

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

December 30, 2008

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, Minnesota on Tuesday, December 30, 2008 at 8:30 a.m.

**CALL TO ORDER**

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

**APPROVAL OF AGENDA**

There were no additions to the agenda. A motion was made by Commissioner Walker, seconded by Commissioner Foldesi and carried unanimously to adopt the agenda.

**CONSENT AGENDA**

Commissioner Johnston requested that a \$5000 appropriation to the Roseau County Soil & Water Conservation District earmarked for a capital purchase be pulled from the bills presented for approval. A motion to adopt the consent agenda was made by Commissioner Johnston, seconded by Commissioner Walker and carried unanimously.

The Board, by adoption of its Consent Agenda, approved proceedings of the December 16, 2008 Board Meeting.

The Board, by adoption of its Consent Agenda, approved the Roseau County Credit Procedure Manual.

The Board, by adoption of its Consent Agenda, approved the Roseau County Offices Closing Policy.

The Board, by adoption of its Consent Agenda, approved an amendment to the October 7, 2008 proceedings which clarifies the new Medicare Senior Gold Plan.

The Board, by adoption of its Consent Agenda, approved payment of bills as follows:

<b>WARRANTS APPROVED ON 12/18/2008 FOR PAYMENT 12/18/2008</b>			
<b>AMOUNT</b>	<b>VENDOR NAME</b>	<b>AMOUNT</b>	<b>VENDOR NAME</b>
5346.54	BEITO REPAIR	2000.70	CAPITAL GUARDIAN TRUST CO
3000.00	COMMITTEE ON AGING	6531.23	GOULET CONSTRUCTION
593.57	DAVE GRAFSTROM	7537.75	MII LIFE-VEBA
811.22	MN CHILD SUPPORT PAYMENT CENTE	2152.50	MN DEPT OF FINANCE-TREAS
3698.51	MN ENERGY RESOURCES	2942.87	NATIONWIDE RETIREMENT SOLUTION
5700.00	WYNNE CONSULTING INC		
	<b>3 PAYMENTS LESS THAN \$300</b>	<b>259.29</b>	
	****	<b>FINAL TOTAL.....</b>	<b>\$40,574.18</b> ****

**WARRANTS APPROVED FOR PAYMENT 12/26/2008**

<i>AMOUNT</i>	<i>VENDOR NAME</i>	<i>AMOUNT</i>	<i>VENDOR NAME</i>
318.50	JOHN CARTER	581.09	CELLULAR 2000-UNICEL
1355.35	BRIAN HARDWICK P.A.	1060.00	KB BOBCAT SERVICE
5658.45	MN ENERGY RESOURCES	20000.00	NW MN MENTORING PROGRAM
705.21	ROSEAU ELECTRIC COOP INC		
	<b>2 PAYMENTS LESS THAN \$300</b>	<b>55.96</b>	
	****	<b>FINAL TOTAL..... \$29,734.56</b>	****

The Auditor's Office presented year end claims to be approved forthwith. A motion was made by Commissioner Johnston, seconded by Commissioner Walker, and carried unanimously to approve the following resolution:

2008-12-13

BE IT RESOLVED, that the Board does hereby approve forthwith payment of the following bills:

**WARRANTS APPROVED ON 12/30/2008 FOR PAYMENT 12/31/2008**

<i>AMOUNT</i>	<i>VENDOR NAME</i>	<i>AMOUNT</i>	<i>VENDOR NAME</i>
820.00	AUSTIN TOWING	6849.12	AVIANDS LLC
505.48	BERT'S TRUCK EQUIPMENT OF MHD	876.34	CANON FINANCIAL SERVICES INC
438.00	CRAGUN'S CONFERENCE CENTER	361.92	CREATIVE FORMS & CONCEPTS
816.83	ECOLAB PEST ELIMINATION DIV.	5492.70	LESTER GRAFSTROM
639.43	ANNE GRANITZ	340.00	GREATER NORTHWEST EMS
4221.45	GREENBUSH SANITATION LTD	10374.13	HEPPNER CONSULTING INC
357.12	HOLIDAY INN DULUTH	326.80	HOLIDAY INN ST CLOUD
23631.90	HORNER PLUMBING & EXCAVATION	624.09	INTOXIMETERS INC
358.61	ALAN JOHNSTON	2074.70	KITTSOON CO HIGHWAY
460.30	TERESA KLEIN	1000.00	PHIL KOTTA
874.00	LIFECARE MEDICAL CENTER	3956.12	LITTLE FALLS MACHINE INC
3758.70	DELORIS LORENSON	634.13	M & R SIGN CO INC
1212.04	MATTSON PHARMACY INC	400.00	M.B MCGEE M.D.
3144.31	METEORLOGIX	864.00	MIDWEST MONITORING & SURVEILLA
1080.00	MN ASSOC OF COUNTY OFFICERS	2775.00	MN COUNTIES COMPUTER COOP
3149.00	MN COUNTIES INSURANCE TRUST	625.00	MN OFFICE OF ENTERPRISES TECH
1002.75	MULTI OFFICE PRODUCTS INC	443.84	NORTHLAND TIRE
720.00	LAYTON OSLUND	500.00	PEARSON JEFF
651.00	PROVANTAGE CORPORATION	1131.64	QUILL CORPORATION
1400.00	RAMSEY CO MEDICAL EXAMINER	3733.39	RATWIK, ROSZAK & MALONEY, PA
4558.50	REAL VISION SOFTWARE INC	1920.00	RELIANCE TELEPHONE SYSTEMS
20500.00	ROSEAU CO ENVIRONMENTAL OFFICE	18287.83	ROSEAU CO SOIL & WATER CONS
28840.31	ROSEAU CO TREASURER	19371.50	SAY SECURITY NORTH COUNTRY
900.00	SPIELMAN RADIO	1972.87	TRI-STAR RECYCLING INC
1343.76	TW VENDING INC	15675.00	U OF MN EXTENSION SERVICE
7677.66	UNIFORMS UNLIMITED INC	628.68	RUSSELL WALKER
766.80	WARROAD READY MIX	3053.46	WEST GROUP PAYMENT CENTER
500.00	DALE WICKLUND		
	<b>35 PAYMENTS LESS THAN \$300</b>	<b>4,302.49</b>	
	****	<b>FINAL TOTAL..... \$222,922.70</b>	****

The Board discussed a \$5000 capital expenditure appropriation to the Roseau County Soil & Water Conservation District that was approved as part of 2008 appropriations and earmarked to go toward the purchase of a newer used truck for use with the Ag Inspector program. At the December 16, 2008 Board meeting Commissioner Foldesi noted that the SWCD had not been able to find a vehicle yet and were concerned that if they did not spend the money by year end that they would lose it. The Board at that time agreed to authorize the allocation of this appropriation in 2008 to a dedicated fund to be utilized for this purchase in

2009. Commissioner Johnston had to leave the meeting early and was not present for the discussion and vote and noted that he is not in favor of this action. He noted that the money was appropriated in 2008 for the purchase of a vehicle and if the SWCD was unable to achieve that expectation that they should not receive the money. He added that the SWCD can come to the Board when they find a vehicle to purchase and request the special appropriation. Concern was expressed that given budget concerns the Board may not feel comfortable adding an additional \$5000 to the 2009 budget given that it will have to come out of cash reserves and that the money is available in the 2008 budget. Commissioner Johnston noted that the money essentially all comes from the same place so that it only makes a difference on paper and not in essence. A motion was made by Commissioner Johnston, seconded by Commissioner Walker, and carried unanimously to adopt the following resolution:

2008-12-14

BE IT RESOLVED, that the Board does hereby authorize the payment of \$5000 to the Roseau County Soil and Water Conservation District to go towards the capital expenditure of a newer vehicle for use in the Ag Inspector program and will issue payment upon receipt of a claim when the vehicle has been purchased.

#### **COMMENTS AND ANNOUNCEMENTS**

The Board announced the passing of Senator Maxine Penas.

Commissioner Swanson informed the Board that he participated in the online HIPPA course and highly recommended that all Commissioners make the time to take the course.

#### **4-H COORDINATOR – SANDI WEILAND**

4H Coordinator Sandi Weiland introduced members of the 4H Leadership Council and gave an overview of the training opportunities available to those elected into leadership roles within 4H. Ms. Weiland also asked the leaders to share the projects and activities that their clubs are participating in.

#### **MINNESOTA ASSOCIATION OF PROFESSIONAL COUNTY ECONOMICAL DEVELOPERS REPRESENTATIVE**

Minnesota Association of Professional County Economic Develops (MAPCED) representative Jason Murray provided a power point presentation on the role of MAPCED and importance of economic development associations. Stressed was the significance local leadership in determining economic development success in a community.

#### **HIGHWAY DEPARTMENT**

Engineer Ketring advised the Board that the he had been notified that the modernization grant that had been jointly written to digitize ditch records had been approved, but for only 32% of \$50,000 that had been requested. Ketring noted that the \$50,000 was a minimum amount needed to digitize ditch records but noted that they will try to do what they can with the money available. Ketring will return to the Board with a request to accept the grant when the paperwork arrives.

Engineer Ketring requested the Board approve final payment on two projects.

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

2008-12-15

WHEREAS, SAP 68-599-84, bridge replacement with box culvert installation has in all things been completed, and the County Board fully advised in the premises;

NOW, THEREFORE, BE IT RESOLVED, that the County Board does hereby accept said completed project for and on behalf of the Roseau County Highway Department, and authorizes final payment in the amount \$4,608.70 to Olson Construction Thief River Falls, Inc.

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

2008-12-16

WHEREAS, 68-599-87, bridge replacement with box culvert installation has in all things been completed, and the County Board fully advised in the premises,

NOW, THEREFORE, BE IT RESOLVED, that the County Board does hereby accept said completed project for and on behalf of the Roseau County Highway Department, and authorizes final payment in the amount of \$3,092.31 to Olson Construction Thief River Falls, Inc.

Mr. Ketring updated the Board on five projects that he has submitted to the district engineer that would be eligible projects if and when the Rebuild America public works component of the federal stimulus package passes.

Mr. Ketring requested the Board amend the August 26, 2008 proceedings to include a resolution regarding the Roseau River Trail project. A motion was made by Commissioner Swanson, seconded by Commissioner Johnston and carried unanimously to adopt the following resolution

2008-12-17

BE IT RESOLVED that the Board does hereby authorize the amendment of the August 26, 2008 proceedings to include a Roseau River Trail Phase II resolution.

Chair Swanson recessed the meeting at 10:45 am. The meeting reconvened at 11:00 am.

## **DISCUSSION**

The Board discussed the first meeting of the month. When a third meeting was added the intention was that it would be primarily a work session. However, the agenda has been full each time and become a regular meeting. Commissioner Johnston requested that a short regular meeting be scheduled and then a committee of the whole meeting also be held. Johnston suggested a Committee of the Whole meeting from 8:30 am to 10:00 am, a regular Board meeting from 10:00 am to 10:30 am and if necessary the Committee of the Whole

meeting continue after the regular Board meeting. A motion was made by Commissioner Johnston, seconded by Commissioner Swanson, and failed 2 – 2 with Commissioners Swanson and Johnston in favor and Commissioner Walker and Foldesi opposed. The Board agreed to research the matter further and add the item to Discussion on the January 6, 2009 meeting agenda.

The Board discussed the standing agenda item, County Response to Potential Reduction in County Program Aid. Coordinator Klein informed the Board that the only four departments had responded to the request to review and rank the Idea List generated at the Department Head planning meeting. Coordinator Klein asked if the Board was still interested in reviewing Unpaid Time Off, Leave of Absence, Early Retirement, and other voluntary human resource cost savings programs. The Board concurred that they would like to review and discuss these programs. Chair Swanson reported on a meeting convened by Marshall County with area legislators to discuss the state budget concerns and the impact of local units of government. Commissioner Walker requested that the Board consider freezing wages for six months. It was noted that the budget to actual for 2008 is approximately \$1,000,000 to the positive, due in large part to a reduction in out of home placement costs.

The Board discussed the interview committee recommendations to establish an eligibility roster and to fill the COPS grant position and two part-time positions. A motion was made by Commissioner Walker, seconded by Commissioner Swanson, and carried unanimously to adopt the following resolution:

2008-12-18

BE IT RESOLVED that the Board approves the hire of Kyle Mlynar as deputy sheriff to fill the COPS grant position at a Grade 7 Step A effective January 5, 2009.

BE IT FURTHER RESOLVED, that the Board approves the eligibility roster as presented and authorizes the Sheriff's Department to fill two regular part-time positions.

BE IT FURTHER RESOLVED, that the Board approves the hire of Michael Hickey as a regular part-time employee at a grade 7 step A, effective January 5, 2009.

Captain Tobi Eidsmoe addressed the Board to introduce newly hired Deputy Sheriff Kyle Mlynar.

The Board discussed the need to find parking for seized vehicles. There are currently 18 seized vehicles parked on the north end of the Courthouse. The cars take up half of the available parking area and are blocking the electrical posts used by employees to plug in their cars. The Board discussed various options including moving the cars to another section of the county parking lot. It was noted that most of the 18 vehicles will not start and will have to be towed to where ever they are parked. It was added that this would mean they would need to be towed to be moved for snow removal purposes. The Board discussed utilizing a privately owned vacant building within the county. Possible utilization of the fenced area behind the old REA building now under private ownership might also be an option. Commissioner Swanson agreed to contact the owners of the old REA building to see if this is a possibility. Consideration of parking them at the Fairgrounds was also suggested. The Board agreed to further research the suggested ideas.

The Board reviewed and prioritized the Minnesota Rural Counties Caucus, MRCC, holdover issues from the 2008 Minnesota legislative session. Coordinator Klein was directed to forward the prioritized list to MRCC Administrator Dan Larson.

The Board discussed a request from Comstock Custom Mowing & Snow Removal to amend the contract to remove the language "Monday through Friday." The contractor would like the flexibility to respond to the weather conditions and remove snow from sidewalks on Sunday if it would enhance the efficiency in having the sidewalks clean prior to 8:00 am on Monday morning. Additionally, the Detention and Law Enforcement Center are open seven days a week and occasionally need weekend sidewalk snow removal. A motion was made by Commissioner Walker, seconded by Commissioner Foldesi and carried unanimously to authorize the County Attorney to amend the Comstock Custom Mowing & Snow Removal Professional Services sidewalk snow removal contract language to include the contractor's request and the county's intent.

Coordinator Klein provided the Board with a copy of the MN Board of Water & Soil Resources preliminary wetland reclassification report. The report indicates that reclassification will not increase the number of pre-settlement acreage enough to meet the 80% pre-settlement threshold. A motion was made by Commissioner Johnston, seconded by Commissioner Foldesi, and carried unanimously to authorize Environmental Officer Jeff Pelowski to review the report and determine how to proceed.

The Board reviewed committee appointments. The Board agreed to continue review and revision of the committee list.

Commissioner Johnston requested the Board approve a resolution that would support the Warroad Estates Land Owner Association in seeking funding for a sewer project under the Rebuild America Economic Stimulus Project. A motion was made by Commissioner Johnston, seconded by Commissioner Walker, and carried unanimously, to adopt the following resolution:

2008-12-19

WHEREAS, the subdivision known as "Warroad Estates" is a high density area located within Roseau County serviced by individual subsurface sewage treatment systems (SSTS);

WHEREAS, Warroad Estates is located adjacent to Lake of the Woods, an international body of water included on the State of Minnesota's list of "impaired waters";

WHEREAS, many of the existing SSTS are either failed systems or pose a threat to public health;

WHEREAS, the Warroad Estates Landowner's Association (WELA) plans to explore options available to replace the existing SSTS currently utilized within their jurisdiction;

NOW, THEREFORE, BE IT RESOLVED, that the Roseau County Board hereby supports WELA's efforts and pledges any applicable technical support available.

## **COMMITTEE REPORTS**

Commissioner Swanson reported on the following committee meetings: Credit Card Committee, 12/16/08: Discussed approval of Credit Card procedures. Regional Radio Board,

12/17/08: Approved use of state grant funding for travel and meal expenses of radio board members. Pembina Trail R C & D, 12/19/08: Discussed involvement in Northern Excellence and Roseau Gasifier projects. Community Round Table, 12/22/08: Discussed financial outlooks for retail, banking, schools, city, county and medical facilities in Roseau County. Stumpf/Olin/Lieder Budget Discussion, 12/23/08: Discussed increasing income taxes along with budget cuts. Meeting with Dave Grafstrom, 12/24/08: Discussed mid-January stakeholders meeting.

Commissioner Orris Rasmussen was excused.

Russell Walker had no meetings to report:

Mark Foldesi had no meetings to report.

Alan Johnston reported on the following committee meetings: AMC Board of Directors meeting, 11/7/2008: Discussed adopting the 2009-10 AMC Platform. AMC meetings: 11/8/08 – 11/10/08: Attended meetings regarding transportation and the Minnesota Redesign Project.

Upon motion carried the board adjourned at 12:30 pm. The next regular meeting of the Board is scheduled for January 6, 2009 at 8:30 am.

Attest:

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

\_\_\_\_\_  
Teresa Klein, County Coordinator  
Roseau County, Minnesota

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