

## PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

September 12, 2006

The Board of Commissioners of Roseau County, Minnesota met in the courthouse in the City of Roseau, Minnesota on Tuesday, September 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. Roll call was taken. Commissioners present were Mark Foldesi, Alan Johnston, Orris Rasmussen, Jack Swanson, and Russell Walker. Also present were members of the media.

### APPROVAL OF AGENDA

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

The Board, by adoption of its consent agenda, approved the proceedings of the August 29, 2006 Board meeting for publication.

The Board, by adoption of its consent agenda, approved the 2007 maintenance contract with Environmental Systems Research Institute, Inc. (ESRI) in the amount of \$2,026 effective December 2, 2006 to December 1, 2007.

The Board, by adoption of its consent agenda, accepted the Commissioner of Public Safety Division of Emergency Management MNNims/WMD Training Grant in the amount of \$1,500.

The Board, by adoption of its consent agenda, received and approved the warrant payment list submitted by the Auditor's Office as follows:

#### **WARRANTS APPROVED ON 9/12/2006 FOR PAYMENT 9/15/2006**

<b>AMOUNT</b>	<b>VENDOR NAME</b>	<b>AMOUNT</b>	<b>VENDOR NAME</b>
1013.09	ACE HARDWARE-ROSEAU	1006.74	ACS
575.00	AUSTIN TOWING	660.85	BALLARD MOTOR CO
311.64	CONSTRUCTION BULLETIN MAGAZINE	336.57	D & L AUTO GLASS INC
5471.49	D-A LUBRICANT CO. INC.	454.63	TONY DORN INC
3083.09	FARMERS UNION OIL CO-LK BRNSN	17402.71	FARMERS UNION OIL CO-ROSEAU
3295.64	FARMERS UNION OIL CO-WARROAD	370.99	FRANK'S TV REPAIR
370.58	GRAND FORKS GROCERY FOOD SERV	684.60	GREENBUSH IMPLEMENT CO
880.00	GUMERINGER LAWNCARE	3587.50	HEPPNER CONSULTING INC
10461.00	HOFFMAN DALE & SWENSON PLLC	960.50	HOUSTON ENGINEERING
10549.80	JOHNSTON FARGO CULVERT INC	1718.20	KAYWAY INDUSTRIES INC
2200.00	LAKE OF THE WOODS CO SHERIFF	574.50	LAKEWOOD HEALTH CENTER
2739.16	M & R SIGN CO INC	38230.20	MAR-KIT LANDFILL
784.16	MATHISON COMPANY	2611.10	MN COUNTIES COMPUTER COOP
1033.48	MN DEPT OF TRANSPORTATION	600.00	MN OFFICE OF ENTERPRISES TECH



<u>Fund</u>	<u>Revenues</u>	<u>Expenditures</u>	<u>Net Budget</u>	<u>Planned Use of Fund Balance</u>
Revenue	\$ 5,575,223	\$ 5,776,254	\$ - 201,031	\$ 591,000
Road & Bridge	\$ 7,084,000	\$ 7,446,426	\$ - 362,426	
Welfare	\$ 2,811,349	\$ 2,872,739	\$ - 61,390	
Debt Service	\$ 476,800	\$ 312,550	\$ 164,250	\$ 29,277
TAX SUPPORTED	\$15,947,372	\$16,407,969	\$ - 460,597	\$ 620,277
FUND TOTALS				
<u>Environmental</u>	<u>\$ 997,600</u>	<u>\$ 1,110,046</u>	<u>\$ - 112,446</u>	<u>\$ 112,446</u>
TOTAL	\$16,944,972	\$ 17,518,015	\$ - 573,043	\$ 732,723

### COUNTY TREASURER APPOINTMENT

County Treasurer Diane Gregerson met with the Board. Ms. Gregerson requested the Board approve a Roseau County Treasurer Check Release Policy. The Board agreed to approve the policy provided they add discussion of payroll check distribution to a later agenda for discussion. A motion was made by Commissioner Swanson, seconded by Commissioner Johnston, and carried by unanimous vote to adopt the following resolution:

2006-09-02

BE IT RESOLVED, that the Board does hereby approve the following policy:

#### ROSEAU COUNTY TREASURER CHECK RELEASE POLICY

##### PAYROLL

All Roseau County payroll checks within the courthouse will be hand distributed by the Roseau County Treasurer or in her absence the Roseau County Deputy Treasurer. Checks that cannot be delivered will be mailed from the Roseau County Treasurer's Office on the date of issuance. Highway Department, Social Services, and Law Enforcement payroll checks may be picked up at the Treasurer's Office in sealed envelopes by a representative authorized by each Department Head as reported to the Roseau County Treasurer.

##### AUDITOR WARRANTS

All Roseau County Auditor Warrant checks will be mailed from the Roseau County Treasurer's office on the date of issuance.

##### COMMISSIONER WARRANTS

All Roseau County Commissioner Warrant checks will be mailed from the Roseau County Treasurer's office on the date of issuance.

##### ROSEAU COUNTY COMBINATION WARRANT & CHECK

All Roseau County Combination Warrant & Checks will be mailed from the Roseau County Treasurer's office on the date of issuance.

##### MANUAL CHECKS

All Roseau County Manual Checks will be mailed from the Roseau County Treasurer's office on the date of issuance.

In the event of an emergency situation, exceptions to this policy may be granted only by the Roseau County Treasurer.

BE IT FURTHER RESOLVED, this policy is effective September 12, 2006.

A motion was made by Commissioner Johnston, seconded by Commissioner Swanson, and carried by unanimous vote to adopt the following resolution:

2006-09-03

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 eleven (11) unclaimed warrants to the State of Minnesota Department of Commerce Unclaimed Property Section in the total amount of \$115.91.

#### FAR NORTH TRANSIT/SENIOR MEDICAL TRAVEL APPOINTMENT

Senior Medical Travel Coordinator Gayle Gustafson met with the Board to give an overview of the June 2005 to June 2006 operating report. Ms. Gustafson noted the program is funded in part by an \$8,000 grant from the Land of the Dancing Sky Area Agency on Aging, an appropriation from Roseau County, income generated from users and other miscellaneous donations. Ms. Gustafson noted that due to rising gas costs, it is becoming more difficult to meet expenses. Commissioner Swanson asked why Senior Medical Travel does not bill Medicare for eligible riders. Ms. Gregerson was not sure but agreed to research the answer. Ms. Gustafson requested the Board continue funding the program at its current rate which is \$3,365 plus an additional four (4) cents per mile for a 2007 appropriation of \$4,465.

Far North Transit director Steve Butler met with the Board to give a report on the program and to present a 2007 appropriation request. Mr. Butler noted that since January, the number of riders is up by 11% and income from users is up by 12.5%. Mr. Butler reported that the increased passenger use is primarily in the Warroad and Badger areas. Mr. Butler noted that 85% of the transit funding comes from the Minnesota Department of Transportation and the other 15% comes from user fees and donations. Mr. Butler stated that the new building has been an asset. It provides garage space for the buses and office space for both Far North Transit and Senior Medical Travel. They will be renting out one of the stalls this winter to Sheltering Oaks to generate extra income. The building was funded in part by a \$210,000 grant from MnDOT, which required a local match of \$85,000. \$70,000 has been raised and a personal loan has been secured until the remaining \$15,000 can be raised. Mr. Butler requested the Board consider an additional donation toward the building in the 2007 budget. Mr. Butler informed the Board that a new bus will be ordered in 2007. Both buses have over 200,000 miles on them. MnDot will contribute \$63,000 and the local share is \$12,000. Mr. Butler requested the Board consider a contribution toward the new bus. Commissioner Johnston stated that it is his understanding that the annual county appropriation of \$3,000 to Far North Transit is supposed to be designated for a new bus so that every four years a new bus could be purchased. Mr. Butler said he was unaware of this stipulation, but will note it for the future. Commissioner Johnston informed him that this stipulation is part of the funding agreement between MnDot and local transit providers.

## STUDY COMMITTEE FOR LIBRARY FUNDING/FRIENDS OF THE LIBRARY

Rodney Kjersten representing the Roseau Library, Sue Calder representing the Warroad Library, and Diane Churchill, representing the Greenbush Library, met with the Board to discuss library funding in Roseau County. Mr. Kjersten advised the Board that Roseau County is one of the lowest per capita supporters of public libraries in the State of Minnesota. He noted that 44.5% of users are located within the cities where the libraries are located and 55.5% are located in the outlying county. Mr. Kjersten told the Board that libraries continue to be an important asset in communities and that Roseau County is fortunate to have three quality public libraries. Mr. Kjersten noted that the use of libraries is changing. Libraries still have a high book circulation but are increasingly utilized as research centers and for outreach programming such as daycare packets and story hour. The number of audio books and video tapes checked out has dramatically increased. Mr. Kjersten noted that the way libraries are organized has changed to meet the more diverse use. Books and materials are organized by topic instead of the Dewey Decimal System. Mr. Kjersten explained that the formula used to calculate the Maintenance of Effort (MOE), the minimum amount a county government must fund libraries, is not an effective tool. Mr. Kjersten requested the Board look closely at the efficiency with which the libraries are run, the demand for the services, and the actual operational costs, and consider increasing its 2007 appropriation to the Northwest Regional Library system.

Chair Rasmussen recessed the meeting at 10:25 and reconvened the meeting at 10:45

## COMMITTEE REPORTS

Commissioner Foldesi reported on the KaMaR meeting that he and Commissioner Swanson attended on September 11, 2006. Commissioner Swanson stated that he felt it would be appropriate if he and Commissioner Foldesi alternated attendance at this meeting. Foldesi reported on the Joint Powers Committee meeting he attended in Mahanomen. Foldesi noted that DNR Regional Director Mike Carol was in attendance and reviewed the offices and duties of DNR employees and discussed the need to build and enhance public relations between the DNR and counties and other agencies. Foldesi stated that five other counties reported they are building jails. They also discussed the purchase of Tilden Farms by the Nature Conservancy.

Commissioner Swanson reported on the Roseau River Watershed Board meeting he attended on September 5, 2006. He noted that they discussed changing their primary engineering firm.

Commissioner Walker reported on the Roseau County open-house held on September 7, 2006 from 2:00 p.m. to 7:00 p.m. to review the revised trail designation in the Beltrami Island State Forest. The primary area of concern remaining is the Bemis Hill area.

## ROSEAU COUNTY HISTORICAL SOCIETY & MUSEUM APPOINTMENT

Museum Director/Curator Charleen Haugen and Roseau County Historical Society (RCHS) President Glenn Holm met with the Board to give an overview of the 2005 Annual Report and to present the 2007 budget. During 2005, 5500 people visited the museum and research center. Over 5000 people registered at the museum booth in the Magnuson Building at the Roseau County Fair in July. Over 1,100 students participated in school based lyceums sponsored by the Roseau County Historical Society and 400 students visited the museum on tours. Ms. Haugen informed the Board that the Minnesota Workforce Center program that

provided wages for their research assistance has ended. The need for this position continues and they have included this part-time position in their 2007 budget at a wage of \$6.50 per hour. Ms. Haugen told the Board that wages have not increased since 2005 and the budget reflects a small increase. Rent is scheduled to remain at \$600 per month for 2007. Ms. Haugen reported that the RCHS endowment fund has had to be used to help fund some unexpected expenses associated with the flood. Ms. Haugen requested the Board increase their 2007 appropriation to \$48,000.

#### JAIL/SOCIAL SERVICE SITE SUPERVISOR REPORT

Site Supervisor Arnold Pederson met with the Board to give an update on the jail and social service building project. Mr. Pederson reported that the roof on the sally-port and kitchen is done. The hollow core roof panels will be delivered in the next several days and will be set. The electricians are nearly finished with the underground work. The social service building is completely enclosed. The project continues to be on schedule.

#### DISCUSSION ITEMS

Commissioner Foldesi requested permission from the Board to spend up to \$5,000 gravelling township roads in unorganized Blooming Valley Township. A motion was made by Commissioner Swanson, seconded by Commissioner Walker, and carried by unanimous vote to adopt the following resolution:

2006-09-04

BE IT RESOLVED, that the Board does hereby authorize Commissioner Foldesi to spend up to \$5,000 gravelling township roads in unorganized Blooming Valley Township.

The Board discussed manager appointments to the Warroad River, Roseau River, and Two Rivers Watershed Boards. Multiple individuals have submitted their names for both the Roseau River and Two Rivers watershed boards. The Board directed the coordinator to develop a questionnaire to distribute to all interested candidates to use as a tool in their watershed appointments. The Board agreed to submit questions to Ms. Harren to use in the questionnaire.

The County Coordinator asked the Board for permission to write and submit an RFP for an Alcohol, Tobacco, and other Drug Prevention Center/Coordinator on behalf of Roseau County. Roseau County would fiscally manage this 30 month grant and provide supervision, office space and support staff to one employee. This employee would serve as a Region 1 Coordinator and would provide resources and technical assistance to the prevention efforts in Region One which consists of thirteen counties including Becker, Beltrami, Clearwater, Hubbard, Kittson, Lake of the Woods, Mahnommen, Marshall, Norman, Pennington, Polk, Red Lake, and Roseau. The Board agreed by consensus to give permission to the coordinator to write and submit the grant application.

Upon motion carried, the meeting adjourned at 12:00 p.m. The Board will convene its next regular meeting at 8:30 a.m. on September 26, 2006.

Attest:

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

\_\_\_\_\_

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Teresa Harren  
County Coordinator

Orris Rasmussen  
Board Chairman