The Wadena County Board of Commissioners’ Meeting was held on February 19, 2019 in the Small Courtroom, Wadena County Courthouse, 415 South Jefferson Street, Wadena, Minnesota. The meeting was called to order at 9:03 am by Commissioner Horsager and all present recited the Pledge of Allegiance. Chairman Stearns arrived at the meeting at 9:09 am and took over duties at that time.

Also present were: Commissioners Jim Hofer, Sheldon Monson, and Jon Kangas, County Coordinator/Engineer Ryan Odden, County Attorney Kyra Ladd, Auditor/Treasurer Heather Olson, Human Resources Director Curt Kreklau, Human Service Director Tanya Leskey, Administrative Services Supervisor Amie Gendron, Chief Deputy Joe Schoon, Brenda Schwartz, Darin Fellbaum, Nick Rousslang, Susie Novak, Wadena Pioneer Journal reporter Brian Hansel and Sebeka/Menahga Review Messenger reporter Matthew B. Johnson.

**Amend/Approve the Day’s Agenda:** Moved by Commissioner Hofer, seconded by Commissioner Monson to add to the agenda at 20.5 Set a special meeting to discuss the DDA Study. Motion carried unanimously.

**Recognition of Interested Citizens:** None present today

**Consent Agenda:**

Moved by Commissioner Monson, seconded by Commissioner Kangas to approve the following consent agenda items:

- Approve minutes from the 2-8-19 Special Board meeting
- Approve Human Service Warrants from 1-25-19, 2-1-19, 2-8-15 and 2-15-19 for a total of $49,281.68.
- Approve the appointments of Barb Johnson and Karen Malone to the Wadena County Extension Committee for a three-year term through and including December 31, 2021.
- Approve the appointment of Charles (Gordy) Aagard, representing District 1, to the Wadena County Planning Commission/Board of Adjustment to serve on the Commission through and including October 2021.
- Approve the Rising Phoenix Purchase of 2019 Service Agreement for a cost of $15,000.00.
- Approve the 2019 Purchase of Service Agreement for Someplace Safe at $20-40 per hour.
- Approve the 2019 Memorandum of Agreement for Central Minnesota Council on Aging and authorize the County Auditor/Treasurer to pay the matching fund of $1,520.00.

Motion carried unanimously.

**Regular Agenda:**


Update on Payroll Overpayment to County Coordinator: Auditor/Treasurer Heather Olson presented information on the overpayment of the County Coordinator. She has been working with Clifton, Larson, Allen on the corrected W-2 and other forms that need to be filed. Auditor/Treasurer Olson explained that the county is contracted with the State Auditor’s office for an annual audit and the payroll department will be on the high risk category for the state audit that will be done. Motion by Commissioner Hofer, seconded by Commissioner Monson to rescind the previous motion made on February 5, 2019 stating, “Moved to have Heather Olson secure the services of Clifton, Larson, Allen to do a forensic analysis of how this happened and to present formally to the board the dollar amount that needs to be refunded including preparing the necessary printed W-2 forms and PERA, Social Security, not to exceed $6,000.00.” Motion carried unanimously. Moved by Commissioner Monson, seconded by Commissioner Horsager to approve the services of Clifton, Larson, Allen for a corrected W-2 and all other forms that need to be filed. Motion amended by Commissioner Monson, seconded by Commissioner Horsager to put a cap on the cost at $1,000.00 for these services. Motion carried unanimously.

1099’s for Per Diems for Non-Employees: Auditor/Treasurer Olson informed the board that non-employee per diems have been run through payroll and payroll taxes have been taken out them. This is not the usual practice and going forward, these payments will be run through the auditor’s office and will be billed out on warrants. If the person receives more than $600 they will now receive a 1099 at the end of the year.

Pay Equity: Human Resources Director Curt Kreklau presented the annual pay equity report that will be filed with the State of Minnesota. Moved by Commissioner Hofer, seconded by Commissioner Kangas to formally accept the report as presented so that it can be submitted to the state. Motion carried unanimously.

Human Service Monthly Statistical Reports: Amie Gendron reported that there were 2,752 Maxis and MNsure cases down slightly from last year. The corrected cash balance at the end of the year was at $2,905,726.00. Currently the budget is at 9% for the year. The cost for out of home placement for January is already at 15% of the annual budget.

Human Services 2018 Collections Report and Overview of Medical Assistance Recoveries: Amie Gendron presented this and introduced Brenda Schwartz that does the collection for the county. The county has collected $209,578.75 from all sources listed on the spread sheet to offset the cost of human services provided to county residents. On the collections the county is allowed to keep 25% of the funds recovered in some areas, the federal government receives 50% and the state received 25% of what is collected.

Human Services Vehicle: Tanya Leskey and Amie Gendron reported that the 2013 Ford Fusion with 120,500 miles on it needs some major repairs. The Kelly Blue Book estimates its value from $4,800-$6,200. The request is to sell the vehicle as is and replace the vehicle with a 2019 vehicle. Moved by Commissioner Hofer, seconded by Commissioner Monson to allow the vehicle to be sold as is at Mid-State Auto action and look for a different vehicle within the budget. The results of the search needs to be brought back to the board before a purchase. Motion carried unanimously.

Architectural and Engineering Construction Administration Services for Restroom Project: Ryan Odden brought back to the board the quote with more explanation on the billing process. Motion by
Commissioner Monson, seconded by Commissioner Horsager to accept the Foss Architecture + Interiors quote to provide Architectural and Engineering Construction Administration Services for Restroom Project at hourly rates with a cap on the cost of $4,500 for the project. Motion carried unanimously.

2009 8 Foot 8 inch Pronovost Snow Blower: Ryan Odden presented the request to purchase from MNdot a 2009 8 foot 8 inch Pronovost Snow blower for $10,000. Moved by Commissioner Monson, seconded by Commissioner Horsager to approve the purchase of a 2009 8 foot 8 inch Pronovost Snow blower for $10,000.00 from the Minnesota Department of Transportation and approve the sale of 2013 8 foot Farm King Snow blower for a minimum bid price of $2,500.00 on MnBid. Motion carried unanimously.

Permission to Advertise for Seasonal Help: Ryan Odden presented the request to advertise for seasonal help for the highway department summer projects. Moved by Commissioner Kangas, seconded by Commissioner Monson to give permission for the County Engineer to advertise and hire 1 temporary full-time maintenance worker II and 2 engineer interns. Motion carried unanimously.

A break was taken at 9:52 am. The meeting reconvened at 10:00 am.

North Country Food Bank Request for Support: Susie Novak from the North County Food Bank, Inc. was here give a presentation on the food bank. Wadena County has a higher number of food distribution sites within the county than most other counties that they serve. They need to move into a new facility because the current building is no longer compliant with FDA requirements. They have gotten $3,000,000.00 in bond funding from the State of Minnesota, but needed to raise an additional $3,000,000.00 to build the new facility. They have come up with $5,000,000.00 through bonding, fundraising and grants. They are requesting $25,000.00 from the smaller counties as a one-time investment. The commissioners will need to look into this as it was not budgeted. They would like to bring this to the budget committee and see where the funds could be found. They will make a decision on this request at a later meeting.

Hiring of a Maintenance Worker III: Ryan Odden brought up the request to hire a Highway Maintenance Worker III Full-time to replace a retired worker. Moved by Commissioner Hofer, seconded by Commissioner Monson to advertise and hire a Highway Maintenance Worker III Full-time Non-Exempt, Union at Grade 51, Step 1 ($15.19 per hour) to Step 10 ($21.71 per hour) to replace a retired worker. Motion carried unanimously.

Special Meeting Date: A special meeting was added for Thursday, February 28, 2019 at 9:00 am to discuss the DDA Study that was done for the county and Commissioner Liaison Assignments. The meeting will take place in the auditorium providing that it is available.

Commissioner Reports:

Commissioner Monson: 2/12 Meet with Senator Gazellka and Representative Posten, 2/13-2/14 AMC Legislative Conference, 2/14 Meet with Governor’s staff, 2/19 Board Meeting.

Commissioner Horsager: 2/12 Meet with Legislators, 2/13-2/14 AMC Legislative Conference, 2/15 Trauma Informed Care Committee, 2/19 Soil and Water Board Meeting, 2/19 Board Meeting.

Commissioner Kangas: 2/12 Meet with Legislators, 2/13-2/14 AMC Legislative Conference, 2/15 Health and Human Services, 2/19 Board Meeting.
Commissioner Hofer: 2/12 Meet with Legislators, 2/13-2/14 AMC Legislative Conference, 2/19 Children’s Justice Initiative Meeting, 2/19 Board Meeting.

Commissioner Stearns: 2/12 Meet with Legislators, 2/12 MRC Caucus, 2/13-2/14 AMC Legislative Conference, 2/19 Board Meeting.

Closed Session for Negotiation Strategy: The closed session of the board began at 10:38 pm.

The open portion of the meeting began again at 11:28 am.

Motion by Commissioner Monson, seconded by Commissioner Hofer to adjourn the meeting at 11:29 am. Motion carried unanimously.

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Ryan Odden,                                Bill Stearns, Chairperson
Wadena County Coordinator/Engineer          Wadena County Commissioners