

Traverse County Commission
 Regular Board Meeting
 July 18, 2017

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 following amendments: county park rates, radio board update, other committee updates, upon a motion by Monson and second by Salberg.

Larry Haukos/Highway Engineer- Bid Letting was awarded unanimously for SAP 078-700-008 to Central Specialties in the amount of \$323,846.50, upon a motion by Salberg and second by Monson. Authorization was unanimously given to advance funds in the amount of \$335,000 for SAP 078-070-003 and SP 078-070-003 per the following resolution, upon a motion by Monson and second by Gail:

WHEREAS, the County of Traverse is planning to implement County State Aid Street Project(s) in 2017 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 18 July 2017		\$ 1,316,337.00
Less estimated disbursements:		
Project # SP 078-070-003	\$ 51,072.00	
Project # SAP 078-603-006	\$ 1,600,000.00	
Project # _____	\$ _____	
Project # _____	\$ _____	
Bond Principle (if any)	\$ _____	
Project Finals (overruns-if any)	\$ _____	
Other _____	\$ _____	
Total Estimated Disbursements		\$ 1,651,072.00
Advance Amount (amount in excess of acct balance)	\$ 334,735.00	

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 \$ 334,735.00 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.

Unanimous authorization was given to pay Sir Lines-A-Lot for center line and other striping, in the amount of \$10,856.25, upon a motion by T. Johnson and second by Gail. Unanimous authorization was given to purchase an Auto CADD capable computer in the amount of \$2,259.25. Unanimous approval was given via consensus of the board, to reimburse the Engineering Technician \$40.00 per month stipend for use of his personal cell phone for work. The issue of purchasing a shop welder for welding aluminum was tabled while further information as to the need for it was gathered. Unanimous authorization was given to bill land owner Davidson for repair and replacement of 24 in RCP flare and riprap that was removed without permission from the south side of CSAH 2, upon a motion by Monson and second by Gail.

Bob Goede/MCIT- Goede appeared before the board to provide an annual report. He discussed the termination of the vendor who handled property and casualty claims administration and now MCIT would be hiring staff and bringing it 'in-house.' He also discussed some changes that were made effective January 1, 2017, to better cover risks to counties around compromised data. He said county dividend information would be released shortly.

Kelly Winter/West Central Minnesota Community Action Agency- Winter presented the following resolution, which was approved unanimously, upon a motion by Salberg and second by Monson:

Resolution

**Supporting the Family Homeless Assistance and Prevention Program
Grant Application Submitted by West Central Minnesota Communities Action, Inc.**

Whereas, Traverse County has a commitment to establish a collaborative and comprehensive system for addressing the housing needs for families, youth and single adults who are homeless, or imminently at risk of becoming homeless, and

Whereas, Traverse County recognizes that there is a need to continually improve the coordination of existing services currently made available by homeless service providers in Traverse County, to assure a "continuum of care" and

Whereas, Traverse County recognizes the need to stabilize and maintain in their homes, families, youth and single adults at risk of becoming homeless, and

Whereas, Traverse County recognizes the need to shorten the amount of time that families, youth and single adults stay in emergency shelters: and

Whereas, Traverse County recognizes the need to eliminate repeat use of emergency shelters by families, youth and single adults; and

Whereas, Traverse County recognizes the need to provide support services to homeless and high risk population

NOW THEREFORE BE IT RESOLVED, by the Traverse County Board of Commissioners, that they support West Central Minnesota Communities Action, Inc. in operating the "**Family Homeless Assistance and Prevention Program**" from the Minnesota Housing Agency, totaling \$199,266 for the grant year July 2017 to June 2019.

Kit Johnson/Auditor/Treasurer- A special election will be held November 7th in Browns Valley for a school referendum and a vacancy on their school board. He also provided an update on

the primary election process, where voters will have to identify and vote along party lines. A recommendation was made to create a special department within the budget for planning and zoning instead of running it through the soil and water budget. Antrim updated the board regarding an RFP for IT services. AMC had no samples from any other counties to utilize. Direct contact was made with Lakes Country Service Coop and they did not have an IT Coordinator on staff at this time. The current IT contract seems to be working as well as any. An update on the progress of the REED loan was provided. It was approved for \$180,000, for broadband. The REDL loan for TCC is still pending. There was discussion regarding the capital expenditures we agreed on paying and how the billing would be handled. They are planning to release GIS data and there will be a link on the Traverse County website to access it. They do intend to look into contracting with a surveyor to improve corner data. This would be one way to spend the buffer aid money. Johnson also discussed a summary of the new laws passed this session. Of significance is County Program Aid. Traverse will see an increase of \$308,600.00 for 2018.

Joe Flynn/MCIT- Upon a motion by Monson and second by T. Johnson, “a unanimous vote was cast to close the meeting pursuant to Minnesota Statute § 13D.05, Subd. 3 (b) to discuss pending litigation with assigned legal counsel. The specific subject to be discussed was the wrongful arrest lawsuit initiated against the county by Ralph LaFromboise.” Upon a motion by Monson and second by Salberg, the meeting was reopened per a unanimous vote.

Kayla Maas/4-H Director- Maas presented an update of activities that are being held this summer for youth. A couple of new programs included Garden-in-a-Box and BIO Girls. Traverse also sent five people to 4-H camp. They will also be hosting day camps for youth K-4th grade.

Trevor Wright/Sheriff- The jail had an average utilization for June of 70%. Wright requested updated AED equipment for their vehicles. He received grants of \$4,395.00 from Sanford, Wheaton Lions, and Traverse Masonic Lodge. Total cost is approximately \$14K for all vehicles and the jail. It includes a service agreement to maintain them as well. The grant money was accepted upon a motion by Gail and second by Monson and approved unanimously. Wright presented the Safe and Secure Courthouse Grant. Traverse was awarded \$67,996.00 for upgrades to the closed-circuit camera system and to renovate dispatch for the new camera system. It requires a 50/50 match. Judge Glasrud appeared before the board in support of accepting the grant. He stated the money might be better spent on a new facility, but the decision is up to the board. He encouraged the board to improve the safety and security of the public by whatever means is available. Monson asked if the cameras could be utilized if a new building were to be built and Wright answered all cameras could be used. Upon a motion by Monson and second by Gail, the grant acceptance was unanimously approved.

Sara Gronfeld/Soil and Water/Planning and Zoning- There were three land use permits approved and no septic permits approved in June. Staff are working on an investigation of a complaint of a wetland impact for the Wetland Conservation Act. A shoreline protection project was completed with financial assistance provided through Local Water Plan funding. There will be floodplain training for staff and elected officials held the afternoon of August 2, 2017, at the American Legion in Wheaton. There is a state cost-share available for buffer enforcement for

people that prefer not to sign up for a CRP contract. There will be a buffer related public meeting held August 8, 2017, 8:30 a.m. at the Wheaton American Legion. There was GIS discussion about releasing data to the public as well as zoning map development. There has not been a zoning map developed and we need one. Pro-West provided a quote to develop a map in the amount of \$1,838.62. Monson made a motion to utilize the buffer funds and proceed with the map and T. Johnson seconded it. The motion was passed unanimously. Traverse County will receive \$8,681.00 for an additional septic system upgrade grant from MN Pollution Control Agency. Upon a motion by Monson and second by Salberg the grant agreement was approved unanimously. Gronfeld also presented the following resolution as well as a recommendation by the planning commission for the ordinance revision:

AMENDMENT TO ORDINANCE NO. 16.03
AN ORDINANCE DEALING WITH REGULATING CONDITIONAL USES
IN AGRICULTURAL DISTRICTS IN THE COUNTY OF TRAVERSE

Findings.

1. An application for a conditional use permit has been submitted seeking to establish a livestock slaughterhouse as a processing plant, and such a use is not presently allowed in agricultural districts.

2. The Traverse County Planning Commission has studied the matter and recommends that the Agricultural District chapter of the Traverse County Land Use Ordinance be amended to allow livestock slaughterhouses as a processing plant to be a conditional use; and

3. The Traverse County Board of Commissioners believes that it is in the best interests of the residents of the County of Traverse to amend the Land Use Ordinance to allow livestock slaughterhouses as a processing plant to be a conditional use in Agricultural Districts.

NOW THEREFORE, THE COUNTY COMMISSIONERS FOR TRAVERSE COUNTY HEREBY ORDAINS:

1. That Land Use Ordinance Section 16.03 is hereby amended to add the following provision:
"21. Livestock slaughterhouses as processing plants."

Upon a motion by Monson and second by Gail, the ordinance revision was accepted unanimously.

Rhonda Antrim/County Coordinator- The board minutes from June 20, 2016 were approved unanimously, upon a motion by Monson and second by Salberg. The following bills were approved unanimously, upon a motion by Gail and second by Monson:

CARDMEMBER SERVICE	4,474.91
Minnesota Department of Administration	3,300.36
REGENTS OF THE UNIVERSITY OF MINNESOTA	6,356.08
VALLEY OFFICE PRODUCTS, INC.	5,508.41
Wells Fargo Corporate Trust Services	29,092.50
WHEATON-DUMONT ELEVATOR	2,318.62
Builders FirstSource	2,509.28
TRI COUNTY COOP	17,936.38

Per M.S. 375.12, the number of claims totaling \$2000.00 or less were 89, amounting to \$32,314.19. An update of the broadband wireless project was provided as well as a summary of the AMC regional meeting and legislative updates. Antrim updated the Board with the request from the City of Browns Valley for an allocation to help off-set the ambulance service. The

board requested Tom Schmitz appear before them again to clarify funding and statutory authority for donating. There was also direction given to Antrim to clarify the ambulance status in Wheaton, whether privately owned by Sanford or publically by the City of Wheaton. Monson brought up the park rates for the Traverse County park. He believes people are not camping there due to the high rates and has been approached by several people about it. Upon a motion by Monson and second by T. Johnson, the park rates were voted on to return to the 2016 rates effective immediately. The motion passed 3-2, with T. Johnson and Gail opposing. Leininger updated the board regarding his meeting for the regional radio board. He said the county cost share will decrease next year and that ATT would like to bid on the contract. To make that happen they would need to expand into our area, which would be a good thing for competition. Upon a motion by Salberg and second by Monson, Salberg will be a member of the MnDot aeronautics stakeholder group for the Wheaton Municipal Airport and Monson will be a member of the Traverse County Connections, Family Service Collaborative. Per diems will be paid for those meetings. A thank you note was read from the Wheaton Senior Citizen's Club. Salberg updated the Board that MRC is currently representing 29 rural counties in active lobbying for needs unique to rural counties. The membership fee has not been increased in 12 years. Traverse is looking at an increase of \$100.00 for 2018.

Attested to by:

Rhonda Antrim/County Coordinator

Kevin Leininger/Board Chair