

Traverse County Commission
Regular Board Meeting
June 18, 2024

The meeting was called to order at 10:06 a.m. by Commission Chair Mark Gail. Other Commissioners present were Jerrel Olson, Dwight Nelson, Chad Metz, and Kayla Schmidt. The Pledge of Allegiance was recited. The agenda was approved unanimously upon a motion by Schmidt and second by Metz. There was no conflict of interest expressed. The June 4, 2024, Board minutes were unanimously approved upon a motion by Olson and second by Metz.

Highway Department

Chad Gillespie, County Engineer, and Brian Koch, Highway Supervisor appeared before the Board with a department update. Gillespie went over informational items including stripping at the Murphy Pit, they have received their new Tandem Truck, and the contractor is hauling for CP 24-02 CSAH 9 graveling from CSAH 10 to CSAH 16. The CSAH 4 project is scheduled to start July 8 and the summer seasonal employees are starting to mow. Metz asked Gillespie if they could spray the vines on the chain link fence on the County Bridge, the vines are blocking the view for the turn. Gillespie agreed to look into this.

Legislative Update

Representative Jeff Backer appeared before the Board to give legislative updates which include tax forfeiture, mental health, HHS items, and transportation. There will be a bonding bill next year.

Zoning

Zoning Administrator Ben Oleson appeared via Zoom to discuss fees for permits. A Conditional Use Permit has a fee of 3% of the project cost. The Commissioners are looking into changing this for local versus industrial. County Attorney Matt Franzese mentioned that some counties have a flat fee and then wording that says if the permit costs are more than the fee they will be billed for the additional costs. Schmidt made a motion to keep the 3% fee on the project cost for Conditional Use Permits for industrial projects and add a \$250.00 fee on all other Conditional Use Permits, seconded by Nelson followed by discussion. There was concern that we only have one example from other counties to consider. The Board would like Oleson and Franzese to look into other options. The motion failed 1 - 4 with Schmidt in favor.

County Attorney

County Attorney Matt Franzese appeared before the board to discuss Browns Valley's dilapidated buildings. There is a new unclaimed property statute that states prior to managing tax forfeited lands the county must first offer them for sale by way of auction and sell at a minimum bid that is at fair market value. If the property is not sold we have to hold it for 30 days to give others a chance to purchase it. If no one purchases it then it can be sold to the City for fees, back taxes, and assessments. Kit Johnson will be doing a forfeited property sale in the near future. Another change was that the county has to allow the past property owner the ability to repurchase it for all the fees, back taxes, and assessments.

Auditor/Treasurer

Auditor/Treasurer Kit Johnson appeared before the Board with a department update. Johnson explained the process of a tax settlement. Johnson asked for approval of the following resolution authorizing Johnson to have access to the Minnesota Department of Education (MDE) portal. Upon a motion by Olson and second by Metz the following resolution was passed unanimously:

Education Identity and Access Management Traverse County Board Resolution

The Minnesota Department of Education (MDE), Professional Educator Licensing Standards Board (PELSB), and Office of Higher Education (OHE) require annual designation of an Identified Official with Authority (IOwA) for each local government that uses the Education Identity and Access Management (EDIAM) system. The IOwA is responsible for authorizing, reviewing, and recertifying user access for their local government agency in accordance with the State of Minnesota Enterprise Identity and Access Management Standard, which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. The IOwA will authorize user access to State of Minnesota Education secure systems in accordance with the user's assigned job duties, and will revoke that user's access when it is no longer needed to perform their job duties.

Your County board must designate an IOwA to authorize user access to State of Minnesota Education secure websites for your organization. This EDIAM board resolution must be completed and submitted to the Minnesota Department of Education annually, as well as any time there is a change in the assignment of the Identified Official with Authority.

It is strongly recommended that only one person at the local government agency or organization is designated as the IOwA. The IOwA will grant the IOwA Proxy role(s).

Designation of the Identified Official with Authority for Education Identity and Access Management

Organization Name: Traverse County

6-Digit or 9-Digit Organization Number: 0078-91

County Administrator name: Lisa Zahl

Will act as the IOwA? _____ Yes X No

If no, identify below the individual who will act as the IOwA for your organization.

The Superintendent or Exec. Director recommends the Board authorize the below named individual(s) to act as the Identified Official with Authority (IOwA) for this organization:

Print Name: Kit Johnson

Title: County auditor/Treasurer

Board Chair Signature:

Name: _____

Date: _____

Johnson went over other general updates.

County Coordinator

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

BROWNS VALLEY HISTORICAL SOCIETY	\$5,000.00
COUNTIES PROVIDING TECHNOLOGY	\$5,459.72
DEPT OF HUMAN SERVICES ECPN	\$5,656.55

ERIC'S AUTO AND GLASS	\$2,403.52
GAZETTE PUBLISHING, INC.	\$2,852.50
HORMANN/MARK	\$2,200.00
MIKE'S ALIGNMENT AND BRAKE	\$2,204.50
MORRIS ELECTRONICS	\$73,708.90
NORTHLAND TRUST SERVICES	\$7,006.25
PICTOMETRY INTERNATIONAL CORP.	\$24,875.00
QUADIENT FINANCE USA, INC.	\$2,000.00
SGTS, INC.	\$3,823.12
TRAVERSE COUNTY AGRICULTURAL ASS.	\$15,060.00
TRAVERSE COUNTY HISTORICAL SOCIETY	\$5,000.00
US BANK	\$11,310.00
VIKING LIBRARY SYSTEM	\$37,294.00
WHEATON EDA	\$2,000.00
HENNEN LAWN CARE	\$27,972.00
LARSON OIL, INC.	\$22,014.00
TOWMASTER	\$157,616.65
TWIN VALLEY TIRE WHEATON, INC.	\$2,117.00
ZIEGLER, INC.	\$10,010.42
LSS – ST PAUL	\$5,217.54
PLACEMENTS	\$23,798.07
CEP	\$9,761.31
TC COLLABORATIVE	\$5,873.00
MORRIS ELECTRONICS	\$6,388.65
MEDICAL REIMBURSEMENTS	\$2,076.42
TRAVERSE COUNTY	\$2,500.00

Per M.S. 375.12, the number of claims totaling \$2,000.00 or less were 72 in the amount of \$43,076.04.

There was a motion by Olson to accept the bid from Schmitt's in the amount of \$4,420.00 regarding the grease trap at the Traverse Care Center, seconded by Nelson followed by a discussion. Since the bid is under \$5,000.00 Traverse County isn't responsible for payment on this. Olson rescinded his motion and Nelson rescinded the second.

Lisa Zahl, County Coordinator informed the Board that she would like extra time getting more information together for the union strategy discussion.

Sheriff Trevor Wright applied and received a Firearms Storage Grant in the amount of \$8,161.93 that will be used to purchase a gun wall vault and evidence locker. The grant was approved unanimously upon a motion by Metz and second by Olson.

Public Comment Period

There were no public comments.

Committee Reports

Metz attended the Rainbow Rider and SWCD. Nelson attended the Personnel Committee, Bois de Sioux Water Shed, Primewest, District 4, Horizon Public Health, Soil and Water, and Western Prairie. Schmidt attended HRA, Bois de Sioux Water Shed Policy Committee, Social Services, Emergency Services Board meeting, and Social Services Preplacement.

Gail adjourned the meeting at 11:22 a.m.

Lisa Zahl, County Coordinator

Mark Gail, Chair