

WADENA COUNTY BOARD OF COMMISSIONERS MEETING
OCTOBER 2, 2007/9:00 A.M.

The Wadena County Board of Commissioners Meeting was held on Tuesday, October 2, 2007, at the Wadena County Courthouse in the Commissioners Room at 415 Jefferson St. S., Wadena Minnesota. The meeting was called to order at 9:00 a.m. by Chairman William Stearns and the pledge of allegiance to the flag was said.

Present: Commissioners Orville Meyer, Dave Schermerhorn, Lane Waldahl and Mary Harrison.

Motion by Meyer, seconded by Schermerhorn, to approve the Agenda as presented, motion carried.

Due to a conflict of meetings on October 26, 2007, Commissioner Harrison and Chairman Stearns will attend the Perham Incinerator Meeting in Fergus Falls and Commissioners Meyer, Schermerhorn and Waldahl will attend the Board of Health Meeting in Staples.

Motion by Harrison seconded by Schermerhorn, to approve the September 20, 2007, Board Meeting minutes as previously distributed, motion carried.

Kevin Stensrude, MIS Director, distributed a handout outlining his request for a Board motion to amend his 2007 budget to reflect a change in the purpose for certain funds, which did not reflect an increase or decrease in his budget. His requested moving funds from Software, Services and Training in an amount totaling \$12,100 to the Computer Hardware budget for the purpose of purchasing SAN (Storage Area Network), a centralized storage for future file storage in support of all Departments including land records, GIS and current and future document imaging data. Mr. Stensrude informed the Board that he was at the point to start replacing servers and that dynamic storage would provide twice the storage as was now available. He added that the total cost for centralized storage was estimated to be \$45,000 to \$47,000 and that he was working with the Recorder's Office to assist in the funding of the project in the amount of \$30,000.

Motion by Harrison, seconded by Schermerhorn, to amend the 2007 MIS Department Budget – reduce #6409 software budget – (\$5,000), reduce #6340 services budget – (\$4,000) and reduce #6241 training budget – (\$3,100); increase #6661 computer hardware budget - \$12,100, as requested by the MIS Director, motion carried.

Char West, Auditor/Treasurer, requested Board approval to reimburse the 10/1/06 advance from the Health Reimbursement Account (HRA) back to the respective County Funds.

Motion by Meyer, seconded by Waldahl, to approve the Health Reimbursement Account refund to the General Revenue Fund in the amount of \$21,500.00, Public Health Fund - \$4,000.00, Road & Bridge Fund - \$9,000.00, Solid Waste Fund - \$2,750.00, Social Services/Transit Fund – \$37,750.00 for the period of October 1, 2006, through September 30, 2007, motion carried.

Ms. West requested Board approval to advance funds to the Health Reimbursement Account from the respective County Funds.

Motion by Waldahl, seconded by Schermerhorn, to approve the Health Reimbursement Account advance from the General Revenue Fund - \$32,500.00, Public Health Fund - \$3,750.00, Road & Bridge Fund - \$11,250.00, Solid Waste Fund - \$3,750.00, Social Services/Transit Fund - \$37,500.00 for the period of October 1, 2007, through September 30, 2008, motion carried.

The Board set future Board Meeting dates as follows: November 6, 2007, November 27, 2007, December 11, 2007; also December 20th as previously set.

Motion by Waldahl, seconded by Harrison, to approve payment to Stoneman Oil in the amount of \$35.61 for Assessor's Office gas invoices, motion carried.

Mike Carr, Sheriff, provided the Board with a handout indicating the cost of Out-of-County boarding for prisoners, including transport costs and number of prisoners. He informed the Board that at present there was no one on the waiting list.

Discussion was held regarding the problem of empty jail beds in counties that constructed new jail facilities.

Sheriff Carr stated that the counties with vacancies were contacting him regarding the housing of Wadena County prisoners in their jail.

Sheriff Carr also informed the Board that due to the turn over in his office with retirements, etc, he has been training new officers so they can provide in house training to his other deputies. He added that this year's initial training was being paid for out of forfeiture funds with no cost to the tax payers.

Sheriff Carr informed the Board that a Jury trial was coming up which would last for about two weeks, at which time he would need additional staff.

Ms. West updated the Board on the Sebeka Day Activity Center (DAC) property transfer that the Board was considering. She stated that she had met with the County Attorney as to whether the County had the authority to sell the property to the DAC and it was confirmed that the property could be sold to the Sebeka EDA who in turn could sell it to the DAC. Ms. West requested a Board representative to assist in the process and meet with the Sebeka EDA.

Chairman Stearns questioned the Board as to whether it was their wish to continue to pursue the transfer?

Commissioners Harrison and Schermerhorn advised their constituents were saying "yes".

Chairman Stearns appointed Commissioner Harrison to work with Kyra Ladd, County Attorney, the City of Sebeka and the DAC.

Ms. West informed the Board that she had discussed with Labor Attorney Tom Fitzpatrick the temporary appointment of the janitorial position and requested clarification of the laws pertaining to the appointment. She stated Mr. Fitzpatrick had informed her that a temporary appointment could be made without advertising but if the temporary position exceeded 67 days of employment it would fall under the PELRA guidelines. Ms. West recommended Board consideration to approve the appointment of Peggy Buchanan to the temporary Janitorial position for 65 working days from her start date of September 11, 2007.

Motion by Meyer, seconded by Schermerhorn, to approve the appointment of Peggy Buchanan to the temporary Janitorial position, 32 hours per week, hourly rate of \$7.50 per hour, start date of September 11, 2007 to 65 working days from start date, motion carried.

Motion by Waldahl, seconded by Schermerhorn, to approve the Board of Commissioner bills in the amount of \$50,200.40, excluding the Best Western Hotel bill that required further review, motion carried.

The Board recessed at 9:50 a.m.

The Board reconvened at 10:01 a.m.

Chairman Stearns informed the Board of an invitation from the Department of Human Services, to attend one of two organizational meetings on October 17th and 25th pertaining to the 16-bed Mental Health Hospital in Wadena. Chairman Stearns and Commissioner Harrison will attend the October 17th meeting.

Motion by Schermerhorn, seconded by Meyer, to approve Chairman Stearns and Commissioner Harrison's attendance of the October 17, 2007 Department of Human Services organizational meeting in Wadena, motion carried.

Jim Carlson, Extension Director, Cody Yglesias, Maintenance, and Greg Malone, Maintenance, presented the Board with a handout and information pertaining to the proposed Extension Office Remodeling project.

Mr. Carlson stated that the project included a window opening to the hallway, new carpet, painting and a sliding window between the two offices. He pointed out that there were two options to the sliding window; #1—exterior vinyl - \$288.00 or #2 – commercial interior - \$800.00. Mr. Carlson reminded the Board that funds were available due to the 4-H Coordinator position being vacant for several months. He added that he could also reduce the training and small equipment budgets.

Mr. Yglesias stated that the Maintenance Department could do the work in October.

Motion by Harrison, seconded by Waldahl, to approve the Extension Office Remodeling Project with Option #2-commercial interior sliding window, for a total cost of approximately \$7,295.24, funded with available 2007 Extension 4-H Coordinator budget, training budget and equipment budget dollars, motion carried.

Ms. West clarified the bill from Best Western Hotel, noting that two double rooms had been charged for instead of two single rooms.

Motion by Waldahl, seconded by Schermerhorn, to approve payment to the Best Western Hotel in the amount of \$277.76, motion carried.

Chairman Stearns commented that with the efforts and money being put in the County Fair Grounds, there should be another representative from the Board on the Ag Society Board, along with Commissioner Harrison.

Motion by Waldahl, seconded by Meyer, to appoint Commissioner Schermerhorn to the Ag Society Board, motion carried.

Joel Ulring, Highway Engineer, and Bill Ness, Highway Department, updated the Board on the Safe Routes to School Program.

Mr. Ulring pointed out that the Safe Routes to School program was a new program to the recent federal transportation funding act. He added that he had been working with the local schools to prepare an application for infrastructure improvements to the schools located within the county. Mr. Ulring stated that the application deadline was November 16th and that it was his opinion that the application would be successful as it was a County application that covered all schools within the County.

Bill Ness, Highway, reported that they had met with all of the schools and developed a plan for each, such as cross walk marking, signage and interactive speed limit signs. He added that this was a good opportunity to access federal funds for improvements which otherwise might not be funded.

Commissioner Harrison question whether anyone was doing public relations work with parents as there seemed to be a feeling that their children were safer in a bus or car rather than walking.

Mr. Ulring replied that during the Safety Meeting a walking school bus plan was available where a parent volunteers to walk kids to school adding kids as they progressed on their walk to the school and that the individual programs were being developed by the schools.

The Board questioned whether cross walk stop lights had been considered and whether new walkways or bike paths were eligible expenses.

Mr. Ulring responded that the funds were very restrictive and bike paths were not eligible.

Mr. Ulring updated the Board on the following construction projects; CSAH 8 - maintenance mill and overlay had been completed; CSAH 16 road repair expected to be finished within the next two weeks; CSAH 23 reconstruction- hope to complete the project this year.

Mr. Ullring informed the Board that Thomastown Township will be acting on the County's request for township road turn back soon.

Chairman Stearns questioned the progress on the Depot project as paving bricks had been started and then stopped. He also questioned whether the Wensman Building parking lot paving had been resolved.

Mr. Ullring reported that there was a weak area in the foundation which delayed laying the bricks at the Depot Project and that he would be meeting with the Wensman Building parking lot contractor next week and should have the matter resolved by the next Board meeting.

Deana Skov, Zoning/Parks/Solid Waste Director, presented the Board with a copy of the September 20, 2007 Planning Commission Meeting minutes.

Motion by Harrison, seconded by Meyer, to approve the Planning Commission Meeting minutes of September 20, 2007, motion carried.

Ms. Skov requested approval of a Conditional Use Permit for Ray Ismil to add a second mobile home to his parcel as a rental unit, which is located in section 30 of Aldrich Township on the edge of Verndale City limits. She added that the Planning Commissioner recommended it's approval.

RESOLUTION

Commissioner Meyer moved that the following Resolution be adopted:

RESOLVED: That the County Board approves issuance of the following Conditional Use Permit:

Raymond J. & Lorraine J. Ismil application for Conditional Use Permit to permit a second mobile home for rental purposes with the following findings of fact:

- 1) The requested use will not create an unreasonable excessive burden on the existing roads or other utilities;
- 2) The requested use is compatible with the surrounding area and will not significantly depreciate nearby properties;
- 3) The requested use, in the opinion of the Planning Commission, is reasonably related to the existing land use and environment;
- 4) The requested use is not in conflict with the Wadena County Comprehensive Plan; and
- 5) The requested use will not create an unreasonably adverse affect because of noise, odor, glare, or general unsightliness for nearby property owners.

on property described as: The fractional Southwest Quarter of the Northwest Quarter (SW1/4 NW1/4) except the following described tract, to-wit: That part of the Southwest Quarter of the Northwest Quarter (SW1/4 NW1/4) described as follows: Beginning at the Southeast corner of said Southwest Quarter of the Northwest Quarter (SW1/4 NW1/4), thence North along the East line of said Southwest Quarter of the Northwest Quarter (SW1/4 NW1/4) a distance of 250 feet,

Commissioner Reports:

Commissioner Meyer - Department of Health Meeting.
- Three County Health Meeting in Long Prairie

Commissioner Schermerhorn - Three County Health Meeting in Long Prairie

Commissioner Stearns - Library Meeting in Wadena which involved discussion of what groups were being served in the Community. He suggested the RAP Program, which involved prisoners who would be released.
- Advertising meeting sponsored by City of Wadena.

Commissioner Harrison - Library services
- Conservation Day in County Parks
- Update on the Bog Walk

Commissioner Waldahl - Work Force Center Lease Negotiation meeting
- Region 5 Development Commission
- Ottetail Community Action Council
- West Central Secured Regional Treatment Facility meeting regarding counties doing more themselves such as RAP

Chairman Stearns said he would like Commissioner Waldahl, on behalf of transportation, to direct and provide guidance to Dan Larson, MRCC, to work on the 10-ton roads.

Motion by Meyer, seconded by Schermerhorn, to adjourn the Board of Commissioners Meeting at 11:20 a.m., motion carried.

Charleen West, Auditor/Treasurer

William Stearns, Chairman