

Traverse County Commission  
Regular Board Meeting  
August 18, 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 agenda was approved unanimously upon a motion by Salberg and second by Monson, with additions regarding a Memorandum of Understanding with Land of the Dancing Sky and approval of the process to move towards positive pay.

**Larry Haukos/Highway Engineer-** Upon a motion by Salberg and second by Monson, approval was given to change the yield sign on CSAH 11 at the intersection with CSAH 14 to a stop sign. Upon a motion by Monson and second by Gail, a contract with M & K Bridge Construction Inc., for Bridge No 78526 in the amount of \$404,218.00, was approved unanimously. Upon a motion by Monson and second by T. Johnson, unanimous authorization was given to pay Ronglien Excavating Inc., in the amount of \$24,650.00. Upon a motion by Monson and second by T. Johnson, unanimous approval was given to purchase a new fuel barrel for the Dumont Shop from Westmor Industries, LLC, in the amount of \$3,071.00. Haukos also reviewed his draft budget for 2016. Salberg asked about his intentions with maintaining the facilities. Haukos talked about his 2005 20 year plan and revisions he's working on but agreed money should be set aside for future needs. Salberg also requested 2015 actuals, which Haukos will provide at a future date. Monson asked about the Motor Graders. Haukos explained the five year lease and buy-back provisions and how they're more than \$20.00 per hour cheaper through the lease and buy-back program. They are also covered by warranty throughout the lease.

**Trevor Wright/Sheriff-** Wright discussed a meeting with Browns Valley City Council regarding additional deputy coverage. He requested Browns Valley be patient and work with him to follow the process through. He's waiting to hear about the cops grant and if they hire before that, it would be supplanting and not allowed. Wright discussed coverage within the Office. He discussed the need for a part-time dispatch and part-time deputy. He expressed concerns about Browns Valley pulling out of the contract and losing that revenue. If that happens, the county is still responsible. T. Johnson believes it would be beneficial if they can reach a compromise. Leininger asked about a vehicle for the part-time officer. Wright indicated at this point they would share vehicles but he will look into this further. The 2016 budget is including a full-time Dispatcher and a part-time Dispatcher. Department of Corrections (DOC) is mandating two dispatchers when the inmate population is over 4. Positive Pay will also impact the scheduling. The jail also received a random inspection July 16, 2015. They reviewed well-being checks and reported they are not being done as required. They are also logging that they are being done, which is falsifying data. The response to the letter and inspection concerns from DOC will include training for staff and going over the importance of the rules. There is also online training through DOC. The training will be in late September. The Office will also be purchasing equipment which will time stamp all well-being checks for the price of \$3,700.00. Gail indicated that if the staff is responsible to do the checks, they should do them. We don't need equipment to do it. This issue was written up the last two inspections. Wright reiterated that the staff is falsifying records. The inspector indicated this inspection was appalling and was the worst inspection she had ever seen.

**Kit Johnson/Auditor/Treasurer-** Johnson reported that the insurance rates are going up 3.3% for 2016. The contracts indicate the increase is shared 50% between employees and employer. Retirees will follow what their contracts indicated at the time of retirement. We do not have the Senior Gold rates yet. MCIT announced the dividend for Traverse County will be \$64,393.00, which will be paid in November. The County Program Aid decreased slightly for 2016, from \$121,495 to \$119,381. Aquatic Invasive Species money for 2016 is \$28,704.00. PrimeWest Health provided employee insurance meetings with staff for questions and answers about the proposed 2017 coverage. He suggested the county send out a survey to employees to get their thoughts and concerns. Johnson distributed a draft budget for 2016. We are at a 19.36% increase over 2015. In summary, it is approximately \$890,000.00 over last year. Of that, \$374,000.00 was in fund balance last year. The levy increased \$513,000.00. Social Services has an approximate increase of \$40,000.00, Highway \$55,000.00, the General Revenue fund \$ 428,000. Of that revenue fund increase, \$283,000.00 is in the Sheriff's budget and has 2.5 two new FTE's built into it. Then the Soil and Water Conservation District would like a 50% FTE as well as \$20,000.00 for a new Pictometry flight. Johnson reviewed the cash balances and suggested there may be a little room to use fund balance for buying down the levy. Johnson asked where they want to go from here. Typically the draft budget is usually higher than the final. Leininger said it's higher but indicated he's said for the last few years this would catch up with us and it has. The Board has scheduled a special budget meeting for September 10<sup>th</sup> at 9:00 AM.

**Rhonda Antrim/County Coordinator-** Upon a motion by Monson and second by T. Johnson, the minutes from the August 4, 2015, Board meeting were approved unanimously. Upon a motion by Salberg and second by Gail the following bills were approved unanimously:

BIG STONE COUNTY HIGHWAY DEPT	44,589.20
LARSON OIL, INC	19,535.50
SCHMITZ/TODD	9,262.50
WALLWORK TRUCK CENTER	4,065.28
WHALEY EXCAVATING, INC.	16,432.50
CARDMEMBER SERVICE	2,026.82
COMPUTER PROFESSIONALS UNLIMITED INC.	3,518.39
Horizon Public Health	5,315.33
MORRIS ELECTRONICS	2,978.84
PRIME WEST HEALTH	17,072.24

Per M.S. 375.12, the number of claims totaling \$2000.00 or less were 62, amounting to \$29,421.43. Gail did question the work on the ditches being done by Whaley's and whether the county employees could do that more cost-effectively. Haukos indicated the ditches are too deep for the equipment. Antrim updated the Board on the King of Trails Project, which is working on tourism along Hwy 75. Antrim distributed the required certification of minimum support for the Library system. This is a mandated level of support and 2016's is \$25,644.00. Antrim distributed a survey from Minnesota Rural County Caucus (MRCC). Commissioners may complete it and provide it to Salberg, as Traverse's MRCC representative. Antrim updated the Board that the Pay Equity Report required additional information regarding position's that have changed Titles, combined, or are no longer here, and those that changed in point values. Given the Springsted study in 2014, there were a number of changes in positions. The updates were sent to the Office of Minnesota Management and Budget. Antrim provided a copy of a

Memorandum of Understanding regarding aging services. Upon a motion by Monson and second by Salberg, the following resolution was adopted unanimously:

BE IT RESOLVED that Traverse County enter into an Agreement for Area Agency on Aging Services, with West Central Joint Powers Board, the Land of the Dancing Sky Area Agency on Aging and the Northwest Regional Development Commission.

BE IT FURTHER RESOLVED that the Chairpersons of the County Board, Northwest Regional Development Commission and the Land of the Dancing Sky Area Agency on Aging are hereby authorized to execute such Agreement and any amendments.

Antrim distributed a letter from Justin Anderson, Labor Attorney, to the unions and bargaining group of Traverse County. The letter laid out the process by which Traverse County will move forward with positive pay. All employees will move from semi-monthly payroll to bi-weekly payroll, beginning November 20<sup>th</sup>, 2015. They will be paid from November 1, 2015-November 14, 2015, on November 20<sup>th</sup>, and bi-weekly thereafter. To ease the hardship of employees, they may elect to cash out five days of vacation, which will be paid out in a special payroll on November 6<sup>th</sup>. Upon a motion by T. Johnson and second by Monson, the process laid out was approved unanimously.

Attested to by:

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Rhonda Antrim/County Coordinator

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Kevin Leininger/Board Chair