

Traverse County Commission
Regular Board Meeting
August 21, 2018

The meeting was called to order at 9:30 a.m. by Commission Chair Kevin Leininger. Other commissioners present included Dave Salberg, Tom Monson, Mark Gail, and Todd Johnson. The Pledge of Allegiance was recited. Upon a motion by Monson and second by Salberg, the agenda was approved unanimously with the following additions: VEEAM license for 3 servers, senior picnic, community garden, and Criminal Justice Initiative meeting added to commissioners meeting list.

Highway Department

Chad Gillespie, County Engineer, presented the department update. Gillespie asked the Board if they are still committed to doing the bridge project on County Road 76, the Board agreed that they were committed. This is part of the five-year bridge replacement plan, bids will be taken this fall and built next year.

In the union contract, the normal work schedule for the Highway Accountant position is an 8 hour day Monday through Friday. With the schedule altered beginning on Memorial Day through the last Monday in September upon mutual agreement of the employer and employee. This summer Janelle Tritz has been working 7:00 a.m. until 4:30 p.m. Monday through Thursday and 7:00 a.m. until 11:00 a.m. on Fridays, the same as the Maintenance Workers hours. She has requested keeping those hours all year round. Gillespie would like this as well so that everyone is on the same schedule. This was unanimously approved on a motion by Monson and seconded by T. Johnson. Siegel will get a memorandum of understanding to the Highway union stating this.

Gillespie handed out the yearly report for 2017.

Gillespie spoke to John Fridgen, Agriculture Inspector, regarding the trees in the ditches. If they are too large to spray or mow the Highway Department will cut them down, the smaller ones will be sprayed by Fridgen, the Highway Department will get him a map of where the trees are.

Brian Koch gave a maintenance update, mowing and graveling being done right now.

Auditor/Treasurer

Kit Johnson, Auditor/Treasurer is unable to attend today's meeting.

Veterans Services

Dustin Kindelberger, Veterans Services Director, appeared before the Board to give a department update. The number of Veterans in Traverse County has gone down from 340 to 309 since 2015 and total cost have increased from \$2,393,000 to \$2,789,000 per the Veterans Administration. The DAV van has been a very successful program, there have been 44 van trips so far this year. Thanks to the American Legion Post 80 for their help with incentives for the DAV van drivers. Electronics recycling is completed, there were 13 pallets of electronics. There will be a fair booth again this year in the industrial building. Kindelberger praised his staff and

mentioned that the office and its programs are only successful because of the Recycling Attendants, Volunteer Drivers and Patty Peyton, the Veterans Office Manager.

The following resolution to accept the MN Department of Veterans Affairs grant of \$7,500 was approved unanimously upon a motion by T. Johnson and seconded by Monson:

RESOLUTION OF TRAVERSE COUNTY

BE IT RESOLVED by TRAVERSE COUNTY that the County enter into the attached **Grant Contract** with the Minnesota Department of Veterans Affairs (MDVA) to conduct the following Program: **County Veterans Service Office Operational Enhancement Grant Program**. The grant must be used to provide outreach to the county's veterans; to assist in the reintegration of combat veterans into society; to collaborate with other social service agencies, educational institutions, and other community organizations for the purposes of enhancing services offered to veterans; to reduce homelessness among veterans; and to enhance the operations of the county veterans service office, as specified in Minnesota Statutes §197.608, as amended by Minnesota Laws 2017, Chapter 4, Article 1, Section 38, Subdivision 2. This Grant should not be used to supplant or replace other funding.

BE IT FURTHER RESOLVED by TRAVERSE COUNTY that DUSTIN KINDELBERGER, the CVSO, be authorized to execute the attached Grant Contract for the above-mentioned Program on behalf of the County.

WHEREUPON the above resolution was adopted at A REGULAR BOARD MEETING this 21st DAY OF AUGUST, 2018.

Board Chair

Date

STATE OF MINNESOTA

TRAVERSE COUNTY

I, Lisa Siegel, do hereby certify that I am the custodian of the minutes of all proceedings had and held by the COUNTY BOARD of said TRAVERSE COUNTY, that I have compared the above resolution with the original passed and adopted by the COUNTY BOARD of said TRAVERSE COUNTY at a REGULAR meeting thereof held on the 21st day of AUGUST, 2018 at 9:45AM, that the above constitutes a true and correct copy thereof, that the same has not been amended or rescinded and is in full force and effect.

IN WITNESS WHEREOF, I have hereunto placed my hand and signature this 3RD TUESDAY OF AUGUST, 2018, and have hereunto affixed the seal of the County.

Clerk of the Board

(SEAL)

County Coordinator

A motion was made by Salberg to approve the August 7, 2018, minutes with a second by Monson with unanimous approval. Upon a motion by Gail and second by T. Johnson, the following bills were approved unanimously:

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| BORDER STATES COOPERATIVE | \$2,550.48 |
| CARDMEMBER SERVICE | \$4,101.19 |
| ELECTION SYSTEMS & SOFTWARE, INC | \$2,537.26 |
| ESRI | \$2,419.00 |
| GAZETTE PUBLISHING CO | \$3,004.69 |
| MARK SAND & GRAVEL DAKOTA CO | \$9,238.30 |
| SNAP ON TOOLS | \$2,895.00 |
| TRI COUNTY COOP | \$16,081.24 |

Per M.S. 375.12, the number of claims totaling \$2000.00 or less were 58, amounting to \$20,905.39.

Upon a motion by T. Johnson, seconded by Monson, the following resolution was unanimously approved:

Resolution to Approve the One Watershed, One Plan Policy Committee Rules

WHEREAS, the Minnesota Board of Water and Soil Resources has developed policies for coordination and development of comprehensive watershed management plans, also known as One Watershed, One Plan, consistent with Minnesota Statutes, Chapter 103B.801, Comprehensive Watershed Management Planning Program; and

WHEREAS, Minnesota Statutes, Chapter 103B.301, Comprehensive Local Water Management Act, authorizes Minnesota Counties to develop and implement a local water management plan; and

WHEREAS, Minnesota Statutes, Chapter 103D.401, Watershed Management Plan, authorizes Minnesota Watershed Districts to develop and implement a watershed management plan; and

WHEREAS, Minnesota Statutes, Chapter 103C.331, subdivision 11, Comprehensive Plan, authorizes Minnesota Soil and Water Conservation Districts to develop and implement a comprehensive plan; and

WHEREAS, the counties, soil and water conservation districts, and watershed district within the Bois de Sioux – Mustinka Watersheds have interest in developing a comprehensive watershed management plan for the Bois de Sioux – Mustinka Watersheds; and

WHEREAS, representatives from the counties, soil and water conservation districts, and watershed district within the Bois de Sioux – Mustinka Watersheds have developed a set of Policy Committee Rules (attached).

NOW, THEREFORE, BE IT RESOLVED, that Traverse County recognizes and supports watershed-scale planning efforts consistent with Minnesota Statutes, Chapter 103B.801, also known as One Watershed, One Plan; and

BE IT FURTHER RESOLVED that the One Watershed One Plan Policy Committee Rules are approved on behalf of Traverse County.

Printed Name

Signature

Date

The County has an empty spot on the One Watershed One Plan Steering committee. Sara Gronfeld did represent the County but she will now need to represent the Soil & Water Conservation District. The Board unanimously agreed to appoint Lynn Siegel, Emergency Manager, to sit on this steering committee for the County upon a motion by Salberg and seconded by Monson.

Upon a motion by Monson and seconded by Gail the following resolution was approved unanimously:

TRAVERSE COUNTY BOARD OF COMMISSIONERS

A Resolution Establishing a Question to be on the 2018 General Election Ballot

WHEREAS, the Traverse County Board of Commissioners have investigated the facts and does hereby find, determine, and declare that it is necessary and expedient to issue general obligation bonds to defray the expenses of the demolition of the existing Traverse County Courthouse and the 1974 addition, and then constructing and equipping a new Traverse County Courthouse and Government Center;

WHEREAS, the Traverse County Board of Commissioners have the authority to direct that a question be placed on the ballots to be used by the electorate in Traverse County;

WHEREAS, the Traverse County Board of Commissioners desires to exercise said authority to poll the electorate pertaining to the demolition of the existing Traverse County Courthouse and the 1974 addition, and then constructing and equipping a new Traverse County Courthouse and Government Center, and;

WHEREAS, the proposition of authorizing the issuance of not to exceed \$5.317 million general obligation bonds for said purpose shall be submitted to the qualified electors of Traverse County at the general election to be held on November 6, 2018;

NOW, THEREFORE BE IT RESOLVED, that the Traverse County Board of Commissioners directs the Traverse County Auditor-Treasurer to take the necessary steps to place the following question on the ballot to be used in the November 2018 general election:

**AUTHORIZING BONDING TO CONSTRUCT AND EQUIP
A NEW TRAVERSE COUNTY COURTHOUSE AND GOVERNMENT CENTER**

The Traverse County Board of Commissioners have authorized a bond referendum for the purpose of demolition of the existing Traverse County Courthouse and the 1974 addition, and then constructing and equipping a new Traverse County Courthouse and Government Center. The result of this referendum will inform the County Board as to the desires of the voters of the County with regards to the status of the Courthouse.

the construction of a new Traverse County Courthouse, believing that a new courthouse would resolve major safety, security, and service challenges that the existing one has, and that it could be done in a fiscally prudent and sound manner.

PASSED AND ADOPTED this 21st day of August, 2018.

TRAVERSE COUNTY BOARD OF COMMISSIONERS

Kevin Leininger, Chairman

ATTEST:

Lisa Siegel, County Coordinator

Upon a motion by Salberg, seconded by Gail and approved unanimously. Tom Monson was appointed to the HRA Board for District 5 until a replacement can be found.

Norman County's computer network was hit with a new virus and they lost all their information that was on their computers. Our IT contractor, Morris Electronics, has highly recommended that we immediately get a VEEAM license for our 3 servers to protect us against this virus and others. We don't have a cost for the license but he will be getting that to me soon. The Board agreed that we need it in order to protect our data so to go ahead with the purchase. Morris Electronics has also recommended that we do a countywide tape system for our backup, this doesn't need to be done immediately, he said the cost of this will be approximately \$3,500. The Board is going to wait on that purchase at this time.

The Coordinator on Aging for Traverse County, Katie Ennen, came to talk to me regarding the Senior Picnic that we do each year, and was wondering how it is funded. I spoke to the State Auditors and unless the picnic is open to the public, not just seniors, public funds can't be spent on it. There also has to be a public purpose for spending the funds. Other options available are a potluck, open to the public but with a free will donation, or a donation from someone else or another business to put it on. Monson is going to speak with Katie regarding options for donations.

Shelly Staebler, 21st Century Grant Coordinator is hoping to do raised beds next year in the community garden. The grant is up at the end of July 2019 and she wanted to make sure that the County plans to keep the garden and not turn it into a parking lot. Leininger said if the Courthouse goes through then the Community Garden area will be used for something other than the garden. His suggestion was to buy the raised beds and put them out at the fairgrounds, since that is where the Farmers Market is. This option would need to be brought to the Fair Board. The Board said that there is no guarantee on what will happen to the garden in the future.

The Board unanimously approved adding the Criminal Justice Initiative meeting to the Commissioners meeting list and to appoint Monson, the motion was made by Salberg and seconded by Gail.

Salberg would like to get a schedule of public tours set of the Courthouse.

The Board discussed the budget, they agreed that most of the increase was due to wages and benefits. Gillespie went over the revised Highway budget. Salberg asked if we should add to the building fund, put \$300,000 - \$400,000 into the budget in case the new courthouse doesn't go through. T. Johnson said that if it doesn't go through this wouldn't be enough to even pay for the future increase on construction costs. He doesn't think this is a decision that should be made right now.

Leininger adjourned the meeting at 10:40 a.m.

Lisa Siegel, County Coordinator

Kevin Leininger, Board Chairman