

Traverse County Commission  
Regular Board Meeting  
September 6, 2016

The meeting was called to order by Commission Chair Kevin Leininger. Other commissioners present included Dave Salberg, Tom Monson, and Todd Johnson. Mark Gail was absent. The pledge was recited. Upon a motion by Monson and second by T. Johnson, the agenda was approved unanimously, with the addition of the Grant County Social Service contract.

**Peg Werner/Viking Library-** Werner presented the 2015 Annual Report. There were approximately 786,000 visits to the regional libraries. There are three bookmobile stops in Traverse County including one nursing home every other week. Wi-Fi and internet access has been extremely important with 75,836 internet sessions. There has also been significant outreach to day cares, head starts, group homes, and professional consulting. The 2017 library request is \$32,803.00, approximately 2% or \$643.00 increase from 2016. Bernice Piechowski, Librarian for Browns Valley, discussed the program there. She discussed the strong need for wi-fi and the speed which offers the public opportunities for downloads. They provide afterschool, weekend, summer and adult programs. Upon a motion by T. Johnson and second by Monson, the 2017 funding request was approved unanimously.

**Larry Haukos/Highway Engineer-** Haukos presented a department update and project status updates. Haukos also distributed the 2016 Local Roads and Bridges Highway Users Tax Distribution Fund brochure.

**Trevor Wright/Brenda Bartz/Sheriff's Office-** Wright distributed July and August's jail statistics. July average capacity was 68.74%. August ran 74.4% capacity. Dale Hanson and Renee Ellis were hired as Corrections Officers. Bartz discussed training she attended. They distributed a resource regarding effective jail operations, staffing levels, litigation and standards. The jail inspector will also be here in October. Bartz discussed the outstanding bills for the pay to stay program. Wright also discussed training he attended in Colorado from the National Institute of Corrections. It was focused on Leadership. The administrative team will be conducting assessments of staff internally for better working relationships. The office will be moving equipment from Browns Valley to Dumont to improve power supply. Wright also provided an update regarding text paging and issues related to a server that was malfunctioning. Upon a motion by Salberg and second by Monson and passed unanimously, the meeting was closed pursuant to 518D.03 to discuss security issues. Upon a motion by Monson and second by Salberg, the meeting was reopened unanimously. Upon a motion by Salberg and second by Monson, a proposal for a court security assessment by the National Sheriff's Association was approved unanimously.

**Emily Conroy/Extension Department-** Conroy discussed membership numbers. They have increased from 112 to 130 from 2015 to 2016. They also increased site based programs from 2 to 6. She stressed the importance of volunteers for sustaining the programming. She discussed a program highlight where 5 youth from Traverse were selected to participate in an event at the State Fair called Chef for a Day. Traverse County also had 35 qualifying projects advancing to the State Fair.

**Sara Gronfeld/Soil and Water/Planning and Zoning-** There were seven new land use permits issued in August as well as five subsurface sewage treatment system septic permits issued. They discussed the local water planning process. The GIS project regarding digitizing parcel data is nearing completion. There will be an upcoming meeting to discuss enforcement of the Buffer Law, that Gronfeld will set up.

**Rhonda Antrim/County Coordinator-** The minutes from the August 16, 2016 Board meeting were approved unanimously, upon a motion by Monson and second by T. Johnson. The following bills were approved unanimously, upon a motion by Salberg and second by Monson:

Anderson Law Office, PA	2,070.00
CCG Consulting	12,436.00
COMPUTER PROFESSIONALS UNLIMITED INC.	3,674.02
Finley Engineering Company, Inc.	12,831.06
Minnesota Department of Administration	3,205.83
MN STATE AUDITOR	2,989.00
PRO-WEST & ASSOCIATES, INC.	19,404.00
Twin Valley Tire Wheaton, Inc.	2,340.96
WHALEY EXCAVATING, INC.	22,242.50

Per M.S. 375.12, the number of claims totaling \$2000.00 or less were 52, amounting to \$17,814.16. The December 6<sup>th</sup> Board meeting was moved to December 7<sup>th</sup>, 9:00 AM, due to a conflict with the Association of Minnesota Counties annual conference. The Audit Entrance meeting report was distributed. The Truth In Taxation meeting was scheduled for December 15, 6:30 PM. Upon a motion by Monson and second by T. Johnson, the amended social service contract with Grant County was approved unanimously, adding the additional duty of licensing as a fee for service contract. Antrim also updated the Board that it doesn't look like we have an interest by the local telephone companies thus far, to expand Broadband in the county and to apply for the DEED grant funding. There was a requirement in that grant to let the local provider, Frontier, know by August 22, if there was a project plan going forward.

Attested to by:

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Rhonda Antrim/County Coordinator

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Kevin Leininger/Board Chair