

Traverse County Commission
Regular Board Meeting
June 7, 2016

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 additions of a Broadband update, Fireworks permit, and discussion about a shared Emergency Management Director position with Big Stone County, upon a motion by Monson, and second by T. Johnson.

Larry Haukos/Highway Engineer- Haukos requested the Board rescind the resolution from the May 17 minutes as it was duplicative from a previous meeting. By consensus, the minutes will be amended. Haukos requested approval of the contracts for CP 16-01 and 16-02 with Fridgen Excavating in the amount of \$93,000.00 and \$45,900.00. Upon a motion by Salberg and second by Monson, the contracts were unanimously approved. Haukos requested approval of the final contract voucher and Board Resolution for SAP 078-611-007, in the amount of \$3,768,003.16. There was a \$25,475.68 over run. Upon a motion by Monson and second by Salberg, the contract voucher and following resolution was unanimously approved:

WHEREAS: County Project No. SAP 078-611-007 have in all things been completed, and the County Board being fully advised in the premises.

NOW THEN BE IT RESOLVED: That we do hereby accept said completed project for and in behalf of the County of Traverse and authorize final payment as specified herein.

Haukos requested approval of a proposed intersection lighting plan from Federal Safety Funds (HSIP). The plan would allow for six intersections in the amount of \$58,000.00 with HSIP share equal to 80% and the county share equal to 20%. There is a possibility that MnDot would contribute to a couple of them as well. Leininger asked what the cost of maintaining it would be. The monthly cost would be about \$2,400.00 per year. Monson asked if there was a high traffic count on those roads. They range 300-1000 cars per day depending on the location. T. Johnson asked what the deadline was for funding the project. The Region 4 Highway Engineers worked together to identify ones in each county, so they could obtain a larger contract and receive a better price. Haukos said there is a possibility to wait for solar powered options but there's not a guarantee the funding will still be available. T. Johnson indicated that if it saves lives, it's important. There will be increased traffic with Dollymount project coming. Upon a motion by T. Johnson, and second by Salberg, the project was approved unanimously. Haukos requested approval of a resolution requesting an advance of State Aid Construction Funds in the amount of \$520,000. This would require borrowing state funding from 2018 and 2019 to finish the projects and allow one year to catch up. The request was approved unanimously through the following resolution, upon a motion by Monson and second by T. Johnson:

WHEREAS, the County of **Traverse** is planning to implement County State Aid Street Project(s) in 2016 which will require State Aid funds in excess of those available in its State Aid Regular/Municipal Construction Account, and

WHEREAS, said County is prepared to proceed with the construction of said project(s) through the use of an advance from the County State Aid Construction Fund to supplement the available funds in their State Aid Regular/Municipal Construction Account, and

WHEREAS, the advance is based on the following determination of estimated expenditures:

Account Balance as of date 07 June 2016	\$ 0.00
Less estimated disbursements:	
Project # SAP 078-611-007	\$ 350,000.00
Project # SAP 078-604-023	\$ 150,000.00
Project # SAP 078-707-001	\$ 20,000.00
Project # _____	\$ _____
Bond Principle (if any)	\$ _____
Project Finals (overruns-if any)	\$ _____
Other _____	\$ _____
Total Estimated Disbursements	\$ 520,000.00
Advance Amount (amount in excess of acct balance)	\$ 520,000.00

WHEREAS, repayment of the funds so advanced will be made in accordance with the provisions of Minnesota Statutes 162.08, Subd. 5 & 7 and Minnesota Rules, Chapter 8820, and

WHEREAS, the County acknowledges advance funds are released on a first-come-first-serve basis and this resolution does not guarantee the availability of funds.

NOW, THEREFORE, Be It Resolved: That the Commissioner of Transportation be and is hereby requested to approve this advance for financing approved County State Aid Highway Project(s) of the County of **Traverse** in an amount up to **\$ 520,000.00** in accordance with Minnesota Rules 8820.1500, Subp. 9. I hereby authorize repayments from subsequent accruals to the Regular/Municipal Construction Account of said County from future year allocations until fully repaid.

I, **Kit Johnson**, duly appointed and qualified Auditor in and for the County of **Traverse**, do hereby certify that the above is a true and full copy of a resolution duly adopted by the County Board of **Traverse** County, State of Minnesota, assembled in regular/special session on the **7th** day of **June**, 2016.

County of **Traverse**

County Auditor

Haukos presented a request for extended FMLA from an employee. The decision was tabled so HR Attorney Justin Anderson could weigh in. Haukos also requested an opportunity for some of his staff to meet with the Board on expectations of blading.

Sara Gronfeld/Soil and Water/Planning and Zoning- There were eight Land Use Permits approved for May and June. Gronfeld has been providing assistance to the City of Tintah on their sewer project. There was a violation in Arthur Township per the Wetland Conservation Act. They will likely be required to implement a restoration plan. Jessica Klutts was introduced to the Board as the Conservation Corps Apprentice Intern. Gronfeld discussed the Buffer strip law and a speaker they may have in July. They have a preliminary book with the various parcels outlined to assist in public inquiries. They have also been busy with seeding the CRP land and finished the tree planting. The pictometry flight was also completed.

Trevor Wright/Tanya Pittman/Sheriff's Office- Pittman presented the following Minnesota Government Access resolution, which was approved unanimously, upon a motion by Salberg and second by Monson:

RESOLUTION AUTHORIZING SIGNING AUTHORITY ALLOWING ACCESS TO MINNESOTA GOVERNMENT ACCESS (MGA) ACCOUNTS
FOR ELECTRONIC COURT RECORDS AND DOCUMENTS

WHEREAS, the new Minnesota Government Access Accounts, allowing government agencies to view appropriate electronic court records and documents stored in the Minnesota Court Information System for cases in Minnesota district courts, required authorization from the governing body.

NOW, THEREFORE, BE IT RESOLVED, the county Board of Traverse County, Minnesota as follows:

1. Approves and authorizes Tanya Conroy Pittman, to sign the Master Subscriber Agreement for the Minnesota Court Data Services for Governmental Agencies.
2. Approves and authorizes that, Tanya Conroy Pittman, is the designated Authorized Representative for the Traverse County Sheriff's Office. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the County's connection to the systems and tools offered by the State.

Passed and Adopted by the Board of Commissioners on this 7th day of June, 2016

Wright presented the jail roster update showing 61% of inmates were Traverse County inmates. Wright discussed the pay to stay program and collections received thus far. They are finalizing totals for additional collections due for medical and other various fees, and letters should be going out soon to previous inmates of the jail, for those debts. Wright also provided an update on the vehicles sold through the online auction, and that they were sold for more than traditional auctions have brought. Wright updated the Board regarding the complaint of high speeds by his deputies. He is requesting another county Sheriff's Office review the tape for an independent assessment. He also updated the Board he will be attending some training in Colorado for new Sheriff's on leadership.

Kit Johnson/Auditor/Treasurer- Upon a motion by Monson and second by Salberg, the Tri-County Coop's Tobacco License, in Dumont, was unanimously approved. Leininger raised the issue of the locked doors to the courthouse building and that he's had concerns brought to him. T. Johnson discussed the need for privacy of employee issues versus an open discussion at a Board meeting. Matt Franzese, County Attorney, stated that most counties have one access point for employee safety and an email regarding the change was sent to all of the employees. If more discussion is needed, that can happen. Some possibilities discussed included a doorbell or intercom system, as well as cameras. There were concerns for the Veterans and access, as well as parking. By consensus, the Board agreed to have Dustin Kindelberger research and report back with some options, as he is the Veteran's Service Officer as well as the Safety Director.

Open Burning Ordinance Public Hearing- The proposed ordinance and summary ordinance were distributed by Franzese. Sheriff Wright explained that there has never been an ordinance before. Basically the guideline includes just calling the Sheriff's Office if you want to burn. Upon a motion by Salberg and second by Gail, the Open Burning Ordinance was passed unanimously. Upon a motion by Salberg and second by Gail, the Summary Ordinance was passed unanimously for publication.

Lynn Siegel/Emergency Management Director- Big Stone County approached Traverse County about sharing an Emergency Management Director. Siegel presented the Emergency Management Handbook for Government Officials, the MNWalk plan for Traverse County, and the Pros and Cons of sharing the position with Big Stone County. Big Stone is currently employing a .5 FTE and Stevens is employing a .5

position but pursuing .75, and Wilkin has a full-time FTE. Siegel spoke with Joe Kelly, State Emergency Director, about the grant program Traverse qualified for three years ago, whereby the state paid a portion of the EMD salary for three years. She was told that Traverse County needed to maintain the position FT into the future per the three year grant agreement they received. He also indicated Traverse would lose EMPG funding if they shared a position. Siegel presented several reasons why sharing the position is not a good idea. Salberg equated it with the Veteran Service Officer position and the need here in Traverse County is for a full-time position. T. Johnson thanked Siegel for collecting and presenting all of the information. As Commissioners, opportunities for cost-savings need to be looked at. The information presented was important to hear. Further discussion and/or a decision was tabled.

Rhonda Antrim/County Coordinator- The minutes from May 17, 2016 were approved unanimously, as amended, upon a motion by Monson and second by T. Johnson. The following bills were approved unanimously, upon a motion by Gail and second by Monson:

FELLING TRAILERS INC	5,559.31
JOHN DEERE FINANCIAL	5,276.78
TRUE NORTH STEEL	13,463.36
Anderson Law Office, PA	2,010.00
BROWNS VALLEY HISTORICAL SOCIETY	5,000.00
COMPUTER PROFESSIONALS UNLIMITED INC.	4,081.31
Horizon Public Health	5,315.33
OTTER TAIL POWER CO	2,623.61
The Retrofit Companies, Inc.	3,641.15
TRAVERSE COUNTY HISTORICAL SOCIETY	5,000.00
TRAVERSE COUNTY SOIL & WATER SERVICE	47,500.00
VIKING LIBRARY SYSTEM	31,223.00
WAHPETON GLASS & PAINT, INC.	3,000.00
Wells Fargo Corporate Trust Services	7,062.50

Per M.S. 375.12, the number of claims totaling \$2000.00 or less were 75, amounting to \$34,394.00. There was an update provided to the Board on the health insurance claims for 2015 and the expectation that the rates will increase a minimum of 29%. The Benefit Committee met with consultants from Flexible Benefit Consulting, Inc. They would provide professional advising for employees and the Board on the two options for Group Health for 2017. Their fee would be between \$3,510.00 and \$4,290.00 for the remainder of 2016, dependent upon which consulting package is chosen. The different options were discussed as well as a brief history. Upon a motion by T. Johnson and second by Monson, option B was unanimously approved for \$4,290.00. There is no obligation to continue with the consultants after 2016. Antrim provided a Broadband update. Three options will be presented which include all fiber, all wireless, and a combination of the two. This configuration would allow all telephone companies to participate if desired. All three would have the fiber backbone for longer-term fiber intentions. They could all write their own DEED grants for smaller projects. They will separate out the City of Wheaton since there are already two providers there. That would allow the city to also apply independently, should they want to enhance their fiber options. The Engineering analysis is almost complete, at which time the business case will be developed. The legislature approved \$35M and grants from DEED should be coming out in July. Representative Backer indicated that Traverse County is on the radar for grant funding. The feasibility study has been fast-tracked to be competitive once the grant applications are

released. The commissioners should be considering what investment they're willing to make towards the project or various projects. Upon a motion by Monson and second by Salberg, the fireworks permit submitted by John Deal was unanimously approved.

Attested to by:

Rhonda Antrim/County Coordinator

Kevin Leininger/Board Chair