

Traverse County Commission
Regular Board Meeting
November 7, 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 LELS MOA regarding cash-in-lieu amount; LELS MOA regarding lateral hires; and AFSCME MOA Chief Deputy Assessor, Gail seconded the motion and it was passed unanimously. No conflicts of interest were expressed. The October 17, 2023 Board minutes were approved unanimously upon a motion by Metz and second by Olson.

Highway Department

County Engineer Chad Gillespie and Brian Koch, Highway Maintenance Supervisor, appeared before the Board with a department update. Upon a motion by Gail and seconded by Nelson the following Resolution to support applying for a grant for CSAH 15 LRIP was unanimously approved:

Traverse County Resolution

WHEREAS, SAP 078-615-011 is located on a rural County State Aid Highway (CSAH 15) and starts 1,400 ft North of the South County Line and ends at CSAH 2 (520th St).

WHEREAS, CSAH 15 is a Major Collector that parallels US Trunk Hwy 75 and is a continuation of a connection to Mn St Hwy 28.

WHEREAS, the project is identified in the County Roadway Safety Plan (CRSP) and is eligible for LRIP funds under the Rural Road Safety Account.

WHEREAS, the project aligns with the safety priorities identified in the Minnesota Strategic Highway Safety Plan.

WHEREAS, CSAH 15 connects multiple large private grain facilities, along with multiple highly traveled roads in Leonardsville Township. Many regional farming businesses use this route in their travels. Businesses include but are not limited to Wheaton-Dumont Co-Op, CHS, and Riverview, LLP Dairy.

WHEREAS, Traverse County is dedicated to provide safer roadways for the traveling public including large farm equipment that our roads see in this farming community.

WHEREAS, The project is planned to be constructed in **2024** a planning level construction cost estimate of \$1.045 million.

WHEREAS, Traverse County will be applying for \$1.045 million in LRIP funding for eligible elements and CSAH Construction funds will cover any remaining costs.

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 of Commissioners

Date

Attest:

County Coordinator

Date

Gillespie informed the Board that they have called individuals on piling rocks, and trees and placing tile rolls next to roads that will cause drifting issues. They also call if someone piles snow within the ROW. The draft Road Use Agreement for Wind and Solar Farms will be sent to the Traverse County Solar/Wind Work Group by their December meeting.

Law Enforcement Center

Sheriff Trevor Wright appeared before the Board with a department update. Wright reported that the average jail occupancy for October was 69.28%. Wright informed the board that he hired a new Deputy Sheriff, Tammy Borgheiinck. Thursday they will be meeting with the Salvation Army to discuss the Law Enforcement Center taking over the campaign. Currently, Traverse County doesn't have anyone locally in charge of the Salvation Army. Wright also informed the Board that his office will be buying 5 portable heaters to have on hand in case someone in the County goes without heat and needs to borrow one for a short time.

Soil and Water Conservation District

Sara Gronfeld appeared before the Board with a department update. Gronfeld reported that the Septic System Program didn't have any new permit applications in October. Gronfeld gave updates on the One Watershed One Plan and the Upper Minnesota River Planning Process. Gronfeld ended with the Soil and Water Conservation District updates.

Public Hearing for Peddlers and Solicitors Ordinance

Lisa Zahl, County Coordinator, informed the Board that they received one written comment. County Attorney Matt Franzese edited the ordinance with the comments in mind. The Commissioners discussed the draft ordinance, Franzese mentioned that he put a broad range of provisions in the ordinance and the Board can decide what they would like to change. Schmidt said that the City of Browns Valley and Wheaton both have similar ordinances but they don't cover the rural areas of Traverse County. There were comments from the public. There was a motion by Metz and a second by Nelson to table the Ordinance until the next meeting and unanimously passed.

County Attorney

County Attorney Matt Franzese appeared before the Board and asked to table Hall's Landing and the Ordinance regarding cannabis use and sales in Traverse County until the next meeting.

County Coordinator

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

ADVANCED CORRECTIONAL HEALTHCARE, INC.	\$4,931.58
HOMETOWN PLANNING	\$2,620.00
JERREL OLSON ELECTRIC LLC	\$8,306.48
VALLEY OFFICE PRODUCTS, INC.	\$2,686.05
WEST CENTRAL REGIONAL JUVENILE CT	\$8,049.00
CHS	\$2,064.26
FRONTIER PRECISION, INC.	\$2,376.00
HOUSTON ENGINEERING, INC.	\$4,667.75

LARSON OIL, INC.	\$43,197.80
LITTLE FALLS MACHINE, INC.	\$10,488.11
TITAN MACHINERY	\$6,259.13
TWIN VALLEY TIRE WHEATON, INC.	\$20,180.87
ZIEGLER, INC.	\$609,979.98

Per M.S. 375.12, the number of claims totaling \$2,000.00 or less was 55 totaling \$25,844.82.

The following resolution was approved unanimously upon a motion by Nelson and second by Metz:

**Resolution Authorizing the Traverse County Auditor-Treasurer to make
Electronic Funds Transfers in 2023**

Whereas, Minnesota Statute 471.38 Subd.3 allows a local government to make an electronic funds transfer for the following:

- 1) For a claim for payment from an imprest payroll bank account or investment of excess money
- 2) For a payment of tax or aid anticipation certificates
- 3) For a payment of contributions to pension or retirement fund
- 4) For vendor payments
- 5) For payment of bond principal, bond interest, and fiscal agent service charge from the debt redemption fund

Whereas, Minnesota Statute 471.38 Subd. 3a. authorizes electronic funds transfer to only those local governments that have enacted policy controls.

Now, Therefore, Be It Further Resolved, that the Traverse County Auditor/Treasurer is authorized to make electronic funds transfer per Minnesota Statute 471.38 Subd. 3.

Be IT Further Resolved, that the authority to make electronic funds transfer is further extended to include the Auditor/Treasurer office and payroll staff under the supervision of the Auditor/Treasurer as necessary to initiate and complete electronic funds transfers to pay expenditures of and for Traverse County.

Be It Further Resolved, that as part of the policy control procedures, a list of all claims paid which includes electronic funds transfer be presented to the board at monthly regular scheduled meetings.

Adopted this 7th day of November 2023.

Kayla Schmidt, Board Chair

Attest:

Lisa Zahl, County Coordinator

Zahl presented the Board with three Memorandum of Agreements. The first is a LELS MOA for an employee receiving cash in lieu of the County's Health Insurance with proof of a qualified plan with a maximum deductible of \$8,050.00 for a single plan and \$16,100.00 for a family plan, this was approved unanimously upon a motion by Olson and second by Gail. Second is a LELS MOA concerning a lateral

hire receiving a starting bank of vacation and sick leave with a minimum of five years of job experience which is directly related to the position for which they are hired, this was approved unanimously upon a motion by Gail and second by Metz. Third is an AFSCME MOA to add the Chief Deputy Assessor position to the bargaining unit and assign Kayla Kleindl to the position, this was approved unanimously upon a motion by Gail and second by Metz.

Zahl informed the Board that the walk-in freezer at the Traverse Care Center isn't working correctly and needs to be replaced. We don't have a quote on it yet but it will be over the threshold that Traverse County is responsible for. There was discussion regarding checking with Minnewaska to make sure that it has to be replaced or can it be fixed. Upon a motion by Nelson and second by Metz it was unanimously approved to replace or fix the walk-in freezer.

Public Comment

There were no public comments.

Committee Reports

Schmidt attended the Upper Minnesota Watershed Board.

Schmidt adjourned the meeting at 10:06 a.m.

Lisa Zahl, County Coordinator

Kayla Schmidt, Chair