

Traverse County Commission
Regular Board Meeting
October 20, 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, upon a motion by Salberg and second by Monson.

Larry Haukos/Highway Engineer- Haukos presented a contract with Gladen Construction in the amount of \$92,674.00, for relaying the large culvert in Dollymount township. This was a FEMA project. Upon a motion by Salberg and second by Monson, the contract was approved unanimously. He presented a contract with Astech Corporation in the amount of \$76,224.00, for work done on CSAH 5 and 20. Upon a motion by Monson and second by Gail, the contract was approved unanimously. The following resolution was approved unanimously, upon a motion by T. Johnson and second by Monson :

WHEREAS: County Project No. CP 15-02 have in all things been completed, and the County Board being fully advised in the premises.

NOW IT THEN BE RESOLVED: That we do hereby accept said completed project for and in behalf of the County of Traverse and authorize final payment as specified herein.

Attested to by:

Rhonda Antrim/County Coordinator

Haukos requested authorization to have Whaley Excavating Inc. place concrete in the north bay and for an approach panel for the salt shed in Browns Valley, for approximately \$3,000.00. The request was approved unanimously upon a motion by T. Johnson and second by Monson. Haukos requested approval of a detour agreement with MNDOT in 2016 for work on TH 75, in the amount of \$2,392.06. The detour would be on CSAH 6 and 15. They will be putting in several culverts. Upon a motion by Monson and second by Gail, the following resolution 1001568, with MNDOT, was approved unanimously:

It is resolved that Traverse County enter into a MNDOT agreement No. 1001568 with the State of Minnesota, Department of Transportation, for the following purposes:

To provide for payment by the State, to the County, for the use of County State Aid Highway No. 6 and County State Aide Highway No. 15, as a detour route during the contract construction to be performed upon, along, and adjacent to Turn Highway N. 75 from Graceville to Dumont under State Project No 8824-120 (T.H. 75=6).

It is further resolved that the Highway Engineer and the State Engineer are authorized to execute the Agreement and any amendments to the agreement.

Attested to by:

Rhonda Antrim/County Coordinator

Emily Conroy/4-H Director- Conroy discussed her 2nd month of Cloverbuds. They had 32 new Traverse County youth sign up. This is K-2nd grade students. She met with Janet Koch about how to partner with

existing programs such as Connections. They are developing how upper level students could mentor the younger students during the after school program. Conroy discussed the volunteers within 4-H and a new training that will be offered. She encouraged anyone with interest to attend. The fiscal year begins October 1, so they've been busy working with the various group leaders to charter their clubs. Conroy then discussed the Minnesota 21st Century grant. It got off to a slow start for the first year. It is very typical to see grant funding not get spent that first year. Roll over funding of \$86,000.00 is available for year two. After reviewing the grant, she's realized they need more staff on the team. She met with Dan Posthumus, Janet Koch and Allison Frisch, to discuss the needs and they are recommending a full-time grant coordinator. She also discussed a need for more help with Browns Valley. The skill-set for the position needs some grant experience as well as significant youth development. The grants are very black and white and need to be in compliance. They are also federally audited. She distributed a draft job description and highlighted the need for a Bachelor's Degree in education, youth development, or related field. They also need someone with excellent communication skills, program development, teaching and evaluation skills. Leininger asked about the possibility of extending the grant and Conroy said it is possible if everything is done correctly. They really need someone to hit the ground running. Conroy would supervise the position and help provide professional training. Upon a motion by Salberg and second by Monson, the job description was approved unanimously, as well as approval to hire. The position will also not be a union position as it is a temporary two year position.

Heidi Grove/West Central Minnesota Community Action (WCMCA)- Grove presented information regarding the 2016 Group Cares Camp. The students will be based out of Herman/Norcross school. The camp will provide weatherization, wheel chair ramps, steps, interior painting, as well as lite repair work for elderly, income-eligible, or disabled residents. There will be approximately 300 volunteers helping out. Applicants are eligible if they reside within 30 miles of Herman, so Wheaton residents will be included. They've also heard from an organization in Browns Valley and they are considering providing some services there as well. The camp starts with \$17,500.00 as provided by the camp. The kids pay a tuition, and WCMCA is trying to match that \$17,500.00. Grove's goal is more around \$30,000.00 to allow for 40-50 households. The camp will run from June 26 through July 2, 2016 and they would appreciate a donation from Traverse County.

Kit Johnson/Auditor/Treasurer- Johnson distributed the 2016 Proposed Levy Survey. He discussed the Truth In Taxation process. October 15th was the residential tax deadline and late notices will be going out. The Ag Tax deadline is November 16th. He will be providing the tax settlement to the school districts from the taxes collected from May 21 through October 16th, so there will be additional settlements November 20th and December 31st. Johnson also met with MN Secretary of State Simon regarding local needs. They discussed replacing election equipment and disaster preparedness. There will be a future need for the election equipment to be replaced and they're hoping at that time it will be a county/state match. Johnson discussed Dakota County is giving away their equipment as they're updating, so he requested a few of their machines. Simon also discussed the need for legislation in the event of a disaster during elections. Johnson discussed open enrollment on November 19th, from 10-2.

Rhonda Antrim/County Coordinator- The Board minutes from October 6, 2015, were approved unanimously, upon a motion by Gail and second by Monson. The following bills were approved unanimously, upon a motion by T. Johnson and second by Gail:

LARSON OIL, INC	18,337.70
Sibson Rock Products	13,131.59
Twin Valley Tire Wheaton, Inc.	4,183.42
ZIEGLER, INC.	5,129.68
CARDMEMBER SERVICE	2,472.24
GAZETTE PUBLISHING CO.	2,312.29
LSS OF TRAVERSE, LLC	2,986.00
MN STATE AUDITOR	23,489.50
RAINBOW RIDER	2,000.00
TRAVERSE COUNTY AGRICULTURAL ASSN.	10,000.00

Per M.S. 375.12, the number of claims totaling \$2000.00 or less were 75, amounting to \$24,402.11. Antrim distributed the Association of Minnesota Counties 2016 legislative priorities and discussed the option to try to add a priority of funding for local jails, to the platform. The consensus was to pursue that at the regional meeting. Antrim and K. Johnson discussed the sale of county property. Consensus was to move ahead and sell anything that is obsolete, and to develop a process for competitive sales, among department heads. Information was distributed from the Minnesota Rural County Caucus regarding their annual business meeting. Antrim reminded the Board of their invitation to meet the new Executive Director for West Central Industries this afternoon at the Wheaton American Legion. Antrim updated the Board that Jeff Conrad was hired for the part-time Corrections/Communications Officer and began working October 16, 2015. Antrim distributed a template for an advertisement for the Wheaton Gazette regarding the Jail Task Force. She also distributed a template for an application. By consensus, Monson and T. Johnson were appointed to represent the commission. So the county will solicit three more applicants from District 2, 3, and 4. The County Commission representatives, Sheriff, County Attorney, and Coordinator will review the applications and make a decision for membership. There was a motion to close the meeting by Monson, for attorney-client privilege, to discuss pending or threatened litigation per MN Stat. 13D.05. The motion was seconded by T. Johnson and approved unanimously. There was a motion to open the meeting by Monson, seconded by Gail and approved unanimously. The meeting was adjourned.

Attested to by:

Rhonda Antrim/County Coordinator

Board Chair/Kevin Leininger