

PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

November 13, 2007

The Board of Commissioners of Roseau County, Minnesota met in the courthouse in the City of Roseau, Minnesota on Tuesday, November 13, 2007 at 8:30 a.m.

CALL TO ORDER

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

APPROVAL OF AGENDA

Approval of status change for Patricia Berg was added to the Sheriff's Office appointment. Approval of a SimplexGrinnell alarm monitoring contract was added to the consent agenda. Establishment of a land use committee in Unorganized America Township, hours of use at the Lost River Shooting Range during firearm deer hunting season, and 2008 Committee appointments were added to Discussion. A motion was made by Commissioner Rasmussen, seconded by Commissioner Walker, and carried by unanimous vote to approve the amended agenda.

CONSENT AGENDA

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

The Board, by adoption of its consent agenda, approved proceedings of the October 23, 2007 Board Meeting.

The Board, by adoption of its consent agenda, approved Russell Walker as Delegate and Jack Swanson as alternate as official voting delegates for the 2007 Annual Meeting of the Minnesota Counties Trust.

The Board, by adoption of its consent agenda, approved Mark Foldesi, Alan Johnson, Orris Rasmussen, Jack Swanson, Russell Walker, Trish Harren-Klein, Brian Ketring, and David Anderson as official voting delegates to the 2007 Association of Minnesota Counties Annual Conference.

The Board, by adoption of its consent agenda, approved the Regional Radio Joint Powers Agreement.

The Board, by adoption of its consent agenda, appointed Commissioner Jack Swanson to the Northwest Regional Radio Board.

The Board by adoption of its consent agenda, appointed Emergency Management Director Gracia Nelson to the Regional Radio Advisory Committee.

The Board, by adoption of its consent agenda, approved a contract with Houston Engineering, Inc. in an amount not to exceed \$8,500 to perform survey work on State Ditch No. 69.

The Board, by adoption of its consent agenda, approved the Association of Minnesota Counties Federal Clean Water Act Resolution.

The Board, by adoption of its consent agenda, approved a quote from Olson Lawn Care and Snow Removal Service to provide first snow of the day snow removal on all sidewalks and entrances at the Roseau County Courthouse campus.

The Board, by adoption of its consent agenda, approved an alarm monitoring contract with SimplexGrinnell to provide monitoring services for the Social Service Building, Courthouse including the Sheriff's Office and the Detention Center and authorized Chair Swanson to sign the monitoring contracts on behalf of the County.

The Board, by adoption of its consent agenda, approved bills for payment as follows:

WARRANTS APPROVED ON 11/13/2007 FOR PAYMENT 11/16/2007

AMOUNT	VENDOR NAME	AMOUNT	VENDOR NAME
315.81	ACE HARDWARE-ROSEAU	400.64	AMERIPRIDE LINEN & APPAREL SER
2523.65	BALLARD MOTOR CO	605.00	BEITO REPAIR
2996.04	BERGSTROM ELECTRIC INC	1995.01	BLACK BOX CORPORATION
705.00	CHARM-TEX INC.	920.42	CNH CAPITAL
2691.49	COMTRAD CABLE	7401.75	D & J RADIO SALES & SERVICE
1525.00	HARVEY DALLAGER	536.29	DEEP SURPLUS
7758.01	DELL MARKETING LP	445.39	TONY DORN INC
4331.48	FARMERS UNION OIL CO-LK BRNSN	2772.05	FARMERS UNION OIL CO-WARROAD
2893.12	GARTNER REFRIGERATION CO	3160.56	GEO-COMM CORPORATION
1356.47	GRAINGER INC	548.15	PAMELA GRAND
584.99	GREENBUSH IMPLEMENT CO	8213.00	H & L MESABI INC
1136.85	HAMMER SANITATION	316.91	ANTHONY HART
413.82	HILLYARD HUTCHINSON	425.00	SHAUN JEVNE
4672.24	KENNEDY SCALES INC	3949.40	KLEIN MCCARTHY & CO LTD ARCHIT
7704.20	KRUEGER METAL RECYCLING	1303.86	LAKE OF THE WOODS CO PUBLIC WO
694.41	M & R SIGN CO INC	36166.95	MAR-KIT LANDFILL
2539.98	METEORLOGIX	1000.00	MINN-DAK ASPHALT INC
3531.00	MN COUNTIES COMPUTER COOP	1004.59	MN DEPT OF TRANSPORTATION
625.00	MN OFFICE OF ENTERPRISES TECH	848.72	MULTI OFFICE PRODUCTS INC
4437.50	MUSTANG MAPPING	687.50	NETWORK CENTER INC
520.00	NEW HORIZONS CONSULTING INC	4094.71	NORTHLAND TIRE
1850.00	PATRICK NOVACEK	1155.28	NW MN HOUSEHOLD HAZARDOUS
1139.72	PEART & ASSOCIATES INC	457.43	POLARIS INDUSTRIES INC
365.43	POWER PLAN	398.45	PRAXAIR
1810.00	PROVANTAGE CORPORATION	908.54	QUILL CORPORATION
7258.50	REESE RENTAL	620.00	RELIANCE TELEPHONE SYSTEMS
2789.35	RIVERFRONT STATION	479.74	ROSEAU AUTO VALUE
489.45	ROSEAU CLEANING SYSTEMS	7262.54	ROSEAU CO COOP ASSN
4667.79	ROSEAU DIESEL SERVICE INC	564.70	ROSEAU FARM SERVICE
1155.96	ROSEAU TIMES REGION AND	658.74	LORNA SANDVIK
19731.00	SANITATION PRODUCTS INC	2435.25	SJOBERG'S INC
2108.70	SPRUCE VALLEY CORPORATION THE	450.00	STERLING SOLUTIONS INC
1864.50	STOSKOPF REDI MIX ROSEAU INC	1435.28	TESSCO
2964.35	TRAFFIC MARKING SERVICE INC	1413.43	U SAVE FOODS
1200.00	UND FORENSIC PATHOLOGHY	769.11	WARROAD PIONEER
2034.65	WEST GROUP PAYMENT CENTER	6032.74	WIDSETH SMITH NOLTING
7540.00	WRIGHT CONSTRUCTION CO INC	2044.62	WYNNE CONSULTING INC
	57 PAYMENTS LESS THAN \$300		9,457.61

**** FINAL TOTAL..... \$226,264.82 ****

And the summary of Auditor Warrants as follows:

10-25-07	\$1,041,384.73
11-01-07	\$2,771,503.23
11-01-07	\$ 208,961.98
11-08-07	\$ 48,059.37

UNIVERSITY OF MINNESOTA EXTENSION SERVICE REGIONAL DIRECTOR

University of Minnesota Extension Regional Director Nathan Johnson met with the Board to review the 2008 Memorandum of Understanding between the University of Minnesota and Roseau County for the provision of 4-H services in Roseau County. Sandi Weiland is the current 4-H Coordinator. A motion was made by Commissioner Johnston, seconded by Commissioner Rasmussen and carried by unanimous vote to adopt the following resolution:

2007-11-01

BE IT RESOLVED, that the Board does hereby approve the 2008 Agreement between the University of Minnesota and Roseau County for the Provision of Extension programming in Roseau County effective January 1, 2008 to December 31, 2008.

BE IT FURTHER RESOLVED, that the Board authorizes Chair Jack Swanson to sign the Agreement on behalf of the County.

Mr. Johnson presented informational materials to the Board on the University of Minnesota Extension U-Lead Advisory Academy and a training session entitled Committees that Work.

KLEIN MCCARTHY ARCHITECTS

A representative of Klein McCarthy Architects was unable to meet with the Board in person to discuss progress on the jail and social service projects but provided materials for the Board to review and approve. The Board reviewed Change Order J-008. A motion was made by Commissioner Johnston, seconded by Commissioner Walker, and carried by unanimous vote to adopt the following resolution:

2007-11-02

BE IT RESOLVED, that the Board does hereby approve Change Order J-008 in the amount of \$11,718.

BE IT FURTHER RESOLVED, that the Board authorizes Board Chair Swanson to sign the change order on behalf of Roseau County.

The Board discussed a list of Building Committee recommendations. A motion was made by Commissioner Rasmussen, seconded by Commissioner Walker, and carried by unanimous vote to adopt the following resolution:

2007-11-03

BE IT RESOLVED that the Board hereby approves the following Building Committee recommendations: bollards around the sally port camera (\$1,650); the installation of three OSHA mandated eye wash stations; add ventilation to the network closets in Social Services and the new Sheriff's Office (\$5,800); add additional 100 pair phone lines with surge protection (\$2,500); and approve IES, Inc. proposal to install module update and transfer 911 service from the old Sheriff's Office to the new Sheriff's Office (\$7,407.10).

DISCUSSION

The Board discussed having a timber sale on tax-forfeited land parcels. The Board agreed to form a Tax-Forfeited Land Subcommittee that would be responsible for developing a comprehensive land use plan and making recommendations to the Board. A motion was made by Commissioner Swanson, seconded by Commissioner Rasmussen, and carried by unanimous vote to adopt the following resolution:

2007-11-04

BE IT RESOLVED that the Board does hereby establish a Tax-Forfeited Land Subcommittee of the Land Use Committee to research and make recommendations to the Board regarding tax-forfeited land use.

BE IT FURTHER RESOLVED, that the Board appoints Commissioners Alan Johnson and Mark Foldesi, and Engineer Brian Ketring as delegates and Commissioner Russell Walker as alternate to this subcommittee.

Commissioner Johnston agreed to call a meeting of this subcommittee prior to the next Board meeting.

SHERIFF'S OFFICE

Sheriff Hanson and Chief Deputy Terry Bandemer met with the Board. Chief Deputy Terry Bandemer advised the Board that they had previously approved a Guard 1 quote but that when the company came to install the system in the detention center an additional piece of software was needed. A motion was made by Commissioner Johnston, seconded by Commissioner Rasmussen, and carried by unanimous vote to adopt the following resolution:

2007-11-05

BE IT RESOLVED, that the Board does hereby approve the revised Guard 1 quote in the amount of \$6,531.27.

Chief Deputy Bandemer discussed a service provided by Turnkey Vending that will manage all commissary needs in the new detention center. With this system a kiosk will be placed in booking where inmates will place any cash they have into the vending machine. The machine will then issue a credit card for future use. Money may be placed in inmate accounts in person at the kiosk or on-line with credit or debit cards. Upon release, the kiosk will issue a check to the inmate for any remaining money in their account. This system will also manage all bond money. The system costs \$500 per month and an additional one time fee of \$500 for installation and training. Roseau County will receive a percent of the profit from the vending

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

2007-11-06

BE IT RESOLVED, that the Board does hereby approve entering in to contract with Turnkey Vending for the provision of vending and other services in the Roseau County Detention Center.

BE IT FURTHER RESOLVED, that the Board authorizes Chair Swanson to sign the contract on behalf of the County.

Chief Deputy Terry Bandemer discussed exercise equipment for the detention center. A number of quotes have been received for equipment. Chief Bandemer informed the Board that Department of Corrections staff advised against putting in basketball equipment due to the injury liability. The Board advised Sheriff Hanson and Chief Bandemer to research the best options and approved a budget up to \$2000 to purchase exercise equipment at their discretion. A motion was made by Commissioner Johnston, seconded by Commissioner Walker, and carried by unanimous vote to adopt the following resolution:

2007-11-07

BE IT RESOLVED, that the Board does hereby approve expenditures up to \$2000 for the purchase of exercise equipment for the new detention center.

Chief Bandemer presented squad car quotes. The Board authorized the Sheriff's Office to purchase the low bid vehicle utilizing their approved 2008 budget. Chief Deputy Bandemer advised the Board that an administrative vehicle replacement is also needed. The current vehicle has high miles and is beginning to be a maintenance problem. The Sheriff's Office will have three vehicles to use in trade. Chief Deputy Bandemer stated that the Sheriff's Office will request quotes for this vehicle.

Chief Deputy Bandemer presented a status change request for approval. Chief Bandemer noted that Patricia Berg has requested to go from regular full-time to regular part-time. A motion was made by Commissioner Johnston, seconded by Commissioner Rasmussen and carried by unanimous vote to adopt the following resolution:

2007-11-08

BE IT RESOLVED, that the Board does hereby approve the status change of Patricia Berg from regular full-time dispatcher/jailer to regular part-time dispatcher/jailer effective November 18, 2007.

Commissioner Swanson recessed the meeting at 10:00 am. The meeting re-convened at 10:15 am.

DISCUSSION

The Board currently contracts for emergency management services. The Board reviewed the costs and benefits associated with contracting for services versus creating an internal emergency management position. The contract with the current provider expires on

December 15, 2007. The Board agreed to create an internal position and authorized Coordinator Klein to initiate the hire procedure for a Homeland Security and Emergency Management Director. A motion was made by Commissioner Johnston, seconded by Commissioner Rasmussen, and carried by unanimous vote to adopt the following resolution:

2007-11-09

BE IT RESOLVED, that the Board does hereby establish a position entitled Homeland Security and Emergency Management Director.

BE IT FURTHER RESOLVED, for the purpose of wage and hour laws, this is a regular full-time Grade 9 benefited exempt position.

The Board discussed Highway Department Employees Association contract negotiations. The Board settled with the other union and non-union employee groups in 2006 for a two year contract. The Highway Department Employee Association settled for a one year contract which will expire December 31, 2007. Commissioner Rasmussen and Swanson are serving on the negation committee and will contact the Association representatives and begin this process.

Commissioner Swanson presented information on the Community Venture Network (CVN). CVN is an economic development firm that works with communities to facilitate opportunities for business expansion in greater Minnesota. There is an annual fee of \$3950 to participate. Commissioner Swanson requested permission to attend an informational session in December. A motion was made by Commissioner Johnston, seconded by Commissioner Walker, and carried to adopt the following resolution:

2007-11-10

BE IT RESOLVED, that the Board does hereby authorize Commissioner Swanson to attend the December Community Venture Network meeting.

Commissioner Johnston informed the Board that the dates have been set for the 2008 Lake of the Woods Water Quality Forum and asked if the Board wanted him to attend on behalf of the County. A motion was made by Commissioner Swanson, seconded by Commissioner Walker, and carried to adopt the following resolution:

2007-11-11

BE IT RESOLVED, that the Board does hereby authorize Commissioner Johnston to attend the 2008 Lake of the Woods Water Quality Forum.

Commissioner Johnston presented a letter from the U.S. General Services Administration (GSA) regarding the new Warroad Land port of Entry Project in Warroad. The GSA has requested a meeting with the Board the week of December 3, 2007 to further discuss plans. Commissioner Johnston will follow up on a date and time.

The Board held over discussion on the web site contract and on the 2008 budget and levy.

HIGHWAY DEPARTMENT

Engineer Ketring met with the Board. Mr. Ketring requested the Board close out three FEMA projects and authorize final payment to the contractors. A motion was made by Commissioner Rasmussen, seconded by Commissioner Walker, and carried by unanimous vote to adopt the following resolution:

2007-11-12

BE IT RESOLVED, that the Board does hereby close FEMA PW 257, State Ditch No. 72, and approve final payment to Olson Construction in the amount of \$4,485.47.

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

2007-11-13

BE IT RESOLVED, that the Board does hereby close FEMA PW 269, County Ditch No. 10, and approve final payment to Goulet Construction in the amount of \$8,390.56.

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

2007-11-14

BE IT RESOLVED, that the Board does hereby close FEMA PW 275 – Project No. 3, State Ditch No. 91, Lateral No. 5, and approve final payment to Holthusen Construction in the amount of \$7,890.05.

Mayo Gregerson met with the Board regarding a contested crossing in the NW corner of Section 11 in Moose Township in State Ditch No. 69. This matter relates to a concern that water from Roseau River Watershed Ditch No. 3 is illegally draining into State Ditch No. 69. In April of 2006 the Board received a petition from ten landowners to allow their property to legally drain into State Ditch No. 69 system. In order for water to go from State Ditch No. 69 into Roseau River Watershed District Ditch No. 3 it must pass through the culvert in question. A group of landowners in State Ditch No. 69 are opposed to the water coming in because they do not believe the system has the capacity to handle it. If the Board approves the petition, the culvert remains open. If the Board denies the petition, the culvert would be blocked or removed. A public hearing was held on this matter on August 21, 2006. At that time the Board agreed, based on the recommendation of attorney Kurt Deter, to work with the Roseau River Watershed District and jointly hire an independent engineer to do the following:

1. Review the existing ditch records and obtain as much history as possible on the culverts along County Road No. 139, why they were placed and why one of them does not have a trap on it.
2. Assess and determine the capacity of SD No. 69 system to handle the water coming through the culvert from Watershed District No. 3 property.
3. Review the entire area and recommend drainage solutions that would be the most beneficial to the landowners in this area.

Mr. Gregerson presented a potential resolution to the problem which includes changing the elevation of the crossing and installing a gate on the culvert in question. The Board informed Mr. Gregerson that per their agreement August 21, 2007, they have hired Houston Engineer to evaluate the capacity of State Ditch No. 69 to handle the additional discharge from Roseau River Watershed District Ditch No. 3 through the culvert located in the NW corner of Section 11, Moose Township. Once that data has been received further analysis can be done to determine if Mr. Gregerson's solution is appropriate.

PUBLIC HEARING

Chair Swanson recessed the regular Board meeting at 11:00 am to conduct a public hearing.

A motion was made by Commissioner Rasmussen, seconded by Commissioner Walker and carried by unanimous vote to open the public hearing on proposed amendments to Roseau County Ordinance No. 31 entitled, "An Ordinance Establishing Rates and Charges for Solid Waste Management Services". No public was in attendance at the hearing. No oral or written public comment was received. A motion was made by Commissioner Walker, seconded by Commissioner Rasmussen, and carried by unanimous vote to close the hearing.

Chair Swanson reconvened the regular Board meeting at 11:15 am.

SKAGEN TOWNSHIP

Skagen Township Chair Dwight Lange met with the Board to discuss the sale price on four tax forfeited parcels that Skagen Township had requested to purchase privately from the county. At the October 23, 2007 Board meeting, Skagen Township requested that the Board lower the sale price by 20% on three of the parcels and by 50% on the fourth parcel. The Board had agreed to take the matter under advisement and consult with the County Attorney and County Assessor. The Board informed Mr. Lange that they have decided to withdrawal all four parcels from consideration for sale pending further review by the Land Use Committee.

COMMITTEE REPORTS

Commissioner Swanson reported on the following committee meetings: Northwest Minnesota Manufacturer's Breakfast, 10-24-07; Sesquicentennial Planning meeting, 10-24-07; Communications Committee, 10-31-07; Extension Suite Planning 10-31-07; MnNIMS Training, 11-1-07; Futures Task Force meeting, 11-08-07 and 11-09-07; and Roseau County Committee on Aging, 11-12-07; Building Committee 11-12-07.

Commissioner Alan Johnston reported on the following committee meetings: MnDNR Lost River State Forest Trail designation planning session, 10-24-07; AMC District Policy Committee, 10-25-07; Roseau County Historical Society, 11-09-07.

Commissioner Rasmussen reported on Lost River State Forest Trail designation planning session, 10-24-07; Northwest Regional Development Executive Committee, 10-24-07; and Building Committee, 11-12-07.

Commissioner Walker reported on the MnNIMS Training, 11-1-07.

The Board discussed the AMC Joint Legislative Conference scheduled for April 10-11, 2008 in St. Paul. The Board directed the Coordinator's Office to make arrangements for attendance.

The Board acknowledged correspondence from the Minnesota Board of Water and Soil Resources regarding withdrawal of petition of appeal in the matter of the WarRoad Estates.

Upon motion carried, the meeting adjourned at 12:30 p.m. The Board will convene its next regular meeting at 8:30 a.m. on November 27, 2007.

Attest:

Teresa Klein, County Coordinator
Roseau County, Minnesota

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