

Traverse County Commission
Regular Board Meeting
June 6, 2023

The meeting was called to order at 9:00 a.m. by Commission Chair Kayla Schmidt. Other Commissioners present were Mark Gail, Dwight Nelson, Jerrel Olson and Chad Metz. The Pledge of Allegiance was recited. Olson moved to approve the agenda with the addition of the Traverse County Sheriff's Office, Traverse County Employee Picnic, 23-10 Resolution for the 2024 Capital Budget Request, Egold Fax and the air conditioning unit in the 74 wing, Metz second and the motion was passed unanimously. No conflicts of interest were expressed. The May 16, 2023 and May 30, 2023 minutes were unanimously approved upon a motion by Gail and second by Nelson.

Highway Department

County Engineer, Chad Gillespie and Brian Koch County Highway Supervisor appeared before the Board with a department update. Gillespie requested permission from the Board to approve the contract for the CP 23-01 graveling project on CSAH 11. Olson moved to approve the request, second by Metz and the motion passed unanimously. Gillespie asked the Board for consent to enter into a Joint Powers Agreement with the Minnesota Department of Natural Resources (DNR) for the County Park Parking Lot funding. Discussion took place. Nelson moved to approve consent, Gail was a second and the motion passed unanimously. Gillespie at the direction of the Building Committee presented the Board with a cost estimate to inspect the courthouse buildings for hazardous materials. Gillespie pointed out that this service needs to be completed whether the building is demolished or renovated. He also mentioned that once it is done this won't need to be done again. Gillespie also presented an estimate for a Phase I Environmental Site assessment; the results would expire after one year. Discussion took place. Olson moved to accept only the estimate for the hazardous materials from Braun Intertec in the amount of \$5,110.00, Metz seconded and the motion unanimously passed. Gillespie informed the Board that a preliminary damage assessment was performed with FEMA on May 23, 2023. Gillespie reported that Nyberg Surveying completed the field portion of Halls Drive on June 1, 2023, and they will present write the legal descriptions that are needed.

Family Fun Night

Janessa Miller and Tiffany Duhme appeared before the Board. Miller gave some background and details on the progression of the Family Fun Night event and expanding plans for this year. Upon a motion by Metz and second by Nelson the following resolution was approved unanimously:

**23-09 TRAVERSE COUNTY RESOLUTION
AUTHORIZING SOLICITATION OF CONTRIBUTIONS TO FUND EVENTS THAT FOSTER POSITIVE
RELATIONSHIPS BETWEEN LAW ENFORCEMENT AND THE COMMUNITY**

WHEREAS, Minn. Stat. § 471.198 authorizes counties to solicit contributions to fund events that foster positive relationships between law enforcement and the community.

WHEREAS, events including, but not limited to, National Night Out, a/ka/ Neighbors Night Out (hereinafter referred to as "National Night Out"), an annual community-building campaign, promote police-community partnerships and neighborhood camaraderie to make neighborhoods safer and more connected.

WHEREAS, National Night Out and similar events provide opportunities to bring police and neighbors together under positive circumstances.

WHEREAS, pursuant to this law, the County of Traverse may authorize solicitation of contributions to hold or sponsor these events.

WHEREAS, the governing body determines Traverse County Family Fun Night, will foster positive relationships between law enforcement and the community.

THEREFORE, BE IT RESOLVED, the County of Traverse Board of Commissioners hereby authorizes officials and staff to solicit contributions for the purposes of funding or supporting Traverse County Family Fun Night in this community.

Approved this 6th, day of June, 2023.

Approved:

By: _____

Title: _____

Date: _____

Attest:

By: _____

Title: _____

Date: _____

West Central Initiative

Rebecca Lynn Petersen, Greg Wagner and Samantha Van Wechel-Meyer appeared before the Board with an update of the services and business funding that WCI provides to Traverse County and to also ask for a continued contribution of \$2,300.00 for 2024. The Board can expect to receive a formal request in the near future.

Hydrogeologist Mapping Study

BJ Bonin, PG Hydrogeologists with AECOM appeared before the Board with results from the aquifer study he performed on Croke, Dollymount and Leonardsville Townships. Bonin provided the Board with a written report of his findings and provided a verbal presentation while fielding questions from the Board and those in attendance. The Aquifer report was accepted and approved unanimously upon a motion by Nelson and second by Gail. Bonin will provide the report and mapping to residents of Traverse County who request one and it will be available on the Traverse County website.

Soil and Water Conservation District

Sara Gronfeld appeared before the Board with a department update. Gronfeld reported that 1 septic system program grant application was received along with 1 new permit application. Gronfeld reported

on the One Watershed One Plan, the Bois de Sioux-Mustinka Plan and Upper Minnesota River planning process. Gronfeld reported on the tree planting, grass seeding and mowing maintenance.

Closed Meeting

Commissioner Nelson moved to close the meeting pursuant to MSA §13D .05 Subd. 3 to discuss leasing of real property. The subject to be discussed is the proposed leasing of the Traverse Care Center and Prairieview Place to Minnewaska Community Health Services. Metz was a second and the meeting was closed at 10:47 a.m. The meeting reopened to the public at 11:01. Schmidt reported that the Board will continue with negotiations with Minnewaska Health Services and Minnewaska will begin the process of transferring the Skilled Nursing license to Minnewaska from Legacy Senior Services.

County Coordinator

Upon motion by Nelson and second by Olson the following bills were approved unanimously.

CS Diesel	3,909.22
Goodhart Brothers	28,700.00
Terracon Consultants, Inc.	8,200.00
True North Steel	52,676.96
Twin Valley Tire Wheaton, Inc	9,781.89
Wagner Company	44,893.75
Wagner Diesel, LLC	12,927.88
Wallwork Truck Center	3,288.61
Whaley Excavating, Inc	71,955.00
Computershare Trust Company N.A.	3,641.25
HILDI Inc	7,200.00
Hometown Planning	2,620.00
Wegner Psychological & Therapeutic Services	3,750.00

Per M.S. 375.12, the number of claims totaling \$2,000.00 or less was 49 totaling \$19,854.04.

County Coordinator, Lisa Zahl presented the Board with the jail occupancy report for month of May 2023 which was at 51.41%. Schmidt asked the Board for input on the staffing situation at the law enforcement center. Discussion took place. Zahl was directed to contact neighboring counties to gain insight into their approach to staffing and retention. Zahl provided the Board with a Memorandum of Agreement for ASCMFE, LELS and Highway, to add Juneteenth as a paid holiday for county employees. Nelson moved to approve the agreements, Metz was a second and the motion was passed unanimously. The Board approved the County Highway Engineer job description update upon motion by Gail and a second by Olson and the motion was passed 5-0. Upon a motion by Nelson and second by Gail the County Engineer 4 years contract effective May 1, 2023 with Chad Gillespie was approved unanimously. The Board unanimously approved the Veterans Service Officer Contract with Wilkin County upon a motion by Olson and second by Gail. Stacy Hennen with Traverse County Social Services requested to change their open to the public office hours from 8:00 a.m. - 4:30 p.m. to 8:00 a.m. - 4:00 p.m. Employees at Social Services will continue to work an 8-hour day with the office being open to the public 7.5 hours per day. Metz moved to change the Social Service open to the public hours to 8:00 a.m. – 4:00 p.m. Monday – Friday beginning Monday, June 12, 2023. The normal work week and work day for the Social Service Department employees will be per the union contract, Nelson was a second and the motion passed unanimously. Nelson and Zahl met with Western Prairie Executive Committee who suggested that the Board put together a budget, personnel, and executive committees for Social Services. The committee

assignments are as follows: Budget Committee, Kayla Schmidt, Chad Metz, Kit Johnson, and Stacy Hennen; Personnel Committee, Dwight Nelson, Mark Gail, Matt Franzese, and Lisa Zahl; Executive Committee, Stacy Hennen, Lisa Zahl, Matt Franzese, Dwight Nelson and Jerrel Olson. These assignments were approved unanimously upon motion by Gail and second by Nelson. Zahl received communication requesting that she updates the Capital Budget Request for 2024 and would need a resolution which shows that the County Commissioners support the request for funds. Metz approved the following resolution; Olson was a second and the motion was approved unanimously.

RESOLUTION
23-10

Approving and ranking the 2024 Capital Budget request and submitting request to the Commissioner of Management and Budget.

Whereas, Traverse County participates in Minnesota Management and Budget's (MMB) biennial process for reviewing state capital investment requests; and

Whereas, submitting preliminary project information is a vital component of the state capital investment process, and provides needed background to the Governor and Legislators in determining state investments; and

Whereas, the County of Traverse will seek state funding in 2024 for the construction of a new County Courthouse; and

Whereas, Minnesota Management and Budget (MMB) requests preliminary capital budget requests by June 16, 2023, for the 2024 State capital budget preparations; and

Whereas, this resolution reflects the priorities recommended to be submitted to MMB for consideration in the 2024 state capital investment process.

Now, Therefore, Be It Resolved, that the Traverse County Board of Commissioners supports the bonding project for the 2024 legislative session.

Be it Further Resolved, that the construction of a new Courthouse capital investment project be submitted to the Minnesota Management and Budget Office as the only project.

Be it Further Resolved that the County Coordinator here by directed to file this request for funding with the Minnesota Management and Budget Office.

Passed and adopted this 6th day of June, 2023.

TRAVERSE COUNTY BOARD OF COMMISSIONERS

Kayla Schmidt, Chair

ATTEST:

Lisa Zahl, County Coordinator

Zahl informed the Board that the air conditioning unit in the Extension and Veteran's Services offices is out of service. The Board agreed to allow Chad Klindworth, Building Maintenance Supervisor, to proceed with the cost estimates and purchase a new unit. Zahl extended an invitation to the Board to attend the Traverse County Employee Appreciation Picnic Wednesday June 21, 2023. Zahl presented information on the county's present faxing capabilities and the opportunity to change services resulting in higher efficiency and cost reduction. Olson moved to approve the vendor change from Frontier Communications to Egold Fax, Metz was a second, the motion passed 5-0.

Committee Reports

Schmidt attended two Traverse Care Center/Prairieview Place committee meetings, building committee meeting, Traverse County Food Shelf and the Special Meeting to discuss the Law Enforcement Contract with the City of Wheaton. Nelson attended the Personnel, Building and Western Prairie Services committee meetings. Metz attended the Wind Power Subcommittee meeting.

Schmidt adjourned the meeting at 11:44 a.m.

Lisa Zahl, County Coordinator

Kayla Schmidt, Chair