the Board the following Tuesday, June 19.

Gillespie would like to purchase a concrete saw. In the past we have always borrowed a saw when needed. He plans to have the Highway Department do various projects in the future that will require one. He recommends the TS 800. Salberg asked if it was in the budget, so that it can be taken out of the budget for tools. Gillespie said it was. There was a motion by Salberg and second by Monson to approve the purchase of a concrete saw. During discussion, Leininger said that he would like the saw purchased from Browns Valley Hardware Hank, as they are perform the maintenance and repairs on them. The Board unanimously approved to purchase the concrete saw from the Hardware Hank in Browns Valley.

Gillespie ask for approval to purchase a 2018 Silverado 1500 4 WD LT Crew 5.3L V8 ECOTEC3 for \$34,900.00 for the County Engineer vehicle. Upon a motion by Gail and second by T. Johnson, the request was approved unanimously.

Upon a motion by Monson and second by Salberg, the Board approved the replacement of the 11 year old computer that is used to do signs, with a Microsoft Surface Pro along with accessories for \$800.00 was approved unanimously.

The swing set that was purchased four years ago for the County Park was bought with grant money, and the purchase price was \$4,485.00. If we sell it we would need to pay the grant back. The Board asked to see if we can donate it. If we can't, the Highway Department will put it up at the County Park.

There was discussion regarding the starting wage of the Seasonal Highway Worker. We have had the position in the paper for over a month with only one applicant, and we are trying to fill two positions. Gillespie asked to increase the starting wage for non-CDL workers from \$11.00 to \$12.50 per hour, and any current Seasonal Highway Workers under that wage would be brought up to \$12.50 per hour as well. This was approved unanimously upon a motion by Monson and second by T. Johnson.

Brian Koch, Highway Maintenance Supervisor, informed the Board that they are currently inspecting the highway trucks and getting them ready. The chloride for dust control should be here next week.

West Center MN Community Action, Inc.

Carol Boyer, Chief Financial Officer, sat in for Missy Becker-Cook. She presented the Board with an annual update. They provided energy assistance for around 590 people in Traverse County, which cost around \$172,000.00. For weatherization, they served 6 households for approximately \$37,000.00. There were 10 early Head Start families. She gave a thank you to Social Services for donating the space for the VITA (Volunteer Income Tax Assistance) program, and the space for their case worker that comes to Traverse County one to two times a month to meet with residents. Their annual meeting is Tuesday May 22 at the Legion, which she invited the Commissioners to attend.

Auditor/Treasurer

Kit Johnson gave the Board a Department update. Today is the first-half tax deadline. After May 20, he will be working on a tax settlement to the cities, townships, schools, watersheds, and various county funds for taxes received from January 1 to May 20. K. Johnson filed the certificate of forfeiture and the tax sale will be soon. There has been a request for repurchase from Cy Spinler for his garage and the land around it. The cost of the repurchase is the delinquent and current taxes plus the costs to get a state deed, so his cost would be approximately \$1,200.00. The law says the taxpayer does not have the right to repurchase but may apply to the County Board for repurchase and the Board must either approve or deny by resolution. T. Johnson would like to make a resolution to accept the repurchase. Monson asked if there were some in Wheaton that would want to repurchase would we have to allow

them to do it. K. Johnson said we should ask the City what their recommendation would be. The consensus from the Board was for K. Johnson to check with the City of Browns Valley to ask what their recommendation would be about allowing Spinler to repurchase the property.

The Traverse Care Center roof and windows are repaired, so the final payment will be submitted.

The City of Browns Valley has taken over the tobacco licensing of their retailers so the County currently has only one at this time, the Tri-County Coop in Dumont.

Elections update: Minnesota was number one in voter turnout in 2016. We won't be purchasing e-pollbooks (electronic rosters and voter registration devices) at this time, as they aren't cost effective and add more work to the process if there are under 400 voters in a precinct. We might upgrade our ballot counters in 2019. Minnesota Secretary of State Steve Simon was here on Friday to visit with K. Johnson regarding elections. For the 2020 Presidential Primary the State will be paying \$100.00 per precinct, which is \$2,000.00 in Traverse County, but the actual costs will be much higher. As it stands at this time, when citizens go to the polls there will be two ballots, a Republican ballot and a Democrat ballot. The voter will have ask for a specific party ballot and vote for candidates of one party only. With the mail-in ballots, citizens will be sent both a Republican ballot and a Democrat ballot, but they can only return one, so this will also increase costs.

Wheaton Golf Course

Trevor Wright appeared before the Board to ask for approval to change the Wheaton Golf Course liquor license to allow them to sell strong beer. This change was approved unanimously upon a motion by Salberg and second by Monson.

County Coordinator

A motion was made by T. Johnson to approve the May 1, 2018, minutes, with a second by Gail and unanimous approval. Upon a motion by Salberg and second by Monson, the following bills were approved unanimously:

CARDMEMBER SERVICE	\$3,432.99
ENGAN ASSOCIATES	\$5,100.98
INTEGRATED NETWORKING INC	\$2,229.99
KIBBLE EQUIPMENT LLC	\$10,800.00
LARSON OIL, INC	\$13,918.95
TOWNMASTER	\$29,253.00
TWIN VALLEY TIRE WHEATON, INC.	\$2,253.15

Per M.S. 375.12, the number of claims totaling \$2000.00 or less were 74, amounting to \$26,973.64.

The following was approved unanimously upon a motion by Motion and second by T. Johnson: the Merit System Equal Employment Opportunity and Affirmative Action Guidelines was adopted as Traverse County Social Services Equal Employment Opportunity/Affirmative Action Plan.

Lisa Siegel did some research on the past Wheaton Senior Center donations. Currently the yearly donation of \$1,700.00 comes out of the general fund. In 2014 the County paid two US Foods bills for an additional donation of \$3,642.13, and in 2016 the County paid a US Food bill for an additional \$4,893.37. Both of these came out of Social Services. Rhonda Antrim said we can get some reimbursement back from the federal government for these donations. Leininger said that Marvin Bach wasn't clear in what amount they were asking for, so they will need to come back with a number if they want the County to consider an extra donation.

Angela Knowles' complaint regarding her shut-off valve damage was looked into by Leininger and Salberg. There is insufficient evidence to prove that a county plow had damaged Knowles' shut-off valve, so the Board declined to compensate her for the damage. They instructed Lisa Siegel to send her a letter stating this.

Courthouse planning update. Monson went to the Wheaton City Council and talked about moving the sidewalk back to allow for diagonal parking in the new courthouse plan. The City Council didn't see an issue with this, and if it goes through the County will need to get formal approve of the finalized parking plan. The Department Heads, Courts, and Building Committee met to discuss the tentative new courthouse design, and some changes were discussed. Richard Engan will be at the Board meeting on June 5 with a cost estimate of a new courthouse. T. Johnson said that employees need to call their State Legislatures and demand state county aid be returned to historic levels, as they are still 25 years behind.

The County received a letter from Stevens County Attorney, Aaron Jordan, inquiring whether there would be interest by the five counties that currently share probation services to share a Sentence-to-Serve (STS) and Community Work Service (SWS) Coordinator. He would like a response by June 8. Probation Officer Tony Frisch will attend the Board meeting on June 5 to discuss this issue.

General updates were next given: The Board is invited to attend the 2nd Annual All Drug Court Day on May 17 in Willmar. The Minnesota Public Utilities Commission has recently issued an Order opening a docket to investigate the customer service, service quality, and billing practices related to Frontier Communication's telephone service. The County does use Frontier Communications for some telephone and fax services.

Leininger adjourned the meeting at 9:56 a.m.

Lisa Siegel, County Coordinator

Kevin Leininger, Board Chairman