

PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

July 24, 2007

The Board of Commissioners of Roseau County, Minnesota met in the courthouse in the City of Roseau, Minnesota on Tuesday, July 24, 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

Approval of Jail Food Service Contract was moved to Discussion. Discussion of the Board of Water and Soil Remand Order was added to Discussion. Acknowledgement of the resignation of Catherine Stenzel as Roseau County Victim Services Program Director and approval to advertise to fill this position was added to Discussion. Approval of a resolution to formally adopt the Roseau County All Hazard Mitigation Plan was added to the consent agenda. Approval of jail supply items was added to the consent agenda. Revision of the Committee of the Whole dates to meet with department heads and review 2008 budgets was added to the consent agenda. A motion was made by Commissioner Johnston, seconded by Commissioner Walker, and carried by unanimous vote to approve the amended agenda.

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

CONSENT AGENDA

The Board, by adoption of its consent agenda, accepted the Homeland Security Grant in the amount of \$1000 to conduct a Statewide Strategic Communication Interoperability Planning Process Training in Roseau County.

The Board, by adoption of its consent agenda, accepted the 2007 Department of Homeland Security and Emergency Management grant in the amount of \$10,143.

The Board, by adoption of its consent agenda, approved an Information Technology purchase of racking in the amount of \$720.

The Board, by adoption of its consent agenda, passed a resolution formally adopting the Roseau County All Hazard Mitigation Plan.

The Board, by adoption of its consent agenda, approved the purchase of jail supplies in the amount of \$4393.02 and office equipment in the amount of \$5995.

The Board, by adoption of its consent agenda, changed the Committee of the Whole Budget planning meeting date from August 8, 2007 to August 27, 2008.

The Board, by adoption of its consent agenda, approved the purchase and forthwith payment to TESCO for dispatch equipment in the amount of \$12,564.14.

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

WARRANTS APPROVED ON 7/24/2007 FOR PAYMENT 7/27/2007

AMOUNT	VENDOR NAME	AMOUNT	VENDOR NAME
315.96	ADVANTAGE MARKETING	400.62	AMERICINN MOORHEAD
1681.20	BERGAN TRAVEL INC	353.35	TONY DORN INC
2938.87	FARMERS UNION OIL CO-ROSEAU	1163.70	FARMERS UNION OIL CO-WARROAD
674.44	FLEET SUPPLY	392.00	MARK GEROY
504.80	GRAINGER INC	1250.52	HASLER INC
795.51	HEBRON BRICK SUPPLY CO	5175.50	JOHNSON OIL CO INC
10542.00	KAMAR SOLID WASTE FUND	1216.53	MATTSON PHARMACY INC
333.00	MIDWEST MONITORING & SURVEILLA	329.84	ANN MILLER
17903.00	MN DEPT OF CORRECTIONS STS	340.00	NORTHERN DIGITAL SECURITY SYST
1899.81	PEART & ASSOCIATES INC	550.00	PENNINGTON CO SHERIFF
3137.50	PRO-WEST & ASSOCIATES INC	2142.23	PROVANTAGE CORPORATION
667.62	ROSEAU CO COOP ASSN	386.79	ROSEAU CO HOME HEALTH CARE INC
19367.88	ROSEAU CO HWY DEPT	1250.00	ROSEAU CO MEDICAL TRAVEL
11487.81	ROSEAU CO SOIL & WATER CONS	311.36	STEVEN ROSEEN
441.18	SPIELMAN RADIO	310.00	STATE OF MINNESOTA BCA
15150.00	U OF MN EXTENSION SERVICE	1200.00	UND FORENSIC PATHOLOGY
362.43	MELVIN WANG	4947.08	WIKSTROM TELECOM-INTERNET
400.00	MARK YAGER	348.04	MARILYN ZIMDARS
32 PAYMENTS LESS THAN \$300		3,350.13	
****		FINAL TOTAL.....	\$114,020.70 ****

And the summary of auditor warrants and forthwith payments, as follows:

7-12-07	\$104,215.76
7-19-07	\$785,004.18

PREVENTION COALITION

Roseau County Prevention Coalition staff Tammie Doebler and Brenda Arntzen met with the Board to review the FY07 Year End Report. A copy of the full report is on file in the Coordinator's Office. A motion was made by Commissioner Johnston, seconded by Commissioner Walker and carried by unanimous vote to adopt the following resolution:

2007-07-01

BE IT RESOLVED, that the Board does hereby approve the FY07 Roseau County Prevention Coalition Year End Report and authorizes Board Chair Jack Swanson to sign the report on behalf of Roseau County.

SHERIFF'S OFFICE

Chief Deputy Terry Bandemer met with the Board. Chief Deputy Bandemer explained the purchase of four MP5's for the Sheriff's Department Special Response Team Deputies. A motion was made by Commissioner Johnston, seconded by Commissioner Walker, and carried to adopt the following resolution:

2007-07-02

BE IT RESOLVED, that the Board does hereby authorize the forthwith payment in the amount of \$2400 to the City of Fargo for four MP5 Assault Rifles for the Special Response Team.

Chief Deputy Bandemer requested the Board approve the status change of Nathan McMillin from temporary part-time to regular part-time. A motion was made by Commissioner Rasmussen, seconded by Commissioner Johnston, and carried to adopt the following resolution:

2007-07-03

BE IT RESOLVED, that the Board does hereby approve the status change of Nathan McMillin from temporary part-time to regular part-time effective immediately.

KLEIN MCCARTHY ARCHITECTS PROJECT UPDATE

Klein McCarthy architect John Howell met with the Board. Mr. Howell reviewed the project status on the jail and social service buildings. The social service building is now occupied. A few lingering items remain on the punch list that need to be completed prior to finalizing the project. A total of six change orders were made on the social service building putting the total contingency at 4.2%. Of that, the addition of a paved separate entrance into social services that was added after the contract was awarded accounts for 3% of the total.

The jail project is at 80% complete. Mr. Howell noted that there are several forthcoming change orders. One is regarding switch gear cabinets that are too tall. The county will have to pay a restocking fee for the exchanged components. Mr. Howell informed the Board that the surge protection solution that began as a \$12,000 addition has been reduced to a zero add due to the advisement of Pat Novacek on this matter. Mr. Howell advised the Board that a decision on dispatch glazing needs to be made. Mr. Howell reviewed the original bid specification that called for a product that industry was not able to fabricate. Mr. Howell made a recommendation that the Board approve change order J-006 adding a second stop and a ¼ inch mirror glazing at an added expense of \$4,465. This price reflects an expense of \$12,101 and a credit of \$7,636. Mr. Howell advised the Board that the quote to modify the main power feed to the jail is \$1,074 and the quote to modify the aluminum storefront doors is \$447. A motion was made by Commissioner Foldesi, seconded by Commissioner Walker and carried to adopt the following resolution:

2007-07-04

BE IT RESOLVED, that the Board does hereby approve change order J-006 in the amount of \$5,986.

Mr. Howell advised the Board that a dry fire suppression system for the radio data room is required to protect the integrity of the communication system in the jail, but was not designed into the jail plans. An exact quote to install this system has not been received but the estimate is \$20,000. A motion was made by Commissioner Johnston, seconded by Commissioner Walker and carried by a unanimous vote to adopt the following resolution:

2007-07-05

BE IT RESOLVED, that the Board does hereby authorize the installation of a dry fire suppression system in the Roseau County Jail Radio Communication room.

PUBLIC HEARING

Chair Swanson recessed the regular Board meeting at 10:00 a.m. to conduct a public hearing to close out Community Development Grant 03-0119 FY04.

Irene Wynne of Wynne consulting advised the Board that the last down payment assistance application is being processed and the grant is ready to be closed. Ms. Wynne advised the Board that the grant amount was \$262,250. The grant was written following the flood of 2002 for buyout of flood damaged properties and demo of houses that were destroyed by the flood. The grant purpose was expanded to include applications for down payment assistance. No written or oral comment was received. A motion was made by Commissioner Johnston, seconded by Commissioner Swanson, and carried to close the Public Hearing.

Chair Swanson reconvened the regular Board meeting at 10:15 a.m. A motion was made by Commissioner Johnston, seconded by Commissioner Rasmussen, and carried by unanimous vote to adopt the following resolution:

2007-07-06

BE IT RESOLVED, that the Board does hereby authorize the close out of CDAP 03-0119 FY04.

The Board requested Wynne Consulting develop a proposal to apply for additional housing re-habilitation funds for Roseau County. The Board further requested Wynne Consulting meet with the Board and discuss grant programs to establish sewer districts. Ms. Wynne responded that John Wynne will develop a proposal and will schedule an appointment on the August 14, 2007 Board agenda.

ROSEAU RIVER WATERSHED DISTRICT

Roseau River Watershed District Administrator Rob Sando met with the Board to present a petition requesting authorization to proceed with the Palmville Flood Damage Reduction and Fen Restoration Project. Accompanying Mr. Sando were Roseau River Watershed District Managers Todd Miller and LaVern Voll and Nate Dalager of HDR Engineering. Roseau County Highway Department Engineer Brian Ketring asked the Board if they wanted an independent consultant to review the proposal. The Board concurred that they would re-visit the need to hire an independent consultant following the public hearing. A motion was made by Commissioner Rasmussen, seconded by Commissioner Foldesi, and carried by unanimous vote to adopt the following resolution:

2007-07-07

BE IT RESOLVED, that the Board does hereby acknowledge the receipt of the Roseau River Watershed District Petition to proceed with the Palmville Flood Damage Reduction and Fen Restoration Project pursuant to M.S. 103E.227.

BE IT FURTHER RESOLVED, the Board does hereby set a Public Hearing date of August 28, 2007 at 11:30 am.

COMMITTEE REPORTS

The Board heard the following committee and other meeting reports: i.) Two Rivers Watershed Committee; ii.) Joint Powers Natural Resource Committee; iii.) Roseau River Watershed District Board Meeting; iv.) MN DNR Rule Change Planning Meeting; v.) Northwest Regional Development Commission Transportation Committee; vi.) Public Hearing on All Hazard Mitigation Plan; vii.) Township Road Committee; viii.) Building Committee and ix.) County Fair Booth Planning Committee.

DISCUSSION

County Attorney Lisa Hanson met with the Board. Ms. Hanson provided the Board with a legal opinion regarding awarding the jail food service contract. Ms. Hanson advised the Board to allow the company that previously expressed interest in the food service contract to submit a proposal and to consider both proposals, including references, prior to awarding a contract. Ms. Hanson advised to allow the vendor three weeks to submit a bid.

Ms. Hanson advised the Board that Victim Services Coordinator Catherine Stenzel resigned from her position and requested approval to advertise to fill the vacancy. The Board, by consensus, authorized advertising for a Victim Services Coordinator.

Ms. Hanson reviewed the correspondence from Jim Haertel of the Board of Water & Soil Resources. Ms. Hanson advised the Board that this letter is a remand on the Wetland Conservation Act Appeal on Warroad Estates Lot 8, Block 9. This remand orders the Wetland Appeal Board to consult with the Technical Evaluation Panel (TEP) and define specifically during the period between July 1, 1986 and July 1, 1991 the ongoing activity, the infrastructure installation, or the capital improvement that clearly implied wetland impacts on subject lot. The correspondence is dated July 12, 2007 and the Board has sixty days to meet with the Technical Evaluation Panel and comply with the order.

HIGHWAY DEPARTMENT

Engineer Ketring met with Board. Mr. Ketring requested the Board award contracts on eleven FEMA ditch repair projects. A motion was made by Commissioner Johnston, seconded by Commissioner Walker, and carried by unanimous vote to adopt the following resolution:

2007-07-08

BE IT RESOLVED, that the Board does hereby award contracts on the following FEMA Ditch Repair Projects:

FEMA 1288 Ditch Repair Projects:

FEMA PW No. 273, County Ditch No. 7, main ditch, 54,025 feet located in Spruce and Enstrom townships to Davidson Construction in the amount of \$488,513.40.

FEMA PW No. 271, Project 2, County Ditch No. 9, main ditch, 18,480 feet located in Enstrom and Falun townships, to Wright Construction in the amount of \$183,730.60.

FEMA PW No. 271 Project 3, County Ditch No. 9 Lateral 5, 15,840 located in Cedarbend and Enstrom townships to Beito Repair in the amount of \$63,715.32.

FEMA PW No. 271, Project 5, County Ditch No. 9, Branch 3, 22,826.8 feet located in Cedarbend Township to Horner Plumbing and Excavation in the amount of \$82,650.10.

FEMA PW No. 271, Project 5, County Ditch No. 9, Branch 1 and Branch 2, 10,489 feet located in Falun and America unorganized townships to Wright Construction in the amount of \$48,695.25.

FEMA PW No. 267 County Ditch No. 13, 10,560 feet located in Ross and Stokes townships to Beito Repair in the amount of \$37,437.33.

FEMA PW No. 261, County Ditch No. 20, 8,183 feet located in Laona Township to Goulet Construction in the amount of \$76,582.10.

FEMA PW No. 265, Project 1, Judicial Ditch No. 61, Lateral 2, Branch 4 and Lateral 3, 68,994.7 feet located in Norland Unorganized Township to Davidson Construction in the amount of \$363,984.50.

FEMA PW No. 265, Project 2, Judicial Ditch No. 61, 17,692.6 feet located in Spruce Valley and Norland unorganized townships to Holthusen Construction in the amount of \$98,453.80.

FEMA 1648 Ditch Repair Projects:

FEMA PW No. 481, County Ditch No. 21, Branch 1, 9140 feet, located in Reine Township, to R & Q Trucking in the amount of \$38,073.31.

FEMA PW No. 483, County Ditch No. 9, Lateral 3, 1,503 feet, located in Falun Township to R & Q Trucking in the amount of \$68,724.06.

Chair Swanson asked for a status report on the State Ditch No. 69 survey project. Chair Swanson stated that he had received a call from Floyd Haugen and wanted to inform him of the status. Mr. Ketring stated that the scope of work has increased which has extended the completion time of the project.

Mr. Ketring advised the Board that he has met with City of Roseau Superintendent David Drown regarding the intersection on CSAH No. 24 as part of the East Diversion Project. Mr. Ketring stated that his recommendation is to leave the curve in as designed by the Army Corps of Engineers.

The Board discussed the *MN DNR Proposed Rule Change Regarding Determining Drainage Benefits on State Owned Lands in Consolidated Conservation (Con-Con) Lands*. The MN DNR has submitted a formal response to the comments received during the administrative hearings and the written correspondence that has since been received. The Board agreed by consensus to support the decision of the Joint Powers Natural Resource Board to ask Jerry Von

Korff of Rinke-Noonan Law Firm to write a response to the MN DNR on behalf of the affected counties and watershed districts.

NORTHWEST REGIONAL LIBRARY

Northwest Regional Library Director Barbara Kalinowski met with the Board. Ms. Kalinowski introduced Angie Peterson, the Greenbush librarian. Ms. Peterson gave a power point presentation overview of Roseau County library services. Ms. Kalinowski presented an overview of the 2008 budgets for the Warroad, Roseau, and Greenbush libraries. Ms. Kalinowski advised the Board that the 2008 Maintenance of Effort requirement for Roseau County is \$80,000.

The Board drew winners for the Roseau County Fair door prizes.

Upon motion carried, the meeting adjourned at 1:00 p.m. The Board will convene its next regular meeting at 8:30 a.m. on August 14, 2007.

Attest:

Teresa Klein, County Coordinator
Roseau County, Minnesota

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