

## PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

September 23, 2014

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, Minnesota on Tuesday, September 23, 2014.

### CALL TO ORDER – ROLL CALL – ESTABLISHMENT OF A QUORUM

The meeting was called to order at 9:00 a.m. by Board Chair Glenda Phillipe. The Pledge of Allegiance was recited. Commissioners present were Roger Falk, Mark Foldesi, Todd Miller, Glenda Phillipe and Jack Swanson.

### APPROVAL OF AGENDA

A request for a Resolution to consider a new Liquor License was added to the Consent Agenda. A broadband discussion was added to County Board Items. A motion to approve the amended Agenda was made by Commissioner Miller, seconded by Commissioner Foldesi and carried unanimously.

### APPROVAL OF BILLS

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

#### Warrants Approved For Payment 9/11/2014

Vendor Name	Amount
CENTURYLINK	3,145.14
HARDWICK /BRIAN T PC	2,206.46
MN DEPT OF FINANCE -TREAS	2,776.50
ROSEAU CITY	11,678.42
8 Payments less than 2,000.00	3,564.55
<b>Final Total:</b>	<b>23,371.07</b>

#### Warrants Approved For Payment 9/18/2014

Vendor Name	Amount
5 Payments less than 2,000.00	730.18
<b>Final Total:</b>	<b>730.18</b>

#### Warrants Approved On 9/23/2014 For Payment 9/26/2014

Vendor Name	Amount
CDW GOVERNMENT INC	2,832.82
INGALLS/TERRY	5,625.00
JOHNSON OIL CO INC	4,205.76
LIFECARE MEDICAL CENTER	2,422.90
NORTHERN RESOURCES COOPERATIVE	4,514.17
RELIANCE TELEPHONE SYSTEMS	5,000.00

SEACHANGE	9,286.11
UND FORENSIC PATHOLOGY	2,000.00
43 Payments less than 2,000.00	12,681.76
<b>Final Total:</b>	<b>48,568.52</b>

In addition, the Board approved forthwith payments to Brian Kjos, in the amount of \$300.00, for mowing in Juneberry Township, and to Sanitation Products, Inc., in the amount of \$99,878.38, for the purchase of a truck/hooklift.

## **CONSENT AGENDA**

A motion to adopt the Consent Agenda was made by Commissioner Foldesi, seconded by Commissioner Miller and carried unanimously. The Board, by adoption of its Consent Agenda, approved the September 9, 2014 Regular Board Proceedings; approved an agreement with Clay County to provide a "Hosting Environment" for electronic document management, for a start-up cost of \$5,000.00 and an annual support charge of \$4,500.00, effective November 1, 2014 through December 31, 2015; and, approved a Resolution (2014-09-05) in support of an off-sale intoxicating liquor license for the Salol 1 Stop, LLC, effective September 30, 2014 through January 31, 2015.

## **DEPARTMENT REPORTS**

### Highway Department

Engineer Ketring requested the Board consider a State Transportation Fund (Bridge Bond) Resolution required to accept State grant funding. A motion was made by Commissioner Miller, seconded by Commissioner Falk and carried unanimously to adopt the following resolution:

#### 2014-09-04

WHEREAS, Roseau County has applied to the Commissioner of Transportation for a grant from the Minnesota State Transportation Fund for construction of SP 068-617-007, Bridge No. 68J47; and

WHEREAS, the Commissioner of Transportation has given notice that funding for this bridge is available; and

WHEREAS, the amount of the grant has been determined to be \$29,022.65 by reason of the lowest responsible bid;

NOW THEREFORE, be it resolved that Roseau County does hereby agree to the terms and conditions of the grant consistent with Minnesota Statutes, Section 174.50, Subdivision 5, Clause (3), and will pay any additional amount by which the cost exceeds the estimate, and will return to the Minnesota State Transportation Fund any amount appropriated for the bridge, but not required.

### MnDOT Correspondence – CSAH 7

The Board reviewed a letter regarding CSAH 7 received from Minnesota Department of Transportation District Engineer Luane Tasa. The letter is as follows:

I am emailing you to address maintenance concerns on CSAH 7 that have been raised by several Roseau County residents.

As I understand, aggregate surfacing was placed on CSAH 7 this year around the end of June and early July. After it was placed, some large pieces of glass were found on the road which has some locals living on that route concerned as well as some who do not live along the road. I also understand that there were some smaller pieces of glass (< 1") found on the road that were in only a couple localized areas of the road. These pieces may have been left over from the aggregate pile that was produced in 1996.

Another county in our District currently utilizes crushed glass in some of their aggregates and are using it for shouldering material. It has not been a problem for them. On a research project in the 90's, crushed glass was incorporated into a class 5 material. On that project, it was noted that the crushed glass was smaller than ¾" and the edges were rounded so that a person could walk barefoot without getting a scratch. It is likely that these unusually large pieces of glass found on CSAH 7 were not processed through a crusher. There are other likely possibilities for glass pieces larger than 1" such as breakage from bottles being thrown from a vehicle, or a bottle on the road being driven over and crushed, or bottles used as targets in the pit.

I drove over CSAH 7 on September 2<sup>nd</sup> and did notice some smaller pieces of glass (<1") at the west and east ends of the road. I did not notice any glass in the remainder of the road. It appeared to be in good condition. County personnel have been out on CSAH 7 in various locations between the east and west ends. They sent me pictures showing a few small pieces of glass less than 1" in only 2 locations and none in 4 others.

It is my opinion that CSAH 7 is being maintained in a safe and reasonable manner at this time. I do not have any concern with the minor amount of small glass pieces that have been processed through a crusher and are in the aggregate surfacing on CSAH 7. If you have any questions, please call or email me.

Commissioner Foldesi stated that he had filed a complaint of damage to CSAH 7 with law enforcement. Commissioner Foldesi requested an update from Sheriff Gust. Commissioner Miller questioned whether or not an Incident Command Report (ICR) was filed, and, what if any follow-up has occurred. Sheriff Gust was not available for comment. Captain Tobi Eidsmoe met with the Board and noted that he will relay the request for an ICR to Sheriff Gust. A motion to file an ICR pertaining to a report of damage to CSAH 7, called in to Law Enforcement on September 12, 2014, was made by Commissioner Miller, seconded by Commissioner Foldesi and carried unanimously.

## **COMMITTEE REPORTS**

Insurance Committee Chair Gwynne Roadfelt met with the Board to review the 2015 employee insurance options. A motion was made by Commissioner Miller, seconded by Commissioner Phillippe and carried unanimously to adopt the following Resolution:

2014-09-06

BE IT RESOLVED that the Roseau County Board does hereby approve the following employee benefits plans for 2015:

## **HEALTH INSURANCE**

Insurance Pool minimum/maximums are reviewed and voted on annually by the Northwest Service Cooperative CCOGA Advisory Council. For **2015**, the Advisory Council selected the range of a minimum premium increase of 0%, and a maximum premium increase of 7.5% for

pool members. Blue Cross Blue Shield (BCBS) of Minnesota calculated a 7.5% INCREASE for Roseau County's group for 2015. The impact of the 7.5% premium increase is listed below.

*(Note: Our actual calculated change in rate would have been 8.7% if we were not part of the insurance pool. The 2014 Health Insurance Increase for Roseau County medical plans was 29%.)*

		<u>2014</u>	<u>2015</u>	<u>Increase Per Month</u>
<b>\$2,250 Deductible VEBA:</b>	Single	\$ 467.50	\$ 502.50	+\$ 35.00
	Family	\$1,099.00	\$1,181.50	+\$ 82.50
<b>\$5,000 Deductible HSA/VEBA:</b>	Single	\$ 391.00	\$ 420.50	+\$ 29.50
	Family	\$ 918.00	\$ 987.00	+\$ 69.00
<b>\$6,350 Deductible HSA/VEBA:</b>	Single	\$ 372.00	\$ 400.00	+\$ 28.00
	Family	\$ 873.00	\$ 938.50	+\$ 65.50

Per Board action on October 8, 2013, the **2014** employer premium contributions were set as follows: **\$2,250 deductible VEBA plan**, \$317.76 per month toward a single plan, and \$764.50 per month toward a family plan; **\$5,000 deductible HSA/VEBA plan**, \$308.76 per month toward a single plan, and \$742.75 per month toward a family plan; and **\$6,350 deductible HSA/VEBA plan**, \$334.80 per month toward a single plan, and \$785.70 per month toward a family plan.

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

The Board also approved (on October 8, 2013), fixed percentage health insurance premium cost shares for the years 2015 and 2016 as follows:

**\$2,250 Deductible VEBA Plan:** The County will pay 75% of the premium, and participating employees will pay 25%.

**\$5,000 Deductible HSA/VEBA Plan:** The County will pay 85% of the premium, and participating employees will pay 15%.

**\$6,350 Deductible HSA/VEBA Plan:** The County will pay 90% of the premium, and participating employees will pay 10%.

Roseau County currently carries **34** active single contracts (13 - *\$2,250 deductible plan*, 10 - *\$5,000 deductible plan*, 11 - *\$6,350 deductible plan*); **64** active family contracts (22 - *\$2,250 deductible plan*, 12 - *\$5,000 deductible plan*, and 30 - *\$6,350 deductible plan*); and **6** COBRA contracts (4 retiree single, 1 retiree family, and 1 non-retiree single). Retiree and non-retiree COBRA participants pay their own premiums. Per current policy, retired COBRA participants on Roseau County's health insurance, receive the same VEBA or HSA contribution as active employees. Non-retiree COBRA participants do not receive a VEBA or HSA contribution.

In 2015, the \$6,350 Deductible HSA/VEBA Plan will no longer be Medicare Creditable, so Medicare eligible members currently participating in that plan will need to change their coverage to either the \$2,250 or \$5,000 deductible plan; otherwise, they will need to purchase Medicare Parts B and D.

The Insurance Committee recommends that the County continue to offer the \$2,250/\$4,500 deductible BCBS VEBA Health Plan, the \$5,000/\$10,000 deductible BCBS VEBA/HSA plan, and the \$6,350/\$12,700 VEBA/HSA plan in 2015.

**SELECT ACCOUNT – (Flex, VEBA, and HSA Account Administration)**

Select Account's administration will remain \$2.11 per participant, per month, (*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 administration fees. The annual cost of administering employees' flex, VEBA, and HSA accounts for 2015 is estimated to be \$ 2,698.

**125 FLEX MEDICAL AND DEPENDENT CARE PLANS:**

The Insurance Committee recommends continuing with *Select Account* to handle our 125 Medical FLEX accounts.

The Insurance Committee recommends that we continue with the same Flex Plan design:

- The 2015 plan year **maximum medical flex contribution is \$2,500** (*amount set by the IRS*).
- The plan year **maximum dependent care flex contribution is \$5,000**, (*amount set by the IRS*).
- **Medical Crossover**
- **Debit Cards** are available to employees who opt out of crossover. (*Note: For 2015, Select Account requires that 90% of account holders have Medical Crossover or a Debit Card.*)
- **Direct Deposit (ACH) (New Requirement:** In 2015, 60% of our members must be signed up for direct deposit; in 2016, 70% must be signed up for direct deposit; and in 2017, 90% must be signed up for direct deposit or a higher administration fee will be applied.)
- We **do not allow a “grace period”** to incur claims for reimbursement from the previous year's medical flex dollars. (*We cannot have a “grace period” with a rollover option.*)
- We do currently offer a **“run out” period of three months** to submit expenses and recommend that the “run out” period be continued.
- **Rollover Option** (*Our plan was amended last December to offer a rollover of up to \$500 for the years 2014 and 2015.*)

**LIFE INSURANCE**

**Prudential: Rates for Basic Life, Dependent Life, AD&D, and Optional Life coverage will all remain unchanged for 2015.** A \$10,000 basic life insurance policy is provided at no cost to all eligible employees. A \$5,000 dependent life insurance is also provided for the spouse, and \$10,000 for dependent children. **The employer cost for 2015 remains at \$3.62 per month, per eligible participant, for the employee and dependent basic coverage.** Employees may purchase supplemental life coverage of up to \$500,000/EE, and up to \$250,000/Spouse. **The Insurance Committee recommends continuing life insurance coverage through Prudential.**

**NCPERS Group Decreasing Term Life (PERA Life)\*: The Insurance Committee recommends continuing 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 voluntary and 100% employee sponsored.

**LONG TERM DISABILITY INSURANCE\***

***Hartford* Long Term Disability rates will remain unchanged for 2015.** Long Term Disability is voluntary and 100% employee sponsored. **The Insurance Committee recommends continuing with *Hartford* for Long Term Disability Insurance coverage.**

### **DENTAL INSURANCE\***

**Dearborn National Dental insurance rates will remain unchanged for 2015.** Dental Insurance is voluntary and 100% employee sponsored. **The Insurance Committee recommends continuing with *Dearborn National* for Dental Insurance coverage for 2015.**

### **SHORT TERM DISABILITY INSURANCE\***

**Dearborn National Short-Term Disability insurance rates will remain unchanged for 2015.** Short Term Disability is voluntary and 100% employee sponsored. **The Insurance Committee recommends continuing with *Dearborn National* for Short-Term Disability Insurance coverage for 2015.**

### **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. *(Note: Participants in the Long Term Care Plan are direct billed.)* **The Insurance Committee recommends continuing the Long Term Care coverage offering.**

### **VISION INSURANCE\***

**Last year, we received a two-year rate guarantee, so premium rates remain unchanged for 2015.** Eye Care coverage is offered to employees through the *Ameritas Group*. The plan includes a Low Option that can be used at any vision clinic, but the employee must submit claims on their own; and a High Option where the greatest benefit applies if you go to an in-network VSP provider. It is voluntary and 100% employee sponsored. **The Insurance Committee recommends continuing with the Ameritas vision insurance plan for 2015.**

***\*No County dollars are involved.***

### **AFLAC\***

*Aflac* coverage is voluntary and 100% employee sponsored. Aflac plans offered are: Accident, Cancer, Critical Care & Recovery, Personal Sickness, and Hospital Indemnity. **The Insurance Committee recommends continuing the current coverage offering through AFLAC for 2015.**

### **DEFERRED COMPENSATION\***

Roseau County offers 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*. Deferred Compensation is 100% employee sponsored. **The Insurance Committee recommends continuing with the deferred compensation plan offerings for 2015.**

***\*No County dollars are involved.***

### **WELLNESS NEWSLETTER**

As part of the Employee Wellness Program, Roseau County provides employees 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 membership cost is \$365.00. The newsletter is provided to us as a member of WELCOA. (The WELCOA newsletter is the least expensive newsletter available.) **The Insurance Committee recommends continuing to provide the WELCOA newsletter to employees for 2015.**

**WELLNESS INITIATIVE**

**Incentive:** The NW Service funds that have been used for the past three years for the Pilot Wellness Incentive program have been depleted. There will be no Wellness Incentive Funds available for 2015. The NW Service Cooperative Wellness Incentive Program is on hold until adequate Reserve Funds are available.

The Wellness Committee will be sponsoring a Mini Health Fair to be held on October 15, 2014 at the Roseau City Center. Flu shots and biometric screenings will be available for all County employees, at no charge.

**DEADLINE DATES**

Blue Cross Blue Shield requires our plan renewal confirmation no later than October 1, 2014, in order for Blue Cross Blue Shield to prepare our Summary of Benefits and Coverage in time for benefits open enrollment (BCBS requires 30 days). A requirement of the Affordable Care Act is that we must distribute a *Summary of Benefits and Coverage* to employees at the start of open enrollment, which we project to run from November 3<sup>rd</sup> to November 18<sup>th</sup>.

**COUNTY BOARD ITEMS**

The Board reviewed the 2015 Levy/Budget information provided by Auditor Monsrud. A motion was made by Commissioner Foldesi, seconded by Commissioner Miller and carried unanimously to adopt the following resolution:

2014-09-03

WHEREAS, the Roseau County Board of Commissioners has reviewed and considered budgets for the Unorganized Townships located in Commissioner District No. 3, 4, and 5, and;

WHEREAS, the Roseau County Board of Commissioners deems it necessary that the following amounts be levied on all taxable property in specified Unorganized Townships in Roseau County;

NOW, THEREFORE, BE IT RESOLVED that the year 2015 Unorganized Township budgets are hereby approved and the following amounts shall be levied upon all taxable property in Unorganized Townships in Roseau County for the year 2015:

Township	Range		
161	36	Clear River	\$ 6,000
161	37	America	\$ 3,000
162	44	Juneberry	\$ 4,250
163	38	Norland	\$12,000
163	39	Spruce Valley	\$ 8,000
163	40	Jadis	\$ 700
163	43		\$ 125
163	44	Blooming Valley	\$ 1,500
164	38	Norland (north)	\$ 50
164	39	Spruce Valley (north)	\$ 200
164	40		\$ 700
164	44	Blooming Valley (north)	\$ 500

A copy of 2015 Unorganized Township budgets are on file in the County Auditor's office.

A motion was made by Commissioner Swanson, seconded by Commissioner Miller and carried unanimously to adopt the following Resolution:

2014-09-01

BE IT RESOLVED, that the payable 2015 Preliminary Property Tax Levy for Roseau County is hereby approved, as follows:

Fund	Levy
Revenue	\$3,293,653
Road & Bridge	1,200,000
Welfare	1,630,000
Debt Service	473,800
Total	\$6,597,453

(Note: This reflects a 0% levy increase)

A motion was made by Commissioner Miller, seconded by Commissioner Falk and carried unanimously to adopt the following Resolution:

2014-09-02

BE IT RESOLVED, that the 2015 Preliminary Budget - incorporating the 2015 Preliminary Levy - is hereby approved, as follows:

Fund	Revenues	Expenditures	Net Budget
Revenue	\$6,049,918	\$6,212,012	-\$162,094
Road & Bridge	8,797,932	8,949,458	-151,526
Welfare	3,721,854	3,828,685	-106,831
Debt Service	484,712	446,274	38,438
Tax Supported Funds - Total	\$19,054,416	\$19,436,429	-\$382,013
 Environmental	 \$1,109,002	 \$1,136,882	 -\$27,880
Total - All Funds	\$20,163,418	\$20,573,311	-\$409,893

Budget Hearing Date

A motion to set the 2015 Budget Hearing for December 2, 2014 beginning at 6:00 p.m., was made by Commissioner Swanson, seconded by Commissioner Falk and carried unanimously.

## Broadband Discussion

Commissioners Swanson informed the Board that DEED will be accepting applications for the Border-to-Border Broadband grant in the near future. Once this announcement is made there will be a 30-day time limit to prepare the application and supporting documentation. Commissioner Swanson suggested Commissioners request letters of support from their constituency to include in the grant application packet that Wikstrom Telephone Company and Sjoberg Cable TV and Internet will submit to DEED. A motion to solicit letters of support for inclusion in the Border-to-Border Broadband Development Grant Program application was made by Commissioner Swanson, seconded by Commissioner Miller and carried unanimously.

## Commissioner Committee Reports

Commissioner Falk reported on the following committee(s): Social Services Board, 9/16/14; Highway Committee, 9/16/14; Committee of the Whole meeting, 9/16/14.

Commissioner Foldesi reported on the following committee(s): Social Services Board, 9/16/14; Highway Committee, 9/16/14; Committee of the Whole meeting, 9/16/14; Red River Board, 9/16/14.

Commissioner Miller reported on the following committee(s): Insurance Committee, 9/11/14; Social Services Board, 9/16/14; Highway Committee, 9/16/14; Committee of the Whole meeting, 9/16/14; Polaris ATVAM Open House, 9/19/14; Warroad Casino Open House, 9/19/14; Joint Powers Natural Resources Board, 9/22/14.

Commissioner Phillipe reported on the following committee(s): Public Health Committee, 9/9/14; Land of the Dancing Sky Area Agency on Aging, 9/10/14; Insurance Committee, 9/11/14; Roseau County Committee on Aging, 9/15/14; Social Services Board, 9/16/14; Highway Committee, 9/16/14; Committee of the Whole, 9/16/14; Warroad City Council, 9/22/14.

Commissioner Swanson reported on the following committee(s): Public Health Committee, 9/9/14; Statewide Emergency Communications Board Strategic Planning, 9/10 – 9/11/14; Roseau County Committee on Aging, 9/15/14; Building Committee, 9/15/14; Social Services Board, 9/16/14; Highway Committee, 9/16/14; Committee of the Whole, 9/16/14; Local Government Water Roundtable, 9/17/14; Safety Committee, 9/18/14; Roseau County Committee on Aging, 9/19/14; Team “EPIC”, 9/19/14.

Upon motion carried, the Board adjourned the Regular Meeting at 10:30 a.m. The next Regular Meeting of the Board is scheduled for October 14, 2014 at 9:00 a.m.

Attest:

Date: \_\_\_\_\_

\_\_\_\_\_  
Jeff Pelowski, County Coordinator  
Roseau County, Minnesota

\_\_\_\_\_  
Glenda Phillipe, Chair  
Board of County Commissioners  
Roseau County, Minnesota