

Approved Minutes Emmet County Board of Supervisor Minutes  
May 2, 2023 at 9:00 a.m.  
Regular Meeting  
Board Room, Courthouse

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

Absent: None

Media: Mike Tidemann and Ed Funston

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

During Public forum, Auditor Sathoff reported that the ARPA funding annual report due on April 30, 2023 was completed on time.

Auditor Sathoff reminded the Board that the meeting with the CMBA Architects is from 1:00 p.m. to 3:00 p.m. on Wednesday of this week.

Quastad discussed an ECCOG meeting he attended.

Schumacher gave an update on RIDES meetings he attended.

Hansen shared an email regarding an IUB filing she was sent from Snyder and Associates.

Glasnapp reported that there is a need for gravel at the Fairgrounds due to settlement after some utility work. Discussion was held regarding the invoicing of the gravel for this project. Secondary Roads will resolve the issue for this weekend's Rodeo.

Emmet County Engineer, Walter Davis-Oeth joined the meeting and presented a utility permit from Alliant Energy for installing a new 45-foot pole within the west ROW of 570<sup>th</sup> Avenue, approximately 1800 feet south of the center line of state highway 15. Alliant will also be installing #1 AL single phase primary cable from the pole underneath 570<sup>th</sup> avenue through the back of the east ROW. Cable will be installed in 2" innerduct at a minimum depth of 48".

Motion by Pluth, second by Hansen to approve the permit as presented. Motion carried.

Secondary Roads has an operator position opening for the Dolliver area.

Davis-Oeth is presently reviewing the road ordinance from Ahlers & Cooney.

Davis-Oeth and the Board discussed Peterson Point signage requests. Davis-Oeth will work with the Peterson Point group on the signage requests.

Davis-Oeth and the Board discussed the need for rip rap on an area of N52. The project will cost approximately \$40,000. The project is in part of a current drainage district. Consensus of the Board was to split the costs 50/50 between Secondary Roads and Drainage District EPA 17.

Davis-Oeth gave a brief road report.

Auditor Sathoff presented two FY2024 Provider and Program Participation agreements. These agreements are now required by the Auditor of State for entities receiving public funding from the county.

Motion by Quastad, second by Pluth to approve the participation agreements for the Armstrong Historical Society and Armstrong Senior Center. All ayes, motion carried.

Veterans Affairs Director Casee Ross joined the meeting. Motion by Schumacher, second by Hansen to reappoint Martin Kane to the Emmet County Veterans Affairs Commission for a three-year term ending 2026. All ayes, motion carried.

Auditor Sathoff presented the Contract to Provide Professional Consulting Services with Cost Advisory Services. Cost Advisory Services would prepare Emmet County's Cost Allocation Plans for FY2023, FY2024 and FY2025. Cost of the service is \$4,450 each year. Motion by Schumacher, second by Quastad to approve the contract. All ayes, motion carried.

The Board appointed Jody Schroeder to replace Greg Matheson on the Emmet County Conservation Board. Motion by Quastad, second by Pluth to approve the appointment. All ayes, motion carried.

The Board would like to thank Matheson for his commitment and service on the Emmet County Conservation Board.

The Board reviewed the following manure management plans:

Owner	Facility Name	Site #
Mike Kollasch	Jack Creek Site	#64637
Summit Pork III, LLP	Denmark 30	#71717
Gary Brown	Bacon Maker	#62852

The Board discussed a request from IT Director Trevor Duckett to obtain a County Credit Card. Consensus of the Board was to sign the request.

The Board will adjourn its regular Board meeting and meet at the Estherville Public Library at noon for a tour of their newly remodeled Community Room. No regular business will be discussed.

Motion by Hansen, second by Quastad to adjourn the meeting at 10:05 a.m. All Ayes. Motion carried.

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Amy M. Sathoff, Emmet County Auditor

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Todd Glasnapp, Chairman