

PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

March 31, 2009

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, Minnesota on Tuesday, March 31, 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 until 9:45 a.m.

APPROVAL OF AGENDA

Approval of the March 17, 2009 Board Meeting proceedings was removed from the consent agenda and added to discussion. Discussion of a revised voluntary leave policy was added to Discussion. A motion to approve the amended agenda was made by Commissioner Johnston, 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 consent agenda, approved the Joint Powers Agreement with the Minnesota Secretary of State for the County Auditor to act as Deputy Recount Official for the Senate Recount held on November 20, 2009.

The Board, by adoption of its consent agenda, approved a contract with Northland Community College for Bovine Tuberculosis liaison services provided by Dave Grafstrom.

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

| WARRANTS APPROVED FOR PAYMENT 3/19/2009 | | | |
|--|-------------------------|--------------------|---------------------|
| AMOUNT | VENDOR NAME | AMOUNT | VENDOR NAME |
| 599.54 | JOHN CARTER | 3492.00 | MN ENERGY RESOURCES |
| 9 PAYMENTS LESS THAN \$300 | | 6,909.59 | |
| **** | FINAL TOTAL..... | \$11,001.13 | **** |

| WARRANTS APPROVED FOR PAYMENT 3/26/2009 | | | |
|--|--------------------------------|--------------------|--------------------------------|
| AMOUNT | VENDOR NAME | AMOUNT | VENDOR NAME |
| 2109.22 | CAPITAL GUARDIAN TRUST CO | 1500.00 | GREENBUSH CITY |
| 4183.03 | LAURE JOHNSON | 24800.00 | LIFECARE MEDICAL CENTER |
| 7665.25 | MII LIFE-VEBA | 811.22 | MN CHILD SUPPORT PAYMENT CENTE |
| 5326.31 | MN ENERGY RESOURCES | 3242.48 | NATIONWIDE RETIREMENT SOLUTION |
| 20000.00 | NW MN MENTORING PROGRAM | 979.83 | ROSEAU ELECTRIC COOP INC |
| 750.00 | RURAL LIFE OUTREACH | 1500.00 | TRI-COUNTY EMS DISTRICT |
| 25000.00 | WARROAD AMBULANCE & RESCUE SQU | | |
| 6 PAYMENTS LESS THAN \$300 | | 570.83 | |
| **** | FINAL TOTAL..... | \$98,438.17 | **** |

WARRANTS APPROVED ON 3/31/2009 FOR PAYMENT 4/03/2009

| AMOUNT | VENDOR NAME | AMOUNT | VENDOR NAME |
|---------------|------------------------------------|-------------------------|--------------------------------|
| 6414.84 | AVIANDS LLC | 1200.00 | BERGSTROM ELECTRIC INC |
| 518.77 | CANON FINANCIAL SERVICES INC | 1602.33 | CDW GOVERNMENT INC |
| 339.50 | CHARM-TEX INC. | 1197.01 | DELL MARKETING LP |
| 799.47 | TIM ERICKSON | 2344.37 | FLEET SERVICES DIVISION |
| 782.48 | GRAINGER INC | 309.25 | GRANDSTRAND SERVICE COMPANY |
| 886.32 | HILLYARD HUTCHINSON | 300.00 | HORNER PLUMBING & EXCAVATION |
| 379.00 | LIFECARE MEDICAL CENTER | 22807.48 | MN DEPT OF REVENUE-PAYMENT PRO |
| 952.46 | MULTI OFFICE PRODUCTS INC | 956.25 | NW CONCRETE PRODUCTS INC |
| 400.00 | ARIA OLSLUND | 992.50 | PRO-WEST & ASSOCIATES INC |
| 3572.00 | SIMPLEX GRINNELL LP | 2435.25 | SJOBORG'S INC |
| 450.00 | STATE OF MINNESOTA BCA | | |
| | 22 PAYMENTS LESS THAN \$300 | 2,238.20 | |
| | **** | FINAL TOTAL..... | \$51,877.48 **** |

COMMENTS AND ANNOUNCEMENTS

Chair Jack Swanson commended the efforts of the coordinated response to flood event. Swanson noted that he was very proud of the work done by county staff including Engineer Ketring, Assistant Engineer Tim Erickson, Emergency Manager Gracia Nelson, Social Services Director Dave Anderson, Sheriff Hanson, Chief Deputy Bandemer, Captain Tobi Eidsmoe, IT Administrator Chris Stauffer, IT Technician Chad Wulff, and Administrative Assistant Ann Marie Miller. Acknowledgment was also given to the people who worked tirelessly behind the scenes. A special thank-you was given to Environmental Services Support Staff Cindy Tangen who provided food to the emergency response team around the clock.

Administrative Assistant Ann Marie Miller notified the Board of the Future of Transportation Funding and Financing Alternatives summit scheduled for May 1, 2009. Commissioner Johnston will plan on attending.

Administrative Assistant Ann Marie Miller notified the Board of the 2009 Land Use Seminar sponsored by MCIT on April 16, 2009.

COMMITTEE REPORTS

Commissioner Foldesi reported on the following committee meetings: Roseau County Soil and Water Conservation District meeting, 3/18/09: Discussed budget, tree sales and ditching concerns.

Commissioner Johnston reported on the following committee meetings: Association of Minnesota Counties Board Meeting, 3/20/09: Discussed MN Redesign, Intergovernmental issues; heard report from the Executive Director on AMC finances, MN County Information Technology Leadership Association, and discussed leadership conference in August; Heard report from National Association of Counties. Emergency Flood Planning meeting, 3/23/09: Discussed emergency flood operation items; Subsurface Sewage Treatment System (SSTS), 3/23/09: Conference call to discuss systems under existing regulations and systems that will need to adhere to new regulations. Emergency Operations Center, 3/25/09 and 3/26/09: Worked the night shift to cover EOC overnight to address potential emergency issues.

Commissioner Rasmussen reported on the following committee meetings: Flood meeting, 3/23/09: Discussed emergency flood operation items; Minnesota Rural Counties Caucus, 3/26/09: Discussed PILT payments, and potential DNR land purchases.

Commissioner Swanson reported on the following committee meetings: Minnesota Counties Insurance Trust seminar on Workforce Issues, 3/18/09: Considered economic and legal considerations for workforce reductions, downsizing strategies and elected officials salaries and budgets; Flood Team meetings, 3/23 – 3/26/09: Discussed emergency flood operation items. TB Stakeholders meeting, 3/24/09: Discussed animal movement certificates and pasture to pasture transfer operations; Retired Senior Volunteers Program, 3/26/09: Teleconferenced with LifeCare Medical Center volunteer coordinators to discuss whether the Senior Volunteers program might be feasible for LifeCare.

Commissioner Walker reported on the following committee meetings: TB meeting, 3/26/09: Discussed using law enforcement to enforce permit regulations; Testified at Capital on Con Con Land Sales, 3/30/09: Testified at the capital regarding positive effects of having Con Con Land sales in Roseau County.

HIGHWAY DEPARTMENT

Engineer Ketring met with the Board to give a follow-up report on the Highway Department's flood related issues. Mr. Ketring informed the Board that there are about 50 sites within the county where there is water overtopping the road. The Highway Department is using barricades where needed to advise travelers of the water hazard and steamers are being used where need to clear blocks in culverts and drains. A map of county road conditions is also available on the county web site. Mr. Ketring noted that the spring thaw will bring substantial problems to the gravel roads in the County.

Emergency Manager Gracia Nelson requested the Board approve a resolution declaring a State of Emergency in Roseau County related to the flood emergency the week of March 23-27, 2009. A motion was made by Commissioner Rasmussen, seconded by Commissioner Foldesi and carried unanimously to adopt the following resolution.

2009-03-11

WHEREAS, the snow and rain events of the winter and spring of 2009 impacted the population of Roseau County and its cities; and

WHEREAS, the snow and rain events of the winter and spring of 2009 caused a significant amount of public property damage; and

WHEREAS, the Roseau County Department of Emergency Management requests the Roseau County Board of Commissioners to declare Roseau County in a STATE OF EMERGENCY for the snow and rain events of the winter and spring of 2009 and continuing;

NOW, THEREFORE BE IT RESOLVED, that the Roseau County Board of Commissioners declares Roseau County in a State of Emergency for conditions resulting from.

ROSEAU COUNTY ASSESSOR AL HEIM

Roseau County Assessor Allen Heim met with the Board to give them an update on the Bovine TB Tax Credit which will be issued to qualified Roseau County land owners. Because the demand for the TB credit exceeded the funding amount, a change was made to the policy. Roseau County received a 22.1% reduction, reducing the total credit dollars from \$332,500 to \$259,000. Meetings will be scheduled to explain the TB tax credit change to affected producers.

Commissioner Rasmussen asked Mr. Heim to clarify how valuation amounts will be affected on property sold beneath its assessed value. Mr. Heim explained that these sales are not considered good sales, therefore, would not be considered in the overall market value. However, if a pattern of sales develop, the sales will have an impact and could lead to a shift in tax burden.

MCIT Board Report – Gail Sater

Minnesota Counties Insurance Trust Account Executive Gail Sater met with the Board to review the 2008 Roseau County Member Report. Roseau County has been a member since 1981 and has an excellent risk management record.

DISCUSSION

The Board tabled the discussion on the AMC Resolution related to Watershed permitting until 4/21/09.

The Board discussed the Unpaid Time-off policy approved at the March 17, 2009 Board meeting. The Board discussed some concerns regarding clarity of intent in the policy. It was noted that the intent is really to create a voluntary reduction in hours plan in response to the current economic situation. It was noted that approval of an Unpaid Time-off policy would be more appropriate at the time the county transitions to a Paid Time Off (PTO) system. Commissioner Johnston and Coordinator Klein presented a revised policy for review and discussion.

After discussion, it was agreed to rescind the Unpaid Time Off Policy. A motion was made by Commissioner Johnston, seconded by Commissioner Walker and carried to adopt the following resolution:

2009-03-12

BE IT RESOLVED, that the Board does hereby rescind the Unpaid Time-off Policy approved at the March 17, 2009 Board meeting.

After discussion, the Board agreed to approve the newly presented Voluntary Reduction in Work Hours (VTO) policy. A motion was made by Commissioner Johnston, seconded by Commissioner Walker and carried unanimously to adopt the following resolution:

2009-03-13

BE IT RESOLVED, that the Board does hereby approve the following policy:

VOLUNTARY REDUCTION IN WORK HOURS POLICY (VTO)

Definition

Due to the current economic situation, the Roseau County Board has developed a policy that will allow employees to contribute to cost savings through a *temporary* voluntary reduction in work hours, referred to as Voluntary Time Off or VTO.

Eligibility

All regular full-time employees and regular part-time employees are eligible upon hire for VTO during the application of this temporary policy.

Length of Absence

Reduction in work hours, VTO, may be approved in hourly, whole-day, or whole week increments as it best fits the employees schedule and the needs of the department. There is no minimum amount of time and no specific limit on the reduction of hours that an employee may request. However, approval is contingent upon the department's ability to accommodate the employees absence for the time requested without significant negative impact to the services provided and must be approved by the department head.

Compensation and Benefits

Employees *maintain* their regular benefits while absent from work on approved VOT.

Reduced hours do not count toward *hours worked* for the purpose calculating overtime or compensatory time.

Requests and Approvals

Employees wishing to request VTO must submit a written request to their supervisor at least 5 business days in advance of the desired time off. The *VOLUNTARY TIME OFF Request Form* is available from any Department head or the Auditor or Coordinator's Offices.

Department heads are responsible for approving requests and must communicate their decision to their employees in writing within 2 business days of the request. A signed Voluntary Time Off Request Form serves as written communication. A copy of the Request Form shall be forwarded to the Auditor's Office and County Coordinator's Office upon completion.

Approvals must clearly define the duration of the absence and the date the employee is expected to return to work. Approval decisions must take into consideration staffing and budgetary needs of the department. Requests may be denied on the basis of these or other reasonable considerations. Initial employee requests may be denied and an alternate reduction in work hours plan negotiated between employee and department head. Employees that feel they have been unreasonably denied voluntary time off may appeal the request to the County Board through the Human Resources Committee.

A motion was made by Commissioner Johnston, seconded by Commissioner Walker, and carried unanimously to approve the revised proceedings of the March 17, 2009 Board meeting.

The Board discussed a resolution opposing legislation that would reduce Payment in Lieu of Taxes (PILT) payments by 20%. The Board deferred action to the April 7, 2009 Board meeting.

Upon motion carried, the Board adjourned the regular meeting at 1:00 p.m. The next regular meeting of the Board is scheduled for April 7, 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