WADENA COUNTY BOARD OF COMMISSIONERS’ MEETING

MARCH 12, 2019

The Wadena County Board of Commissioners’ Meeting was held on March 12, 2019 in the Small Courtroom, Wadena County Courthouse, 415 South Jefferson Street, Wadena, Minnesota. The meeting was called to order at 9:02 am by Commissioner Stearns and all present recited the Pledge of Allegiance.

Also present were: Commissioners Chuck Horsager, Sheldon Monson, Jon Kangas, County Coordinator/Engineer Ryan Odden, County Attorney Kyra Ladd, Auditor/Treasurer Heather Olson, Human Resources Director Curt Kreklau, Public Health Director Cindy Pederson, Human Services Director Tanya Leskey, Zoning Director Deana Malone, IT Director David Hotchkiss, Sheriff Mike Carr, Chief Deputy Joe Schoon, Officers Bryan Savaloja, Amy Ament, Human Services Jessica Pinnella, Wadena City Police Chief Naomi Plautz, Wadena Police Officer Brandon Pearson, Verndale Police Chief Cory Carr and Wadena Pioneer Journal reporter Michael Johnson.

Amend/Approve the Day’s Agenda: Moved by Commissioner Monson, seconded by Commissioner Horsager to approve the day’s agenda with an amendment to the 2-18-19 minutes. Motion carried unanimously.

Recognition of Interested Citizens: City of Wadena Police Chief, Naomi Plautz, was present to read a “Letter of No Confidence” concerning the management of the Wadena County Human Services Department and the loss of numerous employees within the child protection division. There were many law enforcement officers present to support this letter that was presented. Commissioner Monson asked to view the attachments that the letter referred to. Commissioner Horsager questioned what the Pope County Case mentioned on Page 4 was about. He was told is concerned the death of a child. Commissioner Kangas wanted to have some more information and take time to really read this letter before making any comments. Commissioner Stearns gave the Coordinator, Ryan Odden, the freedom to conduct an exit interview with as many of the former county employees for as far back as he wants to go in this department. Commissioner Monson wants to acknowledge that Law Enforcement has brought forth valid concerns and this needs to be addressed.

CONSENT AGENDA: Moved by Commissioner Kangas, seconded by Commissioner Monson to approve the following consent agenda items with the change as noted for the 2-28-19 minutes.

- Approve the 2-19-19 minutes.
- Approve the 2-28-19 minutes with the change to # 10. Section to include at the end of the paragraph, “Chairperson Stearns assigned the Human Service Liaison, Commissioner Kangas, and Ryan Odden the task of working to improve the working relationship between the two departments. “
- Approve the Renewal of the Liquor License for The Vintage Golf Course.
Approve the creation of account numbers that would mirror the existing E911, but in a new Next Generation 911 department for the IFS Accounting System.

Approve the Final Payment for SP 080-070-007 to Traffic Marketing Service, Inc. in the amount of $13,491.66.

Motion carried unanimously.

REGULAR AGENDA:

Payroll Verification Process and Back Pay Correction: Auditor/Treasurer Heather Olson presented a procedure to make sure that mistakes can be alleviated in the payroll department. She explained that the procedure was looked at by the state auditors and approved by them. The new procedure will require each department head to sign off on the dollar amount paid out to the employees they supervise. This will add another set of eyes on the amount paid out each payroll. She stated that support will be provided for the department heads in order to assist with this change.

Update of Lower Level Remodel and Discuss Expanding Scope To All Lower Level Hallways: Ryan Odden presented a request to include the removal of the extra Fall Out blocks in the remainder of the ceilings in the hallways downstairs, replacement of new ceiling tile and painting of the hallways and common areas in the lower level. The sentence to serve crew is available for this work at this time. Moved by Commissioner Monson, seconded by Commissioner Horsager to approve replacing all the lower level hallways ceilings, new lights, HVAC modifications and repainting at a cost of $10,500.00. Motion carried unanimously.

Public Health 2019 Approve SPF-PFS grant: Cindy Pederson was present to request approval of a grant to assist in the Drug Free Communities. It could bring into the county up to $300,000.00 per year for up to 5 years. Cindy explained that based on the grant amount received the staffing would be decided. Moved by Commissioner Monson, seconded by Commissioner Kangas to approve the application for the SPF-PFS grant No. 19-004, and to sign the contract if awarded; and to allow and support county department participation and signing of letters of commitment for the program. Motion carried unanimously.

County Print Contract: Dave Hotchkiss was present to request a 3 year contract for the County printers. He explained the current contract expired on March 10, 2019. He recommends that they accept the Marco, LLC contract. Moved by Commissioner Monson, seconded by Commissioner Kangas to enter a new contract with Marco LLC, based on the low bidder for the contract term of 36 months. Motion carried unanimously.

Copier Contract with Marco and Budget Amendment for 2019 for Planning and Zoning: Deana Malone was present to make a request for the lease of a new copier for her office. She wanted to amend the amount budgeted for this to $3,203.00 after refiguring the amounts. Moved by Commissioner Horsager, seconded by Commissioner Monson to amend the budgeted amount from $2,600.00 to $3,203.00. Motion carried unanimously. Moved by Commissioner Monson, seconded by Commissioner Horsager to enter into a 60 month contract at $236.94 per month for the copier. Motion carried unanimously.

Marco Help Desk: David Hotchkiss and Ryan Odden were present to inform board that the contract that was approved on February 8, 2019 with Marco for the help desk was for one year, but the actual contract signed on February 14, 2018 by the IT Director at the time was for 36 months. David Hotchkiss
and Ryan Odden have been working with Marco on changing the contract to a Premium IT contract that could include the conversion to M-Files and other items that will help with other IT areas of the County. The new contract will decrease the monthly cost from $4,666.00 per month to $2,300.00 for a savings of $2,366.00 over the life of the contract. The money that is paid goes into a fund for county usage and any unused funds will carry over and will remain for up to 12 months after the contract ends to be used by the county for IT assistance. Moved by Commissioner Monson, seconded by Commissioner Horsager to proceed with the new agreement with Marco LLC for the Marco Help desk for the completion of the original contract. Motion carried unanimously.

A break was taken at 10:00 am. The meeting reconvened at 10:04 am.

**Wadena County Resolution Approving Payment of Additional Capital to South County Health Alliance:** Chairperson Stearns said that this item will be taken up at next week's meeting when Commissioner Hofer is present at the meeting. The actual cash call amount is not yet finalized. The outcome of future of the Alliance is not really known at this time. Eight counties need to vote for the cash call for it to happen. If the vote for the cash call does not pass, it is possible for the state to come in and take over the running of the alliance. The State could still require the counties to fulfill the cash call.

Commissioner Reports:

Commissioner Horsager: 3/5 Trauma Informed Care Meeting, 3/6 Management Team, 3/7 Trauma Informed Care Presentation, 3/11 Personnel Meeting, 3/11 Red Eye Watershed, 3/11 Liaison meeting with Veterans and Planning and Zoning, 3/11 Fair Board, 3/12 Board Meeting


Commissioner Stearns: 3/6 Management Team, 3/7 South County Health Alliance Meeting, 3/11 Building Services Committee, 3/11 Personnel Committee, 3/12 Board Meeting.

Commissioner Kangas: 3/7 Conflict Resolution with HR and Attorney, 3/8 Negotiation with Jailers, 3/12 Board Meeting.

**Closed Session for Negotiation Strategy:** The meeting closed at 10:18. The meeting reopened at 10:23 am.

The board discussed holding a special meeting for the purpose of reviewing the Personnel Policy with the Labor Attorney Melinda Gau. It was decided to hold a special meeting on March 26, 2019 at 1:00 pm to review, discuss and approve the Wadena County Personnel Policies.

Moved by Commissioner Kangas, seconded by Commissioner Horsager to adjourn the meeting at 10:28 am.

____________________________________________________
Ryan Odden,  
Wadena County Coordinator/Engineer  

Bill Stearns, Chairperson  
Wadena County Commissioners