

Traverse County Commission
Regular Board Meeting
September 15, 2015

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. The agenda was approved unanimously, with the additions of Trevor Wright approval of hiring and jail task force, Marv Bach request for funding for Senior Diner, and an update on the Traverse Care Center, upon a motion by Salberg and second by Monson.

Larry Haukos/Highway Engineer- Haukos presented a department update. Upon a motion by Salberg and second by Monson, unanimous approval was given to rent a Road Widener and 272D Cat Skidloader from Ziegler for \$2,000.00 per week and \$880.00 per week for shouldering for CSAH 6. Upon a motion by Monson and second by T. Johnson, unanimous authorization was given to pay North Star Safety, Inc. \$1,593.00 and Traffic Marketing Service of \$254.19 for striping on CSAH 18. Upon a motion by Monson and second by T. Johnson, unanimous authorization was given to rent a tractor from Larsons, Inc, for \$30.00 per hour to mulch gravel where windrows are.

Lisa Siegel/Human Resource Technician- Siegel appeared before the Board to discuss the survey she sent out to employees, regarding the proposed PrimeWest County Employee Insurance Project. The survey showed several concerns from employees, including not knowing what prescriptions are covered, cost of premiums, and a possible decrease in the cash in lieu benefit. There was a request to wait a year and see how the project rolls out and works for other counties, before Traverse joins. The Board recommended Siegel share the survey results with PrimeWest.

Emily Conroy/Ben Anderson/Extension - Anderson presented a three year Extension Contract with the University of Minnesota. The 2016 rate is \$68,881.00, 2017 is \$70,431.00, and 2018 is \$72,192.00. Monson asked if they could do a one year contract, which they can. He asked what the University covers and Anderson said training, equipment for programming, resources, regional 4-H educators that provide support, as well as three other educators that can help. They pay for conferences and special projects, such as the Endowment that they helped with in Traverse County. Leininger asked about the entire office budget, which includes the new copier. He questioned why the overall budget was not reflecting the reduction in the Extension Educator versus the 4-H Coordinator positions. K. Johnson said budget to actuals for 2015 are running about \$20,000.00 under budget. Monson asked about the Office Manager position and whether that full-time support was still necessary. Conroy said those administrative tasks are needed to keep her doing her job, educating the children. Conroy explained the ratio of adult to children is recommended to be 1 adult to 10 children and sometimes that assistance is also needed in programming. Conroy also explained that the Office Manager helps provide support for the other Extension services, while she focuses on youth programming. Conroy also discussed the needs in Browns Valley and how the pilot program went. Conroy distributed a handout that demonstrated the skills they are teaching youth with their experimental learning style. Salberg discussed the state funding and discussions he had with a representative on the Extension Board, and they did not foresee state funding being reinstated. Conroy discussed private funding and grant funding that are other areas she can

research too. Upon a motion by Monson and second by Salberg, the three year contract was approved unanimously.

Marv Bach and Francis Finke/ Wheaton Senior Center- Bach discussed the history of the center. They've been operating for 51 years. They served 13,405 regular meals this past year and 4,201 meals on wheels, for a total of 17,606. For August, 2015, 793 people were served. They received \$5.30 per meal from Nutrition Service Incorporated (NSI.) Seniors are asked to pay \$4 a meal. It costs \$6.94 to make a meal and NSI pays 5.30, so they're not breaking even. January 1 they will sign a new contract with NSI. They plan to ask NSI for \$7.40. NSI receives their money from the agricultural board. Bach said we cannot operate with a loss. Their current bill is \$10,500.00 for food. Quarterly insurance and other overhead are large expenditures. Bach asked the county for assistance. Bach also thanked Deb Rapp for all of her assistance she provides. Bach also asked if the Board thinks their request to NSI is out of line. T. Johnson recommended they ask for more. It's obvious they can't cash flow on those prices. Bach also planned to have a conversation with Representative Jeff Backer. T. Johnson suggested they come back in November, after some research could be done and before signing the new NSI contact.

Trevor Wright/Sheriff- The Board questioned expenditures for a gun and site. Wright asked if they don't want him to have appropriate equipment to do the training, how can they expect them do it in the field. Wright said they had sufficient equipment except for one deputy. Wright also explained that the previous Sheriff did not have an AR and did not want to train in it. Wright discussed the demographics, drug situations, environment of people disliking cops, geography, and the need for proper equipment. The other equipment questioned was for a restraint chair and helmet. Wright said it was a requirement of Department Of Corrections. Wright discussed the idea of a jail task force and said it would be beneficial to have more input. Monson asked about the equipment required and whether it was just ignored in the past or really necessary. Monson asked about the AR's and whether he really thinks Wright will ever need it. He said it seems like over kill. Wright said there are things that he is not at liberty to discuss. Wright also said that Sag's has been very generous to them in purchasing. Wright requested to hire a part-time dispatcher position that has been vacant since March, when one terminated. Wright would like this person to also be a part-time deputy. He would like to use the remainder of this year to learn the dispatch/communications and then in 2016 start training as a deputy. Wright would like the position hired prior to November 1. Monson asked what Wright has been doing since March and he said he's been using part-time staff. Monson asked why that couldn't continue to work. Wright said employees averaging over 30 hours requires them to pay benefits. They are allowed to go over 30 hours for the short-term. Salberg asked about where the cops grant would fit in. Wright said it would not impact this request. Leininger commented on having to buy another car and that they'll be 1.5 Deputy FTE's over where we are now. Wright said the part-time deputy would have to share a vehicle. Wright discussed the expectations of Browns Valley as well. Monson asked how often Wright has a deputy in Tintah or Dumont. Wright said they are there nightly. Monson discussed the demo derby weekend and that there was a deputy in Browns Valley the whole time. There was also a break in while the deputy was there, 100 yards away. He doesn't understand how having another deputy is going to resolve the issues in Browns Valley. Wright discussed the variable of fatigue and burn out with the schedules they have. He said he believes his guys are doing the best that they can. Monson

stated he doesn't believe we need another deputy and a half. Wright speculated that the Browns Valley City Council may pull the money they contribute for law enforcement coverage if they do not see staffing of what they believe is needed. Leininger is not supportive of hiring the part-time deputy/corrections and a full-time deputy. He discussed Big Stone's numbers. The jail is also a concern with 20% of the Jail Board fee going to a new nursing contract. Wright said it will become more of an issue if Browns Valley pulls out. Leininger says the threat doesn't work. T. Johnson tried to clarify if the need to replace that deputy position is from not replacing Brion Plautz when he took office, regardless of the Browns Valley request and contribution. Wright clarified that is his need. He acknowledged he could live without the .5 additional deputy position but having it would allow more flexibility with vacations, sick, or transports. T. Johnson said how Browns Valley responds we won't know. Wright reiterated that his greatest need right now is to hire the dispatch/communications position back (CCO). Leininger asked if the previous CCO was part-time before and Wright said that it was. Monson made a motion to hire a part-time CCO and wait on a deputy until the cops grant comes through. T. Johnson seconded it. The motion was approved unanimously, including allowing Wright to speed up the hiring timeframes as an emergency hire. The topic of a jail task force was tabled until the next meeting.

Kit Johnson/Auditor/Treasurer- Johnson discussed his department updates. They've started the Truth In Taxation process, gathering values from other entities. There is a lot of cross-county sharing of information. They collect the levies from the various taxing authorities. They then do a lot of testing with the tax vendor to make sure calculations are correct. The 2nd half of this year's taxes are due October 15th and are starting to come in. Agricultural taxes are due November 16th. The CGB School district is proposing a referendum so there will be some work for the county office with that. Johnson also discussed the mail ballot precincts and the audit exit meeting. The audit results are still confidential until the final report is issued, but the county made some strong improvements. Johnson then presented the preliminary levy information and requested a date for the Truth In Taxation meeting. The date was set for December 10th, 2015, at 7:00 PM. Leininger suggested a proposed 9.75% preliminary levy. Monson suggested 5%. Consensus was to aim for the 5% by December but take more time to review the budgets for where to cut. K. Johnson said if they utilize \$300,000.00 of fund balance, it would result in a 9.91% levy increase. Leininger suggested taking the \$300,000.00 out of the building fund. Monson asked if we had a building fund for a new courthouse, and was told this was it. Upon a motion by Salberg and second by T. Johnson, the preliminary levy was set at 9.91%.

Rhonda Antrim/County Coordinator- Upon a motion by Monson and second by T. Johnson, the Board minutes from September 1, 2015 Board meeting were approved unanimously. Upon a motion by Salberg and second by Monson, the Special Board minutes from September 10, 2015, were approved unanimously. Upon a motion by Salberg and second by Monson, the following bills were approved unanimously:

Bauer Countryside Ag Service Inc.	2,025.50
CHAMBERLAIN OIL COMPANY	3,000.93
HANCOCK CONCRETE PRODUCTS CO., INC.	2,277.90
LARSON OIL, INC	17,124.20
MARK SAND & GRAVEL DAKOTA CO	6,528.21

Sibson Rock Products	2,734.89
TRI COUNTY COOP	2,725.20
TRUE NORTH STEEL	12,529.12
Twin Valley Tire Wheaton, Inc.	3,534.36
ZIEGLER, INC.	8,528.09
CARDMEMBER SERVICE	3,289.97
COMPUTER PROFESSIONALS	3,562.39
UNLIMITED INC.	
Horizon Public Health	5,315.33
MORRIS ELECTRONICS	3,222.70
PX: Direct	2,028.50

Per M.S. 375.12, the number of claims totaling \$2000.00 or less were 64, amounting to \$23,931.82. The proposed Bois De Sioux Watershed levy and ditch levy were distributed. Jon Roeschlein was in attendance for questions. He discussed the ditch assessments. Their Board is looking at doing ditch retrofits that will provide for flood protection to agricultural land from the 10 year-24 hour storm event. They will also improve water quality and reduce maintenance costs to those systems significantly. He discussed proposed mandates that the BdSWD board anticipates are coming. Their Board is considering \$.75 per benefited acre assessment. Traverse proposed levy would be \$977,528.32 for 2016. The BdSWD budget hearing is Thursday September 17, 2015 and a final levy will be certified following that. There may be some adjustments. He also discussed buffer strips and how they are the responsibility of the land owner, but if there is a redetermination of benefits on a legal ditch system, then the benefitted area of that system would be able to cover the costs associated with installing the buffer strips. Upon a motion by Salberg and second by Monson, the 2016-2020 cleaning contract between Traverse County and Teresa Gustafson was approved unanimously. The statute regarding purchasing by counties was distributed. There was not a policy that could be located. By consensus, the Policy Committee is directed to come up with a policy to recommend to the Board. The Association of Minnesota Counties December conference was discussed. Antrim will register Salberg, Monson, and T. Johnson. The results of the pay equity report were provided. Traverse County is in compliance for another three years. Antrim also updated the Board regarding her conversation with Traverse Care Center administration. The Administrator of TCC is currently open and they are advertising the position. They anticipate hiring within a few weeks. They have an interim Administrator, Don Babbitt, who is a long-term Administrator from another facility filling in until the position is filled.

Attested to by:

Rhonda Antrim/County Coordinator

Kevin Leininger/Board Chair

