



Board of Commissioners

606 5th Ave. SW, Room #131

Roseau, MN 56751

Phone: 218-463-4248

Fax: 218-463-3252

July 12, 2011

WORK SESSION AGENDA

- 8:30 Call to Order**
- 8:35 Comments and Announcements**
- 8:40 Discussion**
 - 1. Building Committee Recommendations
 - 2. IRS Mileage Rate Change
 - 3. Auditor Warrants for Payment of Gas, Diesel, Fuel, etc.
 - 4. Victim Services Funding
 - 5. Human Resource Committee Recommendations
- 9:10 Roseau County Prevention Coalition**
 - 1. Grant Conclusion
 - 2. Budget Approval
- 9:25 DWI Court Coordinator Maria Pahlen**
 - 1. DWI Court Funding
- 9:40 State of Minnesota Government Shutdown**
- 9:50 Mar-Kit Landfill Manager Dale Nelson**
 - 1. Proposed Recycling Program Changes
- 10:05 Review Bills**
- 10:10 Review Agenda for Regular Board Meeting**
- 10:15 Identify Future Work Meeting Topics**
- 10:20 Adjourn**

To schedule an appointment with the Board, please contact the County Coordinator at 218-463-4252

County Coordinator's e-mail address: annmarie.miller@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 # Discussion 1
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request Pelowski, Jeff	*Department	*Board Meeting Date		
		Jul	12	2011

***Subject Title (As it will appear on the agenda):**
 Building Committee Recommendations

***Background (Provide sufficient detail of the subject):**
 The Building Committee met on July 6, 2011 and will discuss recommendations with the Board with regard to roof repair at the law enforcement center, boiler replacement at the courthouse and lawn mowing.

***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: Ann Marie Miller, Board Clerk

ITEM # Discussion 2
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request Miller, Ann Marie	*Department Board Clerk	*Board Meeting Date Jul 12 2011
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***Subject Title (As it will appear on the agenda):**
 Approve Increase to IRS Mileage Reimbursement Rate

***Background (Provide sufficient detail of the subject):**
 On June 23, 2011 the Internal Revenue Service announced an increase in the optional standard mileage rates for the final six months of 2011. The rate will increase to 55.5 cents a mile for all business miles driven from July 1, 2011 through December 31, 2011. The Board will discuss increasing the County reimbursement rate for mileage to 55.5 cents per mile.

***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: Ann Marie Miller, Board Clerk

ITEM # Discussion 3
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request Monsrud, Martie ▼	*Department Auditor ▼	*Board Meeting Date Jul ▼ 12 ▼ 2011 ▼
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***Subject Title (As it will appear on the agenda):**
 Authorizes the County Auditor to pay claims for gas, diesel, fuel etc.

***Background (Provide sufficient detail of the subject):**
 At the June 28th Board Meeting the Board discussed including fuel payments in with the regularly paid Auditor Warrants and asked Auditor Martie Monsrud to prepare a resolution for Board approval.

***Financial Consideration:**

***Legal Consideration:**

***Other Consideration:**

***Resolution (Wording should reflect the intent of the Board vote):**
 BE IT RESOLVED, that the Board does hereby authorize the County Auditor to pay claims for the purchase of fuel, gas, propane and diesel for all county owned vehicles and equipment, EXCLUDING all reimbursement for employee mileage.

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 <input type="checkbox"/>
Phillipe						
Foldesi						Failed <input type="checkbox"/>
Falk						
Walker						Tabled <input type="checkbox"/>

ATTEST: Teresa Klein, Board Clerk

ITEM # Discussion 4
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request Foss, Karen	*Department Attorney	*Board Meeting Date Jul 12 2011
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***Subject Title (As it will appear on the agenda):**
 Approve Victim Services Funding

***Background (Provide sufficient detail of the subject):**
 With the government shutdown now in effect, the office of Roseau County Victim Services is closed. The County Attorney's office is requesting the Board approve eight hours per week of support, to be provided by DeAnn Anderson, to assist with the Victim Services workload during the shutdown

***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: Ann Marie Miller, Board Clerk

ITEM # Discussion 5

REQUEST FOR BOARD ACTION

* Required Fields



*Person Responsible for Request Pelowski, Jeff	*Department	*Board Meeting Date Jul 12 2011		
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***Subject Title (As it will appear on the agenda):**
Human Resource Committee Recommendations

***Background (Provide sufficient detail of the subject):**
The Human Resource Committee met on July 11, 2011 and will have an update for the Board.

***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: Ann Marie Miller, Board Clerk

ITEM # RCPC Appt
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request	*Department	*Board Meeting Date		
		Jul	12	2011

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

***Background (Provide sufficient detail of the subject):**
 Roseau County Prevention Coalition Director Tammie Doebler will meet with the Board to discuss the final budget approval and the RCPC Grant conclusion.

***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: Ann Marie Miller, Board Clerk

ITEM # DWI Appt
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request	*Department	*Board Meeting Date
		Jul 12 2011

*Subject Title (As it will appear on the agenda):
DWI Court Funding

*Background (Provide sufficient detail of the subject):
 In November of 2008, the County Board approved funding for the DWI Court Coordinator's part time position in the amount of \$20,429 per year for three years. The three years will conclude in November of 2011. This program is in need of confirmation as to whether or not the Board intends to continue this funding.

*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

Excerpt taken from the August 26, 2008 Proceedings.

COUNTY ATTORNEYS OFFICE

County Attorney Lisa Hanson met with the Board to request \$20,429 in matching funds per year for the next three years for the DWI Court program. Matching funding is required to secure additional state funding to continue the program. The match funding will be used to pay a half time Program Coordinator. The DWI grant will fund a full time probation officer for Roseau County to manage the participant drug testing and other court ordered required elements of the program. Ms. Hanson reviewed the program elements and highlighted the successes. Ms. Hanson emphasized the financial savings Roseau County will see as a result of rehabilitating constituents versus incarceration. Participants are required to hold a job and be current in their child support payments. The Board agreed to this funding request with the condition that the detention center budget amount be adjusted accordingly. A motion was made by Commissioner Johnston, seconded by Commissioner, Walker and carried unanimously to adopt the following resolution:

2008-08-05

BE IT RESOLVED, that the Board does hereby approve additional funding in the amount of \$20,429.00 to fund a .5 FTE (half-time) DWI Court Program Coordinator.

BE IT FURTHER RESOLVED, the Board agrees to fund this position for three years.

ITEM # MAR-KIT APPT
 REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request Miller, Ann Marie ▼	*Department Board Clerk ▼	*Board Meeting Date Jul ▼ 12 ▼ 2011 ▼
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***Subject Title (As it will appear on the agenda):**
 Mar-Kit Recycling Program Changes

***Background (Provide sufficient detail of the subject):**
 The Board will discuss Mar-Kit's proposal to eliminate glass recycling and add magazine recycling to its current contract.

***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: Ann Marie Miller, Board Clerk



MAR-KIT JOINT POWERS BOARD



PERMIT NO. SW-92

June 10, 2011

Jeff Pelowski
Roseau County Environmental Office
606 5th Ave SW #150
Roseau, MN 56751

RE: Magazine Collection

Dear Jeff:

At the June 8, 2011 Mar-Kit Board meeting it was approved to switch from the collection of glass at our drop off sites to collecting magazines, switch to take place by September 1, 2011. This switch is taking place because there is no glass recycling market in our area. We feel there is a demand for magazine collection as residents receive magazines daily in the mail.

Mar-Kit is asking Roseau County for approval to switch the collection service. We will work with the collection sites to help notify the residents. Mar-Kit will also place ads in the paper and radio to notify residents before the switch.

If you have any questions or concerns, please contact me at 218/689-7872.

Sincerely,



Dale Nelson
Mar-Kit Landfill Manager

July 12, 2011

REGULAR BOARD MEETING AGENDA

Notice is hereby given that the Board of Commissioners of Roseau County will meet in session on July 12, 2011 at 10:30 a.m. in the Roseau County Courthouse, Room 110, Roseau, MN, at which time the following matters will come before the Board:

10:30 Call to Order

1. Roll Call
2. Presentation of Colors
3. Approve Agenda
4. Approve Bills

10:35 Citizen Comments

Members of the audience wishing to address the County Board on an item not on the Agenda may come forward at this time to be recognized by the Board Chair. Please state your name and address for the record. Comments are limited to five minutes. A personnel complaint against an individual County employee may not be heard initially at a Board meeting. Personnel complaints may be submitted to the Board in writing through the Coordinator's Office.

10:40 Consent Agenda

1. Approve Proceedings
2. Increase IRS Mileage Reimbursement Rate
3. Authorize Auditor to Pay Claims for Gas, Diesel, Fuel, etc.
4. Approve Boiler Purchase for Courthouse
5. Approve Roof Repair to Law Enforcement Center
6. Approve Victim Services Funding
7. Approve Roseau County Prevention Coalition 4th Quarter Budget
8. Approve Benefit Payout to Kyle Mylnar
9. Approve Mar-Kit Recycling Program Changes

11:00 Highway Department

11:15 Unfinished Business

11:30 New Business

1. Rental of Poultry Building at Fair Grounds

12:00 Committee Reports

12:30 Adjourn

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 Miller, Ann Marie	*Department Board Clerk	*Board Meeting Date Jul 12 2011
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***Subject Title (As it will appear on the agenda):**
 Approve Proceedings

***Background (Provide sufficient detail of the subject):**
 The Board will review and approve proceedings from the June 28, 2011 Regular Board Meeting and the July 5, 2011 Special Board Meeting.

***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: Ann Marie Miller, Board Clerk

PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

June 28, 2011

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, Minnesota on Tuesday, June 28, 2011 at 10:30 a.m.

CALL TO ORDER – ROLL CALL – ESTABLISHMENT OF A QUORUM

The meeting was called to order at 10:30 a.m. by Chair Mark Foldesi. The Pledge of Allegiance was recited. Commissioners present were Roger Falk, Mark Foldesi, Glenda Phillipe, Jack Swanson and Russell Walker. A quorum was established.

APPROVAL OF AGENDA

Approval of Bills was removed from the consent agenda and added as a separate agenda item under Call to Order. Item #5 (approve boiler purchase) was removed from the consent agenda. Item #7 (approve Assessor recommendations from the 2011 Board of Appeal and Equalization meeting) was removed to be included in the Reconvened Board of Appeal and Equalization meeting. Approval of a resolution of participation in the Council on Local Results and Innovation Voluntary Standards Measure Program was added to the Consent Agenda. Discussion of a potential government shutdown and 2012 budget preparation was added to New Business. A motion to approve the amended agenda was made by Commissioner Swanson, seconded by Commissioner Walker and carried unanimously.

CITIZEN COMMENTS

There were no citizen comments.

CONSENT AGENDA

A motion to approve the Consent Agenda was made by Commissioner Phillipe seconded by Commissioner Walker and carried unanimously. The Board by adoption of its Consent Agenda approved proceedings from the June 14, 2011 Board meeting; rescinded resolution #2010-12-17; approved an application for State Deed for Tax Forfeited Land; approved the Northwest Minnesota Regional Radio Board Preliminary Budget; approved the Bureau of Criminal Apprehension Joint Powers Agreement; authorized forthwith payments to Rogers Two Way Radio and Motorola Solutions, Inc.; approved a resolution of participation in the Council on Local Results and Innovation Voluntary Standards Measure Program and the payment of bills as follows:

Warrants Approved for Payment 6/16/2011

Vendor Name	Amount
CAPITAL GUARDIAN TRUST CO	2,130.38
NATIONWIDE RETIREMENT SOLUTIONS	2,155.97
R & Q CONTRACTING INC	6,189.00
SELECT ACCOUNT-VEBA	10,254.22
6 Payments less than 2,000	\$2,294.86
Final Total:	\$23,024.43

Warrants Approved for Payment 6/16/2011

Vendor Name	Amount
BADGER CITY	47,405.45
GREENBUSH CITY	95,726.08
NW MN MULTI COUNTY HRA	23,549.59
NW REGIONAL DEV COMM	13,835.88
ROOSEVELT CITY	6,440.63
ROSEAU CITY	623,467.39
ROSEAU RIVER WATERSHED DIST	296,564.11
SPRINGSTEEL ISLAND SANITARY DISTRICT	40,796.50
TOWN OF BARNETT	9,100.37
TOWN OF BARTO	24,610.77
TOWN OF BEAVER	2,154.17
TOWN OF CEDARBEND	10,182.58
TOWN OF DEER	6,300.57
TOWN OF DEWEY	8,197.02
TOWN OF DIETER	10,547.21
TOWN OF ENSTROM	12,438.54
TOWN OF FALUN	19,040.08
TOWN OF GOLDEN VALLEY	9,527.16
TOWN OF GRIMSTAD	12,389.73
TOWN OF HEREIM	13,042.64
TOWN OF HUSS	4,812.49
TOWN OF JADIS	20,185.49
TOWN OF LAKE	156,943.70
TOWN OF LAONA	17,044.53
TOWN OF LIND	7,907.26
TOWN OF MALUNG	12,324.13
TOWN OF MICKINOCK	10,678.77
TOWN OF MOOSE	6,350.15
TOWN OF MORANVILLE	38,692.38
TOWN OF NERESON	4,538.97
TOWN OF PALMVILLE	3,920.95
TOWN OF POLONIA	12,932.62
TOWN OF POPLAR GROVE	3,788.78
TOWN OF REINE	10,221.44
TOWN OF ROSS	12,192.99
TOWN OF SKAGEN	12,631.11
TOWN OF SOLER	8,054.67
TOWN OF SPRUCE	17,135.55
TOWN OF STAFFORD	16,051.95
TOWN OF STOKES	8,895.23
TWO RIVER WATERSHED DISTRICT	85,517.30
WARROAD CITY	407,862.62
WARROAD PORT AUTHORITY	46,049.97
WARROAD WATERSHED DISTRICT	7,261.43
6 Payments less than 2,000	\$3,994.88
Final Total:	\$2,221,305.83

Warrants Approved for Payment 6/23/2011

Vendor Name	Amount
ASTECH CORPORATION	235,228.45
MN ENERGY RESOURCES	2,081.61
8 Payments less than 2,000	\$2,942.76
Final Total:	\$240,252.82

Warrants Approved On 6/28/2011 for Payment 7/01/2011

Vendor Name	Amount
GARTNER REFRIGERATION CO	3,188.69
JOHNSTON FARGO CULVERT INC	2,544.48
MN COUNTIES INTERGOVERNMENTAL TRUST	2,825.00
MSOP-MN SEX OFFENDER PROGRAM-D 462	3,148.80
NORTHERN RESOURCES COOPERATIVE	2,905.02
ROSEAU CO HWY DEPT	13,056.35

56 Payments less than 2,000	\$19,681.75
Final Total:	\$47,350.09

BOARD OF APPEAL AND EQUALIZATION MEETING

A motion to close the regular Board meeting to reconvene the 2011 Board of Appeal and Equalization Meeting was made by Commissioner Swanson, seconded by Commissioner Phillippe and carried unanimously.

A motion to adjourn the Board of Appeal and Equalization meeting was made by Commissioner Swanson, seconded by Commissioner Walker and carried unanimously.

Commissioner Foldesi reconvened the regular Board Meeting at 11:00 a.m.

HIGHWAY DEPARTMENT

A motion to approve Highway Construction Contract # DR 1830 Job No. CD21, FEMA PW 1592 for Clay Fill and Quarry Run Rip Rap in the amount of \$58,252.00 was made by Commissioner Walker, seconded by Commissioner Swanson and carried unanimously.

UNFINISHED BUSINESS

A motion to approve the quote submitted by Walter Storey for painting of the West Beito Building in the amount of \$1,425.00, to be completed by July 31, 2011, was made by Commissioner Swanson, seconded by Commissioner Falk and carried unanimously.

NEW BUSINESS

The Board discussed the affect a Government shutdown would have on Roseau County Public Health. Public Health Director Julie Pahlen and Chief Financial Officer Cathy Huss met with the Board during the work session to review priority lists in the case of a shutdown. The Board concurred that in the event of a shutdown Public Health should provide the following services: Response to disasters; response to disease outbreaks; response to serious environmental health hazards; WIC; jail health; high risk prenatal; postpartum moms; high risk infants; personal care assessments; long term care assessments; foot care, blood pressure and blood sugar clinics. The Board agreed to call an emergency meeting on July 5, 2011 in the event of a government shutdown.

The Board discussed the 2012 budget planning process. Deputy Auditor John Huss will have information on budgets to the Department Heads by June 29, 2011. Commissioners noted that Department Heads should plan for zero budgeting and return completed budgets to the Auditor's office by July 22nd so information can be reviewed by Board members before the August 2, 2011 Board meeting.

COMMITTEE REPORTS

Commissioner Falk reported on the following committee meeting(s): Roseau County Board of Appeal and Equalization, 6/15/11; Northwest Community Action, 6/16/11; Social Services Board, 6/21/11; Highway Department meeting, 6/21/11; Department Head meeting, 6/27/11.

Commissioner Foldesi reported on the following committee meeting(s): Department Head meeting, 6/27/11; Land Exchange Committee, 6/27/11.

Commissioner Phillippe reported on the following committee meeting(s) Lake of the Woods Control Board, 6/14/11; Victims Services Advisory Board, 6/15/11; Roseau County Assessor Tutorial, 6/15/11; Roseau County Board of Appeal and Equalization, 6/15/11; Pembina Trail R C & D, 6/17/11; Roseau County Committee on Aging, 6/20/11; Public Health Committee, 6/20/11; Roseau River Watershed, 6/20/11; Social Services Board, 6/21/11; Highway Department meeting, 6/21/11; DNR Land Exchange Public Hearing, 6/22/11; Department Head meeting, 6/27/11.

Commissioner Swanson reported on the following committee meeting(s): County Fair Planning Committee, 6/14/11; Roseau County Board of Appeal and Equalization, 6/15/11; Roseau School Board, 6/16/11; Roseau County Committee on Aging, 6/20/11; Public Health Committee, 6/20/11; Social Services Board, 6/21/11; Highway Department meeting, 6/21/11; DNR Land Exchange Public Hearing, 6/22/11; Roseau County Prevention Coalition, 6/23/11; Statewide Radio Board, 6/23/11; Department Head meeting, 6/27/11.

Commissioner Walker reported on the following committee meeting(s): Delisting of Timberwolves meetings, 6/14/11; Social Services Board, 6/21/11; Highway Department meeting, 6/21/11; DNR Land Exchange Public Hearing, 6/22/11; Roseau County Prevention Coalition, 6/23/11; Department Head meeting, 6/27/11.

Upon motion carried, the Board adjourned the regular meeting at 11:50 p.m. The next regular meeting of the Board is scheduled for July 12, 2011 at 10:30 a.m.

Attest:

Date: _____

Ann Marie Miller, Board Clerk
Roseau County, Minnesota

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

PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

July 5, 2011

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, Minnesota on Tuesday, July 5, 2011 at 8:30 a.m.

CALL TO ORDER – ROLL CALL – ESTABLISHMENT OF A QUORUM

The meeting was called to order at 8:30 a.m. by Vice-Chair Russell Walker. The Pledge of Allegiance was recited. Commissioners present were Roger Falk, Jack Swanson and Russell Walker. A quorum was established.

APPROVAL OF AGENDA

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

STATE OF MINNESOTA GOVERNMENT SHUTDOWN

Vice-Chair Walker called on Interim County Coordinator Jeff Pelowski for an update on the government shutdown. Pelowski noted that a Findings of Fact brief was published Wednesday, June 29, 2011 which identifies funding of essential services. The Association of Minnesota Counties will be filing a brief with Special Master Kathleen Blatz requesting specific temporary funding for county services that were not clearly identified in the order.

Department Heads present noted no immediate concerns with the exception of Victim Services. A request for funding of eight hours a week for Victim Services support was made by the County Attorney's office. The Board concurred that this service is essential to the County and will be added to the July 12, 2011 Board Agenda for approval. Department Heads also stated that circumstances will change within departments depending on the length of the shutdown. The Board agreed to continue the discussion of the government shutdown at the July 12, 2011 Board Meeting.

Upon motion carried, the Board adjourned the special meeting at 8:50 a.m.

Attest:

Date: _____

Ann Marie Miller, Board Clerk
Roseau County, Minnesota

Russell Walker, Vice-Chair
Board of County Commissioners
Roseau County, Minnesota

ITEM # CONSENT 2
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request Miller, Ann Marie	*Department Board Clerk	*Board Meeting Date Jul 12 2011
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***Subject Title (As it will appear on the agenda):**
 Approve Increase to IRS Mileage Reimbursement Rate

***Background (Provide sufficient detail of the subject):**
 On June 23, 2011 the Internal Revenue Service announced an increase in the optional standard mileage rates for the final six months of 2011. The rate will increase to 55.5 cents a mile for all business miles driven from July 1, 2011 through December 31, 2011. The Board has the option of increasing the County reimbursement rate for mileage to 55.5 cents per mile.

***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: Ann Marie Miller, Board Clerk

IRS Increases Mileage Rate to 55.5 Cents per Mile



IRS Increases Mileage Rate to 55.5 Cents per Mile

IR-2011-69, June 23, 2011

WASHINGTON — The Internal Revenue Service today announced an increase in the optional standard mileage rates for the final six months of 2011. Taxpayers may use the optional standard rates to calculate the deductible costs of operating an automobile for business and other purposes.

The rate will increase to 55.5 cents a mile for all business miles driven from July 1, 2011, through Dec. 31, 2011. This is an increase of 4.5 cents from the 51 cent rate in effect for the first six months of 2011, as set forth in Revenue Procedure 2010-51.

In recognition of recent gasoline price increases, the IRS made this special adjustment for the final months of 2011. The IRS normally updates the mileage rates once a year in the fall for the next calendar year.

"This year's increased gas prices are having a major impact on individual Americans. The IRS is adjusting the standard mileage rates to better reflect the recent increase in gas prices," said IRS Commissioner Doug Shulman. "We are taking this step so the reimbursement rate will be fair to taxpayers."

While gasoline is a significant factor in the mileage figure, other items enter into the calculation of mileage rates, such as depreciation and insurance and other fixed and variable costs.

The optional business standard mileage rate is used to compute the deductible costs of operating an automobile for business use in lieu of tracking actual costs. This rate is also used as a benchmark by the federal government and many businesses to reimburse their employees for mileage.

The new six-month rate for computing deductible medical or moving expenses will also increase by 4.5 cents to 23.5 cents a mile, up from 19 cents for the first six months of 2011. The rate for providing services for charitable organizations is set by statute, not the IRS, and remains at 14 cents a mile.

The new rates are contained in [Announcement 2011-40](#) on the optional standard mileage rates.

Taxpayers always have the option of calculating the actual costs of using their vehicle rather than using the standard mileage rates.

Mileage Rate Changes

Purpose	Rates 1/1 through 6/30/11	Rates 7/1 through 12/31/11
Business	51	55.5
Medical/Moving	19	23.5
Charitable	14	14

ITEM # Consent 3
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request Monsrud, Martie ▼	*Department Auditor ▼	*Board Meeting Date Jul ▼ 12 ▼ 2011 ▼
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***Subject Title (As it will appear on the agenda):**
 Authorizes the County Auditor to pay claims for gas, diesel, fuel etc.

***Background (Provide sufficient detail of the subject):**
 Please review verbage for the Resolution below.

***Financial Consideration:**

***Legal Consideration:**

***Other Consideration:**

***Resolution (Wording should reflect the intent of the Board vote):**
 BE IT RESOLVED, that the Board does hereby authorize the County Auditor to pay claims for the purchase of fuel, gas, propane and diesel for all county owned vehicles and equipment, EXCLUDING all reimbursement for employee mileage.

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 # CONSENT 4
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request Johnson, Lenny	*Department Building Maintenance	*Board Meeting Date Jul 12 2011
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***Subject Title (As it will appear on the agenda):**
 Approve Boiler Purchase

***Background (Provide sufficient detail of the subject):**
 The Building Committee will have a recommendation on purchasing a new boiler for the Courthouse building.

***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: Ann Marie Miller, Board Clerk



June 2, 2011

Roseau County Courthouse
Roseau, Minnesota

Attn: Lenny Johnson

RE: Boiler Change Out

The purpose of this document is to serve as a proposal for the above mentioned project. The scope of work shall be performed as follows. Grants Mechanical Inc. proposes to furnish and install all work as detailed below.

1. *Demo out the existing boilers, piping, chimney, and disconnect electrical.*
2. *Cap the existing chimney at the roof line.*
3. *Correctly vent the existing water heater.*
4. *Install three (3) high efficiency (90% plus), modulating, condensing, natural gas hot water boilers to replace the existing.*
5. *Capacity of the new boilers will be two (2) at 300 MBH and one (1) at 500 MBH.*
6. *Staging and modulation of the three boilers will be controlled by the Building Automation System under a separate contract.*
7. *The MODCON model natural gas hot water boilers are to be manufactured by Heat Transfer Products*
8. *Install boilers on existing housekeeping pads*
9. *High head secondary pumps as specified by boiler manufacturer per boiler*
10. *Gas piping for boilers as required and sized appropriately*
11. *All hot water piping to connect boilers/pumps to existing heating loop*
12. *Installation of de-coupler loop to convert existing system to primary/secondary*
13. *Isolation valves between reheat boiler secondary loops and building primary loop*
14. *New thermometers, pressure gauges, and isolation valves for each boiler*
15. *Low water and temperature limits to meet current state requirements*
16. *Insulation on new and modified existing hot water loop piping*
17. *120 volt wiring to boilers and pumps*
18. *Direct venting of boilers to nearest outdoor location as specified by boiler mfg.*
19. *Flush entire heating system using TSP*
20. *Boiler start-up by manufacturer's representative*
21. *Install new glycol in the system. The concentration shall be 50% propylene glycol with inhibitors.*

DESIGN • BUILD • MAINTAIN
MECHANICAL CONTRACTORS

3239 15TH STREET SOUTH
BOX 7128
FARGO, NORTH DAKOTA 58106-7128
PHONE: 701-232-8891 FAX: 701-237-7411
E-MAIL: gmi@grantsmech.com
EQUAL OPPORTUNITY EMPLOYER

FOR THE SUM OF \$65,074.00

Sincerely,
Grants Mechanical Inc.



Jeremy Johnson
Project Manager

ITEM # CONSENT 5
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request Johnson, Lenny	*Department Building Maintenance	*Board Meeting Date Jul 12 2011
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***Subject Title (As it will appear on the agenda):**
 Approve Law Enforcement Roof Repair

***Background (Provide sufficient detail of the subject):**
 The Building Committee is recommending repairs to the Law Enforcement Roof. A quote is attached for Board review.

***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: Ann Marie Miller, Board Clerk

Proposal

Hjelle Roofing, Inc.

33745 160th Avenue NW

Newfolden, MN 56738

Phone 218-874-7600

Fax 218-874-7600

Page No. _____

of _____ Pages

PROPOSAL SUBMITTED TO <u>Roseau County</u>		PHONE	DATE <u>6-29-11</u>
STREET		JOB NAME <u>Old Social Service Building</u>	
CITY, STATE AND ZIP CODE <u>Roseau, Mn 56751</u>		JOB LOCATION <u>604 5th ave Sw</u>	
ARCHITECT	DATE OF PLANS	JOB PHONE	

We hereby submit specifications and estimates for: Re-roofing and insulating:

1. Remove tar and felts, cant strip and haul to landfill.
2. Build up perimeter of roof with four layers two by fours and one four by four inch cant strip.
3. Loose lay two layers of 3" polystyrene and one layer 1/2 inch fiber board.
4. Anchor all insulation to deck using one screw and plate every two sq ft.
5. Glue 60 mill rubber unto fiber board and over edges covering all exposed wood.
6. Install pre-painted metal perimeter of roof. New scuppers and downspouts.
7. Ten year warranty on labor and material

Any rotted decking is an extra. Material and labor \$60.00 man hr
 Total R-factor of roof will R-32 At present time you have a R-factor of 6. This roof should pay for itself in 5-7 years.

We propose hereby to furnish material and labor - complete in accordance with above specifications, for the sum of:

Twenty five thousand eight hundred dollars (\$ 25,800.00). Payment to be made as follows

On completion

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tomado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Authorized Signature Clayton Hjelle

Note: This proposal may be withdrawn by us if not accepted within 30 days.

Acceptance of Proposal ~ The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance: _____

Signature _____

Signature _____

Herzog Roofing
PO Box 245
Detroit Lakes, MN 56502
Phone: (218) 847-1121
Fax: (218) 847-3553
www.herzogroofing.com



Roseau County
Attn: Mr. Lenny Johnson
606 5th Avenue SW
Roseau, MN 56751
P: (218) 463-4248 (office)
F: (218) 463-4283 (fax)

Date: 07/05/2011

Building:
Roseau County Law Enforcement
Center
604 5th Avenue SW
Roseau, MN 56751

Proposal

Job: PRJ #1038:Roseau County LEC Re-roofing

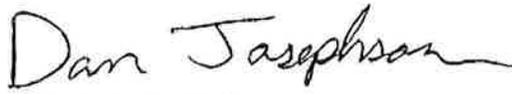
Work To Be Performed:

Labor and materials to remove the existing roofing system down to the existing insulation and install new roofing consisting of:

- Tapered insulation crickets in low spots to promote water drainage to the existing scupper locations.
- A layer of 1/2" HD wood fiberboard loose laid over the existing insulation.
- A Firestone .045 mil ballasted EPDM roofing system.
- EPDM flashings at parapets and roof penetrations.
- Pre-finished 24ga sheet metal copings, scuppers and downspouts.
- 15 year manufacturer warranty.

Price: \$28,740.00

Notes: \$0.95 / Bd. Ft. to remove and replace wet or deteriorated existing insulation.

We Propose hereby to furnish material and labor - complete in accordance with above specifications. Balance due within thirty (30) days of completion, unless otherwise noted.	
 Authorized Signature:	
Acceptance of Proposal - the above prices, specifications and conditional as well as those terms and conditions on the reverse side hereof are satisfactory are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above and set forth on the reverse side hereof. SEE REVERSE SIDE OF PROPOSAL FOR ADDITIONAL TERMS AND CONDITIONS.	
Date of Acceptance:	Authorized Signature:

X Original

Acceptance Copy

Contractor's Copy

ITEM # CONSENT 6
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request Foss, Karen	*Department Attorney	*Board Meeting Date Jul 12 2011
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***Subject Title (As it will appear on the agenda):**
 Approve Victim Services Funding

***Background (Provide sufficient detail of the subject):**
 With the government shutdown now in effect, the office of Roseau County Victim Services is closed. The County Attorney's office is requesting the Board approve eight hours per week of support, to be provided by DeAnn Anderson, to assist with the Victim Services workload during the shutdown

***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: Ann Marie Miller, Board Clerk

ITEM # CONSENT 7
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request ▼	*Department ▼	*Board Meeting Date		
		Jul ▼	12 ▼	2011 ▼

***Subject Title (As it will appear on the agenda):**
 Approve Roseau County Prevention Coalition 4th Quarter Budget

***Background (Provide sufficient detail of the subject):**
 Roseau County Prevention Coalition Director Tammie Doebler is requesting Board approval on the Coalition's 4th Quarter Budget.

***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: Ann Marie Miller, Board Clerk

ITEM # CONSENT 8
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request Gust, Steve	*Department Sheriff	*Board Meeting Date Jul 12 2011
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***Subject Title (As it will appear on the agenda):**
 Benefit payout for Kyle Mlynar

***Background (Provide sufficient detail of the subject):**
 Kyle Mlynar resigned from his position as a Deputy Sheriff on June 24, 2011.

***Financial Consideration:**
 A total of \$8,366.57 is owed to Kyle Mlynar in accrued benefits.

***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: Kyle Mlynar

Board Approval Date: _____

New Address: _____

Effective Date: _____

Pay Rate: \$21.67

Address: _____

Grade/Step: _____

Title: Deputy 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 _____

PAYOUTS:	Vacation	<u>121.25</u> hours @	<u>\$ 21.67</u> per hour	<u>\$ 2,627.49</u>
<i>Balance divided by two</i> 205.75	Sick	<u>102.88</u> hours @	<u>\$ 21.67</u> per hour	<u>\$ 2,229.41</u>
	Comp.	<u>157.96</u> hours @	<u>\$ 21.67</u> per hour	<u>\$ 3,422.99</u>
	Holiday	<u>4.00</u> hours @	<u>\$ 21.67</u> per hour	<u>\$ 86.68</u>
			TOTAL	<u>\$ 8,366.57</u>

REASON FOR CHANGE

- | | |
|---|---|
| <input type="checkbox"/> New Employee - Hire Date: _____
<input type="checkbox"/> Rehire
<input type="checkbox"/> Address Change
<input type="checkbox"/> Vacation Anniversary
<input type="checkbox"/> Grade/Step Change
<input type="checkbox"/> Pay Rate Change
<input type="checkbox"/> Title Change
<input type="checkbox"/> Anniversary Step Increase
<input checked="" type="checkbox"/> Resignation/Termination | <input type="checkbox"/> Retirement
<input type="checkbox"/> Layoff
<input type="checkbox"/> Family/Medical Leave
<input type="checkbox"/> Return From Leave
<input type="checkbox"/> Reevaluation of Current Job
<input type="checkbox"/> Transfer
<input type="checkbox"/> Annual Cost of Living Adjustment
<input type="checkbox"/> Other _____ |
|---|---|

Comments: _____

Approved by: 
 Signature of Department Supervisor

7-5-11
Date

ITEM # CONSENT 9
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request Miller, Ann Marie	*Department Board Clerk	*Board Meeting Date Jul 12 2011
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***Subject Title (As it will appear on the agenda):**
 Approve Mar-Kit Recycling Program Changes

***Background (Provide sufficient detail of the subject):**
 Mar-Kit is proposing to eliminate glass recycling and add magazine recycling to its current contract.

***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: Ann Marie Miller, Board Clerk

ITEM # New Business
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request Miller, Ann Marie	*Department Board Clerk	*Board Meeting Date Jul 12 2011
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***Subject Title (As it will appear on the agenda):**
 Rental of Poultry Building at Fair Grounds

***Background (Provide sufficient detail of the subject):**
 The Sheriff's Office will no longer be renting out the Poultry Building at the Fair Grounds for storage space. Another renter has expressed interest in renting the space but the Fair Board wanted to make sure that the County does not have a need for renting the building. The cost is \$1,100.00 per year.

***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: Ann Marie Miller, Board Clerk

ITEM # Comm Rep
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request ▼	*Department ▼	*Board Meeting Date		
		Jul ▼	12 ▼	2011 ▼

***Subject Title (As it will appear on the agenda):**
 Committee Reports

***Background (Provide sufficient detail of the subject):**
 Commissioner Swanson and Commissioner Phillippe have submitted committee reports for Board review.

***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: Ann Marie Miller, Board Clerk

JACK SWANSON COMMITTEE REPORTS

JUNE 29, 2011 - ASSOCIATION OF MINNESOTA COUNTIES STATE SHUTDOWN UPDATE (ST PAUL); HEARD FROM JOE MATTHEWS, JEFF SPARTZ, JULIE RING ON POSSIBLE IMPACTS.

JUNE 29, 2011 - ASSOCIATION OF MINNESOTA COUNTIES FUTURES TASK FORCE (ST PAUL)

JUNE 30, 2011 - ASSOCIATION OF MINNESOTA COUNTIES FUTURES TASK FORCE (ST PAUL)

JULY 5, 2011 - COUNTY BOARD SPECIAL MEETING; W/ DEPARTMENT HEADS ON STATE SHUTDOWN IMPACTS

JULY 6, 2011 - ROSEAU RIVER WATERSHED BOARD

JULY 6, 2011 - BUILDING COMMITTEE; NEW BOILERS, ETC

JULY 6, 2011 - COMMUNITY JUSTICE COORDINATING COMMITTEE

JULY 6, 2011 - PHONE CONVERSATION W/ SENATOR AL FRANKEN

JULY 6, 2011 - SOLID WASTE COMMITTEE

JULY 7, 2011 - NORTHERN COUNTIES LAND USE COORDINATING BOARD (NORTHOME)

JULY 11, 2011 - ROSEAU CONVENTION & VISITORS BUREAU

JULY 11, 2011 - ROSEAU CITY COUNCIL

**Glenda A. Phillipe
Roseau County Board
July 2011 Committee Report**

June 2011

June 28 – County Board – Roseau

Regularly-scheduled board meeting.

June 29 – Warroad Watershed - Warroad

Two board members. No quorum.

July 2011

July 11 - Warroad City Council – Warroad

July 11 - Warroad School Board – Warroad

July 12 - Roseau County Board – Roseau

July 13 - Lake Township Board – Warroad

July 18 - RCCoA – Roseau

July 19 - Roseau Social Services – Roseau

July 19 - Roseau Highway Department – Roseau

July 26 - Roseau County Board – Roseau

July 27 – Warroad Watershed - Warroad