



Board of Commissioners
606 5th Ave. SW, Room #131
Roseau, MN 56751
Phone: 218-463-4248
Fax: 218-463-3252

AGENDA
Tuesday August 4, 2009, 8:30 a.m.

Notice is hereby given that the Board of Commissioners of Roseau County will meet in session on August 4, 2009 at 8:30 am in the Roseau County Courthouse, Room 110, Roseau, MN, at which time the following matters will come before the Board:

8:30 Call to Order

1. Presentation of Colors
2. Approve Agenda

8:35 Comments and Announcements

8:45 Consent Agenda

1. Approve Proceedings
2. Accept MN Dept of Public Safety Office of Crime Victim Services \$1200 Emergency Fund Grant

8:50 Discussion

8:55 Future Agenda Items

9:00 Adjourn

COMMITTEE OF THE WHOLE
AGENDA

APPOINTMENTS

9:00 Roseau County Department Heads
2010 Budget Review

11:00 Northwest Regional Library
2010 Budget Review

11:30 Roseau County Historical Society
2010 Budget Review

12:00 Roseau County Soil & Water
2010 Budget Review

To schedule an appointment with the Board, please contact the County Coordinator at 218-463-4248
County Coordinator's e-mail address: trish.klein@co.roseau.mn.us
Roseau County Home Page Address: <http://www.co.roseau.mn.us/>

District 1, Alan Johnston, Vice Chair - District 2, Jack Swanson, Chairman -
District 3, Orris Rasmussen - District 4, Russell Walker - District 5, Mark Foldesi

An Equal Opportunity Employer

ITEM # Consent 1

REQUEST FOR BOARD ACTION

* Required Fields



*Person Responsible for Request Klein, Trish	*Department Coordinator	*Board Meeting Date Aug 4 2009
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***Subject Title (As it will appear on the agenda):**
Approve Proceedings from 7-28-09 Board Meeting

***Background (Provide sufficient detail of the subject):**
Please review carefully and advise of any changes.

***Financial Consideration:**

***Legal Consideration:**

***Other Consideration:**

***Resolution (Wording should reflect the intent of the Board vote):**

Coordinator's Office Use (Do Not Write Below)

Date Received:	Comments:
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Board Action:

Comm.	Motion (First)	Motion (Second)	Vote			Vote Result	
			Yes	No	Abstain		
Swanson						Passed	
Johnston							
Folds						Failed	
Rasmussen							
Walker						Tabled	

ATTEST: Teresa Klein, Board Clerk

PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

July 28, 2009

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, Minnesota on Tuesday, July 28, 2009, 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 Mark Foldesi, Alan Johnston, Orris Rasmussen, and Jack Swanson. Russell Walker was excused.

APPROVAL OF AGENDA

Consent Agenda item number two approve Election Systems & Software Inc. Post Warranty Hardware Maintenance Services was removed from the agenda. A motion to approve the revised agenda was made by Commissioner Foldesi, seconded by Commissioner Rasmussen and carried unanimously.

CONSENT AGENDA

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

The Board, by adoption of its consents agenda, approved benefit payout to Fred Clasen.

The Board, by adoption of its consent agenda, authorized advertisement for one Roseau River Watershed District Manager, one Two Rivers Watershed District Manager and two Warroad River Watershed District Managers.

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

WARRANTS APPROVED FOR PAYMENT 7/16/2009

<i>AMOUNT</i>	<i>VENDOR NAME</i>	<i>AMOUNT</i>	<i>VENDOR NAME</i>
750.00	AREA AG INFORMATION CENTER	2178.10	CAPITAL GUARDIAN TRUST CO
2133.53	BRIAN HARDWICK P.A.	49373.31	HOLTE IMPLEMENT INC
109394.81	KNIFE RIVER MATERIALS	7620.00	MII LIFE-VEBA
837.83	MN CHILD SUPPORT PAYMENT CENTE	3177.48	NATIONWIDE RETIREMENT SOLUTION
11641.89	ROSEAU CITY	7650.00	ROSEAU ROOFING & REMODELING
501.00	SATHER LAW OFFICE		
	12 PAYMENTS LESS THAN \$300	1,684.36	
	****	FINAL TOTAL.....	\$196,942.31 ****

WARRANTS APPROVED FOR PAYMENT 7/23/2009

<i>AMOUNT</i>	<i>VENDOR NAME</i>	<i>AMOUNT</i>	<i>VENDOR NAME</i>
525.07	CANON FINANCIAL SERVICES INC	4183.03	LAURE JOHNSON
488.00	KB BOBCAT SERVICE	3225.00	MN DEPT OF FINANCE-TREAS
450.00	MN DEPT OF HEALTH	724.26	MN ENERGY RESOURCES
	4 PAYMENTS LESS THAN \$300	407.50	
	****	FINAL TOTAL.....	\$10,002.86 ****

WARRANTS APPROVED ON 7/28/2009 FOR PAYMENT 7/31/2009

AMOUNT	VENDOR NAME	AMOUNT	VENDOR NAME
395.21	ARROWWOOD RESORT	7603.35	AVIANDS LLC
1025.32	CDW GOVERNMENT INC	2707.00	DEPT OF EMPLOYMENT & ECONOMIC
502.83	FARMERS UNION OIL CO-WARROAD	2511.60	FLEET SERVICES DIVISION
2839.45	GARTNER REFRIGERATION CO	357.79	HOLIDAY COMMERCIAL
28112.00	KAMAR SOLID WASTE FUND	464.00	LIFECARE MEDICAL CENTER
307.50	LIFECARE MEDICAL CENTER-HOME C	305.39	MATTSON PHARMACY INC
596.19	MN COUNTIES COMPUTER COOP	18997.25	MN DEPT OF CORRECTIONS STS
700.00	MN OFFICE OF ENTERPRISES TECH	317.50	LYNELLE MONSRUD
494.70	MULTI OFFICE PRODUCTS INC	324.34	NW MN HOUSEHOLD HAZARDOUS
800.00	ARIA OLSLUND	613.06	PEART & ASSOCIATES INC
707.80	QUILL CORPORATION	875.00	ROSEAU CO MEDICAL TRAVEL
19371.50	SAY SECURITY NORTH COUNTRY	3689.89	SHORT ELLIOT HENDRICKSON INC
400.00	SHANON SIKORSKI	384.35	SUPER 8 MOTEL BAXTER
540.00	TW VENDING INC	922.83	UNIFORMS UNLIMITED INC
2400.00	VANGUARD APPRAISALS, INC	2307.21	WEST GROUP PAYMENT CENTER
	34 PAYMENTS LESS THAN \$300	4,604.65	
	****	FINAL TOTAL..... \$106,177.71	****

COMMENTS AND ANNOUNCEMENTS

Commissioner Johnston requested that the proceedings from the July 14, 2009 meeting reflect that he would not be in favor of changing speed limits for specific vehicles or at specific times of the year. The matter was deferred to the Highway Committee.

Commissioner Foldesi commended Randy Prachar of the Thief Lake Wildlife Management Area for his role in opening the Roseau River Wildlife Management Area Dike Road to the public. Foldesi stated that he has received a number of positive comments and that constituents appreciate the opportunity to use the road to access the management area for recreational purposes. The Board concurred with Commissioner Foldesi's commendation.

Commissioners Swanson and Johnston noted that constituents were happy to see the survey offered at the County Fair Booth. Commissioner Rasmussen noted that he had received unfavorable comments and that his constituents told him they elected him to make decisions and they expected him to do so.

Coordinator Klein thanked Jeff Olsen for printing the survey in the Roseau Times Region and noted that many of the visitor's to the County Booth specifically asked to complete the survey.

Commissioner Swanson noted that the Roseau County Fair was again a big success.

TODD MILLER – DITCH 9 CLEANING PROJECT IN AMERICA TOWNSHIP

Todd Miller met with the Board on behalf of landowners along County Ditch 9 in America Township to make a formal request for a ditch cleaning project on County Ditch 9 in Unorganized America Township. It is a 1 mile segment of lateral 3 in section 6 - bottom cleaning only, located on the America/Cedarbend section line. The Board acknowledged Mr. Miller's request. The matter was turned over to Engineer Ketring.

COMMITTEE REPORTS

Commissioner Foldesi had no meetings to report.

Commissioner Johnston reported on the following committee meetings: DNR Land Asset Exchange Pilot Project committee meeting, 7/21/09: Discussed parcels for exchange.

Commissioner Rasmussen had no meetings to report.

Commissioner Swanson reported on the following committee meetings: County Fair Planning Committee meeting, 7/16/09: Discussed fair booth plans; 7/20/09: Roseau County Committee on Aging, 7/21/09: Discussed senior medical travel; DNR Land Asset Exchange Pilot Project committee meeting, 7/21/09: Discussed parcels for exchange; Roseau County Affordable Housing Fund committee: Discussed housing loan pool fund.

Chair Swanson recessed the meeting at 10:00 am. The meeting reconvened at 10:15 am.

HIGHWAY DEPARTMENT

Highway Engineer Brian Ketring met with the Board to present consulting engineering quotes for the Hay Creek Set Back Levees, Connection Channel, and Norland Impoundment Project. Engineer Ketring stated that he had received two quotes, one from Houston Engineering, Inc, in the amount of \$4500 and one from Short Elliott Hendrickson, Inc (SEH) for \$3000. Ketring stated that the scope of the project is to review the plans, review the engineering logic, look for upstream, downstream, and adjacent landowner impact, and review the Operating and Maintenance Plan. Ketring noted that SEH is the engineering firm working with the Army Corps of Engineers on the east diversion project and that he is confident they will do a good job. A motion to hire Short Elliott Hendrickson as consultants on the Norland Impoundment project was made by Commissioner Rasmussen, seconded by Commissioner Johnston and carried unanimously.

Commissioner Foldesi informed the Board that he had received a call from Joe Laurin regarding the CD 69 matter. He stated that Mr. Laurin has met with Houston Engineering and has a recommendation. Mr. Laurin suggests that the County repair CD 69 where it feeds into WD 3. Commissioner Swanson inquired as to whose project this would be, the county's or the watersheds. Commissioner Foldesi stated that he believes it is a repair project to return it to its original state and is not an improvement. Engineer Ketring stated that it is not 100% determined whether or not the portion of the ditch, the lateral in question, was ever constructed. Ketring will research the matter and advise the Board on the appropriate course of action.

DISCUSSION

Commissioner Rasmussen stated that he had spoken to Dean Hedlund regarding Polaris' participation in the development of a County OHV Recreational Park. Commissioner Rasmussen and Commissioner Foldesi will schedule a meeting.

Commissioner Swanson stated that he had spoke to Myles Hogenson and learned that should the Minnesota Northern Railroad successfully abandon the railroad line between Warroad and Roseau that the Roseau County Trailblazers plan to write a grant to develop a trail.

Information Technology Administrator Chris Stauffer met with the Board to review the quotes received for document imaging software and recommended that the Board accept the quote of Information Systems Corporation in the amount of \$28,457.61. This quote includes software, 20 licenses, annual maintenance, staff training, and ongoing customer service support as needed. The Board discussed the distribution of the licenses' and how the cost would be shared. Mr. Stauffer will work out the details, but initially the Coordinator's Office, County Attorney, Information Technology, and Social Service departments will share the licenses and the cost. A motion was made by Commissioner Johnston, seconded by Commissioner Rasmussen, and carried unanimously to approve the quote of Information Systems Corporation in the amount of \$28,457.61.

The Board discussed the Assistant Transfer Station/Demo Landfill Operator Position hiring. 34 applications were received. The applications were reviewed and ranked based on a 100 point questionnaire to determine eligibility for hire. It was pre-determined that six candidates would be interviewed; however there was a tie for 6th place so 7 candidates were scheduled for interviews. The hiring committee of Environmental Officer Jeff Pelowski, Transfer Station Demo Landfill Operator Tim Erickson, and County Coordinator Trish Klein interviewed the seven candidates and recommended the position be offered to the No. 1 ranked candidate Jeff Lee. A motion was made by Commissioner Rasmussen, seconded by Commissioner Foldesi, and carried unanimously to hire Jeff Lee as Assistant Transfer Station/Demo Landfill Operator.

The Hiring Committee recommended that the successful candidate be hired at a Grade 5 Step D based on the experience level that he brings to the county. After discussion, a motion was made by Commissioner Johnston, seconded by Commissioner Swanson, and carried unanimously to start Jeff Lee at 5D.

Upon motion carried, the Board adjourned the regular meeting at 12:00 p.m. The next regular meeting of the Board is scheduled for August 4, 2009 at 8:30 a.m.

Attest:

Date: _____

Teresa Klein, County Coordinator
Roseau County, Minnesota

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

ITEM # Consent 2

REQUEST FOR BOARD ACTION

* Required Fields



*Person Responsible for Request Klein, Trish	*Department Coordinator	*Board Meeting Date Aug 4 2009
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***Subject Title (As it will appear on the agenda):**
Accept MN Dept of Public Safety Office of Crime Victim Services \$1200 Emergency Fund Grant

***Background (Provide sufficient detail of the subject):**
The Roseau County Victim Service Program annually applies for and often is the recipient of a small Department of Public Safety Emergency Funds grant that helps cover some the of the expenses of Domestic Violence victims. Attached is a notice that Roseau County has received these grant funds again. The County needs to formally accept the grant and authorize the Board chair to sign the grant agreement.

***Financial Consideration:**

***Legal Consideration:**

***Other Consideration:**

***Resolution (Wording should reflect the intent of the Board vote):**

Coordinator's Office Use (Do Not Write Below)

Date Received:	Comments:

Board Action:

Comm.	Motion (First)	Motion (Second)	Vote			Vote Result
			Yes	No	Abstain	
Swanson						Passed
Johnston						
Folds						Failed
Rasmussen						
Walker						Tabled

ATTEST: Teresa Klein, Board Clerk



Office of Justice Programs Crime Victim Services

445 Minnesota Street • Suite 2300 • Saint Paul, Minnesota 55101-1515
Phone: 651.201.7300 • 888.622.8799 • Fax: 651.296.5787 • TTY: 651.205.4827
www.dps.state.mn.us

Alcohol
and Gambling
Enforcement

ARMER/911
Program

Bureau of
Criminal
Apprehension

Driver
and Vehicle
Services

Homeland
Security and
Emergency
Management

Minnesota
State Patrol

Office of
Communications

Office of
Justice Programs

Office of
Traffic Safety

State Fire
Marshal and
Pipeline Safety

Date: July 22, 2009
To: Lisa Hanson
Roseau County Attorney's Office
From: Cecilia Miller, Grants Director
Re: FY10/11 Emergency Fund Grant

We are pleased to inform you that your organization is designated to receive a two-year emergency fund grant covering state fiscal years 2010 and 2011 (July 1, 2009 – June 30, 2011). As you may recall, there was a one-time appropriation of an additional \$200,000 in emergency funding during the FY08/09 biennium that will not exist in FY10/11. Therefore, a total of \$300,000 will be granted out to agencies for the FY10/11 biennium (down from \$500,000 in FY08/09).

Your organization is eligible to receive **\$1,200** for emergency expenses during the FY10/11 period. Upon grant execution you will receive an advance of \$600 for use during the period of July 1, 2009 – June 30, 2010. The remaining half of your grant will not be available until July 1, 2010. At that time you will receive a second advance of \$600 for use during the period of July 1, 2010 – June 30, 2011.

Although your grant contract will cover a two year period, you will still be expected to expend the FY10 amount by June 30, 2010. If the FY10 half of your grant has not been expended by June 30, 2010, OJP may opt to reduce the amount of your FY11 portion and move it to another agency.

There is not an application for you to complete prior to receiving these funds. Enclosed you will find the Terms & Conditions, Grant Program Guidelines and 3 copies of your contract for signature. Upon returning all signed documents to Sharon Olson at OJP, you will automatically receive an advance within two weeks.

Please take the time to review all of the documents included in this mailing. If you have questions, please contact your OJP program specialist.

*Please note that the Terms & Conditions contain standard Department of Public Safety grant language and do not apply entirely to the uniqueness of the emergency fund grant program.