

WADENA COUNTY BOARD OF COMMISSIONERS ADJOURNED MEETING
DECEMBER 23, 2010/9:00 A.M.

The Wadena County Board of Commissioners Meeting was held on Thursday, December 23, 2010, at the Wadena County Courthouse in the Commissioners Room at 415 Jefferson St. S., Wadena Minnesota. The meeting was called to order at 9:00 a.m. by Chairman William Stearns and the pledge of allegiance to the flag was said.

Present: Commissioners Lane Waldahl, Rodney Bounds, Ralph Miller, Dave Schermerhorn, and Auditor/Treasurer Char West.

Agenda: Motion by Miller, seconded by Waldahl, to approve the day's Agenda to include approval of November 30, 2010 Board minutes, motion carried

Approval of Board Minutes: Motion by Waldahl, seconded by Bounds, to approve the November 30, 2010 Board Meeting Minutes, motion carried.

Property Tax Concerns: Jon Kangas, Blueberry Township resident, came before the Board to express his concern regarding property taxes; he felt there were problems with the assessments in Wadena County, that it was not done uniformly and changes were not done all in one year. He presented the Board with a handout.

Lee Brekke, County Assessor, responded that the Rural Vacant Land split was done in the entire County all in one year; there were twenty two taxing districts and in the five year rotation his office reviewed properties and made adjustments to reflect buildings added or taken down; now the Legislature had changed things and the Rural Vacant Land was one of the changes.

Chairman Stearns referred to the previous County Board's action of adopting True County Assessing.

Detailed discussion was held regarding specific questions Mr. Kangas had relating to the assessment of his property and other properties.

The Board will meet with Mr. Brekke regarding the development of policies outlining assessment procedures.

2011/2012 Labor Agreements: Mike Gibson, Human Resources Consultant, came to the Board to report that the 2011/2012 Labor Agreements had been accepted by all groups and requested Board action accepting them as previously presented; the Human Services Board had previously approved the Human Services Labor Agreement on December 21, 2010.

Motion by Schermerhorn, seconded by Waldahl, to approve the 2011/2012 Labor Agreements with the #820 Teamsters General Unit, #320 Teamsters Essential Unit, 49'ers Highway Union, Appointed Department Heads and the Confidential Employees, motion carried.

Mr. Gibson informed the Board of several labor agreement matters; the 49'ers Highway Union Contract referred to a Health Care Savings Plan for employees, the Contract language stated that the Bargaining Unit Members "may" contribute to the Plan but the plan required a decision by the members as to whether or not a group would participate, so the 49'ers would need to make a decision. He also pointed out that the Confidential Group representatives had indicated that the Group was requesting to be included in the future Department Health Group negotiations.

Mr. Gibson informed the Board that he had completed the Comparable Worth Study for the Solid Waste Supervisor position and reviewed the process he had used in doing such. He advised the Board that the position rate of pay possibilities would be Step 2, Grade 51 at \$14.15 per hour, Step 1, Grade 53 \$16.17 per hour or Step 2, Grade 53 at \$16.97 per hour and requested the Board determine which of the options to approve.

Motion by Waldahl, seconded by Schermerhorn, to approve the Comparable Worth Study results for the Solid Waste Lead Supervisor position from a Grade 51 to a Grade 53 and approve the wage for Tammy Ehrmantraut, Transfer Station Lead Supervisor at Grade 53, Step 1, \$16.17 per hour, as of January 1, 2011, motion carried unanimously.

Highway Department: Ryan Odden, Highway Engineer, came to the Board and presented them with an agenda. He reviewed the following material quotes he had received for the new 4-H Building roof:

Central Building Supply	\$10,412.95
Merickel Lumber	\$ 9,921.00
Northwest Building Center	\$ 8,560.72

Mr. Odden recommended the low quote of \$8,560.72 from Northwest Building Center, to be paid for with 2010 MCIT dividend funds.

Mr. Odden reviewed the following material quotes to repair the inside of the 4-H Building:

Merickel Lumber	\$5,636.26
Central Building Supply	\$5,098.15
Northwest Building Center	\$4,669.39

Mr. Odden recommended the low quote of \$4,669.39 from Northwest Building Center, to be paid for with 2010 MCIT dividend funds.

Motion by Miller, seconded by Bounds, to approve the low quote of \$8,560.72 from Northwest Building Center for materials for a new 4-H Building roof and approve the low quote of \$4,669.39 for materials to repair the inside of the 4-H Building, to be paid for with 2010 MCIT dividend funds, motion carried unanimously.

Mr. Odden requested Board authorization to expend 2010 MCIT dividend funds in the amount of \$515.00 to heat the 4-H Building and turn the water back on during the reconstruction of the building as well as \$200.00 to pay Rising Phoenix to clean the building after the remodeling.

Motion by Waldahl, seconded by Schermerhorn, to approve expending 2010 MCIT dividend funds in the amount of \$515.00 to heat the 4-H Building and turn the water back on during the reconstruction of the building as well as \$200.00 to pay Rising Phoenix to clean the 4-H Building after the remodeling, motion carried unanimously.

Mr. Odden requested Board approval to sell the three following vehicles at the Verndale Auction:

- Unit #8 1989 Chevrolet Cheyenne 1500 valued at \$1,300.00
- Unit #12 1995 Chevrolet G-30 1-ton Cargo Van valued at \$1,025.00
- Unit #15 1992 Dodge 1-ton with Hoist and dump bed valued at \$3,375.00

Motion by Bounds, seconded by Schermerhorn, to sell the following vehicles at the Verndale Auction: Unit #8-1989 Chevrolet Cheyenne 1500 valued at \$1,300.00, Unit #12-1995 Chevrolet G-30 1-ton Cargo Van valued at \$1,025.00, Unit #15-1992 Dodge 1-ton with Hoist and dump bed valued at \$3,375.00, motion carried unanimously.

Mr. Odden reviewed the following quotes for a new half ton pickup, crew cab, short box, 4x4, LX package, power windows, power locks:

Nyhus	2011 Chevrolet Silverado 1500 Crew Cab 4x4 5 ½' Box	\$31,700.00
Elk River	2011 Ford F150 Crew 4x4 SRW XL 51/2' box (State bid) (with estimated cost of \$240 to pick up vehicle)	\$26,495.00
Park Rpds Ford	2011 F150 Crew 4x4 SRW LX 5 ½' box (with free delivery to the Wadena County Shop)	\$26,683.05

Mr. Odden recommended the quote from Park Rapids Ford of \$26,683.05, plus tax and license, as the bid included free delivery of the vehicle.

Motion by Schermerhorn, seconded by Waldahl, to approve the quote of \$26,683.05, plus tax and license, from Park Rapids Ford for a 2011 F150 Pickup, 4x4 SRW LX 5 ½' box, with free delivery to the Wadena County Shop, motion carried unanimously.

Mr. Odden requested Board authorization to participate in a Region 5 HUD Grant Committee; all Highway Engineers were being asked to participate in some way, there would be 10 work sessions over the next two years. He provided the Board with a handout explaining what Region 5 planned to accomplish.

Motion by Waldahl, seconded by Schermerhorn, to authorize the Highway Engineer's participation in the Region 5 Development Commission Sustainable Communities Regional Plan Committee with the Assistant Highway Engineer to serve as alternate if needed, motion carried.

Mr. Odden requested approval of the MNDOT Detour Agreement No. 98045 Resolution; compensation for this detour route would be \$1,551.54 to the Road and Bridge fund after the project was completed.

Motion by Bounds, offered the following resolution and moved for its adoption:

WADENA COUNTY RESOLUTION

IT IS RESOLVED that Wadena County enter into Mn/DOT Agreement No. 98045 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 the County State Aid Highway Numbers 23, 9, and 26 to be used as a detour route during the contract construction to be performed upon, along and adjacent to Trunk Highway No. 227 over the Cat River 2.5 miles east of Sebeka under State Project No. 8008-11 (T.H. 227 = 227)

IT IS FURTHER RESOLVED that the _____ County Board Chair _____ and the Auditor/Treasurer _____ are authorized to execute the Agreement and any amendments to the Agreement.

Commissioner Schermerhorn seconded the motion and the same carried.

ATTEST: _____
Charleen West, Auditor/Treasurer William Stearns, Chairman

Mr. Odden requested Board authorization to prepare quotations for the 2011 equipment rental, culvert, aggregate, bituminous materials, traffic signs and sign posts as needed for routine maintenance and operations of the Highway Department as well as authorization to prepare and advertise for bids for Liquid Magnesium Chloride, Aggregate Crushing & Stockpile and Pavement Marking contracts for 2011.

Motion by Waldahl, seconded by Schermerhorn, to authorize the Highway Engineer's preparation of quotations for 2011 equipment rental, culvert, aggregate, bituminous materials, traffic signs and sign posts as needed for routine maintenance and operations of the Highway Department, motion carried.

Motion by Schermerhorn, seconded by Miller, to authorize the Highway Engineer's preparation and advertisement for bids for Liquid Magnesium Chloride, Aggregate Crushing & Stockpile and Pavement Marking contracts for 2011, motion carried.

Mr. Odden informed the Board that at the February 18, 2010 Highway Transportation Committee meeting all delinquent Highway billings were reviewed and all except Blueberry Townships bill was brought to the Board to be written off at the March 18, 2010 Meeting. He pointed out that Blueberry Township owed \$9,929.09 to the Highway Department for a township bridge constructed in 2000; Commissioner Schermerhorn had met with the township and reported back to the Transportation Committee; there was no written communication between the Highway Department and the Township leaving doubt as to who was financially responsible for different portions of the bridge project. Mr. Odden commented that it was the recommendation of the Highway Transportation Committee to write off the amount owed by Blueberry Township.

Motion by Schermerhorn, seconded by Waldahl, to approve the write off of \$9,929.09 owed by Blueberry Township to the Highway Department for the township bridge constructed in 2000, as recommended by the Highway Transportation Committee, motion carried unanimously.

Mr. Odden requested Board approval of the Resolution for Project Nominations to the 2015 Area Transportation Plan seeking funds for Highway projects involving US Highway 10 to CSAH 2 and CSAH 18 to the Hubbard County Line.

RESOLUTION

Commissioner Bounds offered the following resolution and moved for its adoption:

WHEREAS: The Central Minnesota Area Transportation Partnership (ATP) annual solicits projects for FHWA State Transportation Improvement Program (STIP) funding which provides for improvements to the transportation system, with monies requested being project specific,

AND WHEREAS: Project nominations must meet eligibility guidelines and qualifying criteria as established by the Central Area Transportation Partnership,

AND WHEREAS: The Wadena County Highway Department recommends that the following projects be submitted and nominated for inclusion in the 2015 Area Transportation Improvement Plan, which is a prioritized list of transportation projects that the Central Minnesota Partnership recommends for inclusion in the State Transportation Improvement Program (STIP)>

- 1) County State Aid Highway No. 26 from US Highway 10 to CSAH 2.
- 2) County State Aid Highway No. 25 from CSAH 18 to the Hubbard County Line

NOW THEREFORE BE IT RESOLVED: That the County of Wadena does hereby support the recommendation of the Highway Department for submittal and nomination of the above noted projects and requests said projects be included in the State Fiscal Year 2015 Area Transportation Improvement Plan.

Commissioner Schermerhorn seconded the motion and the same carried.

Adopted at Wadena, Minnesota

ATTEST:

Charleen West, Auditor/Treasurer

William Stearns, Chairman

Mr. Odden informed the Board that the Highway Department received a paving award from the Minnesota Department of Transportation for the mill and pave project on CSAH 21 and gave credit to the hard work of his staff for making this award possible.

The Board recessed at 10:00 a.m.

The Board reconvened at 10:40 a.m.

Public Health Department: Erica Keppers, Public Health SHIP Coordinator, came before the Board in the absence of Karen Nelson, Public Health Director, to request Board authorization for the Public Health Director to sign a contract to pay Calm Computers for theater ads using Family Planning grant funds.

Motion by Waldahl, seconded by Schermerhorn, to authorize the Public Health Director to sign a contract to pay Calm Computers by December 31, 2010, for theater ads to run between June 8, 2011 to December 31, 2012, motion carried.

Ms. Keppers requested Board authorization to work on an updated version of the County Smoking Policy with a group of the Board's choice or with Public Health staff. She also requested that a policy be visible to the employees and visitors and would like to present a final draft to the Board at a later date. Ms. Keppers provided the Board with a copy of the current Wadena County Smoking Policy, the Wadena County Human Services Smoking Policy and a Model Policy for a Smoke Free Workplace to the Board Members noting that the items in *italics* were not currently Law. Ms. Keppers pointed that this would include smokeless and spit tobacco.

Board discussion was held regarding the development and implementation of a stricter Wadena County Smoking Policy as well as who should serve on the Committee.

Board consensus was for Ms. Keppers to present the information, provided to the Board, to the Department Head Committee and to authorize her to proceed with working on the Tobacco Free Policy.

Final 2011 Budget and Levy: Commissioner Miller commented that during the September 15, 2010 Board Meeting, Commissioner Schermerhorn made a motion based on the grounds of the 'unknown' in regards to the State; at that meeting he asked to be informed of the 'unknowns' when it happened and to date he had not been informed.

Commissioner Bounds commented that he felt there should be a zero increase Levy.

Chairman Stearns commented that, to him, the 'unknown' in the past two to three years had been the State un-allotments in the middle of the year after the Board had set the Levy. He added that the State was basing a projected six billion dollar deficit that would have to be addressed before May 15th of the following year and the County's \$832,000 of County Program Aid was very suspect; the State had always mandated that the County keep it's services up but they reduce the County's funds to do so; for him the 'unknown' was still there.

Commissioner Miller further commented that Chairman Stearns was suggesting that whatever the State cuts would be passed on in the form of a property tax increase.

Chairman Stearns responded that he did not know that, but over the past 8 years property taxes in the State, on average, have increased 80% but the Governor had never raised the income tax, so if the past was indicative of the future, Commissioner Miller may be correct.

Further discussion was held regarding services the County provided to it's citizens and concern over the increase in property taxes to the taxpayers.

Chairman Stearns called for a vote on the following Resolution:

**2010/PAYABLE 2011
FINAL LEVY RESOLUTION**

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

NOW THEREFORE BE IT RESOLVED: That the Wadena County Board of Commissioners adopt and certify the Final 2010 Property Tax Levy for Taxes Payable in 2011. Distributed to the various funds as follows;

	<u>LEVY</u>	<u>LESS COUNTY PROGRAM AID</u>	<u>LEVY LIMIT</u>	<u>PLUS SPEC. LEVIES</u>	<u>TOTAL LEVY</u>
Revenue	\$4,420,574.00	(\$521,346.00)	\$3,899,228.00	\$819,179.00	\$4,718,407.00
Road & Bridge	\$1,522,792.00	(\$171,000.00)	\$1,351,792.00	\$ 15,951.00	\$1,367,743.00
Social Services	\$1,793,037.00	(\$139,728.00)	\$1,653,309.00	\$ 72,729.00	\$1,726,038.00
Library	\$ 90,587.00		\$ 90,587.00	\$ 0.00	\$ 90,587.00
Total	\$7,826,990.00	(\$832,074.00)	\$6,994,916.00	\$907,859.00	\$7,902,775.00

Commissioner Waldahl seconded the motion, ayes – Schermerhorn, Waldahl, Stearns, nays – Miller, Bounds, motion carried.

Adopted at Wadena, Minnesota this 23rd day of December , 2010.

Charleen West, Auditor/Treasurer

William Stearns, Chairman

2011 Final Revenue and Expenditures for 2011 Budget Approval: Motion by Schermerhorn, seconded by Waldahl, to approve the 2011 Final Revenue and Expenditure Budgets by fund;

	Revenues	Expenditures
General Revenue	\$6,499,957.00	\$6,499,957.00
Public Health	\$1,359,510.00	\$1,319,907.00
Road & Bridge	\$5,028,743.00	\$4,916,492.00
Social Services	\$5,214,429.00	\$5,214,429.00
Solid Waste	<u>\$1,153,175.00</u>	<u>\$1,174,013.00</u>
Total 2010 Budget	\$19,307,814.00	\$19,275,698.00

motion carried unanimously.

WesMin RC&D Dues: Commissioner Miller commented that during the Soil & Water Conservation District (SWCD) meeting he had reviewed the reason for the County's payment of 50% of the RC&D dues a year ago. He pointed out that the SWCD Director had commented on the amount of money that the RC&D had contributed to the tree planting project following the June disaster. Commissioner Miller added that the DNR contributed funds for trees in Wadena but that had to go to public properties, whereas the WesMin RC& D contribution went to private properties.

Motion by Schermerhorn, seconded by Miller, to approve reimbursement to the Wadena Soil & Water Conservation District for 50% of their payment of the 2011 WesMin RC&D dues of \$200, motion carried unanimously.

Request for Family Medical Leave: Motion by Schermerhorn, seconded by Waldahl, to approve the request for Family Medical Leave (FMLA) for Amie Bergquist, Sheriff's Department Dispatcher, from December 23, 2010 through March 17, 2011, not to exceed 12 weeks, motion carried.

Wadena County Crisis & Referral 2010 Second Half Allocation: Motion by Waldahl, seconded by Schermerhorn, to approve the payment of \$1,660.00 to the Wadena County Crisis and Referral Program for the second half of their 2010 allocation, motion carried unanimously.

South Country Health Alliance Resolution: Motion by Schermerhorn, seconded by Bounds, to approve the following South Country Health Alliance Resolution:

**RESOLUTION
SOUTH COUNTRY HEALTH ALLIANCE**

WHEREAS, the Third Amended Joint Powers Agreement sets forth the procedure by which counties may withdraw from South Country Health Alliance, and by which additional counties may be admitted; and

WHEREAS, under the terms of that Third Amended Joint Powers Agreement, counties wishing to withdraw at the end of 2011, must give notice by December 31, 2010; and

WHEREAS, certain counties may be considering withdrawal; and

WHEREAS, the Board of South Country Health Alliance wishes to afford the Member Counties the greatest opportunity possible to enter into a well-informed decision as to whether to withdraw, without prejudicing the contracting and planning processes for the 2012 calendar year; and

WHEREAS, the Board of Directors of South Country Health Alliance recommended to the Boards of SCHAs Member Counties the following resolution, which, if adopted by two-thirds of those Boards, shall constitute the Fourth Amendment to the Joint Powers Agreement of South Country Health Alliance;

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of Wadena County, that this county approves the further amendment of the Third Amended Joint Powers Agreement of South Country Health Alliance, amending Section 12.1 of that Agreement by replacing the third sentence to allow Member Counties until March 31, 2011 to give notice to withdraw at the end of 2011, such that Section 12.1 will read as follows:

12.1 Method of Withdrawal

A Member County may withdraw from this Amended Agreement by filing with The Joint Powers Board Chair a written notice of intent to withdraw by December 31, one year prior to the year of withdrawal. The effective date of withdrawal shall be December 31 of the year following the written notice (“Effective Date”). Notwithstanding the foregoing, any county wishing to withdraw effective December 31, 2011, shall have until March 31, 2011, to provide its written notice of withdrawal, effective on December 31, 2011. Upon receipt of the resolution of a withdrawal, the Chair shall send a copy of said resolution to each Member County.

Adopted at Wadena, Minnesota this 23rd day of December, 2010.

Charleen West, Auditor/Treasurer

William Stearns, Chairman

Motion carried.

Tri-County Aquatic Invasive Species Legislative Summit: The Board discussed this item with no action taken.

MCCC Software Contract Renewals: Motion by Schermerhorn, seconded by Waldahl, to approve the Ratification Statement Contract with Minnesota Counties Computer Cooperative (MCCC) for the Auditor’s Office ACS Finance & General Government Contract effective January 1, 2011 through December 31, 2012 for its Paymate Software and the Integrated Financial Systems (IFS) Contracts which included the Trimin contract for maintenance and support effective January 1, 2011 through December 31, 2015 and the IFS Golden Wiki on line support effective from the date the County was live on IFSpi, motion carried unanimously.

2011 Commissioner Wage: Commissioner Miller offered the following Resolution and moved for its adoption:

Commissioner Waldahl recommended the reduction in the Commissioners per diem.

RESOLUTION

2011 Wadena County Commissioner Compensation and Committees Per Diem

Commissioner Miller offered the following and moved its adoption.

WHEREAS, Minnesota Statutes 375.055 provides that County Commissioners may receive per diem payments and reimbursement for necessary expenses incurred in performance of the duties of the office and shall receive compensation of annual salaries, as set by resolution of the County Board; and

WHEREAS, the current per diem rate for Wadena County Commissioners is \$75.00 per day; and

WHEREAS, the current annual salaries for Wadena County Commissioners is \$13,390.00 per year and for Wadena County Board Chair is \$14,590.00 per year; and

NOW, THEREFORE BE IT RESOLVED, that the per diem rate for the Wadena County Commissioners is \$75.00 per day effective January 1, 2011; and

NOW, THEREFORE BE IT FURTHER RESOLVED, that the annual salary for the Wadena County Commissioners is \$13,390.00 effective January 1, 2011 and for the Wadena County Board Chair is 14,590.00, effective January 1, 2011.

Dated: _____

WADENA COUNTY BOARD OF COMMISSIONERS

By _____
William Stearns, Board of Commissioners Chair

Attest: _____

Commissioner Bounds seconded the motion; Schermerhorn, Miller, Bounds, Stearns aye; Waldahl nay, motion carried.

Commissioners Reports:

Commissioner Waldahl: Todd Wadena Community Corrections; Bell Hill Recovery Center; CHAMPS.

Commissioner Bounds: Wadena County Fair Board, Audit Entrance/Fraud Meeting with State Auditor.

Commissioner Schermerhorn: None

Commissioner Miller: Wadena County Ag Society, Wadena Soil & Water Conservation District.

Commissioner Stearns: South Country Health Alliance; Perham Resource Recovery Facility, Highway Department Committee.

Board Bills: Motion by Schermerhorn, seconded by Bounds, to approve payment of the Board of Commissioner bills in the amount of \$148,841.65, motion carried unanimously.

Ms. West presented the Board with a second check register reflecting corrections to two Board of Commissioner checks and requested Board approval of such.

Motion by Schermerhorn, seconded by Miller, to approve payment of the second check register for Board of Commissioner bills in the amount of \$628.56, motion carried unanimously.

Motion by Schermerhorn, seconded by Miller, to adjourn the Adjourned Board of Commissioners Meeting at 11:30 a.m., motion carried.

Charleen West, Auditor/Treasurer

William Stearns, Chairman

