

## **PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS**

November 4, 2008

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, Minnesota on November 4, 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 Jack Swanson, Alan Johnston, Orris Rasmussen, and Russell Walker. Commissioner Foldesi was absent.

### **APPROVAL OF AGENDA**

Approval of an Over Remittance Resolution and approval of Benefit Payout to Lorna Sandvik was added to the Consent Agenda. A motion was made by Commissioner Rasmussen seconded by Commissioner Walker and carried unanimously to adopt the revised agenda.

### **CONSENT AGENDA**

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

The Board by adoption of its Consent Agenda, approved the proceedings of the October 28, 2008 Board meeting.

The Board, by adoption of its Consent Agenda, approved the Safety Training Proposal with Safety Compliance Services for \$3,500.00

The Board, by adoption of its Consent Agenda, approved the 2009 University Of Minnesota Extension Memorandum Of Agreement.

The Board, by adoption of its Consent Agenda, approved the 2008 MCIT Voting Delegate as Anne Granitz and the Alternate as Russell Walker.

The Board, by adoption of its Consent Agenda, approved the Over Remittance Resolution submitted by the County Treasurer.

The Board, by adoption of its Consent Agenda, approved a benefit payout to Lorna Sandvik in the amount of \$6,590.07.

### **SHERIFF'S DEPARTMENT**

Chief Deputy Bandemer met with the Board to request approval to fill current vacated deputy positions. Roseau County has seven regular full time deputy positions and one temporary full-time COPS grant position. Nathan Cossentine was recently hired off the eligibility roster to fill the position vacated by Deputy Wade Steinbring. Previous to this Nathan Cossentine was working as a temporary full-time employee filling the COPS grant position. Captain Tobi Eidsmoe presented current deputy schedules and a handout demonstrating the current shift coverage. The Board reviewed the scenarios of operating with just six full time deputies and reducing coverage by 20 hours per week. The Board reviewed calls for service

and the time of day of the calls for service. Eidsmoe presented Sheriff's Office comparable staffing data in like-sized counties. Commissioner Rasmussen requested a total number of licensed peace officers in each of these counties. Coordinator Klein requested the square miles and total law enforcement budgets for the counties. A motion was made by Commissioner Johnston, seconded by Commissioner Swanson, and carried unanimously to adopt the following resolution:

2008-11-01

BE IT RESOLVED, that the Board authorizes the Personnel Director to fill the COPS grant position vacated by Nathan Cossentine from the current eligibility roster.

At the October 28, 2008 Board meeting, the Board accepted the resignation of Aaron Philippe creating a second deputy vacancy. Chief Deputy Terry Bandamer requested Board authorize filling this vacancy. A motion was made by Commissioner Walker, seconded by Commissioner Johnston, and carried unanimously to adopt the following resolution:

2008-11-02

BE IT RESOLVED, that the Board does hereby authorize hiring Andrew Anderson as a regular full-time Sheriff's Deputy effective November 16, 2008.

BE IT FUTHER RESOLVED, that Andrew Anderson will fill the COPS grant position until December 24, 2008 at which time Deputy Anderson will vacate the COPS grant position and assume the duties of a regular full-time deputy.

BE IT FURTHER RESOLVED, that the County authorizes advertising and testing to create a new eligibility roster effective January 1, 2009 and authorizes the Personnel Director to fill the COPS grant position from the new eligibility roster.

The Board and Chief Deputy Bandemer discussed ideas for improving efficiencies. Bandemer has met with the Border Patrol, State Patrol, and other law enforcement leaders in the county. The Border Patrol and State Patrol have distinct activities that are different than licensed peace officers and provide specific guidelines for what they can and can't do to assist local law enforcement. The Board reviewed statutes associated with the various branches of law enforcement to gain a better understanding. The State patrol noted that a recent retirement created a vacancy in northern Minnesota that was not filled. Additionally, two of the three officers working in this area will be re-located in August of 2009 and will be replaced with two new officers. It was noted that State Patrol is itself short staffed. Bandemer stated that he has not met with the Warroad City Council or the Roseau City Council regarding contracting for services but has spoken to representatives from each of these councils that have indicated they are not interested in contracting with the county for services at this time. The Board also requested that the Roseau County Sheriff's Office convene a meeting with all local law enforcement entities to discuss and share ideas for enhancing efficiencies and reducing costs.

#### **PAT NOVACEK, COMMUNICATION CONSULTANT**

Homeland Security and Emergency Manager Director Gracia Nelson and Communications Committee member Pat Novacek met with the Board to give an update on the current communication projects. The Detention Center and Courthouse projects are nearing completion. The phone system for the Highway Department and the data communication

projects are in process. Mr. Novacek also sits on the Regional Radio Board and assists Ms. Nelson with communication grant writing and administration. Mr. Novacek attended meetings in St. Paul the week of October 27<sup>th</sup> to keep the backbone communications projects moving forward which include towers, licenses, and equipment that will allow Emergency Service providers in Roseau County to communicate. The Board publically thanked pat Novacek for his service to Roseau County moving technology and communications forward enhancing the safety of all our citizens.

Chair Swanson recessed the Board meeting at 10:30 am. The meeting reconvened at 10:45 am.

## **WYNNE CONSULTING**

Irene Wynne from Wynne Consulting met with the Board to request approval of policy and procedural guidelines for the Small Cities Development Program grant funds. A motion was made by Commissioner Walker, seconded by Commissioner Rasmussen, and carried unanimously to approve the Roseau County Owner/Occupied Rehabilitation Block Grant Program Policy and Procedural Guide for use in the distribution of the Small Cities Development Program grant funds.

Ms. Wynne requested the Board approve the Administrative Contract between Wynne Consulting and Roseau County for administering the Housing Rehabilitation Block Grant. Ms. Wynne informed the Board that 18 eligible applications will be approved but they have received requests for three times that number. The Board advised Ms. Wynne that they would support additional housing rehabilitation grant applications. A motion was made by Commissioner Walker, seconded by Commissioner Rasmussen, and carried unanimously to approve the Administrative Contract between Roseau County and Wynne Consulting for administration of the Small Cities Development Program grant funds.

Ms. Wynne requested the Board approve a Subordination Agreement for John and Tabitha Olson. A motion was made by Commissioner Johnston, seconded by Commissioner Rasmussen and carried unanimously to adopt the following resolution:

2008-11-03

### **SUBORDINATION AGREEMENT**

WHEREAS, Roseau County possesses a valid and enforceable lien against the following described real property located in the County of Roseau, State of Minnesota, to wit:

Lot Eight (8) of Block Five (5), in the Original Townsite of Wannaska.

As evidenced by a Mortgage Agreement dated June 2, 2004, and filed of record in the Office of the Roseau County Recorder on July 22, 2004, as Document Number 246737, and

WHEREAS, John A. Olson and Tabitha J. Olson, husband and wife and fee owner of the above-described real property, has applied for a mortgage loan from Border State Bank and

WHEREAS, Border State Bank has indicated that it is unwilling to accept a mortgage upon the above-described real property in security for said loan unless Roseau County shall subordinate its mortgage to the lien to be created by said Border State Bank on said property;

NOW THEREFORE, in consideration of the premises and as an inducement to Border State Bank to accept said mortgage, Roseau County hereby agrees to subordinate, and hereby does subordinate, its lien against the above described real property to the mortgage lien of Border State Bank against said property, said mortgage to have the same validity, force and effect as if executed, delivered, and recorded prior to the date of execution of said Roseau County Mortgage.

## **ROSEAU COUNTY PREVENTION COALITION**

Roseau County Prevention Coalition members, Tammie Doebler, Brenda Arntzen and Sara Thompson met with the Board. Sara Thompson gave a presentation on the Science of the Positive "Most of Us" Prevention Coalition campaign to reduce underage drinking in Roseau County. Ms. Thompson reviewed key findings from the Roseau and Warroad school youth survey given to 9<sup>th</sup> through 12<sup>th</sup> grade student. The Board participated in an interactive exercise to select campaign advertisements.

## **RED RIVER BASIN COMMISSION**

Carolyn Engebretson, Board Member for the Red River Basin Commission, met with the Board to give them an update of the Commission's activities. Ms. Engebretson reviewed the Red River Basin Commission 2007 Annual Report and the Red River Basin Natural Resources Framework Plan. Ms. Engebretson requested the Board sign a Resolution of Support for collaborative approach to the effective integrated plan for land and water management within the Red River Basin. A motion to sign the Resolution of Support was made by Commissioner Johnston, seconded by Commissioner Walker and carried unanimously to approve the Red River Basin Resolution of Support. A copy of the full resolution may be viewed in the County Coordinator's Office.

## **DISCUSSION**

The Board discussed renewing its contract with North Country Media which will expire on December 1, 2008. The Board deferred further discussion to the November 25, 2008 meeting.

The Board discussed the Service Contract with Clene-Rite Janitorial Services. The county signed a one year contract with Clene-Rite Janitorial Services to clean the un-secured areas of the Detention Center. The County has discussed the cleaning needs for this space with the county's other janitorial service provider, Laurie Johnson. Ms. Johnson has agreed to add this area to her other duties at a saving of \$6000 per year. The Board agreed not to renew the agreement with Clene-Rite.

The Board heard reports from Coordinator Klein and Commissioner Rasmussen on the recommendation from the Safety Committee as it pertains to developing a Courthouse Closing Policy, Bomb Threat Policy, and Fire Policy. The Board concurred that developing, approving, and training employees on these policies is essential. County Attorney Lisa Hanson will review the recommended policies. HSEM Gracia Nelson will meet with the Board on November 25, 2008 to review and discuss the proposed policies.

Coordinator Klein presented the Board with the hiring recommendation from the County Assessor Interview Panel. A motion was made by Commissioner Walker, seconded by Commissioner Johnston, and carried unanimously to authorize Coordinator Klein to offer the number one candidate, Allen Heim, the position of County Assessor at a Grade 11 Step G.

The Board discussed ideas for enhancing transparency in government. The Board agreed that it would be appropriate to publish Commissioner per-diem payments in each set of minutes with corresponding committee attendance. The Board also discussed keeping more detailed records of roles, responsibilities, and activities of all committee members. In addition to enhancing transparency, this will aid the county in maintaining a record of accomplishments.

## COMMITTEE REPORTS

Commissioner Swanson reported on the following committee meetings: Senior Medical Travel Subcommittee Meeting, 10/29/08: Discussed Far North Transit funding concerns. AMC District Meeting, 10/30/08: Reviewed 2009 AMC Platform, discussed local issues including transportation, Discussed the AMC Minnesota Re-Design Project, and attended Board of Appeal and Equalization training.

Commissioner Johnston reported on the following committee meetings: AMC District Meeting, 10/30/08: Reviewed 2009 AMC Platform, discussed local issues including transportation, the AMC Minnesota Re-Design Project, and attended Board of Appeal and Equalization training.

Commissioner Walker reported on the following committee meetings: County Assessor Interview Panel, 10/30/08: Interviewed two candidates for Roseau County Assessor position.

Commissioner Mark Foldesi was absent.

Commissioner Rasmussen reported on the following committee meetings: Safety Committee, 10/21/08: Reviewed Safety Reports, Reviewed Safety Handbook Policies.

Coordinator Klein gave an update on planning progress for the Biomass Energy Workshop scheduled for February 18, 2008 in Roosevelt.

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 Wednesday, November 12, 2008.

Attest:

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

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Teresa Klein, County Coordinator  
Roseau County, Minnesota

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