

Traverse County Commission
Regular Board Meeting
November 7, 2017

The meeting was called to order by Commission Chair, Kevin Leininger. Other commissioners present were Dave Salberg, Tom Monson, Mark Gail, and Todd Johnson. The pledge was recited. Upon a motion by Monson and second by Salberg, the agenda was approved unanimously with the following amendments: approval of the 2018-2019 Natural Resources Block Grant, approval to change the employee health insurance to PEIP, and Someplace Safe service agreement.

Larry Haukos, Highway Engineer- Haukos presented a department update. Brian Koch was hired for the Supervisor Maintenance position, which now leaves a vacancy for a Highway Maintenance Worker. Upon a motion by Monson and second by Gail, Haukos received unanimous approval to fill the open position. Upon a motion by T. Johnson and second by Monson, unanimous authorization was also given to pay Serocki Excavating \$27,786.51 for work done paving on MCSAH 106 (Broadway) in Browns Valley. Haukos requested review and consideration of a proposal from MNDOT for a joint salt shed in the proposed Truck Station under design for the City of Wheaton. The estimated cost for Traverse County is approximately \$182,000 plus other expenses. The Board did not think Traverse County needed a new salt shed. Haukos commented that we just got a new roof on our salt shed and that we could use a bay to hold the sand.

Trevor Wright, Sheriff and Brenda Bartz, Jail Administrator – Bartz presented the jail facility usage report. They were operating at 88.01% average capacity for October. Wright informed the Board that the annual inspection went well, with the major concern being that we are running too full at times. The West Central Regional Juvenile Center annual purchase agreement for 2018 is set at .25 beds, which is reasonably related to our prior usage. The monthly cost for holding this percentage is \$1,739.59. Upon a motion by Salberg second by Monson, the purchase agreement was approved unanimously. The amended cooperative agreement for the operation of the West Central Regional Juvenile Center in Clay County was approved unanimously, upon a motion by Salberg and second by Gail. Wright informed the Board of a meeting that Clay County and the West Central Regional Juvenile Center plans to host on December 11 that will discuss the proposed expansion/remodel project of the juvenile center and the new operating contract which they plan to operate under. Monson said that he plans to attend that meeting. Salberg asked the Board if they would like Steve Larson, Director of the West Central Regional Juvenile Center to give a presentation to the Board regarding the new changes being made for 2019, and they agreed to have him come to the December 6 Board meeting.

Calista Taffe, Executive Director, Traverse Care Center – Taffe appeared before the Board to ask for approval to participate in the Equitable Cost-Sharing for Publicly-Owned Nursing Facilities (ECPN) program. Nursing facilities whose physical plan is owned by, or whose license is held by, a city, county, or hospital district are eligible to participate. The program runs for the 2018 calendar year. The Board could agree to pay an amount between \$0 and \$10.91 per day to participate. This would increase the Nursing Facility rates and the County would be responsible for the non-federal portion of the ECPN payments. At the maximum amount of \$10.91 per day the County's monthly payment would be \$3,741.62 per month and the Traverse Care Center would receive \$112,900.64 in revenue. The County could not recoup these payments from the Nursing Facility through increased rent or taxes. Leininger feels that we do enough for the Care Center and he would like to see some of the improvements that they have promised done before we pay any more money. The Board wanted to table this for a future meeting. The application deadline was October 26, but the Care Center was given an extension until this meeting. The Board did not make a motion to participate in this program.

Sara Gronfeld, Soil and Water/Planning and Zoning – Gronfeld mentioned receipt of the Onsite Sewage Treatment Program 2018 class schedule flyer. Details are also available online. She distributed a report summarizing permits issued and program updates. The MN

Department of Transportation (DOT) has scheduled some road work on Highways 27 and 75, and flagged wetland areas that may be affected. Gronfeld reviewed the wetland delineation results with DOT staff and state wetland staff in October. A survey was completed for initial design of a Streambank Stabilization Project in the City of Browns Valley, along with a site visit for an area needing shoreline protection along Lake Traverse. County Feedlot Officer Bruce Johnson has worked to enter re-registration forms for local animal feedlot operations into the state Citrix Database. The Planning Commission is scheduled to meet on November 8 to review a conditional use permit application for fill in a shoreland/floodplain area that was submitted by James Evenson. Upon a motion by Salberg and second by T. Johnson, the 2018 & 2019 State of Minnesota Board of Water and Soil Resources National Resources Block Grant Agreement was approved unanimously. There were 83 buffer law compliance waivers signed before the November 1, 2017 deadline. There are currently 127 parcels considered non-compliant with buffer law standards along Public Waters without waivers in place. Landowners still have an option to request a waiver for technical assistance with SWCD staff.

Lisa Siegel, County Coordinator- The Board minutes from October 17, 2017, were approved unanimously upon a motion by Monson and second by Salberg. The roofing job at the Traverse Care Center is complete. There was a change order for \$935.00 for flashing around the chimney. During the job the contractors broke a window at PrairieView Place, which they will replace at their expense, and there are some shingles that have come off because of high winds which will be replaced. The Board agreed to hold off on the payment for the change order until the broken window and the shingles have been fixed. The following bills, with an adjustment to Northface Construction LLC from \$35,323.99 to \$34,388.99, were approved unanimously upon a motion by Salberg and second by Monson:

COMPUTER PROFESSIONALS UNLIMITED	\$3,707.35
INTERGRATED NETWORKING INC	\$2,965.62
LARSON OIL, INC	\$10,212.50
Minnesota Department of Administration	\$3,142.87
MN COUNTIES INTERGOVERNMENTAL	\$2,500.00
Northface Construction LLC	\$34,388.99
SIEGEL'S FLOOR COVERING	\$5,939.00
TRUE NORTH STEEL	\$4,311.00
WHALEY EXCAVATING, INC.	\$14,065.00

Per M.S. 375.12, the number of claims totaling \$2,000.00 or less were 40, amounting to \$12,053.95. Matt Franzese, County Attorney, looked into allocating money to the four different ambulance services and determined that we have two options available: we can either take it out of the Emergency Management budget, or we could write up contracts for services with the four individual ambulance services and then we could pay it out of the Social Services budget, which may allow us to get reimbursement for some or all of the costs. Tom Schmitz, Browns Valley City Administrator, also mentioned that his intention was for the allocation to be budgeted for 2018. Monson made a motion to rescind the motion made on October 17, 2017, allocating money to the four ambulance services in 2017 and to enter into a service contract with the Browns Valley Ambulance Service for \$7,000, the Wheaton Ambulance Service for \$7,000, the Graceville Ambulance Service for \$2,000, and the Breckenridge Ambulance Service for \$2,000 for 2018 and have it budgeted into Social Services. The motion was seconded by T. Johnson and approved unanimously. Upon a motion by T. Johnson and second by Monson, the 2018-2019 County MFIP Biennial Service Agreement with the Department of Human Services and the Rural Minnesota CEP 2018 MFIP/DWP Contract was approved unanimously. Advantenon, our broadband provider's main hardware vendor, is writing a case study on the implementation at Traverse County. Siegel asked for approval to hire for the 21st Century Grant Wheaton Site Coordinator Position. We currently only have one employee working with the grant and the MN Department of Education, who sponsors the grant, suggested that we hire a second employee. The position is fully funded by the grant. Approval to hire was given on a motion by Monson, second by T. Johnson, and unanimous approval. Siegel also asked for approval to purchase the Human Resource module for \$6,500.00, with a monthly cost of \$270.00. This module will work with our payroll system, and it will save time and handle things

automatically that we are doing manually in payroll currently. Upon a motion by Monson and second by T. Johnson, the request was approved unanimously. Upon a motion by Monson and second by T. Johnson, approval was given to move from Lakes Country Service Cooperative to PEIP for the employee health insurance in 2018. Upon a motion by T. Johnson and second by Salberg, the Someplace Safe purchase of service agreement for 2018 was approved unanimously. The Board agreed to have Haukos, Wright and Antrim come to the November 21, 2017, Board meeting to discuss their budgets.

Attested to by:

Lisa Siegel/County Coordinator

Kevin Leininger/Board Chair