



Board of Commissioners

606 5th Ave. SW, Room #131

Roseau, MN 56751

Phone: 218-463-4248

Fax: 218-463-3252

AGENDA

Tuesday January 25, 2011 8:30 a.m.

Notice is hereby given that the Board of Commissioners of Roseau County will meet in session on January 25, 2011 at 8:30 am in the Roseau County Courthouse, Room 110, Roseau, MN, at which time the following matters will come before the Board:

8:30 Call to Order

1. Presentation of Colors
2. Approve Agenda

8:35 Comments and Announcements

8:45 Consent Agenda

1. Approve Proceedings
2. Approve Ernest Meier Benefit Payout
3. Approve Steve Gust Benefit Payout
4. Approve Annual Dues for MRCC
5. Approve Payment of Bills

9:00 DUI Court Coordinator Maria Pahlen

1. Program Update

9:30 Roseau County Prevention Coalition Director Tammie Doebler

1. Review Mid Year Report
2. Request Approval to Apply for Drug Free Communities (DFC) Grant

10:00 Close Meeting to Discuss Pending Litigation

10:30 Highway Department Engineers Report

1. Approve final payment to The Spruce Valley Corporation for SAP 68-599-91 for \$8,880.33

11:00 Break

11:15 Discussion

1. LUP Land Management Plan Informational Meeting
2. Land Use Training
3. Joint Powers Agreement Between Roseau County Soil & Water Conservation District and Roseau County for Administration of the Wetland Conservation Act

12:15 Committee Reports

12:55 Future Agenda Items

1:00 Adjourn

To schedule an appointment with the Board, please contact the County Coordinator at 218-463-4248

County Coordinator's e-mail address: trish.klein@co.roseau.mn.us

Roseau County Home Page Address: <http://www.co.roseau.mn.us/>

District 1, Glenda Phillipe, - District 2, Jack Swanson,
District 3, Roger Falk - District 4, Russell Walker; Vice-Chair - District 5, Mark Foldesi; Chair

An Equal Opportunity Employer

ITEM # Consent 1
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request Klein, Trish	*Department Coordinator	*Board Meeting Date Jan 25 2011
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***Subject Title (As it will appear on the agenda):**
 Approve Proceedings

***Background (Provide sufficient detail of the subject):**
 What follows are proceedings from the December 28, 2010, January 4, 2011 and January 11, 2011 Board Meetings. The Board will review and approve.

***Financial Consideration:**

***Legal Consideration:**

***Other Consideration:**

***Resolution (Wording should reflect the intent of the Board vote):**

Coordinator's Office Use (Do Not Write Below)

Date Received:	Comments:
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Board Action:

Comm.	Motion (First)	Motion (Second)	Vote			Vote Result
			Yes	No	Abstain	
Swanson						Passed
Phillipe						
Foldesi						Failed
Falk						
Walker						Tabled

ATTEST: Teresa Klein, Board Clerk

PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

December 28, 2010

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, Minnesota on Tuesday, December 28, 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.

APPROVAL OF AGENDA

A forthwith payment to USA realty was added to consent; the Highway Department appointment was cancelled; One Woman 2011 nomination and mortgage reinstatement fee were added to discussion. A motion to approve the amended agenda was made by Commissioner Swanson, seconded by Commissioner Walker 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 December 14, 2010 Board Meeting; approved a contract with LifeCare Medical Center for the provision of Public Health services; approved Extension Support Staff grade change; approved resolution # 2010-12-13 authorizing checks to be mailed on December 30, 2010; approved resolution # 2010-12-14 approving the 2011 North Star DNR Grant application; approved resolution # 2010-12-15 authorizing the Auditor to pay 2010 year end commissioner warrants forthwith; and approved a forthwith payment to USA Realty in the amount of \$48.20.

Warrants Approved for Payment 12/16/2010

Vendor Name	Amount
Apco,Afc Inc.	6,130.00
Capital Guardian Trust Co	2,621.48
Johnson Oil Co Inc	2,127.76
Johnson/Laure A	4,308.52
Nationwide Retirement Solutions	3,252.12
O'Donnell/Jeff	7,280.00
Select Account-VEBA	7,669.25

24 Payments less than 2,000 \$6,953.30

Final Total: \$40,342.43

Warrants Approved for Payment 12/16/2010

Vendor Name	Amount
Badger City	3,069.07
Greenbush City	2,387.07
NW MN Multi County HRA	4,296.39
NW Regional Dev Comm	3,172.79
Roseau City	37,152.30
Roseau River Watershed Dist	83,434.01

School Dist 2683	40,116.25
School Dist 676	37,391.64
School Dist 682	224,884.79
School Dist 690	86,855.72
Town of Barnett	6,215.21
Town of Barto	13,258.77
Town of Cedarbend	4,443.61
Town of Deer	4,267.30
Town of Dewey	3,893.85
Town of Dieter	5,501.72
Town of Enstrom	4,174.62
Town of Falun	6,383.68
Town of Golden Valley	2,094.20
Town of Grimstad	4,122.01
Town of Hereim	5,874.66
Town of Jadis	6,923.54
Town of Lake	10,764.51
Town of Laona	4,225.75
Town of Lind	3,604.04
Town of Malung	3,462.03
Town of Mickinock	4,402.81
Town of Moose	4,196.54
Town of Moranville	5,174.36
Town of Nereson	2,189.83
Town of Polonia	9,700.67
Town of Reine	2,047.67
Town of Ross	3,890.75
Town of Skagen	5,918.71
Town of Soler	4,090.39
Town of Spruce	3,143.60
Town of Stafford	5,882.63
Town of Stokes	3,503.18
Two River Watershed District	30,094.06
Warroad City	10,851.58
Warroad Port Authority	4,132.56

13 Payments less than 2,000 \$8,570.33
Final Total: \$719,759.20

Warrants Approved for Payment 12/22/2010

Vendor Name	Amount
Geroy's Home & Appliance	2,485.25
MN Energy Resources	2,984.43
NW MN Mentoring Program	20,000.00

8 Payments less than 2,000 \$3,659.61
Final Total: \$29,129.29

Warrants Approved for Payment 12/28/2010

Vendor Name	Amount
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1 Payments less than 2,000 \$48.20
Final Total: \$48.20

Warrants Approved On 12/28/2010 for Payment 12/30/2010

Vendor Name	Amount
Aviands Llc	8,104.20
B & B Products	4,512.30
Comstock Custom Mowing & Snow Removal	3,655.38
Convex Corporation	4,703.00
Dell Marketing LP	6,897.54
Fleet Services Division	2,365.74
Grafstrom/Lester & Verna	8,369.10

Lorenson/Deloris	3,317.40
North American Salt Company	19,498.06
Novacek/Patrick	4,100.00
Oslund/Layton & Marie	3,029.40
Polk County Highway Department	14,271.45
R & Q Contracting Inc	5,971.50
Regents of U of Minnesota	16,224.99
Reliance Telephone Systems	2,400.00
Roseau Co Environmental Office	23,208.34
Roseau Co Hwy Dept	18,256.56
Roseau Co Soil & Water Cons	4,626.81
Roseau Co Treasurer	3,957.43
Sjoberg's Inc	2,435.25
Wynne Consulting Inc	13,065.00

54 Payments less than 2,000 \$19,769.16
Final Total: \$192,738.61

Warrants Approved On 12/28/2010 for Payment 12/30/2010
Vendor Name Amount

CDW Government Inc	7,861.68
Dell Marketing LP	6,429.30
FIAL INCORPORATED	3,150.00
North American Salt Company	4,944.89
Roseau Co Treasurer	3,000.00
Ziegler Inc	2,148.64

23 Payments less than 2,000 \$5,675.96
Final Total: \$33,210.47

COMMITTEE REPORTS

Commissioner Falk reported on the following committee meeting(s): Safety Committee Meeting, 12/16/10; Extension Committee Meeting, 12/16/10; Red River Basin Commission Joint Powers Board, 12/21/10; Joint Powers Natural Resource Board, 12/27/10; Wage Negotiation Committee, 12/28/10.

Commissioner Foldesi reported on the following committee meeting(s): Northwest Community Action, 12/16/10; Wage Negotiation Committee, 12/28/10.

Commissioner Johnston had no meetings to report.

Commissioner Swanson reported on the following committee meeting(s): Social Services Board Meeting, 12/16/10; Safety Committee meeting, 12/16/10; AMC Future Task Force, 12/17/10; Local Government Innovation and Redesign, 12/17/10; Roseau County Committee on Aging, 12/20/10; Roseau City Council, 12/22/10; Public Health Committee, 12/27/10.

Commissioner Walker reported on the following committee meeting(s): Joint Powers Natural Resource Board, 12/27/10.

TREASURER DIANE GREGERSON

Treasurer Diane Gregerson met with the Board to continue discussions on compensation for the duties of vital statistics and passports. The Board deferred further discussion on this topic until a salary study has been completed by Trusight, Inc.

ENVIRONMENTAL OFFICER JEFF PELOWSKI

Environmental Officer Jeff Pelowski met with the Board to discuss budget changes made to his department to accommodate the change from KaMaR to Mar-Kit. Mr. Pelowski will review the Mar-Kit contract with the Board upon its completion.

Mr. Pelowski requested the Board consider a change in the comp time policy for the employees at the transfer station. The Board requested this discussion be deferred until after the Highway Department Bargaining agreement has been ratified.

EMERGENCY MANAGER GRACIA NELSON

Emergency Manager Gracia Nelson and Communications Consultant Pat Novacek met with the Board to give an update on completed communication projects, future communications projects and grants written that have helped defray costs for these projects.

DAVE OLIN

The Board welcomed Dave Olin to the meeting and recognized him for his outstanding service to Roseau County and to the State of Minnesota.

DISCUSSION

The Board discussed adding a Mortgage Foreclosure Reinstatement Fee to the Roseau County Sheriff's Civil Process Fee Schedule. A motion to approve a Mortgage Reinstatement fee of \$250.00 was made by Commissioner Swanson, seconded by Commissioner Walker and carried unanimously.

Labor Relations Committee members Commissioner Foldesi and Commissioner Falk provided an update on the Highway Department Employees Association contract negotiations.

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

2010-12-16

WHEREAS, the Minnesota Open Meeting Law, Minn. Stat. § 13D.03, subd. 1(b) states that "the governing body of a public employer may by a majority vote in a public meeting decide to hold a closed meeting to consider strategy for labor negotiations, including negotiation strategies or developments or discussion and review of labor negotiation proposals, conducted pursuant to sections 179A.01 and 179A.25"; and

WHEREAS, it would be detrimental to the interests of the County for the Board to hold a public discussion regarding this matter;

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.03, subd. 1(b);

2. The specific subject to be discussed, pursuant to Minn. Stat. § 13D.01, subd. 3, is review and discuss labor negotiation proposals.

Commissioner Johnston reopened the regular Board meeting. Commissioner Johnston stated for the record that in the closed labor negotiation session the Board discussed the HDEA proposal. The labor relations committee was directed to return to negotiations.

The Board discussed the part-time Police and Fire Public Employees Retirement (PERA) eligibility policy. Currently part-time licensed officers are eligible for PERA benefits upon completion of 546 hours of employment with the County. Payroll software does not have the capacity to track hours and flag this item so tracking is done manually. This enhances the chance of error and missing the start date. In these instances the employee and employer match has to be collected retroactively. The Board discussed the cost associated with beginning the match upon hire and noted that it would be over \$1600 per employee. The Board tabled discussion and directed the responsibility of tracking and the hours worked to the Sheriff's Department.

The Board reviewed the uniform hiring policy for 2011. The Board reviewed the recommended changes. Key updates included the hire of temporary and seasonal employees in the Uniform Hiring Policy. A motion to approve the updated 2011 Uniform Hiring Policy was made by Commissioner Swanson, seconded by Commissioner Falk and carried unanimously.

The Board discussed a re-purchase price for the parcel of land that the Board authorized the county to deed back to the state so that it could be re-purchased under a fee title in order to use it in the DNR Land Asset Pilot land exchange. Assessor Al Heim assessed this parcel at \$20,600.00. A motion was made by Commissioner Swanson, seconded by Commissioner Walker and carried unanimously to adopt the following resolution:

2010-12-17

BE IT RESOLVED, that the Roseau County Board does hereby approve the re-purchase price of \$20,600.00 for the parcel described as

The SE 1/4 NE 1/4, section 30, and the NW 1/4 SE 1/4, Section 35, Township 163N, Range 43W.

The Board discussed the One Woman 2011 Unorganized Township Candidate. A motion was made by Commissioner Falk, seconded by Commissioner Walker, and carried unanimously to nominate Loretta Voll for the One Woman 2011 Award.

Upon motion carried, the Board adjourned the regular meeting at 12:00 p.m. The next regular meeting of the Board is scheduled for January 4, 2011 at 8:30 a.m.

Attest:

Date: _____

Teresa Klein, Board Clerk
Roseau County, Minnesota

Alan Johnston, Chair
Board of County Commissioners

DRAFT

PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

January 4, 2011

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, Minnesota on Tuesday, January 4, 2011 at 8:30 a.m.

CALL TO ORDER

The meeting was called to order at 8:30 a.m. by County Coordinator Teresa Klein. The Pledge of Allegiance was recited. Commissioners present were, Roger Falk, Mark Foldesi, Commissioner Elect Glenda Phillipe, Jack Swanson, and Russell Walker.

SWEARING IN OF OFFICERS

Coordinator Klein turned the meeting over to the Honorable Judge K. Dixon. Judge Dixon completed the oath of office with the following commissioners and officers.

1. Roseau County Commissioner District 1 Glenda Phillipe
2. Roseau County Commissioner District 3 Roger Falk
3. Roseau County Commissioner District 5 Mark Foldesi
4. Roseau County Attorney – Karen Foss
5. Roseau County Auditor – Martha Monsrud
6. Roseau County Recorder – Pam Grand
7. Roseau County Sheriff – Steve Gust
8. Roseau County Treasurer – Diane Gregerson

ELECTION OF ROSEAU COUNTY BOARD OFFICERS

Coordinator Klein called for nominations for chair to the Roseau County Board for the year 2011. Commissioner Swanson nominated Commissioner Foldesi. Coordinator Klein called for further nominations. After calling for further nominations three times and hearing none, Coordinator Klein called for a motion to cease nominations. A motion was made by Commissioner Swanson seconded by Commissioner Walker, and carried unanimously to cease nominations and cast a unanimous ballot for Commissioner Foldesi as chair to the Roseau County Board for the year 2011. Coordinator Klein turned the meeting over to Chair Foldesi.

Chair Foldesi called for nominations for vice-chair. Commissioner Swanson nominated Commissioner Walker. Chair Foldesi called for further nominations three times. A motion was made by Commissioner Swanson, seconded by Commissioner Falk, and carried by unanimous vote to cease nominations and cast a unanimous vote for Russell Walker as vice-chair to the Roseau County Board for the year 2011.

APPROVAL OF AGENDA

Acceptance of HAVA Grant; discussion of elected official salaries and an appointment with the Sheriff were added to the agenda. A motion to approve the amended agenda was made by Commissioner Swanson seconded by Commissioner Falk and carried unanimously.

COMMENTS AND ANNOUNCEMENTS

The Board welcomed Commissioner Glenda Phillipe.

Chair Foldesi thanked the Board for their support of him as chair and noted that we are moving forward and in the right direction and that this is a time of opportunity. Commissioner Foldesi added that this is a good time to remember that we are public servants and that we have to respect the voice of our constituents.

The Board acknowledged oral correspondence from a District 5 constituent expressing appreciation for the good work of his snow plow operator.

CONSENT AGENDA

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

The Board, by adoption of its consent agenda, set the 2011 mileage reimbursement amount at the IRS rate of .51 effective January 1, 2011.

The Board, by adoption of its consent agenda, approved the meal expense reimbursement as not to exceed \$40.00 per day for a full day.

The Board, by adoption of its consent agenda, set the 2011 pocket gopher bounty at \$2.50 per gopher with an additional \$1.00 reimbursement paid for gophers trapped in unorganized townships to match the \$1.00 paid by organized townships.

The Board, by adoption of its consent agenda, authorizes the County Auditor to pay regular wages, approved benefits, and related withholding; flexible spending and VEBA administration; approved appropriations, county contract wages paid to University of Minnesota for Extension Services; custodial contracts; engineering consultant contract; excess PERA Police State Aid; unemployment tax; claims signed by a judge; utility bills, postage, telephone, and freight; contract partial payments; claims approved by other authorized boards, which includes authorization for payments by designated officials where the County is serving as fiscal agent; pass-through grants; tax and miscellaneous refunds; gopher bounty; beaver bounty at a rate of \$25.00 per beaver; claims for sheriff service fees, garnishments, and miscellaneous legal fees and expenses required by the County Attorney; license and tax on vehicles; and other prior approved transactions for 2011.

The Board by adoption of its consent agenda accepted the Help America Vote Act grant funding in the amount of \$5,009.85 to update election equipment.

DISCUSSION

The Board discussed filling the Deputy Auditor/Property Tax Administrator vacancy. The hiring committee reported that 51 applications had been received and that four candidates had been interviewed. The committee unanimously recommended number one ranked candidate Stacy Novak. A motion was made by Commissioner Swanson, seconded

by Commissioner Walker, and carried unanimously to hire Stacy Novak at a Grade 5 Step D.

The Board discussed elected official salaries. The Board set salaries at the December 14, 2010 Board meeting. Two newly elected officials expressed concern about the starting salary. The Board directed Coordinator Klein to obtain a salary study of Roseau County elected officials. The matter was deferred to the January 11, 2011 meeting for action pending study results.

The Board discussed registration for the 2011 AMC Legislative Conference. The Coordinator's Office will take care of arrangements.

The Board discussed 2011 Liquor License Fees. A motion was made by Commissioner Walker, seconded by Commissioner Swanson, and carried unanimously to adopt the following resolution:

2011-01-01

BE IT RESOLVED, that the Board does hereby set the 2011 Liquor License Fees as follows:

<u>Type of License</u>	<u>County Fee</u>	<u>Township Fee</u>	<u>Total</u>
3.2 percent Off-sale	\$15.00	\$15.00	\$30.00
3.2 percent On-Sale	\$62.50	\$62.50	\$125.00
3.2 percent On-Sale (temporary)	\$25.00	\$25.00	\$50.00
Intoxicating On-sale	\$500.00	\$100.00	\$600.00
Intoxicating On-Sale Club	\$300.00	\$60.00	\$360.00
Intoxicating Sunday On-Sale	\$125.00	n/a	\$125.00
Intoxicating Off-sale	\$500.00	\$100.00	\$600.00

The Board discussed scheduled monthly department head meetings and signed up to facilitate two meetings each.

The Board reviewed committee appointments. A motion was made by Commissioner Swanson, seconded by Commissioner Falk and carried unanimously to adopt the following resolution:

2011-01-02

BE IT RESOLVED, that the Board approves 2011 committee appointments as follows:

Association of MN Counties

Commissioner Roger Falk
Commissioner Mark Foldesi
Commissioner Glenda Phillippe
Commissioner Jack Swanson
Commissioner Russell Walker
Social Services Director Dave Anderson
Coordinator Trish Klein
Auditor Martha Monsrud

Agriculture Committee

Commissioner Mark Foldesi
Commissioner Roger Falk

AMC General Government Policy

AMC Health & Human Services Policy Committee

Social Services Director Dave Anderson, Alternate(s)

AMC Natural Resources Policy Committee

Commissioner Russell Walker Voting Delegate

AMC Public Safety

Coordinator Trish Klein, Voting Delegate

AMC Transportation Policy Committee

Commissioner Roger Falk

Bovine TB Committee

Commissioner Mark Foldesi
Commissioner Russell Walker

Building Committee

Commissioner Roger Falk
Commissioner Jack Swanson
Environmental Officer Jeff Pelowski
Auditor Martha Monsrud
Social Services Director Dave Anderson
Sheriff Steve Gust
Coordinator Trish Klein
Building Mgmt. Supervisor Lenny Johnson

Cities Counties and Other Government Agencies (CCOGA)

County Coordinator Trish Klein
Fiscal Supervisor Gwynne Roadfelt

Committee of the Whole

Commissioner Roger Falk
Commissioner Glenda Phillipe
Commissioner Mark Foldesi
Commissioner Jack Swanson
Commissioner Russell Walker

County Fair Planning Committee

Commissioner Jack Swanson
Commissioner Russell Walker
Environmental Officer Jeff Pelowski
Coordinator Trish Klein
Auditor Martha Monsrud
Administrative Assistant Ann Marie Miller

Credit Card Committee

Commissioner Roger Falk
Commissioner Jack Swanson
Coordinator Trish Klein
Auditor Martha Monsrud
Treasurer Diane Gregerson

Criminal Justice Coordinating Committee

Commissioner Jack Swanson
Coordinator Trish Klein
County Attorney Karen Foss
Assistant County Attorney Mike Grover
Judge Donna Dixon
Sheriff Steve Gust
Social Services Director Dave Anderson
Jail Administrator Janice Anderson
Behavioral Health Director Jan Carr
Probation Agent Scott Leverington

Ditch Committee (Within County Only)

Commissioner Roger Falk
Commissioner Russell Walker

DNR Road Planning Committee per MN Statute 89.01 subd.7/Unorganized Road Planning Committee

Commissioner Mark Foldesi
Commissioner Russell Walker
Engineer Brian Ketring

Emergency Management

Commissioner Mark Foldesi
Commissioner Russell Walker
Coordinator Trish Klein
County Assessor Al Heim
County Attorney Karen Foss
Auditor Martha Monsrud
County Engineer Brian Ketring
Emergency Manager Gracia Nelson
Environmental Officer Jeff Pelowski
Recorder Pam Grand

Social Service Director Dave Anderson
Treasurer Diane Gregerson
Sheriff Steve Gust
Chief Deputy Curt Hauger

Highway Department Committee

Commissioner Mark Foldesi
Commissioner Roger Falk
County Engineer Brian Ketring
Asst County Engineer Daryl Dahl

Human Resource Committee

Commissioner Glenda Phillipe
Commissioner Russell Walker

Labor Relations Committee

Commissioner Mark Foldesi
Commissioner Roger Falk

Insurance Committee

Commissioner Jack Swanson
Commissioner Russell Walker
Coordinator Trish Klein
Social Service Director Dave Anderson
Sheriff Steve Gust
Deputy Accountant Rhonda Hanson
Deputy Auditor John Huss
Benefit Administrator Patty Ignaszewski
Financial Worker Rosalie Isham
Fiscal Supervisor Gwynne Roadfelt
Heavy Equipment Oper. Jason Monsrud

Joint Ditch Authority

Ditch Commissioners

Judicial Ditch No. 19 District 3 & 5
Judicial Ditch No. 2 District 1 & 4
Judicial Ditch No. 33 District 2 & 5
State Ditch No. 50 District 2, 3 & 5
State Ditch No. 62 District 3 & 4
Judicial Ditch No. 63 District 2, 3, 4, 5
State Ditch No. 72 District 2, 3 & 5
State Ditch No. 90 District 5
State Ditch No. 95 District 2, 3 & 5

Joint RRWD/TRWD & Kittson County & Roseau County Ditch Committee

Commissioner Mark Foldesi
Commissioner Roger Falk

Joint Powers Natural Resource Board

Commissioner Mark Foldesi
Commissioner Russell Walker

KaMaR Board

Commissioner Mark Foldesi

Land Asset Pilot Committee

Commissioner Mark Foldesi
Commissioner Jack Swanson
Assessor Al Heim
Auditor Martha Monsrud
Anne Granitz

Land of the Dancing Sky Area Agency on Aging (NWRDC) 21 County BOARD

Commissioner Glenda Phillipe

Land Use Committee

Commissioner Roger Falk
Commissioner Glenda Phillipe
Commissioner Mark Foldesi
Commissioner Jack Swanson
Commissioner Russell Walker
Engineer Brian Ketring
Auditor Martha Monsrud

Tax Forfeited Land Sale Subcommittee

Commissioner Glenda Phillipe
Commissioner Mark Foldesi
Commissioner Jack Swanson
Commissioner Russell Walker
Commissioner Roger Falk
Assessor Al Heim
Auditor Martha Monsrud
Anne Granitz
County Engineer Brian Ketring

Law Library Board of Trustees MS 134A.10 Sub 4

Commissioner Jack Swanson
Judge Donna Dixon
Law Clerk Mike Mattocks
County Attorney Karen Foss
Court Administrator Teresa McDonnell

Legislative Committee

Commissioner Roger Falk
Commissioner Mark Foldesi
Commissioner Glenda Phillipe
Commissioner Jack Swanson
Commissioner Russell Walker

LifeCare Medical Center Board Selection Committee

Commissioner Glenda Phillipe

LifeCare Medical Center (District)Members/Term Expires May 1

John Johnson (Ross) 2011
Steve Haugen (Malung) 2012
Peter Helgeson (Roseau) 2015
Carmen Przekwas (Jadis) 2012
Ralph Herseth, MD (Roseau) 2011
Cory Vatnsdal (Roseau) 2013

LifeCare Medical Center Full Board

Carolyn Eeg (Vice Chair) 2015
Paul Everson 2016
Pete Granger 2015
Steve Haugen (Malung) 2012
Peter Helgeson (Roseau) 2015
Ralph Herseth, MD (Roseau) 2011
John Johnson (Ross) 2011
Chuck Lindner 2013
Therese McBride (Treasurer) 2015
Carmen Przekwas (Jadis) 2012 (Sec)
Brenda Sather 2015
Mark Wilson (Mickinock) 2016
Cory Vatsndal (Roseau) 2013 (Chair)

MCCC County Attorney Users Group

County Attorney Karen Foss

Minnesota County Computer Cooperative

IT Administrator Chris Stauffer

Minnesota Counties Intergovernmental Trust (MCIT)**Committee Members**

Auditor Martha Monsrud

Minnesota Rural Counties Caucus (MRCC)

Commissioner Russell Walker

Northern Counties Land Use Coordinating Board

Commissioner Jack Swanson

Northwest Community Action Board

Commissioner Mark Foldesi

NW MN Household Hazardous Waste Joint Powers Board

Commissioner Jack Swanson
Environmental Officer Jeff Pelowski Ex Officio

NW MN Housing & Redevelopment Authority

Commissioner Jack Swanson

NW MN Juvenile Center

Social Service Director Dave Anderson
Sheriff Steve Gust

NW Regional Development Arts Council

Aliza Olson
Charles Erickson

Northwest Regional Development Commission

Commissioner Glenda Phillipe
Jim Christianson
Buddy Erickson
Jerry Schiltz

Northwest Regional Development Commission Executive Board of Directors

Commissioner Glenda Phillipe

Northwest Regional Development Transportation Committee

Commissioner Roger Falk
County Engineer Brian Ketring

Northwest Regional Library Board

Rod Kjersten

Northwest Minnesota Regional Radio Board

Commissioner Jack Swanson

Noxious Weed Appeal MS 18.83, Subd 3

Commissioner Mark Foldesi

Curtis Skrutvold

Snooky Erickson

Tim O'Donnell

Arne Heggedal

Greg Broten

Pembina Trail R C & D

Commissioner Glenda Phillipe

Vacant

Personnel Appeal Committee MS 376.65

Carol Klotz, LifeCare Medical Center

Brooke Coffey, Polaris Industries

Mark Watson, Marvin Windows

Public Health Committee

Commissioner Glenda Phillipe

Commissioner Jack Swanson

County Coordinator Trish Klein

County Attorney Karen Foss

Environmental Officer Jeff Pelowski

Emergency Manager Gracia Nelson

LifeCare Medical Center Cathy Huss

LifeCare Medical Center Julie Pahlen

Sheriff Steve Gust

Social Services Director Dave Anderson

Quin County Community Health Advisory Board

Commissioner Mark Foldesi

Public Health Rep Julie Pahlen

Lay Member Carrie Kern-Taggart

Red River Basin Commission Joint Powers Board

Commissioner Roger Falk

Red River Development Association

Selvin Buddy Erickson, Jr.

Regional Radio Advisory Board (RAC)

Emergency Manager Gracia Nelson

Pat Novacek - At Large Member

Roseau County Affordable Housing Fund Advisory Board

Commissioner Jack Swanson

Roseau County Board of Adjustment MS 394

Bernard Gonshorowski

John Douglas

Randy Horner

Environmental Officer Jeff Pelowski

Roseau County Committee on Aging

Commissioner Glenda Phillipe
Richard Otto (City of Roseau)
Vacant (District 1)
Sue Lisell (District 2)
Sandi Otto (District 3)
Jim Hallan (District 4)
Rachel Green (District 5)

Roseau County Extension Committee MS 38.36

Auditor Martha Monsrud
Commissioner Roger Falk
Commissioner Jack Swanson
Thor Didrikson
Doug Green
Rhett Hulst
Tom Lund
Kari Milner
Carmen Przekwas

Roseau County Soil & Water Conservation District

Commissioner Mark Foldesi

Roseau Lake Bottom Water Retention

Commissioner Roger Falk
Commissioner Mark Foldesi

Roseau River Watershed District Board

Laverne Voll
Floyd Haugen
LeRoy Carrier
Todd Miller
Allison Frislie (Kittson County Bd Appt)

Roseau River Watershed District (Commissioner Delegates)

Commissioner Jack Swanson
Commissioner Roger Falk

Safety Committee MS 182.676

Highway (3)
Brian Ketring
Terry Haaby
Wilfred Moser
Law Enforcement (3)
Steve Gust
Mary Solberg
Kelly Gustafson
Courthouse Administration (3)
Auditor Martha Monsrud
Patty Ignaszewski, Safety Coordinator
Carmie Stoe
Transfer Station (1)
Jeff Pelowski
Maintenance (1)

Lenny Johnson
County Board (1)
Commissioner Jack Swanson
Social Services
Dave Anderson
Julie Hallie
Ex-Officio
Gracia Nelson
Greg Dahl
Trish Klein

Sheriff's Department Committee

Commissioner Mark Foldesi
Commissioner Glenda Phillipe
Commissioner Roger Falk
Commissioner Jack Swanson
Commissioner Russell Walker

Social Services Board

Commissioner Roger Falk
Commissioner Mark Foldesi
Commissioner Glenda Phillipe
Commissioner Jack Swanson
Commissioner Russell Walker
Social Service Director Dave Anderson
Fiscal Supervisor Gwynne Roadfelt
Member at Large - Peggy Swart
Member at Large - Mavis Brandli

Solid Waste Planning Committee

Commissioner Roger Falk
Commissioner Jack Swanson
Marsha Yates (Badger)
Ronald Jacobson (Twp. Officers Assoc.)
Scott Waage (Greenbush)
Elliott Larson (Marvin Windows)
Terry Hanson (Roseau)
Jim Pederson (Polaris)
Dick Soderberg (Warroad)

Statewide Radio Board

Commissioner Jack Swanson

Subsurface Sewage Treatment System Committee

Alan Johnston

Trails Committee

Commissioner Roger Falk
Commissioner Mark Foldesi

Transportation Alliance

Commissioner Roger Falk
Engineer Brian Ketring

TV Translator Committee

Commissioner Roger Falk

Commissioner Jack Swanson
Auditor Martha Monsrud
Dick Sjoberg (Sjoberg's Cable)
Lee Hervey (Voyagers Communication)

Two Rivers Watershed District Board of Managers

Dick Novacek (2012)
Jim Kukowski (2011)

Two Rivers Watershed District (Commissioner Delegates)

Commissioner Mark Foldesi

Unorganized Township Road Planning Committee

Commissioner Mark Foldesi
Commissioner Russell Walker

Warroad River Watershed District Board of Managers

Richard Battles
Jeff O'Donnell
Gerald Phillipe
Keith Landin
Loren Horner

Warroad River Watershed District (Commissioner Delegates)

Commissioner Glenda Phillipe
Commissioner Russell Walker

Wellness Committee

Social Service Director Dave Anderson
Social Worker Lynette Blazek
Senior Hwy Technician Terry Haaby
Sheriff Steve Gust
Deputy Auditor John Huss
Financial Worker Rosalie Isham
Ben Admin Patty Ignaszewski
Nutrition Education Kristina Kaml
Coordinator Trish Klein
Admin Asst Ann Marie Miller
Emerg. Mgr. Gracia Nelson
VSO Donald Dunn
Deputy Auditor Courtney Peters
Fiscal Super. Gwynne Roadfelt
Commissioner Jack Swanson
Admin Asst Cindy Tangen
Commissioner Russell Walker

Wetland Appeal Board

Commissioner Roger Falk
Commissioner Glenda Phillipe
Dan Johnston, Member at Large
To Be Appointed by SWCD

Wildlife Management Area Planning Committee

Commissioner Roger Falk
Commissioner Mark Foldesi

SHERIFF'S DEPARTMENT

Sheriff Gust met with the Board. Gust advised the Board that he had selected Curt Hauger as Chief Deputy and would like to start him at a Grade 10 Step G. The Board, by consensus, approved the appointment and starting compensation.

Sheriff Gust advised the Board that he intends to make a number of scheduling changes to utilize staff more efficiently and reduce cost. The Board asked if the Sheriff's Office will continue to have 24 hour coverage. Gust advised the Board that at this time he plans to continue 24 hour coverage. The Board asked if the Sheriff's Office will continue the Stonegarden Grant. Gust stated that it is his understanding that we have already accepted the next grant and that he intends to continue it, however there may be some changes to how it is administered. Gust added that he fully understands that if Roseau County does not accept the grant funding to provide this special operation that another unit of law enforcement would. The Board asked if the Sheriff's Office planned to utilize the technology that has been implemented including in car cameras. Gust stated he is looking at costs, adding that there are some issues with the in-car camera system such as maintenance costs. Gust also noted that the system is very complex to run and requires a high degree of technological support to utilize the data. Gust noted that he would be looking into finding a better solution. The Board asked Sheriff Gust if he would support a law enforcement committee meeting on a monthly or quarterly basis where Sheriff Gust could update the Board on Sheriff Department matters. The Board added that they have a monthly social services meeting and will be scheduling monthly highway department meetings too. Gust stated that he would fully support the opportunity to meet with the Board on a regular basis.

VICTIM SERVICES PROGRAM COORDINATOR BRITTANY BURKEL

Victim Services Program coordinator Brittany Burkel met with the Board to provide an update on the program and to request authorization to fill a temporary victim advocate position. County Attorney Karen Foss respectfully requested the Board table action until she had time to meet with Ms. Burkel and familiarize herself with the program and its needs. The Board held the matter over to the January 11, 2011 Board meeting.

Upon motion carried, the Board adjourned the regular meeting at 1:30 p.m. The next regular meeting of the Board is scheduled for January 11, 2011 at 8:30 a.m.

Attest:

Date: _____

Teresa Klein, Board Clerk
Roseau County, Minnesota

Mark Foldesi, Chair
Board of County Commissioners
Roseau County, Minnesota

PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

January 11, 2011

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, Minnesota on Tuesday, January 11, 2011 at 8:30 a.m.

CALL TO ORDER

The meeting was called to order at 8:30 a.m. by County Coordinator Trish Klein. The Pledge of Allegiance was recited. Commissioners present were Roger Falk, Mark Foldesi, Glenda Phillipe, Jack Swanson, and Russell Walker.

APPROVAL OF AGENDA

Discussion of elected official salaries was added to the agenda. A motion was made by Commissioner Swanson, seconded by Commissioner Walker, and carried unanimously to approve the agenda.

GOVERNOR MARK DAYTON, DNR COMMISSIONER TOM LANDWEHR, SENATOR LEROY STUMPF, REPRESENTATIVE DAN FABIAN AND US SENATOR AL FRANKEN

Governor Mark Dayton, newly appointed DNR Commissioner Tom Landwehr, Senator Leroy Stumpf, Representative Dan Fabian and US Senator Al Franken met with the Board to hear concerns and legislative priorities. Governor Dayton advised that he can't grant everyone's request, but that he would listen.

CONSENT AGENDA

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

The Board by adoption of its consent agenda, approved Resolution 2011-01-03 approving 2011 liquor licenses; approved, per policy, a step increase for Homeland Security Emergency Manager Gracia Nelson; rescinded resolution 2010-11-08; acknowledged County Recorder Pam Grand's Compliance Report per MN Statute 357.182; approved, per policy, Chief Deputy Terry Bandemer Benefit Payout; approved, per policy, Marlys Horvath's benefit payout; and approved bills for payment as follows:

Warrants Approved for Payment 12/30/2010

Vendor Name	Amount
Aflac	3,068.52
Capital Guardian Trust Co	2,619.79
Cenex Credit Cards	2,949.12
Goulet Construction	15,715.45
MN Energy Resources	3,341.40
Nationwide Retirement Solutions	2,777.12

5 Payments less than 2,000 \$2,356.83

Final Total: \$32,828.23

Warrants Approved for Payment 1/06/2011

Vendor Name	Amount
JD Seamless Siding, Inc	9,359.00

15 Payments less than 2,000 \$6,469.38
Final Total: \$15,828.38

Warrants Approved On 1/11/2011 for Payment 1/13/2011
Vendor Name Amount

Farmers Union Oil Co-Lk Brnsn	2,878.67
Farmers Union Oil Co-Warroad	3,096.25
North American Salt Company	10,762.67
Power Plan	2,472.54
Riverfront Station	2,116.34
Roseau Co Coop Assn	5,698.79

22 Payments less than 2,000 \$7,029.96
Final Total: \$34,055.22

Warrants Approved On 1/11/2011 for Payment 1/14/2011
Vendor Name Amount

Assn of MN Counties	8,945.00
Comstock Custom Mowing & Snow Removal	4,280.00
Mar-Kit Landfill	28,134.00
MN Counties Computer Coop	33,970.10
MN Counties Intergovernmental Trust	2,500.00
MN Transportation Alliance	2,285.00
Roseau Co Soil & Water Cons	9,975.00

48 Payments less than 2,000 \$16,491.02
Final Total: \$106,580.12

BID OPENING

Sealed bids were received until 9:00 a.m., per advertised notice, for year 2011 publishing. Administrative Assistant Ann Marie Miller opened the bids. Bids were received, from the Greenbush Tribune, the Roseau Times-Region, and Warroad Pioneer as follows:

- 1) First publication of the 2010 Financial Statement Summary pursuant to M.S. §375.17 in the year 2011.

The Tribune	\$1.19 per column inch
Roseau Times-Region	\$1.25 per column inch
Warroad Pioneer	\$1.35 per column inch
- 2) Second publication of the 2010 Financial Statement Summary pursuant to M.S. §375.17 in the year 2011.

The Tribune	\$1.29 per column inch
Roseau Times-Region	\$2.25 per column inch
Warroad Pioneer	\$2.50 per column inch
- 3) Publication of the County Board Proceedings pursuant to M.S. §375.12, and the publication of all legal notices of the County, including bid and public hearing notices, sample ballots, boxed employment ads, and all other publishing requests, needs or requirements of the County, regardless of size, type and/or format, known or unknown, during the year 2011.

The Tribune	\$1.19 per column inch
Roseau Times-Region	\$1.25 per column inch
Warroad Pioneer	\$1.35 per column inch
- 4) Two publications of the list of delinquent taxes pursuant to M.S. §279.05, 279.06, 279.07, 279.08, and 279.09.

The Tribune	\$1.25 per column inch
Roseau Times-Region	\$1.19 per column inch
Warroad Pioneer	\$1.35 per column inch

After review of the bids, a motion was made by Commissioner Swanson to award the bid to the Roseau Times Region based on circulation. Commissioner Phillipe seconded the motion for discussion. The motion failed 2-3 with Commissioners Swanson and Phillipe in favor and Commissioners Falk, Foldesi, and Walker opposed. A motion was made by Commissioner Walker, seconded by Commissioner Falk, and carried by a 4-1 vote with Commissioners Falk, Foldesi, Swanson and Walker in favor and Phillipe opposed to adopt the following resolution:

2011-01-04

BE IT RESOLVED, that **The Tribune** be designated to publish the first publication of the year 2010 Financial Statement Summary at the rate of \$1.19 per column inch.

BE IT FURTHER RESOLVED, that **The Tribune** be designated as the official county newspaper to publish the County Board Proceedings pursuant to M.S. §375.12, and publication of all legal notices of the County, including bid and public hearing notices, sample ballots, boxed employment ads, and all other publishing requests, needs or requirements of the County, regardless of size, type and/or format, known or unknown, during 2011, at the rate of \$1.19 per column inch and that a contract will be awarded.

BE IT FURTHER RESOLVED, that **The Tribune** be designated to publish the notice and list of real estate taxes remaining delinquent pursuant to M.S. §279.05, 279.06, 279.07, 279.08, and 279.09, at the rate of \$1.19 per column inch.

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

2011-01-05

BE IT FURTHER RESOLVED, that the **Roseau Times Region** be designated to publish the second publication of the 2010 Financial Statement Summary at the rate of \$2.25 per column inch.

VICTIM SERVICES

County Attorney Karen Foss met with the Board as a follow up to the January 4, 2011 meeting. Ms. Foss informed the Board that she has met with the Program Coordinator and reviewed the grant and program needs and requests that the Board authorize filling a temporary part-time advocate position. Ms. Foss noted that the position is grant funded. Ms. Foss also requested that the Board authorize the Victim Service Program to utilize compensatory time as an alternate to over-time compensation as the grant funding cannot be managed adequately if over-time had to be paid.

A motion was made by Commissioner Swanson, seconded by Commissioner Walker, and carried unanimously to authorize the Victim Services Program to utilize compensatory time.

A motion was made by Commissioner Swanson, seconded by Commissioner Walker, and carried unanimously to authorize the County Attorney to fill a temporary part-time victim advocate position.

HIGHWAY DEPARTMENT

The Board discussed a gravel contract. A motion was made by Commissioner Falk, seconded by Commissioner Walker, and carried unanimously to approve a gravel contract with Lester and Verna Grafstrom effective January 1, 2011 to December 31, 2013 at a rate of \$1.15 per cubic yard contingent upon review and approval by the County Attorney.

A motion was made by Commissioner Falk, seconded by Commissioner Swanson, and carried unanimously to approve final payout to Spruce Valley Corporation in the amount of \$8,524.83 on S.A.P. 068-599-090.

Engineer Ketring requested the Board authorize the purchase of two Caterpillar motor graders. After discussion, a motion was made by Commissioner Falk, seconded by Commissioner Swanson, and carried unanimously to authorize the purchase of two new Caterpillar Tier IV Interim 140MAWD Motor Graders from Ziegler at a state bid price of \$286,907,000 less trade in allowance on two 2004 John Deer Motor Graders one in the amount of \$91,650 and one in the amount of \$91,550 for a total net price of \$390,614.

The Board discussed the possible replacement of the Badger Highway Department shop. The Highway Department Committee was authorized to negotiate a price on behalf of the county.

DISCUSSION

The Board discussed development of a County Board ethics policy. The Board reviewed a model policy developed by AMC. Commissioners Swanson and Phillippe agreed to work with Coordinator Klein to develop a draft Roseau County Ethics Policy for Board review.

The Board reviewed and discussed the Board meeting management policy. The Board added language regarding cell phone usage and approved by consensus the policy for year 2011.

The Board discussed compensatory time. A motion was made by Commissioner Swanson, seconded by Commissioner Walker, and carried unanimously to rescind motion number 2010-12-02 and authorized department heads to decide whether to pay overtime for hours worked in excess of 40 or to utilize compensatory time based on the best interest of their business unit provided it is in compliance with collective bargaining agreements.

The Board discussed Recorder Pam Grand's request to establish a regular part-time position. When Ms. Grand was appointed to fill the unexpired term of Rick Kvien, one regular full time equivalent position was eliminated. The Board authorized Ms. Grand to fill the vacancy with temporary part-time staff. Since that time Ms. Grand has utilized on average a half time (.5 FTE) employee to accomplish the duties of the Recorder's Office. Ms. Grand is satisfied with the work of the temporary employee and would like to make this person a regular part-time employee. The Board noted that this would be a violation of our

Uniform Hiring Policy and that if a regular part-time position was created it would have to be advertised and filled according to policy. The Board deferred action on the matter.

COMMITTEE REPORTS

Commissioner Falk reported on the following committee meeting(s): Roseau River Watershed District, 1/5/11; Wage Committee Meeting, 1/7/11; Minnesota Rural Counties Caucus, 1/10/11;

Commissioner Foldesi reported on the following committee meeting(s): Roseau River Watershed District, 1/4/11; Two Rivers Watershed District, 1/5/11; Wage Committee Meeting, 1/7/11; KaMaR Board meeting, 1/10/11.

Commissioner Phillipe reported on the following committee meeting(s): Warroad River Watershed District, 1/5/11.

Commissioner Swanson reported on the following committee meeting(s): Roseau Economic Development Authority, 12/29/10; Roseau City Council, 1/3/11; Roseau River Watershed District, 1/5/11; Community Justice Coordinating Committee, 1/5/11; Northern Counties Land use Coordinating Board, 1/6/11; KaMaR Board meeting, 1/10/11.

Commissioner Walker reported on the following committee meeting(s): Warroad River Watershed District, 1/5/11; Minnesota Rural Counties Caucus, 1/10/11.

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

2011-01-06

WHEREAS, the Minnesota Open Meeting Law, Minn. Stat. § 13D.03, subd. 1(b) states that “the governing body of a public employer may by a majority vote in a public meeting decide to hold a closed meeting to consider strategy for labor negotiations, including negotiation strategies or developments or discussion and review of labor negotiation proposals, conducted pursuant to sections 179A.01 and 179A.25”; and

WHEREAS, it would be detrimental to the interests of the County for the Board to hold a public discussion regarding this matter;

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.03, subd. 1(b);
2. The specific subject to be discussed, pursuant to Minn. Stat. § 13D.01, subd. 3, is review and discuss Highway Department Employees Association, Inc. labor negotiation proposals and elected official salaries.

Chair Foldesi reopened the meeting at 12:30 pm.

A motion was made by Commissioner Swanson, seconded by Commissioner Falk, and carried 4-1 with Commissioners Falk, Foldesi, Phillipe, and Swanson in favor and Commissioner Walker opposed to adopt the following resolution:

2011-01-07

BE IT RESOLVED that the Board does hereby approve a three year contract effective December 26, 2010 to December 21, 2013 with the Roseau County Highway Department Employees Association, Inc which includes the following agreements:

- 50:50 cost share of the 15% increase in the 2011 County Health Insurance premium for 2011 equivalent to \$261.75 contribution to the single monthly premium and \$632.50 toward the family monthly premium for either the \$2,250 deductible VEBA plan or the \$5,000 deductible HSA plan.
- Insurance re-opener in years 2012 and 2013
- Contribution to VEBA accounts in the amount of \$1,200 per year (\$100 monthly) for single policies and \$2,400 per year (\$200) for family policies.
- Annual wage increases as follows:
 - 2% cost of living increase in 2011
 - 0% cost of living increase in 2012
 - 0% cost of living increase in 2013

BE IT FURTHER RESOLVED, this contract agreement is retroactive to the first pay period of 2011, December 26, 2010.

BE IT FURTHER RESOLVED, the Board agrees to extend the "Overtime after Eight" Memorandum of Understanding through this contract with a mutual agreement to sunset the MOU on December 21, 2013.

The Board set elected official salaries on December 14, 2010. The salary of the Sheriff was set at a Grade 11 Step A or \$58,950. The salary of the Auditor was set at Grade 11, Step A or \$58,950. The salary of the County Attorney was set at Grade 14 Step A or \$79,165. In 2006 the Board established a system to determine elected official compensation utilizing value of the position and comparable worth. The starting salary approved by the Board in December for newly elected officials reflected Step A on the salary structure based on the criteria that the elected officers were in their first term in office.

A request was made by Roseau County Attorney Karen Foss for the Board to set the starting wage for her office at the same rate incumbent, Lisa Hanson, was at when her term ended. Ms. Hanson was at a Grade 14 Step B, or \$83,876.39. Ms. Hanson began at a Grade 14 Step A.

Sheriff Steve Gust also requested that his compensation be evaluated. Mr. Gust noted that at a Grade 11 Step A, he would be earning less than the Chief Deputy and due to the 2184 hour work schedule of law enforcement officers vs. the 2080 work schedule for exempt employees, such as the Sheriff, he would earn only a few thousand more than a road deputy.

In response to these requests, the Board solicited an updated salary study of Elected Official salaries. The Board reviewed and discussed the study conducted by Trusight, Inc.

The report noted that the average comparable salary for a Sheriff is \$77,753. The current salary range for 2011 is \$58,950.94 to \$74,691.28. The Sheriff's salary was set at \$58,950.94. Set at the maximum salary (11G), the Sheriff's compensation would be \$3,061.72 below average. Set at current rate, the Sheriff's compensation is \$18,802.06 below average.

The report indicated that the average County Attorney compensation is \$92,370. Roseau County's range is \$79,165.34 to \$98,313.39. The County Attorney's salary was set at \$79,165.34 for 2011. Set at the maximum salary (Grade 14G) this rate would be \$5,943.39 above average. Set at the current rate, the County Attorney's compensation is \$13,204.66 below average.

By statute the Board cannot lower elected official salaries during the official's term. However, the Board can increase the compensation. The Board agreed to increase the starting salary for all three newly elected officers from Step A to Step B and to increase the Sheriff's Grade from an 11 to a 12. Utilizing the counties compensation schedule the salary at year four (2014) for these offices would be \$91,938.43, for the Attorney, \$70,150, for the Auditor, and \$75,989.45, for the Sheriff.

A motion was made by Commissioner Swanson, seconded by Commissioner Phillippe and carried unanimously to re-set the three newly elected officials, the Auditor, Attorney, and Sheriff rates as follows for 2011:

Attorney	\$82,364.41 (14B)
Auditor	\$61,547.29 (11B)
Sheriff	\$67,342.70 (12B)

Upon motion carried, the Board adjourned the regular meeting at 1:15 pm. The next regular meeting of the Board is scheduled for January 25, 2011 at 8:30 a.m.

Attest:

Date: _____

Teresa Klein, Board Clerk
Roseau County, Minnesota

Mark Foldesi, Chair
Board of County Commissioners
Roseau County, Minnesota

ITEM # Consent 2
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request Ketring, Brian	*Department Engineer	*Board Meeting Date Jan 25 2011
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***Subject Title (As it will appear on the agenda):**
 Ernest Meier Benefit Payout

***Background (Provide sufficient detail of the subject):**
 Ernest Meier retired at the end of 2010. Attached is his benefit payout per policy.

***Financial Consideration:**

***Legal Consideration:**

***Other Consideration:**

***Resolution (Wording should reflect the intent of the Board vote):**

Coordinator's Office Use (Do Not Write Below)

Date Received:	Comments:
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Board Action:

Comm.	Motion (First)	Motion (Second)	Vote			Vote Result
			Yes	No	Abstain	
Swanson						Passed
Phillipe						
Foldesi						Failed
Falk						
Walker						Tabled

ATTEST: Teresa Klein, Board Clerk

ITEM # Consent 3
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request Klein, Trish	*Department Coordinator	*Board Meeting Date Jan 25 2011
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***Subject Title (As it will appear on the agenda):**
 Steve Gust Benefit Payout

***Background (Provide sufficient detail of the subject):**
 As an elected official Steve Gust will no longer accumulate benefits and is eligible for payout of the benefits accumulated as a Deputy Sheriff for Roseau County. The benefit payout form follows.

***Financial Consideration:**

***Legal Consideration:**

***Other Consideration:**

***Resolution (Wording should reflect the intent of the Board vote):**

Coordinator's Office Use (Do Not Write Below)

Date Received:	Comments:

Board Action:

Comm.	Motion (First)	Motion (Second)	Vote			Vote Result
			Yes	No	Abstain	
Swanson						Passed
Phillipe						
Foldesi						Failed
Falk						
Walker						Tabled

ATTEST: Teresa Klein, Board Clerk

PAYROLL CHANGE

COPY

Name: STEVE GUST

Board Approval Date: _____

New _____

Effective Date: _____

Address: _____

Grade/Step: _____

Pay Rate: 25.11

Title: SHERIFF

Department: Sheriff

Full-time

Part-time

Temporary

Change Vacation Code To:

 V1 (1-5 yrs., 4 hrs) V2 (5-10 yrs., 5 hrs) V3 (10-15 yrs., 6 hrs)
 V4 (15-20 yrs., 7 hrs) V5 (over 20 yrs, 8 hrs)

Grade/Step Change:

Current Grade/Step New Grade/Step

Pay Rate Change:

Current New

Severance Pay:

(Balance of divided by two)	Vacation	<u>1.65</u> hours @	<u>\$25.11</u> per hour	<u>\$41.43</u>
	Sick	<u>40.35</u> hours @	<u>\$25.11</u> per hour	<u>\$1,025.74</u>
	Comp.	<u>31.78</u> hours @	<u>\$25.11</u> per hour	<u>\$798.00</u>
	Holiday	<u>22.00</u> hours @	<u>\$25.11</u> per hour	<u>\$552.42</u>
			TOTAL	<u>\$2,417.59</u>

REASON FOR CHANGE

- New Employee - Hire Date: _____
- Rehire
- Address Change
- Vacation Anniversary
- Grade/Step Change
- Pay Rate Change
- Title Change
- Anniversary Step Increase
- Resignation/Termination

- Retirement
- Layoff
- Family/Medical Leave
- Return From Leave
- Reevaluation of Current Job
- Transfer
- Annual Cost of Living Adjustment
- Other _____

Comments: Steve Gust will no longer accumulate benefits as sheriff and needs to be paid for the
accumulated time as stated above.

Approved by: _____

Signature of Department Supervisor

1-18-11

Date

ITEM # Consent 4
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request Klein, Trish	*Department Coordinator	*Board Meeting Date Jan 25 2011
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***Subject Title (As it will appear on the agenda):**
 Approve MRCC Dues

***Background (Provide sufficient detail of the subject):**
 The annual dues for the Minnesota Rural Counties Caucus is \$2,100.00. Membership in the MRCC requires Board approval.

***Financial Consideration:**

***Legal Consideration:**

***Other Consideration:**

***Resolution (Wording should reflect the intent of the Board vote):**

Coordinator's Office Use (Do Not Write Below)

Date Received:	Comments:

Board Action:

Comm.	Motion (First)	Motion (Second)	Vote			Vote Result
			Yes	No	Abstain	
Swanson						Passed
Phillipe						
Foldesi						Failed
Falk						
Walker						Tabled

ATTEST: Teresa Klein, Board Clerk

MRCC

Minnesota Rural Counties Caucus
125 Charles Avenue
St. Paul, MN 55103-2108

RECEIVED
JAN 20 2011

INVOICE

DATE: January 18, 2011
Invoice #: MR2011-19

To:

Roseau County
606 – 5th Avenue SW
Roseau, MN 56751-1477

SALESPERSON	P.O. NUMBER	DATE SHIPPED	SHIPPED VIA	F.O.B. POINT	TERMS
					Due on Receipt

QUANTITY	DESCRIPTION	UNIT PRICE	AMOUNT
	2011 MRCC Annual Dues	\$ 2,100.00	\$2,100.00
SUBTOTAL			\$ 2,100.00
TOTAL DUE			\$2,100.00

Make all checks payable to: MRCC
Please contact Sharon Bring with any questions

ITEM # DUI Court
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request ▼	*Department ▼	*Board Meeting Date		
		Jan ▼	25 ▼	2011 ▼

***Subject Title (As it will appear on the agenda):**
 DUI Court Coordinator Maria Pahlen

***Background (Provide sufficient detail of the subject):**
 Maria Pahlen will meet with the Board to give an update on the Roseau DUI Court program.

***Financial Consideration:**

***Legal Consideration:**

***Other Consideration:**

***Resolution (Wording should reflect the intent of the Board vote):**

Coordinator's Office Use (Do Not Write Below)

Date Received:	Comments:

Board Action:

Comm.	Motion (First)	Motion (Second)	Vote			Vote Result
			Yes	No	Abstain	
Swanson						Passed
Phillipe						
Foldesi						Failed
Falk						
Walker						Tabled

ATTEST: Teresa Klein, Board Clerk

ITEM # RCPC
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request Klein, Trish	*Department Coordinator	*Board Meeting Date Jan 25 2011
--	-----------------------------------	---

***Subject Title (As it will appear on the agenda):**
 Roseau County Prevention Coalition Director Tammie Doeblen

***Background (Provide sufficient detail of the subject):**
 Tammie Doeblen will meet with the Board to review the RCPC mid-year report and to request the Board authorize submission of an application for a Drug Free Communities (DFC) Grant. The DHS grant that has funded the RCPC for the past five years expires in June of 2011. The DFC grant does not provide funding for specific programs, but would support the coalition and enable prevention efforts to expand through the entire county. Currently only Warroad and Roseau are included.

***Financial Consideration:**

***Legal Consideration:**

***Other Consideration:**

***Resolution (Wording should reflect the intent of the Board vote):**

Coordinator's Office Use (Do Not Write Below)

Date Received:	Comments:
-----------------------	------------------

Board Action:

Comm.	Motion (First)	Motion (Second)	Vote			Vote Result
			Yes	No	Abstain	
Swanson						Passed
Phillipe						
Foldesi						Failed
Falk						
Walker						Tabled

ATTEST: Teresa Klein, Board Clerk

CHEMICAL HEALTH DIVISION FISCAL REPORT

(in Microsoft Excel address updated July 14, 2008)

Agency: Roseau County Attorney's Office
 Address: 606 5th Ave. SE Room # 10
Roseau, MN 56751

Program Title: Roseau County Prevention Coalition
 Grant Contract # 439530
 Report for quarter: 1. X 2. 3. Final
 Budget Year: July 1, 2010 - June 30, 2011
(month, day, year of start date - month, day, year of end date)

Category	Budget	Q-1 Jul-Sep	Q-2 Oct-Dec	Q-3 Jan-Mar	Q-4 Apr-Jun	YTD Exp	% Exp
Salaries						-	
Fringe Benefits						-	
Contracted Services	119,128	27,368	20,200			47,568	40%
Space Costs						-	
Equipment						-	
Bonds & Insurance	5,765	5,903	144			6,047	105%
Copying						-	
Data Processing						-	
Communications	1,200	-	-			-	0%
In-state Travel	30,144	5,408	6,179			11,587	38%
Out-of-State Travel	9,379	8,782	-			8,782	94%
Supplies & Materials	6,483	604	1,566			2,171	33%
Evaluation	28,000	3,000	11,000			14,000	50%
Audit						-	
Other	56,791	6,394	18,033			24,427	43%
Indirect Cost						-	
Total	256,890	57,459	57,122			114,582	45%
Advance	\$ 64,223	Note: Dollar amounts should be rounded to then nearest dollar.					
Fidelity Deductible		<small>e.g. \$1.49 or less = \$1.00 and \$1.50 or more = \$2.00</small>					

Prepared by: (print) Tammie Doeblor
 Phone number: 218-386-1256
 EMAIL: tjdoeblor@centurytel.net

I certify that to the best of my knowledge and belief
 this report is correct, complete, and these expenditures
 were for the purpose set forth in the grant agreement.

Other revenue received: \$ _____
 Explain: _____

TYPED NAME: _____
 Chairman of the Board
 TYPED NAME: _____
 Financial Director for Grantee

E-mail form to:
DHS.CDRReports@state.mn.us

DHS/CH Use Only:		DHS/CH Use Only -- Please do not write below this line		
		Document Reference No. P1 H55 A3 _____		
		Date of Receipt ____/____/____	Document Total \$ _____	Vendor Code _____
		Check Category PW WE	Scheduled Pay Date ____/____/____	PV Line # _____
		Reference Document (if applicable) H55 A3 _____		RQ/PO Line # _____
		Vendor Invoice Number (30 characters)		Amount \$ _____
		Partial / Final ____/____	Prompt Pay Date ____/____/____	PP Except _____
		DHS/CH authorized signature	DHS FMD Authorized Signature and Date	
Date ____/____/____	Input Operator Signature and Date of Entry			

ITEM # Discussion 1
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request Klein, Trish	*Department Coordinator	*Board Meeting Date Jan 25 2011
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***Subject Title (As it will appear on the agenda):**
 LUP Management Plan Informational Meeting

***Background (Provide sufficient detail of the subject):**
 83,000 acres of the Beltrami Island State Forest/RedLake WMA are federal lands known as Land Utilization Project or LUP lands. LUP lands are leased to the MN DNR by the US Fish and Wildlife Service. Open Houses are being held for public input on how these lands will be managed in the next 15 - 100 years. The newsletter that follows details the plan and open house locations.

***Financial Consideration:**

***Legal Consideration:**

***Other Consideration:**

***Resolution (Wording should reflect the intent of the Board vote):**

Coordinator's Office Use (Do Not Write Below)

Date Received:	Comments:
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Board Action:

Comm.	Motion (First)	Motion (Second)	Vote			Vote Result
			Yes	No	Abstain	
Swanson						Passed
Phillipe						
Foldesi						Failed
Falk						
Walker						Tabled

ATTEST: Teresa Klein, Board Clerk



Norris Camp News

From the Red Lake WMA Headquarters

Issue 23
January 2011



LUP Land Management Plan

About 83,000 acres of land in the Beltrami Island Forest/Red Lake WMA area are federal lands known as the Land Utilization Project – or LUP - lands. LUP lands are leased to the Minnesota DNR by the U.S. Fish and Wildlife Service. They were designated as the Beltrami Wildlife Management Area by Executive Order by President Franklin Roosevelt in 1942 “as a refuge and breeding ground for native birds and other wildlife.”

We are just starting work on making a plan for how LUP lands are going to be managed in the next 15 to 100 years. This plan is called a Comprehensive Conservation Management Plan.

We Want Your Ideas

As we are just at the beginning of this LUP planning process, we don't have anything written or planned yet, other than to ensure that the management plan complies with President Roosevelt's Executive Order. The very first thing we want to do is to hear from you.

Ideas we collect from the public will be used to help formulate the plan. We want to know what you think about how these lands are being used now and how they should be managed in the future. We'll be collecting your ideas through March 2nd.

You can comment in person by attending one of three public open houses, you can send us a letter, give us a call, or fill out a combination questionnaire/comment form that we can either send to you or you can download yourself from: www.beltramiisland.info.

Public Open Houses

- ◆ Baudette, January 26, from 6-8 pm at the Lake-of-the-Woods County Courthouse
- ◆ Warroad, January 27, from 6-8 pm at the Warroad Community Center
- ◆ Bloomington, February 2, from 4-8 pm at REI, 750 W. American Boulevard

There will be DNR and Fish and Wildlife Service staff at the open houses to answer your questions and take your comments. If you can't make the meetings, you can download a comment form off the project website at www.beltramiisland.info; send a letter or form to Michael North, Minnesota DNR, 1601 Minnesota Drive, Brainerd, MN 56401, email michael.north@state.mn.us, or fax to 218-828-6022. Forms and letters can also be dropped off at Norris Camp.

Focus Groups

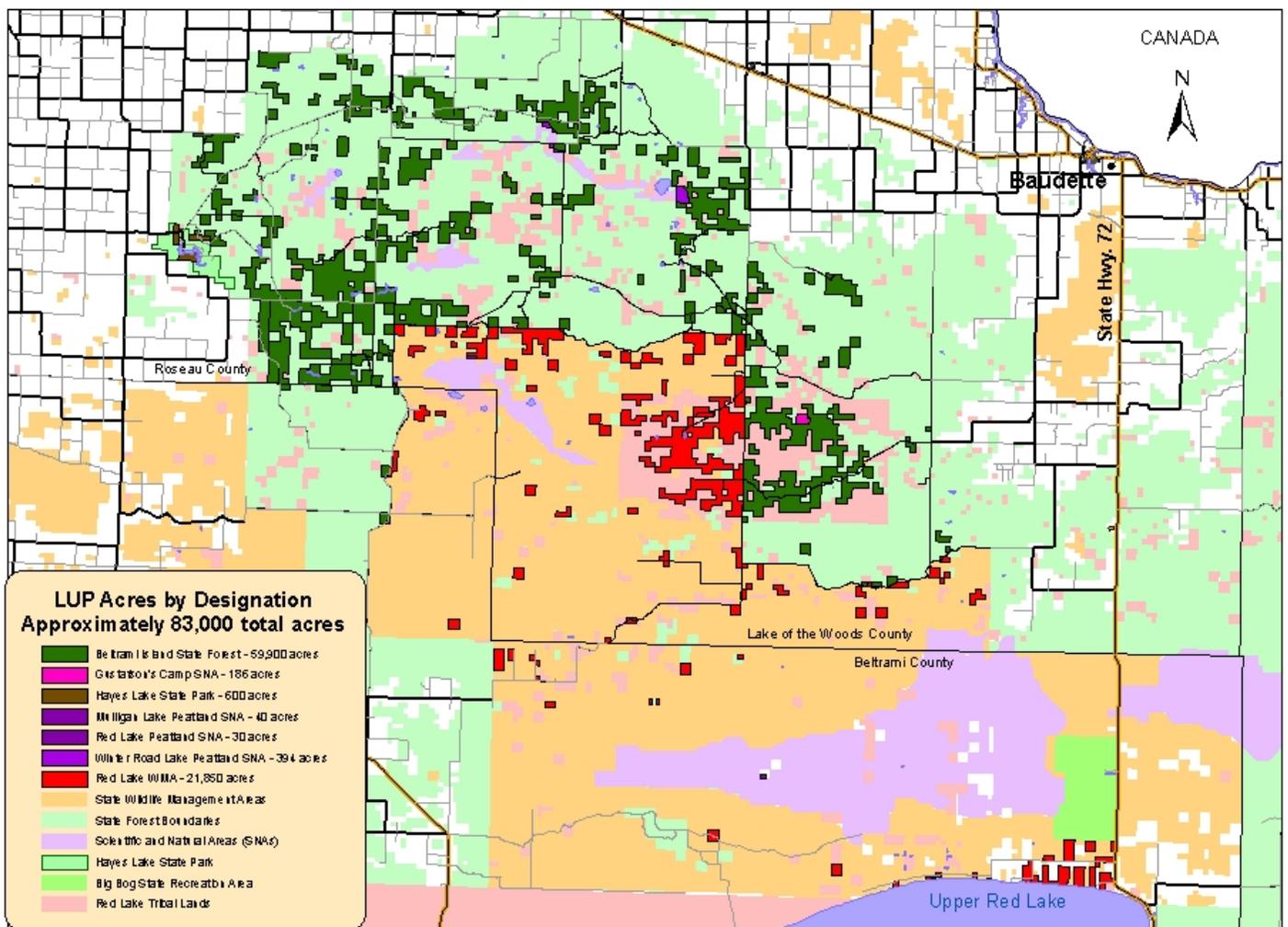
If you're really interested in helping out with this plan, you can be part of a focus group. There will be groups focusing on habitat management, wildlife management, public uses, and land management/land exchanges. Citizens can participate on the focus groups by signing up for a topic area at one of the meetings or by contacting Mike North or Gretchen Mehmel. A draft plan with alternative management scenarios will then be developed. The draft plan and an accompanying Environmental Assessment are targeted for public release and review next December or January, with a final plan hopefully completed by June 2012.

More about the LUP Comprehensive Conservation Management Plan

Check out the map shown below. One of the challenges for this plan is that the LUP parcels are widely scattered and embedded in different DNR conservation land units with different missions. Most are in the Beltrami Island State Forest and Red Lake Wildlife Management Area, but some are in Hayes Lake State Park and four different Scientific and Natural Areas. Many of the LUP parcels are isolated and unmarked, which can pose challenges for managing the public use on these lands differently than adjacent land parcels. Another challenge is ensuring that management of the LUP lands complies with President Roosevelt's Executive Order that they be reserved "as a refuge and breeding ground for native birds and other wildlife."

This planning effort provides opportunities for improving the management of these and other state lands by identifying species of particular concern, deciding how forests and wetlands on the LUP lands should be managed, and setting a vision for land consolidation through land exchanges.

For more information, contact Michael North by email at michael.north@state.mn.us or by phone at 218-833-8623 or visit the project website at www.beltramiisland.info.



Staff Changes

Within less than six months, the Baudette DNR Wildlife staff numbers went from 3.5 positions to just one half-time office specialist. General repair worker **Gary Aery** retired in July, Asst. Manager **Ted Dick** left for another job with the DNR as the statewide grouse coordinator, and **Jeff Dittrich**, the area wildlife manager, retired last month.

All three of these people were replaced with just one. **Scott Laudenslager**, the assistant manager at Norris Camp, is now the acting wildlife manager in Baudette. And the Norris Camp staff is down from 5.4 positions two years ago to just 3.4 positions now. Staff vacancies are being kept open to save money.

Work Projects

Thanks to substantial help from the Red Lake Tribe and the U.S. Fish & Wildlife Service, we finished putting in a new structure at **Manweiler Dam**.



The **ditch grade road was upgraded** northeast of Mertz' Corner in December. This improvement will allow the construction next year of a picnic shelter near the site of the old Schilling Store and the development of a couple of walking trails.

We have two **brush shearing projects** scheduled for this winter. One is a contract project funded by the Lessard-Sams Outdoor Heritage Project (the new tax money voted for last year) and the other was set up to be done by Norris Camp staff. But there's still no frost and it doesn't look good that we'll be able to complete either of those projects this winter.

Instead we'll be working on making one or two new **walking trails** and expanding on existing ones. Where current walking trails have dead ends, we're looking to put in loops.

We will also be working on **firebreaks for prescribed burns** next spring.. We're short on staff, but we're hoping to burn at least one brushland burn, some openings, and another jack pine slash burn to encourage blueberries.

Friends of Norris Camp Treasurer's Report

Treasurer:
Shari Cole

Account Balance =
\$4,540.00

January 2011

Thank You!

Thanks so much to the following people for donations they've made since the last newsletter:

Joe Aberwald

Gavin Bettcher

Tim Bettcher

**George & Carol
Braunwarth**

Rick Holtan

Larry Koepke

David Manley

Gary Moss

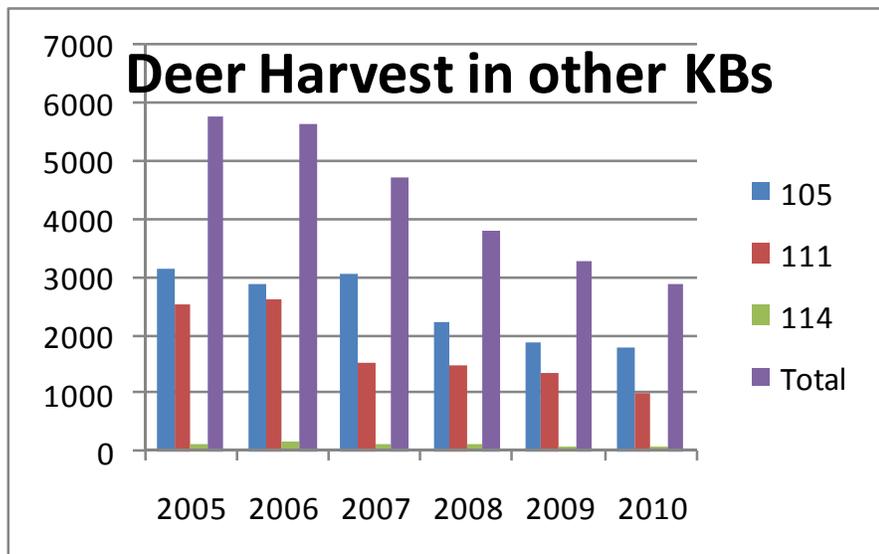
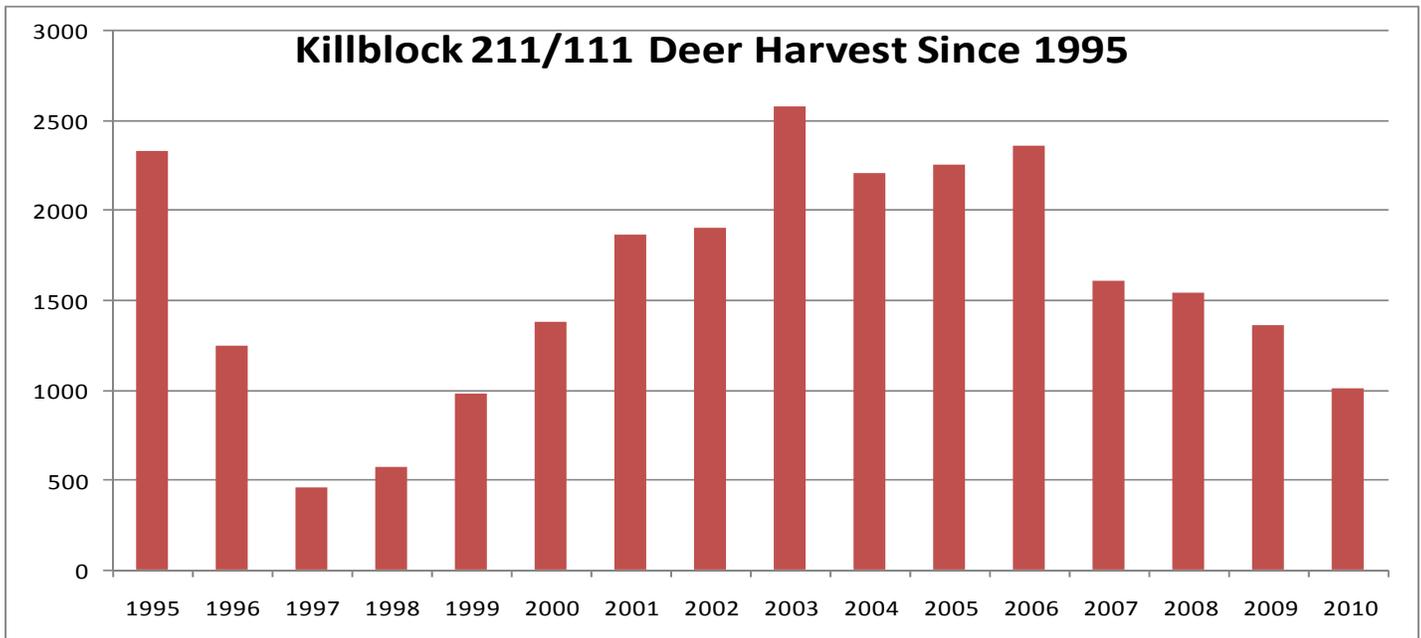
Dan Moss

Bovine TB/Deer Research Update

There will be no sharpshooting this winter. Enough samples (1,618) were collected during the deer season. The hope is that all come back negative for bovine tuberculosis (TB).

A new, TB-related research project is starting this month to learn more about deer movements and habitat use. About 17 deer (12 females, 5 males) will be captured using a helicopter and net-gun in an area just south of the TB management zone. The deer will be tranquilized, aged, and fitted with GPS radio collars to be tracked via satellites.

From the thousands of locations downloaded from these radio collared deer, we will learn how these deer use transitional habitat between the forest and agricultural land. We'll also learn about home range size, migration patterns, and dispersal rates for the study animals.



The Alberg Deer Camp

ITEM # Discussion 2
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request Klein, Trish	*Department Coordinator	*Board Meeting Date Jan 24 2011
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***Subject Title (As it will appear on the agenda):**
 AMC Land Use Training

***Background (Provide sufficient detail of the subject):**
 The Board will discuss attendance at the AMC sponsored training: "Building Foundations: Making Solid Land Use Decisions" to be held March 11, 2011 in Brainerd. Mark Foldesi and Jack Swanson have expressed interest in attending.

***Financial Consideration:**

***Legal Consideration:**

***Other Consideration:**

***Resolution (Wording should reflect the intent of the Board vote):**

Coordinator's Office Use (Do Not Write Below)

Date Received:	Comments:

Board Action:

Comm.	Motion (First)	Motion (Second)	Vote			Vote Result
			Yes	No	Abstain	
Swanson						Passed
Phillipe						
Foldesi						Failed
Falk						
Walker						Tabled

ATTEST: Teresa Klein, Board Clerk

BUILDING FOUNDATIONS:
MAKING SOLID LAND USE DECISIONS
REGISTRATION

Registration Fee: \$45* per registration (lunch included)

Name: _____

Title: _____

County/Organization: _____

*Please check this box if you are a MACPZA Member and receive \$10 off your registration fee (discount applied to individual MACPZA members and alternates only).

Phone: _____

E-Mail: _____

Please check which session you will be attending:

MARCH 10, 2011 - MANKATO

Country Inn & Suites Hotel & Conference Center
1900 Premier Drive, Mankato
Hotel Reservations: 1.888.201.1746

MARCH 11, 2011 - BRAINERD

The Lodge at Brainerd Lakes
6967 Lake Forest Road, Baxter
Hotel Reservations: 1.877.843.5634

Please return this form with payment to:

(Please make checks payable to AMC.)

Association of Minnesota Counties

Attn: Maria Slavik

125 Charles Avenue, Saint Paul, MN 55103-2108

slavik@mncounties.org; Fax: 651-224-6540

Download additional copies of this brochure at

www.macpza.org

**REGISTRATION DEADLINE:
FEBRUARY 28**

Refunds will be granted for cancellations received before the registration deadline. No refunds will be granted after that date.

**BUILDING FOUNDATIONS: MAKING SOLID LAND USE DECISIONS
SPACE IS LIMITED FOR THIS IMPORTANT TRAINING PROGRAM - REGISTER TODAY!**

AMC
ASSOCIATION of MINNESOTA COUNTIES
Proudly Serving Counties Since 1909
125 Charles Avenue
Saint Paul, MN 55103-2108

**BUILDING
FOUNDATIONS:**



**MARCH 10, 2011 IN MANKATO
MARCH 11, 2011 IN BRAINERD**

**MAKING SOLID
LAND USE
DECISIONS**

A TRAINING PROGRAM SPONSORED BY:



Association of Minnesota Counties
Minnesota Counties Insurance Trust
Minnesota Association of County
Planning & Zoning Administrators

ABOUT THE SESSIONS:

BUILDING FOUNDATIONS: MAKING SOLID LAND USE DECISIONS

As rural, suburban, and metropolitan land issues come in conflict, local policy makers must struggle with difficult zoning decisions. The process the public entity follows to reach a decision often comes under attack by affected landowners. These emotionally charged conflicts often result in litigation. The number of lawsuits regarding land use in the State of Minnesota is increasing in frequency and severity.

The Association of Minnesota Counties (AMC), the Minnesota Counties Insurance Trust (MCIT), and the Minnesota Association of County Planning and Zoning Administrators (MACPZA) have joined together to sponsor an educational initiative to assist local planning boards with land use decisions. This program has been designed to help participants in the decision making process and to build a solid foundation to defend them in the event of a lawsuit.

These sessions were designed for everyone involved with making county land use decisions, including:

- COUNTY COMMISSIONERS
- COUNTY ADMINISTRATORS &
- COUNTY COORDINATORS
- COUNTY ATTORNEYS
- PLANNING & ZONING ADMINISTRATORS
- WATERSHED DISTRICTS
- SOIL & WATER CONSERVATION DISTRICTS
- PLANNING COMMISSION &
- BOARD OF ADJUSTMENT MEMBERS

CLE credits will be applied for.

If you have any questions about the content, please contact Annalee Garletz, AMC Environment & Natural Resources Policy Analyst, 651.789.4322 or garletz@mncounties.org

DATES & LOCATIONS:



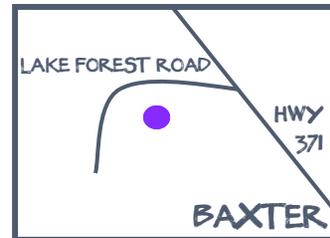
These identical training sessions are being offered on the following dates and locations around the state.

MARCH 10 - MANKATO



Country Inn & Suites Hotel & Conference Center
1900 Premier Drive, Mankato
Hotel Reservations: 1.888.201.1746

MARCH 11 - BRAINERD



The Lodge at Brainerd Lakes
6967 Lake Forest Road, Baxter
Hotel Reservations: 1.877.843.5634

REGISTRATION DEADLINE: FEBRUARY 28

If you have questions about registration, please contact Maria Slavik at 651-789-4320 or slavik@mncounties.org

SESSION AGENDA:

SCHEDULE:

- 8:00 A.M. Registration
- 8:30 A.M. Morning Session
- 12:00 P.M. Lunch
- 1:00 P.M. Afternoon Sessions
- 2:00 P.M. Adjourn

PRESENTERS:

- Jay Squires, Attorney
- Scott Anderson, Attorney
- Ratwik, Roszak, and Maloney, P.A.

MORNING SESSION:

GENERAL PRINCIPLES OF LAND USE CONTROLS

- General Background Principles
- Highlights of Chapter 394 (County Planning Act)
- Ordinance Administration
- Processing of Application
- Risk Management
- Damages in Land Use Cases

FINDINGS AND CONCLUSIONS FROM THE PUBLIC HEARING

- Preparation for the Contested Case
- Findings When Granting or Denying the Application
- Judicial Review of County Zoning Actions

AFTERNOON SESSION:

THE HEARING PROCESS

- The Open Meeting Law
- Notice of Meetings
- Record Keeping
- Applications
- Conducting the Hearing

STANDARDS FOR VARIANCES AND CONDITIONAL USE PERMITS

- Conditional Use Permits
- Variances

ITEM # Discussion 3
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request Klein, Trish	*Department Coordinator	*Board Meeting Date Jan 25 2011
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***Subject Title (As it will appear on the agenda):**
 Joint Powers Agreement Between Roseau County SWCD and Roseau County for Administration of the Wetland Conservation Act

***Background (Provide sufficient detail of the subject):**
 The Board will discuss the Joint Powers Agreement between Roseau County and the Soil and Water Conservation District for the SWCD's administration of the Wetland Conservation Act. Please review the agreement.

***Financial Consideration:**

***Legal Consideration:**

***Other Consideration:**

***Resolution (Wording should reflect the intent of the Board vote):**

Coordinator's Office Use (Do Not Write Below)

Date Received:	Comments:
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Board Action:

Comm.	Motion (First)	Motion (Second)	Vote			Vote Result
			Yes	No	Abstain	
Swanson						Passed
Phillipe						
Foldesi						Failed
Falk						
Walker						Tabled

ATTEST: Teresa Klein, Board Clerk

JOINT POWERS AGREEMENT

BETWEEN ROSEAU COUNTY SOIL & WATER CONSERVATION DISTRICT AND ROSEAU COUNTY

FOR ADMINISTRATION OF THE WETLAND CONSERVATION ACT (1991)

This agreement is made between Roseau County Soil & Water Conservation District and Roseau County, for administration of the Wetland Conservation Act, pursuant to authorizing resolutions of the boards of Roseau County Soil & Water Conservation District and Roseau County.

This agreement is authorized by Minnesota Statutes sections 103C.331 subdivision 19 (for SWCDs), and 471.59 (for counties and municipalities).

1. Roseau County Soil & Water Conservation District will act as Local Governmental Unit (LGU) for Roseau County, to administer, to the extent of this agreement, that soil and water conservation related official controls of Roseau County under the Wetland Conservation Act and the rules of the Board of Water and Soil Resources adopted under the act.
2. The joint powers board, consisting of two supervisors, with one alternate, appointed by the Roseau County Soil & Water Conservation District Board and two commissioners, with one alternate and one member at large appointed by the Roseau County Board of Commissioners, will be made aware of occurrences and events, by the appointed LGU administrator from the Roseau County Soil & Water Conservation District, of the Wetland Conservation Act on a quarterly meeting basis or as necessary.
3. Roseau County Soil & Water Conservation District will be the authority on administering, exemption and no-loss determinations and wetland banking within the county and the technical evaluation panel will be the decision maker on replacement plans.
4. Roseau County Soil & Water Conservation District and the joint powers board will follow Roseau County procedures regarding notices and hearings, and will collect for its account fees as agreed to by the Roseau County Soil & Water Conservation District and Roseau County Commissioners.
5. Appeal of the technical evaluation panel decision may be made to the joint powers board.

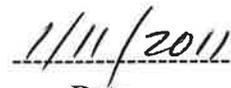
6. Roseau County will reimburse Roseau County Soil & Water Conservation District for all costs incurred by Roseau County Soil & Water Conservation District under this agreement.
7. Roseau County will provide legal advice and support to Roseau County Soil & Water Conservation District when requested by Roseau County Soil & Water Conservation District for administration and enforcement.
8. The joint powers board will meet as necessary to discuss Wetland Conservation Act events and any related issues pertaining to the Wetland Conservation Act.

This agreement may be amended by mutual agreement of Roseau County Soil & Water Conservation District and Roseau County by resolutions of their respective boards.

This agreement shall become effective upon execution by all duly authorized signatures and shall remain in effect until December 31, 2011 or thirty days after written notice of termination by either party to the other.



Board Chair, Roseau County Soil & Water Conservation District



Date

Board Chair, Roseau County

Date

ITEM # Comm Rep
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request Walker, Russ	*Department Coordinator	*Board Meeting Date Jan 25 2011
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***Subject Title (As it will appear on the agenda):**
 Committee Reports

***Background (Provide sufficient detail of the subject):**
 What follows are committee reports from Jack Swanson and Glenda Phillipe.

***Financial Consideration:**

***Legal Consideration:**

***Other Consideration:**

***Resolution (Wording should reflect the intent of the Board vote):**

Coordinator's Office Use (Do Not Write Below)

Date Received:	Comments:
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Board Action:

Comm.	Motion (First)	Motion (Second)	Vote			Vote Result
			Yes	No	Abstain	
Swanson						Passed
Phillipe						
Foldesi						Failed
Falk						
Walker						Tabled

ATTEST: Teresa Klein, Board Clerk

JACK SWANSON COMMITTEES

JANUARY 12, 2011 - REGIONAL RADIO BOARD (T.R.F.); talked about state denial of grant funding for VHF equipment; separated from RAC for meetings; approved grant requests for 2011

JANUARY 13, 2011 - LAND ASSET PILOT PROJECT; met via ITV with Mike Carroll and Cindy Butleman (DNR/Bemidji) on final steps in land exchange; started the process for the next exchange in eastern Roseau County; will plan joint testimony at the legislature on complexities of land exchanges

JANUARY 17, 2011 - ROSEAU COUNTY COMMITTEE ON AGING; discussed employee reviews; whether Lake of the Woods County should be a voting member of RCCOA

JANUARY 18, 2011 - SOCIAL SERVICES BOARD; elected Mark Foldesi chair, and Russ Walker vice-chair

JANUARY 19, 2011 - HOUSING AND REDEVELOPMENT AUTHORITY (T.R.F.); talked about a more efficient means of servicing Lake of the Woods County, and the possibility of contracting with Northwest Community Action; heard that MHFA is ending current revolving property purchase program

JANUARY 20, 2011 - ROSEAU COUNTY AFFORDABLE HOUSING FUND; updates on current fund activity and balance

JANUARY 20, 2011 - AWAIR Safety Training

JANUARY 21, 2011 - RIAZ AZIZ Teleconference on AMC new commissioner training

JANUARY 24, 2011 - STATEWIDE RADIO BOARD (ST CLOUD)

Glenda A. Phillipe
Roseau County Board of Commissioners
January 2011 Committee Activity

<u>Date</u>	<u>Committee</u>	<u>Location</u>	<u>Time</u>	<u>Comments</u>
4-Jan	County Board	Roseau, MN	8:30 a.m.	Attended regularly scheduled board mtg.
5-Jan	Warroad Watershed Board	Warroad, MN	6:00 p.m.	Attended special DNR meeting/drainage for Warroad Estates
10-Jan	Warroad City Council	Warroad, MN	5:15 p.m.	Attended bimonthly mtg.
11-Jan	County Board	Roseau, MN	8:00 a.m.	Attended regularly scheduled board mtg.
14-Jan	RCCoA	Roseau, MN	9:45 a.m.	Reviewed employee performance reviews: 9:45 a.m. to 2:00 p.m.
17-Jan	RCCoA	Roseau, MN	9:30 a.m.	Attended regularly scheduled monthly mtg.
18-Jan	Social Service Board	Roseau, MN	8:30 a.m.	Attended regularly scheduled monthly mtg.
20-Jan	Safety Training	Roseau, MN	1:00 p.m.	Attended mandatory safety training: 1:00 p.m. to 4:15 p.m.
24-Jan	Warroad City Council	Warroad, MN	5:15 p.m.	Attended bimonthly mtg.
25-Jan	County Board	Roseau, MN	8:30 a.m.	Attended regularly scheduled board mtg.
25-Jan	NWRDC Board of Directors	Warren, MN	(unable to attend/alternate Erickson)	
26-Jan	Warroad Watershed Board	Warroad, MN	(unable to attend)	
26-Jan	Commissioner Training	St. Paul, MN	9:45 a.m.	Attended County Government 101 for newly-elected county officials
27-Jan	Commissioner Training	St. Paul, MN	8:00 a.m.	Attended County Government 101 for newly-elected county officials