

WADENA COUNTY BOARD OF COMMISSIONERS ADJOURNED MEETING
APRIL 19, 2007/9:00 A.M.

The Wadena County Board of Commissioners Adjourned Meeting was held on Thursday, April 19, 2007, at the Wadena County Courthouse in the Courthouse Auditorium at 415 Jefferson St. S., Wadena Minnesota. The meeting was called to order at 9:00 a.m. by Chairman Bill Stearns and the pledge of allegiance to the flag was said.

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

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

Motion by Harrison, seconded by Waldahl, to amend the April 3, 2007, Board Minutes to remove the name of 'Lonnie Lilly' as being in attendance, motion carried.

Motion by Harrison/ seconded by Schmerhorn, to approve the March 22, 2007 Board Meeting Minutes and April 3, 2007 amended Board Meeting Minutes, motion carried.

Craig Hinkemeyer, River Valley Enduro Riders, came before the Board to request a Special Use Permit for their annual motorcycle event in Huntersville State Forest. He stated that, as in the past, they were requesting the use of County Rd. 18 ditches. Mr. Hinkemeyer informed the Board that the event would be held June 9th and 10th; however, they requested permission to use the trails on June 8th as well as the two weekends prior for signing of the trails.

Motion by Waldahl, seconded by Harrison, to approve the Special Use Permit for the River Valley Enduro Riders on County Rd. 18 ditches in the Huntersville State Forest for the period of May 26th and 27th, June 2nd and 3rd, and starting 3:00 p.m. June 8th for setup and trail signing and June 9th and 10th to hold the River Valley Enduro Riders Event, motion carried.

Bruce Underdahl, Minnesota Counties Insurance Trust (MCIT), presented and reviewed, with the Board, the 2007 Annual Member Report. Mr. Underdahl pointed out that the County was automatically a member of the MN Safety Council Partnership of which the Patrol Program was available on-line for the Sheriff's Department.

Motion by Meyer, seconded by Schermerhorn, to approve the payment of \$2,075.00 to the Wadena County Crisis & Referral Program for the first half 2007 County Allocation, as requested, motion carried.

Motion by Waldahl, seconded by Schermerhorn, to approve the application for Renewal of Consumption and Display Permit submitted by Edward and Lisa Moren of Twin Lakes Lodge - n- Resort, motion carried.

Motion by Schermerhorn, seconded by Harrison, to approve Administrative Leave for Wadena County employees who were scheduled to work during the hours of 2:00 p.m. to 4:30 p.m. on April 3, 2007, when the County Offices were closed due to inclement weather that could have affected employee safety, motion carried.

Motion by Waldahl, seconded by Schermerhorn, to hold a Fee Public Hearing on May 1, 2007 at 9:30 a.m. during the Board of Commissioners Meeting, motion carried.

Char West, Auditor/Treasurer, informed the Board that PERA (Public Employee's Retirement Association) had notified her that Board action was needed on a Resolution addressing PERA contributions for Fair Oaks Lodge Nursing Home employees following the sale of the Nursing Home to Tri-County Hospital. Ms. West read the Resolution to those in attendance.

Motion by Waldahl, seconded by Harrison, to approve the following Resolution;

**WADENA COUNTY
RESOLUTION 2007-4/19-**

Approving Special Law Chapter 267 of 2004 Minnesota Session Laws

WHEREAS, Wadena and Todd Counties, as joint owners, have entered into an agreement to transfer the Fair Oaks Lodge Nursing Home to TriCounty Hospital, Inc. effective January 1, 2004; and

WHEREAS, the employees of the Fair Oaks Lodge Nursing Home are enrolled in the Minnesota Public Employee's Retirement Association; and

WHEREAS, upon the transfer to the TriCounty Hospital, Inc. the employees shall become the employees of the TriCounty Hospital, Inc. which is a private employer and shall not be entitled to the benefits of the Minnesota Public Employee's Retirement Association; and

WHEREAS, the County of Wadena has sought special legislation which would allow the Fair Oaks Lodge Nursing Home employees to continue their coverage in the Minnesota Public Employee's Retirement Association; and

WHEREAS, the State of Minnesota has authorized the Fair Oaks Lodge Nursing Home employees to continue with the Minnesota Public Employee's Retirement Association as set forth in that certain special legislation set forth at Minnesota Legislation Session Laws 2004, Chapter 267; and

WHEREAS, Minnesota Statute Chapter 645.021 requires a special law be approved by the local unit of government before the special law is effective; and

WHEREAS, the special law provides a benefit for the Fair Oaks Lodge Nursing Home's employees, which the employees have earned and are entitled to receive.

NOW THEREFORE, BE IT RESOLVED by the Wadena County Board of Commissioners

that: Minnesota Session Laws 2004, Chapter 267, which provides for continuation of Minnesota Public Employee's Retirement Association benefits to the employees of the Fair Oaks Lodge Nursing Home is hereby approved.

Adopted this 19th day of April 2007

Attest:

Charleen West, Auditor/Treasurer

William Stearns, Chairman of the Board

Motion carried.

Motion by Meyer, seconded by Waldahl, to make available through payroll deductions, Wadena County employee participation in the Minnesota State Retirement System Deferred Compensation Program, as defined in M.S. 352.96,

Commissioner Waldahl questioned whether this was a mandatory employee payroll deduction?

Ms. West responded that it was by choice.

Motion carried.

Dave Anderson, Veterans Service Officer, came before the Board to review the Annual Veterans Service Report with the Board. Mr. Anderson indicated that he had 654 veteran walk in visits, 630 veteran phone calls, 63 new Veteran or Veteran Spouse clients and a van service for veterans medical appointments in Fargo, St. Cloud, Minneapolis and Brainerd.

Commissioner Waldahl informed the Board that he had sent Veteran's to see Mr. Anderson and they were pleased with the help and information they received from him.

The Board recessed at 9:55 a.m.

The Board reconvened at 10:10 a.m.

Chairman Stearns read a letter to the Board from Commissioner Cal Ludeman of the MN Department of Human Services commending the Wadena County Commissioners and staff for meeting DHS reporting requirements in a superb manner which would result in timely revenue for the County.

Ms. West informed the Board that she had just received a "Combination Application for On-Sale/Off-Sale 3.2 Percent Malt Liquor License" application from the Twin Lakes Lodge. She stated that this Application has been approved by the Township but has not yet been presented to the County Sheriff or County Attorney for their review. Ms. West informed the Board that this was a Renewal Application and suggested Board approval contingent upon favorable review by the County Sheriff and County Attorney.

Motion by Waldahl, seconded by Harrison, to approve the Combination Application for Retailer's (On-Sale) (Off-Sale) 3.2 Percent Malt Liquor License, submitted by Edward and Lisa Moren, Twin Lakes Lodge -n- Resort, contingent upon the County Sheriff and the County Attorney's approval, motion carried.

Mike Carr, Sheriff, came before the Board regarding personnel resignations. He stated that Deputy Sheriff Gary Stelzer, who was currently on a one year leave of absence while working in Iraq, had e-mailed to inform him that he would be resigning from his Wadena County position as of May 1, 2007, however would like to remain a part-time deputy upon his return to Wadena County.

Sheriff Carr also informed the Board that he had received a letter of resignation from Jailer/Dispatcher Robin Hendrickson stating a resignation date of May 11, 2007.

Motion by Waldahl, seconded by Harrison to accept the resignation of Robin Hendricksen, Dispatcher Jailer, as of May 11, 2007, and resignation of Gary Stelzer, Deputy Sheriff, as of May 1, 2007, motion carried.

Motion by Meyer, seconded by Schermerhorn, to authorize the County Sheriff to post and promote the vacant positions of Deputy Sheriff and Jailer/Dispatcher for 10 days in house and if no responses are received, to advertise the positions publicly, motion carried.

Chairman Stearns questioned Sheriff Carr as to which officer was in charge of the County Police Dog since Gary Stelzer has been on leave?

Sheriff Carr informed the Board that Deputy Sheriff Luke Manderscheid had assumed the responsibility of the Canine Program in September 2006. He stated that Deputy Manderscheid has been trained and certified and the Dog has been used 23 times since January 2007.

Motion by Schermerhorn, seconded by Harrison, to approve payment of the Board of Commissioner bills in the amount of \$110,115.34, as corrected/amended, motion carried unanimously.

Paul Friedrich, Trailbreakers Snowmobile Club, came before the Board to request approval of the 3rd Benchmark and 4th Benchmark for the Snowmobile Trails Assistance Program Maintenance and Grooming documentation.

Motion by Harrison, seconded by Meyer, to approve the Department of Natural Resources Snowmobile Trails Assistance Program Maintenance and Grooming Application for the 3rd Benchmark in the amount of \$9,576.00 and the 4th Benchmark in the amount of \$3,830.40, as submitted by the Wadena County Trail Breakers Snowmobile Club, motion carried.

Ms. West and Chairman Stearns updated the Board of the previous GIS Advisory Committee Meeting. Ms. West stated that the Committee had received a presentation from Cloud Cartographics, publisher of the County's current plat book, regarding the publication of a new

Wadena County Plat Book. She pointed out that the current County plat book was 9 years old, it was her understanding that the County currently held approximately 1,200 in storage, which Cloud Cartographics was willing to negotiate a trade-in of the old books towards the purchase of new plat books. Ms. West reminded the Board that a Board motion had been made several years ago designating funds from the sale of the current plat books towards the publication of new books which indicated approximately \$11,500 available for the purchase of new books. She stated that the development and purchase of 500 new plat books was \$10,000.

Chairman Stearns pointed out that Cloud Cartographics will be contacted as to whether the availability of the County's GIS information would reduce the cost of the development of the new books, as well as reduce the timeframe of 1 year. He also pointed out that Cloud Cartographics would be meeting with Todd County and will inquire as to their interest in developing a joint plat book.

Commissioner Meyer stated that he had been informed that Cass County's plat book was on the County's website and that they were not purchasing plat books to be sold to the public.

The Board directed Ms. West to contact the Cass County Administrator to obtain more information as to Cass County's procedures relating to their plat book.

Joel Ulring, Highway Engineer, presented the Board with an agenda. He informed them that he and the Assistant County Engineer had met with the City of Menahga and their Engineer (Ulteig) to review the proposed utility work by the City in 2008 on CSAH 21. Mr. Ulring stated that the City had previously understood the County would be reconstructing CSAH 21 in 2008, which was not on the County schedule until 2009 due to a shortage of State Aid funds. He stated that, after some discussion, the City officials would be presenting the City Council with a revised schedule for utility work in 2009, when County funds would be available.

Mr. Ulring informed the Board that he had held a Traffic Safety Meeting on April 17, 2007, which was attended by local law enforcement, MN/Dot, Wadena City representatives, School District representatives and Chris Etzler, Region 5 Transportation Director. He stated that there was good discussion and sharing of what the different entities were doing to reduce traffic accidents.

Mr. Ulring updated the Board on the Area Transportation Partnership (ATP) meeting held in St. Cloud. He stated there was concern over traffic issues due to the population growth expected in the area of Hwy 10, Interstate 94, and Hwy 371 corridors from Elk River to St. Cloud, and Brainerd to Walker.

Mr. Ulring informed the Board that the MN/DOT had applied for and received fund for county signing improvements for road approaches to state highways, which was a result of the County road audit the fall of 2006. He stated that each county would be awarded \$17,307.00 for signs and posts, the State will erect signs in the State Highway right-of-ways and the County will be responsible to erect signs along the county roads.

Mr. Ulring requested authorization to rehire Lance Perius to the part-time seasonal position of road maintenance.

Motion by Meyer, seconded by Waldahl, to approve the re-appointment of Lance Perius to the part-time seasonal position of Highway Department Maintenance, hourly rate of \$10.00/hr., start date of April 30, 2007, motion carried.

Motion by Harrison, seconded by Schermerhorn, to authorize the Highway Engineer to advertise for bids for Gravel Crushing and Pavement Markings with bid opening date to be Tuesday, June 5, 2007, at 10:30 a.m. at the Wadena County Courthouse during the regular County Board Meeting, motion carried.

Mr. Ulring updated the Board on the Highway Department remodeling project and stated that it was going well.

Mr. Ulring reminded the Board that he would be out of the office the following week due to his attendance of the National Engineer's Meeting.

Mr. Ulring reported that the Highway Department had received final approval of the Project Memorandum for the CASH 23 Project, that the Plan was in St. Paul for review and the downtown Wadena Street Project was scheduled to start the following week.

Commissioner Waldahl stated that he had recommended representatives from the Ag Society attend the Board Meeting to request Class 5 gravel for the Fair Grounds.

Mike Olson, Ag Society Representative, came before the Board to request Class 5 gravel up to 100 yards to be delivered to the Fair Grounds.

Motion by Harrison, seconded by Waldahl, to authorize the County Engineer to allow for trucks, men and up to 100 yards of Class 5 gravel to be delivered to the Wadena Fair Grounds, motion carried.

Chairman Stearns requested Mr. Ulring compile information to review with the Board on how Region 5 relates to the Area Transportation Partnership (ATP) out of St. Cloud, so that the Board could have a better understanding of the process.

Tony Stoll, Baker, Hogan, & Houx Architecture, reviewed with the Board, the Department Head Meeting held to review comments and concerns regarding the proposed site plan and options pertaining to the Master Plan for the Wensman Building remodeling. He stated there was discussion regarding the site and the necessary work that needed to occur this summer, as well as the need to limit the work in order to avoid portions that needed to be torn out and redone if the project should proceed. Mr. Stoll stated that discussion was held regarding heat in the sidewalks and the conclusion to pull the sidewalks out of the current bid and just install curb and gutter along the west and south side of the Wensman Building. He stated that discussion was held on the installation of a generator that could serve both the Social Services and Wensman Building,

also the need for several raceways for running data lines, lawn irrigation, etc. Mr. Stoll pointed out that general consensus from the Department Heads was Option B and to complete the project at one time instead of in phases, as it would be more cost effective to move at one time. He stated that some discussion was held regarding the construction of a storm shelter, which could be an extension of the proposed vault for the MIS equipment.

Mr. Stoll distributed a Preliminary Cost Estimate and Comparison sheet to the Board. He stated that the cost estimate for the "hard construction costs" for the remodeling project was \$1,140,000.00 and the "hard construction costs" for the construction of a new, wood frame office building of the same size was \$1,740,000.00, which reflected a \$600,000.00 savings to remodel.

Chairman Stearns questioned Mr. Ullring whether the changes in the parking lot made sense and could changes be made with the contractor?

Mr. Ullring responded that it did make sense, changes could be made, but felt the bigger question would be whether there was enough space along the south side of the Building for a driveway, parking area and some extra room.

Cody Yglesias, Maintenance Department, informed the Board that bringing the water line into the building and capping it would be approximately \$13,000. He also stated that the cost to run two 4" PVC lines to the generator would be \$3,300 for digging and installation, as the material expense was \$1,960. Mr. Yglesias also pointed out that the generator could be located by Social Services or the Wensman Building.

Mr. Ullring informed the Board that within two to three weeks the contractor will start milling the bituminous, so a decision was needed today.

Motion by Harrison, seconded by Schermerhorn, to approve bringing the water line into the Wensman Building and capping it at a cost of \$13,000.00 from Hanson's Plumbing & Heating, approve the installation of two 4" PVC raceways from the Social Services Building to the Wensman Building at a cost of \$3,300 from Platinum Electric and approve the installation of curb and gutter, with no sidewalk, motion carried.

Chairman Stearns distributed a "Spatial Needs Initiative" handout which outlined a proposed time schedule for development of the Wensman Building in Fiscal Year 2007 and Fiscal Year 2008. He informed the Board that Commissioner Meyer and he had attended the Department Head meeting, at which time he informed them that this project would not happen soon and that possibly, in 2007 and 2008, there would only be discussion of the project. Chairman Stearns questioned Mr. Stoll as to what the architectural fees for the project would be?

Mr. Stoll stated that normally architectural fees were based on 7% or 8% of the anticipated hard constructions costs for new or remodeling projects. Mr. Stoll pointed out the following considerations that would need to be made prior to the time of remodeling:

- 1) Remove Transit Garage and Maintenance from Wensman Building and possibly move them to the Highway Department Building.

- 2) Complete the Building and then move offices from the Courthouse into the remodeled building.
- 3) Plans for remodeling vacated Courthouse. Mechanical at Courthouse was concern; money should be set aside for upkeep of the present Courthouse building, including mechanical system.

Commissioner's Reports:

Commissioner Meyer - April 27, 2007, 3-County Public Health Meeting in Staples at T. Maxwells

Commissioner Schermerhorn - None

Chairman Stearns - None

Commissioner Harrison Wadena County Ag Society - Fair Board - there will not be a carnival this year, instead there will be inflatable games and fireworks on Saturday night.
Annual Spring Township Meeting in Sebeka that evening.

Commissioners Meyer & Harrison
Old Wadena Annual Meeting

Commissioner Waldahl West Central Regional Juvenile Center Meeting
Health Insurance Committee Meeting
Law Library Meeting – consider moving Law Library to Commissioner's Room
Ottetail/Wadena Community Action Council
CHAMPS Meeting

Chairman Stearns stated that it was his understanding that the Board had previously approved the installation of heat and air conditioning into the Wensman Building storage area, but did not believe the air conditioning unit has been installed. He stated that the Auditor's Office would like to purchase a large quantity of paper, as the price will be increasing, but humidity control is a concern. He requested the Auditor/Treasurer contact the Maintenance Department for further clarification as to whether the air conditioning has been installed.

Motion by Waldahl, seconded by Harrison, to adjourn the Board of Commissioners Meeting at 12:05 a.m., motion carried.

Charleen West, Auditor/Treasurer

William Stearns, Chairman