

WADENA COUNTY BOARD OF COMMISSIONERS ADJOURNED MEETING
NOVEMBER 20, 2008/9:00 A.M.

The Wadena County Adjourned Board of Commissioners Meeting was held on Thursday, November 20, 2008, 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 Orville Meyer and the pledge of allegiance to the flag was said.

Also present: Commissioners Lane Waldahl, Dave Schermerhorn, William Stearns, and Mary Harrison, HR Consultant Mike Gibson and Auditor/Treasurer Char West.

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

Commissioner Harrison requested a clarifying statement be inserted on page 2 of the November 4, 2008 minutes regarding Ms. Nelson's comment of "the State wanted more detailed reports so the County would have a little less to do" by adding "since the State would be taking over the Water portion of the FBL Agreement".

Motion by Harrison, seconded by Schermerhorn, to approve the Board Meeting Minutes of October 23, 2008, and October 28, 2008, as presented, and the November 4, 2008 as amended, motion carried.

Deana Skov, Zoning/Parks Director, came to the Board to review the previously discussed Pictometry Project with the Board which was not pursued at that time due to the previous quote of \$43,285. Also present were Sheriff Mike Carr, Highway Engineer Joel Uring, County Assessor Lee Brekke, County Recorder Soledad Henriksen, EMS Director Scott McKellop and Kari Tomperi, Wadena County Soil & Water Conservation District.

Ms. Skov stated that the current quote was \$27,505 without 4-way imaging of cities (except if Wadena City chose to purchase the 4-way imaging). Ms. Skov pointed out that the Project would benefit the Zoning Department, Sheriff's Department, Assessor Office and Highway Department, as well as other departments and citizens who use the County's web based map. She added that the contract would be for a 3-year period; installments would be \$2,250 when the flight was scheduled, \$6,750 in July 2009 when the product was delivered and \$9,000 in July 2010 and 2011, with no financing or interest charges for the life of the contract. She proposed that Zoning Shoreland Grant funds be used to pay for the first two payments, totaling \$9,000, the Sheriff's Department 911 funds be used to pay for the third payment totaling \$9,000 and the Highway Department and Recorder's Compliance Fund be used to pay for the final installment of \$9,000. Ms. Skov stated that the groups' recommendation was to move forward with the Project.

Chairman Meyer questioned Department Heads in attendance as to how they would use this program.

Mr. Ullring responded that it would be a benefit to the Highway Department when inventorying, designing and addressing drainage issues of County roads.

Mr. Brekke responded that it would save time in verifying buildings on property and property lines.

Mr. McKellop responded that it would benefit the EMS Department when developing Emergency Response Plans.

Ms. Henriksen responded that this Project would not directly benefit her Department but that she was in attendance in support of the Project as the Recorder's Compliance funds were to be used in support of land management, which this Project would do.

Sheriff Carr responded that this Project would benefit the Sheriff's Department in the way of public safety and response.

Ms. Tomperi stated that the Soil & Water Conservation District would use the software.

Ms. Skov responded that the Zoning Department when locating wetlands and that the public would also benefit by being able to access the Program through the County's website.

The Board commented that Pictometry would be a benefit to the County and that they commended the Departments for finding a way to pay for the Project through grants.

Motion by Waldahl, seconded by Harrison, to approve the Pictometry Project Contract with Pictometry International Corporation, at a cost of \$27,505, for 3-way oblique images of Wadena County, no financing or interest charges; payment plan: Zoning Shoreland Grant funds - first two payments, totaling \$9,000, Sheriff's Department 911 funds - third payment totaling \$9,000 and Recorder's Compliance Fund - final installment of \$9,000,

The Board questioned whether the City of Wadena would be participating in the Project.

Ms. Skov responded that the City would like to but they would need to make a definite decision to pay for the 4-way oblique images prior to scheduling the County on the flight list.

The Board questioned how the imaging could be updated.

Ms. Skov responded that if the Project proved to be as helpful as they were anticipating, the Company could fly the County again in three years and updated the information.

Motion carried.

Ms. Skov informed the Board that she had been approached by Blueberry Township and the Stocking Lake Association requesting the Zoning Department's participate in a septic system evaluation on property around Stocking Lake. She pointed out that the County's role would be

to show support by adopting a Resolution as well as providing needed enforcement for system replacements if they were necessary. Ms. Skov pointed out that this was not their intent when beginning the inventory, but the Township and the Lake Association both support the project and have funding to pursue it through the Initiative Foundation Grant in the amount of \$10,000.00. Ms. Skov recommended approval of the Resolution in support of the Project.

RESOLUTION

COMMISSIONER Schermerhorn MADE A MOTION TO ADOPT THE FOLLOWING RESOLUTION:

WHEREAS, the County of Wadena has recently completed an inventory of historical data on septic systems installed in the Township of Blueberry, Wadena, County; and,

WHEREAS, the Township of Blueberry, in Wadena County, has applied for and received a grant to administer a project to evaluate septic systems located on properties around Stocking Lake in order of risk priority according to the inventory conducted by the County; and,

WHEREAS, the Stocking Lake Association has been working diligently in the protection of Stocking Lake and supports Blueberry Township in any effort to evaluate septic systems around the lake and have them replaced if they are found to be a non-compliant system or a system failing to protect ground water; and,

WHEREAS, the County of Wadena, under MN Rule 6120.3400 may develop and implement a program to identify and require replacement of septic systems in Shoreland not meeting the minimum standards as set forth in MN Rule 7080; and,

WHEREAS, the Wadena County Zoning Ordinance requires the upgrade or replacement of systems found to be non-compliant or failing to protect groundwater;

NOW, THEREFORE BE IT RESOLVED, that the County of Wadena authorizes and supports the Township of Blueberry, Wadena County, to administer the project outlined in the attached application to evaluate septic systems located on properties around Stocking Lake in order of risk priority according to the inventory conducted by the County; and,

BE IT ALSO RESOLVED, that the County of Wadena will provide technical support from staff as well as enforcement for requiring septic systems to be updated or replaced should they be found to be a non-compliant system or a system failing to protect ground water.

**COMMISSIONER Harrison SECONDED, AND THE SAME CARRIED unanimously.
ADOPTED THIS 20th DAY OF November , 2008, BY THE WADENA COUNTY BOARD
OF COMMISSIONERS.**

Orville Meyer, Chairman

ATTEST: _____
Charleen West, Auditor/Treasurer

Ms. Skov informed the Board that she had received and recorded the Easement from Potlatch for the north 33 feet of the Potlatch property in Section 14 of Thomastown Township, which would provide permanent access to the Cadotte Site.

Mike Carr, Sheriff, requested Board approval for the purchase of one new 2009 Ford Crown Victoria squad car from Elk River Ford in the amount of \$23,658 on state bid and one K-9 unit Chevrolet Tahoe 2x4 Police Package without the wiring package, from Denny Hecker Chevrolet in the amount of \$22,905 on state bid. He pointed out that he had included in the 2009 budget the purchase of two squads at \$24,000 each which also included the labor cost for set up, which would be very close to the actual expense. Sheriff Carr added that this purchase was important for public safety.

Motion by Waldahl, seconded by Schermerhorn, to approve the purchase of one 2009 Ford Crown Victoria Police Inceptor from Elk River Ford for the state bid price of \$23,658.00 and one 2009 Chevrolet Tahoe 2x4 Police Package from Denny Hecker Chevrolet at the state bid price of \$22,905.00, plus wiring charges, motion carried.

Sheriff Carr informed the Board that the Wadena County Sheriff's Department had issued 43 Administrative Citations in the last month and all seemed to be working very well.

Scott Carpenter, Solid Waste Director, came before the Board to request authorization to close the Transfer Station the Saturday following the Thanksgiving Holiday. He pointed out that if the Station remained open the County would be losing money as people did not expect them to be open.

Motion by Schermerhorn, seconded by Harrison, to authorize the Solid Waste Director to close the Wadena County Transfer Station on Saturday, November 29, 2008, following the Thanksgiving Holiday, motion carried.

Mr. Carpenter was advised to put a notice in the paper notifying the public that the Transfer Station would be closed on November 29, 2008.

Mr. Carpenter requested approval by the Board to post a vacancy created by the resignation of Anita Small, part-time Solid Waste Recycling Processor.

Commissioner Stearns distributed a handout to the Board outlining a proposal he and Mr. Carpenter had previously discussed. He provided a brief history of how the development of the current waste management program began. Commissioner Stearns pointed out that the Department was currently functioning with old and outdated equipment, much of which needed to be repaired. He stated that he felt it was now time to review the process and issues of concern and recommended the Board Chairman set up a Committee for this purpose before hiring a replacement part-time employee.

Chairman Meyer questioned Mr. Carpenter what the situation would be if this part-time employee was not replaced at this time and whether he could keep the position open for 60 days.

Mr. Carpenter replied that they would be in trouble but pointed out that he could get by with part-time at this time. He added that it would pick up in the summer time and was not sure if they could get by with a part-time employee. Mr. Carpenter stated that they could get by for now, however, it would be a little tight.

Ms. Skov questioned whether they would consider a temporary part-time worker.

Suggests were made to use Building Maintenance staff, Highway Department staff or the Parks seasonal part-time employee to fill the temporary position.

Motion by Waldahl, seconded by Schermerhorn, to approve the request by the Solid Waste Director to post and advertise, if necessary, to fill the recently vacated part-time Solid Waste Recycling Processor position with a temporary employee, motion carried.

Chairman Meyer appointed Commissioner Schermerhorn, Commissioner Stearns, the Solid Waste Director, Building Services Director and Highway Engineer to the Solid Waste Committee to review the current operations of the Solid Waste Department.

Commissioner Stearns questioned whether there were any additional concerns for the Committee to review.

Mr. Carpenter pointed out that there was more plastic than there was room for in the recycling bins so they have now re-labeled the first three bins as "plastic, tin, glass".

Ms. Porter questioned whether the matter of recycling new unused building materials could be added to the review list.

Chairman Meyer advised that this would be up to Mr. Carpenter as to whether he could implement this or not.

The Board recessed at 10:16 a.m.

The Board reconvened at 10:29 a.m.

Joel Uring, Highway Engineer, came before the Board to present them with an Agenda. He reported that drug testing of Highway Department maintenance crew members, currently handled by FirstLab through the MCIT Drug and Alcohol Testing Pool would be discontinued as of December 31, 2008. Mr. Uring pointed out that FirstLab had offered to continue the program under contract and that MCIT and the Assistant County Attorney had both reviewed the information. He added that the cost for the services had not changed. Mr. Uring recommended the continuation of the drug and alcohol testing services with FirstLab and to execute the Service Agreement with the suggested changes by MCIT.

Motion by Schermerhorn, seconded by Stearns, to approve a Service Agreement with FirstLab for employee drug testing services at a cost of \$39 per test and alcohol testing at a cost of \$35 per test, beginning January 1, 2009, motion carried.

Mr. Ulring reminded the Board concerning the designation of CSAH 23 as a “Veteran’s Memorial Highway” within Wadena County. He added that it had been mentioned that Carl Peltoniemi had been involved in this designation, however, research by the Auditor’s Office and Mr. Ulring had revealed no official action had been taken on this matter to date.

Motion by Schermerhorn, seconded by Waldahl, to officially designate County State Aid Highway 23, as a “Veteran’s Memorial Highway” within Wadena County, motion carried unanimously.

Mr. Ulring will install the proper signage for this designation.

Mr. Ulring informed the Board that while reviewing the roads to revoke back to the Townships, it became obvious that portions of CR 145 and CR 154 within Huntersville Twp. were good candidates to be classified as Minimum-Maintenance Roads. He pointed out that there were no residents living on these roads and they had a very low traffic volume. He reviewed MN 160.095 which outlined the requirements of a low maintenance road pointing out that the road must be maintained and open to traffic eight months of the year. Mr. Ulring stated that he had notified the Cass County Highway Engineer of this proposal since part of the road being considered was in Cass County and that they were considering the same. He added that he had also checked with the mail carrier and the Menahga School District Transportation Director and to the best of his knowledge there appear to be no issues with this designation and therefore, requested Board adoption of the Resolution.

**RESOLUTION
To
Designate Minimum-Maintenance Roads**

Commissioner Schermerhorn offered the following resolution and moved for its adoption.

WHEREAS: The Wadena County Board has the authority granted in Minnesota State Statute 160.95 DESIGNATION OF MINIMUM-MAINTENANCE ROADS to designate certain county roads as Minimum Maintenance Roads, and

WHEREAS: The following portions of Wadena County Roads 145 and 154 in Huntersville Township have an ADT (Average Daily Traffic) of about 20 vehicles (2008 Traffic Count):

- CR 145 from CR 151 to CSAH 15 – 2½ miles
- CR 154 from CR 155 to 1 mile south of CSAH 19 – 2 miles

WHEREAS: No year round residents currently live on either of these roads.

NOW THEREFORE BE IT RESOLVED: The Wadena County Board of Commissioners have determined that the identified portions of CR 145 and CR 154 are used only occasionally or intermittently for passenger and commercial travel, and

BE IT FURTHER RESOLVED: The Wadena County Board of Commissioners designates the identified portions of CR 145 and CR 154 as Minimum-Maintenance Roads. The designation of these roads will take effect upon erecting “Minimum-Maintenance Road” signs at the entry points to the roads.

Commissioner Harrison seconded the motion and the same carried unanimously.

Adopted at Wadena, Minnesota on this 20th day of November, 2008.

ATTEST: _____
Charleen West, Auditor-Treasurer Orville Meyer, Chairman

Mr. Ulring informed the Board that the Highway Department had included the replacement of Bridge No. 800507 in its Capital Improvement Plan (CIP), which was located on the east end of the line between Sections 13 and 24 in Wing River Township where CSAH 7 crossed over the Red Eye River. He pointed out that he had requested a proposal to provide design services and prepare plans and specifications for the bridge replacement from Erickson Engineering of Bloomington MN at an estimated cost of \$8,200. Mr. Ulring stated that he considered this a reasonable fee and pointed out that this expense was 100% reimbursable with Regular State Aid Construction funds. He requested Board authorization to contract with Erickson Engineering for their services.

Motion by Waldahl, seconded by Harrison, to authorize the Highway Engineer to contract with Erickson Engineering, Bloomington MN, to provide design services and preparation of plans and specifications for the replacement of Bridge No. 800507 in Wing River Township at an estimated cost of \$8,200, reimbursable under Regular State Aid Construction funds, motion carried.

Mr. Ulring informed the Board that the Wadena City Council approved the purchase of an old Highway Department plow truck in the amount of \$10,000.

Mr. Ulring reminded the Board that at the previous Meeting he had informed them that MnDOT had requested solicitation of two (2) projects for possible federal Economic Stimulus Project funds which required completion within 90 days, which had since been extended to 120 days. He stated that he had referred to the Highway Department 5-Year Plan and that one of the projects he had submitted was an overlay and shoulder paving of CR 4 from east limits of Wadena City to CSAH 26 and the second project was overlay and shoulder paving of CSAH 30 within Staples from 4th St. to CSAH 2 and CSAH 2 to Crow Wing River Bridge; CSAH 30 would be the first one to be considered.

Chairman Meyer questioned Mr. Ulring if the Stimulus Project would be new funds or if they would come from the County’s current quota.

Mr. Ulring responded the intent of the Stimulus Project would be totally new Federal Funds.

Cindy Pederson, Public Health Family Health Supervisor, present the Board with the Public Health Department agenda as Karen Nelson, Public Health Director, was not available. Ms. Pederson requested authorization for the Public Health Director to set the salary for Laure Laughlin, Community Health Specialist, effective December 1, 2008, paid by the Drug Free Community Health Promotion grant program.

Motion by Schermerhorn, seconded by Waldahl, to authorize the Public Health Director to set the salary for Laure Laughlin, Community Health Specialist, at Grade 54, Step 4 at 100% effective December 1, 2008, for the Drug Free Community Health Promotion Program, motion carried.

Ms. Pederson requested authorization for the Public Health Director to sign a contract with Otter Tail Wadena Community Action Council Head Start Program to provide dental fluoride varnish to children enrolled at Wadena County Head Start sites.

Motion by Waldahl, seconded by Schermerhorn, to authorization the Public Health Director to sign a contract with Otter Tail Wadena Community Action Council Head Start Program to provide dental fluoride varnish to children enrolled at Wadena County Head Start sites, with costs paid by third party, grant or Head Start; effective November 20, 2008 through June 30, 2009, motion carried.

Motion by Stearns, seconded by Waldahl, to approve the payment of \$67,789.50 to Todd Wadena Community Corrections for the second half 2008 allocation, motion carried.

The Board was provided a copy of the Todd Wadena Community Corrections Quarterly Report for their review.

Motion by Waldahl, seconded by Schermerhorn, to approve the payment of \$1,956.18 to Dave's Floor covering from the General Fund Department #114 Building Fund, for the installation and purchase of vinyl flooring in the Workforce Center, motion carried.

Sean Uselman, Building Services Director, informed the Board that the County was required to provide 8 hours a year of OSHA training to each employee. He pointed out that in the past the attendance had been poor, but since the County had contract with Minnesota Safety, Inc. there had been a good turn. Mr. Uselman added that the Highway Department also had a contract with the company for their specific safety training.

Motion by Waldahl, seconded by Schermerhorn, to approve a Professional Service Agreement between Minnesota Safety, Inc. and Wadena County in the amount of \$3,465.00 and between Minnesota Safety, Inc. and the Wadena County Highway Department in the amount of \$990.00 for training/consultation services related to OSHA Required Training Topics,

Chairman Meyer questioned whether attendance could be made mandatory.

Commissioner Waldahl commented that if it were made mandatory and an employee was

scheduled to be off, the County would have to pay overtime.

Mike Gibson, HR Consultant, informed the Board that the training could be made mandatory but that there were some issues that would have to be dealt with. He recommended working out something with the Contractor that would be agreeable for both parties as well as video-taping the trainings so if an employee was not able to attend the training they could watch the video during their lunch time, which would meet the mandatory demand.

Motion carried.

Ms. West pointed out to the Board that the two newly elected County Commissioners had brought to her attention an AMC Conference for newly election County Commissioners to be held in Roseville on January 14th, 15th and 16th, 2009 in Roseville. She added that December 21, 2008 was the cut-off for Conference registration.

Motion by Schermerhorn, seconded by Stearns, to approve payment of the registration and travel expense for newly elected County Commissioners Rodney Bounds and Ralph Miller relating to their attendance of the AMC Conference entitled County Government 101, to be held January 14th, 15th, and 16th, 2009, at the Radisson Hotel in Roseville, motion carried.

Motion by Stearns, seconded by Harrison, to approve the payment of \$1,625.00 to the Association of Minnesota Counties for the December 8th, 9th and 10th, 2008, Annual AMC Conference registration fees for Commissioners Meyer, Harrison, Stearns, Waldahl, and Schermerhorn, motion carried.

Motion by Stearns, seconded by Harrison, to approve the payment of \$45,293.50 to Kitchigami Regional Library for the second half 2008 levy allocation,

Chairman Meyer informed the Board that Cass County had challenged the Regional Library's Maintenance of Effort for 2009.

Commissioner Harrison reported that she had received information from the Regional Library listing Wadena County as being short in 2009 by several thousand dollars. She added that the information also mentioned something about there being no Mobile Library Service in January; she was not sure if this meant just for the month of January or if they intend to stop Mobile Library Service entirely. Commissioner Harrison stated that she would check on this and report back to the Board

Motion carried.

Ms. West reminded the Board that Board action had been taken during the October 23, 2008 Board Meeting approving the renewal of the 2009 Life, Long Term and Short Term Disability, Accidental Death and Dismemberment and Long Term Care Insurance policies through Ochs, Inc. She stated that since that time Mr. Gibson, Debbie Mursu, Payroll Supervisor, and she had

obtained a quote and policy information for the Life, Accidental Death and Dismemberment Insurance and Short Term Disability from the AT Group which reflected a lower premium for a better policy. She requested Board consideration to rescind the October 23, 2008 Board motion authorizing the renewal of the employee insurance policies with Ochs, Inc. and then approve a motion accepting the Life, A & D and Short Term Disability Insurance through AT Group.

Motion by Schermerhorn, seconded by Waldahl, to rescind the October 23, 2008, Board Meeting motion "Motion by Schermerhorn, seconded by Waldahl, to approve the renewal of the 2009 Life, Long Term & Short Term Disability, Accidental Death & Dismemberment and Long Term Care Insurance Policies through Ochs, Inc., motion carried", motion carried.

Motion by Schermerhorn, seconded by Waldahl, to approve the renewal of the 2009 Long Term Disability and Long Term Care Insurance Policies through Ochs, Inc., motion carried.

Motion by Harrison, seconded by Stearns, to approve the 2009 Life, Accidental Death & Dismemberment, Short Term Disability Insurance Policies through AT Group, motion carried.

Ms. West also informed the Board that an employee vote had been taken and they had approved dental insurance coverage from Delta Dental through the AT Group.

Motion by Stearns, seconded by Harrison, to approve payment of the Board of Commissioner bills in the amount of \$162,797.49, motion carried.

Chairman Meyer, Paul Sailer, Social Services Director, Mr. Gibson and Ms. West updated the Board on South Country Health Alliance (SCHA).

Ms. West stated that they had previously met on November 14, 2008, and held a conference call with John Gregoire, Chief Financial Officer of SCHA, to discuss the Board's previous direction to request a payment plan from South Country. She stated that Mr. Gregoire later e-mail Mr. Sailer a plan that was not the same as the Board had considered. Ms. West pointed out that it was paying more up front, but the end result would be the same; as SCHA payment plan credited Wadena County the amount of interest earned by paying the initial buy-in expense up front, which then reduced the interest expense for a net interest expense of \$20,344.

Mr. Sailer pointed out that SCHA was unable to accept the County's proposed payment plan of \$25,000 due to their obligation to the Department of Commerce. He added that the SCHA payment plan had previously been used by Todd and Cass County.

Motion by Waldahl, seconded by Schermerhorn, to approve the following Resolution,

**Wadena County Board of Commissioners
Resolution**

WHEREAS, the Counties of Brown, Cass, Crow Wing, Dodge, Freeborn, Goodhue, Kanabec, Morrison, Sibley, Steele, Todd, Wabasha, Wadena, and Waseca have formed a Joint

Powers Board to implement and administer County-Based Purchasing for certain state and federal programs, which the Joint Powers Board operates under the name South Country Health Alliance (SCHA); and

WHEREAS, on December 31, 2007, following recognition of a "premium deficiency reserve" anticipating losses for 2008, SCHA's risk-based capital was approximately 133%, rather than the 300% required by the Addendum to SCHA's By-Laws; and

WHEREAS, additional capital was necessary to restore financial health to SCHA; and

WHEREAS, SCHA was empowered to require additional contributions from its Member Counties for capital; and

WHEREAS, on May 12, 2008 the SCHA Joint Powers Board made a capital call upon its Member Counties in the amount of \$11,000,000, with Wadena County obligated to pay \$587,489; and

WHEREAS, one-half of the respective amount payable by each county was to be paid, in immediately available funds, by May 27, 2008; and

WHEREAS, the Wadena County Board of Commissioners authorized payment of \$293,744.50 on May 27, 2008 to SCHA; and

WHEREAS, the Wadena County Board of Commissioners is unable to make the second-half payment of \$293,744.50 on November 25, 2008 to SCHA and has requested SCHA to consider a payment plan option; and

WHEREAS, SCHA has responded to Wadena County's request of a payment plan based on the payment plan option offered by SCHA to counties for the initial Buy In to SCHA.

NOW, THEREFORE BE IT RESOLVED, that the Wadena County Board of Commissioners will accept SCHA's payment plan as follows;

01/02/09	\$127,557.00
06/30/09	\$ 2,551.00
01/02/10	\$170,756.00

Adopted this 20th day of November, 2008, by the Wadena County Board of Commissioners.

Orville Meyer, Chairman

ATTEST:

Charleen West, Auditor/Treasurer

Commissioners Reports:

Commissioner Waldahl, Todd Wadena Community Corrections Meeting
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Otter Tail Wadena Community Action Council – There will be cuts if DPS cuts. A team of five will be coming in to review the books, procedures and policies. Houses not selling.
 Bell Hill Recovery Center - electrical improvements started.
 Sentenced to Serve crew will start to fix up one house at Bell Hill.
 Commissioner Harrison Todd Wadena Community Corrections Meeting
 NaCo Drug Program – Met with Public Health Director
 Fair Board Annual Meeting – 6,000 people attended the Fair
 Old Wadena Society had put in several more sections of the Bog Walk and three more sections of dock ready to put in next year.
 Commissioner Stearns NRCS had undergone a nation wide audit
 Star Lakes Board Meeting - reviewed Articles of Incorporation And By-Laws, Joint Powers Agreement - 501C3 designate
 Commissioner Schermerhorn None
 Commissioner Meyer Todd Wadena Community Corrections Advisory Board Meeting
 National Joint Powers Alliance Meeting

Mike Gibson, HR Consultant, provided the Board with the following update:

- He was three quarters through his contract and spending the majority of his time on negotiations at present.
- Signed contract with Social Services for 1 year; 0 increase - total freeze.
- General and Essential Union – tentative agree on language. Mediation December 17, 2008 on freeze.
- Negotiations with the 49-ers meeting 10:30 a.m. 11/21/08 – a lot of language changes to consider.
- Personnel issues time consuming but very constructive. Avoided some real problems.
- ReTAP Survey in regards to Energy, etc. – Maintenance Staff doing items they can do now.
- Master Plan – space shortage issues that need to be dealt with in the Sheriff’s Office. Direction was needed in order to go forward.
- HVAC in the Courthouse. Have received estimate for all controls to go to electronic as opposed to the current system. This would take care of some current problems. The cost would be from \$55,000 to \$65,000. They will come in and look over the building which does not have to be done immediately.
- Working with Department Heads on County-Wide Purchasing. They have given lists of vendors they deal with.
- Major assignment was to come back to the Board with an appraisal as to whether this County needed a Human Resource Person, Coordinator, or combination of the two. He would like to make a presentation at the second meeting in December.

Chairman Meyer adjourned the Adjourned Board of Commissioners Meeting at 12:00 p.m.

Charleen West, Auditor/Treasurer

Orville Meyer, Chairman

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