

WADENA COUNTY BOARD OF COMMISSIONERS' MEETING

January 3, 2023

The Wadena County Board of Commissioners' Meeting was held on January 3, 2023 in the Wadena City Council Chambers, 222 2nd St. SE, Wadena, Minnesota. The meeting was called to order at 9:00 am by County Coordinator Ryan Odden and all present recited the Pledge of Allegiance.

Present were: Mike Weyer, Bill Stearns, Jon Kangas, Murlyn Kreklau, Ron Noon, County Coordinator Ryan Odden, Auditor/Treasurer Heather Olson, County Attorney Kyra Ladd, IT Director Dave Hotchkiss, County Engineer Darin Fellbaum, *Review Messenger* reporter Matt Johnson, *Independent News Herald/Verndale Sun* reporter Trinity Gruenberg, County Sheriff Mike Carr via Zoom, County Assessor Lee Brekke via Zoom, Transit Director Randy Jahnke via Zoom, Human Services Director Jennifer Westrum via Zoom, Administrative Services Supervisor Amie Gendron via Zoom, Missy Peterson via Zoom, Renee Godding via Zoom, Dean Uselman via Zoom, and *Wadena Pioneer Journal* reporter Barb Porter via Zoom.

Election of the Board Chairperson and Vice Chairperson: Ryan Odden called for nominations for the Board Chairperson for 2023. Commissioner Kreklau nominated Mike Weyer as the Board Chairperson for 2023. No other nominations were made. Commissioner Stearns made a motion to cease nominations and the board cast a unanimous ballot for Commissioner Weyer to be board chair, this was seconded by Commissioner Kangas. Motion carried unanimously. Commissioner Weyer took over the meeting.

Commissioner Kangas nominated Commissioner Kreklau for Vice Chairperson. No other nominations were made. Commissioner Stearns made a motion to cease nominations and the board cast a unanimous ballot for Commissioner Kreklau to be Vice Chairperson, this was seconded by Commissioner Noon. Motion carried unanimously

Amend/Approve the Day's Agenda: Moved by Commissioner Kangas, seconded by Commissioner Noon to accept the agenda as presented. Motion carried unanimously.

Recognition of Interested Citizens: None present today

CONSENT AGENDA: Moved by Commissioner Stearns, seconded by Commissioner Kreklau to approve the following consent agenda items:

- Approve the 11-28-22 minutes, 11-28-22 Truth in Taxation minutes, 12-13-22 minutes.
- Approve the Warrants for 12-16-2022 and 12-23-22 for a total of \$618,791.54.
- Approve the Human Services Warrants for 1-3-23 for a total of \$8,498.87.

- Approve the Menahga School ECS Contract for 2023 which is an ongoing contract for Public Health to provide Early Childhood Screening Services for the county located school districts. Screening is for 3 to 5 year olds required prior to school entrance.
- Approve the Credit Card Authorization form for a VISA card for Erika Penner.
- Approve the Resolution for the Designation of Depositories & Investments. Per Minnesota State Statute & Auditing Standards, the designation of depositories and investments shall be approved by the governing body annually.

DESIGNATION OF DEPOSITORIES

WHEREAS, Minnesota Statute 118A.02, subdivision 1 (a) states “The governing body of government entity shall designate, as a depository of its funds, one or more financial institutions.” And;

WHEREAS, in accordance with Minnesota Statute 118A.01 through 118A.06, the County Board of Commissioners has the official role to authorize the County Auditor/Treasurer and the Deputy Auditor/Treasurer to select depositories and make investments of funds under Minnesota Statute 118A.01 to 118A.06 on behalf of Wadena County where the following financial institutions are currently in place:

- Wadena State Bank, Wadena MN
- Community First Bank Menahga & Sebeka MN
- Magnifi Financial Wadena, MN
- Mid Central National Bank Staples & Wadena
- MN MAGIC Fund
- US Bank – Moreton Capital Markets, LLC

WADENA COUNTY BOARD OF COMMISSIONERS DATED: January 3, 2023 By:

_____ Attest _____ Board
of Commissioners Chair

- Approve the delegate authority to make electronic funds transfers to the Wadena County Auditor/Treasurer staff under the supervision of the Auditor/Treasurer. Minnesota Statute 385.071 states that “The county board of commissioners shall establish policies and procedures for the investment and expenditure transactions via electronic funds transfer”. The purpose of this to ensure the safety of county funds by controlling the electronic flow of those funds. The County Board shall annually delegate the authority to make electronic funds transfers to the County Auditor-Treasurer or the Auditor-Treasurer’s designee in accordance to the County EFT Policy.

- Approve the cancellation of outstanding Auditor Warrant #50259 issued to Terrence Repasky dated September 10, 2021 for \$75.00. Funds to be transferred to Unclaimed Property account #01.801.5827. Outstanding checks should be cancelled per County Policy May 21, 1998 – Any outstanding check over \$25 issued over twelve months be investigated by the County Auditor/Treasurer and then brought to the County Board for action.
- Approve the resolution to adopt Long Prairie Watershed Plan. Funding for projects come from the state through the BWSR Watershed Implementation Grants (Clean Water Funds)

**A RESOLUTION TO ADOPT AND IMPLEMENT THE LONG PRAIRIE COMPREHENSIVE
WATERSHED MANAGEMENT PLAN**

WHEREAS, Wadena County is an optional member of the Long Prairie One Watershed, One Plan per BWSR Operating Procedures and did not enter into the Long Prairie Planning Memorandum of Agreement; and

WHEREAS, the Board of Water and Soil Resources (BWSR) North Region Committee met on October 5, 2022 and decided to recommend the Plan be approved according to Minnesota Statutes 103B.101, subdivision 14 at the BWSR meeting on October 26, 2022; and

WHEREAS, the Board of Water and Soil Resources (BWSR) met on October 26, 2022 and approved the plan according to Minnesota Statutes 103B.101, subdivision 14.

NOW, THEREFORE, BE IT RESOLVED, that the Wadena County Board of Commissioners hereby adopt and will begin implementation of the Plan for the area of the county within the Long Prairie Watershed identified by the Plan, and

BE IT FURTHER RESOLVED, that the Plan shall serve as a substitute for the Wadena County Local Water Management Plan as per MN Statutes Chapter 103B for areas of the county within the Long Prairie Watershed for the duration of the approved plan.

IN TESTIMONY WHEREOF THE WADENA COUNTY BOARD OF COMMISSIONERS has caused this Resolution to be adopted this 3rd day of January 2023.

ATTEST: WADENA COUNTY BOARD OF COMMISSIONERS

_____ By _____
Wadena County Coordinator Chairperson

- Approve the Summary of Closed Session for Employee Performance Evaluation – County Coordinator. A closed meeting was held for the Employee Performance Evaluation – Ryan

Odden, Wadena County Coordinator. Permitted under Minnesota State Statute 13D.05, Subd. 3(a). on December 20, 2022. Present in the closed meeting County Commissioners Stearns, Kreklau, Kangas, Weyer, Monson, County Attorney Ladd and County Coordinator Odden. In was noted in the evaluation it has one year of the coordination being full time instead of 50% time. The summary is that the majority of categories were in the meets or exceeds expectations. The board outlined areas for improvement going forward, specifically information requests or questions by commissioners need to be completed more timely. Concern that with the coordinator position being compensated on the same pay schedule as the labor agreements that could be perceived as a conflict of interest and should look at setting a salary similar to appointed officials. Appreciation was also expressed by Commissioners for the good work accomplished this past year.

Motion carried unanimously.

REGULAR AGENDA:

Fairgrounds Drainage Project Final Review: County Engineer, Darin Fellbaum said they are working towards closing out the Fairgrounds drainage project with the City of Wadena and MnDOT, an amendment was requested by the City and the County to try and capture all eligible project costs from the 5 Million that was given to the City for the TH 10 and Fairgrounds project for additional work that occurred outside of the original scope of the project. While working with MnDOT State Aid, it was determined that one change order was not eligible for funding. The work of this change order was to relocate a water main on the fairgrounds site in order to make way for the storm sewer drainage system. It was determined in the legislative language that any water main work was not eligible for reimbursement under these funds. The cost of this work would then fall back on the County as it is on County property. I am recommending this Change Order be paid out of the Fairgrounds Account so this project can be closed out. Commissioner Stearns thought that would be the best use of funds. Commissioner Kreklau agreed. Motion by Commissioner Stearns and seconded by Commissioner Kangas to approve the payment of Change Order 2 for SAP 080-594-004 be paid with funds from the Fairground Account. Motion carried unanimously.

Highway Department Annual Purchases: County Engineer, Darin Fellbaum said The Highway Department annually requests permission from the County Board to prepare and accept quotations and bids for equipment rental, metal culverts, dust control contract, aggregate materials, aggregate crushing, bituminous materials, diesel fuel, road side spraying, salt, sand, traffic signs, road striping and sign posts as needed for routine maintenance and operations. These items are all in the 2023 Road and Bridge Budget. The items are as follows: Culverts: \$80,000.00 Equipment Rental: \$12,000.00 Dust Control Contract: \$125,000.00 Aggregate Crushing: \$50,000.00 Bituminous Material: \$95,000.00 Diesel Fuel: \$185,000.00 Road Side Spraying: \$19,000.00 Traffic Signs & Posts: \$31,000.00 Striping: \$30,000.00 Salt/Sand: \$200,000.00 Total: \$827,000.00. Commissioner Kreklau asked how this compared to last year.

Darin said pretty similar to last year. Motion by Commissioner Stearns and seconded by Commission Noon to approve the Highway Department to make its annual maintenance and operations purchases. Motion carried unanimously.

2023 Official Wadena County Newspaper: Auditor/Treasurer Heather Olson in November sent out notices to each of the newspapers that it was time for newspaper bids. They were submitted to her office prior to December 28, 2022 and opened in her office with staff present at 9 a.m. on December 28, 2022. This year the Verndale Sun came in with the lowest bid. Commissioner Kreklau had some comments regarding the subscriptions and thought the Review Messenger had the most subscribers. Commissioner Kangas agrees with Kreklau and said the Review Messenger is a local business and that their circulation has more county subscriptions. Olson stated that Minnesota Statute 279.08 reads that the offer is supposed to be given to whoever has the lowest bid. Commissioner Noon agreed with Olson. Commissioner Kangas made a motion and seconded by Commissioner Kreklau to make the Review Messenger the official newspaper for Wadena County. Roll call vote: Commissioner Kangas aye, Commissioner Noon nay, Commissioner Weyer nay, Commissioner Kreklau aye, Commissioner Stearns nay. Motion failed 3-2. Commissioner Noon made a motion and seconded by Commissioner Stearns to make The Verndale Sun the official newspaper for Wadena County. Roll call vote: Commissioner Stearns aye, Commissioner Kreklau aye, Commissioner Weyer aye, Commissioner Noon aye, Commissioner Kangas nay. Motion passed 4-1. Motion by Commissioner Stearns and seconded by Commissioner Noon to approve the bid as presented for the 2023 Official Wadena County Newspaper for first publication of the 2022 Wadena County financial statements to The Verndale Sun with the understanding that the statements and related information will be published exactly as submitted, not subject to reentering of any of the data by newspaper staff and proof copy to be approved by Auditor/Treasurer prior to publication. Motion carried 4-1 with Kangas opposed. Motion by Commissioner Stearns and seconded by Commissioner Noon to accept the resolution establishing a newspaper for Delinquent Real Estate Notices.

Wadena County Board of Commissioners

A Resolution Establishing a Newspaper for Delinquent Real Estate Notices

WHEREAS, the Verndale Sun, Verndale, MN, is hereby designated by the County Board of Wadena County is the new paper in which the notice and list of the real estate remaining delinquent on the first Monday of January 2023 shall be published.

NOW, THEREFORE BE IT RESOLVED, the Wadena County Board of Commissioners approve the recommendation of the Auditor Treasurer for designation of the Verndale Sun of the News Paper in which the notice and list of delinquent on the first Monday of January 2023 shall be published.

IN TESTIMONY WHEREOF THE WADENA COUNTY BOARD OF COMMISSIONERS has caused this resolution to be adopted this 3rd day January, 2023

**ATTEST:
COMMISSIONERS**

WADENA COUNTY BOARD OF

BY: _____ BY: _____

Ryan Odden – Wadena County Coordinator

Mike Weyer, Chairperson

Motion carried 4-1 with Kangas opposed. Roll call vote: Commissioner Kreklau aye, Commissioner Weyer aye, Commissioner Noon aye, Commissioner Kangas nay, Commissioner Stearns aye.

Wadena Co. Resolution appointing Membership to Todd-Wadena Community Corrections Executive Committee and Advisory Board 2023: County Coordinator Ryan Odden presented that In accordance with MN Statutes Chapter 401, in 1976 Wadena and Todd Counties entered into a joint powers agreement and established Todd-Wadena Community Corrections. As part of the joint powers agreement, membership of the Todd-Wadena Community Corrections Executive Committee and Advisory Board needs to be appointed by the Boards of Commissioners in Wadena and Todd Counties. Motion by Commissioner Stearns and seconded by Commissioner Kangas to approve Ron Noon to the Executive Committee and Advisory Board of the Todd-Wadena Community Corrections. Motion carried unanimously. Motion by Commissioner Stearns and seconded by Commissioner Kangas to adopt the resolution appointing Ron Noon membership to the Todd-Wadena Community Corrections Executive Committee and Advisory Board.

**RESOLUTION APPOINTING MEMBERSHIP
Todd-Wadena Community Corrections
2023**

This is a resolution appointing membership to the Todd-Wadena Community Corrections Executive Committee and Advisory Board.

WHEREAS,

In accordance with MN Statutes Chapter 401, in 1976 Wadena and Todd Counties entered into a joint powers agreement and established Todd-Wadena Community Corrections, and

WHEREAS,

Membership of the Todd-Wadena Community Corrections Executive Committee and Advisory Board needs to be appointed by the Boards of Commissioners in Wadena and Todd Counties, and

THEREFORE,

IT IS RESOLVED that the members of the Todd-Wadena Community Corrections Executive Committee are appointed as follows:

1. Bill Stearns, Wadena County Commissioner
2. Ron Noon, Wadena County Commissioner
3. Barbara Becker, Todd County Commissioner
4. _____, Todd County Commissioner
5. Kyra Ladd, Chairperson of the Community Corrections Advisory Board
6. Jane Gustafson, Vice-Chairperson of the Community Corrections Advisory Board
7. Honorable Daniel Benson, District Court Judge

BE IT FURTHER RESOLVED that the members of the Todd-Wadena Community Corrections Advisory Board are appointed as follows:

1. Ron Noon, Wadena County Commissioner
2. _____, Todd County Commissioner
3. Mike Allen, Todd County Sheriff
4. Donald Asmus, Todd County Citizen Member
5. Barbara Becker, Todd County Commissioner
6. Honorable Daniel A. Benson, District Court Judge
7. Melissa Birkholtz, Police Chief
8. Michael D. Carr, Wadena County Sheriff
9. Honorable Douglas Clark, District Court Judge
10. Johanna Diaz Torres, Ethnic/Minorities Representative
11. Alison Francis, Victims Services Representative
12. Jane Gustafson, Assistant Todd County Attorney
13. Heidi Heino, Wadena County Education Representative
14. Erica Keppers, Wadena County Public Health Director
15. Kyra Ladd, Wadena County Attorney
16. Katherine Langer, Todd-Wadena Community Corrections Director
17. Sheldon Monson, Wadena County Citizen Member
18. Jackie Och, Todd County Health and Human Services Director
19. Chris Myhro, Senior Corrections Agent
20. Jamie Pearson, Todd County Education Representative
21. Jason Sellnow, Todd County Public Defender
22. Bill Stearns, Wadena County Commissioner
23. Josiah Tonder, Todd County Citizen Member
24. Sarah Urbach, Todd-Wadena Community Corrections Supervisor
25. Lane Waldahl, Wadena County Citizen Member
26. Malcolm Whyntott, Wadena County Public Defender

IN TESTIMONY WHEREOF THE WADENA COUNTY BOARD OF COMMISSIONERS has caused this Resolution to be adopted this 3th day of January 2023.

ATTEST:

WADENA COUNTY BOARD OF COMMISSIONERS

Wadena County Coordinator

By

Chairperson

Motion carried unanimously.

County Extension Committee – Reappointments: County Coordinator Ryan Odden presented that per statute the Wadena County Extension Committee requires two County Commissioners be assigned to the Extension Committee. Wadena County Extension Committee serves as an advisory body for U of M Extension in Wadena County. Committee members serve three year terms that are renewable. We request the following appointments be made for the County Extension Committee. Barb Johnson, Karen Malone, and Kyle Schulz have served on the County Extension Committee and are willing to serve again. We neglected to do the paperwork last year, so the appointments will be 2023-2024, and renewable after that. Anni Olson has served on the County Extension Committee and is willing to serve again. Her appointment will be a three year term 2023-2025. Ann Pate's term has concluded and we request Sheldon Monson be appointed as a county resident to the County Extension Committee for a three-year term 2023-2025. Motion made by Commissioner Kangas and seconded by Commissioner Noon to accept the requests for the appointments to the County Extension Committee. Motion carried unanimously.

2023 AMC Delegates and Policy Committee Assignments: County Coordinator Ryan Odden said that annually AMC asks counties to designate who are the voting members of the association. AMC Bylaws - ARTICLE 11: ASSOCIATION DELEGATES AND DISTRICTS Section 1. Association Delegates each member county shall be entitled to a number of delegates equal to three more than the number of persons on the board of county commissioners of the member county. Delegates shall be appointed annually by the county board from among the officials and employees of the county. Each delegate so appointed shall be eligible to vote at any meeting of the Association. Commissioner Stearns and seconded by Commissioner Kreklau to Approve appointment of the following as Association of Minnesota Counties as Association Delegates 1. Heather Olson, Wadena County Auditor/Treasurer 2. Bill Stearns, Wadena County Commissioner 3. Murlyn Kreklau, Wadena County Commissioner 4. Mike Weyer, Wadena County Commissioner 5. Jon Kangas, Wadena County Commissioner 6. Ron Noon, Wadena County Commissioner 7. Ryan Odden, Wadena County Coordinator 8. Jennifer Westrum, Wadena County Human Services Director and assign the Commissioners to a Policy Committee:

Environment & Natural Resources Policy Committee: Mike Weyer

General Government Policy Committee: Murlyn Kreklau

Health & Human Services Committee: Jon Kangas

Public Safety Policy Committee: Ron Noon

Transportation & Infrastructure Policy Committee: Bill Stearns

Motion carried unanimously.

Review and Discussion of 2023 County Commissioner Committee Assignments: The commissioners discussed the 2023 committee assignments. They are assigning Ron Noon to all the committees former Commissioner Monson was on. The Commissioners are then going to look over all the committees and do some adjusting and look at the committees they would like to be on. Commissioner Kreklau wanted to make sure that all the Committees are up to date on their charters. It is a strong recommendation that internal committees have a charter. The final committee assignments will be brought to a future board meeting.

County Coordinator Report: Received notice about the annual AMC Legislative Conference in St. Paul. Odden needs to know who is planning on attending. Kreklau wanted to know from other commissioners on the benefit of attending. Odden felt that attending the policy committee meetings are beneficial.

Commissioner/Committee Reports:

Commissioner Stearns: Attended meeting at the Wadena Depot and talked to all 3 legislatures.

Commissioner Kreklau: Prairie Lakes Municipal Solid Waste Authority meeting

Commissioner Kangas: Zoom meeting with Tri County Hospital

Commissioner Weyer: No meetings this week

Moved by Commissioner Stearns, seconded by Commissioner Kangas to adjourn the meeting at 10:15 a.m. Motion carried unanimously.



Ryan Odden
Wadena County Coordinator



Mike Weyer, Chairperson
Wadena County Commissioner