

Traverse County Commission  
Regular Board Meeting  
February 16, 2021

The meeting was called to order at 9:30 a.m. by Chairman Dave Salberg. Other Commissioners present were Tom Monson, Mark Gail, Kayla Schmidt, and Todd Johnson. The Pledge of Allegiance was recited. The agenda was unanimously approved upon a motion by T. Johnson and second by Gail.

**Highway Department**

Chad Gillespie, County Engineer, and Brian Koch, Highway Supervisor, appeared before the Board with a Department update.

Upon a motion by T. Johnson and second by Gail, the following resolution to approve final payment for 078-705-003 MSCAH 105 in Browns Valley for \$8,463.52, was approved unanimously:

Board Resolution

WHEREAS: County Project No SAP 078-705-003 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 and on behalf of the County of Traverse and authorize final payment as specified herein.

Upon a motion by Gail and second by Monson, the following resolution for CSAH 6 LRIP Application was approved unanimously:

Traverse County Resolution

WHEREAS, CSAH 6 is a significant farm to market major collector route in the middle of Traverse County that parallels MN St Hwy 27 and MN St Hwy 28.

WHEREAS, CSAH 6 (SAP 078-606-027) Project starts at the east Corporate Limits of Dumont (MCSAH 6) and ends at CSAH 15. MCSAH 6 connects to MN St Hwy 75 which is a 10-ton route and CSAH 15 is a highly traveled major collector route in Traverse County.

WHEREAS, CSAH 6 connects farmers to the Wheaton-Dumont CO-OP Elevator in Dumont and the Wheaton-Dumont CO-OP Fertilizer plant just North of Dumont.

WHEREAS, CSAH 6 currently has one 8,349-head dairy operating on the route and currently proposing a second dairy.

WHEREAS, CSAH 6 is currently a 7-ton road that is insufficient in carrying the heavy loads this farming community needs. This project will address those deficiencies within the project limits.

WHEREAS, CSAH 6 connects to multiple large private grain facilities, along with multiple highly traveled Township Roads in Dollymount and Croke Townships.

WHEREAS, The project is planned to be constructed in 2022 if awarded LRIP funding with a planning level construction cost estimate of \$2.78 million.

WHEREAS, Traverse County will be applying for \$1.25 million in LRIP funding for eligible elements and CSAH Construction funds will cover the remaining estimated \$1.53 million.

NOW THEREFORE BE IT RESOLVED, The Traverse County Board of Commissioners supports the Local Road Improvement Program application for Grant Funds to improve this section of road and agrees to maintain such improvements.

Approved By: \_\_\_\_\_  
Chair, County Board Date

Attest: \_\_\_\_\_  
County Coordinator Date

Upon a motion by T. Johnson and second by Schmidt the following resolution to approve final payment for 20-02 to Sibson’s was approved unanimously:

RESOLUTION OF SUPPORT FROM SPONSORING AGENCY

WHEREAS: Local Road Improvement Program (LRIP) funds are available for local agency projects meeting Routes of Regional Significance criteria; and

WHEREAS: Non-State aid cities and townships must have a county sponsor to apply for LRIP funding; and

WHEREAS: City of Wheaton has requested that Traverse County sponsor its application for the improvements of 5th Avenue & 12th Street; and

WHEREAS: City of Wheaton understands that it will be responsible for all costs not covered by LRIP funding including but not limited to all consultant engineering (including plan development) and inspection, utility construction, right of way costs and any construction costs over the funding cap; and

WHEREAS: City of Wheaton will maintain the road for the lifetime of improvements; and

WHEREAS: Traverse County will have the following responsibilities if the City of Wheaton is successful and awarded LRIP funds.

- Be the fiscal agent on behalf of the community and have funds flow from MnDOT to the county to the contractor
- Request SAP/SP number for the project
- Ensure the project meets milestones and dates
- Assist local agency in execution of a grant agreement
- Review the plan.
- Submit plan, engineers estimate, and proposal to the DSAE

- Advertise, let, and award the project
- Submit pay requests to State Aid
- Communicate progress and updates with the DSAEs and State Aid Programs Engineer
- Ensure that the project receives adequate supervision and inspection
- Assist with project close out

NOW, THEREFORE, BE IS RESOLVED: that the County of Traverse hereby sponsors the application for LRIP funding for the improvements of 5th Avenue & 12th Street.

Approved By: \_\_\_\_\_  
 Chair, County Board of Commissioners Date

Attest: \_\_\_\_\_  
 County Coordinator Date

Gillespie informed the Board that Stevens County is going to sponsor the Eldorado and Dollymount Township LRIP application since most of the project is located in Stevens County.

**Auditor/Treasurer**

Kit Johnson, Auditor/Treasurer, appeared before the Board with a department update. Upon a motion by Gail and seconded by T. Johnson the Engagement Letter from the State Auditors was accepted for the year ended December 31, 2020 by a unanimous vote.

K. Johnson informed the Board that the Soil and Water Conservation District allocation of \$22,750 that we approved will no longer have a state match so they are going to discontinue this request for 2021. This allocation was budget neutral for Traverse County.

K. Johnson said that the office is getting the 2021 taxes together. They have collected all local levies and they are working on ditches and cross county projects.

**County Coordinator**

A motion was made by Monson to approve the February 2, 2021, Board minutes, with a second by Schmidt and approved unanimously. Gail made a motion to approve the following bills and seconded by Monson, they were approved unanimously:

COUNTIES PROVIDING TECHNOLOGY	\$5,060.41
HORMANN/MARK	\$2,000.00
MORRIS ELECTRONICS	\$10,988.44
PENGUIN MANAGEMENT	\$3,156.00
TRI COUNTY COOP OIL ASSOC.	\$2,707.13
VALLEY OFFICE PRODUCTS, INC.	\$2,729.68
L & O ACRES TRANSPORT, INC.	\$2,393.13
LARSON OIL, INC	\$5,770.75
LITTLE FALLS MACHINE, INC.	\$3,603.00
TRI COUNTY COOP OIL ASSOC	\$2,657.63
TWIN VALLEY TIRE WHEATON, INC.	\$3,459.92

Per M.S. 375.12, the number of claims totaling \$2,000.00 or less were 70, amounting to \$31,245.56.

Schmidt informed the Board that the Law Library fund for 2020 is at \$8,565.98. Currently \$15.00 of every ticket goes into the Law Library fund while other counties average between \$8.00 - \$10.00 per ticket. Schmidt made a motion to lower the amount that goes into the Law Library fund from \$15.00 to \$10.00, seconded Monson and approved unanimously. Schmidt made a motion to allocate \$80.00 a month from the Law Library fund to pay for someone to keep the Law Library organized and updated, seconded by T. Johnson and approved unanimously.

Lisa Zahl, County Coordinator informed the Board that there can be 9 people appointed to sit on the Traverse County Extension Committee. Right now we currently have 5 committee members: Tom Monson, Mark Gail, Lisa Zahl, Sara Gronfeld, and Gary Findlay. Zahl asked the Board for approval to appoint Shelly Staebler, Skyler Siegel, and Julie Smith to the committee. Gail made the motion to appoint the three listed above, seconded by Monson and approved unanimously.

The Upper Minnesota River One Watershed One Plan is looking for representation from Traverse County in the planning process. Sara Gronfeld currently sits on this steering committee and she said she would be willing to represent Traverse County as well and will provide updates as needed. Monson made a motion for Sara Gronfeld to represent Traverse County for the Upper Minnesota River One Watershed One Plan planning process, seconded by Schmidt and approved unanimously.

The Memorandum of Agreement between Traverse County and AFSCME Union was approved unanimously, subject to final legal approval on the language, upon a motion by T. Johnson and seconded by Gail.

The Memorandum of Agreement between Traverse County and the Highway Employee Council was approved unanimously upon a motion by Monson and seconded by Gail.

Salberg adjourned the meeting at 10:07 a.m.

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Lisa Zahl, County Coordinator

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Dave Salberg, Board Chairman