

WADENA COUNTY BOARD OF COMMISSIONERS MEETING
JULY 7, 2009/9:00 A.M.

The Wadena County Board of Commissioners Meeting was held on Tuesday, July 7, 2009, 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 Dave Schermerhorn and the pledge of allegiance to the flag was said.

Also Present: Commissioners Lane Waldahl, Rodney Bounds, William Stearns, Ralph Miller, and Auditor/Treasurer Char West.

Motion by Miller, seconded by Bounds, to amend the day's Agenda to table item c.) Presentation of 2008 Wadena County Actuarial Report and to include l.) Board approval of payment to Daryl & Renee Jacobson for Permanent Easement, and m.) Board approval of payment of ComData Invoice, motion carried.

Motion by Miller, seconded by Waldahl, to approve the Board Minutes of Special Board Meeting of May 28, 2009, Special Board Meeting of June 15, 2009, Board of Equalization Meeting of June 15, 2009 and Board Minutes of June 18, 2009 (with correction pg 13 adopted this 18th day of June 2009) as amended, and Special Board Meeting of July 2, 2009, motion carried.

Bruce Underdahl, Minnesota Counties Insurance Trust (MCIT), Account Executive, reviewed the 2009 Member Report for Wadena County. He stated that MCIT had to follow the same rules as the County did under the Open Meeting Law and Data Practices Act and could offer assistance and training to members in order to avoid problems and potential claims. Mr. Underdahl stated that MCIT faced the same exposures to property and liability as the County, and also shared the same protections under MN Statute 466 with its immunities and defenses for public entities and the caps on Tort Liability Claims. He pointed out that these caps increased July 1, 2009 to \$500,000 per claimant and \$1,500,000 per occurrence; Property/Casualty rates had again shown a reduction in 2009 and Work Comp claims had dropped. Mr. Underdahl reviewed Wadena County's Worker's Compensation statistics which reflected a drop in the experience mod rate. He also pointed out that MCIT had added 36 new videos to their Library.

Commissioner Miller questioned as to what the total dividend pay off was the previous year.

Mr. Underdahl responded 12.5 million dollars.

Motion by Stearns, seconded by Waldahl, to approve the renewal Liquor License Application for Blueberry Pines Golf Club, Inc., for the period of 7/31/09 to 7/31/10, motion carried.

Ms. West requested Board action to amend their previous June 2, 2009 Board Meeting action approving Family Medical Leave for Kelly Haugen, Sheriff's Department, beginning June 3, 2009, as her leave actually began June 5, 2009.

Motion by Stearns, seconded by Miller, to approve the amended Board action approving Family Medical Leave requested by Kelly Haugen, Sheriff's Department, beginning June 5, 2009, instead of June 3, 2009, for up to 12 weeks, motion carried.

Motion by Waldahl, seconded by Bounds, to approve the payment of \$75,614.50 to Todd Wadena Community Corrections for the first half 2009 Allocation, motion carried.

Motion by Stearns, seconded by Waldahl, to set a Wadena County Fee Public Hearing for August 4, 2009, from 10:15 to 10:45, in the Wadena County Board of Commissioners Room, motion carried.

Kathy Ouren, Court Administrator, Jeri Scheller, Assistant Court Administrator, and Judge Carlson came before the Board to discuss the need for additional space within the Court Administrator's Office.

Ms. Ouren stated that she was respectfully requesting more space for Court Administration. She distributed a handout which illustrated the proposed remodeling and estimated cost of \$6,800 for materials. Ms. Ouren pointed out she was aware that there were Phase II remodeling plans which includes the Court Administration, however, they had immediate space, privacy and storage issues that could be taken care of relatively inexpensively. She stated that her staff were in need of more space so they could do their job more efficiently and comfortably; at present they literally hear every phone conversation, copy machines noise, etc.; storage needs were not met; under every work station in the office there were make-shift shelves and stackable organizers where the staff put their forms, files, tools and equipment; there were days when the small work area caused stress. Ms. Ouren added that the St. Cloud District Office recognized the need and had offered to purchase new office work stations if the County could provide the space. She also added that at present, if there was a need for a private conversation, they went to the Jury Deliberation Room and what this did to the people left behind made for a morale issue that could be improved on; private offices for Ms. Scheller and she would allow staff to come to them in a safe environment and not fear being overheard while they addressed their issues; the Jury Assembly Room was next to their office and was not in use very often as there were not a lot of Jury Trials; other parts of the Courthouse could be used for Jury Assembly or Jury Orientation, such as the Small Courtroom or the Auditorium. Ms. Ouren informed the Board that her husband was a licensed construction contractor and was willing to do the work for free, Ms. Scheller's husband would be willing to assist as well as Judge Carlson; with the District contributing furniture and their resources the remodeling could be doable.

Judge Carlson stated his support of the remodeling request so the Staff could have the tools they needed to do their work. He added that the State was moving toward what was called the lowest efficient norms for staffing; fewer people in coming years and use what the State had as effectively as they could. Judge Carlson pointed out that they would do everything they could to keep the cost down for the County and hoped the Board could support this request.

Ms. Scheller stated that the existing Court Administrator's work stations would be offered to another County office.

Commissioner Miller stated that the Social Services Director had indicated a possible cost share for this remodeling from the Social Services Department.

Ms. Ouren stated that it was found that the funds would not be available for this remodeling.

Commissioner Waldahl stated that there was a County Building Committee and that phases had been set-up; with the new drawings, it should go back to the Building Committee to review. He pointed out that County Department's had just made cuts so it was making it hard to spend an additional \$6,800 for the Courts, which was the State and the State was actually making cuts to the County.

Commissioner Bounds stated that he agreed with Commissioner Waldahl; the first phase should be completed before the Board started on something else.

Commissioner Stearns requested clarification that there would be no Jury Assembly Room remaining; that area at present was a secured area of the Courthouse; it was unsettling that the County would no longer have a secured Jury Assembly Room. He questioned whether this would jeopardize the integrity of a case.

Ms. Ouren commented that Otter Tail County's Jury Assembly Room was on a different floor, which moved the jurors away from any of the persons and witnesses involved in the case and kept them from hearing any conversations they should not hear.

Commissioner Waldahl commented that in the past the Jury Assembly Room was used for the Attorney and Law Enforcement and they were told they could no long be there as the Jury Assembly had to be secure and there could be no contact with them.

Ms. Scheller commented that the reason the Room ceased to become a meeting room for Officers and Attorneys was because the Judge did not want them sitting there talking about cases, etc.

Kyra Ladd, County Attorney, voiced her concern of using the Courthouse Auditorium as a Jury Assembly Room as it was closer to her office where she had witnesses. She added that the issue of encountering potential witnesses would be greater in the Auditorium; also Probation and Law Enforcement were on the lower level of the Courthouse.

Judge Carlson requested an anticipated date that the Building Services Committee would report back to the Board so the project would not die.

Commissioner Waldahl stated that the Building Services Committee set up phases which should be followed. He questioned where this remodeling would fit into those phases. He questioned Ms. Ladd as to whether it was legal to have free labor work for the County that was not Sentenced To Serve.

Ms. Ladd responded that there insurance and liability coverage would have to be in place so the County was covered. She did not know project numbers thus not knowing if there would have to

be bids.

Judge Carlson advised that in the case a volunteer; a license and bonding would have to be in place.

Commissioner Miller commented that there were other areas that had made requests and had been put on hold as they were not part of the phases; they had been told to wait, which he felt needed to be noted.

Board consensus was to bring this project before the Building Services Committee at their next meeting on August 5, 2009.

Kathy Langer, Todd Wadena Community Correction Director, presented the Board with a handout regarding Phase I which involved the relocation of the Probation Office in an effort to accommodate the Sheriff's Department. Also present was Sean Uselman, Building Maintenance Director.

Ms. Langer requested the relocation of a door so that the Corrections Agents would not have to pass directly by the staff and through potential data processes in progress which was for safety and data privacy.

Mr. Uselman informed the Board that any doors available would not work in this situation and they would have to have a new door which would cost approximately \$1,200 and an electrician for \$500 for a total cost to relocate the door in the amount of \$1,700.

Ms. Langer added that the carpeting was of two different sets as at one time there was a wall which had now been removed. She also added that the current carpet in the area was badly stained so it could not be reused. Ms. Langer requested an additional \$500 to re-carpet the entire main office area and the three Probation Offices in the back.

Commissioner Waldahl stated that he did view the carpet that morning, which the Building Maintenance Department had tried to clean.

Ms. Langer stated that she had been informed that it took approximately six weeks to receive a door and recommended that they take one of the interior doors for the outside door and leave two offices without a door until the new door came in. She pointed out that the total cost of the changes would be \$2,200.

Motion by Stearns, seconded by Waldahl, to approve the additional office relocation expense of \$2,200 for the relocation of an exterior door and carpeting of the new Probation Office, as requested by the Todd Wadena Community Corrections Director, motion carried.

Ms. Langer expressed her thanks to Mr. Uselman and his staff for their fine work.

The Board recessed at 10:07

The Board reconvened at 10:22 a.m.

Karen Nelson, Public Health Director, came to the Board requesting authorization to sign the following Chemical Health Prevention contracts:

Motion by Waldahl, seconded by Bounds, to authorize the Public Health Director to sign the following Chemical Health Prevention contracts:

- a. Menahga Public Schools to provide a Youth Advisor for hours up to \$5,000 effective September 1, 2009 to June 30, 2010.
- b. Wadena Deer Creek Public Schools to provide a Youth Advisor for up to \$5,000 effective September 1, 2009 to June 30, 2010.
- c. LAMAR Companies for billboard messaging for the Most of Us Campaign for \$9,600 effective July 1, 2009 to June 30, 2010, (2 in Wadena).
- d. Tri-Art, Inc. Outdoor Advertising for bill board messaging for the Most of Us Campaign for \$4,100 effective July 1, 2009 to June 30, 2009, (1 in Menahga).

Motion carried.

Ms. Nelson requested authorization from the Board to sign Family Service Collaborative contracts.

Motion by Bounds, seconded by Miller, to authorize the Public Health Director to sign the following Family Service Collaborative Contracts effective July 1, 2009 to June 30, 2010 for:

- a. Universal Home Visiting for \$13,703.
- b. Family Service Collaborative Coordination Services for \$8,266.
- c. Chemical Health Grant match \$6,000.

Ms. Nelson commented that Family Services Collaborative Board had three Advisory Committees made up of schools representatives, Community Action, clergy and youth workers and they made recommendations to the Collaborative Board as to how the funds were to be spent.

Motion carried.

Commissioner Waldahl questioned Ms. Nelson as to whether H1N1 was now considered an epidemic.

Ms. Nelson responded that the World Health Organization had classified it as a pandemic as it was in all Countries, but so far the germ was acting like a seasonal flu. She stated that they were making a vaccine which took four to six months; hopefully by September there would be a vaccine. Ms. Nelson added that it was felt that anyone born before 1958 were the safest as they may had been exposed to this before that date.

Joel Ulring, Highway Engineer, came to the Board regarding the SAP 80-621-10 bid award reporting that bids were opened for the project at the Menahga City Hall. He reviewed the four stages of the Project; he reported that that the Engineers estimate was \$2,295,829.45 and bids

were received from 14 bidders, as follows;

Sellin Bros, Inc	\$2,078,310.87
Duininck Bros, Inc.	\$2,112,584.56
LaTour Construction, Inc.	\$2,145,940.75
Quam Construction Co Inc.	\$2,151,905.85
R.L. Larson Excavating, Inc.	\$2,164,951.05
Arcon Construction	\$2,197,529.36
Utility Systems of America	\$2,226,485.77
Nodland Construction Co Inc.	\$2,286,077.36
Northdale Construction Co, Inc.	\$2,326,893.30
Douglas-Kerr Underground, LLC	\$2,374,945.96
Gladen Construction, Inc.	\$2,433,582.25
Northwest Asphalt, Inc.	\$2,503,057.63
Tom's Backhoe Service, Inc.	\$2,509,710.20
Veit & Company, Inc.	\$2,611,351.13

Mr. Ullring informed the Board that on July 6, 2009, the Menahga City Council held a public hearing and that following the Hearing, the Menahga City Council approved a motion to proceed only with the portion of the project to replace and extend utilities (water & sanitary sewer) under CSAH 21 (1st St NE) and reconstruct CSAH 21 (1st Nt. NE); they elected not to do any work on Oak Street or Blueberry River Drive. He also informed the Board that the City Council had passed a motion to secure bonding for the project and that the City Administrator expected to make payment to Wadena County for 95% of the City's share of the project within six weeks, as per the agreement between the City and Wadena County.

Mr. Ullring recommended award of the bid to Sellin Brothers, Inc. for the SAP-80-621-10 Project in the amount of \$1,659,534.92 accounting for the funds as follows:

Low Bid	\$2,078,310.87
Less	<u>411,775.95</u>
	\$1,659,534.92

Motion by Waldahl, seconded by Stearns, to approve award of the low bid to Sellin Brothers, Inc. in the amount of \$1,659,534.92 for SAP 80-621-10 Project, as recommended by the Highway Engineer,

Mr. Ullring informed the Board that the County's share of the Project would be approximately \$1,000,000, which was included in the 2009 Budget; Menahga City's share would be \$660,000.

Motion carried.

Mr. Ullring informed the Board that he had received correspondence from Mn/DOT requesting an official car detour on CR 100 and CR 103 in order to complete a small road project on TH 71 between Lincoln and Franklin Avenues in Wadena. He added that Mn/Dot was proposing a payment to Wadena County in the amount of \$2,404.83 for use of detour roadways during the project work.

Motion by Stearns, seconded by Miller, to approve the following Resolution, as recommended by the Highway Engineer:

WADENA COUNTY
RESOLUTION

IT IS RESOLVED that Wadena County enter into Mn/DOT Agreement No. 95015 with the State of Minnesota, Department of Transportation for the following purposes:

To provide for payment by the State to the County for the use of County State Aid Highway Numbers 100 and 103 as a detour route during the highway reconstruction and underground utility installation and other associated construction to be performed upon, along and adjacent to Trunk Highway No. 71 from Lincoln Avenue to Franklin Avenue in the City of Wadena under State Project No. 8003-30 (T.H. 71=004).

IT IS FURTHER RESOLVED that the _____ Chairman of the Board _____ and the _____ Highway Engineer _____ are authorized to execute the Agreement and any amendments to the Agreement.

Charleen West, Auditor/Treasurer

David Schermerhorn, Chairman

Motion carried.

Mr. Ulring informed the Board that four quotes were received for paving the driveways and parking area at the Wadena County Highway Department/Extension Building as follows:

Howard's Driveway Service	\$29,207.70
Quality Paving & Seal Coating	\$26,500.00
Anderson Brothers Construction Co	\$44,459.66
Tri-City Paving	\$33,500.00

Motion by Stearns, seconded by Waldahl, to approve the low quote from Quality Paving & Seal Coating for the paving of the driveways and parking areas at the Wadena County Highway Department/Extension Building in the amount of \$26,500.00, as recommended by the Highway Engineer, motion carried.

Mr. Ulring reported that the Engineer's estimate for the Paving Project was approximately \$30,000 and there were funds in the Highway budget to cover this project.

Mr. Ulring informed the Board that he had been working with the Extension Director to erect a sign erected at the Highway Department/Extension Building to better inform the public where Extension was located. He requested authorization to spend up to \$2,000 to accomplish this.

Commissioner Waldahl questioned whether they had contacted Signs & Designs in Wadena County.

Mr. Ullring responded he had done a lot of work with M&R Signs of Fergus Falls but would contact Signs & Designs for a quote for the sign.

Chairman Schermerhorn questioned where the funds would come from.

Mr. Ullring responded that it was his understanding that the cost would be shared between the Highway and Extension Departments.

The Board requested that Mr. Ullring contact the local sign company and return to the Board with quotes for the Project.

Commissioner Miller stated that had a discussion with Mr. Ullring regarding the Verndale Shop and the present Staples rental location. He requested that a round table discussion regarding the Verndale Shop subject be put on the Agenda so it could be properly aired and get it done in July.

Commissioner Waldahl commented that another meeting should not be necessary as it could be addressed at one of the Board Meetings.

Mr. Ullring stated that he would come to the next scheduled Board Meeting of Friday, July 24, 2009, for purpose of discussion regarding the Verndale Shop issue.

Ken and Joyce Price, Pine Cove Inn owners, and Mike Willis, possible new owner, came before the Board to again request a reduction in their Liquor License fee.

Ms. West stated that the Board's previous questions relating to this request were what the City of Wadena charged for their Liquor License fees and how many Liquor Licenses were issued by Wadena County. She reported that the City of Wadena liquor license fee was \$2,500 except for the Wadena County Golf Course, as it was owned by the City. She also reported that Wadena County issued four Liquor Licenses for a fee of \$1,600, to Blueberry Pines Golf Club, Huntersville Outpost, Staples Golf Club, which was seasonal and prorated, and the Pine Cove Inn.

Ms. Price questioned whether any of the other establishments licensed by the County had the same situation as the Pine Cove Inn with a golf course right next door that did not pay for a liquor license.

Ms. West responded that this situation did not occur within Wadena County.

Commissioner Miller stated that the Pine Cove Inn was an established business long before the Golf Course was there; there was a conflict of interest with the City setting up a license free establishment close to a licensed establishment. He stated there was room for consideration of an exception.

The Board questioned what they thought would be a fair license fee and whether they would lower their drink prices if the County lowered the cost of the liquor license.

Ms. Price responded that, with the economy the way it was and the situation they were in at this time they might have to forget the liquor license and then they wouldn't have anything.

Mr. Willis stated that when he had worked at the Pine Cove they would close around 9:30 p.m. or 10:00 p.m. as they did not sell a lot of liquor; he did not see the establishment as compared to the Night Owl or Bull's Eye.

Commissioner Bounds stated that maybe the Board could reduce it for one year, see what happened and then review the situation as it could open a can of worms.

Ms. Porter questioned that if the liquor license fees were used for something such as law enforcement; did the expenses go up, but not the fees.

Ms. West responded that law enforcement expenses did increase but the fees had not been increased. She pointed out that the fee was deposited into the General Fund.

Commissioner Miller commented that now the City of Wadena had an established competitive business along side an established independent business; maybe the City of Wadena should accept some of the responsibility of the potential loss to the County if County would loose the established facility.

Commissioner Stearns stated that whatever the Board decided it was obvious others would come; every establishment could say that sales were down because of law changes and the programs to curb drinking, which was an obvious success. He added that he felt everyone needed to be charged the same.

Commissioner Waldahl commented that he agreed with Commissioner Stearns; everyone needed to be treated the same. He added that liquor sales were down all over due to the laws and economy.

Commissioner Bounds recommended doing the same for all and see how it went.

Motion by Stearns, seconded by Waldahl, to reduce the Wadena County Liquor License fee of \$1,600 per year to \$800, for all four Wadena County Liquor establishments,

Ms. Porter questioned how many beer establishments there were and what the fee was for beer and set-ups.

Ms. West responded that it was under \$500 per year. She also pointed out to the Board that if they indeed were going to reduce the 2009 liquor license fee then a 2009 Budget Amended reducing revenue should be made; and if so she questioned where that loss in revenue would be made up from.

Commissioner Stearns commented that it had been reported that Wadena County would be receiving a larger MCIT dividend that could be used to make up the shortfall.

Motion carried.

Deana Skov, Zoning/Parks Director, requested Board approval of the June, 17, 2009 Planning Commissioner Meeting Minutes.

Motion by Waldahl, seconded by Stearns, to approve the Planning Commission Meeting Minutes of June 17, 2009, motion carried.

Ms. Skov requested approval of a Conditional Use Permit for the City of Wadena (Wadena Asphalt) as recommended by the Planning Commission.

RESOLUTION

Commissioner Waldahl moved that the following Resolution be adopted:

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

City of Wadena application for Conditional Use Permit to authorize a gravel extraction operation 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 since there is already a pit in that area;
- 4) The requested use is consistent with the Wadena County Land Use Control Ordinance; and
- 5) The requested use will not create an unreasonably adverse affect because of noise, odor, glare, or general unsightliness for nearby property owners, because there is no one here and no correspondence against it.

On property described as: That part of the NW1/4 of the SE1/4 of Section 30, Township 135 North, Range 35 West of the 5th P.M. described as follows: Commencing at the northwest corner thereof; thence East along the north line thereof a distance of 490 feet to the point of beginning; thence East 340 feet; thence South at a right angle 350 feet; thence West at a right angle 340 feet; thence North at a right angle 350 feet to the point of beginning, containing approximately 3 acres.

Commissioner Miller seconded the motion and the same carried unanimously.

Adopted this 7th day of July, 2009.

Attest: _____
Charleen West, County Auditor/Treasurer Chairperson

Ms. Skov recommended approval of a Conditional Use Permit requested by Myron and Linda Quaal as recommendation of the Planning Commission:

RESOLUTION

Commissioner _____ Miller _____ moved that the following Resolution be adopted:

RESOLVED: That the County Board approves issuance of the following Conditional Use Permit: Myron R. & Linda A. Quaal application for Conditional Use Permit to authorize an animal feedlot in excess of 500 animal units up to 999 animal units with the following findings of fact:

- 1) The requested use will not create an unreasonable excessive burden on the existing roads or other utilities since there won't be a change essentially in the number of livestock;
- 2) The requested use is compatible with the surrounding area and will not significantly depreciate nearby properties because it is an agriculture area with other livestock;
- 3) The structure and the use shall have an appearance that will not have an unreasonable adverse effect on nearby properties;
- 4) The requested use, in the opinion of the Planning Commission and along with the advice from the Soil & Water Conservation Office feedlot officer, is reasonably related to the existing land use and environment;
- 5) The requested use is consistent with the Wadena County Land Use Control Ordinance;
- 6) The requested use is not in conflict with the Wadena County Comprehensive Plan; and
- 7) 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 Southwest Quarter of the Northeast Quarter, Section 23, Township 135 North, Range 34 West, Wing River Township, located in an A-3 General Agriculture District.

Commissioner _____ Stearns _____ seconded the motion and the same carried unanimously.

Adopted this 7th day of July, 2009.

Attest: _____
Charleen West, County Auditor/Treasurer Chairperson

Chairman Schermerhorn questioned whether anyone in the audience was in favor of the Conditional Use Permit. No response.

Chairman Schermerhorn questioned whether anyone in the audience was not in favor of the Conditional Use Permit. No response.

Chairman Schermerhorn questioned whether any correspondence in favor or against the Conditional Use Permit had been received.

Ms. Skov responded that none had been received

Motion carried.

Ms. Skov reminded the Board that Tammy Ehrmantraut, Planning/Zoning/Parks/Solid Waste Administrative Assistant, was going out to the Transfer Station every afternoon of her work day. She stated that Ms. Ehrmantraut was managing the situation of being between two jobs even though it was a stress. Ms. Skov stated that this situation was to be short term and questioned how long 'short term' was as they had set some projects aside so Ms. Ehrmantraut could help at the Transfer Station. She added that she and Ms. Ehrmantraut had discussed her going out to the Transfer Station around 3:00 p.m., preparing the deposit at 4:00 p.m. and back to the Zoning Office to turn it in by 4:30 p.m. She stressed that they really needed her back in their office again.

Commissioner Stearns clarified that Gina Dahms, Assistant Director, was half-time Zoning and Planning and half-time GIS.

Ms. Skov responded that this was correct, however, Ms. Dahms was more or less doing GIS full time except for filling in for inspections and then filling in for Ms. Ehrmantraut. She pointed out that Ms. Dahms work load had increased.

Further discussion was held as to what the GIS duties involved and some of the benefits it provided to other County departments.

The Board also reported on the compliments they had received on the fine work that Ms. Ehrmantraut was doing at the Transfer Station, as well as the other employees at the site.

Ms. West questioned Ms. Skov as to what the percentage of Ms. Ehrmantraut's time was paid by Solid Waste and Zoning.

Ms. Skov responded that when they had hired Ms. Ehrmantraut her time was 50% by each Department.

Mike Gibson, Consultant, suggested the Board consider combining the Agenda items of his Solid Waste Update presentation with Working Discussion Session of the Future Goals of Solid Waste.

The Board was in agreement of combining the two Agenda items.

Mr. Gibson reported that the new Mack truck had been received and was being DOT certified. He added that signing needed to be painted on the truck and suggested the Board consider Signs and Designs of Wadena to put the signing on the truck.

Board recommendation was to use same logo as on the other Solid Waste vehicles and hire Signs & Designs.

7/7/09-pg. 12

Mr. Gibson reported that a Solid Waste Committee Meeting had been held on July 1, 2009. He pointed out that the Hauler's License was rather specific that the Haulers come to the Wadena

Transfer Station pointing out that the Assistant County Attorney indicated that the license was like a contract. Mr. Gibson pointed out that due to the current situation it was acceptable for the Haulers to take the waste to Perham but the license should be updated after it terminated the end of September. He stated that the Solid Waste Committee recommended the Haulers continue to haul to the Perham Incinerator and if there was a problem with Perham, then they needed to go to Henning. Mr. Gibson pointed out that the Ottertail County Solid Waste Director informed him that Wadena would be considered a 'local hauler' and should still be able to go to Perham without problems when the Incinerator was not in operation.

John Herr, City Dray, questioned whether it was permissible for him to obtain a building to haul his waste loads to and then dump the waste into a semi-trailer and haul it to the Perham Incinerator.

Ms. West responded that by Statute she understood that he would need to have the same license as the County had.

Commissioner Stearns stated that Mr. Herr would have to obtain a permit from the MPCA and follow their specifications.

Mr. Gibson stated that the Committee also discussed consideration of an adjustment to the tipping fee to accommodate the Hauler's for extra travel time. He pointed out that they did visit with Mr. Herr and contacted G&T, City Sanitation and Killian Sanitation regarding what they felt would be fair for a reduction in the tipping fee. Mr. Gibson reported that, after receiving agreement with the Haulers, the Committees recommendation was to approve a reduction of a \$4.00 discount per ton on the tipping fee. He stated that if the Board was comfortable with the \$4.00 discount, the Committee recommended the reduction be retroactive to when the Haulers had to start hauling directly to the Perham Incinerator. Mr. Gibson pointed out that this reduction would still reflect a savings to the County.

Commissioner Bounds commented that the businesses would not come out ahead with this reduction.

Mr. Gibson responded that this reduction would provide a considerable savings to the taxpayers and would be fair to the Haulers.

Commissioner Stearns stated that Mr. Gibson had researched the cost to haul a semi load to Perham, pointing out that the County would be sharing with the haulers \$26,000 of \$66,000 savings for them to haul over to the Perham Incinerator.

Commissioner Bounds stated that the County could drive their own truck over to Perham.

Chairman Schermerhorn stated that, prior to this situation, City Dray had the shortest haul and in the current situation several of the other Haulers did not see much of a change in the mileage.

7/7/09-pg. 13

Commissioner Bounds questioned when the savings would go back to the taxpayers.

Mr. Gibson responded that the County was making better use of the staff County-wide, providing good service to the County and not wearing out the equipment. He added that it helped the taxpayer in that the County did have the funds available to purchase a good piece of equipment, pointing out that more equipment would be needed. Mr. Gibson stated that the Board needed a five-year plan.

Commissioner Bounds stated that he did not disagree but that he liked goals which needed to be set.

Commissioner Stearns pointed out the Solid Waste assessment was \$35 per household and then complaints were received regarding appliances thrown into the road ditches; a Public Hearing was held to decide whether the fee should be increased to \$50 in order to collect white goods, which was agreed upon.

The Board recessed at 12:06 p.m.

The Board reconvened at 12:25 p.m.

Mr. Gibson presented the Board with a proposal from Wadena Hide & Fur regarding recycling of the County's electronics and metals. He pointed out that the County's previous contract was with Jack's Family Recycling but that there was currently not a contract in place for this recycling. Mr. Gibson also reviewed possible changes in the recycling of aluminum cans that was currently being hauled by Waste Management. He also reviewed discussions he had had with Wadena Hide & Fur relating to the recycling of refrigerators and dealing with the Freon in them.

Commissioner Stearns stated that the Solid Waste Committee had previously discussed the possibility of the County purchasing equipment and certifying employees to recycle the Freon.

Mr. Gibson stated that a decision by Board was necessary to approve the Haulers delivering Wadena County waste directly to Perham and reduce the tipping fee by \$4.00 per ton.

Commissioner Bounds questioned whether the current contract that went to September had to be followed.

Mr. Gibson responded that if the change in the contract was agreeable by the two parties, then it was permissible.

Commissioner Bounds questioned whether the County could hire Mr. Herr's crushing truck once a week to crush the County's waste instead of hiring Waste Management.

Mr. Gibson responded that it was his understanding that the County still had a commitment to Waste Management.

7/7/09-pg. 14

Commissioner Stearns suggested the possibility of Waste Management picking up the by-pass waste in their packer truck instead of hauling it to the Gwinner landfill.

Commissioner Miller stated that if the tipping fee reduction of \$4 per ton and Mr. Herr stated he hauled 7.5 ton per load average, assuming a tractor trailer would haul 25 ton that would cost about \$10 a ton. He stated that this gave a \$6 savings to the County and of the \$10, \$4 went to the Hauler.

Mr. Gibson stated that the \$6 would not be spent which was a savings to the citizens.

Commissioner Miller stated that he felt the tipping fee reduction should be more.

Commissioner Bounds stated that the County could haul the waste much cheaper than going through Waste Management once the Contract was over.

Mr. Gibson pointed out that the architect that built the Transfer Station had informed him that the rule of thumb was that if there was a final location for getting rid of the waste within 30 miles, it should be dumped there; Wadena County was 20 miles from the Incinerator, so it did not make sense for the County to dump it at its Transfer Station and then haul it.

Further Board discussion was held regarding the Solid Waste Committee recommendation of \$4.00 per ton reduction in tipping fee to the Haulers versus Board discussion of a higher fee reduction.

Motion by Miller, seconded by Waldahl, to approve a \$5.00 per ton tipping fee reduction to the Wadena County Waste Haulers retroactive back to March 26, 2009 and to direct the Wadena County Haulers to permanently haul Wadena County waste to the Perham Incinerator,

Commissioner Miller stated that the reason for this was that those who service the County deserve the same benefits as the County receives.

Motion carried.

Commissioner Bounds stated his concern regarding Ms. Skov's stated personnel concerns.

Mr. Gibson stated that Ms. Ehrmantraut had done an excellent job at the Transfer Station. He pointed out that she currently held the County's Household Hazardous Waste (HHW) certification pointing out that she had decided that she did not want to be at risk and wanted to be at the Transfer Station when hazardous waste did come in. Mr. Gibson added that the training for an HHW license would not be until March or April 2010 for other workers to obtain the license so it would be a benefit to have Ms. Ehrmantraut full-time at the Transfer Station.

Commissioner Stearns stated that the Solid Waste Committee had discussed having Ms. Ehrmantraut full time at the Transfer Station so then the Board would need to hire another part-time person. He added then the Board needed to discuss what the needs were at the Zoning

Office.

Chairman Schermerhorn pointed out that Ms. Ehrmantraut had stated that her preference was to be in the Zoning Office full-time.

Mr. Gibson stated that the Transfer Station could survive on the current half-time, however Ms. Skov's office would be short changed, which needed to be addressed.

Chairman Schermerhorn stated that he felt it would be easier to train someone to fill the position at the Transfer Station, as Ms. Ehrmantraut was better qualified in her position at Zoning; she would still be able to use her HHW license at the Transfer Station certain days a week.

Commissioner Bounds questioned whether there were any Departments that could free up staff to cover the duties at the Transfer Station.

Commissioner Waldahl questioned how the Solid Waste position fell under the County's Hay Job Classification Study; it seemed like the grade for the Solid Waste position would be higher than the Zoning position. He added that a full-time Solid Waste position would be a new position that should be studied. Commissioner Waldahl suggested the new position be offered to Ms. Ehrmantraut first.

Commissioner Bounds questioned, when all of the haulers were now not dumping at the Transfer Station, where was the extra time going.

Mr. Gibson responded that 27 hours a week had been cut out, which was labor intensive. He pointed out that when Ms. Ehrmantraut was at the Transfer Station she was completing some of her work for Ms. Skov. Mr. Gibson stated that something possibly could be done with the computers so she could do more of her Zoning work at the Transfer Station as well as a phone upgrade to make it easier.

Commissioner Bounds stated his concern over the Zoning Office being closed when it got busy when the remaining employees had to do inspections.

Discussion was held as to the possible transferring of phone calls or referring of customers to other Courthouse offices when the Zoning Office needed to be closed.

Mr. Herr informed the Board of his concern regarding the \$2 per bag fee the County currently charged to residents. He stated that a resident would run up a \$100 bill with his company, then do the same with Waste Management and then take their garbage to the Transfer Station and only be charged \$2 by the County.

Further discussion was held regarding Solid Waste fees.

Commissioner Bounds questioned who would be looking into additional staff or Ms. Ehrmantraut's position.

7/7/09-pg. 16

Ms. West requested Board consideration to have the parties involved meet to discuss the concern and resolution to the matter, as this was the first time she was aware of the time concerns.

Board discussion was held regarding the need for Commissioner Bounds, Zoning Liaison, Commissioner Stearns, Solid Waste Liaison, Ms. Skov and Ms. West meet to discuss the staffing situation between Zoning and Solid Waste. Further discussion was held as to the need to contact Courthouse Department Heads as to the availability of staff to answer the phone and take messages at the Zoning Office as well as what the time requirements were for GIS.

Mr. Gibson suggested that Ms. Ehrmantraut be at the Transfer Station as much as possible but to alert them if there were concerns in time, which would provide the people that would meet on the matter some time to come to a resolution.

Commissioner Stearns reported on the Solid Waste Committee discussion regarding improvements to the recycling of cardboard.

Mr. Gibson reported that he had received an e-mail from Ms. Porter regarding Minnesota Greencore and that there may be funds available for recycling that the County may not be aware of.

Ms. West reviewed the Budget schedule set by previous Boards pointing out that the current Board direction was to table development of the 2010 Budget until the Governor's CPA unallocation was received, which the County had now received. She requested Board direction relating to Department Heads development of the 2010 budgets as well as a time frame for presentation of the 2010 Budget to the Board. Ms. West pointed out that letters were sent out to Department Heads and Agencies requesting Board Allocations and that the Preliminary Levy had to be certified by September 15, 2009. Ms. West stated that the schedule she recommended was that she had letters and current budget information to the Department Heads and Agencies out by the week of the July 13th, budgets back to her by July 29th with a proposed 2010 Budget for Board consideration by the week of August 13th. She added that previous Boards had held two Preliminary Budget Meetings prior to September 15th.

Commissioner Stearns questioned whether the Board would assume the 2010 Budget would remain the same as the 2009 Amended Budget and if there were any increases the Department Head could come before the Board with their request.

Board consensus; direction to the County Department Heads regarding the development of the 2010 Budget, "to present a 2010 Budget based on the 2009 Amended Budget"; to come before the Board to review any total Budget increases that were necessary.

Chairman Schermerhorn set the Special 2010 Budget Meeting for August 11, 2009, at 9:00 a.m. with Department Head Agenda scheduling only if there were any increases to the total Budget.

Commissioner Waldahl informed the Board that the West Central Regional Juvenile Center

7/7/09-pg. 17

would not be cutting staff or programs. He added that other options the County had was to use the facilities in Willmar or Bemidji, pointing out that other participating counties had the same concern as Wadena County.

Ms. West reported that she had received a letter from the Minnesota Department of Natural Resources informing the County that the application to add 22 miles to the Trail Breakers Snowmobile Grant-in-Aid Agreement for the SW Trail Connection had been approved in the amount of \$7,106.00.

Ms. West informed the Board of a letter from National Joint Powers Alliance (NJPA) advising of the possible sharing of a Human Resource service among the Region 5 members. She stated that NJPA had sent a survey sheet to be completed. Commissioner Bounds, Chairman Schermerhorn, and Ms. West would meet to complete the survey before August 1st.

Motion by Waldahl, seconded by Bounds, to approve payment to Daryl and Renee Jacobson for Highway Easement damages in the amount of \$230.00, motion carried.

Motion by Waldahl, seconded by Miller, to approve payment of the ComData invoice in the amount of \$2,902.66, motion carried.

Commissioners Reports:

Commissioner Stearns; Perham Resource Center- considering an increase to the tipping fee to cover the drop in fuel price, also looking into how to make up the shortfall of \$275,000 from cash reserves or having every county write a check, Board would have to decide in August; South Country Health Alliance Finance Committee - State required them to lower their administrative percentages, SCHA increased salaries and decreased their consulting fees.

Commissioner Miller: Extension Committee Meeting – County Fair; Ag Society Meeting – vendors down from previous year, Penny Nelson new Extension Committee Meeting member.

Commissioner Bounds; No Report

Commissioner Waldahl: National Joint Powers Alliance - trying to work on type of return or help for members; CHAMPS Meeting - helping to sponsor a workshop called Bridge Out of Poverty September 2, 2009, in Wadena.

Commissioner Schermerhorn; No Report

Commissioner Stearns informed the Board that the Solid Waste Committee had discussed that Solid Waste had always had a booth at the County. He stated that the Girl Scouts organization had contacted him to inform him that they owned a building at the Fair Grounds that they no longer would be using and would like to sell.

7/7/09-pg. 18

Commissioner Miller stated that he had been informed at the Ag Society Meeting that they were requesting the building be used for the Beer Garden.

Commissioner Stearns stated that the Girl Scouts wanted to sell the building for \$600 to the County as it was located on County land and for a \$600 donation from the County the Girl Scouts would give the building to the County. He pointed out that the County was unable to make contributions so the acquisition of the building was not feasible.

Motion by Stearns, seconded by Miller, to approve payment of the Board of Commissioner bills in the amount of \$247,234.24, motion carried.

Meeting adjourned at 2:05 p.m.

Charleen West, Auditor/Treasurer

David Schermerhorn, Chairman