

Traverses County Commission  
Regular Board Meeting  
August 3, 2021

The meeting was called to order at 9:00 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 upon a motion by Gail and second by Monson. The July 20, 2021 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, appeared before the Board. Gillespie presented the Board with a preliminary budget and gave them a brief overview. Road grading training was taking place the day of the meeting and Gillespie invited the Board to attend a classroom portion that afternoon. Monson asked Gillespie about the grass growing through cracks on the Johnson road, Gillespie said that the portion of road in question is north of Hwy 6, and that a mastic project is scheduled for this year, but the contractors have not provided a date. Monson also asked about the mowing progress. Gillespie provided the Board with charts depicting snow and ice control history. Gillespie then provided the Board with a project updates including the seal coating project that will not begin until August 16<sup>th</sup>, 2021, the box culvert project has been delayed until the end of September, Highway Department with be crushing this month, and he is waiting for the contractor completing Mastic applications to let him know when they will be starting.

**Public Hearing**

The Board held a public meeting for comments on the County's intent to appoint the office of County Recorder. The Board discussed aspects of the decision and there were no public comments.

**Traverse Care Center**

Dylan Hanson, Executive Director, appeared before the Board with a quarterly update. Hanson informed the Board that the facility completed an annual survey conducted by the State Department of Health from May 3, 2021 through May 6, 2021; there were 12 Federal Deficiencies and 9 Life Safety Code Deficiencies. A July 12, 2021 recheck reflected compliance in all areas. Hanson went on to highlight results of a Resident and Family Satisfaction Survey. Hanson informed the Board that a new Director of Nursing and Marketing/Admission Liaison and Maintenance Supervisor were hired. Results of and Employee Engagement Survey was presented to the Board as well as census numbers. In closing Hanson informed the Board that the concrete work at Prairieview Place was completed July 29, 2021 and that the Traverse Care Center is looking for a beautician. Salberg asked about the landscaping, Hanson said that the new Maintenance Supervisor will be taking care of it.

**Law Enforcement Center**

Sheriff Trevor Wright and Brenda Bartz, Jail Administrator, appeared before the Board. Bartz reported that the census at the jail was 54.45% for the month of July. They remain busy with inmate mental health and managing the recovery of a sprinkler accident that resulted in substantial water damage to the facility. Wright informed the Board that Marion Haatajah, Administrative Assistant, has resigned and they are currently advertising for her replacement. Wright requested permission from the Board to fill the vacancy upon motion by Schmidt and second by Gail permission was granted unanimously. Wright went on to propose his ideas regarding cameras at the county park but wanted to determine the

goal the Board had in mind before proceeding. Wright will research options for installing cameras that are capable of live feeding to the LEC. At this point Wright requested that the Board close the meeting. Salberg asked for a motion to close the meeting pursuant to section 13d.05, subdivision 2 for purposes to discuss an active criminal investigation. Upon motion by Gail and second by Schmidt the meeting was closed unanimously.

There was a motion by Gail and second by Schmidt to reopen the meeting. Salberg announced that the result of the closed meeting is that the Board was updated on an active criminal investigation.

#### **Soil and Water Conservation District**

Sara Gronfeld, District Manager, appeared before the Board with a department update. Gronfeld reported that 3 new septic permit applications were received in July. One application for Wetland Conservation Act for Riverview and Tintah Township for a road improvement project at Tintah Sec. 12 NE Corner. Feedlot registrations are due December 31, 2021. Gronfeld presented the Board with the updated LiDAR Data Acquisition Agreement, upon motion by T. Johnson and second by Gail the updated agreement was passed unanimously. The USDA service center remains locked with business by appointment only and the Conservation Corps Apprentice will be concluding his service August 13, 2021.

#### **Treatment Court Coordinator**

Karen White, Treatment Court Coordinator for the 8<sup>th</sup> Judicial District Treatment Court, appeared before the Board and gave updates highlighting the work her agency has been doing. White said that program has had 53 graduates in the seven years since the agency began with 70% of those who have graduated from the program have not been charged with a new crime and 63% have had no known relapses. The agency facilitates helping individuals acquire such things as General Education Diplomas and drivers licenses, employment and helps them set up a plan to repay fines and penalties. With a 36% increase in program participation, White is working on a grant to support the hiring of an additional coordinator.

#### **Horizon Public Health**

Ann Stehn, Administrator for Horizon Public Health appeared to present their annual update. She displayed the Horizon Public Health web site that contains the Annual Financial Report and highlighted various sections of the report such as the 10 Essential Health Services they provide, the Community Health Assessment and the Community Health Improvement Plan. She informed the Board that their organization has become accredited and are recognized on a national level.

#### **County Coordinator**

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

Anderson Law Office, PA	2,065.00
BOIS DE SIOUX WATERSHED DISTRICT	31,007.00
Fleet Services	3,291.74
Hometown Planning	2,450.00
KRENZ - TREASURER/BRAD	9,967.40
WHEATON HEATING AND AIR CONDITIC	4,600.00
COMMISSIONER OF TRANSPORTATION	2,144.01
POWERPLAN OIB	7,055.50
TRUE NORTH STEEL	17,438.79

Per M.S. 375.12, the number of claims totaling \$2000 or less were 36, totaling \$15,856.53.

Lisa Zahl, County Coordinator, presented the Resolution Establishing the Appointed Office of County Recorder for Board approval, upon motion by Gail and second by Monson the following resolution was passed unanimously:

**RESOLUTION ESTABLISHING THE APPOINTED OFFICE OF COUNTY RECORDER**

WHEREAS the office of Traverse County Recorder is currently an elective office; and

WHEREAS the elected Traverse County Recorder will be retiring effective August 1, 2021, prior to the term expiration date of December 31, 2022; and

WHEREAS the office of County Recorder will be vacant within the meaning of Minn.Stat. § 351.02(2); and

WHEREAS the Traverse County Board of Commissioners (Board) wants to ensure that the individual holding this position possesses the skills and/or experience necessary to properly carry out the responsibilities of this position; and

WHEREAS the office of Traverse County Recorder may be rendered an appointive office by Resolution of the Board pursuant to Minn. Stat. § 375A.1205, subd. 6; and

WHEREAS the August 3, 2021, meeting of the Board did provide an opportunity for public comment of the Board's decision.

NOW THEREFORE BE IT RESOLVED that pursuant to Minn. Stat. § 375A.1205, the Traverse County Board of Commissioners shall render the office of Traverse County Recorder appointive, effective September 6, 2021.

Attested to by:

\_\_\_\_\_  
Lisa Zahl, Coordinator

\_\_\_\_\_  
Date

The Board discussed the courthouse and different options. Monson had asked Zahl to obtain the square footage of the courthouse offices which she presented. Zahl had also been in touch with other county administrators to get different RFP layouts and the Board is still waiting to hear from the court system to determine their needs in the planning process. The Board agreed to wait to hear back until further action is taken on the RFP's.

Zahl presented the Viking Library System 2022 budget request. A representative from the Viking Library System will be attending an upcoming meeting to go over their Annual Report.

Ann Stehn, Administrator from Public Health, updated the Board on the new CDC guidelines highlighting the recent information on the Delta variant and the prospects and statistics of the mask recommendations resuming. Stehn said that 65% of county residents have received at least one dose of the Covid vaccine with a 92% vaccination rate in those 65 or older.

Kit Johnson attended the meeting to provide the Board with department specific budgets for 2022 and pointed out the 7.55% increase over the 2021 levy. Monson suggested that the Board hold a Budget meeting to go over each budget, which will be held on August 11, 2021 at 9:00 a.m. K. Johnson said that by end of September the levy needs to be certified and a Truth in Taxation meeting scheduled.

K. Johnson did an analysis of Traverse Care Center and Prairie View Place bond payments and went on to discuss the lease that is renewing in November 2021.

Salberg called for any general updates from the Board which there weren't any.

Zahl reminded the Board of an invitation extended by Jamie Beyer to attend the Red River Watershed Management Board Meeting and tour on August 17, 2021.

Salberg adjourned the meeting at 11:12 a.m.

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Lisa Zahl, County Coordinator

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Dave Salberg, Chairman