

Traverse County Commission
Regular Board Meeting
September 15, 2020

The meeting was called to order at 9:30 a.m. by Chairman Mark Gail, other Commissioners present were Kevin Leininger, Tom Monson, Dave Salberg, and Todd Johnson. The Pledge of Allegiance was recited. The agenda was unanimously approved with the following additions; start date for Grant County contract for Social Services Director; and question regarding the Motor Vehicle Department, upon a motion by Leininger and second by Salberg.

Highway Department

Chad Gillespie, County Engineer, and Brian Koch, Maintenance Supervisor, appeared before Board with a Department update.

Upon a motion by Monson and seconded by T. Johnson the Crossing Surface Installation Agreement with BNSF Railway Company for CSAH 20 crossing at \$40,500.00 was approved unanimously.

Gillespie informed the Board that our current mower has broken down and it would cost \$8,553.84 to fix it or we can purchase a new John Deere R240 Disc Mower for \$12,900.00. Leininger made a motion to purchase the new mower, second by Salberg and approved unanimously.

Gillespie received two quotes for the courthouse grounds sidewalk. Ti-Zach, was the lowest bid at \$93,048.95. Gillespie would suggest budgeting for at least 5% if not 10% more in case issues come up. Monson would like to hold off awarding the bid until spring; Gillespie informed them that it would need to be bid again if we don't award it now. Gillespie mentioned that there are safety issues in spots around the grounds that need to be addressed and those spots could get fixed but a larger contractor might not bid it. Leininger would rather do it all at once. The Board is going to turn down the bids and table it for now.

Leininger asked how long we are keeping the rental trucks and the rental backhoe, Gillespie said this is the last week we have the trucks and the backhoe goes back September 28 or sooner.

Law Enforcement Center

Trevor Wright, Sheriff, appeared before the Board with a department update. The jail usage for August was 54.66%.

Salberg asked if there is talk about increasing the jail rates. Wright said that at the beginning of the year they were \$57.50 a day and now they are \$60.00 a day.

Wright explained that the office has been busy and cases are stacking up. The BCA is continuing to work on the homicide investigation.

Auditor/Treasurer

Kit Johnson, Auditor/Treasurer, appeared before the Board and gave a department update.

Secretary of State has received a CARES grant for election expenses. This year Browns Valley went to mail balloting because of COVID. The grant will be able to pay for the City of Browns Valley's mail ballot election. Upon a motion by Monson and seconded by Leininger the following resolution was approved unanimously:

TRAVERSE COUNTY BOARD OF COMMISSIONERS

Date: Sept 15, 2020

Resolution # 20-11

Offered by Commissioner Monson

WHEREAS, the COVID-19 Pandemic requires additional efforts to make the election process safe, sanitary and effective; and

WHEREAS, the Office of the Minnesota Secretary of State is currently soliciting grant applications from counties for grants pursuant to Laws 2020, Chapter 77, section 4 and the federal CARES Act; and

WHEREAS, grants will be provided to each county pursuant to a formula set forth in Section H of the grant application provided by the Office of the Secretary of State; and

WHEREAS, the funds provided by the Office of the Secretary of State are provided for the purpose of the uses set forth in the federal CARES Act and as further restricted by Laws 2020, chapter 77, section 4, subdivision 4; and

WHEREAS, those purposes are primarily for the protection of persons involved with the election process including voters, as well as certain other purchases set forth in law; and

WHEREAS, the county will work with the municipalities within the county to determine a fair, equitable, and mutually agreeable allocation of the funds within the County and between municipalities, and if an agreement cannot be reached, the funds will be distributed pursuant to the OSS identified default allocation formula as determined by the Secretary and provided in Section E of the grant application; and

WHEREAS, the grant application is to be completed by the staff of the auditor and other staff responsible for the administration of elections in this county; and

WHEREAS, the grant application must be completed, certified by a county official, typically the chief county election official, returned to the Office of the Secretary of State and a grant agreement executed prior to the receipt of the funds to which the county is entitled pursuant to Sections E and F of the grant application; and

WHEREAS, Laws 2020, Chapter 77, section 4 requires a 20% match for the grant, with a 25% match for electronic roster purchases; and

WHEREAS, the grant agreement will reflect the grant application for each county; and

WHEREAS, additional assistance may be forthcoming later in this election cycle from state and federal funds, particularly those funds appropriated for these purposes by the Legislature; and

WHEREAS, there are continuing needs throughout the election cycle for both COVID-19 and election security efforts and concomitant costs; and

WHEREAS, time is of the essence;

THEREFORE, BE IT RESOLVED that the grant application in the form presented to this board and to be submitted to the Office of the Secretary of State is hereby approved; and

BE IT FURTHER RESOLVED, that the Board hereby appropriates the required match amount as indicated in the application for the purposes set forth in the grant application [ALTERNATIVE: BE IT FURTHER RESOLVED that the Board directs the spending of existing county funds in an amount equivalent to the required match indicated in the application on the purposes for which the grant is received]

BE IT FURTHER RESOLVED that the chief elections officer of the County and staff are directed to submit this approved grant application at the earliest opportunity; and

BE IT FURTHER RESOLVED, that when the grant agreement is provided to the chief elections officer of the county, that person is delegated the authority to execute that agreement and return it to the Office of the Secretary of State without further approval by this Board; and

BE IT FINALLY RESOLVED, that the chief elections officer of the county is hereby authorized to apply for any additional funds made available by the state for the defrayment of costs of efforts to combat COVID-19 in the election process and for the enhancement of election security, and to execute any grant agreements required to access those funds from this date until the general election on November 3, 2020. .

Adopted by the Traverse County Board of Commissioners this 15th day of Sept, 2020.

The City of Wheaton would like to allow Angela Knowles to buy back her property, with stipulations, that is on the tax forfeited sale. Monson asked if she has any properties that are behind in taxes. K. Johnson does not know the answer without checking first. Monson made a motion to allow her to buy it back as long as all her property is up to date on taxes, seconded by Leininger and approved unanimously.

Absentee voting starts Friday, K. Johnson has not received the ballots yet, they are expected to get them this week. They will be sending out approximately 1300 ballots.

Leininger asked if it is necessary to call for an appointment for the Motor Vehicle Department. K. Johnson said that they would like the public to call for an appointment. People with appointments take priority above those that walk in. If there is a walk in and the office doesn't have an appointment scheduled in the time frame the transaction will take they will be helped. If there is an appointment scheduled already they will be asked to set up an appointment at a later time. It is best to call first to make sure there is an opening.

County Coordinator

A motion was made by Salberg to approve the September 1, 2020, Board minutes, second by Monson and approved unanimously. Upon a motion by Leininger and second by Monson, the following bills were approved unanimously:

BROCK WHITE CO. LLC	\$6,170.00
COMMISSIONER OF TRANSPORTATION	\$2,766.80
CONTECH ENGINEERED SOLUTIONS, LLC	\$14,769.00
HANCOCK CONCRETE PRODUCTS CO. IN	\$3,199.17
KELLEN/RYAN – 54K LLC	\$7,675.00
SCHMITZ/TODD	\$7,625.00
TRI COUNTY COOP OIL ASSOC	\$13,624.18
WELLS FARGO FINANCIAL LEASING	\$15,740.29
ZIEGLER, INC.	\$9,819.48
CARDMEMEBER SERVICE	\$6,271.78
COUNTIES PROVIDING TECHNOLOGY	\$4,857.37
ELETION SYSTEMS & SOFTWARE, INC.	\$2,244.54
ELLINGSON PLUMBING, HTG & AC	\$4,701.00
ESRI	\$2,904.47
FLEET SERVICES	\$3,335.15
GAZETTE PUBLISHING CO.	\$2,590.32
HOMETOWN PLANNING	\$2,420.00
HORMANN/MARK	\$2,000.00
MEND CORRECTIONAL CARE, PLLC	\$2,582.64
NORIX GROUP, INC.	\$4,020.33
OTTER TAIL POWER CO	\$3,376.50
REGENTS OF THE UNIVERSITY OF MINNE	\$2,082.00

Per M.S. 375.12, the number of claims totaling \$2,000.00 or less were 67, amounting to \$26,900.82.

At 10:06 a.m. Monson made a motion to close the Board meeting as permitted by section 13D.03 to discuss the County's labor negotiation strategy, seconded by Salberg and approved unanimously.

At 10:25 a.m. Monson made a motion to reopen the meeting, seconded by Salberg and approved unanimously.

Salberg made a motion to reappoint Matt Smith to a five year term, starting on October 4, 2020, on the HRA Board for District 4, seconded by Monson and approved unanimously.

Lisa Zahl, County Coordinator informed the Board that the retiree Health Insurance renewal was received, there was a little over a 4% increase over last year. This is still under the amount that the County pays for an active employees insurance. The renewal was approved unanimously upon a motion by T. Johnson and seconded by Monson. Traverse County will be getting a 20% reduction on our December 2020 retiree billing that represents a premium relief credit for two months of premium billed.

Zahl explained to the Board about the Payroll Tax Deferment that President Trump issued to defer the 6.2% tax employees pay towards social security from September 1 until December 31. This is only a deferral, not forgiveness of tax owed. In January until April 30, 2021 the employee would be taxed twice to make up for the deferral and this could be detrimental to the employees. Our payroll system is not equipped to do this change. The executive order is not mandatory so employers can decide whether or not to implement it. Zahl received notice from the Association of Minnesota Counties HR consultant that they haven't heard of anyone in Minnesota or across the country that has opted to implement the deferral. T. Johnson made a motion that Traverse County will not implement the Payroll Tax Deferment, seconded by Salberg and approved unanimously.

The CARES Committee met and approved the following amounts; \$8,806.41 out of County Operational Enhancement for 1 desk and a laptop for the Assessors Office, web cams with speakers, an iPad, and portable printer/scanners for Social Services along with a ventilation and air conditioner at Drop in Center. These expenses were approved unanimously, to pay out of the CARES act funding, upon a motion by Leininger and seconded by Salberg.

The 2021 preliminary levy was approved unanimously at a 5.53% increase over 2020 with a net levy of \$6,148,519.72 upon a motion by Leininger and seconded by Salberg.

Upon a motion by T. Johnson and seconded by Monson the contract with Grant County for a Social Services Director will start December 1, 2020 through December 31, 2021 and approved unanimously.

Gail adjourned the meeting at 10:37 a.m.

Lisa Zahl, County Coordinator

Mark Gail, Board Chairman