

Approved Minutes Emmet County Board of Supervisor Minutes  
September 7, 2021 at 9:00 a.m.  
Regular Meeting  
Board Room, Courthouse

Present: Jeff Quastad, Chair  
Tim Schumacher, Vice-Chair  
John Pluth  
Todd Glasnapp  
Lisa K. Hansen

Absent:

Meeting ID: 815 0982 3446

Passcode: 091459

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Quastad, Chair, called the meeting to order. All in attendance recited the Pledge of Allegiance. Motion by Glasnapp, second by Hansen to approve the minutes from last week's meeting with corrections, also approving them for publication. All ayes, motion carried.

During public forum, Emmet County Auditor, Amy M. Sathoff reported that Emmet County will receive the second half of the American Rescue Plan (ARP) funds one year after the receipt of the first half. The first half of the funds were received by Emmet County on July 22, 2022.

Sathoff has worked on the Revenue Loss Calculator and does feel that Emmet County will be able to claim Revenue Loss.

Pluth reported on the 3<sup>rd</sup> Judicial District meeting he attended last week.

Hansen met with the Emmet County Employee Health Committee last week and reported on that meeting.

Pluth met with Jason Perkins regarding the Public Health Building Renovations.

Sathoff reported that the ED 3Reclassification and Annexation reports were received and it will be put on the Agenda for next week to set the Public Hearing.

Emmet County Engineer, Walter Davis-Oeth joined the meeting and presented a Utility Permit for Craig White to bore under the road with 2" PVC for waterline sleeve on A20. Motion by Hansen, second by Schumacher to approve the permit. All ayes, motion carried.

The Board discussed intersection lighting with Davis-Oeth. Davis-Oeth reported that crews are almost done with crushing.

The Board and Davis-Oeth and the Board discussed the pipeline projects that will be going through Emmet County. Public Hearing will be held toward the end of September.

Motion by Hansen, second by Schumacher to adjust the Emmet County Board of Supervisors Departmental FY2022 budget allocation to \$488,185 due to recent L.O.S.S.T. fund allocations. All ayes, motion carried. L.O.S.S.T. funds allocated but not expended to date include:

2017-18 Bike Trail Signs	\$ 4,000	FY2021-22 City of Estherville – Pool	\$50,000
2021-22 Election Equipment Purchase	\$109,084	FY2021-22 Conservation Building Project	\$50,000
2021-22 Gravel Pit Purchase Reimbursement	\$300,000		

September is National Voter Registration Month. Motion by Glasnapp, second by Pluth to proclaim the month of September National Voter Registration Month. All ayes, motion carried.

Emmet County Attorney, Melanie Summers Bauler joined the meeting to update the Board on a recent Department Head meeting.

Auditor Sathoff shared with the Board that ARP funds were discussed by the Department Heads and that Emmet County will need to utilize their Procurement Policy Process when expending ARP funds. Auditor Sathoff will send that policy out to everyone.

Auditor Sathoff requested that 1-2 Supervisors attend the monthly Department Head meetings. Supervisors Schumacher and Quastad will attend the meetings. Supervisor Hansen will be an alternate. The next meeting will be on October 6, 2021 at 9:00 am in the Courtroom.

Summers Bauler reported that masks are now required on the third floor court controlled public areas. When in the courtroom the Judge or Magistrate can allow masks to be removed.

Summers Bauler shared that Kathy Preston reported that Emmet County COVID 19 numbers are going up but no changes yet for masking in the remainder of the courthouse. Public Health will also be offering Booster clinics when available. Public Health currently offers a free COVID19 saliva test, that if returned to Public Health, results can be obtained within 24 hours.

From an Employer stand point, if Emmet County Employees have COVID 19 and test positive for COVID 19, Emmet County can require the employee to stay home and follow current CDC guidelines for their safe return to work. Emmet County employees will need to utilize vacation, sick leave or unpaid leave for their time off.

Motion by Pluth, second by Hansen to adjourn the meeting at 9:55 a.m. All ayes, motion carried.

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Amy M. Sathoff  
Auditor

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Jeff Quastad  
Chair