

**PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS**

January 26, 2005

The Board of Commissioners of Roseau County, Minnesota met in the courthouse in the City of Roseau, Minnesota on Tuesday, January 26, 2005, at 8:30 a.m. Commissioners present were Orris Rasmussen, Alan Johnston, Jack Stone, Mark Foldesi and Russell Walker. Also present were members of the media.

The meeting was called to order at 8:30 a.m. by County Board Chairman Orris Rasmussen. Commissioner Stone presented the colors and led the Pledge of Allegiance.

The 11:00 appointment with the County Engineer was removed from the agenda. A motion was made by Commissioner Foldesi, seconded by Commissioner Walker, and carried by unanimous vote to approve the amended agenda.

Recorder Rick Kvien met with the Board to request approval to image the rural school records that the County is housing. The cost would be \$10,838.12. The two part-time employees that were hired have completed the other imaging projects and will be laid off on Friday, January 28. This would be a good time to complete any additional imaging since we have access to trained and experienced staff. It was noted that the records have been through the flood and it would be advisable to have a back up should the Courthouse flood again, or to protect against normal aging. Commissioner Foldesi noted that he was not opposed to imaging the records, but he would have preferred to budget for this project. Commissioner Johnston noted that by imaging these records they would be easier to access for everyone and would make it possible to provide the Roseau County Historical Society, the Warroad Museum, as well as local libraries with copies of the DVD.

A motion was made by Commissioner Johnston to approve imaging of the school records. Commissioner Rasmussen relinquished the chair to second the motion. The motion failed on a two-three vote.

Auditor Anne Granitz met with the Board to present auditor warrants and commissioner warrants for approval. Ms. Granitz provided the Board with year end totals and a cash balance sheet. It was noted that the 2005 budget to actual numbers was substantially more favorable than predicted. The Revenue fund was budgeted at a \$386,209 deficit and the actual as of January 21, 2005 is a positive \$114,458. Commissioner Johnston noted that this indicates that Roseau County department heads did an excellent job of managing their budgets this year and should be commended.

A motion was made by Commissioner Foldesi, seconded by Commissioner Walker, and carried by unanimous vote to approve payment of auditor warrants and commissioner warrants as follows:

<b>AMOUNT</b>	<b>VENDOR NAME</b>	<b>AMOUNT</b>	<b>VENDOR NAME</b>
417.55	ACE HARDWARE-ROSEAU	468.75	ANDERSON M.D. ROBERT
2824.74	EARL ANDERSON	6858.00	ASSN OF MN COUNTIES
1360.00	CRITCHLEY ANGELA	7538.28	CUTLER-MAGNER
300.00	DAHL JASON	359.70	DORN TONY INC
1100.00	EMPLOYERS ASSOCIATION INC	960.00	ENGELSTAD MONICA
1479.21	FARMERS UNION OIL CO-LK BRNSN	8857.34	FARMERS UNION OIL CO-ROSEAU

3999.31	FARMERS UNION OIL CO-WARROAD	109548.63	FREEBERG & GRUND INC
542.50	HEPPNER CONSULTING INC	1821.00	HOUSE ARREST SERVICES INC
3846.08	JOHNSON OIL CO INC	10542.00	KAMAR SOLID WASTE FUND
787.05	LAB SAFETY SUPPLY, INC	4895.00	LANGAAS TRUCKING
411.30	LEXISNEXIS MATTHEW BENDER	3358.26	MARSHALL CO AUDITOR-TREASURER
229432.00	MN COUNTIES INSURANCE TRUST	4290.26	MN DEPT OF TRANSPORTATION
375.00	MN MINE SAFETY ASCN	2125.00	MN RURAL COUNTIES CAUCUS
1489.73	MULTI OFFICE PRODUCTS INC	370.00	NATIONAL ASSN OF COUNTIES
1620.50	NELSON GRACIA C	317.40	OLSON'S SKIME STORE
5122.50	PRO-WEST & ASSOCIATES INC	375.00	RINKE-NOONAN LAW FIRM
772.16	RIVERFRONT STATION	2680.00	ROSEAU CO COOP ASSN
375.00	ROSEAU CO MEDICAL TRAVEL	37059.12	ROSEAU ELECTRIC COOP INC
555.60	STATE OF MINNESOTA-DEPT OF ADM	1066.73	U SAVE FOODS
1686.32	WEST GROUP PAYMENT CENTER		
	<b>60 PAYMENTS LESS THAN \$300</b>	<b>7,676.92</b>	
	****	<b>FINAL TOTAL.....</b>	<b>\$469,663.94 ****</b>

And that the summary of auditor warrants be approved as follows:

January 13, 2005	\$ 22,226.33
January 20, 2005	\$175,964.10

Sheriff Jule Hanson met with the Board to request status changes for a number of personnel. A motion was made by Commissioner Johnston, seconded by Commissioner Walker and carried by unanimous vote that the following resolution be adopted:

2005-01-83

**BE IT RESOLVED**, that the Board does hereby approve the change of status of Jason Hanson and Patricia Berg from part-time to full-time dispatcher/jailer effective on the pay period beginning January 16, 2005.

**BE IT FURTHER RESOLVED**, that the Board does hereby approve the status change of Richard Gillette from part-time to full-time dispatcher/jailer effective February 26, 2005.

**BE IT FURTHER RESOLVED**, that the Board does hereby approve the change of status of Kelly Gustafson from part-time deputy to full-time deputy effective on the pay period beginning January 16, 2005.

Sheriff Hanson asked for direction from the Board on purchasing squad cars now that Messelt's is no longer in business. The Board advised Sheriff Hanson to find another state bid authorized dealer.

Sheriff Hanson informed the Board that a late model Yukon had been seized in a drug case earlier in the year and that the vehicle had been released to the Sheriff Department with a clear title. Sheriff Hanson advised the Board that he has authorized department use of the vehicle.

Commissioner Foldesi asked Sheriff Hanson about the return to duty status of Deputy Becker. Sheriff Hanson said he was not sure but would look into the matter.

The Board recessed at 9:55 a.m. The Board reconvened at 10:15 a.m.

The Board discussed the Beltrami Island State Forest Re-Classification. Commissioner Rasmussen reported on the meeting with Representative Maxine Penas. He noted that Senator Stumpf did not attend the meeting. Representative Penas assured the Commissioners that she would do all in her power to mitigate the BISF proposed trail closing. She has set up meetings with the DNR Commissioner and Deputy Commissioner and will be meeting with the Governor.

Coordinator Harren informed the Board that Mary Broten has requested Commissioner representation on the Lost River Planning Committee. Ms. Broten has also provided the county with a DVD of the data that was collected during the inventory process. Ms. Harren also noted that she has been in contact with attorney Scott Anderson regarding the legality of the DNR's action and she will continue to keep the Board informed on Mr. Anderson's findings.

Commissioner Johnston informed the Board of the progress of the work with Pro-West on adding the DNR map as a layer on our GIS system. Commissioner Johnston noted the expense to do this project is \$1,200.

The Board discussed their action plan regarding the BISF. Commissioner Rasmussen will be meeting with the MRCC on January 27, 2005 and will ask for statewide support. The Board will continue to keep in contact with Representative Penas. The Board will bring the County GIS map to the public hearing on February 17, 2005 in Warroad. Commissioner Foldes announced that he has been approached by townships that would like to take some action and are looking for direction from the Board. The annual township meeting is February 15, 2005. It was decided to address township action at that time.

The Board discussed a special meeting to review the Jail Study Committee recommendations. A motion was made by Commissioner Walker, seconded by Commissioner Foldesi and carried by unanimous vote to adopt the following resolution:

2005-01-84

**BE IT RESOLVED**, that the Board does hereby authorize a Special Board meeting on February 1, 2005 beginning at 8:30 a.m. for the purpose of discussing the recommendations of the Roseau County Jail Study Committee.

The Board discussed the Victim Service Professional Contracts. A motion was made by Commissioner Walker, seconded by Commissioner Stone and carried by unanimous vote to adopt the following resolution:

2005-01-85

**BE IT RESOLVED**, that the Board does hereby approve the Professional Services Contracts of Angela Critchley and Monica Engelstad.

Coordinator Harren informed the Board of the progress on the revised employee handbook. Ms. Harren noted that the handbook is completed and is waiting for the 2005 wage negotiations to be completed so the handbook can come before the Board for final approval.

Ms. Harren informed the Board that the first formal union negotiation session between Roseau County and the two law enforcement unions is scheduled for February 8, 2005.

Ms. Harren advised the Board that the web page is behind schedule. She noted that the County is waiting for Heppner Consulting to have time to meet with department heads and finalize individual pages.

The Board gave committee reports.

Commissioner Johnston reported on a number of committee meetings. Commissioner Johnston attended the January 21, 2005 Joint Powers Wetland Administration Board meeting, the January 12, 2005 ISTS Committee meeting, a two day Red River Basin Conference January 13-14, 2005, a Warroad River Watershed Board meeting on January 20, 2005, a Children's Justice Initiative Meeting on January 20, 2005, a Human Resource Committee meeting on January 19, 2005 to discuss the Highway Department contract and a Coordinator meeting on January 21, 2005. Commissioner Johnston has been invited to be on an ISTS advisory committee to review proposed licensing and certification requirements. Commissioner Johnston received Board consensus to accept the invitation. Mr. Johnston has been invited to serve on several committees as part of the Children's Justice Initiative including Out of Home Placement and Domestic Violence.

Commissioner Walker attended the Warroad Watershed meeting on January 21, 2005 with Commissioner Johnston, a Roseau County Jail Study Committee meeting on January 14, 2005, and a Trail Planning meeting on January 22, 2005.

Commissioner Foldesi attended a Human Resource Committee meeting on January 19, 2005 to discuss the Highway Department contract and a Trail Planning meeting on January 22, 2005.

Commissioner Stone attended a January 12, 2005 Committee on Aging meeting, a January 13, 2005 Extension Committee meeting, and a January 20, 2005 Affordable Housing Loan Committee meeting.

Commissioner Rasmussen attended a Roseau County Jail Study Committee meeting on January 14, 2005 and a Trail Planning meeting on January 22, 2005.

Commissioners Foldesi and Johnston reviewed the Human Resource Committee 2005 Wage/Benefit Recommendations based on employee group requests. The Board discussed the recommendations. A motion was made by Commissioner Walker, seconded by Commissioner Stone and carried by unanimous vote to adopt the following resolution:

2005-01-86

**BE IT RESOLVED**, that the Board does hereby approve the following wage/benefit changes:

- Increase biweekly sick time to 4 hours
- Shorten Pay Scale from 8 Steps to 5 (Cut Steps A,B,C)
- Allow employees to cash in up to 150 hours of comp per year/and or equivalent overtime
  - Cash-In at Specified Time(s) of Year and/or
  - Cash In First 100 Hours of Overtime Each Year
- Offer Vacation/Sick Leave Roll Over Into VEBA Account for Retiring Employees

The Board discussed at length the 2005/2006 cost of living recommendations. The Board agreed to authorize the Human Resource Committee to finalize wage negotiations with the Highway Department Association and the other County employee groups and then return to the Board with a recommendation that the Board would approve.

Upon motion carried, Chairman Orris Rasmussen adjourned the meeting at 1:00 p.m. The Board will convene its next regular meeting at 8:30 a.m. on February 15, 2005.

Attest:

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

\_\_\_\_\_  
Teresa R. Harren  
County Coordinator

\_\_\_\_\_  
Orris Rasmussen  
Board Chairman