

PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

December 12, 2006

The Board of Commissioners of Roseau County, Minnesota met in the courthouse in the City of Roseau, Minnesota on Tuesday, December 12, 2006, at 8:30 a.m.

CALL TO ORDER

The meeting was called to order at 8:30 a.m. by County Board Chair Orris Rasmussen. The Pledge of Allegiance was recited. Roll call was taken. Commissioners present were Mark Foldesi, Orris Rasmussen, Jack Swanson, Alan Johnston, and Russell Walker.

APPROVAL OF AGENDA

The 10:45 am Roseau River Watershed Board appointment and the 11:00 am County Engineer appointment were removed from the agenda. Approval of allowing external access to computers for department heads through *Log Me On* was added to the consent agenda and a debriefing of the Truth in Taxation Hearing was added to discussion items. A motion was made by Commissioner Swanson, seconded by Commissioner Walker, and carried by unanimous vote to approve the revised agenda.

CONSENT AGENDA

A motion to adopt the consent agenda was made by Commissioner Swanson, seconded by Commissioner Walker, and carried by unanimous vote.

The Board, by adoption of its consent agenda, approved the proceedings of the November 28, 2006 Board meeting for publication.

The Board, by adoption of its consent agenda, approved the Geo-Com Support and Software Maintenance contract in the amount of \$3,210.

The Board, by adoption of its consent agenda, approved benefit pay-out to Richard Gillette in the amount of \$523.90.

The Board, by adoption of its consent agenda, approved the change of status for Deaune Cole from regular part-time to regular full-time.

The Board, by adoption of its consent agenda, approved the 2007 Real Vision Software, Inc. Annual Software Support Renewal Agreement in the amount of \$4,558.50.

The Board, by adoption of its consent agenda, approved the State of Minnesota – Minnesota Board of Water and Soil Resources 2007 Natural Resources Block Grant Agreement in the amount of \$60,493.

The Board, by adoption of its consent agenda, approved the Memo of Understanding with Hoffman, Dale, Swenson for audit services for the year ending December 31, 2006.

Parker informed the Board that he had been appointed to serve on the Minnesota Association of County Veteran's Officers Executive Board and reviewed a number of upcoming events.

REGIONAL EXTENSION DIRECTOR

Regional Extension Director Nathan Johnson met with the Board. Mr. Johnson reviewed the 2006 Roseau County and University of Minnesota Extension Service Memorandum of Intent for the Nutrition Education Program. A motion was made by Commissioner Foldesi, seconded by Commissioner Walker, and carried by unanimous vote to adopt the following resolution:

2006-12-01

BE IT RESOLVED, that the Board does hereby approve the 2007 Memorandum of Intent between Roseau County and the University of Minnesota Extension Service for the Nutrition Education Program.

BE IT FURTHER RESOLVED, the Board authorizes Chair Orris Rasmussen to sign the 2007 Memorandum of Intent on behalf of Roseau County.

Mr. Johnson reviewed the 2007 Memorandum of Agreement between the University of Minnesota and Roseau County. A motion was made by Commissioner Swanson, seconded by Commissioner Foldesi, and carried by a 4-1 vote with Commissioners Rasmussen, Swanson, Foldesi and Walker voting in favor, and Commissioner Johnston opposed, to adopt the following resolution:

2006-12-02

BE IT RESOLVED, that the Board does hereby approve the 2007 Memorandum of Agreement between the University of Minnesota and Roseau County for the provision of the local extension staff, namely the 4-H program coordinator.

BE IT FURTHER RESOLVED, the Board authorizes Chair Orris Rasmussen to sign the 2007 Memorandum of Agreement on behalf of Roseau County.

SITE MANAGER

Site Manager Arne Pederson met with the Board. Mr. Pederson gave an update on the jail and social service construction projects. It was reported that the social service building is in interior painting phases, the exterior siding is being placed and electrical work is ongoing. The concrete floor in the cell portion of the jail is being poured. Electrical work continues to progress. Mr. Pederson noted that this is very detailed work and that each cell must be poured individually.

Chair Rasmussen recessed the meeting at 9:45 am. The meeting reconvened at 10:00 am.

COMMITTEE REPORTS

The Board heard the following committee and other meeting updates: i.) Association of Minnesota Counties Annual Conference; ii) Building Committee; iii) Minnesota Rural Counties Caucus; iv) Safety Committee; v) KaMaR; vi) Roseau River Watershed; vii) Extension; viii)

Housing Authority; ix) Subsurface Sewage Treatment System Advisory Committee; x) Transportation Steering Committee; xi) Roseau County Soil & Water; and xii) Two Rivers Watershed District.

Commissioner Johnston noted that the Minnesota Rural Counties Caucus is soliciting a name from Roseau County to serve on the Wetland Work Group. A motion was made by Commissioner Swanson, seconded by Commissioner Johnston, and carried by unanimous vote to adopt the following resolution:

2006-12-03

BE IT RESOLVED, that the Board does hereby appoint Commissioner Russ Walker to serve on the MRCC Wetland Work Group.

BE IT FURTHER RESOLVED, that the Board does hereby appoint Commissioner Orris Rasmussen and Commissioner Mark Foldesi as alternates.

The Board discussed the 2006 Truth in Taxation Hearing. The Board commended Auditor Anne Granitz on her presentation. The Board agreed to take a more active role in planning and preparing for the 2007 Truth in Taxation Hearing.

The Board discussed the 2007 Emergency Management Contract. Ms. Nelson met with the Board to review the contract and to discuss pandemic flu preparedness planning.

Extension Educator Derek Crompton met with the Board. The position is new in Roseau County and is currently being co-funded by two key commodity groups. The county has been asked to help fund this position. Mr. Crompton's work supports farmers who grow canola and grass seed, but he is also actively involved in economic development projects such as the bio-diesel project in Kittson County and the potential bio-mass gasification plant in Roseau County.

The Board discussed the Highway Department Employee Association 2007/08 contract requests. The Board developed a counter proposal and directed Commissioners Rasmussen and Swanson to meet with the Highway Association.

The Board discussed commissioner salary. The current salary is \$16,200. A motion was made by Commissioner Swanson and seconded by Commissioner Johnston to increase the base salary by 2% and give commissioners the option to take the health insurance benefit or receive cash in lieu thereof at the family rate. The motion failed with Commissioners Swanson and Johnston in favor and Commissioners Foldesi, Rasmussen, and Walker, opposed.

A motion was made by Commissioner Walker and seconded by Commissioner Swanson to leave the base pay at \$16,200 and give commissioners the option to take the health insurance benefit or receive cash in lieu thereof at the single rate. After discussion, Commissioner Walker withdrew his motion and Commissioner Swanson withdrew his second.

A motion was made by Commissioner Foldesi and seconded by Commissioner Rasmussen to increase the commissioner wage by 3% and leave per diems at the 2006 rate. The motion failed with Commissioners Foldesi and Rasmussen in favor and Commissioners Swanson, Johnston, and Walker opposed.

A motion was made by Commissioner Swanson, seconded by Commissioner Johnston, and carried by a 3-2 vote with Commissioners Swanson, Walker, and Johnston in favor and Commissions Foldesi and Rasmussen opposed to adopt the following resolution:

2006-12-04

WHEREAS, pursuant to Minnesota Statute § 375.055, "The County Commissioners shall receive as compensation for services rendered by them for their respective counties, salaries and in addition may receive per diem payments and reimbursement for necessary expenses in performing duties of the office as set by resolution of the County Board."

BE IT RESOLVED, that the Board sets its 2007 annual salary as commissioners at \$16,525.

BE IT FURTHER RESOLVED, that commissioners may opt to take cash in lieu of the health benefit.

The Board discussed 2007 per diem payments. A motion was made by Commissioner Johnston, seconded by Commissioner Swanson and carried by unanimous vote to adopt the following resolution:

2006-12-05

BE IT RESOLVED, that the Board sets the overnight per diem rate at \$150, unchanged from 2006.

A motion was made by Commissioner Foldesi, seconded by Commissioner Swanson, and carried by a 3-2 vote with Commissioners Foldesi, Rasmussen, and Walker in favor and Commissioners Swanson and Johnston opposed to adopt the following resolution:

2006-12-06

BE IT RESOLVED, that the Board does hereby set the 2007 per diem rate at a maximum of \$100.

BE IT FURTHER RESOLVED, that the total per diem that a Commissioner may collect in one calendar year is capped at \$6,000.

BE IT FURTHER RESOLVED, that the second regular Board meeting of the month is a per-diem meeting.

The Board discussed the 2007 Budget and Levy. A motion was made by Commissioner Johnston, seconded by Commissioner Swanson to adopt a 10.61% levy as proposed. The motion failed by a 2-3 vote with Commissioners Johnston and Swanson in favor, and Commissioners Rasmussen, Foldesi, and Walker opposed.

A motion was made by Commissioner Foldesi, seconded by Commissioner Rasmussen, and carried by a 4-1 vote, with Commissioners Foldesi, Swanson, Walker, and Rasmussen in favor, and Johnston opposed, to adopt the following resolution:

2006-12-07

WHEREAS, the Roseau County Board of Commissioners held its Truth in Taxation Public Hearing for taxes payable in 2006, on December 7, 2006; and

WHEREAS, the Board has reviewed and considered proposed 2007 budgets and levy options for Roseau County;

NOW, THEREFORE, BE IT RESOLVED that the 2006 Property Tax Levy for Roseau County is hereby approved, at 10% as follows:

<u>Fund</u>	<u>Gross Levy</u>	<u>County Program Aid</u>	<u>Net Levy</u>
Revenue	\$3,668,956	\$869,404	\$2,799,552
Road & Bridge	\$1,000,000	\$ -0-	\$1,000,000
Welfare	\$1,300,000	\$ -0-	\$1,300,000
Debt Service	<u>\$ 476,800</u>	<u>\$ -0-</u>	<u>\$ 476,800</u>
_Total	\$6,445,756	\$869,404	\$5,576,352

The Board discussed the 2007 department budgets. The Board agreed to cut one full time position from the recorder's office. The Board agreed to not fund the Extension Department request to extend the support staff position to a full time position but agreed to fund the remainder of the budget. The Board agreed to create an information technology position. A motion was made by Commissioner Johnston, seconded by Commissioner Swanson, and carried by a 3-2 vote with Commissioners Swanson, Walker, and Johnston in favor, and Commissioners Foldesi and Rasmussen opposed, to adopt the following resolution:

2006-12-08

BE IT RESOLVED that the proposed budgets for the year 2007—incorporating the proposed net levy as shown above—are hereby approved, as follows:

<u>Fund</u>	<u>Revenues</u>	<u>Expenditures</u>	<u>Budgeted Use of Fund Balance</u>	<u>+ /(-) Net</u>
Revenue	\$ 5,505,364	\$ 5,721,169	\$591,000	\$(215,805)
Road & Bridge	\$ 7,084,000	\$ 7,446,426		\$ (362,426)
Welfare	\$ 2,811,349	\$ 2,872,739		\$ (61,390)
Environmental	\$ 1,077,600	\$ 1,110,046	\$112,446	\$ (32,446)
Debt Service	<u>\$ 476,800</u>	<u>\$ 312,550</u>	<u>\$ 29,277</u>	<u>\$ 164,250</u>
Total	\$16,955,113	\$17,462,930	\$732,723	\$ (507,817)

BE IT FURTHER RESOLVED that jail project construction contract payments in the estimated amount of \$3,786,260 shall be expended in 2007 from the Capital Projects Fund that was established in 2006 through a \$6.1 million bond sale.

2006-12-09

BE IT RESOLVED, that the Auditor is hereby authorized to call for bids until 11:00 a.m. on January 2, 2007, for publishing for the year 2007, as follows:

- (1) Publication of the Year 2006 Financial Statement Summary pursuant to M.S. 375.17, in the year 2007.

- (2) Second publication of the 2006 Financial Statement Summary pursuant to Minnesota Statutes 375.17, in 2007 (Note: The Summary must be published in two separate newspapers.)
- (3) Publication of the County Board Proceedings pursuant to M.S. 375.15, and publication of all legal notices of the County, including bid and public hearing notices, sample ballots, boxed employment ads, and all other publishing requests, needs, or requirements of the County, regardless of size, type and/or format, known or unknown, during 2007.
- (4) Two publications of the list of delinquent taxes pursuant to M.S. 279.05, 279.06, 279.07, 279.08 and 279.09.

The Board discussed the County Personnel Act and the Uniform Hiring Policy. A motion was made by Commissioner Walker, seconded by Commissioner Foldesi, and carried by unanimous vote to adopt the following resolution:

2006-12-10

WHEREAS, the County Board desires to provide a uniform, comprehensive and efficient system of personnel administration in Roseau County;

BE IT RESOLVED by the Roseau County Board as follows:

1. The County Board hereby establishes a Personnel Department pursuant to MN. Statute Subd. §375.56, effective December 12, 2006.
2. The County Board hereby establishes a Personnel Board of Appeals. Members of said Board of Appeals shall be appointed by the County Board pursuant to MN. Statute Subd. § 375.65.

BE IT FURTHER RESOLVED, that the Board does hereby adopt the Roseau County Uniform Hiring Policy.

Roseau County Uniform Hiring Practices

1.1 **Policy Statement**

Employment of competent and qualified employees in compliance with all pertinent laws and government regulations is essential to the County's success as an effective, progressive business enterprise. To guarantee a consistent and effective employment program, the County has adopted the County Personnel Act. Under this act, the county appoints a Personnel Director who manages the hiring process. At Roseau County the Personnel Director is the County Coordinator. (A copy of the complete policy can be obtained from the County Coordinator or viewed on the Roseau County Web Site under employment opportunities.)

Upon motion carried, the meeting adjourned at 4:00 p.m. The Board will convene its next regular meeting at 8:30 a.m. on December 27, 2006.

Attest:

Date: _____

Teresa Klein
County Coordinator

Orris Rasmussen
Board Chairman