

Unapproved Minutes Emmet County Board of Supervisor Minutes
 February 15, 2022 at 9:00 a.m.
 Regular Meeting
 Board Room, Courthouse

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

Absent:

Zoom Meeting Information:

Meeting ID: 814 3889 9056

Passcode: 814494

One tap mobile

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

During public forum, Emmet County Veteran's Affairs Director, Casee Ross joined the meeting to share that the Veteran's Affairs Commission is changing the hours that the Veteran's Affairs/General Assistance office will be open to better serve Emmet County during high traffic hours. The office will be open from 8:00 a.m. until 4:00 p.m., Monday through Friday with a posted half an hour lunch from 12:30 p.m. to 1:00 p.m.

Ross also shared that the training from March 7-11th, 2022 that was to be held in Texas will now be held virtually.

Auditor Sathoff informed the Board that the DNR Site Visit for the Denmark 26 site will be held this Thursday, February 17, 2022 at 8:30 a.m.

Sathoff also reminded the Board that the joint meeting with Palo Alto County is next week.

Schumacher and Quastad attended the State Supervisors meeting last week.

Glasnapp attended the Safety meeting yesterday and will be attending a NW IA Housing meeting tomorrow.

The Board discussed various upcoming meetings and progress of the courthouse renovation project and current Public Health plumbing project.

Emmet County Auditor, Amy M. Sathoff shared the following FY2023 Max Levy and Emmet County Budget Timeline:

FY2023 EMMET COUNTY BUDGET TIMELINE	
Date	Description
02/08/2022	Set Public Hearings for Max Levy Hearing and FY2023 Budget Hearing
02/15/2022	Reset Max Levy Public Hearing
02/25/2022	Send Max Levy Notice to Newspapers
03/02/2022	Publish Max Levy Notice - Armstrong
03/03/2022	Publish Max Levy Notice - Estherville
03/11/2022	Send FY2023 Budget Hearing Notice to Newspapers
03/15/2022	Max Levy Public Hearing at 9:30 a.m., adopt max levy resolution & reset FY 2023 Emmet County Budget Public Hearing
03/16/2022	Publish FY2023 Budget Hearing Notice - Armstrong
03/17/2022	Publish FY2023 Budget Hearing Notice - Estherville
03/29/2022	FY 2023 Emmet County Budget Public Hearing @ 9:30 a.m.

The Board will need to reset the Max Levy Public Hearing to be held on March 15, 2022 at 9:30 a.m. due to the requirement that the Max Levy Public Hearing needs to be held a minimum of 10 days prior to the Emmet County 2023 Budget Public Hearing.

Motion by Schumacher, second by Hansen to reset the FY2023 Max Levy Public hearing to March 15, 2022 at 9:30 a.m. All ayes, motion carried.

Motion by Schumacher, second by Glasnapp to have Chairman Quastad sign the Audit Engagement Letter with Winther, Stave & Company, LLP. All ayes, motion carried.

At 9:30 a.m. the Chairman opened the public hearing on the Emmet County Budget Amendment #2 for FY2022. The Amendment was duly published and no written comments were received in the Auditor's Office. The Amendment Summary is as follows:

FY22 BUDGET AMENDMENT #2 SUMMARY

EMMET COUNTY BUDGET AMENDMENT #2 - February 15, 2022

EXPENDITURES		
Department	Reason	Amount
	Service Area 01 - Public Safety and Legal Services	

Medical Examiner	Autopsy, Medical Examiner and Transportation	\$ 25,000.00
	Total Service Area 01	\$ 25,000.00
Service Area 09 - Administration		
General Services	Building Renovations (ARPA Funds offset)	\$ 100,000.00
Board of Supervisors	LOSST Funds - Gravel Pit Purchase	\$ 300,000.00
Annex	Plumbing Project (ARPA Funds offset)	\$ 33,000.00
	Total Service Area 09	\$ 433,000.00
Service Area 00 - Capital Projects		
Conservation Trust	Building	\$ 30,000.00
	Total Capital Projects	\$ 30,000.00
	TOTAL AMENDMENT EXPENDITURES	\$ 488,000.00

Motion by Schumacher, second by Hansen to close the public hearing. Roll Call Vote: Ayes: Schumacher, Hansen, Glasnapp, Quastad Nays: None. Motion carried.

No written comments on the budget amendment were received by the Auditor's office. Motion by Pluth, second by Glasnapp, to approve the budget amendment as published and presented by Auditor Sathoff. All ayes, motion carried.

Emmet County Sheriff, Mike Martens along with Emmet County Recorder Diann Minion, Emmet County Attorney, Melanie Summers Bauler, IT Director, Lisa Rosburg, and Victim Witness Coordinator, Michelle Howing joined the meeting to discuss issues with the current courthouse Internet speeds.

IT Director, Lisa Rosburg will obtain quotes for increasing the speed by next week.

The Board reviewed the following Manure Management Plan:

Owner	Facility Name	Site Number
Jeff Anderson	JANS Farms Inc. #2	#57870

The Board will continue with a FY2023 Budget work session upon adjournment of this meeting.

Motion by Glasnapp, second by Hansen to adjourn the meeting at 9:50 a.m. All ayes, motion carried.

Amy M. Sathoff
Auditor

Jeff Quastad
Chair