

## PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

April 12, 2011

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, Minnesota on Tuesday, April 12, 2011 at 10:30 a.m.

### CALL TO ORDER – ROLL CALL – ESTABLISHMENT OF A QUORUM

The meeting was called to order at 8:30 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 the Emergency Preparedness Plan and acceptance of the MN Internet Crimes Against Children Grant was added to the Consent Agenda. Approval of Soler Township Ditch cleaning was added to discussion. Approval of forthwith payments was added to bill approval. A motion to approve the agenda was made by Commissioner Falk, seconded by Commissioner Swanson and carried unanimously.

### CONSENT AGENDA

A motion to adopt the consent agenda was made by Commissioner Swanson, seconded by Commissioner Phillipe and carried unanimously. The Board, by adoption of its consent agenda, approved proceedings from the March 22, 2011 Board meeting; approved the Roseau County Trailblazers third benchmark on the Pelan Trail system; approved the revised Joint Powers Agreement for Quin County Community Health Services; approved the MN Housing Finance Agency's Family Homeless Prevention and Assistance program resolution; approved a Letter of Agreement for Support Services for Long Term Homeless People Living in Northwestern Minnesota; approved benefit payout for Dispatch/Correctional Officer Collette Rush; approved the Roseau County Emergency Preparedness Plan; approved the MN Internet Crimes Against Children Grant; approved forthwith payments to Jeff O'Donnell for snowplowing in Clear River Township in the amount of \$2,310.00 and for snow plowing in America Township in the amount of \$1,470.00 and approved the payment of bills as follows:

#### WARRANTS APPROVED FOR PAYMENT 3/24/2011:

Vendor Name	Amount
CAPITAL GUARDIAN TRUST CO	2,130.38
MN ENERGY RESOURCES	2,705.32
NATIONWIDE RETIREMENT SOLUTIONS	2,155.97
ROSEAU CO SOCIAL SERVICE CTR	12,000.00
SELECT ACCOUNT-VEBA	23,415.69

**13 Payments less than 2,000 \$7,436.35**

**Final Total: \$49,843.71**

#### WARRANTS APPROVED FOR PAYMENT 3/31/2011

Vendor Name	Amount
GOULET CONSTRUCTION	19,654.57
MN ENERGY RESOURCES	3,391.55

**10 Payments less than 2,000 \$3,302.40**

**Final Total: \$26,348.52**

**WARRANTS APPROVED FOR PAYMENT 4/07/2011**

<b>Vendor Name</b>	<b>Amount</b>
CAPITAL GUARDIAN TRUST CO	2,130.38
NATIONWIDE RETIREMENT SOLUTIONS	2,155.97
NW MN MENTORING PROGRAM	20,000.00
NW MN SERV COOP-BLUE CROSS BLUE SHIELD	76,461.50
ROSEAU CITY	11,668.15
SELECT ACCOUNT-VEBA	9,181.25

**25 Payments less than 2,000 \$8,572.28****Final Total: \$130,169.53****WARRANTS APPROVED ON 4/12/2011 FOR PAYMENT 4/15/2011**

<b>Vendor Name</b>	<b>Amount</b>
ANOKA COUNTY MEDICAL EXAMINER	2,000.00
DELL MARKETING LP	3,107.80
FARMERS UNION OIL CO-WARROAD	5,167.15
FEDERAL SIGNAL CORP	6,316.41
HOUSTON ENGINEERING	2,630.00
MAR-KIT LANDFILL	26,959.95
MIDWEST TESTING LAB INC	2,218.75
NORTHERN RESOURCES COOPERATIVE	9,938.87
NOVACEK/PATRICK	2,006.93
REGENTS OF U OF MINNESOTA	16,224.99
ROSEAU CO COOP ASSN	9,160.87
ROSEAU CO HWY DEPT	2,363.37
ROSEAU CO SOIL & WATER CONS	8,942.34
SJOBORG'S INC	2,718.20
TESSCO TECHNOLOGIES INC	10,406.82
VOYAGEURS COMTRONICS CORPORATION	2,048.63

**104 Payments less than 2,000 \$42,019.93****Final Total: \$154,231.01****COMMITTEE REPORTS**

Commissioner Falk reported on the following committee meeting(s): Association of Minnesota Counties Legislative Conference 3/23/11 – 3/25/11; Human Resource Committee, 3/28/11; Public Health Update for Newly Elected Local Officials, 3/28/11; Incident Command Center Training 3/29/11 – 3/30/11, MnUSA Snowmobile Club meeting, 4/2/11; Human Resource Committee, 4/4/11; Department Head Meeting, 4/5/11; Roseau River Watershed District, 4/6/11; Northern Counties Land Use Coordinating Board, 4/7/11; Human Resource Committee, 4/11/11.

Commissioner Foldesi reported on the following committee meeting(s): Human Resource Committee, 3/28/11; Incident Command Center Training, Human Resource Committee, 4/1/11; Trail Committee, 4/2/11; Human Resource Committee, 4/4/11; Department Head Meeting, 4/5/11; Two Rivers Watershed District, 4/6/11; Human Resource Committee, 4/11/11.

Commissioner Phillipe reported on the following committee meeting(s): 3/23/11 – 3/23/11, Association of Minnesota Counties Legislative Conference; Public Health Update for Newly Elected Officials, 3/28/11; Warroad City Council, 3/28/11; Warroad School Board, 3/28/11; Incident Command Center Training, 3/29/11; Warroad River Watershed, 3/31/11; Department Head Meeting 4/5/11; National County Government Month Committee, 4/5/11;

Bi-National Management of Lake of the Woods and Rainy River Watershed, 4/5/11; Warroad City Council, 4/11/11; Warroad School Board, 4/12/11.

Commissioner Swanson reported on the following committee meeting(s): Association of Minnesota Counties Legislative Conference, 3/23/11 – 3/24/11; Minnesota Department of Public Health Teleconference, 3/28/11; Incident Command Center Training, 3/29/11; Roseau Economic Development Authority, 3/30/11; Roseau River Watershed/BISF Work Group, 3/30/11; Roseau City Council, 4/4/11; Roseau Economic Development Authority, 4/4/11; Department Head Meeting, 4/5/11; Roseau River Watershed, 4/6/11; Criminal Justice Coordinating Committee, 4/6/11; Northern Counties Land Use Coordinating Board, 4/7/11; AMC Public Health Teleconference, 4/11/11.

Commissioner Walker reported on the following committee meeting(s): Association of Minnesota Counties Legislative Conference, 3/23/11 – 3/24/11; DWI Court Rally in Capital Rotunda, 4/5/11; Department Head Meeting, 4/5/11; Bi-National Management of Lake of the Woods and Rainy River Watershed, 4/5/11.

## **UNFINISHED BUSINESS**

The Board discussed the transition of passport services from the Treasurer's Office to the Recorder's office. Treasurer Diane Gregerson and Recorder Pam Grand were present at the Board meeting and confirmed their approval of the plan. Recorder Pam Grand requested clarification on the addition of duties to the office; specifically as to whether the duties would be added to the statutory duties of the Recorder or to the Roseau County Office of the Recorder. The Board advised Ms. Grand that it was not within their legal realm to make any changes to Minnesota Statutes and that it was their intention that the duties would move to the Office of the Recorder as long as this was acceptable to the incumbent. The Board added that since these duties are in addition to the statutorily assigned duties that they would need to be negotiated with each newly elected County Recorder. County Attorney Karen Foss noted that an increase in Recorder compensation would require a board resolution. Treasurer Diane Gregerson asked for clarification about the current stipend she is receiving as compensation for additional duties in her office. She noted that in discussing the proposal this was not specifically addressed. Ms. Gregerson also noted that the duties she performs in her office include notaries public, hospital liens and marriage licenses in addition to vital statistics (birth and death certificates) and only vital statistics was addressed in the proposal. The Board articulated that it was their understanding that under the new agreement these additional duties would become part of the Office of the Treasurer and compensation for these duties would be included in the Treasurer salary. The Board agreed to clarify duties and compensation in the resolution. The Board asked Attorney Karen Foss if she would draft the resolution that articulated this full understanding. Ms. Foss agreed.

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

2011-04-01

WHEREAS, Roseau County wishes to transfer and assign the passport functions and duties to a separate Roseau County office from that of vital statistics, pursuant to federal regulation.

WHEREAS, the Roseau County Recorder has agreed to assume the passport functions and duties and the transfer of these functions and duties from the Roseau County Treasurer's Office to the Roseau County Recorder's Office effective May 2, 2011.

WHEREAS, these additional passport functions and duties are in addition to the duties as County Recorder and as such, pursuant to Minnesota Statute §386.015, additional compensation may be provided for these additional duties and the County Board, by resolution, shall determine the additional compensation which shall be paid.

WHEREAS, the Roseau County Treasurer has agreed to continue to assume the duties of Vital Statistics (birth and death certificates) pursuant to Minnesota Statute §144.211-144.227; Notaries Public pursuant to Minnesota Statute §359.061; Hospital Liens pursuant to Minnesota Statute §514.69-514.70; and Marriage Licenses pursuant to Minnesota Statute §517, effective May 2, 2011.

WHEREAS, these additional functions and duties are in addition to the duties as County Treasurer and as such, pursuant to Minnesota Statute §385.373, additional compensation may be provided for these additional duties and the County Board, by resolution, shall determine the additional compensation which shall be paid.

WHEREAS, the Roseau County Treasurer has agreed to discontinue receipt of the annual stipend of \$3,000 for administering the passport functions and duties.

NOW, THEREFORE, BE IT RESOLVED, that the Roseau County Board of Commissioners transfers all passport functions and duties, under Section 51.21 of Title 22 of the Code of Federal Regulations, from the Roseau County Treasurer's Office to the Roseau County Recorder's Office, effective May 2, 2011.

BE IT FURTHER RESOLVED, that the Roseau County Board of Commissioners hereby approves a salary change for the Roseau County Recorder, pursuant to Minnesota Statute §386.015 from \$60,225.93 to \$62,381.82 (9F to a 9G) effective May 2, 2011 for said duties listed above.

BE IT FURTHER RESOLVED, that the Roseau County Board of Commissioners hereby approves a salary change for the Roseau County Treasurer from \$65,859.07 to \$68,223.60 (10F to a 10G) effective May 2, 2011 for continuing said duties listed above. Said salary is a net reduction of \$635.47 in the Treasurer's salary, based on the removal of the annual stipend previously approved December 12, 2002.

## **NEW BUSINESS**

The Board discussed a request for consolidated conservation funds for use in restoration of a town hall. The Board reviewed Minnesota statute §84A.51 that defines the intended and eligible uses for these funds. The Board reviewed the con-con fund balance and agreed that there was funding available. The Board discussed their concern with allocating funds to one township in the con-con fund collection area and not the others. The Board agreed that if they approved the request for one township that it would be appropriate to also give that same amount to the other townships in the con-con fund collection area. A motion was made by Commissioner Walker, seconded by Commissioner Foldesi and carried unanimously to adopt the following resolution:

2011-04-02

WHEREAS; per MN Statutes §85A.51, that the sale of timber in the consolidated conservation area is to be used in the consolidated conservation area in which it was generated for rehabilitation and development projects; and

WHEREAS, a request for \$3,000 has been received by the Board from a township in the consolidated conservation area for use on a rehabilitation project; and

WHEREAS, funds exist to support this request; and

WHEREAS, the board desires to treat townships in the con-con area equitably:

NOW, THEREFORE, BE IT RESOLVED; that the Board does hereby approve the disbursement of \$3000 to the following townships located within the consolidate conservation area, to use at their discretion for rehabilitation and development within their specific townships: Beaver, Enstrom, Dieter, Falun, Palmville, Reine, Grimstad, Golden Valley, Cedarbend, Lake, Laona, Moranville, Lind and Poplar Grove.

BE IT FURTHER RESOLVED, that the Board authorizes the Auditor to distribute these funds.

Commissioner Foldesi requested the Board approve the disbursement of funds to pay the counties portion of a ditch cleaning project along county owned land in Soler Township. This segment is not part of a ditch system and needs to be cleaned. Soler Township is requesting that landowners along this segment pay their share. The Board agreed that it would be appropriate for them to contribute to this project. A motion was made by Commissioner Foldesi, seconded by Commissioner Falk and carried unanimously to approve the following resolution:

2011-04-03

BE IT RESOLVED, that the Board does hereby authorize payment to Soler Township in an amount not to exceed \$3,000 from the revenue fund upon completion of the ditch cleaning project in the northwestern corner of Soler Township for the counties portion the project as a landowner.

Upon motion carried, the Board adjourned the regular meeting at 1:15 p.m. The next regular meeting of the Board is scheduled for April 26, 2011 at 10:30 a.m.

Attest:

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

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

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