

Traverses County Commission
Regular Board Meeting
January 4, 2022

The meeting was called to order at 9:00 a.m. by Commission Chairman Dave Salberg. Other Commissioners present were Todd Johnson, Kayla Schmidt, Mark Gail and Tom Monson. The Pledge of Allegiance was recited. A motion was made by Gail to elect District 5 Commissioner, Tom Monson, as Chair and District 1 Commissioner, Todd Johnson, as Vice-Chair, for 2022, second by Schmidt and approved unanimously. Chairman Monson called for a motion to approve the agenda and upon motion by Gail and second by Schmidt the agenda was approved unanimously. A motion was made by Schmidt with a second by Johnson to approve the minutes from the December 21, 2021 board meeting, the motion was unanimously passed. There were no public comments.

Lisa Zahl/County Coordinator

The following resolution was approved unanimously upon a motion by Schmidt and second by Gail:

**TRAVERSE COUNTY RESOLUTION 22-01
RESOLUTION SETTING MINIMUM SALARIES FOR ELECTED OFFICIALS**

WHEREAS, Minnesota Statute 388.18, subd. 2, provides in part for the establishment of the minimum salary to be paid the County Attorney for the term next following; and,

WHEREAS, Minnesota Statute 384.151, subd. 1a(b) and 385.373, subd. 1a(b), provides for the establishment of the minimum salary to be paid the County Auditor/ Treasurer for the term next following; and,

WHEREAS, Minnesota Statute 386.015, subd. 2(b), provides for the establishment of the minimum salary to be paid the County Recorder for the term next following; and,

WHEREAS, Minnesota Statute 387.20, subd. 2(b), provides for the establishment of the minimum salary to be paid the County Sheriff for the term next following; and,

WHEREAS, the County Board wishes to comply with the requirement to set the minimum annual salaries of the elected officers.

NOW, THEREFORE, BE IT RESOLVED, the Traverse County Board establishes the minimum salaries for Elected Officials as follows:

County Attorney	\$4,000
County Auditor/Treasurer	\$6,000
County Recorder	\$6,000
County Sheriff	\$6,000

PASSED AND ADOPTED this 4th day of January, 2022.

TRAVERSE COUNTY BOARD OF COMMISSIONERS

Tom Monson, Chairman

ATTEST:

Lisa Zahl, County Coordinator

Upon a motion by Schmidt and second by Gail the following resolution was approved unanimously with a few changes to the committee lists:

22-02
COUNTY OF TRAVERSE
2022 ORGANIZATION RESOLUTION

CHAIRMAN: The Chairman for 2022 will be District 5 Commissioner, Tom Monson.

VICE CHAIRMAN: The Vice-Chairman for 2022 will be District 1 Commissioner, Todd Johnson.

MEETINGS: Regular meetings of the Traverse County Board of Directors shall be held on the first and third Tuesday of every month. The first Tuesday at 9:00 a.m., the third Tuesday at 10:00 a.m. Any regular meeting that falls upon a holiday may be canceled or rescheduled. All meetings, including special and emergency meetings, shall be held at the Annex Room, in the Social Services building, unless the County Commissioners decide otherwise.

OFFICIAL NEWSPAPER: The official newspaper for the County of Traverse shall be the Wheaton Gazette.

OFFICIAL COUNTY DEPOSITORIES: Kit Johnson, Traverse County Auditor/Treasurer was designated authority to make the depositories for the County funds.

COUNTY BILLS: Kit Johnson, Traverse County Auditor/Treasurer was authorized to pay the County bills.

ELECTRONIC PAYMENTS: Kit Johnson, Traverse County Auditor/Treasurer and his staff, Deputy Auditor/Treasurers I and II was designated authority to make electronic payment for the County funds.

ANNUAL BROKER CERTIFICATION: Kit Johnson, Traverse County Auditor/Treasurer is the designated authority to obtain annual broker certification as needed.

BONDING: Officers and employees that are required to be bonded shall be bonded through Minnesota Counties Intergovernmental Trust (MCIT).

CORONER: The official Traverse County Coroner shall be Dr. Stanley Gallagher.

BOARD MEMBER LIAISONS: Board Members shall serve as liaisons to the following specific departments/organizations: (see attached list)

ASSOCIATION OF MINNESOTA COUNTIES COMMITTEE LIST:

Environment & Natural Resources Policy Committee:	Todd Johnson
General Government Policy Committee:	Kayla Schmidt
Health & Human Services Policy Committee:	Tom Monson
Public Safety Policy Committee:	Dave Salberg
Transportation & Infrastructure Policy Committee:	Mark Gail

2021 AMC Voting Delegate Appointments:

Todd Johnson	Tom Monson
Mark Gail	Kayla Schmidt
Lisa Zahl	Dave Salberg
Chad Gillespie	Kit Johnson

EXPENSE REIMBURSEMENTS:

Mileage will be the current 2022 IRS rate.
Per diem rate for meetings for Commissioners \$75.00.

PERMIT FEE SCHEDULE, COUNTY PARK FEES:

Attached

HOUSING AND REDEVELOPMENT BOARD MEMEBERS (HRA):

John Nerenz – Term expires 10/4/2024
Matthew Smith – Term expires 10/4/2025
Monica Wilson – Term expires 10/4/2022
Jodi Hormann – Term expires 10/4/2026
Tom Monson – Term expires 10/4/2023 (unless someone else is appointed)

PLANNING COMMISSION/BOARD OF ADJUSTMENT BOARD MEMBERS:

Jerome Deal – Term expires April 2022
Steven Schmidt – Term expires April 2022
Doug Frisch – Term expires April 2022
James Kruger – Term expires April 2023
Dennis Zimbrick – Term expires April 2023

BOIS DE SIOUX WATERSHED DISTRICT BOARD MEMBERS:

Jerome Deal – Term expires May 2022
Allen Wold – Term expires May 2023
Steven Schmidt – Term expires May 2024

UPPER MINNESOTA RIVER WATERSHED DISTRICT BOARD MEMBER:

Jon Bork – Term expires August 2022

COUNTY SHORELINE MANAGEMENT OFFICER: Ben Oleson

EXTENSION COMMITTEE MEMBERS:

Tom Monson
Mark Gail
Lisa Zahl
Gary Findlay
Sara Gronfeld
Shelly Staebler
Julie Smith

PASSED AND ADOPTED this 4th day of January, 2022

TRAVERSE COUNTY BOARD OF COMMISSIONERS

Tom Monson, Chairman

ATTEST:

Lisa Zahl, County Coordinator

Approval of designated employees authorized to use the Traverse County Credit Card was passed unanimously upon motion by Schmidt and second by Gail. A motion was made by Schmidt with a second by Gail to approve the bills.

American Solutions for Business	2,473.91
Association of Minnesota Counties	5,630.00
Hometown Planning	2,450.00
Northland Trust Services	168,501.25
Onsolve,LLC	8,329.37
Wells Fargo Corporate Trust Services	202,092.50
Kris Engineering, Inc	2,080.48

Per M.S. 375.12, the number of claims totaling \$2,000.00 or less were 29, amounting to \$13,281.49.

A motion was made by Gail and second by Schmidt to approve the 2022 ProWest Maintenance Service Agreement which passed unanimously. The Board agreed to table discussion regarding the ARP Funds until a future meeting. Zahl advised the Board that Statements of Interest that is required for public officials is due by the end of January 2022. There were no general updates.

Highway Department

County Engineer Chad Gillespie and Brian Koch, County Maintenance Supervisor appeared before the Board. Gillespie asked for approval for the following resolution that will issue final payment for CP 21-04 on CSAH 2 CT in the amount of \$442.51 to Sibson Gravel and Crushing, Inc., it was passed unanimously upon motion by T. Johnson and second by Gail.

22-03 Board Resolution

WHEREAS: County Project No 21-04 have in all things been completed, and the County Board being fully advised in the premises.

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

Gillespie updated the Board on equipment matters, the CSAH 6 Project and, the purchase of a new excavator. Gillespie is planning to attend the Federal Project Selection Meeting on January 6, 2022. Koch has been in touch with county landowners to install hayridges in fields in attempt to reduce the drifting of snow.

Soil and Water conservation District

Sara Gronfeld appeared before the Board with a department update. Gronfeld said there have been no new permit applications for septic systems. Gronfeld is working on the annual grant reporting which is due by the end of January 2022. Gronfeld reported that she is working on updating the grant application for landowners for Subsurface Sewage Treatment Systems (SSTS). SWCD is also working on the annual reporting for Feedlot and the Wetlands Conservation Act. There will be upcoming One Watershed One Plan meetings, the Bois de Sioux-Mustinka policy committee meeting will be held on January 6, 2022 and the Upper Minnesota River Policy committee meeting date is yet to be determined. The regular SWCD meeting is being held on January 13 at 3:30 p.m. Gronfeld reminded the Board of the change of location at the Wheaton American Legion and that following the meeting they will be recognizing Tintah Farms as their Conservation Partners.

Law Enforcement Center

Sheriff Trevor Wright and Jail Administrator Brenda Bartz were not able to attend the meeting. They asked that Zahl bring the December Jail Report for review, in which the occupancy was 54.09%. And upon a motion by Schmidt and second by T. Johnson the 2022 Sheriff's Office Fee Schedule was unanimously approved.

There were no committee reports.

Monson adjourned the meeting at 9:34 a.m.

Lisa Zahl, County Coordinator

Tom Monson, Chairman