

# PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

October 12, 2010

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, Minnesota on Tuesday, October 12, 2010 at 8:30 a.m.

## CALL TO ORDER

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

## COMMENTS AND ANNOUNCEMENTS

There were no comments or announcements.

## APPROVAL OF AGENDA

An update on the Assistant Highway Engineer was added to the Highway Department appointment. Flu shot payment for non-covered employees, employer sponsored life insurance revised quote, and Wellness Breaks were added to Discussion. A motion to approve the agenda was made by Commissioner Walker, seconded by Commissioner Falk and carried unanimously.

## CONSENT AGENDA

A motion to adopt the Consent Agenda was made by Commissioner Swanson, seconded by Commissioner Walker and carried unanimously.

The Board by adoption of its Consent Agenda, approved proceedings from the October 5, 2010 Board Meeting; Approved the Roseau County Prevention Coalition 1<sup>st</sup> Quarter Budget and approved the payment of bills as follows:

### Warrants Approved for Payment 9/30/2010

<i>Vendor Name</i>	<i>Amount</i>
Aflac	2,045.68
Cenex Credit Cards	2,160.73
Greenhoe/Sue	510.00
Lifecare Medical Center	300.00
Nw Regional Library	22,964.25
R & Q Contracting Inc	2,609.70
<b>4 Payments less than 300</b>	<b>\$542.05</b>
<b>Final Total:</b>	<b>\$31132.41</b>

### Warrants Approved for Payment 10/7/2010

<i>Vendor Name</i>	<i>Amount</i>
B & B Plumbing & Heating Inc	315.95
Capital Guardian Trust Co	3,213.80
Carter/John M	330.00
Centurylink	3,418.50
Faver Ma/Richard W	975.00
Karlsson Law Office	422.10
Law Enforcement Labor Services Inc	770.25

MN Child Support Payment Center	709.17
MN Dept of Finance –Treas	2,206.00
Mn Ncpers Group Life Ins	640.00
Nationwide Retirement Solutions	3,252.12
NW MN Serv Coop-Blue Cross Blue Shield	65,988.50
Roseau City	11,728.35
Roseau Co Medical Travel	875.00
Roseau Roofing & Remodeling 1	1,340.00
Select Account-VEBA	7,163.50
<b>9 Payments less than 300</b>	<b>\$727.39</b>
<b>Final Total:</b>	<b>\$114075.63</b>

**Warrants Approved on 10/12/10 for Payment 10/15/2010**

<b>Vendor Name</b>	<b>Amount</b>
Ace Hardware-Roseau	366.71
Alltel	575.34
American Solutions For Business	677.04
Americinn Roseau	333.80
Ameripride Linen & Apparel Services	328.54
Anoka County Medical Examiner	1,500.00
Ballard Motor Co	531.11
Black Box Corporation	1,698.96
CDW Government Inc	1,037.51
Chader Business Equipment Co Inc	745.99
Cragun's Conference Center	545.50
DIGICERT INC	787.00
DW Mechanical	700.00
Erickson/Tim	373.50
Farmers Union Oil Co-Lk Brnsn	3,036.98
Farmers Union Oil Co-Warroad	4,542.06
Gherardi/Paul	800.00
Graybar Electronic Co Inc	6,295.90
Gregerson/Diane	327.74
H & L Mesabi Inc	1,790.98
Holiday Commercial	523.88
Information Systems Corp	2,671.88
Intoximeters Inc	614.53
Johnson Oil Co Inc	6,100.06
Johnston Fargo Culvert Inc	5,581.01
Johnston/Alan B	349.00
Klein/Teresa	402.00
Lake Of The Woods Co Public Works Dept	640.00
Lifecare Medical Center	579.38
Mactek Systems Inc	4,626.00
Mar-Kit Landfill	31,204.80
Marco	353.82
MN Counties Computer Coop	1,309.02
MN Counties Intergovernmental Trust	592.00
Mn Dept Of Corrections	32,080.93
Mn Dept Of Transportation	3,269.02
Multi Office Products Inc	386.72
Nelson/Gracia C	523.50
Northern Plumbing Supply	709.61
Northern Resources Cooperative	36,740.09
Northland Tire	2,474.36
Parker/Jeff	351.00
Power Plan	1,737.09
Quill Corporation	443.34
R & Q Contracting Inc	14,032.00
Regents Of U Of Minnesota	16,224.99
Reliance Telephone Systems	500.00
Riverfront Station	4,830.81

Roseau Auto Parts Inc	388.89	
Roseau Auto Value	462.93	
Roseau Cleaning Systems	462.76	
Roseau Co Coop Assn	7,715.09	
Roseau Co Sheriff-Sundry Account	399.47	
Roseau Co Soil & Water Cons	17,153.00	
Roseau Co Treasurer	5,301.00	
Sjoberg's Inc	60,078.20	
T/C Lighting	1,499.51	
Traffic Marking Service Inc	38,161.76	
Trudeau/Aria A	1,000.00	
Voyageurs Comtronics Corporation	1,950.00	
Woodworking Unlimited	445.00	
Wright Construction Co Inc	96,197.85	
	<b>57 Payments less than 300</b>	<b>\$5,968.73</b>
	<b>Final Total:</b>	<b>\$434029.69</b>

**CLOSED MEETING PURSUANT TO MINNESOTA STATUTE § 13D.05, SUBD. 3(C)(3);  
PURCHASE OR SALE OF REAL OR PERSONAL PROPERTY**

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

2010-10-02

WHEREAS, the Minnesota Open Meeting Law, Minn. Stat. § 13D.05, subd. 3(c)(3) allows a public body to close a meeting to develop or consider offers or counter offers for the purchase or sale of real or personal property; and

WHEREAS, The Roseau County Board is considering the purchase of the property described as the Beito property adjoining Roseau County Courthouse property in the City of Roseau.

NOW, THEREFORE, BE IT RESOLVED by the Roseau County Board of Commissioners as follows:

1. The County Board hereby closes this meeting pursuant to Minn. Stat. § 13D.05 3(c)(3).

Attendance at the closed meeting included: Commissioner Falk, Commissioner Foldesi, Commissioner Johnston, Commissioner Swanson, Commissioner Walker, Coordinator Klein, Administrative Assistant Ann Marie Miller and Assessor Al Heim.

A motion to re-open the regularly scheduled Board Meeting was made by Commissioner Swanson, seconded by Commissioner Walker and carried unanimously.

**BID OPENING**

Requests for Proposals for parking lot snow removal for the Courthouse Campus and the old Law Enforcement Center were due by 9:00 a.m. October 12, 2010. One bid was received from Comstock Custom Mowing and Snow Removal.

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

2010-10-03

BE IT RESOLVED, that the Roseau County Board does hereby enter into a contract with Comstock Custom Mowing and Snow Removal for snow removal services at the Roseau County Courthouse Complex including the Courthouse, Detention Center, and Social Services buildings, and old Law Enforcement Center for the 2010/2011 and 2011/2012 snow seasons.

A second bid was received at 9:15 a.m. from Northwest Concrete Products and was not eligible for consideration.

Commissioner Johnston recessed the meeting at 9:20 a.m. The meeting reconvened at 9:30 a.m.

**CLOSED MEETING PURSUANT TO MINNESOTA STATUTE § 13D.05, SUBD. 3(C)(3);  
PURCHASE OR SALE OF REAL OR PERSONAL PROPERTY**

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

2010-10-04

WHEREAS, the Minnesota Open Meeting Law, Minn. Stat. § 13D.05, subd. 3(c)(3) allows a public body to close a meeting to develop or consider offers or counter offers for the purchase or sale of real or personal property; and

WHEREAS, The Roseau County Board is considering the purchase of the property described as the Beito property adjoining Roseau County Courthouse property in the City of Roseau.

NOW, THEREFORE, BE IT RESOLVED by the Roseau County Board of Commissioners as follows:

1. The County Board hereby closes this meeting pursuant to Minn. Stat. § 13D.05 3(c)(3).

Attendance at the closed meeting included: Commissioner Falk, Commissioner Foldesi, Commissioner Johnston, Commissioner Swanson, Commissioner Walker, Coordinator Klein, Administrative Assistant Ann Marie Miller and USA Realty Owner Tim Kofstad.

A motion to re-open the regularly scheduled Board Meeting was made by Commissioner Swanson, seconded by Commissioner Falk and carried unanimously.

**HIGHWAY DEPARTMENT**

Engineer Ketring met with the Board to review 2011 Ditch Budgets and Levies. A motion was made by Commissioner Foldesi, seconded by Commissioner Walker and carried unanimously to adopt the following resolution:

2010-10-05

**RESOLUTION ESTABLISHING 2011 DITCH LEVIES AND BUDGETS**

WHEREAS, the Roseau County Board of Commissioners has reviewed and considered budgets for the ditch systems located in Roseau County; and

WHEREAS, the Roseau County Board of Commissioners deems it necessary that the following amounts be levied on ditch systems as stated below;

NOW, THEREFORE, BE IT RESOLVED that the County Auditor is directed to spread one-year levies on the following ditches for repairs and maintenance for the year 2011:

<u>Ditch</u>	<u>Year 2011 Levy Percentage of Assessed Benefits</u>
County Ditch No. 5	25%
County Ditch No. 6	20%
County Ditch No. 7	25%
County Ditch No. 9	25%
County Ditch No. 10	25%
County Ditch No. 11	20%
County Ditch No. 13	20%
County Ditch No. 17	20%
County Ditch No. 18	15%
Judicial Ditch No. 19	20%
County Ditch No. 20	20%
County Ditch No. 21	25%
Judicial Ditch No. 22	-0-
County Ditch No. 23	25%
County Ditch No. 24	-0-
County Ditch No. 25	5%
County Ditch No. 26	25%
Judicial Ditch No. 33	20%
Judicial Ditch No. 61	15%
Judicial Ditch No. 62	-0-
State Ditch No. 63	15%
State Ditch No. 69	25%
State Ditch No. 72	20%
State Ditch No. 87	10%
State Ditch No. 90	20%
State Ditch No. 91	25%
State Ditch No. 95	10%
State Ditch No. 20	25%

BE IT FURTHER RESOLVED that the 2011 ditch budgets are hereby approved and are on file in the office of the Roseau County Auditor.

Engineer Ketring was asked to give an update on the Assistant Highway Engineer vacancy. Mr. Ketring informed the board that he will be pursuing a replacement for this position and would like input from the Board on their expectations for this position. Mr. Ketring noted a licensed engineer is not a necessary requirement; however the ability to utilize technology to enhance efficiency is critical.

Engineer Ketring addressed the Board regarding ongoing maintenance of street and avenue signage. Ketring noted that the highway department installed the signs initially and [has been inspecting and replacing them as part of regular sign maintenance](#). This type of signage has nearly doubled the sign inventory without any increase in funding. Ketring noted that he did not think it was right for the highway department to absorb the additional ongoing costs. Coordinator Klein was directed to research how this matter is handled in other counties and report back to the Board at a later date.

## **COMMITTEE REPORTS**

Commissioner Falk reported on the following committee meeting(s): Safety Committee Meeting, 9-21-10; Joint Powers Natural Resource Board meeting, 9/27/10; Special Roseau River Watershed District meeting 9/29/10; Minnesota Rural Counties Caucus, 10/4/10; Roseau River Watershed District meeting, 10-6-10.

Commissioner Foldesi had no meetings to report.

Commissioner Johnston reported on the following committee meeting(s): Northwest Regional Development Commission, 10/28/10.

Commissioner Swanson reported on the following committee meeting(s): Insurance Committee, 9/29/10; Roseau River Watershed District meeting, 10/6/10; Community Justice Coordinating Committee, 10/6/10.

Commissioner Walker had no meetings to report.

## **DISCUSSION**

Commissioner Swanson addressed the Board with regard to grant opportunities available through USDA's Rural Utilities Service to finance rural America's telecommunications infrastructure. The Board agreed to request county grant writer John Wynne to pursue this grant opportunity.

Coordinator Klein discussed coverage of flu shot expenses for employees who do not participate in the County's insurance plan. Blue Cross and Blue Shield pays for 100% of the cost of flu shots for covered employees. The Board agreed that it would be a cost benefit to cover the flu shot expense for employees who do not participate in the County's insurance plan. Permanent part-time and temporary part-time employees are included.

The Board discussed a revised dependent life insurance quote from Prudential. The county currently provides a \$5,000 spouse and \$5,000 child life insurance coverage policy to all regular employees. Prudential has provided a quote to increase the insurance coverage for dependent children from \$5,000 to \$10,000 and a quote to increase spouse coverage from \$5,000 to \$10,000. The quote to increase the child dependent coverage was

unchanged. If the county increased the spouse coverage from \$5,000 to \$10,000 the cost would increase per month per family unit from \$1.72 to \$3.37. Benefit Administrator Patty Ignaszewski recommended that the Board increase the child depended life insurance to \$10,000 as the county can double the benefit without additional cost. A motion to increase dependent children life insurance coverage from \$5,000 to \$10,000 was made by Commissioner Swanson, seconded by Commissioner Falk and carried unanimously.

Coordinator Klein discussed developing a County policy for Wellness breaks. Currently, employees are allowed two 15 minutes breaks. Many employees are using breaks for wellness but find it difficult to complete an activity in 15 minutes. The new policy would allow for two 20 minutes breaks if the break involves a wellness activity. Coordinator Klein will draft a policy and bring it to the Board for review at a later date.

The Board discussed the purchase of the Beito property adjoining the Courthouse Campus. The original listing price was \$225,000. A motion was made by Commissioner Swanson, seconded by Commissioner Johnston and carried unanimously to adopt the following resolution:

2010-10-06

BE IT RESOLVED, that the Roseau County Board does hereby approve purchasing the Beito property adjoining the Courthouse for \$120,000.00.

A motion authorizing Commissioner Johnston to attend the Let's Talk Energy Conference on October 28<sup>th</sup> in Kennedy, MN, was made by Commissioner Swanson, seconded by Commissioner Falk and carried unanimously.

A motion to authorize Commissioner Johnston to attend a broad band expansion meeting sponsored by the Northwest Minnesota Foundation and Impact 20/20 on October 27, 2010 from 6-8 pm was made by Commissioner Swanson, seconded by Commissioner Falk and carried unanimously.

Upon motion carried, the Board adjourned the regular meeting at 12:30 p.m. The next regular meeting of the Board is scheduled for October 26, 2010 at 8:30 a.m.

Attest:

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

\_\_\_\_\_  
Teresa Klein, Board Clerk  
Roseau County, Minnesota

\_\_\_\_\_  
Alan Johnston, Chair  
Board of County Commissioners  
Roseau County, Minnesota