

PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

September 13, 2011

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, Minnesota on Tuesday, September 13, 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 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

Approval of a land purchase was added to the Highway Department portion of the agenda. A victim services committee report was added to the County Attorney's portion of the agenda. A motion to approve the amended agenda was made by Commissioner Swanson, seconded by Commissioner Walker and carried unanimously.

APPROVE BILLS

A motion was made by Commissioner Swanson, seconded by Commissioner Falk and carried unanimously to authorize the payment of the following bills:

Warrants Approved for Payment 8/25/2011

Vendor Name	Amount
SCHOOL DIST 682	47,950.19
SCHOOL DIST 690	92,970.80
TOWN OF BEAVER	3,885.62

6 Payments less than 2,000 \$1,867.39

Final Total: \$146,674.00

Warrants Approved for Payment 8/25/2011

Vendor Name	Amount
NATIONWIDE RETIREMENT SOLUTIONS	2,105.97
NW MN MENTORING PROGRAM	18,410.98
SELECT ACCOUNT-VEBA	9,814.22
WRIGHT CONSTRUCTION INC	14,183.80

9 Payments less than 2,000 \$3,331.67

Final Total: \$47,846.64

Warrants Approved for Payment 8/31/2011

Vendor Name	Amount

1 Payments less than 2,000 \$1,489.94

Final Total: \$1,489.94

Warrants Approved for Payment 9/1/2011

Vendor Name	Amount
JOHNSON OIL CO INC	2,186.97
MINN-DAK ASPHALT INC	1,405,602.02
NW MN SERV COOP-BLUE CROSS BLUE SHIELD	66,904.50
RIVERFRONT STATION	7,267.95
UNITED HEALTHCARE INSURANCE COMPANY	2,339.19

7 Payments less than 2,000 \$3,153.71

Final Total: \$1,487,454.34

Warrants Approved for Payment 9/8/2011

Vendor Name	Amount
ANDERSON LAW OFFICE STEVEN A	2,756.25
BEITO REPAIR	34,877.59
CENTURYLINK	3,392.56
JOHNSON/LAURE A	3,526.88
MN DEPT OF FINANCE –TREAS	4,426.00
NATIONWIDE RETIREMENT SOLUTIONS	2,105.97
PARADISE	2,292.85
ROSEAU CITY	10,857.97
SELECT ACCOUNT-VEBA	9,014.22
WRIGHT CONSTRUCTION INC	21,511.80
15 Payments less than 2,000 \$4,506.17	
Final Total: \$99,268.26	

Warrants Approved On 9/13/2011 for Payment 9/16/2011

Vendor Name	Amount
3-D SPECIALTIES INC	2,865.72
AVIANDS LLC	5,704.62
EMERGENCY COMMUNICATIONS NETWORK LLC	11,800.00
FARMERS UNION OIL CO-LK BRNSN	4,819.77
FARMERS UNION OIL CO-WARROAD	6,386.01
GENERAL EQUIP & SUPPLIES INC	144,179.78
GRAPHIC ENTERPRISES INC	7,617.37
JOHNSTON FARGO CULVERT INC	4,394.70
M & R SIGN CO INC	3,425.77
MAR-KIT LANDFILL	37,763.70
MILLER/TODD	3,537.00
MN BOARD OF WATER AND SOIL RESOURCES	3,061.00
MN DEPT OF TRANSPORTATION	3,102.42
MSOP-MN SEX OFFENDER PROGRAM-D 462	4,067.20
NORTH AMERICAN SALT COMPANY	9,071.00
NORTHERN RESOURCES COOPERATIVE	28,233.52
NOVACEK/PATRICK	3,810.65
PROVANTAGE CORPORATION	2,978.00
QUILL CORPORATION	2,046.79
R & Q CONTRACTING INC	36,302.11
RATWIK, ROSZAK & MALONEY, PA	5,714.49
ROSEAU CO COOP ASSN	14,883.50
ROSEAU CO HWY DEPT	19,941.44
ROSEAU CO TREASURER	11,212.53
SJOBERG'S INC	2,718.20
ZIEGLER INC	6,083.08
81 Payments less than 2,000 \$32,328.82	
Final Total: \$418,049.19	

CITIZEN COMMENTS

There were no citizen comments.

BOARD APPOINTMENTS

Northwest Regional Housing Authority

Lee Meier, Executive Director of the Northwest Minnesota Multi-County Housing and Redevelopment Authority met with the Board to give an update on the recent HRA activities. Mr. Meier informed the Board that at the May, 2011 Board meeting the HRA approved the requested levy for 2011 payable in 2012 and that the Board will continue to pursue funding opportunities that may become available using HRA levy dollars as leverage.

Roseau County Historical Society

Charlene Haugen, Director of the Roseau County Historical Society met with the Board to give an update on the Historical Society's recent activities and request a 2012 appropriation of \$50,000. The Board will act on the request in conjunction with approval of all county appropriations.

Roseau County Trailblazers

Buck Bue and Rich Gross of the Roseau County Trailblazers met with the Board to review the status of the purchase of the railroad corridor between the City of Roseau and the City of Warroad. Mr. Bue informed the Board that the Trailblazers had recently received correspondence from Minnesota Northern Railroad stating the company's intent to move forward with the sale. The Trailblazers have contacted their attorney to prepare the paperwork to finalize the sale. Bue noted that the delay in the purchase has been due to the railroad removing the ballast from the rail bed. However, the original purchase agreement did not list ballast as one of the items to be removed from the rail bed. The Trailblazers will be pursuing clarification on this matter.

The Board inquired as to how the Trailblazers will control weeds along rail corridor. Bue indicated that the Trailblazers will be spraying on a routine basis when the trail is under the ownership of the club.

CONSENT AGENDA

A motion to adopt the Consent Agenda was made by Commissioner Falk, seconded by Commissioner Swanson and carried unanimously. The Board, by adoption of its consent agenda, approved proceedings from the August 23, 2011 Board meeting; accepted the resignation of the Victim Services Coordinator; accepted the resignation of a Roseau County Deputy; approved a benefit payout for Lonnie Herr; approved a benefit payout to Michael Hickey; approved the revised cell phone policy; approved a Professional Services Agreement for Consulting Services with Hildi, Inc. for the Completion of the GASB 45 Post Retirement Benefit Liability Analysis; approved the Northstar ATV Request for Reimbursement in the amount of \$2,496.32; approved the Board of Water and Soil Resources Natural Resources Block Grant.

COMMITTEE REPORTS

The Human Resource Committee presented the Uniform Hiring Policy to the Board for approval. A motion to approve the Revised Uniform Hiring Policy was made by Commissioner Falk, seconded by Commissioner Phillippe and carried unanimously.

DEPARTMENT REPORTS

Auditor's Office

Auditor Monsrud met with the Board to review the 2012 appropriation requests. The Board requested the Auditor's office research payment to the Area Ag Information Center, Rural Life Outreach and Minnesota Heartland Tourism. Clarification on appropriation requests versus annual dues was discussed. The Auditor's office will present a final list of appropriations and dues for approval at the September 27, 2011 Board Meeting.

County Attorney

County Attorney Foss met with the Board to discuss renewal of the Law Enforcement Mutual Assistance Joint Powers Agreement between Roseau County and the City of

Greenbush, the City of Roseau, the City of Warroad, the City of Baudette and Lake of the Woods County. Foss noted that this agreement is being updated to reflect the changes in administration within the different agencies. Foss will return to the Board for Board Chair signature when the agencies included in the Joint Powers Agreement have affixed the appropriate signatures to the agreement.

Foss requested the Board approve the reclassification of Ellie Froese to a permanent full time position as Victim Services Coordinator. Foss stated that offering full time employment to the Victim Services Coordinator would be an incentive to keep someone in the position longer. This position is grant funded and a grant for sustaining this position in 2012 has been applied for and verbal approval has been made. A motion to approve the reclassification of Ellie Froese to a permanent full time position as the Victim Services Coordinator, at a Grade 7 step A, was made by Commissioner Swanson, seconded by Commissioner Phillippe and carried unanimously.

Victim Services Coordinator Ellie Froese met with the Board to give an update on the Victim Services office noting the number of contacts made for the third quarter was 532. Froese also noted that at the recent Victim Services fund raiser \$1200 was raised to assist in increasing awareness of the Victim Services program along with conveying the benefits available to those in need.

Highway Department

A motion to approve final payment to Knife River Materials on SAP 68-613-019 and SAP 68-675-5 in the amount of \$54,406.05 was made by Commissioner Walker, seconded by Commissioner Swanson and carried unanimously.

Engineer Ketring requested Board approval to purchase 51 acres of land from Arlan Dalager, noting that 20 acres of this land would be used as a gravel pit to support the western portion of Roseau County. A motion to proceed with the purchase of this land was made by Commissioner Walker, seconded by Commissioner Falk and carried unanimously.

Sheriff's Office

Sheriff Gust requested the Board approve advertising for Deputy positions at the Sheriff's Office. It is the intent of the Sheriff's Office to create a roster of approved candidates after screening, testing and interviewing have been completed. A motion to approve advertising for a part-time Deputy position was made by Commissioner Swanson, seconded by Commissioner Falk and carried unanimously.

COUNTY BOARD ITEMS

Sidewalk Snow Removal

Comstock Custom Mowing and Snow Removal submitted a letter to the Board stating their intent to cancel their sidewalk snow removal contract with the County. Sheriff Gust has indicated that the Sentence to Service program will be available to remove snow from the doorways and on sidewalks where the Highway Department is unable to service with their equipment. Sheriff Gust will coordinate this task with STS Coordinator Rick VonEnde.

The Board discussed Watershed Appointments. A motion to re-appoint Keith Landin to the Warroad River Watershed District Board for a three year term commencing

September 19, 2011 was made by Commissioner Walker, seconded by Commissioner Phillippe and carried unanimously.

A motion to re-appoint Loren Horner to the Warroad River Watershed District Board for a three year term commencing September 19, 2011 was made by Commissioner Walker, seconded by Commissioner Phillippe and carried unanimously.

A motion to extend the application date for a Manager to the Two Rivers Watershed District until September 30, 2011 was made by Commissioner Swanson, seconded by Commissioner Falk and carried unanimously.

The Board reviewed the applicants for the Roseau River Watershed District Manager. Three applications were considered. The Board discussed the importance of having managers located throughout the county in order to represent constituents fairly. A motion to re-appoint Todd Miller to the Roseau River Watershed District Board for a three year term commencing October 19, 2011 was made by Commissioner Walker, seconded by Commissioner Phillippe and carried unanimously.

A motion to appoint Jason Braaten to the Roseau River Watershed District Board for a three year term commencing October 19, 2011 was made by Commissioner Falk, seconded by Commissioner Swanson and failed by a 1-4 vote with Commissioner Falk in favor and Commissioners Foldesi, Phillippe, Swanson and Walker opposed.

A motion to appoint LeRoy Carrier to the Roseau River Watershed District Board for a three year term commencing October 19, 2011 was made by Commissioner Swanson, seconded by Commissioner Walker and carried by a 4-1 vote with Commissioners Foldesi, Phillippe, Swanson and Walker in favor and Commissioner Falk opposed.

The Board discussed Kittson County's representation on the Roseau River Watershed Board. The Manager from Kittson County appointed to serve on the RRWD has not attended meetings for many months. The Board inquired as to whether Mr. Braaten would be a good fit for this position because he is a resident of the western portion of Roseau County and is interested in addressing water drainage issues throughout the Watershed. Commissioner Falk will contact Mr. Braaten to see if he is interested in serving on the RRWD board in this capacity. Commissioner Walker will contact Kittson County to receive authorization for filling this position with a Roseau County resident, if applicable.

Commissioner Falk notified the Board that the Roseau River Watershed District requested the County cost share with them on landscaping updates they have made to the Watershed building which they lease from Roseau County. Commissioner Falk will discuss final project costs with Rob Sando, RRWD Manager and present this matter to the Board at a later date.

The Board discussed the 2012 Preliminary Budget and Levy. A motion was made by Commissioner Swanson, seconded by Commissioner Phillippe and carried unanimously to adopt the following resolution:

2011-09-01

RESOLUTION
APPROVING PAYABLE 2012 PROPOSED TAX LEVY/BUDGET

BE IT RESOLVED, that the payable 2012 Proposed Property Tax Levy for Roseau County is hereby approved, as follows:

Fund	Levy
Revenue	\$3,293,653
Road & Bridge	1,300,000
Welfare	1,630,000
Debt Service	474,100
Total	\$6,697,753

BE IT FURTHER RESOLVED that the proposed budgets for the year 2012-incorporating the proposed levy as shown above--are hereby approved, as follows:

Fund	Revenues	Expenditures	Net Budget
Revenue	\$5,951,770	\$6,194,530	-\$242,760
Road & Bridge	9,163,760	9,192,200	-28,440
Welfare	3,318,663	3,430,605	-111,942
Debt Service	486,160	446,274	39,886
Tax Supported			
Funds - Total	\$18,920,353	\$19,263,609	-\$343,256
Environmental	\$1,023,450	\$962,694	\$60,756
Total - All Funds	\$19,943,803	\$20,226,303	-\$282,500

BE IT FURTHER RESOLVED that the Roseau County Board of Commissioners will hold a meeting at the courthouse on Tuesday, December 13, 2011, at 6:00 p.m. to discuss the proposed levy and budget and allow the public to comment and ask questions.

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

2011-09-02

Adoption of the 2012 Unorganized Township Levies and Budgets

WHEREAS, the Roseau County Board of Commissioners has reviewed and considered budgets for the unorganized townships located in Commissioner Districts No. 3, 4, and 5, and

WHEREAS, the Roseau County Board of Commissioners deems it necessary that the following amounts be levied on all taxable property in specified unorganized townships in Roseau County.

NOW, THEREFORE, BE IT RESOLVED that the year 2012 unorganized township budgets are hereby approved and the following amounts shall be levied upon all taxable property in unorganized townships in Roseau County for the year 2012:

Twp. 161N., Rg. 36W. (Clear River)	\$ 6,000
Twp. 161N., Rg. 37W. (America)	\$ 3,400
Twp. 162N., Rg. 44W. (Juneberry)	\$ 4,250
Twp. 163N., Rg. 38W. (Norland)	\$13,000
Twp. 163N., Rg. 39W. (Spruce Valley)	\$ 6,000
Twp. 163N., Rg. 40W. (Jadis)	\$ 700
Twp. 163N., Rg. 43W.	\$ 125
Twp. 163N., Rg. 44W. (Blooming Valley)	\$ 1,500
Twp. 164N., Rg. 38W. (Norland)	\$ 50
Twp. 164N., Rg. 39W. (Spruce Valley)	\$ 225
Twp. 164N., Rg. 40W.	\$ 700
Twp. 164N., Rg. 44W. (Blooming Valley)	\$ 500

A copy of the 2012 unorganized township budgets is on file in the County Auditor's office.

COMMITTEE REPORTS

Commissioner Falk reported on the following committee meeting(s): Human Resource Committee, 9/1/11; Building Committee, 9/1/11; Sheriff's Committee meeting, 9/1/11; Department Head meeting, 9/6/11; Roseau River Watershed District Board, 9/7/11; Minnesota Transportation Alliance, 9/12/11.

Commissioner Foldesi reported on the following committee meeting(s): Human Resource Committee, 9/1/11; Sheriff's Committee meeting, 9/1/11; Department Head meeting, 9/6/11; Emergency Board meeting, 9/9/11; Two Rivers Watershed District Board, 9/7/11.

Commissioner Phillipe reported on the following committee meeting(s): Pembina Trail R C & D, 8/26/11; Lake Township Board, 8/29/11; Warroad Community Park meeting, 9/2/11; Roseau County Board, 9/9/11; Warroad City Council, 9/12/11; Warroad School Board, 9/12/11.

Commissioner Swanson reported on the following committee meeting(s): Roseau City Council, 8/22/11; Legislative Committee, 8/22/11; Northern Counties Land Use Coordinating Board, 9/1/11; Department Head meeting 9/6/11; Sheriff's Committee, 9/6/11, Building Committee, 9/6/11; State Land Exchange Board, 9/7/11; Roseau Convention and Visitors Bureau, 9/12/11; Roseau City Council, 9/12/11.

Commissioner Walker reported on the following committee meeting(s): Department Head meeting 9/1/11; Sheriff's Department Committee, 9/1/11; Highway Committee meeting, 9/9/11.

Upon motion carried, the Board adjourned the regular meeting at 1:15 p.m. The next regular meeting of the Board is scheduled for September 27, 2011 at 8:30 a.m.

Attest:

Date: _____

Ann Marie Miller, Board Clerk
Roseau County, Minnesota

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