

PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

May 26, 2009

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, Minnesota on Tuesday, May 26, 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, Jack Swanson and Russell Walker.

APPROVAL OF AGENDA

The Continuity of Operations discussion and the Donation to the Greenbush Skate Board Park discussion were removed from the agenda. 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 Rasmussen seconded by Commissioner Walker and carried unanimously.

The Board, by adoption of its consent agenda, approved the proceedings from the May 12, 2009 Board Meeting.

The Board, by adoption of its consent agenda, approved a resolution authorizing Administration of the Minnesota Housing Finance Agency's Family Homeless Prevention and Assistance Program.

The Board, by adoption of its consent agenda, approved the Joint Powers Agreement between Roseau County and the Minnesota Board of Animal Health for the Provision of Movement Certification Enforcement Checks.

The Board, by adoption of its consent agenda, acknowledged the Minnesota Department of Veterans Affairs Annual Report and commended Veterans Service Officer Jeff Parker for his work. .

The Board, by adoption of its consent agenda, approved the State of Minnesota Department of Corrections Grant Agreement for Remote Electronic Alcohol Monitoring.

The Board, by adoption of its consent agenda, approved the re-appointment of Colonel Jeffrey Parker as the Roseau County Veterans Service Officer for a four year term ending in April 2013.

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

WARRANTS APPROVED FOR PAYMENT 5/14/2009			
AMOUNT	VENDOR NAME	AMOUNT	VENDOR NAME
426.00	BURKEL DEANN	353.10	CANON FINANCIAL SERVICES INC
2368.43	CENTURYTEL	10000.00	NW MN MENTORING PROGRAM
9247.47	ROSEAU CITY	419.09	VERIZON WIRELESS
		6 PAYMENTS LESS THAN \$300	112.07
****	FINAL TOTAL.....	\$22,926.16	****

WARRANTS APPROVED ON		FOR PAYMENT 5/21/2009	
AMOUNT	VENDOR NAME	AMOUNT	VENDOR NAME
527.71	CANON FINANCIAL SERVICES INC	2178.10	CAPITAL GUARDIAN TRUST CO
4183.03	LAURE JOHNSON	7702.25	MII LIFE-VEBA
837.83	MN CHILD SUPPORT PAYMENT CENTE	2322.46	MN ENERGY RESOURCES
3277.48	NATIONWIDE RETIREMENT SOLUTION	12110.40	ROSEAU CO TRAILBLAZERS
10343.00	ROSEAU ROOFING & REMODELING		
	2 PAYMENTS LESS THAN \$300	167.98	
	****	FINAL TOTAL.....	\$43,650.24 ****

WARRANTS APPROVED ON 5/26/2009 FOR PAYMENT 5/29/2009			
AMOUNT	VENDOR NAME	AMOUNT	VENDOR NAME
602.00	ALTRU HEALTH SYSTEM-ROSEAU	350.00	RON BEITO
2007.00	BUDDY FARMS INC	938.10	CABELA'S MKTG & BRAND MGT INC
1780.00	CHARM-TEX INC.	465.85	TONY DORN INC
657.05	DW MECHANICAL	307.41	ECOLAB PEST ELIMINATION DIV.
750.00	MARK EMERY	482.70	FARMERS UNION OIL CO-WARROAD
2513.02	FLEET SERVICES DIVISION	7296.00	GEO-COMM CORPORATION
1391.98	GRAINGER INC	731.94	HILLYARD HUTCHINSON
750.00	SHAUN JEVNE	468.60	ALAN JOHNSTON
3429.00	PHIL KOTTA	51808.51	LAKE COUNTRY CHEV BUICK PONTIA
425.49	LIFECARE MEDICAL CENTER-HOME C	916.84	MATTSON PHARMACY INC
409.00	MN COUNTIES INSURANCE TRUST	700.00	MN OFFICE OF ENTERPRISES TECH
492.96	MULTI OFFICE PRODUCTS INC	320.00	NEW HORIZONS CONSULTING INC
2535.00	JEFF O'DONNELL	375.00	CASEY PEARSON
320.00	RELIANCE TELEPHONE SYSTEMS	6149.68	ROSEAU CO HWY DEPT
359.04	RUTTGER'S SUGAR LAKE LODGE	365.80	SAY SECURITY NORTH COUNTRY
2772.46	WEST GROUP PAYMENT CENTER		
	33 PAYMENTS LESS THAN \$300	5,055.83	
	****	FINAL TOTAL.....	\$97,926.26 ****

COMMENTS AND ANNOUNCEMENTS

1. Coordinator Klein reported on a meeting on May 19, 2009 with Energy Services Group regarding conducting a Roseau County energy audit.
2. Coordinator Klein notified the Board of a meeting with Northwest Regional Library Director Barbara Jauquet-Kalinoski and Library Board Member Rod Kjersten regarding development of a library funding formula.
3. Commissioner Foldesi relayed a conversation he had with Joe Laurin about receiving information from Houston Engineering. Coordinator Klein was directed to contact Houston Engineering to give authorization to provide the hydrology data to Mr. Laurin.
4. Commissioner Foldesi informed the Board of the progress Mark Miller from Custom Cut's has made in researching the start-up of a dead animal composting business. Coordinator Klein was directed to contact Pembina Trails RC&D Commission and ask them to survey other counties at the upcoming meeting regarding their interest in utilizing this dead animal composting option.

ASSESSOR AL HEIM

Roseau County Assessor Al Heim met with the Board to give an overview of the 2009 Assessment and the Local Boards of Review.

COMMITTEE REPORTS

Commissioner Foldesi had no committee meetings to report.

Commissioner Johnston reported on the following committee meetings: Social Services Board Meeting, 5/19/09: Discussed document imaging and storage system equipment. SNA Committee meeting, 5/20/09: Discussed Pine Creek and Winter Road Lake Peatland Scientific Natural Area

Management Plans. AMC Steering Committing ITV Meeting, 5/22/09: Discussed the State's big picture; the Governor's un-allotment; county questions and levy limits.

Commissioner Rasmussen had no committee meetings to report.

Commissioner Swanson reported on the following committee meetings: Association of MN Counties Futures Task Force, 5/13/09: Heard presenters on improving Minnesota's corrections bottom line. AMC Futures Task Force, 5/14/2009: Implication wheel training on correctional re-design. State Capitol Meeting with Senator Dave Tomassoni, 5/14/09. Roseau County Committee on Aging, 5/18/09: Approved volunteer driver policy, discussed financial shortfall in April and noted committee members will be able to work in County Fair Booth in July. Bovine TB Stakeholders Meeting, 5/19/09: Discussed innovative ideas on cattle movement certificates. Household Hazardous Waste Committee Meeting, 5/20/09: Discussed paint stewardship bill noting that committee opposes this bill. AMC Legislative Steering Committee ITV Meeting, 5/22/09: Discussed the State's big picture, The Governor's un-allotment, county questions and levy limits.

Commissioner Walker reported on the following committee meetings: Bovine TB Stakeholders Meeting, 5/19/09: Discussed innovative ideas on cattle movement certificates. Warroad Watershed District Meeting, 5/20/09: Discussed culvert sizing as it relates to CN Railroad. CN Railroad Meeting, 5/21/09: Met with concerned citizens to discuss ways to improve safety at rail crossings.

Chair Swanson recessed the Board meeting at 10:45 a.m. The meeting reconvened at 11:00 a.m.

HIGHWAY DEPARTMENT

Matt Anderson met with the Board to discuss the road condition in the River Oaks Subdivision in both Stafford and Malung Townships. Tom Johnson from Stafford Township was also in attendance. The Board advised Mr. Anderson that while they are sympathetic to the concern, that the Board is not the road authority for the road in question and have no legal authority to direct any activity regarding the road. Mr. Johnson asked the Board if they had any interest in making the road a county road.

Highway Engineer Brian Ketring requested the Board approve contract SP 068-609-017 on CSAH #9. The bid opening date was May 12, 2009. A motion was made by Commissioner Walker, seconded by Commissioner Rasmussen and carried unanimously to adopt the following resolution:

2009-05-04

BE IT RESOLVED, that the Board does hereby award a contract to low bidder, Knife River Materials on Project No. SP 068-609-017 on CSAH #9 in the amount of \$1,068,188.85.

Engineer Ketring requested the Board approve Project No.: CP 0905 for a shouldering project on CSAH #9. A motion was made by Commissioner Walker, seconded by Commissioner Rasmussen and carried unanimously to adopt the following resolution:

2009-05-05

BE IT RESOLVED, that the Board does hereby award a contract to low bidder Thygeson Construction Company in the amount of \$29,311.04.

Mr. Ketring informed the Board that the Highway Department will again make user funded Calcium Chloride applications available to residents in Roseau County this season.

Mr. Ketring requested the Board approve a call for bids on the East Diversion Bridge installation projects on TH11 and CSAH 24. A motion was made by Commissioner Swanson, seconded by Commissioner Johnston and carried, with Commissioners Foldesi, Johnston, Swanson and Walker in favor and Commissioner Rasmussen opposed, to adopt the following resolution:

2009-05-06

BE IT RESOLVED, that the Board does hereby approve a call for bids on June 29, 2009 at 2:00 p.m. at the Roseau County Courthouse on the East Diversion Bridge installation projects on TH11 and CSAH 24.

4-H COORDINATOR

4-H Program Coordinator Sandi Weiland met with the Board to summarize the 4-H activities for the summer. Ms. Weiland also gave an overview of the 4-H program highlighting the leadership development opportunities that exist within 4-H.

Commissioner Swanson recessed the meeting at 11:55 a.m. The meeting reconvened at 12:15 p.m.

Mr. Pelowski requested the Board accept the retirement request of Transfer Station/Demo Landfill Operator Fred Clasen. A motion was made by Commissioner Rasmussen, seconded by Commissioner Foldesi and carried unanimously.

The Board commended Mr. Clasen for his 26+ years with Roseau County.

Mr. Pelowski requested the Board authorize filling the Transfer/Station Demolition Landfill Operator position. A motion was made by Commissioner Johnston, seconded by Commissioner Walker and carried unanimously.

DISCUSSION

The Board discussed the upcoming 2009 AMC District III Spring Meeting. The Board noted the desire for Roseau County to enhance its District III leadership presence.

The Board discussed having a booth at the Roseau County Fair July 20 – 23, 2009. The Board concurred that having the booth is something that the public has responded to positively and should be continued.

The Board discussed document imaging and storage. State law requires all officers and agencies of the state, including counties, to make and preserve all records necessary for a full and accurate knowledge of their official activities. These records include books, papers, letters, contracts, documents, maps, plans, and other items. Each department has unique record retention schedules. All government records must be kept in a physical medium of a quality that will ensure permanence. In an effort to reduce physical storage space requirements and enhance retrieval efficiency, counties are moving toward to meeting these retention requirements through imaging and storing documents electronically. Social Services director Dave Anderson invited Wayne Altenbernd of Information Systems Corporation (ISC) to present information regarding this service. The Board requested that ISC be invited back to provide a presentation to all department heads. It was agreed that the county would be best served by selecting a uniform system that will meet the storage and retention needs of most departments. Information Technology Administrator Chris Stauffer answered questions regarding this system. Mr. Stauffer noted that the Recorder's Office has very specific requirements

and that it is advised that they continue with their current system. Mr. Anderson agreed to contact ISC to schedule another presentation.

The Board reviewed the Human Services bill recently approved by the state legislature. The specific language in this bill was initiated by the Association of Minnesota Counties and the Minnesota Association of County Social Services Administrators as an alternative to Governor Pawlenty's proposal to create fifteen regional human service entities in the state. The Board authorized sending a letter to Kittson and Lake of the Woods Counties extending an invitation to meet and discuss how the counties could work together to continue providing innovative and cost effective human services in NW Minnesota.

The Board reviewed the draft county Cell Phone Policy and Acknowledgment Form. The Communications committee met several times to develop this policy. The purpose of Cell Phone Policy is to provide guidance with regard to who has cellular (cell) phone privileges and County expectations of those with County-owned or County reimbursed cell phones. This policy is also intended to insure that the County is in compliance with Internal Revenue Service (IRS) controls regarding cell phones. A motion was made by Commissioner Johnston, seconded by Commissioner Walker, and carried unanimously to approve the County Cell Phone Policy. A copy of the complete policy may be obtained in the County Coordinator Office.

Upon motion carried, the Board adjourned the regular meeting at 1:20 p.m. The next regular meeting of the Board is scheduled for June 9, 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