

Traverses County Commission  
Regular Board Meeting  
August 17, 2021

The meeting was called to order at 9:30 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. Upon motion by Gail and second by Monson the agenda was unanimously approved with the following additions: Health Insurance Request For Proposals (RFP's), West Central Community Action Resolution, Monson Township support for adoption of the 2<sup>nd</sup> Amendment Resolution and an update on the property at 610 3<sup>rd</sup> Ave N in Wheaton. Minutes from the August 3, 2021 Board meeting and minutes from the Special Board meeting on August 11, 2021 were approved upon 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 signature of CP 21-04 Construction Contract for CSAH 2 graveling project upon a motion by T. Johnson and second by Gail. Gillespie went over a recap of the road grader training in which the trainer, Brian Jackson, said that the county overall is doing a good job on the road grading compared to different areas of the state and that the highway department viewed the training to be of value. Gillespie will be attending the District 4 Meeting in Detroit Lakes later this week. He handed out a State Aid Funding pamphlet, this explained that the County State Aid Highway Fund (CSAH) funding comes from fuel tax, license fees, motor vehicle sales tax and auto parts sales tax. Gillespie presented the Board with a Local Option Taxes for Transportation map of Minnesota, highlighting the counties of Minnesota who receive revenue from Wheelage Tax, ½ Cent Local Option Sales Tax and ¼ Cent Local Option Sales Tax. Currently Traverse County does not have any of these in place at this time. If the Board would like to put any of these in place there would need to be a public hearing along with a resolution putting this into place. Gillespie presented revenue estimates for each option. Discussion took place and it was agreed that they would wait on Gillespie's recommendation before discussing it further. Gillespie went through a surrounding county comparison spreadsheet that shows that Traverse has the most miles per blade route.

**Zoning Administrator**

Ben Oelson appeared before the Board via Zoom. Oelson talked with the Board about the Ordinance updates that came from the Planning Commission which he had mailed to the Board for review. Oelson is looking for any comments or thoughts from the Board and a date to hold a public hearing. T. Johnson said he would like some time to go over the updates. The Board agreed to hold the public hearing at their October 5, 2021 meeting.

**Auditor**

Kit Johnson appeared before the Board with a department update. The Property Tax Law Summary which came from the latest legislative session; one item of note was starting in 2023 they are going to raise the exclusion on value of commercial property, a decision K. Johnson felt would benefit our small businesses. K. Johnson is working with the Wheaton Area School District helping them to prepare for a referendum election being held on November 2, 2021. His office will be handling all absentee voting, training election judges, and working with the vendor to order the ballots but the school will be responsible for all the costs associated with the election. K. Johnson will be attending a Ditch Training in

St. Cloud as he spends a fair amount of time on ditch assessments. K. Johnson went over the Census results that came out Thursday and he informed the Board that Traverse County will need to redistrict. District 5 is below the allowable percentage of the overall population and District 3 is above. K. Johnson proposed scenarios for redistricting, he explained that this would cause all the Commissioners to be up for reelection in 2022 because of the change in District 2, 3, 4 and 5. District 1 is already up for election in 2022. K. Johnson informed the Board that they will need to prepare a Commissioner Plan to include the areas, the number of people in the district and the schedule to stagger the terms and this can be done in 2022. This will need to be completed by April 26, 2022.

### County Coordinator

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

CHAMBERLAIN OIL COMPANY	\$2,551.40
JACKSON'S HEAVY EQUIPMENT TRAINING, LLC	\$5,500.00
LARSON OIL, INC	\$10,803.15
MN STATE AUDITOR	\$2,797.00
NELSON AUTO CENTER	\$6,447.87
SAG'S HARDWARE HANK, INC.	\$3,176.03
TRI COUNTY COOP OIL ASSOC	\$5,730.97
ZIEGLER, INC.	\$31,944.90
CARDMEMBER SERVICE	\$2,861.80
COUNTIES PROVIDING TECHNOLOGY	\$4,975.41
HORMANN/MARK	\$2,000.00
MORRIS ELECTRONICS	\$13,305.76

Per M.S. 375.12, the number of claims totaling \$2,000 or less were 67, totaling \$22,187.65.

Lisa Zahl, County Coordinator, asked for approval to take LeAnn Peyton off the Recorder Fund at Bank of the West and add Leonora Woods. This was approved unanimously upon a motion by Gail and second by Monson.

Zahl updated the Board on the questions that they had asked her to look into. She heard back from District Courts and there are no new COVID restriction for new construction. Zahl told the Board that the Community Garden lot at 103 8<sup>th</sup> St. N was 75 x 100 feet. The new Courthouse would house 32 employees or those that are contracted. Monson presented to the Board the number of gallons of fuel that the Courthouse went through in 2018 – 2021. For the 2019 – 2020 winter season we went through 12,225 gallons. So far from 2020 -2021 we have already gone through 10,625 gallons with a few cold months left for 2021. There was a consensus from the Board to move forward with the Request for Proposals (RFP's) from architects.

Zahl informed the Board that the Executive Committee met regarding the American Rescue Program (ARP) funds. The Committee came up with a few things to move forward with and they will be brought to the full Board for approval once quotes are received. Otherwise the Committee would like to hold off and see what projects other counties around them are doing. It was mentioned that we shouldn't wait and we should move forward with spending the funds.

Zahl informed the Board that the Benefit Committee met and supports going out for Request for Proposals (RFP's) for health insurance this year. Our insurance consultant, Justin Kroeger from Gallagher Inc., told the committee that it is very competitive this year for health insurance and we may get a better outcome with another option than staying with PEIP (Public Employees Insurance Program). The cost of the RFP would be \$6,000.00. Upon a motion by T. Johnson and second by Gail it was unanimously approved to go out for RFP's for Health Insurance this year.

West Central Minnesota Communities Action was notified that they received the Family Homeless Prevention and Assistance Program in the amount of \$232,500. The following resolution would need to be approved so that they can use some of the funds to help residents of Traverse County. The following resolution was approved unanimously upon a motion by Gail and second by Monson:

**Traverse County, Minnesota**  
Resolution No. 21-09

Motion by \_\_\_\_\_ Seconded By \_\_\_\_\_

**Supporting the Family Homeless Assistance and Prevention Program Traverse Application Submitted by West Central Minnesota Communities Action, Inc.**

**WHEREAS**, Traverse County has a commitment to establish a collaborative and comprehensive system for addressing the housing needs for families, youth and single adults who are homeless, or imminently at risk of becoming homeless, and

**WHEREAS**, Traverse County recognizes that there is a need to continually improve the coordination of existing services currently made available by homeless service providers in Traverse County, to assure a "continuum of care" and

**WHEREAS**, Traverse County recognizes the need to stabilize and maintain in their homes, families, youth and single adults at risk of becoming homeless, and

**WHEREAS**, Traverse County recognizes the need to shorten the amount of time that families, youth and single adults stay in emergency shelters: and

**WHEREAS**, Traverse County recognizes the need to eliminate repeat use of emergency shelters by families, youth and single adults; and

**WHEREAS**, Traverse County recognizes the need to provide support services to homeless and high-risk population

**NOW THEREFORE BE IT RESOLVED**, by the Traverse County Board of Commissioners, that they support West Central Minnesota Communities Action, Inc. in operating the "**Family Homeless Assistance and Prevention Program**" from the Minnesota Housing Agency, totaling \$232,500 for the Traverse year October 1, 2021 to September 30, 2023.

Passed by the Traverse County Board of Commissioners this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

**Approved:**

\_\_\_\_\_  
Chair, Traverse County Commissioners

\_\_\_\_\_  
Date

The Board received a letter from Monson Township showing support for the Second Amendment

Dedicated County Resolution.

Zahl gave the Board an update on the property at 610 3<sup>rd</sup> Ave N that the County is going to purchase. County Attorney, Matt Franzese, received the title last Thursday and when doing the Title Opinion found out that there is currently a tax lien for \$25,000. Franzese is going to explore avenues to get the issue resolved before the next meeting so that the Board can move forward with the purchase.

Gail said that Rainbow Rider would be interested in paying rent if we could build a garage and allow them to park their van in it.

Commissioner Reports: Salberg updated the Board on Horizon Public Health, Soil and Water, and Counties Providing Technology. No other Commissioners had reports to give.

Salberg adjourned the meeting at 10:47 a.m.

---

Lisa Zahl, County Coordinator

---

Dave Salberg, Chairman