

Traverse County Commission
Regular Board Meeting
May 19, 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, upon a motion by Salberg and second by Monson.

Larry Haukos/Highway Engineer- Upon a motion by Monson and second by Salberg, unanimous approval was given to contract with Astech Corporation for rout and seal bituminous pavement cracks on CSAH 5 and 20, in the amount of \$76,224.00. Upon a motion by Monson and second by T. Johnson, unanimous approval was given to pay Duane Cook for reclamation of the Biss Pit, in the amount of \$11,400.00. Upon a motion by Salberg and second by T. Johnson, authorization was unanimously provided to contract with Interstate Engineering for a Technician for asphalt plant observation for SAP 078-611-007 and SAP 078-707-001 and City of Wheaton street projects. There was discussion regarding replacing the roofs on the Dumont and Tintah shops. The Board requested a second quote on the project.

Emily Conroy/4-H Coordinator- Conroy appeared before the Board to update them on the various 4-H activities. She shared that the statewide poultry exhibits will not be allowed at the local or state fairs. They are working on some creative ideas for allowing entries in a different capacity. There are approximately 3000 youth statewide that are impacted. She also discussed 4-H Adventures for summer youth learning experiences. She provided a visual for the Board regarding what activities impact youth development and how these 4-H activities can help bridge the gap between those of lower economic status, or those left alone more frequently, or those with other family issues going on. She also discussed the success story of Hannah Hasbargen and her opportunity to attend the National Conference in Washington, DC, and how the 4-H program led her to where she is today.

Browns Valley City Council- Tom Schmitz, City Administrator, Mayor Harold Hansen, and Council Member Ken Warren appeared before the Board to discuss the Law Enforcement contract between Browns Valley and the County. Schmitz provided a historical review of how the contract came to be. In 2009 Brown Valley started discussions to see if Traverse County Sheriff's Office would consider providing law enforcement services, due to the high turn-over for the City. The original agreement was for \$130,000.00 per year plus the use of the existing Tahoe. This figure represented the salary of approximately two deputies. In 2010-2013 the contract remained steady, yet when Plautz took over as Sheriff, he did not replace himself as a deputy. Browns Valley continued to pay the same contracted amount, thus subsidizing the County. In 2014 the contract increased to \$143,000.00 plus a replacement vehicle every three years. The Mayor expressed the need for more patrol. They have rental properties and border issues. In the summer he has seen patrols racing a couple times a day going from Browns Valley to Wheaton when problems arise. He also thought that the Sheriff had indicated they had more calls in Browns Valley than other areas, so they need more coverage. He referenced the tax abatement of the Elevator and the MCIT refund each year that goes into the building fund. He indicated that they need to pay less or receive increased service. T. Johnson stated that the issues hadn't come to the Board previously, but they could follow up with Sheriff Wright to see if it can be addressed to their satisfaction.

They will see what they can do to increase the presence so they get the value they're paying for. Hansen said he appreciates the tax abatements but we can't continue to pay this. They also used to get 5-6 years out of their law enforcement vehicles. By consensus, the topic will be placed back on the next Board meeting agenda. Schmitz then spoke on behalf of the Browns Valley sesquicentennial /150 year celebration committee, which will be coming up next year. He requested a contribution similar to what was provided when Wheaton had theirs. Salberg said they'll look back and see what they provided and treat Browns Valley equal.

Joel Swanson /Minnesota County Intergovernmental Trust (MCIT) – Swanson introduced himself as a Risk Management consultant for MCIT. MCIT provides Property /Casualty coverage through a self-insurance pool. They provide coverage specifically designed around the needs for counties. MCIT's aggregate rates decreased for 2015. Traverse County's Property and Casualty rates decreased by 4.5% and Worker's Compensation decreased by 3%. Swanson presented a summary handout. It summarized the importance of their fund balance to the county. It provides a safety net to address unexpected events or situations. It can help absorb unanticipated losses, fund unknown risks, provide financial stability and sustainability, and be used to enhance coverage. He also discussed Traverse County's dividends, with the most recent 2014, being \$64,771.00. He recommended offering defensive driving training. He also discussed Employee Assistance Program and Resilience Training.

Doug Green/Springsted, Inc.- Green appeared before the Board to address the various ways to sell bonds and to address the financing costs. He discussed best practices and regulations as recommended by the Government Finance Officers Association (GFOA.) He also discussed the advantages and disadvantages of the various options. Leininger expressed his concerns about Springsted's fee. K. Johnson summarized a phone conversation with Northland about competitive sales and that their fee would be the same whether we pursue a negotiated sale or a competitive sale. Green suggested they weren't being transparent as to what their fees are. Some costs go into the underwriters fees. K. Johnson discussed the process not being apples to apples but in the end, we have a competitive sale at a lower cost than what Springsted is offering. Green discussed the fees are conjunction with being a good partner over time. He discussed several analysis options he's offered since 2012 to Traverse County at no cost. Green also suggested the county hire someone to negotiate on the county's behalf.

Kit Johnson/Auditor/Treasurer- Johnson distributed a list of tax forfeited property, a notice and resolution. The sale will be June 17th. Salberg asked about whether the local municipalities are willing to waive or reduce the specials. Johnson explained that the new owner can be assessed with them, if they purchase the property for less than what is owed. The statutes indicate they can reassess the specials if they chose to. There was discussion around what to do if the properties do not sell and the benefits of tearing some of these structures down. Monson asked who is responsible for upkeep of the yards. K. Johnson indicated that the County has been doing the mowing in Wheaton until they're sold. The mowing gets added as a special. Sometimes neighbors will mow them too. The following terms and resolution were approved unanimously upon a motion by Salberg and second by Monson:

NOTICE OF PUBLIC SALE OF TAX-FORFEITED LANDS

NOTICE IS HEREBY GIVEN That the parcels of land described in the List of Tax Forfeited Land For Public Sale which is contained herein shall be sold to the highest bidder at public sale. The sale will be governed by the provisions of M.S. 282.01 and by the resolution of the Traverse County Board of Commissioners authorizing such sale. The resolution reads as follows:

"BE IT RESOLVED, that all parcels of tax-forfeited land listed on the List of Tax-Forfeited Land For Public Sale, which is on file with the County Auditor, be approved and authorization for a public sale of this land be granted, pursuant to M.S. 282.01; that the sale will be held at 9:00 A.M., Wednesday, June 17, 2015, by the Traverse County Auditor at the Traverse County Auditor's Office in the Traverse County Courthouse, for not less than the basic sale price; and that all sales shall be full payment.

BE IT FURTHER RESOLVED that the conditions and terms of the public sale shall be described in the list contained here-in and approved by the Traverse County Board of Commissioners."

Information about the sale of tax-forfeited land in Traverse County can be obtained at the office of the County Auditor, Traverse County Courthouse, 702 - 2nd Avenue North, Wheaton, Minnesota, 56296. Telephone: (320) 422-7740.

Given under my hand and official seal at Wheaton, Minnesota, this 19th day of May, 2015.

K. Johnson also discussed the Alliance Pipeline Settlement. Alliance sues every year over their valuation. The state does the valuation. Traverse valuation lowered 4.4% which is roughly \$15,000.00 county-wide, or specifically \$4200.00 of county tax. Matthew Franzese, County Attorney, needs to sign off on the settlement. Upon a motion by Monson and second by Gail, the settlement agreement was approved unanimously.

K. Johnson distributed a resolution from Northland Securities setting the place and time for a competitive sale. Upon a motion by T. Johnson and second by Monson, the following resolution passed unanimously, contingent on the fees presented for the negotiated sale are the same or less than \$49,900.00:

CERTIFICATION OF MINUTES RELATING TO
\$1,630,000 GENERAL OBLIGATION CROSSOVER REFUNDING BONDS, SERIES 2015A

RESOLUTION RELATING TO \$1,630,000 GENERAL OBLIGATION CROSSOVER REFUNDING BONDS, SERIES
2015A; AUTHORIZING THE ISSUANCE AND CALLING FOR THE SALE THEREOF

I, the undersigned, being the duly qualified and acting recording officer of the public corporation issuing the bonds referred to in the title of this certificate, certify that the documents attached hereto, as described above, have been carefully compared with the original records of said corporation in my legal custody, from which they have been transcribed; that said documents are a correct and complete transcript of the minutes of a meeting of the governing body of said corporation, and correct and complete copies of all resolutions and other actions taken and of all documents approved by the governing body at said meeting, so far as they relate to said equipment bonds; and that said meeting was duly held by the governing body at the time and place and was attended throughout by the members indicated above, pursuant to call and notice of such meeting given as required by law.

WITNESS my hand officially as such recording officer this ____ day of May, 2015.

County Auditor

RESOLUTION RELATING TO \$1,630,000 GENERAL OBLIGATION CROSSOVER REFUNDING BONDS, SERIES 2015A;
AUTHORIZING THE ISSUANCE AND CALLING FOR THE SALE THEREOF

BE IT RESOLVED by the Board of Commissioners of Traverse County, Minnesota, as follows:

SECTION 1. PURPOSE. The Board hereby determines it is in the best interest of the County to authorize the issuance and sale of \$1,630,000 General Obligation Crossover Refunding Bonds, Series 2015A (the Bonds), to refund in a crossover advance refunding on February 1, 2017 of the February 1, 2018 through February 1, 2027 maturities, aggregating \$1,540,000 in principal amount, of the County's General Obligation Jail Bonds, Series 2006A, dated, as originally issued, as of December 1, 2006.

SECTION 2. TERMS OF PROPOSAL. Northland Securities, Inc., independent municipal advisor to the County, has presented to this Board a form of Notice of Sale for the Bonds which is attached hereto and hereby approved and shall be placed on file by the County Auditor-Treasurer. Each and all of the provisions of the Notice of Sale are hereby adopted as the terms and conditions of the Bonds and of the sale thereof. Northland Securities, Inc., pursuant to Minnesota Statutes, Section 475.60, subdivision 2, paragraph (9) is hereby authorized to solicit bids for the Bonds on behalf of the County.

SECTION 3. SALE MEETING. This Board shall meet at the time and place shown in the Notice of Sale for the purpose of considering sealed bids for the purchase of the Bonds and of taking such action thereon as may be in the best interests of the County.

Dustin Kindelberger/Veteran Service Officer/Solid Waste/Safety- Kindelberger updated the Board regarding the electronics pick up scheduled for this week. He also discussed the MDVA grant of \$7500.00 for outreach. He needs to spend down the remainder of those funds and requested permission to pay them to Rainbow Rider, to provide Veteran's and spouses rides. By consensus, the request was approved.

LeAnn Peyton and Dianne Reinart/County Recorder and Assessor- Peyton and Reinart appeared before the Board to provide a Global Information System (GIS) update. Peyton discussed the compliance fund, which currently has a balance in it. She discussed the new server and its capacity to house the GIS project. She requested guidance on how much to use of the compliance fund. Upon consensus, the Board left it to her discretion. Peyton also discussed the land transactions process and structure. The Recorder's office and the Assessor's office took over the Auditor/Treasurer's duties on land transfers and deeds. This streamlined the process between the A/T office and the Recorder and the Assessor's Office. Peyton was seeking guidance on whether the Board would like to pass a resolution or just be informed on how they have revamped the structure. She will bring a resolution to the next meeting. Peyton also discussed Government Corners and utilizing GIS system and providing incentive to do them. It would be easier for them to do it. Reinart discussed the scanning project and they are almost completed with scanning. Everything is on the computer and backed up. The next project is to work on the old books in storage.

Rhonda Antrim/County Coordinator- The minutes from May 5, 2015 were approved unanimously, upon a motion by T. Johnson and second by Monson. The following bills were approved unanimously, upon a motion by T. Johnson and second by Monson:

AMERICAN SOLUTIONS FOR BUSINESS	2,559.30
CARDMEMBER SERVICE	3,038.60
COMPUTER PROFESSIONALS UNLIMITED INC.	3,518.39

ELECTION SYSTEMS & SOFTWARE, INC.	4,585.00
EMERSON NETWORK POWER	3,374.00
Horizon Public Health	5,315.33
TRAVERSE COUNTY SOIL & WATER SERVICE	47,500.00
Lyle Signs Inc.	9,071.65
TRAVERSE COUNTY TREASURER	19,230.45
TRI COUNTY COOP	8,406.29
TRUE NORTH STEEL	15,912.92
ZIEGLER, INC.	2,145.66

Per M.S. 375.12, the number of claims totaling \$2000.00 or less were 71, amounting to \$32,772.97. Upon a motion by Salberg and second by Monson, the Fireworks permit request from John Deal was approved unanimously. Upon a motion by Monson and second by T. Johnson, the following policy regarding Health Retirement Account (HRA) balances passed unanimously: "All balances as of 1/1 each year, at \$500.00 or less, need to be spent by 12/31 of that year. Notices will be sent to each employee impacted." The rationale behind this policy is that it costs the county \$6.00 per month/per employee in administrative costs to keep the HRA account open. We no longer have a HRA contribution or plan, so smaller balances need to be spent as their not cost effective to maintain. After 12/31, accounts would be paid by that employee and deducted from their balance until their balance is zero. We previously implemented this policy in 2014 and 2015. Any balances over \$500.00 would continue to be maintained by the county, at this time. Monson raised concerns regarding maintenance of the grounds. There have been complaints about weeds and debris lying on the North side of the courthouse. Antrim will speak to the Custodian about it. Antrim also updated the Board that Lakes Country Service Cooperative will no longer provide annual Health Screenings as part of their wellness package due to low attendance. The Association of Minnesota County meeting of June 5, 2015 was discussed. It will be held in Wadena and Antrim will give the County update. The meeting was adjourned and later reconvened to discuss an agreement between Traverse County and the Law Enforcement Labor Services union. Leininger, Monson and T. Johnson were remaining for the Commission. Upon a motion by T. Johnson and second by Monson, the agreement was approved unanimously.

Attested to by:

Rhonda Antrim/County Coordinator

Kevin Leininger/Board Chair