

Traverse County Commission  
Regular Board Meeting  
August 4, 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, with the following additions, courthouse issues and maintenance, general updates including IT committee meeting, and a closed session based on 13D.05, Subd. 2(a)(2): internal affairs data relating to allegations of law enforcement personnel misconduct collected by a political subdivision.

**Larry Haukos/Highway Engineer-** Haukos appeared before the Board to present a department update. Upon a motion by Monson and second by T. Johnson, unanimous authorization was given, with the condition it is approved by FEMA, to approve CP 15-04 to Gladden construction in the amount of \$92,674.00. Haukos also updated the Board on engineering and administration projects, planned activities, and maintenance projects.

**Lynn Siegel/Emergency Management Director-** Siegel reported that the safe house is complete and usable out at Rosebud. The state still needs to do a final inspection to close out the project. There will also be an exercise on the 24<sup>th</sup> with Social Services and Public Health, as well as a decontamination exercise on September 16, 2015, with the hospital and emergency service personnel.

**Dustin Kindelberger/Veteran Service Officer/Safety Director/Solid Waste-** Kindelberger appeared before the Board to provide a department update. He indicated that total spending for Veteran Services in Traverse County has increased from \$1,814,000.00 in 2013, to \$2,540,000.00 in 2014. He also discussed the van usage and total mileage is higher in Traverse County than the other rural areas where a van is located. He hopes to receive a new van in the near future, from the VA. He reported that the electronics pick-up amounted to 25 pallets. He thanked the recycling attendants, the City of Wheaton, and Horman's Recycling, as well as those who brought their electronics in. He presented a resolution for a grant from the Department of Veteran Affairs for \$7,500.00. By consensus, the resolution was approved unanimously. Upon a motion by Salberg and second by Monson, Kindelberger was unanimously approved to increase from 10 hours of vacation to 16 hours per month effective August 1, 2015.

**Rhonda Antrim/County Coordinator-** The minutes from the July 21, 2015 Board meeting were approved unanimously, upon a motion by Monson and second by Salberg. Upon a motion by Monson and second by T. Johnson, the following bills were approved unanimously:

Big Dog Land Development LLC	31,399.86
KRATOCHWILL & ANDERSON, P.A.	3,135.00
INTERSTATE ENGINEERING	27,928.10
SCHMITZ/TODD	9,357.50
WAGNER COMPANY	23,494.15

Per M.S. 375.12, the number of claims totaling \$2000.00 or less were 38, amounting to \$13,821.71. There was a discussion around whether to sign the engagement letter for the Office of the State

Auditor, which was sent for three years: 2015, 2016, and 2017. Previous quotes from private audit firms were discussed. By law, we are bound to utilize the Office of the State Auditor (OSA) through 2015, but starting in 2016, we may utilize private firms and can seek competitive bids. Upon a motion by Salberg and second by Monson, a unanimous decision to contract with the OSA for 2015 only, was approved. The Traverse Care Center quarterly report was reviewed. There was discussion regarding the roof needing repair. They are requesting bids at this time. Upon a motion by Monson and second by Salberg, a Memorandum of Understanding was signed between Brenda Pederson and the County, regarding post-retirement health insurance. The Board discussed authority of the Personnel Committee in decision making. Upon a motion by Monson and second by T. Johnson, any deviations from county policies must come to the full Board for approval. The motion was passed 4-1, with Leininger dissenting. Antrim updated the Board regarding the IT Committee meeting. They met with Shawn Larsen, Morris Electronics, our current vendor IT specialist. There was discussion around how IT is now a 24/7 need. Also discussed was Internet Explorer 8, which the county currently uses, and how it is outdated and can pose security risks. It also is not mobile application friendly, which 60% of internet traffic is now through the phone. It was suggested to meet again about strategic goals for the county for 2016. Specifically, what commonalities departments may have and what differences they have and what framework might work to get there. The committee also met with Jessi Gurr, our current web developer, around ideas to enhance the county website and how to make it more user friendly, and how to add more resources that the public might benefit from. The committee will continue to meet this fall on these topics. Antrim updated the Board regarding two air conditioner units for the court house, which have failed for various reasons. Antrim presented a request from Court Administration for four new 5-legged chairs, for an approximate cost of \$2,000.00. By consensus, Antrim was asked to get two specific quotes from them.

**Sara Gronfeld/Soil and Water/ Planning and Zoning-** Gronfeld appeared before the Board to provide a department update. She included in the 2016 budget, 50% of a new FTE staff, to help with the new legislation around Buffer Strips, as well as other projects. She is also applying for a grant to provide another pictometry flight. If successful with the grant, the county share would be \$20,000.00. A new flight would be helpful for many uses within land and resource management. There have also been additional land use permits and septic system applications.

**Trevor Wright/Sheriff-** There was a motion by Salberg and second by Monson, to close the session based on 13D.05, Subd. 2(a)(2): internal affairs data relating to allegations of law enforcement personnel misconduct collected by a political subdivision. There was a motion to reopen the meeting made by T. Johnson, second by Monson, and passed unanimously. Wright discussed an offer was made to Tonya Conroy Pittman, starting Monday, August 10, 2015. This position will replace Brenda Pederson as the Administrative Assistant/Confidential Office Manager. Wright reported that Traverse needs representation for the next generation 911 committee. Wright recommended Karen Klemm and Greg Forcier. The recommendation was approved unanimously, upon a motion by Salberg and second by Monson. There was also discussion regarding a recent fire page. Wright indicated the page was followed by the siren, and then there was another page. There is a radio issue that needs to be resolved. There was also discussion that the siren is difficult to hear on different ends of the city.

Attested to by:

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Rhonda Antrim/County Coordinator

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Kevin Leininger/Board Chair