

PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

February 8, 2011

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

CALL TO ORDER

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

APPROVAL OF AGENDA

The Highway Department added a request to Advance and Encumber 2011 funds; A committee list review was added to Old Business and a meeting with Lake of the Woods County to discuss job sharing opportunities was added to New Business.

COMMENTS AND ANNOUNCEMENTS

County Coordinator Trish Klein informed the Board that she and Benefit Administrator Patty Ignaszewski will be participating in a Public Sector Human Resource Management Certification Program offered through MCIT.

Commissioner Swanson informed the Board that he contacted Altru Administrator Shannon Carlson regarding the geo thermal installation at the new care center in Greenbush. Mr. Carlson noted that the installation of geo-thermal was in addition to a standard heating system and cost \$650,000.00. Commissioner Swanson will contact Grand Forks plumbing for another quote.

Commissioners Foldesi and Falk informed the Board that an agreement had been reached with County Attorney Karen Foss and that it was their understanding that Ms. Foss would be filing a Notice of Dismissal in the salary appeal.

CONSENT AGENDA

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

The Board, by adoption of its consent agenda, approved proceedings from the January 25, 2011 Board meeting; approved the 2011 Citizen Corp Program Contract; accepted the State of Minnesota, Minnesota Department of Veterans Affairs County Veterans Service Office Enhancement Grant in the amount of \$18,000.00; Approved a Mass Dispensing Site Agreement between the Roseau Community School and Roseau County; Ratified the Minnesota Counties Computer Cooperative Manatron Maintenance Contract and approved the payment of bills as follows:

Warrants Approved for Payment 1/27/2011	
Vendor Name	Amount
Capital Guardian Trust Co	6,630.38

Cenex Credit Cards	2,594.96
MN Energy Resources	3,576.10
Nationwide Retirement Solutions	2,180.97
Northern Counties Land Use Coord Board	2,000.00
NW MN Mentoring Program	25,000.00
NW Regional Library	91,857.00
Roseau Co Agricultural Society	15,000.00
Roseau Co Historical Society	40,000.00
Roseau Co Medical Travel	4,465.00
Roseau Co Soil & Water Cons	60,000.00
Roseau Co Trailblazers	48,737.64
Select Account-VEBA	10,254.22
Spruce Valley Corporation The	8,880.33
United Healthcare Insurance Company	4,455.14

24 Payments less than 2,000 \$10,866.88

Final Total: \$336,498.62

Warrants Approved for Payment 1/27/2011

Vendor Name	Amount
MN Energy Resources	3,453.73

2 Payments less than 2,000 \$1,156.90

Final Total: \$4,610.63

Warrants Approved for Payment 2/03/2011

Vendor Name	Amount
Greenbush City	5,812.91
Roseau City	32,641.04
Roseau River Watershed Dist	16,465.41
School Dist 2683	9,875.85
School Dist 676	8,287.52
School Dist 682	70,373.04
School Dist 690	39,387.16
Springsteel Island Sanitary District	2,122.51
Town of Lake	8,450.50
Town of Mickinock	2,336.93
Two River Watershed District	5,821.64
Warroad City	6,130.22

43 Payments less than 2,000 \$27,681.67

Final Total: \$235,386.40

Warrants Approved for Payment 2/03/2011

Vendor Name	Amount
MN Dept of Finance –Treas	3,954.50
Northern Counties Land Use Coord Board	2,000.00
NW MN Serv Coop-Blue Cross Blue Shield	32,107.50

8 Payments less than 2,000 \$3,946.09

Final Total: \$42,008.09

Warrants Approved On 2/08/2011 for Payment 2/11/2011

Vendor Name	Amount
Bond Trust Services Corp	339,849.38
Hillyard Hutchinson	2,574.90
Hoffman Dale & Swenson PLLC	2,752.00
Lifecare Medical Center	4,508.65
Mar-Kit Landfill	24,998.85
MN Dept of Corrections STS	28,495.88
MN Rural Counties Caucus	2,100.00

Montech Computers	2,402.52
Mspace Inc	18,509.85
Reuben's Body Shop Inc	2,214.99
Roseau Co Hwy Dept	5,861.26
Rosemary S Linderman	7,285.00
Simplex Grinnell LP	6,839.00
Sjoberg's Inc	2,718.20
Ziegler Inc	5,939.23

76 Payments less than 2,000 \$24,239.38
Final Total: \$481,289.09

COUNTY ATTORNEY KAREN FOSS

County Attorney Karen Foss met with the Board to request the acceptance of the resignation of Victim Services Coordinator Brittany Burkel; authorization to appoint an interim Victim Services Coordinator and to request authorization to advertise for a permanent Victim Services Coordinator. A motion to accept the resignation of Victim Services Coordinator Brittany Burkel; appoint an interim Victim Services Coordinator and authorization to fill the vacated Victim Services Coordinator position was made by Commissioner Swanson, seconded by Commissioner Falk and carried unanimously.

HIGHWAY DEPARTMENT ENGINEERS REPORT

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

2011-02-01

BE IT RESOLVED, that the Board does hereby approve a call for bids on the following 2011 Bituminous Projects:

STATE AID PROJECT No. 068-612-022 (CSAH No. 12). Located: On CSAH #12 between CSAH #5 and TH #11, 5 miles south of Warroad. (Length: 5.905 miles).

STATE AID PROJECT No. 068-612-023 (CSAH No. 12). Located: On CSAH #12 between TH #11 and CSAH #17, 5 miles north of Roosevelt. (Length: 7.954 miles).

STATE AID PROJECT No. 68-635-05 (CSAH No. 35). Located: On CSAH #35 between CSAH #12 and TH #11, 1 mile west of Warroad. (Length: 5.744 miles).

STATE AID PROJECT No. 68-644-01 (CSAH No. 44). Located: On CSAH #44 between CSAH #5 and CSAH #35, 3 miles south of Warroad. (Length: 1.003 miles).

STATE AID PROJECT No. 068-674-008 (CSAH No. 74). Located: On CSAH #74 between TH #11 and Fourth Ave., within the city limits of Warroad. (Length: 0.778 miles)

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

2011-02-02

BE IT RESOLVED that the Board does approve a call for bids on the following 2011 Seal Coat Projects:

STATE AID PROJECT No. 068-607-017 (CSAH No. 7). Located: On CSAH #7 between CSAH #10 and CSAH #4 (Length: 9.872 miles).

STATE AID PROJECT No. 068-672-007 (CSAH No. 72). Located: On CSAH #72 between CR #120 and CSAH #24 (Length: 1.907 miles).

STATE AID PROJECT No. 068-677-005 (CSAH No. 77). Located: On CSAH #77 between 0.543 miles south of CSAH #72 and CSAH #72 (Length: 0.543 miles).

STATE AID PROJECT No. 068-678-002 (CSAH No. 78). Located: On CSAH #78 between 0.147 miles west of TH #89 and TH #89 (Length: 0.147 miles).

Engineer Ketring requested the Board approve an agreement with the Minnesota Department of Transportation to participate in the State of Minnesota Agency Agreement between the State of Minnesota Department of Transportation and Roseau County for S.P. 068-591-001; M.P. SRTS 6809(063).

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

2011-02-01

BE IT RESOLVED, that pursuant to Minnesota Stat. Sec. 161.36, the Commissioner of Transportation be appointed as Agent of Roseau County to accept federal aid funds which may be made available for eligible transportation related projects.

BE IT FURTHER RESOLVED, Mark Foldesi, Board Chair and Teresa Klein, County Coordinator are hereby authorized and directed for and on behalf of the County to execute and enter into an agreement with the Commissioner of Transportation prescribing the terms and conditions of said federal aid participation as set for and contained in "Minnesota Department of Transportation Agency Agreement No. 98343," a copy of which said agreement was before the County Board and which is made a part hereof by reference.

Engineer Ketring requested authorization to advance and encumber 2012 transportation funds for 2011 projects. A motion was made by Commissioner Swanson, seconded by Commissioner Foldesi and carried unanimously to adopt the following resolution:

2011-02-02

WHEREAS, the County of Roseau is planning to implement County State Aid Street project(s) in 2011 which will require State Aid funds in excess of those available in its State Aid Regular Construction Account, and

WHEREAS, said County is prepared to proceed with the construction of said project(s) through the use of an advance from the County State Aid Construction Fund to supplement the available funds in the State Aid Regular Construction Account, and

WHEREAS, the advance is based on the following determination of estimated expenditures:

Account Balance as of date 2/6/2011	\$2,511,865.00
Less estimated disbursements:	
Project #68-612-22	\$1,210,729.00
Project #68-612-23	867,218.00
Project #68-635-05	1,096,757.00
Project #68-644-01	208,568.00
Project #68-607-17	218,236.00
Bond Principle (if any)	0.00
Project Finals (overruns-if any)	310,357.00
Other _____	0.00
Total Estimated Disbursements	\$3,911,865.00
Advanced Amount (amount in excess of acct balance)	\$1,400,000.00

WHEREAS, repayment of the funds so advanced will be made in accordance with the provisions of Minnesota Statutes 162.08, Subd. 5 & 7 and Minnesota Rules, Chapter 8820, and

WHEREAS, the County acknowledges advance funds are released on a first-come-first-serve basis and this resolution does not guarantee the availability of funds.

NOW, THEREFORE, BE IT RESOLVED, that the Commissioner of Transportation be and is hereby requested to approve this advance for financing approved County State Aid Highway Project(s) of the County of Roseau in an amount up to \$1,400,000.00 in accordance with Minnesota Rules 8820.1500, Subd.9. I hereby authorize repayments from subsequent accruals to the Regular Construction Account of said County from future year allocations until fully repaid.

OLD BUSINESS

The Board discussed the purchase of a new county vehicle. The matter was deferred to Committee. The committee will report back to the Board after all quotes have been received and reviewed.

The Board discussed elected official salaries. A follow up comparable worth study has been conducted comparing Roseau County elected official compensation to 20 like sized counties. The years in office have been included in this survey. After review of the study and discussion, a motion was made by Commissioner Falk, seconded by Commissioner Swanson and carried by a 3-2 vote with Commissioners Falk, Foldesi and Swanson in favor and Commissioners Phillippe and Walker opposed to adopt the following resolution:

2011-02-03

BE IT RESOLVED, that newly elected officials salaries be re-set at:

Attorney: \$85,563.48 (Grade 14 Step C)

Auditor: \$64,189.99 (Grade 11 Step C)

Sheriff: \$70,194.04 (Grade 12 Step C)

The Board discussed the Affordable Housing Program noting that Roseau County has been a partner in the Roseau County Affordable Housing Program since it began, however the County has not financially contributed to the program since the housing market slowed. Sales are beginning to pick up and county matching funds are exhausted. The Board previously budgeted \$25,000. No action was taken.

Coordinator Klein provided the Board with information on effective meeting management. The Human Resource Committee will meet to review the suggestions.

The Board discussed quotes for re-siding the Beito building. The Board agreed to defer this to a sub-committee of the Building Committee. Representatives on this committee will be Commissioner Swanson and Commissioner Falk, Engineer Ketring, a representative from the Sheriff's Office and Social Service Director Dave Anderson will also serve on the committee.

NEW BUSINESS

Coordinator Klein addressed the Board with regard to a proposal from NeoGov which designs Performance Management software specifically for the public sector. Ms. Klein noted that this proposal will be discussed and reviewed at the next Human Resources Committee meeting. Commissioner Swanson suggested researching the performance review process with other counties before purchasing this software program. Coordinator Klein agreed and will contact Human Resource representatives from similar size counties for input.

The Board discussed the Board Committee assignments. Commissioner Foldesi has requested to serve on the Northwest Regional Development Commission Board of Directors and the Northwest Regional Development Commission. Commissioner Phillippe agreed. County Attorney Karen Foss noted that she would like to activate the Victim Services Advisory Committee. Commissioners Walker and Phillippe agreed to serve as County Commissioner delegates.

The Board discussed holding a joint meeting with Lake of the Woods County to discuss possible job sharing opportunities. In particular, Lake of the Woods is seeking

Manatron property tax system training. A meeting has been scheduled for Monday, February 14, 2011 at 9:00 a.m. in the Roseau County Commissioners meeting room.

COMMITTEE REPORTS

Commissioner Falk reported on the following committee meeting(s): AMC New Commissioner Training, 1-26 and 1-27-2011; Roseau River Watershed District, 2/2/2011; Drainage Seminar, 2/3/11; Human Resources Committee, 2/7/11.

Commissioner Foldesi reported on the following committee meeting(s); Northwest Regional Development Commission Board of Directors, 1/25/2011; Safety Training, 1/26/2011; Big Swamp meeting with Two Rivers Watershed District, 1/27/2011; Department Head Meeting, 2/1/2011; Human Resources Committee, 2/7/11.

Commissioner Phillipe reported on the following committee meeting(s): AMC New Commissioner Training, 1-26 and 1-27-2011; Department Head Meeting, 1/1/2011; Land of the Dancing Sky Area Agency on Aging, 2/2/2011.

Commissioner Swanson reported on the following committee meeting(s): AMC New Commissioner Training, 1-26 and 1-27-2011; Legislative Committee, 1-27-2011; Department Head Meeting, 2/1/2011; Roseau River Watershed District, 2/2/2011; Criminal Justice Coordinating Committee, 2/2/11; Collaborative Governance Council, 2/3/2011; Legislative Committee, 2/4/2011.

Commissioner Walker reported on the following committee meeting(s): DUI Court Graduation, 1/24/2011; Safety Training, 1/26/2011; Warroad River Watershed District, 1/26/2011; Land Utilization Program Open House, 1/27/2011; Criminal Justice Coordinating Committee, 2/2/11.

Upon motion carried, the Board adjourned the regular meeting at 12:25 p.m. The next regular meeting of the Board is scheduled for February 22, 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