The Wadena County Board of Commissioners’ Meeting was held on June 17, 2019 in the Small Courtroom, Wadena County Courthouse, 415 South Jefferson Street, Wadena, Minnesota. The meeting was called to order at 4:30 pm by Commissioner Horsager and all present recited the Pledge of Allegiance.

Also present were: Commissioners: Jim Hofer, Sheldon Monson, Jon Kangas, County Coordinator/Engineer Ryan Odden, County Attorney Kyra Ladd, County Auditor/Treasurer Heather Olson, Planning and Zoning Coordinator Deana Malone, Transit director Randy Jahnke, IT Director David Hotchkiss, Human Service Deb Godding, Review Messenger reporter Matthew Johnson, Wadena Pioneer Journal reporter Michael Johnson and Independent New Herald reporter Trinity Gruenberg.

Amend/Approve the Day’s Agenda: Commissioner Kangas requested an addition to the agenda at 6F Roles and Responsibilities of Liaison and Department Heads. Moved by Commissioner Monson, seconded by Commissioner Kangas to approve the agenda with the addition of 6F Roles and Responsibilities. Motion carried unanimously.

CONSENT AGENDA: Moved by Commissioner Hofer, seconded by Commissioner Monson to approve the following consent agenda items:

- Approve the minutes from the 6-4-19 meeting.
- Approve the 1st half allocation for the Menahga Area Historical Society for a total of $1,500.00.
- Approve the 1st half allocation request from the Initiative Foundation for a total of $1,280.00.
- Approve the following resolution revoking the Conditional Use Permit ZP17-8363 on PID#09-027-1020:

  Wadena County Board of Commissioners
  A RESOLUTION REVOKING A CONDITIONAL USE PERMIT

  RESOLVED: That the County Board hereby revokes the following Conditional Use Permit:

  Issued to Troy Meech for a Conditional Use Permit to allow a 259 foot Wireless Communications Tower for Verizon Wireless with an unmanned prefabricated equipment shelter with the following findings of fact:

  1) No application for building permit to construct the tower has been applied for through the County Zoning Office since the Conditional Use Permit was issued on June 8, 2017;

  2) The property owner, and a representative on behalf of Verizon Wireless, were both properly notified of the pending revocation in accordance with the Wadena County Zoning Ordinance Section 21. G., did not respond to the notice, and did not show
written proof to the Planning & Zoning Department that the conditional use still exists within the time period allowed.

on property described as: the Southeast Quarter of the Northeast Quarter (SE1/4 NE1/4) Section 27, Orton Township, T-137-N, R-33-W; located in an A-2 Mixed Agriculture-Forestry District, and having PID# 09-027-1020;

Therefore, be it resolved, that the County Board removes the conditional use from the property described and the same be recorded in the Office of the County Recorder.

THE WADENA COUNTY
BOARD OF COMMISSIONERS

IN TESTIMONY WHEREOF THE WADENA COUNTY BOARD OF COMMISSIONERS has caused this resolution to be adopted this 17th day of June, 2019.

- Approve the 2019 County Boat and Water Safety Grant Agreement in the amount of $2,750.00
- Approve the Joint Powers agreement between Wadena County Sheriff’s Office and the City of Menahga regarding the Sheriff’s Office and City of Menahga Police Department sharing Law Enforcement data created, stored and utilized in the CIS records management system.
- Approve the Joint Powers Agreement between the Wadena County Sheriff’s Office and the City of Sebeka regarding the Sheriff’s Office and City of Sebeka Police Department sharing Law Enforcement data created, stored and utilized in the CIS records management system.
- Approve the Joint Powers Agreement between the Wadena County Sheriff’s Office and the City of Wadena regarding the Sheriff’s Office and City of Wadena Police Department sharing Law Enforcement data created, stored and utilized in the CIS records management system.
- Approve the Joint Powers Agreement between the Wadena County Sheriff’s Office and the City of Verndale regarding the Sheriff’s Office and City of Verndale Police Department sharing Law Enforcement data created, stored and utilized in the CIS records management system.
- Approve the Low Income Septic System Replacement Grant for the owner of the property having PID#09.027.1010 in the amount of $4,470 which is 50% of the low quote received from Gilster Excavating, and to accept the low quote from Gilster Excavating to permit, design and install the new system.
- Approve the Low Income Septic System Replacement Grant for the owner of the property having PID#08.030.1010 in the amount of $6,100.00 which is 50% of the low quote received from Corbin Excavating, and to accept the low quote from Corbin Excavating to permit, design, and install the new system.
- Approve the application for the Staple Fire Department Relief Association of the Premises Permit Application for Lawful Gambling for pull tabs to be sold at Wahoo Valley Bar and Grill in Staples.

Motion carried unanimously.

REGULAR AGENDA:

Wenthold vs. Wadena County, Park Rapids Clay Dusters Court file #80-CV-19-371 Outcome: Deana Malone was present to report that the lawsuit that was filed against the county has been denied by the
courts. This should end all opposition to the shooting range. Deana was thanked for all the work that she put in on this and recognized for the thorough job that she did in preparing this case.

**Parks and Building Maintenance Technician – FTE:** Deana Malone presented the request to make the parks maintenance position and building maintenance position a combined position. In the past the Parks Maintenance position was for 6 months with a winter layoff. This position would make that position at 58% Parks and 42% Building Maintenance and would keep this employee as a FT employee all year long. Moved by Commissioner Hofer, seconded by Commissioner Monson to approve the combined position of Parks and Building Maintenance Technician – FTE at Grade of 48. He will maintain the hire /anniversary date of May 1, 2005 and this is to become effective November 1, 2019. Motion carried unanimously.

**Board Room Monitors:** David Hotchkiss presented the option of Monitors that would be added to the walls in the court room to show the public or the commissioners what needs to be displayed. In the future it could be used for remote access for a commissioner at a meeting. There was discussion on the options that have been discussed in the past and are being looked at for the future. The courts have signed off on allowing these monitors to be installed. Moved by Commissioner Hofer, seconded by Commissioner Monson to allow the purchase of two 70 inch monitors for the small Courtroom not to exceed $6,000.00 to be taken from the MCIT reserve. Motion carried unanimously.

**Highway Maintenance Seasonal Help:** Ryan Odden presented this request to hire an intern to fill the Highway Maintenance Seasonal Help. Moved by Commissioner Monson, seconded by Commissioner Hofer to approve the summer maintenance person to be filled by an intern. Motion carried unanimously.

**Replacement Hire and Restructure of Human Resources Department:** Ryan Odden presented this item. Moved by Commissioner Monson, seconded by Commissioner Hofer to approve the restructure of the Human Resources Department with two employees: Human Resources Specialist and Payroll and Benefits Coordinator and approval to hire a Human Resource Specialist (non-supervisory) at a grade 53. Both positions in the department will report directly to the coordinator. Motion carried unanimously.

**Roles and Responsibilities of the Liaison and Department Heads:** Commissioner Kangas wanted this discussed. He wants a written Roles and Responsibilities guideline for the Liaison and Department Heads. The Strategic Planning Committee worked on this and presented it to the Management Team for approval. The Management Team is to approve it and send it on to the board for final approval. It should be looked at soon.

Moved by Commissioner Hofer, seconded by Commissioner Monson to adjourn the meeting at 6:06 pm. Motion carried unanimously.