

WADENA COUNTY BOARD OF COMMISSIONERS SPECIAL MEETING
FEBRUARY 27, 2007/7:00 p.m.

The Wadena County Board of Commissioners Special Meeting was held on Tuesday, February 27, 2007, at the Wadena County Courthouse in the Courthouse Auditorium at 415 Jefferson St. S., Wadena Minnesota. The meeting was called to order at 7:08 p.m. by Chairman Bill Stearns.

Also present: Commissioners Orville Meyer, Lane Waldahl, and Mary Harrison, Deana Skov, Zoning/Parks/Solid Waste Director, Gina Dahms, Assistant Zoning Administrator, Joel Uring, Highway Engineer, Mike Carr, County Sheriff, Bill Cross, Chief Deputy Sheriff and Wadena County Township representatives. Absent: Commissioner Dave Schermerhorn.

Deana Skov, Zoning/Parks/Solid Waste Director, provided the audience with background information on how the Zoning Department currently creates a new resident E-911 address and marking of the location.

Joel Uring, Highway Engineer, provided the audience with background information regarding the Highway Department's activity when placing the E-911 signs.

Ms. Skov informed those in attendance that the County's proposal was to have the resident's new driveway location with GPS and then approved by the Highway Department for County roads or the Township for Township roads.

Ms. Skov distributed and reviewed a handout for the proposed revision of the E-911 permitting and signing process.

Mr. Uring reviewed the application form and stated that a revised fee had not been determined yet for the 911 signing process. He also reviewed the "Wadena County Application for Entrance/Driveway Permit" draft copy, "General Information" and a sample sketch that would indicate where the property owner would like the new driveway located, whether there was a need for a culvert and slope of the ditch.

Ms. Skov reviewed two sample Resolutions that the Township's could consider for adoption. She stated that one Resolution resulted in the Township's decision to administer the E-911 signing process and the second Resolution resulted in the Township's decision not to administer the E-911 signing process. She stated that the second Resolution would authorize the County to assume responsibility for locating and marking new intersecting roads governed by the Township or City due to the entity not having a driveway location policy in place nor funds available to provide the service.

Commissioner Harrison questioned why GPS and 911 were so important?

Ms. Skov responded that accurate signing was needed by Emergency Response.

A Township Official questioned whether the landowner decided where a new driveway was located or does the County or Township?

Mr. Ullring stated that precedence was to install a new driveway on the least traveled road.

Ms. Skov stated that if the Township agrees to administer the Plan, then the Township has the authority.

Ms. Skov informed the audience that the current process allows the property owner to install a new driveway where they want it located.

A Township Official questioned whether the minimum construction standards handout was assuming every driveway needed a culvert and whether the Township was tying themselves into these standards as the culvert supplies were costly?

Mr. Ullring stated that it would be on a case by case basis.

Mr. Ullring and Ms. Skov stated that the Townships did not have to adopt this set of standards as they may have their own.

A Township Official questioned what the timeline was for Township decisions?

Ms. Skov stated that as five Townships and two cities that the County currently signs were missing, they hoped that the Township's would act on the Resolutions by the County Commissioner's second meeting in March so the Plan could be implement before the busy construction season in April.

Commissioner Meyer questioned whether resident signing was based on every 50 feet or every 100 feet?

Ms. Skov stated that the GIS mapping allowed for every 10 feet or less.

A Township Official questioned whether only road supervisors could meet with the property owner and stake the driveway?

Ms. Skov responded that any Township official could conduct the review and staking.

A Township Official questioned whether the Township could charge for the service?

Mr. Ullring stated that he was not sure of Township policies.

Ms. Skov informed the audience that several addresses where incorrect within Meadow Township which occurred when County roads were turned back to the Township. She stated that the residents will receive a corrected address.

Commissioner Meyer questioned whether the homeowner needed to contact Gopher State One Call for a location?

Mr. Ullring responded that the Highway Department would contact Gopher State when it was relating to a mailbox installation and the homeowner would contact Gopher State for a new driveway.

The E-911 Meeting ended at 8:00 p.m.

The Board reviewed a carpet sample that was proposed for the Courthouse Auditorium.

The Board recommended that National Joint Powers Association be contacted as to carpeting companies they had available through their cooperative purchasing program.

The Wadena County Board of Commissioners Special Board Meeting was adjourned at 8:15 p.m.

Charleen West, Auditor/Treasurer

William Stearns, Chairman