

PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

September 27, 2011

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, Minnesota on Tuesday, September 27, 2011 at 8:30 a.m.

CALL TO ORDER – ROLL CALL – ESTABLISHMENT OF A QUORUM

The meeting was called to order at 8:30 a.m. by Board Chair Mark Foldesi. The Pledge of Allegiance was recited. Commissioners present were Roger Falk, Mark Foldesi, Glenda Phillipe, Jack Swanson and Russell Walker.

APPROVAL OF AGENDA

A motion to approve the agenda was made by Commissioner Phillipe, seconded by Commissioner Walker and carried unanimously.

APPROVE BILLS

A motion was made by Commissioner Swanson, seconded by Commissioner Falk and carried unanimously to authorize the payment of the following bills:

Vendor Name	Warrants Approved for Payment 9/15/2011	Amount
	6 Payments less than 2,000	\$1,933.59
	Final Total:	\$1,933.59

Vendor Name	Warrants Approved for Payment 9/22/2011	Amount
KNIFE RIVER MATERIALS		54,406.05
SELECT ACCOUNT-VEBA		9,664.22
	11 Payments less than 2,000	\$6,702.70
	Final Total:	\$70,772.97

Vendor Name	Warrants Approved On 9/27/2011 for Payment 9/30/2011	Amount
CDW GOVERNMENT INC		7,824.22
HJELLE ROOFING INC		25,800.00
HOFFMAN DALE & SWENSON PLLC		3,548.00
JOHNSON OIL CO INC		6,976.20
NORTHERN RESOURCES COOPERATIVE		2,812.53
NORTHLAND COLLEGE		5,500.00
R G INC		2,450.25
ROSEAU CO HWY DEPT		19,374.52
SYNERGY GRAPHICS		2,309.78
UND FORENSIC PATHOLOGY		2,000.00
	37 Payments less than 2,000	\$10,927.78
	Final Total:	\$89,523.28

CITIZEN COMMENTS

There were no citizen comments.

COUNTY COMMITTEE REPORTS

Gwynne Roadfeldt met with the Board on behalf of the Insurance Committee and presented 2012 Employee Health Insurance and Benefits plan recommendations.

Insurance Pool Minimum/Maximums are reviewed and voted on annually by the Northwest Service Cooperative CCOGA Advisory Committee. The committee chose a minimum decrease of -2.5% and a maximum increase of 18%. Blue Cross/Shield of Minnesota reported a -2.5% DECREASE for Roseau County's group for 2012. The premiums for our existing plans are as follows:

2011: The current (2011) premium for Roseau County's Health Plans is as follows:

- **\$2,250 Deductible VEBA:** \$368.00/single plan; \$865.00/family plan
- **\$5,000 Deductible VEBA/HSA:** \$307.50/single plan; \$722.50/family plan

The current (2011) county contribution is \$261.76 per month towards a single plan, and \$632.50 per month towards a family plan for both deductible plans. The employee contribution for the \$2,250 plan is \$106.24 single and \$232.50 family and the employee contribution for the \$5,000 deductible is \$45.74 single and \$90.00 family.

The current county contribution to the employee's VEBA or HSA account is: \$100.00 per month/single plan, and \$200.00 per month/family plan.

Roseau County currently carries 32 active single contracts and 66 active family contracts; plus 6 inactive retiree single contracts and 2 inactive retiree family contracts. Retired/COBRA employees pay their own premiums. Retired employees, on Roseau County's health insurance, receive the same VEBA contribution as active employees. *(Note: in 2010, the county had 38 single contracts and 66 family contracts; plus 2 single inactive retiree contracts and 2 inactive retiree family contracts.)*

2012: The Insurance Committee recommends that the county continue to offer the **\$2,250 deductible Blue Cross Blue Shield VEBA Health Plan and the \$5,000 deductible Blue Cross Blue Shield VEBA/HSA plan as a second option for employees.** The 2012 premiums *(with the rate decreases)* are as follows:

- **\$2,250 Deductible VEBA:** \$359.00/single plan; \$843.50/family plan
- **\$5,000 Deductible VEBA/HSA:** \$300.00/single plan; \$704.50/family plan

The Insurance Committee also recommends that the county pass the **-2.5% premium rate decrease on to the employees.** The 2012 employee cost share for the **\$2,250 deductible** single plan would be \$97.25, and \$211.00 for a family plan. The employee cost share for the **\$5,000 deductible** single plan would be \$38.25, and \$72.00 for a family plan.

The employer contributions towards 2012 health premium would remain the same as in 2011. The 2012 employer contributions to VEBA or HSA accounts would also remain the same as in 2011.

SELECT ACCOUNT:

There are no changes to Select Account's administration fee of \$1.83 per month, per participant, for 2012 *(premium saver interest earning account)*. The fee covers the administration of Medical Flexible spending accounts, Day Care Flexible spending accounts, VEBA accounts, and HSA accounts for active employees. Inactive employees/retirees pay

their own account fees. The annual cost of administering employee's flex, VEBA, and HSA accounts for 2012 is estimated to be \$2,500.

125 FLEX MEDICAL AND DEPENDENT CARE PLANS:

The Insurance Committee recommends continuing with *Select Account* to handle our 125 medical FLEX monies.

The Insurance Committee recommends continuing with the same flex design plan as in 2011.

- The plan year maximum medical flex contribution is \$4,000.
- The plan year maximum dependent care flex contribution is \$5,000 (amount set by the IRS).
- Medical Crossover: automatically enrolled in crossover, but can opt out. Existing elections will not be changed.
- Debit cards are available to employees who opt out of crossover.
- We do not allow a "Grace Period" to incur claims for reimbursement from the previous year's medical flex dollars.
- We do currently offer a "run out" period of three months to submit expenses and recommend that the "run out" period be continued.

LIFE INSURANCE:

Prudential Life: A \$10,000 basic life insurance policy is provided at no cost to all eligible employees. A \$5,000 dependent life insurance policy is also provided for the spouse, and \$10,000 for dependent children. Employees may purchase supplemental life coverage of up to \$500,000/EE, and up to \$250,000/Spouse.

The Insurance Committee recommends continuing the life insurance through *Prudential*. (Note: *Prudential* has guaranteed the 2011 life insurance premium rates continue for the years 2012 and 2013.

NCPERS Group Decreasing Term Life: Roseau County continues to offer the voluntary NCPERS Group Decreasing Term Life Insurance option to employees. The premium remains fixed at \$16.00 per month. This plan is 100% employee sponsored. There are no county dollars involved.

LONG TERM DISABILITY (LTD) INSURANCE:

The Insurance Committee recommends continuing with *Hartford* for Long Term Disability Insurance coverage. *Hartford* has guaranteed the 2011 LTD rates continue through 2012 and 2013. Long Term Disability is 100% employee sponsored. No county dollars are involved.

DENTAL INSURANCE:

The Insurance Committee recommends continuing with *United Health* for Dental Insurance coverage. *United Health* has guaranteed the 2011 dental premium rates for one more year--2012. Dental Insurance is 100% employee sponsored. No county dollars are involved.

SHORT TERM DISABILITY INSURANCE:

Short Term Disability is 100% employee sponsored and coverage is provided to employees through *Colonial Life*. No county dollars are involved. We have not yet received rate information for the year 2012. **The Insurance Committee recommends continuing the current coverage offering.**

LONG TERM CARE INSURANCE:

Long Term Care Insurance is offered to employees and is 100% employee sponsored. Coverage is provided by CNA through the Minnesota Long Term Care Partnership Program. **The Insurance Committee recommends continuing the current coverage offering.**

EYE CARE INSURANCE:

Eye Care coverage is offered to employees through the *Ameritas Group*. It is 100% employee sponsored. No county dollars are involved. We have not yet received rate information for 2012. **The Insurance Committee recommends continuing the current coverage offering for the vision insurance plan.**

AFLAC:

Roseau County began offering *Aflac* to employees in 2010. This, also, is a 100% employee sponsored plan with premiums deducted through payroll. **The Insurance Committee recommends continuing the current coverage offering through AFLAC for 2012.**

DEFERRED COMPENSATION:

Roseau County continues to offer three deferred compensation plans whereby employees may elect to set aside pre-tax dollars for retirement. Deferred Comp plans are available to employees through *Nationwide Retirement Solutions, American Funds, and Edward Jones*.

NEWSLETTER:

As part of the Employee Wellness Program, Roseau County provides its employees with a monthly health newsletter provided by *WELCOA*. An electronic version of the newsletter is distributed to employees where county computer access is provided. In work environments where computer access is not provided, the county provides a paper copy that is included with pay stubs. The annual cost is **\$365.00** and our subscription will expire on April 30, 2012.

WELLNESS INITIATIVE:

Roseau County will be participating in a **Wellness Pilot Program** administered by the Northwest Service Cooperative. It is a two year pilot program. The criteria for insured employees to receive the \$200 incentive in 2012 will be to complete the Blue Cross Blue Shield online Health Risk Assessment in November 2011. The criteria and the incentive for the second year are to be determined, but it is anticipated that the criteria to be met and the incentives would gradually increase each year.

DEADLINE DATES:

The Deadline for Blue Cross Blue Shield renewal plan decisions is October 14, 2011. The deadline for group leaders to turn in the member plan changes to Blue Cross/Shield of Minnesota is October 28, 2011.

A motion to approve the 2012 Insurance Committee Recommendations was made by Commissioner Phillipe, seconded by Commissioner Walker and carried unanimously.

CONSENT AGENDA

A motion to adopt the Consent Agenda was made by Commissioner Falk, seconded by Commissioner Walker and carried unanimously. The Board, by adoption of its consent agenda, approved proceedings from the September 13, 2011 Board meeting; approved a resolution authorizing execution of an agreement with the Department of Justice to receive a Victim Services Emergency Grant in the amount of \$500; approved final payout to Astech Corporation in the amount of \$12,380.44 on a 2011 Seal Coat Project; approved the annual Malung stream gage cost share in the amount of \$654.17; and approved the Memorandum of Agreement between Roseau County and LifeCare Medical Center.

DEPARTMENT REPORTS

Auditor / County Attorney

Auditor Martie Monsrud met with the Board to discuss the details associated with the purchase of the Dalager Property and requested a resolution verifying these details. A motion was made by Commissioner Swanson, seconded by Commissioner Walker and carried unanimously to adopt the following resolution:

2011-09-03

WHEREAS, Roseau County is interested in acquiring real property described herein in Dewey Township along Highway 11 for the graveling needs of the western end of Roseau County;

WHEREAS, the owners, Arlan and Bridget Dalager have agreed to sell the property to Roseau County;

WHEREAS, the real property is legally described as:

The North Half of the Northwest Quarter (N ½ NW ¼) lying North of the Trunk Highway No. 11, and the Northwest Quarter of the Northeast Quarter (NW ¼ NE ¼) lying North of Trunk Highway No. 11, EXCEPTING THEREFROM the East 865 thereof, all in Section Twenty-eight (28), Township One Hundred Sixty (160) North, Range Forty-four (44) West of the Fifth Principal Meridian in Minnesota, according to the United State Government Survey thereof.

Said real property located in the County of Roseau, State of Minnesota.

NOW, THEREFORE BE IT RESOLVED, that the Roseau County Board of Commissioners hereby authorizes its Chairman and County Auditor to execute and sign, on behalf of Roseau County, a Purchase Agreement, Deed, warrants and any other documents necessary for the County to purchase the property legally described herein.

BE IT FURTHER RESOLVED, that Roseau County will purchase said property for a sum of \$95,000.

BE IT FURTHER RESOLVED, that the Roseau County Board of Commissioners hereby authorizes the County Auditor to pay the owners \$9,500 as earnest money forthwith upon completion of all necessary signatures of said Purchase Agreement.

Treasurer's Office

Treasurer Diane Gregerson met with the Board to request a resolution approving the unclaimed property list for submission to the State of Minnesota. A motion was made by Commissioner Swanson, seconded by Commissioner Phillippe, and carried unanimously to adopt the following resolution:

2011-09-04

WHEREAS, Minnesota Statutes §345.31-345.60 (Minnesota Uniform Disposition of Unclaimed Property Act) requires counties to remit unclaimed property to the State of Minnesota.

NOW, THEREFORE, BE IT RESOLVED, that Roseau County Treasurer Diane Gregerson be and is hereby authorized to remit fourteen unclaimed warrants to the State of Minnesota Department of Commerce Unclaimed Property Section in the total amount of \$348.15.

<u>No.</u>	<u>Date</u>	<u>Amount</u>	<u>Payee</u>
4405	September 8, 2007	\$ 2.32	Garth Shepard
4495	November 15, 2007	\$ 2.32	Brian & Shelly Walsh
4552	February 25, 2008	\$ 5.30	Randy Anderson
4615	June 16, 2008	\$ 2.20	Ralph Karlsen
5975	August 23, 2007	\$ 6.00	Anthony Cali
5978	August 29, 2007	\$ 1.02	Deborah Nelson
6038	December 26, 2007	\$ 1.04	Jesse Boe
6084	March 4, 2008	\$ 1.17	Kevin Tooker
6086	March 4, 2008	\$ 3.12	Ann M. Przekwas
6138	April 29, 2008	\$ 2.81	Eric G. Bolton
6164	June 2, 2008	\$ 4.88	Jacob R. Bristow
6166	June 2, 2008	\$ 1.40	Travis R. Austad
104591	March 6, 2008	\$25.00	Lyle Kvasager
104753	March 27, 2008	\$ 8.00	Janel Martinez
	Total	\$ 66.58	

COUNTY BOARD ITEMS

Meeting Announcements

The Board discussed Commissioner Falk's attendance at the Transportation Alliance meeting on November 10th and his attendance at the Minnesota Department of Transportation MinnesotaGO audio conference to be held in Bemidji, Tuesday, October 4, 2011.

Pembina Trail RC&D Dissolution

Seven sponsoring counties of the Pembina Trail Resource Conservation & Development Association will be making a decision on November 18, 2011, whether or not to dissolve the RC&D as an organization. The Pembina Trail RC&D Board of Directors is requesting that each county discuss and make a decision regarding the dissolution of the RC&D before November 18, 2011. If the decision to dissolve the RC&D is approved, a letter from the RC&D will be sent to Linda Limback, Project Manager at the MN Department of Commerce, and to Michael Sparby, AURI, Senior Director of Project Management, requesting that the grant for the Roseau Gasification Project be transferred to AURI. AURI has agreed to handle the administration of the grant and to accept responsibility for the match requirements of the contract. A motion to approve the dissolution of the Pembina Trail RC&D was made by Commissioner Swanson, seconded by Commissioner Phillippe and carried unanimously.

Flu Shot/Testing Coverage at County Health Fair

Board Clerk Ann Marie Miller discussed coverage of flu shot expenses at the annual Health Fair for employees who do not participate in the County's health insurance plan. Blue Cross and Blue Shield pays for 100% of the cost of the flu shots for covered employees. The Board agreed that it would be a cost benefit to cover the flu shot for employees not covered under the County's health insurance plan (includes permanent and temporary part-time employees). Screenings are included in the wellness budget and will be covered for all employees.

COMMITTEE REPORTS

Commissioner Falk reported on the following committee meeting(s): Meeting with Randy Prachar, Department of Natural Resources, 9/16/11; Social Services Board, 9/20/11; Highway Committee, 9/20/11; Joint Powers Natural Resource Board, 9/26/11.

Commissioner Foldesi reported on the following committee meeting(s): Meeting with Randy Prachar, Department of Natural Resources, 9/16/11; Social Services Board, 9/20/11; Highway Committee, 9/20/11; Meeting with Huss Township, 9/21/11.

Commissioner Phillippe reported on the following committee meeting(s): Warroad River Watershed, 9/13/11; Lake Township Board, 9/14/11; Roseau County Committee on Aging, 9/19/11; Warroad Community Park Steering Committee, 9/19/11; Social Services Board, 9/20/11; Highway Committee, 9/20/11; Warroad City Council, 9/26/11.

Commissioner Swanson reported on the following committee meeting(s): Roseau Convention and Visitors Bureau, 9/12/11; Roseau County Health Fair Planning Committee, 9/12/11; Roseau City Council, 9/12/11; Northwest Minnesota Radio Advisory Committee, 9/14/11; Roseau County Insurance Committee, 9/15/11; Regional Radio Board, 9/16/11; Roseau County Committee on Aging, 9/19/11; Social Services Board, 9/20/11; Highway Committee, 9/20/11; Meeting with Representative Dan Fabian, 9/21/11; Roseau Community School Advisory Committee, 9/22/11; FEMA Flood Plain Maps Review Committee, 9/22/11; Roseau County Health Fair Planning Committee, 9/26/11.

Commissioner Walker reported on the following committee meeting(s): Warroad River Watershed, 9/13/11; Roseau County Health Fair Planning Committee, 9/12/11; Joint

Powers Natural Resource Board, 9/19/11; Reine Township Meeting, 9/22 and 9/23/11; Joint Powers Natural Resource Board, 9/26/11.

Upon motion carried, the Board adjourned the regular meeting at 11:30 a.m. The next regular meeting of the Board is scheduled for October 11, 2011 at 8:30 a.m.

Attest:

Date: _____

Ann Marie Miller, Board Clerk
Roseau County, Minnesota

Mark Foldesi, Chair
Board of County Commissioners
Roseau County, Minnesota