

PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

May 29, 2007

The Board of Commissioners of Roseau County, Minnesota met in the courthouse in the City of Roseau, Minnesota on Tuesday, May 29, 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 Mark Foldesi, Orris Rasmussen, Jack Swanson, Alan Johnston, and Russell Walker.

APPROVAL OF AGENDA

Consent agenda item No. 1, Approval of May 15, 2007 and May 22, 2007 Board Proceedings, was removed from the agenda. Approval of the Emergency Operations Plan Director and Control and Emergency Public Information Officer was added to the agenda. A motion was made by Commissioner Johnston, seconded by Commissioner Rasmussen, and carried by unanimous vote to approve the amended agenda.

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

CONSENT AGENDA

The Board, by adoption of its consent agenda, approved the County Coordinator anniversary step increase.

The Board, by adoption of its consent agenda, approved the recommendation to hire Brittany Burkel as a regular part-time, 20 hour per week Victim Advocate at a Grade 5 Step A.

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

WARRANTS APPROVED ON 5/29/2007 FOR PAYMENT 6/01/2007			
AMOUNT	VENDOR NAME	AMOUNT	VENDOR NAME
348.44	DENISE ACTON	801.79	AMERICAN SOLUTIONS FOR BUSINES
1861.00	DELL MARKETING LP	7760.00	E & L ELECTRIC CO
1375.00	GEO-COMM CORPORATION	11955.85	HEPPNER CONSULTING INC
400.11	HILLYARD HUTCHINSON	450.00	AARON KVIEN
493.91	LAB SAFETY SUPPLY, INC	450.00	LAKE OF THE WOODS CO SHERIFF
320.00	MN OFFICE OF ADMINISTRATIVE HE	462.20	MONTECH COMPUTERS
982.39	MULTI OFFICE PRODUCTS INC	785.00	PACIFIC BANCNOTE COMPANY LLC
725.00	CASEY PEARSON	916.25	PRO-WEST & ASSOCIATES INC
1023.20	ROSEAU CITY	1550.00	SAFETY COMPLIANCE SERVICES
1098.77	LARRY WOOKEY		
	33 PAYMENTS LESS THAN \$300	4,943.75	
	**** FINAL TOTAL.....	\$38,702.66	****

And the summary of auditor warrants, as follows:

5-17-07	\$ 97,753.90
5-24-07	\$ 344,120.12

ROSEAU COUNTY TRAILBLAZERS

The Board reviewed and approved the Roseau County Trail Blazers Certification of Satisfactory Grooming 2nd, 3rd and 4th benchmarks for the Pelan Trail and the BISF Section 1 Trail. A motion was made by Commissioner Johnston, seconded by Commissioner Walker, and carried to adopt the following resolution:

2007-05-10

BE IT RESOLVED, that the Board does hereby approve the Roseau County Trail Blazers Pelan Trail Certification of Satisfactory Grooming 2nd, 3rd, and 4th benchmarks.

BE IT FURTHER RESOLVED, that the Board does hereby authorize Chair Swanson to sign said Certifications of Satisfactory Grooming.

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

2007-05-11

BE IT RESOLVED, that the Board does hereby approve the Roseau County Trail Blazers BISF Section 1 Certification of Satisfactory Grooming 2nd, 3rd, and 4th benchmarks.

BE IT FURTHER RESOLVED, that the Board does hereby authorize Chair Swanson to sign said Certifications of Satisfactory Grooming.

The Board reviewed and discussed the FY 2008 Roseau County Trail Blazers Performance Based Grant Application for the Pelan Trail and BISF Section 1 Trail. A motion was made by Commissioner Johnston, seconded by Commissioner Foldesi, and carried to adopt the following resolution:

2007-05-12

BE IT RESOLVED that Roseau County agrees to act as the legal sponsor for funding to the State of Minnesota Dept. of Natural Resources for Pelan Trail - Roseau County Trailblazers.

BE IT FURTHER RESOLVED that upon approval of its application by the state, Roseau County may enter into an agreement with the State of Minnesota and will comply with all applicable federal and state laws and regulations and conditions as stated in the agreement.

BE IT FURTHER RESOLVED that Roseau County hereby agrees to serve as the fiscal agent for Pelan Trail-Roseau County Trailblazers and authorizes the Board Chair to sign all related documents on behalf of Roseau County.

A motion was made by Johnston, seconded by Foldesi, and carried to adopt the following resolution:

2007-05-13

BE IT RESOLVED that Roseau County agrees to act as the legal sponsor for funding to the State of Minnesota Dept. of Natural Resources for BISF Section 1 - Roseau County Trailblazers.

BE IT FURTHER RESOLVED that upon approval of its application by the state, Roseau County may enter into an agreement with the State of Minnesota and will comply with all applicable federal and state laws and regulations and conditions as stated in the agreement.

BE IT FURTHER RESOLVED that Roseau County hereby agrees to serve as the fiscal agent for BISF Section 1-Roseau County Trailblazers and authorizes the Board Chair to sign all related documents on behalf of Roseau County.

COMMITTEE REPORTS

The Board heard the following committee and other meeting reports: i.) Emergency Management Planning Session; ii.) Building Committee; iii.) E-911 Committee; iv.) MAPCED; v.) Enhancing Performance and Efficiency w/Technology.

DISCUSSION

The Board discussed the Pioneer Farm Wayside Rest. Roseau County owns the wayside rest site and currently Pioneer Farm maintains the grounds and cleans the bathrooms. The mowing and other maintenance needs of the wayside rest are getting beyond the Pioneer Farm's capacity to manage and a request has been made for the county to provide assistance. The Board agreed by consensus to have Commissioners Swanson and Rasmussen meet with the group and work out a mutually acceptable maintenance arrangement.

The Board discussed 911 addressing. Sergeant Maurstad and Jail Administrator Janice Anderson have worked to clean up the system and now it is time to turn the data over to Geo-Com to update. The E-911 Committee is recommending that the County contract with Geo-Com to provide the ongoing maintenance of the 911 addressing system. The Board agreed with the recommendation. A motion was made by Commissioner Johnston, seconded by Commissioner Walker, and carried to adopt the following resolution:

2007-05-14

BE IT RESOLVED, that the Board does hereby approve the maintenance contract between Roseau County and Geo-Com, Inc. for the provision of E-911 addressing.

The Board discussed the immediate need for temporary part-time information technology assistance. The County is upgrading all its technology as part of the building project and the work that needs to get done before the Social Service Department moves into the new building is beyond the capacity for one person. The Board discussed the County's policy on temporary part-time employees. Temporary employees may be hired without Board approval at a department head's discretion, provided there is funding in the budget. A temporary employee is defined as one who is working for a specific period of time or for one specific purpose or for a specific project. Temporary employees are not eligible for benefits. In this case there is not funding in the Information Technology budget, but the work has to be done and it is more cost effective to hire a temporary part-time employee than to use a consultant. A motion was made by Commissioner Johnston, seconded by Commissioner Walker, and carried by a 3-2 vote with

Commissioners Johnston, Walker, and Swanson voting in favor and Rasmussen and Foldesi opposed to adopt the following resolution:

2007-05-15

BE IT RESOLVED, that the Board does hereby authorize the Information Technology Specialist to hire a temporary part-time employee at a Grade 5 Step A effective immediately to work until September 1, 2007 with a cap of 40 hours per week.

BE IT FURTHER RESOLVED, that the Board does hereby authorize the Information Technology Specialist to advertise for a temporary part-time employee at a Grade 5 Step A to work from September 1, 2007 to December 31, 2007 with a cap of 40 hours per week.

The Board discussed the Roseau Fire Department Fire Protection contract changes. The formula to compute the fire protection cost had not been adjusted in over a decade despite shifts in population, increased operational costs, regulation changes and increased property valuation. A new formula has been developed to more equitably cost share fire protection services. These changes will become effective in 2008.

The Board discussed the draft of the Roseau County Meeting Management Protocol. Coordinator Klein will make the suggested revisions and set the matter on the June 12, 2007 agenda for approval.

The Board discussed the County Board Emergency Management training session held on May 25, 2007. The Board reviewed the Direction and Control plan and the Emergency Public Information Officer plan. One revision was made. A motion was made by Commissioner Johnston, seconded by Commissioner Foldesi, and carried to adopt the following resolution:

2007-05-16

BE IT RESOLVED, that the Board does hereby approve Annex B, the Direction and Control Plan and Annex C, the Public Information Officer Plan.

BE IT FURTHER RESOLVED, that the Board does hereby authorize Chair Swanson to sign the Certification of Plan Approval on behalf of Roseau County.

The Board discussed an E-Waste meeting that will review the recent legislative E-Waste changes and authorized Commissioner Johnston to attend. The Board discussed an MPCA meeting in Thief River Falls on June 7, 2007 and authorized Commissioner Johnston to attend. Commissioner Johnston will invite Environmental Officer Jeff Pelowski to attend both of these sessions. The Board discussed a Meet and Greet session with Senator Norm Coleman's new regional representative, Brenda Elmer, on June 4, 2007 at 3:30. Coordinator Klein will notice this meeting as a Committee of the Whole so all commissioners may attend. Coordinator Klein will also invite all department heads to attend.

BREAK

Chair Swanson recessed the meeting at 10:30 a.m. The meeting reconvened at 10:45 a.m.

AUDITOR

Auditor Anne Granitz met with the Board and reviewed the list of tax-forfeited parcels for the Board to review for consideration for sale. The Board agreed to request quotes for clean-up of several parcels located within the City of Roseau so they would be saleable.

The Board discussed a purchase agreement made between Jim Gust and Roseau County for the sale and use of a parcel of land in Poplar Grove Township. The agreement provided that Mr. Gust could farm the property until the county used the land for gravel. That agreement did not become part of the deed. A motion was made by Commissioner Foldesi, seconded by Commissioner Johnston, and carried to adopt the following resolution:

2007-05-17

BE IT RESOLVED, that the Board does hereby request the County Attorney's Office draft a new contract between Roseau County and Jim Gust authorizing him to continue farming property described as follows:

A tract of land located in the North Half of the Southwest Quarter (N $\frac{1}{2}$ SW $\frac{1}{4}$) of Section Seventeen (17), Township One Hundred Fifty – nine (159) North, Range Forty – one (41) West, and more specifically described as follows: Commencing at the southwest corner of Section 17, Township 159 North, Range 41 West, thence north along the west section line of said Section 17, for a distance of 1,320.00 feet to the True Point of Beginning; thence continuing north along said section line for a distance of 225.57 feet; thence North 66 ° 25 ' 19 " East for a distance of 1,632.51 feet; thence North 82 ° 38 ' 18 " East for a distance of 1,153.29 feet; thence South 14 ° 20 ' 41 " West for a distance of 1,059.37 feet; thence west along the south line of the N $\frac{1}{2}$ SW $\frac{1}{4}$ of Section 17, Township 159 North, Range 41 West for a distance of 674.58 feet; thence North 16 ° 42 ' 42 " East for a distance of 222.55 feet; thence South 83 ° 33 ' 05 " West for a distance of 424.08 feet; thence South 75 ° 28 ' 28 " West for a distance of 269.48 feet; thence South 49 ° 55 ' 07 " West for a distance of 152.04 feet; thence West along the south line of the N $\frac{1}{2}$ SW $\frac{1}{4}$ of Section 17, Township 159 North, Range 41 West to the True Point of Beginning. Said tract containing 38.29 acres, more or less, until the end of the agricultural season in 2009, at which time Mr. Gust's agricultural rights would be terminated.

BE IT FURTHER RESOLVED, that the Board does hereby authorize Auditor Anne K. Granitz to sign the "*Farm Service Agency DCP (Direct Counter-Cyclical Program) Land Rental Agreement Form*" on behalf of Roseau County.

HIGHWAY DEPARTMENT

Engineer Ketring met with the Board. Mr. Ketring informed the Board that bids on the Greenbush bridge project were rejected due local share cost. Mr. Ketring has reorganized the project to reduce the local share and requested the Board approve a re-call for bids on this project. A motion was made by Commissioner Foldesi, seconded by Commissioner Rasmussen, and carried to adopt the following resolution:

2007-05-18

BE IT RESOLVED, that the Board does hereby approve a call for bids on SAP 68-597-01: Bridge Replacement on June 18, 2007 at 11:00 am. at the Roseau County Courthouse.

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 June 12, 2007.

Attest:

Date: _____

Teresa Klein
County Coordinator

Jack Swanson
Board Chairman