

Traverse County Commission
Regular Board Meeting
November 17, 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 Monson and second by T. Johnson.

Larry Haukos/Highway Engineer- Upon a motion T. Johnson, and second by Monson, he was unanimously approved to purchase a one way snow plow for a truck from Towmaster, Inc., for \$10,315.00. Haukos presented a department update including a five year gravel plan totaling 100 miles/50,000 yards. He presented a 2015 gravel summary including total gravel contracted in the amount of \$269,576.36 and purchased of \$63,743.55.

Trevor Wright/Sheriff- Wright discussed interviews for the Jail Administer position and announced they hired Brenda Bartz. He reviewed the jail inspection report from the Department of Corrections (DOC). He clarified that the deficiencies have been rectified and/or are in the process of being completed. The nursing contract he proposed earlier this year will also rectify some of the concerns regarding medications. Leininger asked if the inspectors would be returning or if it's only done annually. Wright explained that he's in communication with DOC on plans for meeting compliance issues. Wright discussed the task force and recommended allowing both residents that applied, Roger Schmidt and Jeff Koenen, to participate. He also discussed including Tony Frisch as a member. T. Johnson recommended putting together a few agenda items and getting a meeting scheduled. Leininger discussed how much we're spending per day and that will be the first question asked. According to DOC's formula, it's about \$110.00 per day. T. Johnson also discussed the need for state funding. Salberg discussed the jail was intended to serve Traverse County, so when empty beds are booked to other counties it does provide revenue we wouldn't otherwise have had. Leininger discussed the purpose of the task force is to establish trust with the public. Consensus was to schedule the first meeting for January. Wright discussed negotiations regarding the proposed contract with Browns Valley for policing services. Monson reiterated we both need a contract, the County for financial reasons, and the City for service reasons. Monson has three other options he's considered, that he will discuss with Wright and the committee. T. Johnson discussed a meeting he will have with one city council member and he'll try to schedule a meeting yet this week. Salberg indicated that he's firm on the last offer and that's all he will accept. Wright discussed ways he's cut his budget. Some include the fact that lease rates decreased. He's also found \$23,000 savings on jail board. He's working with social services on transportation reimbursement. He's auctioning a couple of vehicles that would also pay the lease on the new vehicle. Gail said they're getting more for less. Leininger suggested delaying the interviews with the new deputy position. Salberg brought up the issue of vehicles being used for personal use. Specifically, he has been asked the question about using the county vehicle on personal time, when Wright goes to his other job. Wright said he leaves work from Traverse and goes directly to the bus garage. He also said he hasn't gone fishing or pulled a pontoon on Lake Traverse as a previous Sheriff had done. He encouraged anyone with concerns to address them with him directly.

Emily Conroy/4-H Director- Conroy discussed fall happenings. She discussed new programs that are coming, including Design Club, for 6-8th grade girls. The first day of this class yielded 18 new youth, 17 whom have never been in 4-H before. It is specifically for girls as research shows an increase in bullying between 5th and 6th grade. It's designed to encourage 'girls supporting girls,' bullying prevention, and developing independence and confidence. She discussed the Science of Agriculture, which is a collaboration with Wheaton Schools Vocational Ag class. She also discussed several scholarships that will be available through this program. 4-H has served 189 youth through the various new programs. Conroy then discussed the MN21Century Learning Grant. She introduced Becca Turnquist, as the new Grant Programmer. She discussed that the grant is moving into compliance. Becca is excited to get started. Monson mentioned that we were in danger of losing year three of the grant, from what he understood. Antrim mentioned her meeting with Minnesota Department of Education and that if things turn around, we're almost guaranteed years four and five of funding. Conroy presented a Memorandum of Understanding (MOU) outlining the relationship of this position with the county. Upon a motion by Salberg and second by Monson, the MOU was adopted unanimously.

Public Hearing- Upon a motion by Monson and second by T. Johnson, the regulation of the subdivision of real property ordinance was approved unanimously.

Sara Gronfeld/Soil and Water/Planning and Zoning- Gronfeld discussed a feedlot performance grant and presented an agreement to accept the dollars. The agreement was approved unanimously, upon a motion by T. Johnson and second by Monson. She also distributed the Joint Powers Agreement(JPA) and Land Management Programs Plan for 2016. Upon a motion by Monson and second by Gail, the JPA and plan were approved unanimously.

Kit Johnson/Auditor/Treasurer- Johnson provided a department update. He discussed the new capital asset system, which has new functionality. They track depreciation and inventory through the system. He picked up two Automark machines for free from Dakota County, valued at \$10,000 each, should we ever need a replacement. TNT notices were sent October 30th to the outsource vendor. Traverse receives a bulk postage rate which pays for the service and saves staff time. They should be received in the next week or so by residents. He discussed the property has unique components and various taxes associated with it. He discussed the Watershed and School Referendum which both levies went up drastically and has an impact on a resident's bottom line. If commissioners receive questions, they can send the resident to Johnson's office. The payroll transitioned to bi-weekly starting this month. This has been in the works for ten years, so it is quite an accomplishment to have it done. The 2005 HRA Bonds are being called. Springsted, Inc., and Wells Fargo are assisting with this project. K. Johnson asked direction on how to pay the Engineer's salary. Historically, the General Revenue has paid a small portion of the salary. Consensus was for the A/T office to decide. Johnson discussed the purchase of a scanner. It would reduce the number of books they need to hold on to. He shared one quote of approximately \$3,443.00. Upon a motion from Salberg and second by T. Jonson, the purchase was approved unanimously. He discussed an amendment to the flex plan agreement, which the following resolution was approved unanimously, upon a motion by Monson and second by T. Johnson.

The undersigned, being a member of the Board of Directors of Traverse County doing business in the state of

Minnesota, certifies that upon the date referenced below by my signature, the Board of Directors hereby adopts the following resolution.

WHEREAS, the employer has previously adopted the Traverse Flexible Benefit Plan, reserving the power to amend said Plan and Trust from time to time; and

WHEREAS, the employer now finds it necessary and desirable that the Plan be amended to change the plan's eligibility waiting period as indicated in the attached amendment; and

RESOLVED, that the summary of material modifications which reflects the changes made by the above referenced amendment is hereby approved; and

RESOLVED, that any other actions necessary to effectuate the foregoing resolutions and to make any necessary communications to employees are authorized to be taken.

Johnson also discussed the 1094 Affordable Care Act requirement for employees, to prove insurance for the health plan and HRA/Flex plan. Johnson requested approval to hire CDA, out Flex/HRA vendor, to help file these for our first year. Upon a motion by Salberg and second by Monson, the request to utilize CDA our first year was approved unanimously. T. Johnson also discussed that there is 2088 hours in 2015 versus the usual 2080. All employees were adjusted to make up the difference, except the elected. Leininger commented that the elected don't have set hours so it doesn't come into play for them. Consensus by the Board was to leave the calculation at 2080 hours for 2015. Leininger asked about the Housing Redevelopment Authority and whether we needed to appoint someone to that Board. There was one member who passed away in 2014. The issue was turned over to the County Attorney. Consensus was that we need to appoint someone and look at our process. T. Johnson recommended researching the purpose of the board and whether to dissolve it if it doesn't serve a purpose. There was speculation that the Board needed to be intact for the HRA Bonds that are out there.

Rhonda Antrim/County Coordinator- The minutes from November 3, 2015 were approved unanimously, upon a motion by Monson and second by T. Johnson. The following bills were approved unanimously, upon a motion by T. Johnson and second by Monson:

CARDMEMBER SERVICE	3,023.41
COMPUTER PROFESSIONALS UNLIMITED INC.	3,564.85
TRAVERSE COUNTY SOIL & WATER SERVICE	55,432.00
WEST CENTRAL MN COMMUNITIES ACTION, INC	3,000.00
LARSON OIL, INC	8,939.70
Lyle Signs Inc.	9,179.04
ZIEGLER, INC.	8,196.19

Per M.S. 375.12, the number of claims totaling \$2000.00 or less were 84, amounting to \$26,953.92. The 2016 American Communications contract was approved with the same terms as the previous two years unanimously, upon a motion by Monson and second by T. Johnson. Antrim distributed information from the Association of Minnesota Counties regional meeting held October 30, 2015. This explained the issues with County Program Aid and the formulas. Antrim shared an invitation to the retirement party of Rainbow Rider Director, Harold Jennisen. She also shared an invitation to the Drainage and Wetland conference in St Cloud on February 11, 2016. Antrim distributed preliminary levy statistics comparing the various counties in MN, compiled by the Department of Revenue. Antrim asked for guidance in terms of scope of the Broadband project the Board was considering. Consensus was to work with the Blandin Foundation on receiving consultation and planning services. They offer this free to counties based on availability of resources.

Attested to by:

Rhonda Antrim/County Coordinator

Kevin Leininger/Board Chair