

Traverse County Commission
Regular Board Meeting
November 5, 2019

The meeting was called to order at 9:00 a.m. by Commission Chair Todd Johnson. Other commissioners present included Dave Salberg, Tom Monson, and Mark Gail. The Pledge of Allegiance was recited. Upon a motion by Monson and second by Gail, the agenda was approved unanimously 4-0. Kevin Leininger joined the meeting at 9:02 a.m.

Public Hearing for Electric Substation

The Board held a public hearing for comments regarding the construction of an electric substation and splitting of land to accommodate the substation. Ben Oleson, Zoning Administrator, explained to the board that approvals required include a condition use permit for the construction of essential services as per Section 8 of the Traverse County Land Use Ordinance. T. Johnson asked for public comments; Jim Hubbard from Otter Tail Power gave a little more background on the electric substation. There were no other public comments.

Planning & Zoning

Oleson, explained that the Planning Commission/Board of Adjustment met and reviewed the Conditional Use Permit request from Otter Tail Power Company and on a unanimous vote (3-0), they have recommended approval of the requested essential service conditional use permit with the understanding that if the applicant's preferred location closer to the railroad can be approved without a separate variance from structure setback requirements, the Planning Commission recommends that be done so as to avoid impacts to the drainage way/ditch running through the property. Leininger made a motion to approve the conditional use permit with the preferred location closer to the railroad along with the findings of facts as were recommended by the Planning Commission/Board of Adjustment, second by Monson and approved unanimously.

The Board reviewed the permit report for October with no questions.

Highway Department

Chad Gillespie, County Engineer presented the department update.

Monson made a motion to approve the Snow and Ice Control Policy there was a second by Gail, with discussion regarding the 6:00 a.m. start time to follow. The Snow and Ice Control Policy was unanimously approved.

The 2019 Highway Department Wingman list was unanimously approved upon a motion by Salberg and second by Monson.

The following resolution was approved unanimously upon a motion by Monson and second by Leininger:

**RESOLUTION TO WAIVE MUNICIPAL STATE AID CONSTRUCTION ALLOTMENT
REQUIREMENT IN 2020**

WHEREAS, Traverse County is planning a road construction project in the City of Browns Valley on Municipal State Aid Highway 105 in 2020 utilizing Traverse County's accumulated Municipal State Aid Construction fund balance for participating costs; and

WHEREAS, this project would further benefit from the addition of Traverse County's 2020 Municipal State Aid Account apportionment's because its Engineer's Estimate exceeds Traverse County's available balance; and

WHEREAS, Traverse County has accumulated three years' worth of Municipal State Aid Construction funds and current policy allows up to three years' worth or \$500,000, whichever is greater, of unencumbered construction fund balance as of December 31 without a deduction in a county's 25-year construction needs; and

WHEREAS, Traverse County intends to advertise for bids for this project by December 31, 2020.

NOW, THEREFORE, be it resolved that the County of Traverse through its Board of Commissioners requests approval to exceed said limits.

BE IT FURTHER RESOLVED, this request for extension is for two years only through December 31, 2021. Dated this _____ day of November 2019.

Traverse County Board of Commissioners
By _____
Todd Johnson, Board Chair

Attest _____
Lisa Zahl, County Coordinator

Gillespie is applying for a State Park Road Account Grant for Lake Valley Township road going to the Mustinka River access. This would fully fund a full depth reclaim and repaving for the portion of the road that is currently paved. If unsuccessful this year, Gillespie will be applying again, as long as the grant is available. He may also seek local cost share options as that may increase the chance of getting the grant.

Annual Bridge inspections have started.

We had a total of 18 roads barricaded from the flooding that occurred October 22 and 23, 2019.

Spring flooding total, pending small project certification, is \$594,178.00.

Law Enforcement

Trevor Wright, Sheriff, and Brenda Bartz, Jail Administrator, appeared before the Board and gave the jail update.

The usage for the month of October was at 64%.

The Department of Corrections jail inspection was held on October 25, 2019. Mandatory requirements are 99.18% in compliance and 98.95% in compliance with essential requirements. Wright commented that they have come a long way in the last 3 years. In 2016 the mandatory requirements were at 80.99% compliance and the compliance for essential requirements was at 81.05%. The inspections went from every year to every other year. Bartz and the staff have worked hard to get the compliance rating to where it is now.

Wright informed the Board that the insurance company will cover the repair to the recreation room window. The new motors will cost \$9,520.00 and labor will be \$4,200.00.

Soil and Water Conservation District

Sara Gronfeld appeared before the Board with a department update.

SWCD staff applied for a cover crop demonstration grant. Gronfeld was aware many applications were submitted with limited funding available. Grant awards will be posted in December.

The Subsurface Sewage Treatment System Program received a permit from Dan Binsfeld for a large individual sewage treatment system in shoreland zone.

SSTS upgrade grant funding is available for fixing failing septic systems.

Wetland agricultural exemption applications for tiling projects were reviewed and decisions have been made by staff.

Upon a motion by Salberg and second by Leininger the 2020-2021 Feedlot Program Work Plan was approved unanimously.

County Coordinator

A motion was made by Salberg to approve the October 15, 2019 Board minutes, seconded by Monson, the minutes were approved unanimously. Upon a motion by Leininger and second by Gail, the following bills were approved unanimously:

ESRI	\$3,071.08
FLEET SERVICES	\$2,752.47
HOMETOWN PLANNING	\$4,700.00
MN STATE AUDITOR	\$3,807.00
RAINBOW RIDER	\$2,478.00
SGTS, INC.	\$3,252.48
TRAVERSE COUNTY HIGHWAY DEPT	\$5,086.09
JOHN DEERE FINANCIAL	\$4,277.55
RDO EQUIPMENT TRUST ACCT. 80-5800	\$4,977.50
TRUE NORTH STEEL	12,744.00

Per M.S. 375.12, the number of claims totaling \$2,000.00 or less were 44, amounting to \$14,591.89.

Upon a motion by Monson and second by Leininger, the Board unanimously approved to set a cap of \$10,000.00 on the ordinance review process with Hometown Planning. Prior approval by the Board would be needed for any amount over the cap.

Upon a motion by Monson and second by Salberg the Board unanimously approved the West Central Initiative request for 2020 of \$1,600.00.

The Board agreed to move forward with the USDA loan, Traverse County will receive half of what the County and HDG have put into the Traverse Care Center for projects that were delegated when the paperwork for the loan was started. K. Johnson estimates that we will be able to get an interest free loan for \$150,000.00 – \$160,000.00. The work has already been

paid for so the Board can decide what project they would like to use the loan for, there was discussion about putting the money into the Traverse Care Center building since Traverse County still owns it. A decision will be made at a later date.

Monson asked the Board if they have thought about a backup plan for the Courthouse if the grant falls through at the end of May 2020. He said that something needs to be done with the Courthouse. T. Johnson said that we submitted the grant application and we have to wait until the deadline, which is the end of May. Salberg urged the other Commissioners between now and the end of May to keep contacting our representative, Jeff Baker, reminding him to support our grant application. Lisa Zahl, County Coordinator, mentioned an email that was received from Karr Tuckpointing LLC. They were following up on the exterior masonry repair proposal that they did for the Traverse County Courthouse a year ago. They want to know if we would like to proceed with this project. The consensus of the Boards was not to move forward with the repairs.

There was Board consensus to keep Traverse County's Minnesota Counties Intergovernmental Trust voting delegate, Salberg and our alternate, T. Johnson.

T. Johnson adjourned the meeting at 9:45 a.m.

Lisa Zahl, County Coordinator

Todd Johnson, Board Chairman