

PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

July 27, 2010

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, Minnesota on Tuesday, July 27, 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, Alan Johnston, Jack Swanson, Russell Walker, and Mark Foldesi.

APPROVAL OF AGENDA

Approval of a resolution requesting an ARMER Study was added to discussion. A motion to adopt the revised agenda was made by Commissioner Walker, seconded by Commissioner Swanson and carried unanimously.

COMMENTS AND ANNOUNCEMENTS

The Board acknowledged correspondence from the MN Department of Human Services commending Roseau County for the success of its Summer Youth subsidized employment program and a letter from Environmental Services Officer Jeff Pelowski to the Minnesota Pollution Control Agency regarding SSTS Rules and Regulations.

The Board was advised of a Community Health Conference September 29 - October 1, 2010 and a meeting of the Minnesota Heartland Tourism Association scheduled for Wednesday, August 11, 2010.

CONSENT AGENDA

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

The Board, by adoption of its Consent Agenda approved Proceedings from the July 13, 2010 Board meeting; approved a lease agreement with Deatons Mailing Systems, Inc. for the purchase of a IM440 postage machine and maintenance agreement, and approved bills for payment as follows:

WARRANTS APPROVED FOR PAYMENT 7/15/2010

<i>AMOUNT</i>	<i>VENDOR NAME</i>	<i>AMOUNT</i>	<i>VENDOR NAME</i>
354.34	CANON FINANCIAL SERVICES INC	2911.48	CAPITAL GUARDIAN TRUST CO
1054.10	JOHN CARTER	2150.45	CENTURYLINK
709.17	MN CHILD SUPPORT PAYMENT CENTE	3252.12	NATIONWIDE RETIREMENT SOLUTION
7842.00	SELECT ACCOUNT-VEBA		
	4 PAYMENTS LESS THAN \$300	276.11	
****	FINAL TOTAL.....	\$18,549.77	****

WARRANTS APPROVED FOR PAYMENT 7/22/2010

<i>AMOUNT</i>	<i>VENDOR NAME</i>	<i>AMOUNT</i>	<i>VENDOR NAME</i>
1472.33	ANDERSON SANITATION	525.07	CANON FINANCIAL SERVICES INC

4308.52 LAURE JOHNSON	2941.50 MN DEPT OF FINANCE-TREAS
562.50 MN DEPT OF HEALTH	670.89 MN ENERGY RESOURCES
787.50 PATRICK MOREN	658.00 NATHAN SEEGER LAW OFFICE
20000.00 NW MN MENTORING PROGRAM	600.00 ROSEAU CO VICTIM SERVICES
433.80 ROSEAU ELECTRIC COOP INC	

12 PAYMENTS LESS THAN \$300 1,103.83
****** FINAL TOTAL..... \$34,063.94 ******

WARRANTS APPROVED ON 7/27/2010 FOR PAYMENT 7/30/2010

AMOUNT	VENDOR NAME	AMOUNT	VENDOR NAME
418.00	ALTRU HEALTH SYSTEM-ROSEAU	428.52	AMERICINN ROSEAU
8378.25	AVIANDS LLC	1075.47	B & B PRODUCTS
438.62	BEAR GRAPHICS INC	532.17	CREATIVE FORMS & CONCEPTS
587.81	DS SOLUTIONS INC	400.78	ELECTION SYSTEMS & SOFTWARE IN
875.00	DALLAS ERICKSON	717.16	GRAINGER INC
4846.70	JOHNSON OIL CO INC	655.00	LIFECARE MEDICAL CENTER
541.50	LIFECARE MEDICAL CENTER-HOME C	1624.86	MATTSON PHARMACY INC
955.50	MIDWEST MONITORING & SURVEILLA	837.70	MN ATTORNEY GENERAL'S OFFICE
1196.46	MN DEPT OF CORRECTIONS	700.00	MN OFFICE OF ENTERPRISES TECH
4960.42	NORTHERN RESOURCES COOPERATIVE	355.00	PRO-WEST & ASSOCIATES INC
388.32	QUILL CORPORATION	940.00	RELIANCE TELEPHONE SYSTEMS
574.00	RINKE-NOONAN LAW FIRM	5868.42	ROSEAU CITY
9231.89	ROSEAU CO HWY DEPT	21084.00	ROSEAU CO TREASURER
450.00	STATE OF MINNESOTA BCA	759.25	US FOOD SERVICE INC
675.00	DALE WICKLUND	12323.75	XS CONSULTING GROUP

26 PAYMENTS LESS THAN \$300 2,759.37
****** FINAL TOTAL..... \$85,578.92 ******

ATTORNEY STEVE FECKER, CONFERENCE CALL APPOINTMENT

The Board met by conference call with attorney Steve Fecker of Johnson, Killen & Seiler. Mr. Fecker is an authority in the formation of Regional Rail Authorities. Mr. Fecker advised the Board that the formation of a RRA provides authority to purchase property and additional bonding and levy authority. Mr. Fecker added that RRA status lends credibility to a trail project. Mr. Fecker informed the Board that the county does not need to designate any specific rail corridor in order to form a RRA. Mr. Fecker recommended the Board form a RRA and appoint the five commissioners as members. The Board requested a quote from Mr. Fecker to do the work to form a RRA. Assistant County Attorney Mike Grover has been advising the Board on this matter and was present for the conference call. Mr. Grover stated that he would be able to complete the necessary paperwork for the establishment of a RRA but should the Board decide to purchase property and bond/or levy for a project that Mr. Fecker would be a good resource. A motion was made by Commissioner Swanson seconded by Commissioner Falk and carried unanimously to authorize the County Attorney's Office to complete and process the necessary paperwork to establish a Regional Rail Authority. Mr. Grover will contact Mr. Fecker with any questions. A public hearing date and time will be set at the next Board meeting.

DISCUSSION

The Board discussed a painting quote from Walter Storey. The interior of the courthouse complex has not been repainted since it was built in 1996. The county previously solicited quotes but rejected them due to cost. Mr. Storey provided an hourly (\$40 per hour includes multiple painters) and project quote to paint the south hallway, auditor's office, employee break room and extension suite. The Board discussed prioritizing rooms for painting agreeing that Mr. Storey should begin with the public spaces including

the hallways, and board room. A motion was made by Commissioner Swanson, seconded by Commissioner Walker and carried unanimously to accept the painting quote of Walter Storey.

The Board discussed the potential purchase of the Don Beito property on the corner of Highway 89 and 6th Street SW in Roseau. The property adjoins the courthouse campus and would be an asset to the county to meet current storage and future office space expansion needs. Commissioner Foldesi toured the property and advised that both the interior and exterior of the former plumbing and heating building would need to be renovated unless it were only to be used for storage. Commissioner Foldesi noted that he had not viewed the car wash property. The Board discussed renovation of the building and potentially leasing it to affiliate county organizations. Commissioner Swanson, Commissioner Falk, and Assessor Al Heim are scheduled to view the space. The matter will be placed on the August 17, 2010 agenda for further discussion.

Emergency Manager and Homeland Security Director Gracia Nelson and Communication Consultant Pat Novacek met with the Board to discuss the commission of an ARMER public safety communications system study. A communications study was previously completed by Federal Engineering, Incorporated but the county would like a more complete assessment to determine the feasibility of future participation on the ARMER system. The estimated cost to do the study is \$30,000 and grant funding is available. Mr. Novacek reminded the Board that the county must migrate to narrowband by January 2013. A motion was made by Commissioner Swanson, seconded by Commissioner Falk, and carried unanimously to adopt the following resolution:

2010-07-08

RESOLUTION REQUESTING A PLAN FOR ARMER

WHEREAS, it is a basic responsibility of the County to provide for the health and welfare of its citizens; and

WHEREAS, the County has worked with the Northwest Regional Radio Board (NWRRB), of which it is a participating member, to complete an assessment of public safety communication within the County; and

WHEREAS, the County has been presented with a public safety communication assessment (hereinafter "Assessment") conducted by Federal Engineering, Incorporated, which included an assessment of the alternatives that exist for the County to optionally replace the public safety communication infrastructure within the County.

NOW, THEREFORE, BE IT RESOLVED that the Roseau County Board of Commissioners hereby requests further information and costs prior to making any decision on total replacement of the Public Safety Communications infrastructure within the County;

BE IT FURTHER RESOLVED that pending the receipt of grant funding the Roseau County Sheriff (hereinafter "Sheriff") is instructed to develop a detailed full participation plan (hereinafter "Plan") for the review of costs to operate within the County on the ARMER public safety communication system;

BE IT FURTHER RESOLVED that the Plan developed by the Sheriff shall include and provide for proposed budgets for the integration of public safety agencies that would

remain on VHF narrow band, P25 VHF systems and ARMER public safety communication system, for competitive bids, documents, and proposals for local enhancements or improvements required for possible future county participation and proposed contracts for equipment and services necessary to complete the integration of public safety agencies to the ARMER public safety communication system;

BE IT FURTHER RESOLVED that the Sheriff is authorized to submit the Assessment and the Plan to the NWRRB, to the Minnesota Department of Transportation and Public Safety and to the Statewide Radio Board; as may be necessary to gain final approval for the County Plan.

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

HIGHWAY DEPARTMENT

Bill LaChapelle, representing thirty (30) CSAH 46 residents, met with the Board to present a petition requesting the Board take action to resolve drainage problems. The request relates to a segment of road from 570th Ave east to CSAH No. 35. The petition requests the Board approve the inspection and repair of the drainage system on this road segment and that the Board complete a planned road construction and asphalt project that was included in the 2005 to 2010 County five (5) year plan. Mr. LaChapelle suggested that a committee be formed to identify the concerns and to develop a short term and long range plan for the road.

Commissioner Johnston gave a history of the road including its origin as a township road, its transition to a county road and most recently its change to a county state aid highway. Commissioner Johnston explained the transportation funding formula related to funding the requested road construction project. Commissioner Johnston noted that road ditches are created incidentally as material is dug out and used to build the road, noting that the resulting ditch is meant for the benefit of the road.

The Board heard from residents who expressed frustration with collapse of the road bed due to drainage issues. It was noted that the drivability of the road has deteriorated even further as a result of recent FEMA repair work. Residents explained that the road has been impassable noting that in some instances residents are unable to get in and out of their driveways.

Residents expressed concern regarding the FEMA work and asked if it was being done according to bid specs.

Commissioner Walker stated that the FEMA project being completed on this road segment is the same process that has been successfully used in other repair projects. Walker added that the work on CSAH No. 46 has been complicated by rain.

Commissioner Walker stated that he had recently driven on the road and agreed that action is needed. Commissioner Walker stated that the drainage problems have multiple causes including undersized culverts and dirt that has been drug into the ditch that is infringing on the ditch and road right of way. Commissioner Walker stated that in the long term the road needs to be rebuilt, but given transportation funding constraints that it is

uncertain when that project will be completed. However, Commissioner Walker noted, that some low cost short term solutions can be implemented that would improve the road.

Commissioner Falk stated that the main problem with the road is drainage and that something needs to be done immediately. Commissioner Falk agreed that there are short term actions that can be done to improve the situation and that the county needs to look into a long term solution.

Commissioner Foldesi explained that there are only so many miles of CSAH in the county and that in order for this section of road to become a CSAH that they had to be exchanged for other existing miles which happened to have been taken from District 5. Commissioner Foldesi noted that his constituents were not happy to lose those miles and added that the county has not had the financing recently to keep up with maintenance and repair needs. Commissioner Foldesi stated that he would be in support of cutting out the north side of the ditch and resizing culverts.

Lorrie Peterson reminded the Board that she has previously addressed them regarding these concerns and that her most recent correspondence was May, 2010. Ms. Peterson noted that nothing has been done to address concerns.

The Board advised Ms. Peterson that the County Engineer had moved forward with a FEMA project on this road but unfortunately due to the rainy weather, the project has not yet been completed.

The Board concurred that the drainage concerns were negatively impacting the road and that action was needed. Commissioner Johnston expressed appreciation to the Board for supporting a project to improve the condition of CSAH No 46.

A motion was made by Commissioner Johnston, seconded by Commissioner Walker, and carried unanimously to direct the Highway Department to commence maintenance work on CSAH No. 46 immediately.

The Board reviewed bid abstracts on two highway department projects on the FEMA 1288 ditch repair project. A motion was made by Commissioner Johnston, seconded by Commissioner Falk, and carried unanimously to adopt the following resolution:

2010-07-09

BE IT RESOLVED, that the Board does hereby award a contract to the Horner Plumbing & Excavating, Inc. in the amount of \$197,569.98 for FEMA PW No. 265 Project 5, Judicial Ditch No. 61 – Lateral 2 – Part 1 in Lake and Norland Unorganized Townships. .

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

2010-07-10

BE IT RESOLVED, that the Board does hereby award a contract to Holthusen Construction in the amount of \$215,646.49 for FEMA PW No. 265 Project 6, Judicial Ditch 61 – Lateral 2 – Part 2 in Spruce Valley Unorganized Township.

CODE RED PRESENTATION

Emergency Communications Network, Inc, Account Representative Brian Choyka met with the Board to provide a CodeRED presentation. CodeRED is a web based product suite that features three communication solutions for counties and municipalities including CodeRED for community and staff notification, CodeRED Weather Warning for automated severe weather warnings and Checkup Up Call for checking on at risk individuals. Mr. Choyka presented on the first two services.

CodeRED was designed to enable local government officials to record, send, and track voice, email and text messages to citizens and staff. The system utilizes proprietary mapping technology enabling selective communications. Local school districts are utilizing a similar product to communicate severe weather and other important messages to families and staff. Primary usages for the county would include law enforcement, emergency management, public health, and the highway department. Other local units of government including cities and schools could also use the county system eliminating the need to purchase the product independently. Examples of use include notification of information during a disaster such as a call for sandbaggers or an evacuation notice, missing children notifications, road and school closures, notifications of vaccination clinics, pandemic outbreak information, and snow plowing schedules. The system allows for personalized messages on any topic to be delivered in a variety of formats including phone calls to land lines cell phones, emails or texts. The data base is populated from multiple sources including 911 data, national residential and business data and customer supplied data. Another feature would allow county residents to be placed on do not call lists or to add other notification information. The annual three year contract cost is \$8,050.

Mr. Choyka also provided a presentation on the CodeRED Weather Warning System. This is an automated severe weather warning product designed to deliver targeted severe weather alerts moments after warnings are issued by the National Weather Service. Because of the automation, residents are typically notified prior to the local radio, television, and law enforcement receipt of the NWS warning. The annual three year contract cost, if combined with the CodeRED Communication product, is \$3,750.

The combined annual three year contract cost of these two products is \$11,800. It is web based so there is no equipment to purchase. E911 funds may be used. As of June 30, 2010, the fund balance for E911 is \$291,801.24.

The matter will be placed on the August 17, 2010 agenda for further discussion.

PRO-WEST & ASSOCIATES

Pro-West & Associates president Annette Theroux met with the Board to give a GIS update. Ms. Theroux presented a 10 year overview of the development of the Roseau County GIS application. Ms. Theroux stated that Roseau County was very strategic, efficient, and cost effective in their system development and noted that Roseau County has spent \$132,515.45 in parcel data development, \$43,571.25 on internal and public web application development and \$12,079.25 on parcel updates for a total ten year investment and application cost of \$184,459.70.

Ms. Theroux indicated that Roseau County is now two software updates behind and that the current software, without updates, will be obsolete by the end of the year. Ms.

Theroux reviewed options for updating the system and suggested the county do a study on use and needs. Ms. Theroux stated that we are already paying for maintenance of the ArcGIS Server as part of the county's maintenance agreement with ESRI but that we have not installed it. Ms. Theroux added that the county will also need to upgrade its WebFusion application to Web Fusion Gen 3 to utilize the software. The programming cost for the upgrade is \$16,000. Commissioner Foldesi stated that he would prefer investing in the software update and programming expense since it is clearly an inevitability versus spending money on a study. A motion was made by Commissioner Foldesi, seconded by Commissioner Johnston, and carried unanimously to adopt the following resolution:

2010-08-11

BE IT RESOLVED, that the Board does hereby authorize Pro-West & Associates, Inc. to upgrade Roseau County's GIS to Arch GIS Server, upgrade to Web Fusion Gen 3, and complete the necessary programming for a cost of \$16,000.

COMMITTEE REPORTS

Commissioner Falk reported on the following committee meetings: AMC PILT Workgroup, 7-26-10.

Commissioner Foldesi had no meetings to report.

Commissioner Johnston reported on the following committee meeting(s): Roseau County Fair Committee, 7-20-10.

Commissioner Swanson reported on the following committee meeting(s): Regional Radio Board, 7-14-10; AMC Redesign Revenue Diversification Workgroup, 7-19-10; Roseau County Committee on Aging, 7-19-10; Collaborative Governance Council, 7-20-10; Northwest Regional Housing and Redevelopment Authority, 7-21-10; and Roseau County Fair Committee, July 7-20-10.

Commissioner Walker reported on the following committee meeting(s): Joint Powers Natural Resource Board, 7-26-10.

Upon motion carried, the Board adjourned the regular meeting at 1:30 pm. The next regular meeting of the Board is scheduled for August 10, 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