

Traverse County Commission  
Regular Board Meeting  
October 6, 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 pledge was recited. The agenda was approved unanimously, with the addition of the purchase of courthouse chairs and discussion of Broadband, upon a motion Salberg and second by Gail.

**Trevor Wright/Sheriff-** Wright updated the Board that October 7 is Brenda Pederson's last day. She's worked 37 years for the county, was a valuable asset, and will be missed. He discussed e-filing and will bring costs and figures to the next meeting that will impact his office, for this unfunded state mandate. He also discussed the Browns Valley contract and their written request to terminate. Wright did have a discussion with Tom Schmitz, Browns Valley City Administrator, regarding negotiating a new contract. They have not articulated their specific needs. Wright was clear that they either need their own police department or need to contract services. That town needs it. He requested to authorization to start the process to hire a deputy. He suggested this would meet the needs if we keep Browns Valley and will also show good faith in negotiating a new contract. Wright requested a team for negotiating. He has concerns that their ultimate goal is to be like Dumont or Tintah. Monson shared concerns that they do not want to pay the money but want the services. There is a lot of activity there. Leininger asked how it would work if Browns Valley pulls out. Wright said the process to hire does take a while, so we should know whether they'll commit before completing the hiring process. Monson said we could stop the process if the contract isn't resolved. Salberg asked how long he thought it would take to iron out the contract and doesn't foresee us being successful in obtaining a contract. T. Johnson said historically the department is still down one deputy from when Plautz became Sheriff. Monson made a motion to start the process to hire an additional deputy and that we can always stop it, if we have to. T. Johnson seconded it. The motion passed 4-1, with Leininger opposed. T. Johnson made a motion to start a committee to work with Browns Valley on a contract. By consensus, the Board would participate on a committee. T. Johnson and Monson volunteered to be on the committee. Antrim and the County Attorney will also participate, as well as the Sheriff.

Wright updated the Board that he has been investigating ways to increase revenues. During this process, he has found that a vast majority of revenues for the jail haven't been attempted to be collected. He discussed the pay to stay program process. It can be done with any Traverse County inmate after they are sentenced. He said inmates who were entered into the system that we have yet to collect on, totals \$40,325.62. He said there are 197 inmates that have not been entered into the system for collections, totaling \$46,620.00. Booking fees left uncollected total \$7,308.86. Work release contracts require prepayment for their stay and there is an outstanding amount of \$854.00 due. He also discovered four checks from 2013 that were accepted by the jail and turned out to be bad checks, amounting to \$295.00. Total revenue that could be attempted to be collected is \$95,403.62. Wright stated this is unacceptable to the tax payers for our jail to be operated this way. He is very willing to sit down with a jail task force with the intent to learn more about the jail, impose fees, and better understand the legislative requirements. Closing the jail at this time isn't the immediate answer. He updated the Board

that he appointed Brenda Bartz as interim Jail Administrator. He requested authorization to start the process of advertising and hiring a permanent Jail Administrator. Monson asked if it would be advertised internally only. Wright indicated he would advertise externally as well. A motion by Monson was made to start the process of hiring a new Jail Administrator and Gail seconded it. The motion was unanimously approved. Wright requested time to turn things around with the jail. Wright requested volunteers to sit on the jail task force. Leininger recommended people from the public be allowed to be on it. Wright concurred and also requested Tony Frisch be allowed to be on it to represent the probation side. Further discussion was had as to the task force make up. There was a recommendation to allow input from each community/commissioner district. Emphasis was made that the people should have an open mind. T. Johnson said he had a request from a citizen, Roger Schmidt, to be on it. Gail recommended 3 from the public, the County Attorney, Antrim, the Sheriff. Monson volunteered to be on the task force, but official appointments will be made after it is advertised in the paper. Leininger also asked about a bill at Mainstreet Motors for damage to a squad car. Wright said it would likely be reimbursed by 3<sup>rd</sup> party insurance.

**Larry Haukos/Highway Engineer-** Haukos requested authorization to contract with Serocki Excavating, Inc, for CP 15-05, for various bituminous surfacing projects in the amount of \$40,947.00. Authorization was granted unanimously, upon a motion by T. Johnson and second by Gail. Haukos also updated the Board on several activities going on as well as an injury in the workplace.

**Jerome Deal/Traverse County Fair Board-** Deal reported the fair had the largest attendance in all the years since he's been on the Fair Board. Total fair revenue was \$115,519.49 and fair expenses totaled \$122,036.95. He emphasized they made \$22,540.73 in major improvements, as well as \$8,038.83 in other maintenance and repair. He discussed the history of the buildings and most were built around 1915. He discussed the possibility of new bathrooms with a shower facility in the future. Gail thanked Deal for all of his work and commented how nice it looks. Deal said all of the main buildings have been fixed. He hopes to remodel two more this year. He heard a lot of positive comments on the beer garden as well. He said it's a pleasure to work out there. Deal requested a \$10,000.00 donation from Traverse County again this year. The request was unanimously approved upon a motion by Salberg and second by Gail.

**Lisa Siegel/Human Resource Technician-** Siegel discussed the two policies before the Board: Traverse County Smoking Policy and a Traverse County Coroner policy. Upon a motion by T. Johnson and second by Monson, both policies were adopted unanimously. Siegel discussed the Minnesota Historical Society Records Retention Schedule and the update for Human Resources. Upon a motion by Salberg and second by Monson, the schedule was adopted unanimously. Siegel also discussed free Resiliency Training being provided by MCIT. There are two sessions, one for supervisors and one for all employees, intended to help foster personal emotional resilience in times of crisis.

**Rhonda Antrim/County Coordinator-** Upon a motion by T. Johnson and second by Monson, the Board minutes from September 15, 2015 were approved unanimously. Upon a motion by Monson and second by T. Johnson, the following bills were approved unanimously:

BIG STONE COUNTY HIGHWAY DEPT	81,874.43
TRI- CITY PAVING, INC.	3,073.00
Twin Valley Tire Wheaton, Inc.	5,543.85
WAGNER COMPANY	38,670.53
WHALEY EXCAVATING, INC.	24,296.50
Anderson Law Office, PA	3,165.00
COMPUTER PROFESSIONALS UNLIMITED INC.	3,787.39
LSS OF TRAVERSE, LLC	2,840.00
MAIN STREET MOTORS	3,688.87
MN STATE AUDITOR	3,548.00
REGENTS OF THE UNIVERSITY OF MINNESOTA	17,785.50
TYLER TECHNOLOGIES, INC.	2,862.52

Per M.S. 375.12, the number of claims totaling \$2000.00 or less were 67, amounting to \$27,727.79.

Antrim updated the Board regarding flu shot days and times. Antrim discussed North Country Food Banks desire to build a new building in Polk County and their request for a resolution of support. Upon a motion by Salberg and second by Monson, the following resolution was approved unanimously:

**WHEREAS**, North Country Food Bank, Inc. (North Country) is a 501(c)3 nonprofit organization located in the City of Crookston, County of Polk, State of Minnesota. North Country has a profound regional impact on hunger issues – serving 21 counties in northwest and west central Minnesota; and

**WHEREAS**, North Country provides over 7 million pounds of surplus, quality food and nonfood products to 220 charitable organizations for distribution to people in need. The charitable food programs served by North Country include soup kitchens, food shelves, homeless shelters, low-income individuals in need of supplemental assistance, senior community centers, after-school programs, domestic abuse programs, and addiction treatment centers; and

**WHEREAS**, North Country provides an important service that impacts the lives of many in northwest and west central Minnesota; and

**WHEREAS**, North Country's current facility provides space, storage, access and compliance challenges. North Country must move its operations to a new facility to better and more efficiently serve the population in northwest and west central Minnesota, and to comply with the contractual obligations and safety requirements of Feeding America, state and federal regulations, and the requirements of other governing agencies; and

**WHEREAS**, North Country is in a position to pursue a new facility building construction project and capital fundraising campaign, including a proposition to partner with Polk County to pursue a \$3 million State of Minnesota Bonding Request in the 2015 and 2016 Bonding Bill.

**NOW, THEREFORE, BE IT RESOLVED THAT** the Traverse County Board of Commissioners hereby support North Country in its efforts to secure capital funding from the State legislature, so it may continue to provide this very important community service to northwest and west central Minnesota.

Antrim shared a complaint regarding the bathrooms at the County Park. Antrim updated the Board regarding the requirement for Traverse County to start e-filing. It will begin December 9, 2015. There is a statewide requirement to begin no later than July 1, 2016. Antrim updated the Board regarding grants available through Extension's Southwest Regional Sustainable Development Partnership related to agriculture, tourism and communities, natural resources or clean energy. Upon a motion by T. Johnson and second by Salberg, the Board unanimously approved a Memorandum of Understanding between the three union/bargaining groups and the County regarding Positive Pay. Antrim updated the Board regarding the next regional AMC meeting in Fergus Falls on October 30, 2015. Upon a motion by Monson and second by T. Johnson, the Board unanimously approved the purchase of new chairs for the courtroom, in the amount of \$1,184.00. Antrim also discussed the Broadband issues and updated the Board that she's researched some options and put a call into AMC for assistance with the possibility of writing a grant or direction on how to pursue funding for Traverse County.

Attested to by:

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Rhonda Antrim/County Coordinator

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Kevin Leininger/Board Chair