

Traverse County Commission  
Regular Board Meeting  
November 20, 2018

The meeting was called to order at 9:30 a.m. by Commission Chair Kevin Leininger. Other commissioners present included Dave Salberg, Tom Monson, Mark Gail, and Todd Johnson. The Pledge of Allegiance was recited. Upon a motion by Salberg and second by Monson, the agenda was approved unanimously with the addition of the courthouse unofficial election results.

**Highway Department**

Chad Gillespie, County Engineer, presented the department update. The heating system in the old part of the shop needs to be replaced, three of the four burners don't work and they do not make the parts for this heater any longer. They would like to put two forced air units in the corners. They received an estimate for \$5,868.00 from Wheaton Heating and Air Conditioning, no date of installation was given. The highway guys will take down the old system to save on cost. Leininger would like Gillespie to get another bid from Ellingson because of the lack of a time frame. Salberg said to ask Wheaton and Heating to get it done by a certain date and if they can't then go elsewhere. There was a motion by Monson to accept Wheaton Heating and Air Conditioning bid with a time frame set by Gillespie, second by Salberg and approved unanimously.

Gillespie asked for approval to purchase materials needed for approximately 20 picnic tables for the County Park at the cost of \$2,973.60. There are currently several individuals serving community service that can put them together under the Highways supervision. Salberg made a motion to buy the materials with a second by Monson and approved unanimously.

Because of the increased duration of the detour onto County Roads for projects on TH27 and TH 75 the detour costs increased and MNDOT was charged \$7,071.96 instead of the estimated \$4,377.94. ADA transition plan is complete and on the county Highway Department's website. Bridge inspections are ongoing along with double checking the current Bridge inventory lists. Working on the final paper work for CSAH 5 project.

**Assessor**

Dianne Reinart, County Assessor, appeared before the board to discuss the board of appeal training. She reminded the Board that the cutoff to get trained is February 1, 2019. K. Johnson is trained but it would be best to have a backup in case he isn't available. Reinart handed out an email with directions on how to become trained.

**Law Enforcement Center**

Traverse County Sheriff, Trevor Wright, appeared before the board to discuss the West Central Regional Juvenile Detention Center 2019 contract. There will not be any per diem rates or overage rates in addition to the flat monthly rate of \$2,715.00. There was a motion by Monson to approve the West Central Regional Juvenile Detention Center contract for 2019, seconded by Gail and approved unanimously.

Wright discussed the 911 system upgrade needed. Right now we work with Wilkin and Grant Counties for our 911 system, they have changed systems and have been helping us with the old system until we make a decision on which system we are going to go with. Wright looked into two different systems, the Zuercher system would intergrade into what we currently have and we would be able to use one system. With the other system we would have to use both the 911 system and our current Zuercher system. Zuercher is a little more expensive but the ease for staff would be the best. The cost of the new system would come out of the 911 fund. The total cost would be \$127,000.00 over 3 or 5 annual payments. Monson made a motion to go with Zuercher, second by Gail and approved unanimously.

#### **Auditor/Treasurer**

Kit Johnson, Auditor/Treasurer gave a department update. Election results are available online or in the office. They did the canvas of the County and State results last Thursday. Farm taxes were due November 15 and the tax settlement is now due. The tax sale was yesterday, all but 4 parcels were sold along with 1 parcel after the sale. Our Truth in Taxation meeting will be on December 12 at 6:15 p.m. K. Johnson will get the budget changes done in the next few days and they will be available if the board would like to meet.

Leininger brought up the courthouse question and the unofficial results; he would like know why the unofficial results were in the Wheaton Gazette when some people at the Wheaton precincts were told not to vote for the courthouse question. K. Johnson said that it is still public information so if someone asks the results he has to tell them. Jim Smoger said that it was just a matter of information.

K. Johnson said that if the Board is going to do a special election he will need to know a date well in advance. Absentee voting starts 45 days prior, notices need to go into the paper in advance, and the ballots need to be printed. The Board would like K. Johnson to come to the next Board meeting with timelines and find out if the ballot company will pay for the special election.

#### **Zoning Consultant**

Ben Oleson, Traverse County Zoning Consultant, appeared by phone. There was discussion about our current fee schedule, Oleson says that he likes a flat fee better than a per size or value fee. Oleson would suggest a \$100 flat fee per building, \$50 per grain bins with a cap at \$500.00. Leininger asked Oleson how high a residential permit could be, he said up to \$300.00. Leininger would like to cap it at \$1,000.00. T. Johnson would like to cap the commercial fee at \$5,000.00. County Attorney Matt Franzese said that we can set a price for this specific situation without changing the fee schedule. This would be reasonable for the Tintah Elevator because it was a disproportionate fee. We can then revise the fee schedule at the first meeting in January with a resolution. There was discussion about setting the base fee at \$1,000 with wording that says we can charge more based on the actual cost to the County. Franzese will have a resolution available at the next Board meeting amending the commercial permit amount.

Upon a motion by Monson, second by Salberg and approved unanimously the Board appointed Ben Oleson the Zoning Administrator as of January 1, 2019.

### County Coordinator

A motion was made by Salberg to approve the November 6, 2018 Board minutes, seconded by Gail with unanimous approval. Upon a motion by T. Johnson and second by Monson, the following bills were approved unanimously:

|                                    |             |
|------------------------------------|-------------|
| CARDMEMBER SERVICE                 | \$3,079.10  |
| GAZETTE PUBLISHING CO              | \$8,462.27  |
| GOVDEALS                           | \$3,609.48  |
| HORIZON PUBLIC HEALTH              | \$8,005.50  |
| MARK SAND & GRAVEL DAKOTA CO       | \$2,012.38  |
| PRO-WEST & ASSOCIATES, INC         | \$11,575.12 |
| TRI COUNTY COOP                    | \$14,031.93 |
| TRUE NORTH STEEL                   | \$19,079.98 |
| WEST CENTRAL REGIONAL JUVENILE CTR | \$17,179.46 |

Per M.S. 375.12, the number of claims totaling \$2,000.00 or less were 62, amounting to \$26,907.98.

The local Salvation Army is looking for volunteers for the Christmas Kettle Campaign if anyone would be available to ring the bell at Willy's Super Valu or Sag's Hardware Hank please contact Lynn Siegel.

Salberg plans to attend the Annual AMC conference on December 3 and 4, 2018. Reminder that the next Board meeting has been changed to Wednesday, December 5, 2018 at 9:00 a.m.

Salberg was contacted by a resident at the Traverse Care Center regarding the cold conditions in the dining room. Salberg contacted Kristina Guindon and she is working on resolving the heating issue.

Leininger adjourned the meeting at 10:41 a.m.

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Lisa Zahl, County Coordinator

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Kevin Leininger, Board Chairman