

Traverses County Commission
Regular Board Meeting
July 20, 2021

The meeting was called to order at 9:37 a.m. by Chairman Dave Salberg. Other Commissioners present were Todd Johnson, Kayla Schmidt, Mark Gail, and Tom Monson. The pledge of allegiance was recited. The agenda was unanimously approved with the following additions: Preparedness Plan update and Proclamation of County Staff Appreciation Day, upon a motion by Gail and second by Monson. The minutes were unanimously approved upon a motion by T. Johnson and second by Schmidt. There were no public comments.

Highway Department

Chad Gillespie, County Engineer, and Brian Koch, County Maintenance Supervisor appeared before the Board. The Board unanimously approved to award CP 21-04 to CT Sibson Gravel & Crushing, Inc. for \$42,120.00 upon a motion by T. Johnson and second by Gail. This includes Supplying, delivering and spread of Class 5 gravel to CSAH 2 between CSAH 5 and county road 51.

Gillespie gave the Board some informational items, the paving on all three projects is complete. They are currently working on shouldering, then they will be seal coating and stripping after that.

Gillespie walked the board through the sidewalk quote process that we did at the end of 2020. The Board would like to discuss the sidewalk during the Courthouse discussion.

Koch updated the Board on the County Park, they are having issues with water at the park. There is someone that is coming in from outside and taking water from the County Park by filling a tank in the back of their truck. This has caused the contacts in the pump burnt out because the water was running too much and the pressure tank went out. They have a description of the vehicle and Sheriff Wright has been informed. There have also been complaints about a camper that has not moved for a long period of time. The ordinance states how long a camper is supposed to be at the County Park. Lisa Zahl, County Coordinator, will touch base with Sheriff Wright and follow up on this. There was discussion to have Sheriff Wright look into getting cameras for the County Park.

Zoning Administrator

Ben Oleson, Zoning Administrator, appeared before the Board via Zoom with a department update. Oleson gave an update on the Environmental Assessment Worksheet for the Twelvemile Dairy, it has gone through the 30-day comment period and the MPCA is now in the process of responding to the comments that were received. They will be making their decision on whether an Environmental Impact Study will be warranted. If the project is approved to move forward then the Board will need to do a public hearing for the Conditional Use Permit.

Oleson is asking for approval for a Conditional Use Permit. The request is related to placement of fill to prepare a site for the construction of a dwelling. The applicant is proposing to haul in approximately 1,200 cubic yards of fill in the Conservation District/floodplain of Lake Traverse. The Planning Committee/Board of Adjustment, on a 4-0 vote, has recommended approval of the requested conditional use permit. Schmidt made a motion to approve the conditional use permit with the conditions and the finding of facts as were recommended y the Planning Commission/Board of Adjustment, second by Monson and approved unanimously.

The Planning Commission has been working on updating ordinances and have completed their drafts and their recommendations. Oleson is working on the updates and will make a summary of the changes for the Board. Oleson will mail these out to the Board members to review so that they can discuss the changes at an upcoming meeting and then have a public hearing after that.

Auditor/ Treasurer

Kit Johnson, Auditor/Treasurer, appeared before the Board with a department update. Each year Moody’s Investors Service gives Traverse County a bond rating. We are going to hold onto our AA3 rating which is a good rating. K. Johnson gave the Board general information about elections and redistricting. We will find out if we have to go through this process once the final census is released in the fall. Horizon Public Health had an excess fund balance this year so they issued Traverse County a check in the amount of \$30,030.47. Stevens County DMV is having staffing problems and the State wouldn’t send anyone out to help train and recommended that they contact their neighboring counties so Traverse County is going to help train their new staff.

County Coordinator

A motion was made by Schmidt, second by Monson and approved unanimously to approve the following bills:

ACCESS	\$ 2,338.32
CARDMEMBER SERVICE	\$ 9,174.96
COUNTIES PROVIDING TECHNOLOGY	\$ 4,975.41
ELECTION SYSTEMS & SOFTWARE, INC.	\$ 3,240.00
GAZETTE PUBLISHING CO.	\$ 2,327.13
HORMANN/MARK	\$ 2,000.00
MORRIS ELECTRONICS	\$ 7,032.04
PICTOMETRY INTERNATIONAL CORP.	\$ 6,218.75
WEX BANK	\$ 2,270.86
JOHN DEERE FINANCIAL	\$ 6,165.46
TRI COUNTY COOP OIL ASSOC	\$29,914.52
ZIEGLER, INC.	\$13,249.25

Per M.S. 375.12, the number of claims totaling \$2000 or less were 68 totaling \$29,109.07

Lisa Zahl, County Coordinator, asked if the Board would be interested in going out for Requests For Proposal’s (RFP’s) for Architecture firms, the general consensus was to do that process. The Board also decided that they want two options available, one option with the Courthouse offices and the Courts in one building and another option of doing them in separate buildings. Monson spoke with Morton Buildings and they said that the price right now is between \$300 - \$350 per square foot, which is a big increase from last time he spoke with them a few years ago. Next the Commissioner had a conversation about the sidewalk around the County Buildings and whether they should replace the whole thing or just the area around Social Services and Law Enforcement. It was decided to table this for a future meeting.

The following resolution was approved unanimously upon a motion by T. Johnson and second by Monson:

TRAVERSE COUNTY
RESOLUTION NO. 21-07
RESOLUTION ACCEPTING RESIGNATION OF COUNTY RECORDER
AND DECLARING A VACANCY

WHEREAS, the Traverse County Board of Commissioners has received the written resignation of Traverse County Recorder LeAnn Peyton, effective as of August 1, 2021;
WHEREAS, M.S.A. §351.02 provides that a vacancy in office occurs when an incumbent submits a letter of resignation before the expiration of the term of their office; and
WHEREAS, M.S.A. §351.01, Subd. 3 provides that an elected official may submit a written resignation that shall take effect at a stated future date.

NOW, THEREFORE, BE IT RESOLVED by the Traverse County Board of Commissioners as follows:

1. The Board accepts County Recorder LeAnn Peyton's resignation.
2. The Board declares that a vacancy shall exist for the position of Traverse County Recorder as of 12:01 a.m. on August 1, 2021.

Adopted by the Traverse County Board of Commissioners on July 20, 2021.

TRAVERSE COUNTY BOARD OF COMMISSIONERS

David Salberg, Chairman

ATTEST:

Lisa Zahl, County Coordinator

Motion:

Seconded:

Vote:

Jody Hofer, Deputy Recorder was appointed as the County Recorder on 8/1/2021 after the retirement of LeAnn Peyton upon a motion by Schmidt, second by Monson and approved unanimously.

Zahl explained that Jody Hofer, Deputy Recorder, has requested to take a leave of absence from her position as of 8/1/2021 until the decision is made whether the County Recorder will change from elected to appointed. This decision will be made on 8/3/2021 after the public hearing. Once the decision is made she will relinquish her leave of absence. Upon a motion by T. Johnson and second by Schmidt the leave of absence was granted unanimously.

The Board discussed the lot located at 610 3rd Ave North, across from the highway department, the seller wants \$15,000. Salberg said that they discussed buying this lot the last time it was for sale and they looked at the building and it wasn't in good shape at that time. Gillespie, County Engineer, said that the Highway Department would tear down the structure and they could use the lot to store some equipment. Monson made a motion to purchase the property second by T. Johnson with the following discussion. Gail asked where the money was coming from, the Board agreed that they could use the refund from Horizon Public Health that they just received. Salberg asked Gillespie and Koch if they have taken a look at the building and Koch said that it needs to be tore down. The Board approved the purchase unanimously.

Upon a motion by Gail and second by Schmidt the County will move to phase 4 of the Preparedness Plan, which means we are operating back to normal, this was approved unanimously.

The following proclamation was approved unanimously upon a motion by Gail and second by Monson:

Proclamation of County Staff Appreciation Day

WHEREAS, county staff serve as the cornerstone of this community, dedicating their time, skills, and expertise for the benefit of their neighbors; and

WHEREAS, county staff went beyond expectations, taking on personal risks, to continue delivering essential services to the citizens of our county during the COVID-19 pandemic; and

WHEREAS, in addition to their regular duties, many county staff were called upon and accepted new and challenging responsibilities during the pandemic such as expediting the distribution of thousands of dollars in economic recovery appropriations, empowering the survival of our local business community; successfully managing a deluge of mail-in ballots in an unprecedented federal election; and, retooling local public health education outreach to flatten the curve; and

WHEREAS, although the state has turned the corner on the COVID-19 pandemic, county staff continue their exemplary work, assisting with recovery through vaccination roll outs and preparing for the American Rescue Plan's multi-year recovery effort; and

WHEREAS, the work of county staff over the past year and a half have kept the doors of the county open and our community safer, healthier, and productive throughout months of unprecedented global transition; and

WHEREAS, President Sve and the Board of the Association of Minnesota Counties requested the Office of Governor Walz and Lt. Governor Flanagan to proclaim July 27, 2021 as County Staff Appreciation Day and their request was granted;

NOW, THEREFORE, we, the Traverse County Board of Commissioners, proclaim July 27, 2021 as County Staff Appreciation Day and extend our thanks to the staff of our county and express deep gratitude for their commitment to excellence in public service during the COVID-19 pandemic.

General updates were given, Schmidt gave an update on the meeting that the community had regarding Lake Traverse.

Monson, Gail and Salberg all gave Committee Reports on the Bois de Sioux Watershed, Extension Committee, Soil & Water and Horizon Public Health.

The meeting was adjourned at 10:31.

Lisa Zahl, County Coordinator

Dave Salberg, Chairman