

PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

September 8, 2015

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, Minnesota on Tuesday, September 8, 2015 at 9:00 a.m.

CALL TO ORDER

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

APPROVAL OF AGENDA

A motion to approve the Agenda was made by Commissioner Falk, seconded by Commissioner Foldesi and carried unanimously.

COMMENTS AND ANNOUNCEMENTS

Coordinator Pelowski announced that Carson Ouellette from Senator Franken's Office will be attending the September 15th Highway Committee meeting.

APPROVAL OF BILLS

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

Warrants Approved For Payment 8/27/2015

<u>Vendor Name</u>	<u>Amount</u>
10 Payments less than 2,000.00	6,260.57
Final Total:	6,260.57

Warrants Approved For Payment 8/27/2015

<u>Vendor Name</u>	<u>Amount</u>
AFLAC	4,020.24
Final Total:	4,020.24

Warrants Approved For Payment 9/03/2015

<u>Vendor Name</u>	<u>Amount</u>
DEARBORN NATIONAL LIFE INSURANCE	2,496.55
JOHNSON/LAURE A	3,526.88
NW MN SERV COOP-BLUE CROSS BLUE	84,995.00
PRUDENTIAL	2,126.23
14 Payments less than 2,000.00	9,404.41
Final Total:	102,549.07

Warrants Approved On 9/08/2015 For Payment 9/11/2015

<u>Vendor Name</u>	<u>Amount</u>
AVIANDS LLC	6,049.53
FARMERS UNION OIL CO-LK BRNSN	2,117.31
FARMERS UNION OIL CO-WARROAD	8,740.16
GLADEN CONSTRUCTION INC	14,773.05
HOFFMAN PHILIPP & KNUTSON	4,643.00
MAR-KIT LANDFILL	36,034.80
MSOP-MN SEX OFFENDER PROGRAM-D	4,265.60
NORTHERN RESOURCES COOPERATIVE	11,940.35
NORTHLAND TIRE	2,304.75
NORTHWOODS HEATING & COOLING	6,091.80
PROVANTAGE LLC	3,102.28
RDO TRUCK CENTER CO.	2,695.52
ROSEAU CO COOP ASSN	14,377.79
ROSEAU DIESEL SERVICE INC	4,642.55
SIMPLEX GRINNELL LP	4,320.00
SJOBERG'S INC	2,668.25
STOSKOPF REDI MIX ROSEAU INC	38,289.50
65 Payments less than 2,000.00	27,960.47
Final Total:	195,016.71

CONSENT AGENDA

Commissioner Foldesi requested that the USGS Gauge Cost-Share Request be moved from the Consent Agenda to Department Reports. A motion to approve the amended Consent Agenda was made by Commissioner Falk, seconded by Commissioner Foldesi and carried unanimously. The Board, by adoption of its Consent Agenda, approved the August 25, 2015 Board Proceedings; approved advertising for the hire of a full-time Heavy Equipment Operator; and approved the hire of Jessica Omdahl to the Regular Part-time position of Office Support Specialist at Grade 4, Step A.

DEPARTMENT REPORTS

ENVIRONMENTAL

Environmental Officer Pelowski met with the Board to request that the Board establish the solid waste "market price" which will be used to calculate the Solid Waste Management Tax for Municipal Solid Waste generated in Roseau County in 2016. A motion was made by Commissioner Falk, seconded by Commissioner Swanson and carried unanimously to adopt the following Resolution:

2015-09-01

WHEREAS, Minnesota Statutes Chapter 297H.02 requires certain political subdivisions to identify by Resolution a Market Price for solid waste management tax purposes if the political subdivision subsidizes the cost of Municipal Solid Waste (MSW) disposal at a facility, or directly bills for organized collection of MSW on property tax statements; and

WHEREAS, the political subdivision will be liable for any Solid Waste Management Tax (SWMT) based only on the Market Price identified by Resolution; and

WHEREAS, Market Price is defined in State Statute as the “lowest price available in the area”; and

WHEREAS, Roseau County has researched and identified the lowest viable Market Price available in the area; and

THEREFORE BE IT RESOLVED, the County declares the Market Price for all MSW generated in Roseau County to be \$56.60 per ton, based upon the lowest price available in the area, for CY 2016.

USGS Gauge Cost-Share Request

The City of Roseau and the Roseau River Watershed District are requesting that Roseau County cost share with them (1/3 – 1/3 – 1/3) the local share (70%) of the installation and annual maintenance of a new gauge to be placed on CSAH 24 bridge over the East Diversion Flood Control Project. The USGS would provide 30% of the installation and maintenance costs. The gauge is needed to maintain the integrity of the flood forecasting system for the Roseau River Basin. The Board decided to refer this request to the October 6, 2015 Committee of the Whole meeting for further discussion.

COMMITTEE REPORTS

INSURANCE COMMITTEE

Insurance Committee Chair Gwynne Roadfeldt and Benefits Administrator Patty Ignaszewski met with the Board to review the 2016 employee insurance benefit options. A motion was made by Commissioner Swanson, seconded by Commissioner Foldesi and carried unanimously to adopt the following employee benefits plans for 2016:

HEALTH INSURANCE

Insurance Pool minimum/maximums are reviewed and voted on annually by the Northwest Service Cooperative CCOGA Advisory Council. For **2016**, the Advisory Council selected the range of a minimum premium change of -10%, and a maximum premium increase of 15% for pool members. Blue Cross Blue Shield (BCBS) of Minnesota calculated a **0%** change for Roseau County’s group for 2016.

(Note: Our actual calculated change in rate would have been 1.6% if we were not part of the insurance pool. The 2015 Health Insurance increase for Roseau County medical plans was 7.5%. The 2014 increase was 29%.)

		<u>2015</u>	<u>2016</u>	<u>Change</u>
\$2,250 Deductible VEBA:	Single	\$ 502.50	\$ 502.50	
	Family	\$1,181.50	\$1,181.50	
\$5,000 Deductible HSA/VEBA:	Single	\$ 420.50	\$ 420.50	
	Family	\$ 987.00	\$ 987.00	
\$6,350 Deductible HSA/VEBA:	Single	\$ 400.00	\$ 400.00	
	Family	\$ 938.50	\$ 938.50	

The Board 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%.

The 2015 and 2016 employer/employee premium cost shares per month are as follows:

		<u>Employer</u>	<u>Employee</u>
➤ \$2,250 deductible VEBA plan:	Single	\$376.88	\$125.62
	Family	\$886.12	\$295.38
➤ \$5,000 deductible HSA/VEBA plan:	Single	\$357.42	\$ 63.08
	Family	\$838.94	\$148.06
➤ \$6,350 deductible HSA/VEBA plan:	Single	\$360.00	\$ 40.00
	Family	\$844.64	\$ 93.86

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.

Roseau County currently carries **47** single contracts (19 - \$2,250 deductible plan, 17 - \$5,000 deductible plan, 11 - \$6,350 deductible plan); **63** family contracts (22 - \$2,250 deductible plan, 17 - \$5,000 deductible plan, and 24 - \$6,350 deductible plan). Six (**6**) of the above contracts are COBRA (5 retiree single, and 1 retiree family).

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.

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

Select Account's administration fee is currently \$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 is estimated to be \$2,760.

125 FLEX MEDICAL AND DEPENDENT CARE PLANS:

Flex Plan design:

- The plan year **maximum medical flex contribution is \$2,550**, (*IRS maximum is \$2,550*).
- The plan year **maximum dependent care flex contribution is \$5,000**, (*IRS maximum is \$5,000*).
- **Medical Crossover**, (*30.56% of our members are enrolled in Crossover option*).
- **Debit cards** are auto-issued to all new employees, and are available to existing employees who opt out of crossover, (*68.52% of our members are enrolled in the Debit Card option*). Select Account requires that 90% of account holders have Medical Crossover or a Debit Card.

- **Direct Deposit (ACH)** (In 2016, 70% must be signed up for direct deposit, and in 2017, 90% must be signed up for direct deposit. Currently, 89.81% of our members are enrolled in Direct Deposit.)
- 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 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 to offer rollover of up to \$500 for the years 2014 and 2015, and would like to continue the rollover option for 2016.)

LIFE INSURANCE (Basic and Supplemental coverage)

Per MN Statute 471.6161 (5-year bid law), we were required to conduct a formal RFP process for Life Insurance effective 1/1/2016. Bid Specs were sent to 20 companies. Bids were received from 7 companies: Hartford, Humana, VOYA/ING, Sun Life, Prudential, Reliance, and Minnesota Life.

Sun Life was the low bidder, offering the lowest rates for Basic and Dependent Life (County paid), and Employee/Spouse Optional Life (Employee paid). In fact, their proposed rates are lower than our current rates with Prudential, resulting in a savings of \$968 per year for the County, and \$2,418 per year for employees based on our current enrollments. Prudential, our current carrier, submitted the highest bid. Sun Life offered a 2-year rate guarantee.

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 2016 will be \$2.95 per month, per eligible member, for the employee and dependent basic coverage.** (Note: The 2015 cost is \$3.62 per eligible member.) Employees’ may purchase supplemental life coverage of up to \$500,000/Employee, and up to \$250,000/Spouse.

NCPERS GROUP DECREASING TERM LIFE (PERA Life)

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 2016. Long Term Disability is voluntary and 100% employee sponsored.

DENTAL INSURANCE

Dearborn National Dental insurance rates will remain unchanged for 2016. Dental Insurance is voluntary and 100% employee sponsored.

SHORT TERM DISABILITY INSURANCE

Dearborn National Short-Term Disability insurance rates will remain unchanged for 2016. Short Term Disability is voluntary and 100% employee sponsored.

LONG TERM CARE (LTC) 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.)* **Our upcoming open enrollment is the last opportunity that employees will have to enroll in Long Term Care coverage. CNA announced that beginning February 1, 2016 they will no longer be accepting new LTC applications. This will have no impact on current LTC plan participants.**

VISION INSURANCE

Vision Plan premium rates remain unchanged for 2016. 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.

AFLAC

Aflac coverage is voluntary and 100% employee sponsored. Current Aflac plans offered are: Accident, Cancer, Critical Care & Recovery, Personal Sickness, and Hospital Indemnity.

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.

Note: The County will not endorse (sign) any Deferred Comp plan requests for a Hardship Withdrawal. Hardship Withdrawal requests must go through the applicable company headquarters for approval.

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 \$395.00. The newsletter is provided to us as a member of WELCOA.

WELLNESS INITIATIVE

Wellness Incentive: The NW Service Coop is offering a Wellness Incentive of \$100 in 2016. The requirements will be to: 1) Take the online risk assessment and create an account with *Clear Cost*, **\$50**; 2) Obtain blood pressure, cholesterol, and glucose results and report in-range/out-of-range data, **\$50**; and, 3) Complete the requirements and the verification form and return it to earn the Incentive. The Incentives earned by employees' shall be applied to each employee's HSA or VEBA account. Employees must be a member of one of our medical plans to earn the Wellness Incentive.

The Wellness Committee will be sponsoring a Mini Health Fair planned for October 14, 2015 at the Roseau City Center. Flu shots and biometric screenings will be available for all employees, at no charge.

DEADLINE DATES

Blue Cross Blue Shield requires our plan renewal confirmation no later than October 1, 2015. 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. Blue Cross needs a notice of 30 days to produce the *Summary for each plan* in time for our open enrollment.

Other benefit related information:

Clear Cost

On September 1st, the NW Service Cooperative launched a new health care shopping service called Clear Cost Health. Clear Cost is an online tool that will enable members to save on out-of-pocket expenses by comparison shopping for services such as office visits, lab tests, radiology services and prescription drugs based on cost, quality and convenience. Across Minnesota, there are significant price differences for basic health care services among in-network providers. Enrolling in Clear Cost will be part of the requirement to earn the 2016 Wellness Incentive of \$100. The Service Coop considers this program to be an important piece of reducing health care costs for the Cooperative.

COUNTY BOARD ITEMS

North Country Food Bank is requesting Resolutions of Support from all twenty-one (21) Counties they currently serve, including Roseau County, in their effort to secure 2016 State Bonding Funds for the construction of a new facility.

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

2015-09-02

WHEREAS, North Country Food Bank, Inc. (North Country) is a 501(c)3 non-profit organization located in the City of Crookston, County of Polk, State of Minnesota. North Country has a profound regional impact on hunger issues – serving 21 Counties in northwest and west central Minnesota; and

WHEREAS, North Country provides over 7 million pounds of surplus, quality food and non-food products to 220 charitable organizations for distribution to people in need. The charitable food programs served by North Country include soup kitchens, food shelves, homeless shelters, low-income individuals in need of supplemental assistance, senior community centers, after-school programs, domestic abuse programs, and addiction treatment centers; and

WHEREAS, North Country provides an important service that impacts the lives of many in northwest and west central Minnesota; and

WHEREAS, North Country's current facility provides space, storage, access and compliance challenges. North Country must move its operations to a new facility to better and more efficiently serve the population in northwest and west central Minnesota, and to comply with the contractual obligations and safety requirements of Feeding America, State and Federal regulations, and the requirements of other governing agencies; and

WHEREAS, North Country is in a position to pursue a new facility building construction project and capital fundraising campaign, including a proposition to partner with Polk County to pursue a \$3 million State of Minnesota Bonding Request in the 2016 Bonding Bill.

NOW, THEREFORE, BE IT RESOLVED THAT the Roseau County Board of Commissioners hereby supports North Country in its efforts to secure capital funding from the State legislature, so it may continue to provide this very important community service to northwest and west central Minnesota.

Commissioner Committee Reports

Commissioner Falk reported on the following committee(s): Building Committee, 8/25/15; and Operations/Committee of the Whole meetings, 9/1/15.

Commissioner Foldesi reported on the following committee(s): Operations/Committee of the Whole meetings, 9/1/15.

Commissioner Phillippe submitted a list of the following committee meetings: Pipeline and RR Safety Seminar, 8/31/2015; and Operations/Committee of the Whole meetings, 9/1/15.

Commissioner Swanson reported on the following committee(s): Building Committee, 8/25/15; Big Four meeting, 8/28/15; Operations/Committee of the Whole meetings, 9/1/15; Community Justice Coordinating Committee, 9/2/15; and Insurance Committee meeting, 9/2/15.

Upon motion carried, the Board adjourned the Regular Meeting at 10:50 a.m. The next Regular Meeting of the Board is scheduled for September 22, 2015 at 9:00 a.m.

Attest:

Date: _____

Jeff Pelowski, County Coordinator
Roseau County, Minnesota

Jack Swanson, Chair
Board of County Commissioners
Roseau County, Minnesota