PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

December 2, 2009

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, Minnesota on Wednesday, December 2, 2009 at 4:00 p.m.

CALL TO ORDER

The meeting was called to order at 4:00 p.m. by County Board Chairman Jack Swanson. The Pledge of Allegiance was recited. Commissioners present were, Alan Johnston, Orris Rasmussen, Jack Swanson, and Russell Walker. Mark Foldesi was excused.

APPROVAL OF AGENDA

Approval of the University of Minnesota Extension program fee agreement for U-Facilitate Consultation was added to the Consent Agenda. A motion to approve the amended agenda was made by Commissioner Johnston, seconded by Commissioner Rasmussen and carried unanimously.

COMMENTS AND ANNOUNCEMENTS

Coordinator Klein answered the Board's question from the November 24, 2009 Board Meeting in regard to the bill from Gartner refrigeration. Commissioner Foldesi questioned the high amount being charged. The bill is a bi-annual amount charged to the county for service and maintenance on all of the HVAC units within the courthouse campus. Building Maintenance Supervisor Lenny Johnston budgets for this expense and oversees all of the service performed.

Coordinator Klein notified the Board that she will again be submitting a grant to the Northwest Service Cooperative to receive funding for the counties Wellness Program. Roseau County's funding eligibility increased this year and is set at $1,100. Historically the grant was used to purchase the Personnel Best newsletter employees receive in their paychecks. Since a decision has not been made on how to continue this educational wellness component, the grant was written to provide partial funding for glucose and cholesterol screenings for the 2010 Flu Stop/Health fair.

CONSENT AGENDA

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

The Board, by adoption of its consent agenda, approved proceedings from the November 10, 2009 Board Meeting.

The Board, by adoption of its consent agenda, approved the University of Minnesota Extension Program Fee Agreement for U-Facilitate Consultation (Budget Planning) in the amount of $325.00.

The Board requested the 2010 Board Meeting Calendar approval be deferred to the December 15, 2009 Board Meeting.

The Board requested removal of the University of Minnesota Extension 4H Position Memorandum of Agreement from the consent agenda to Discussion No. 3 on the agenda.

RE-PURCHASE OF TAX-FORFEITED PROPERTY IN GOLDEN VALLEY

Auditor Anne Granitz met with the Board on the Bakri repurchase matter. Ms. Granitz noted that Mr. Bakri did not meet the repurchase requirement approved by resolution at the November 24, 2009 Board meeting which required that Mr. Bakri present a cashier's check to the Roseau County Auditor by the end of business on November 24, 2009. However, Ms. Granitz noted, on December 1, 2009, Mr. Bakri did present a cashier's check. Ms. Granitz asked the Board how they wanted to proceed. The Board concurred that they supported the repurchase of the property. A motion was made by Commissioner Walker, seconded by Commissioner Rasmussen and carried unanimously to adopt the following resolution:

2009-12-01

RESOLUTION APPROVING

REPURCHASE OF TAX-FORFEITED PROPERTY

WHEREAS, on November 24, 2009, the Roseau County Board of Commissioners approved an application from Michael Bakri, Power of Attorney for Adam Bakri, for a tax-forfeited parcel, described as: All that part of the Southwest Quarter (SW ¼) of Section Thirty-five (35), in Township One Hundred Fifty-nine (159) North, Range Thirty-nine (39) West lying Northerly of the Roseau River as presently situated, and

WHEREAS, Michael Bakri, on behalf of Adam Bakri, did not fulfill the requirement to make full payment on November 24, 2009, and

WHEREAS, on December 1, 2009, Michael Bakri presented a cashier's check to the Roseau County Auditor in payment for repurchase of the above tax-forfeited property.

NOW, THEREFORE, BE IT RESOLVED that the Roseau County Board of Commissioners hereby approves the application for repurchase of said tax-forfeited lands.

ASSESSOR AL HEIM

Assessor Al Heim met with the Board and gave an overview of the organizational chart for the Assessors Department including licensure levels and certification requirements for each position. Heim provided an update on the Bovine TB credit applications and plans to follow up on applications not yet received.

Mr. Heim requested the Board approve a pay grade change for Val Wensloff. The request was that Ms. Wensloff be moved to a Grade 6 which is associated with her duties, qualifications, education, and certification. Ms. Wensloff is a Certified Minnesota Assessor (CMA) as approved by the Minnesota State Board of Assessors. Under the former department head, Ms. Wensloff was paid at a grade 7 to perform appraisal work and a grade 5 to perform technical support duties. Mr. Heim requested this situation be simplified and that the position be paid at the level it was graded, which is a Grade 6. A motion to approve the payroll change was made by Commissioner Johnston, seconded by Commissioner Walker and carried unanimously.

Mr. Heim requested the Boards approval to advertise for an Appraiser Trainee position in order to fill the vacated position in the Assessor's office. An Appraiser II position was advertised and filled. However, the candidate was not able to meet the qualifications of the position based on the offer letter and was released from employment. In an effort to reach a larger pool of candidates, Mr. Heim suggested the Board consider advertising for an Appraiser Trainee with the intent of developing and training the employee in becoming a Certified Minnesota Appraiser. This is a new position to Roseau County and is currently being graded. The preliminary review places it at a Grade 5. A motion to approve the advertisement to hire an Appraiser Trainee (Grade 5) was made by Commissioner Walker, seconded by Commissioner Rasmussen and carried unanimously.

Mr. Heim presented the Board with a quote from H & J displays for the purchase of a work station, filing cabinets and a conference table for his office. The furniture that is presently in Mr. Heim's office matches the workstations in the outer office and would be set up as a workstation for the new position. This purchase is included in the 2009 approved budget. The Board requested Mr. Heim get other quotes and move forward with the best value.

Mr. Heim gave an update on the local assessor situation and discussed his concern about a potential shortage of qualified local assessors. Local assessor Robert Novacek is now working full time and has decided to reduce his assessing work load. He has resigned as assessor from two of his districts, Ross and Jadis Townships. Mr. Heim informed the Board that local assessor Buddy Erickson has agreed to assess Jadis Township and local assessor Tracy Halstensgard has agreed to assess Ross Township. Mr. Heim noted this is a short term solution but a long term plan is still needed as local assessors give up their districts.

LAND ASSET MANAGEMENT COMMITTEE

Auditor Anne Granitz met with the Board to review the DNR application to acquire two 40 acre tax forfeited parcels in Twp. 163N., Rg. 43W., Section 30 and 35 and to request the Board adopt a resolution granting these two tax forfeited parcels to the State of Minnesota Department of Natural Resources. Assessor Al Heim presented a review of the property's indicated value which is $698 per acre. Mr. Heim noted that the value was determined by researching the value of taxable parcels within the vicinity of the forfeited properties. Based on the fact that Roseau County's current level of assessment is approximately 95%, the previously noted value would be comparable to what like properties in the area are being valued at for tax purposes. The Board discussed at length what value to place on the parcels and agreed to follow the value determined by the Roseau County Assessor which is approximately $30,000 per parcel. A motion was made by Commissioner Johnston, seconded by Commissioner Walker and carried by 3-1 with Commissioners Swanson, Johnston, and Walker in favor and Rasmussen opposed to adopt the following resolution:

<u>2009-12-02</u>

WHEREAS, the Commissioner of Natural Resources of the State of Minnesota has made application under authority of M.A. 282.01 subd. 1,on behalf of the Department of Natural Resources, a state agency, for release of the following described lands from the trust in favor of the taxing district at a cost of $30,000 per parcel:

PID# 45.30000400 (SENE, Sec. 30, and NWSE, sec. 35, Twp. 163N., Rg. 43W.)

WHEREAS, it appears that there is need for such lands and the applicant desires to obtain such lands for conservation purposes:

NOW, THEREFORE, BE IT RESOLVED, that the petition of said Commissioner of Natural Resources of the State of Minnesota be granted and that the above described lands be and hereby are released from the trust in favor of the taxing district TO THE State of Minnesota Department of Natural Resources

DISCUSSION

The Board discussed the 2010 Employee Cost of Living Adjustment, COLA, for non bargaining employees. A motion was made by Commissioner Johnston, seconded by Commissioner Swanson and carried 3-1 with Commissioners Swanson, Johnston, Rasmussen in favor and Walker opposed to adopt the following resolution:

2009-12-03

BE IT RESOLVED, that the Board does hereby approve a 3.5% Cost of Living Adjustment for year 2010 effective December 27, 2009, the first payroll period for 2010.

Commissioner Johnston addressed the Board with suggestions for 2010 budget revisions.

The Board discussed the renewal of the University of Minnesota Extension 4H Memorandum of Agreement. A motion to approve the agreement was made by Commissioner Swanson, seconded by Commissioner Walker and carried 3-1 with Commissioners Rasmussen, Swanson and Walker in favor and Commissioner Johnston opposed.

Upon motion carried, the Board adjourned the regular meeting at 6:00 p.m. The next regular meeting of the Board is scheduled for December 15, 2009 at 8:30 a.m.

Attest: Date: _____

_____ _____

Teresa Klein, County Coordinator
Roseau County, Minnesota

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