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**May 22, 2012**

**REGULAR BOARD MEETING AGENDA**

Notice is hereby given that the Board of Commissioners of Roseau County will meet in session on May 22, 2012 at **8:30 a.m.** in the Roseau County Courthouse, Room 110, Roseau, MN, at which time the following matters will come before the Board:

**8:30 Call to Order**

1. Presentation of Colors
2. Approve Agenda
3. Comments and Announcements
4. Approve Bills

**8.45 Delegations/Board Appointments/Public Comments\***

1. Northwest Private Industry Council – Amanda Grzadzielewski
  - a. Northwest Workforce Investment Board Joint Powers Agreement
  - b. Northwest Private Industry Council/Workforce Investment Board Member Application

**9:15 2. Roseau County Historical Society**

- a. Museum Lighting

**9:45 Consent Agenda**

1. Proceedings
2. Eligibility Worker Hire
3. Social Service Board Member Appointment
4. Donation to the Sheriff's Department

**10:15 County Committee Reports**

**10:15 BREAK**

**10:30 Department Reports**

**Auditor's Office**

1. Easement Application for Lake Township Parcel

**Sheriff's Office**

1. Personal Leave Request

**10:45 County Board Items**

1. AMC Lean Training
2. Commissioner Committee Reports

**11:30 Unfinished Business**

**11:30 Adjourn**

**\*Limited to five minutes**

ITEM # Bd Appt 1  
**REQUEST FOR BOARD ACTION**  
 \* Required Fields



<b>*Person Responsible for Request</b>	<b>*Department</b>	<b>*Board Meeting Date</b>
Grzadzielewski, Amanda ▼	Northwest Private Industry Co ▼	May ▼ 22 ▼ 2012 ▼
<b>Amount of time being requested:</b>		7 minutes

**\*Subject Title (As it will appear on the agenda):**  
 Renewal of Joint Powers Agreement

**\*Background (Provide sufficient detail of the subject):**  
 The seven counties in Northwest Minnesota (Kittson, Marshall, Norman, Pennington, Polk, Red Lake, and Roseau) currently have a Joint Powers Agreement in place that identifies the Northwest Regional Development Commission's Board of Directors as the group of Local Elected Officials within the Northwest region that will monitor and oversee the activities of the Northwest Workforce Investment Board. The purpose of this visit with the Roseau County Commissioners is to renew the agreement. The renewal is typically completed every two years. I have attached the document for your review.

**\*Financial Consideration:**  
 None

**\*Legal Consideration:**  
 None

**\*Other Consideration:**  
 None

**\*Resolution (Wording should reflect the intent of the Board vote):**  
 BE IT RESOLVED, that Roseau County approves the extension of the Joint Power Agreement of the NW Workforce Service Area, thereby designating the NW Regional Development Commission Board of Directors as the Local Elected Officials Board for the Workforce Investment Act, effective July 1st, 2012 to June 30th, 2014.

**Coordinator's Office Use (Do Not Write Below)**

<b>Date Received:</b>	<b>Comments:</b>

**Board Action:**

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

**ATTEST:** Jeff Pelowski, Interim Coordinator

## **JOINT POWERS AGREEMENT NORTHWEST WORKFORCE SERVICE AREA**

**THIS AGREEMENT**, made and entered into the first day of July 2012 by and between the Board of Commissioners of the following Counties of the State of Minnesota: Kittson, Marshall, Norman, Pennington, Polk, Red Lake, and Roseau (hereinafter referred to as participating county boards) as follows:

**WHEREAS:** The Workforce Investment Act of 1998 (Public Law 105-22, Dated August 7, 1998) provides workforce investment activities through statewide and local workforce investment systems, workforce investment activities that increase participant's employment, retention, earnings, and occupational skill attainment and result in improved Workforce quality, reduced welfare dependency and enhanced productivity and competitiveness, and;

**WHEREAS**, the Workforce Investment Act legislation require that local elected officials participate in the major decision making roles, and

**WHEREAS**, The Northwest Regional Development Commission was created to facilitate intergovernmental cooperation and to insure orderly and harmonious coordination of state, federal, and local comprehensive planning and development programs, and

**WHEREAS**, the Northwest Regional Development Commission's Board of Directors is an existing representative body of local elected officials.

**NOW THEREFORE**, in consideration of the covenants and mutual agreements contained herein, and pursuant to the foregoing, the participating counties hereby designate the members of the Northwest Regional Development Commissions' Board of Directors as the Local Elected Officials for the Northwest Workforce Service Area with the specific duties as follows:

I. Operating Procedures and Policies

The Northwest Private Industry Council/Workforce Investment Board will operate as the Administrative Entity and Grant Recipient for the program and will also be responsible for the allocation of funds and client participation management.

The Procedures and Policies shall be according to the Northwest Private Industry Council/Workforce Investment Board Policy Manual.

II. Powers

The Local Elected Officials shall possess all powers and duties established by the Workforce Investment Act legislation.

III. Composition of the Northwest Private Industry Council/Workforce Investment Board shall be established according to Section 117 (b) (2) of the Workforce Investment Act of 1998.

## A. Membership Structure

The Northwest Private Industry Council/Workforce Investment Board shall consist of 18 members. There will be ten representatives from the private sector with one representative serving each of the seven counties and with three representatives serving the Workforce Service Area at large. There will be two members on the Workforce Investment Board representing organized labor and one member representing each of the following groups: Community Based Organizations, Economic Development, Education, Public Employment Services, Rehabilitation Agencies and Social Services.

## B. Appointment Process

The appointment process shall involve four steps:

1. Solicitation of nominations
2. Review of nominations
3. Appointment
4. Certification

Each step is described as follows:

### **Solicitation of Nominations**

- a. The Local Elected Officials in concert with the Workforce Investment Board will solicit nominations from representative local and regional groups and organizations representing private and public sector employers, community based organizations, economic development organizations, education, organized labor, public employment services, rehabilitation agencies and social services.
- b. Private Sector nomination should equal at least 150% of the total private sector appointments whenever possible.

### **Review of Nominations**

- a. All nominations will be submitted to the County Board of the County of Residence for review.
- b. Each County will review their respective nominations and forward either comments or recommendations depending on the category of review of the nomination. There are two categories of review.

- (i) Comments – The County Board will make any appropriate comments on the nomination in terms of the person’s ability to represent the category of the nomination.
- (ii) Recommendations – Each County Board will recommend one of the private sector persons from the County to fill one of the seven Geographic Based slots.

### **Appointments**

The final appointments will be made by the Local Elected Officials Board using the following process:

- a. The specific persons recommended by the County Boards to fill the seven private sector geographic slots.
- b. The remaining appointments will be made with consideration given to comments by the counties and information provided on the nominations form.
- c. Lack of Agreement – If after a reasonable effort, the Local Elected Officials are unable to reach agreement, the Governor may appoint the members of the local board from individuals so nominated or recommended.

### **Certification**

The Governor and his staff will review the membership structure, the nominations process, and the final appointments prior to official certification as required by the Workforce Investment Act. Once certified, the Northwest Private Industry Council/Workforce Investment Board will meet and proceed according to the requirements of the Act.

- IV. Relationship of the Northwest Private Industry Council/Workforce Investment Board and the Local Elected Officials will be as follows:
  - A. The Local Elected Officials shall have all the responsibilities of decision making as required by the WIA law.
  - B. Any disagreements will be resolved through negotiations between the Northwest Private Industry Council/Workforce Investment Board and the Local Elected Officials.
  - C. In the event that no agreement can be reached, the Workforce Partnership Division of the Minnesota Department of Employment and Economic Development and the Governor will be notified and asked for assistance.

D. Final resolutions of disagreements will be made according to the provisions of the law as determined by the Governor.

V. Amendment

This agreement may be amended only by the agreement of all participating counties by resolution of their County Boards of commissioners. Notice of any proposed amendment must be provided to all participating County Boards of commissioners at least thirty (30) days prior to the effective date of the proposed agreement.

VI. Termination and Withdrawal

The participating County Boards may terminate and withdraw from this Agreement only on notice of an intention to terminate delivered to other participating County Boards, the Local Elected Officials and the Commissioner of the Minnesota Department of Employment and Economic Development not less than thirty (30) days before the effective date of termination and withdrawal. If funding for this project terminates prematurely, this contract shall be null and void sixty (60) days after the effective date of said termination.

VII. Sunset and Renewal

This Agreement will terminate on June 30, 2014 and must be renewed by resolution of the participating County Boards.

VIII. Disposal of Surplus Funds or Property Upon Termination

Upon termination of the Agreement, unexpended funds shall be disposed of in accordance with law.

IX. Financial Obligations

There will be no financial obligation of any unit of government.

X. Effective Date

The effective date of the Agreement shall be July 1, 2012.

**IN WITNESS WHEREOF**, the participating County Boards, by resolution, have caused this Agreement to be executed by their respective Officers.

County of: **Roseau**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Chairperson, County Board

And: \_\_\_\_\_  
County Auditor or Executive Secretary

ITEM # Bd Appt 1

**REQUEST FOR BOARD ACTION**

\* Required Fields



<b>*Person Responsible for Request</b>	<b>*Department</b>	<b>*Board Meeting Date</b>
Grzadzielewski, Amanda ▼	Northwest Private Industry Cc ▼	May ▼, 22 ▼, 2012 ▼

Amount of time being requested: 5 minutes

**\*Subject Title (As it will appear on the agenda):**  
 Approval for Northwest Workforce Investment Board Member Application

**\*Background (Provide sufficient detail of the subject):**  
 The Northwest Private Industry Council/Workforce Investment Board is also seeking approval for a Board Member application for a representative from Roseau County. The application is for Pamela Hetteen. This application is a renewal as Pam has served on our Board for many years. Once the application is approved by the local county board of commissioners, it will then go to the Local Elected Officials Board for the final appointment to the Northwest Workforce Investment Board.

**\*Financial Consideration:**  
 None

**\*Legal Consideration:**  
 None

**\*Other Consideration:**  
 None

**\*Resolution (Wording should reflect the intent of the Board vote):**  
 The Board approved the recommendation of appointment of Pamela Hetteen to the Northwest Private Industry Council/Workforce Investment Board.

**Coordinator's Office Use (Do Not Write Below)**

<b>Date Received:</b>	<b>Comments:</b>

**Board Action:**

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

**ATTEST:** Jeff Pelowski, Interim Coordinator

**NORTHWEST PRIVATE INDUSTRY COUNCIL  
BOARD MEMBER APPLICATION**

Name <i>Pamela R. Hetteen</i>		Job Title <i>Retired</i>	
Applicant Address <i>42863 Cty Rd 2</i>		City <i>Roseau</i>	State <i>MN</i>
Zip Code <i>56751</i>		County <i>Roseau</i>	Home Phone <i>218-424-7509</i>
Alternate Phone <i>218-689-5340</i>		Email Address <i>rhetteen@wiktel.com</i>	
Name of Employer/Nominating Agency <i>Roseau Chamber of Commerce</i>		Work Phone	
Please describe the Business, Employing Agency or Group you are representing: <i>City of Roseau through the Chamber of Commerce and the Convention Visitors Bureau.</i>			
What skills, training, and/or experience do you possess that would make you a good candidate for WIB membership? (Optional - You may attach a 1-2 page resume if you feel it may aid in the selection process). <i>28 yrs in Human Resources at Polaris Industries 12+ yrs on the Roseau JSEC Committee Business owner for 17 yrs. On many boards and volunteer groups in Roseau @ church</i>			
What are your reasons for wanting to serve on the WIB? <i>To help the residents of our area obtain information about various programs - to be a liaison to other groups I belong to and stay involved in "volunteerism" which I believe we all should do especially after retirement.</i>			
Applicant Signature <i>Pamela R. Hetteen</i>		Date <i>4/16/12</i>	
Nominating Agency Signature <i>Gyle C. Sprindy</i>		Date <i>4-18-12</i>	

*Civic and Commerce  
Convention and Visitors Bureau*

ITEM # Board Appt 2  
**REQUEST FOR BOARD ACTION**  
 \* Required Fields



<b>*Person Responsible for Request</b>	<b>*Department</b>	<b>*Board Meeting Date</b>		
Haugen, Charlene ▼	Roseau Cty Historical Soc ▼	May ▼	22 ▼	2012 ▼

Amount of time being requested:

**\*Subject Title (As it will appear on the agenda):**  
**Collection Care: Track Light Fixtures with UV Filters**

**\*Background (Provide sufficient detail of the subject):**  
 The Roseau County Historical Society Museum displays the history of Roseau County through thematic exhibits with some rotating 2 or 3 times yearly. Approximately 9,000 patrons visited the museum in 2011. The present gallery track fixtures does not provide adequate lighting in the gallery. Museum staff received numerous complaints about the poor lighting in the gallery and individuals not being able to read signage. To compensate for this, staff must turn on the overhead lights which do not provide satisfactory protection for the exhibit artifacts and photographs. These lights do not meet collection care standards due to the amount of ultraviolet radiation and visible light they produce which causes damage to the collection. After examining the alternatives, it was decided that 15 track light fixtures with protective filters that meet collection care standards should be purchased. The museum has applied for grants but was refused by the Minnesota Historical Society (MHS). We were told that needed dimmers and occupancy sensors to protect the collection even more and that we could apply for a grant for these two items through a legacy grant. MHS would not ok a grant for lighting fixtures before the dimmers and occupancy sensors were installed. These two items will cost approximately \$20,000 of which the historical society must also come up with some funding. We need the lighting fixtures and filters now so that our visitors, many who have visual impairments due to age or other health issues, can enjoy the collection. We are requesting help from the county to purchase these items.

**\*Financial Consideration:**  
 Three quotes were requested. Border States quote of \$1,981 for fixtures and \$900 for the filters was the lowest. The Historical Society request \$2,880 for track lighting fixtures and filters for the museum.

**\*Legal Consideration:**  
 There is no legal consideration in this case.

**\*Other Consideration:**  
 We have looked into other considerations and have not been able to obtain the funding for this project.

**\*Resolution (Wording should reflect the intent of the Board vote):**  
 A motion to approved a request for \$2,880 to improve lighting in the Roseau County Museum, was made by \_\_\_\_\_ and approved by\_\_\_\_\_.

**Coordinator's Office Use (Do Not Write Below)**

<b>Date Received:</b>	<b>Comments:</b>

**Board Action:**

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

**ATTEST:** Jeff Pelowski, Interim Coordinator



**BORDER STATES**  
Supply Chain Solutions™

Border States Electric Supply  
Harris Electric Supply

Border States Electric - FGO  
105 25th Street N  
 Fargo ND 58102-4002  
 Phone: 701-293-5833

**Quote**

**BSE Quote:** 22607118  
**Sold-to Acct #:** 352  
**Valid From:** 03/09/2012 **To:** 03/16/2012  
**PO No:** 218-463-1918  
**PO Date:** 03/09/2012

**Created By:** Michael Logan  
**Tel No:** 701-297-3864  
**Fax No:** 701-232-7673

C O D/CSH/CCD Trade-FGO  
Attn: Cash Sale Person BSE Fgo 001  
105 25th St N  
 Fargo ND 58102

**Inco Terms:**  
FOB ORIGIN

**Payment Terms:**  
Pay immediately w/o deduction

**Taxes, if applicable, are not included.**

Cust Item	BSE Item	Material MFG - Description	Quantity	Price	Per UoM	Value
	000010	- LT2816B : Black 120V 250W PAR38 MED E26	15 EA	113.50 / 1	EA	1,702.50
	000030	- LP404B : For 5 1/2" L9 Accessories Black	15 EA	17.25 / 1	EA	258.75
	000050	FRTO ZFRT - FREIGHT CHARGE FOB OUTBOUND ORIGIN	20 \$	1.00 / 1	\$	20.00
<b>Total Value</b>						<b>1,981.25</b>

To access BSE's Terms and Conditions of Sale, please go to  
<https://www.borderstateselectric.com>

This quote has not been reviewed for compliance with the Buy American Act or the American Recovery and Reinvestment Act requirements. BSE reserves the right to amend both our bill of material and our proposal accordingly if BAA/ARRA compliance is required.

**BORDER STATES**

Supply Chain Solutions™

Border States Electric Supply  
Harris Electric Supply**Quote**

Page: 1 of 1

BSE Quote: 22611094  
Sold-to Acct #: 352  
Valid From: 03/15/2012 To: 03/22/2012  
PO No: 218-463-1918  
PO Date: 03/15/2012Created By: Michael Logan  
Tel No: 701-297-3864  
Fax No: 701-232-7673Border States Electric - FGO  
105 25th Street N  
Fargo ND 58102-4002  
Phone: 701-293-5833C O D/CSH/CCD Trade-FGO  
Attn: Cash Sale Person BSE Fgo 001  
105 25th St N  
Fargo ND 58102Inco Terms:  
PPA ORIGINPayment Terms:  
Pay immediately w/o deduction

Taxes, if applicable, are not included.

**Job Name:**Freight is allowed for this order,  
Shipped at no cost.  
Thanks,  
Mike

Cust Item	BSE Item	Material MFG - Description	Quantity	Price	Per UoM	Value
	000010	- L95UV : U.V. Blocking	65 EA	54.75 / 1	EA	3,558.75
		For use w/ LP404				

**Total Value****3,558.75**To access BSE's Terms and Conditions of Sale, please go to  
<https://www.borderstateselectric.com>

<p>This quote has not been reviewed for compliance with the Buy American Act or the American Recovery and Reinvestment Act requirements. BSE reserves the right to amend both our bill of material and our proposal accordingly if BAA/ARRA compliance is required.</p>
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ITEM # Consent 1  
**REQUEST FOR BOARD ACTION**  
 \* Required Fields



<b>*Person Responsible for Request</b>	<b>*Department</b>	<b>*Board Meeting Date</b>
Miller, Ann Marie ▼	Administrative Assistant ▼	May ▼ 22 ▼ 2012 ▼

Amount of time being requested:

**\*Subject Title (As it will appear on the agenda):**  
 Proceedings

**\*Background (Provide sufficient detail of the subject):**  
 Proceedings from the May 8, 2012 Board meeting are being submitted for Board review and approval.

**\*Financial Consideration:**

**\*Legal Consideration:**

**\*Other Consideration:**

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

**Coordinator's Office Use (Do Not Write Below)**

<b>Date Received:</b>	<b>Comments:</b>

**Board Action:**

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

**ATTEST:** Jeff Pelowski, Interim Coordinator

# PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

May 8, 2012

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, on Tuesday, May 8, 2012.

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

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

## APPROVAL OF AGENDA

A State of Minnesota Communications Facility Use Agreement was added to the Emergency Management appointment. A motion to approve the revised agenda was made by Commissioner Foldesi, seconded by Commissioner Falk and carried unanimously.

## COMMENTS AND ANNOUNCEMENTS

The Board was reminded of a 1:00 p.m. Board Retreat Planning Session today; the Land Asset Planning meeting scheduled for Thursday, May 10<sup>th</sup>, and the AMC District 3 meeting notice posted on the AMC website.

## APPROVE BILLS

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

### Warrants Approved For Payment 4/26/2012

Vendor Name	Amount
MN DEPT OF FINANCE –TREAS	3,214.50
<b>12 Payments less than 2,000</b>	<b>4,100.51</b>
<b>Final Total:</b>	<b>7,315.01</b>

### Warrants Approved For Payment 5/03/2012

Vendor Name	Amount
AFLAC	2,475.40
JOHNSON/LAURE A	3,526.88
MN ENERGY RESOURCES	2,287.60
NW MN SERV COOP-BLUE CROSS BLUE SHIELD	64,227.00
RIVERFRONT STATION	4,653.19
SELECT ACCOUNT-VEBA	9,037.29
<b>18 Payments less than 2,000</b>	<b>11,015.88</b>
<b>Final Total:</b>	<b>97,223.24</b>

### Warrants Approved On 5/08/2012 For Payment 5/11/2012

Vendor Name	Amount
AVIANDS LLC	6,531.52
DLT SOLUTIONS INC	4,541.16
FARMERS UNION OIL CO-LK BRNSN	3,796.41
H & L MESABI INC	2,322.83
MAR-KIT LANDFILL	34,515.15
MN DEPT OF CORRECTIONS	10,679.74
MSOP-MN SEX OFFENDER PROGRAM-D 462	3,930.80

NORTHERN RESOURCES COOPERATIVE	9,685.29
SJOBERG'S INC	2,718.20
STAN'S COMMUNICATIONS INC	2,762.95
TRUE NORTH STEEL	55,208.84
UND FORENSIC PATHOLOGY	2,000.00

**80 Payments less than 2,000 28,418.06**

**Final Total: 167,110.95**

## **CONSENT AGENDA**

A motion to adopt the Consent Agenda was made by Commissioner Phillippe, seconded by Commissioner Foldesi and carried unanimously. The Board, by adoption of its Consent Agenda, approved the April 24, 2012 Proceedings; approved the Northstar ATV Club Grant-in-Aid Reimbursement Request in the amount of \$3,549.05 and approved a Minnesota Lawful Gambling Permit for the Wannaska Community Center.

## **DELEGATIONS/BOARD APPOINTMENTS**

### Roseau County Trailblazers

Rich Gross and Buck Bue of the Roseau County Trailblazers met with the Board to request approval of the the 2012-2013 Maintenance and Grooming Application, the 2013 Resolution of Support, the back-up grooming plan and the 4<sup>th</sup> Benchmark for the BISF #1 Trail System.

A motion to approve the 2012-2013 Minnesota Trails Assistance Program, Maintenance and Grooming Application (Resolution of Support (2012-05-01) and Back-up Grooming Plan) was made by Commissioner Falk, seconded by Commissioner Phillippe and carried unanimously.

A motion to approve the Snowmobile Trails Assistance Program, Maintenance and Grooming, Certification of Trail Closure/Application Submission, 4<sup>th</sup> Benchmark was made by Commissioner Swanson, seconded by Commissioner Falk and carried unanimously.

### Roseau River Watershed District

RRWD Manager Rob Sando met with the Board to discuss the Palmville Joint Powers Agreement and Building Maintenance Projects. Sando requested the Board approve a Joint Powers Agreement between the State of Minnesota, Roseau County and the Roseau River Watershed District Board of Managers. This agreement would allow the District, County and State to conduct operations, maintenance and monitoring of the Palmville Flood Damage Reduction and Fen Restoration Project on State Property according to the agreed upon Operations and Maintenance Plan. A motion to approve the Palmville Project Joint Powers agreement was made by Commissioner Falk, seconded by Commissioner Swanson and carried unanimously.

Sando submitted a quote for painting the exterior of the RRWD offices which the watershed currently leases from the County. The Board requested Sando acquire additional quotes which will then be reviewed at a future Board meeting.

The software item was removed from the agenda.

## **DEPARTMENT REPORTS**

### Emergency Management

Emergency Manager Gracia Nelson met with the Board to request approval to renew the Five Year Hazard Mitigation Assistance Planning Grant and a State of MN Communication Facility Use Agreement for the MnDot Tower at the Roosevelt Communications Facility.

A motion to approve the State of Minnesota, 2013 Hazard Mitigation Assistance Planning Grant in the amount of \$30,000, with a \$7,500 in-kind county match, was made by Commissioner Phillipe, seconded by Commissioner Swanson and carried unanimously.

A motion to approve a State of Minnesota Communications Facility Use Agreement (effective for ten years commencing on July 1, 2012) for County equipment to be installed on the Tower at the Roosevelt Communication Facility was made by Commissioner Falk, seconded by Commissioner Foldesi and carried unanimously.

#### Social Services

Social Services Director Dave Anderson requested Board approval to hire an Eligibility Worker. A motion to approve hiring Joshua Oquist as an Eligibility Worker at a Grade 6 Step A was made by Commissioner Swanson, seconded by Commissioner Phillipe and carried unanimously.

#### Highway Department

Highway Engineer Ketring met with the Board to request approval to call for bids for the following three projects: (Bids will be opened on June 25, 2012 at 2:00 p.m. in the Commissioners Boardroom at the Courthouse.)

A motion to approve a call for bids on SAP 68-213-20 Aggregate Base Project on CSAH 13 was made by Commissioner Falk, seconded by Commissioner Phillipe and carried unanimously.

A motion to approve a call for bids on CP1108 for a Maintenance Shouldering Project on CSAH 8 was made by Commissioner Foldesi, seconded by Commissioner Falk and carried unanimously.

A motion to approve a call for bids on SAP 68-599-99 for a Spruce Township Bridge Replacement (CD7) was made by Commissioner Falk, seconded by Commissioner Swanson and carried unanimously.

#### County Attorney

The County Attorney's office requested the Board approve setting a Public Hearing date necessary to adopt a County Animal Ordinance. A motion to approve holding a Public Hearing on June 26, 2012 at 8:45 a.m. in order to hear public comment on a Roseau County Animal Ordinance, was made by Commissioner Swanson, seconded by Commissioner Falk and carried unanimously.

### **COMMISSIONER COMMITTEE REPORTS**

Commissioner Falk reported on the following committee meeting(s): Gravel Academy, 4/25-26, 2012; Sheriff Committee, 5/1/12; Courthouse Department Head meeting with the Board, 5/1/12; Operations Committee, 5/2/12.

Commissioner Foldesi reported on the following committee meeting(s): Northwest Regional Development Commission, 4/24/12; Sheriff Committee, 5/1/12; Courthouse Department Head Meeting with the Board, 5/1/12; Two Rivers Watershed District, 5/2/12.

Commissioner Phillipe reported on the following committee meeting(s): Warroad Community Education Committee, 4/24/12; Roseau County Committee on Aging, 4/24/12; Roseau County Public Health Committee, 4/24/12; Warroad Watershed District, 4/25/12; Roseau County Committee on Aging Driver Appreciation Dinner, 4/27/12; Joint Airport Zoning Board, 4/30/12; Sheriff Committee, 5/1/12; Courthouse Department Head meeting with the Board, 5/1/12; DNR Parks and Trails Legacy Advisory Committee, 5/4/12.

Commissioner Swanson reported on the following committee meeting(s): Roseau County Public Health Committee, 4/24/12; Roseau Economic Development Authority, 4/25/12; Roseau County Affordable Housing Program, 4/26/12; Sheriff's Committee, 5/1/12; Courthouse Department Head meeting with the Board, 5/1/12; Operations Committee, 5/2/12; Community Justice Coordinating Committee, 5/2/12; Roseau River Watershed Board, 5/2/12; Northern Counties Land Use Coordinating Committee, 5/3/12; Roseau Convention and Visitors Bureau, 5/7/12; Roseau City Council, 5/7/12.

Commissioner Walker reported on the following committee meeting(s): Warroad River Watershed District, 4/25/12; Sheriff Committee, 5/1/12; Courthouse Department Head meeting with the Board, 5/1/12; Operations Committee, 5/2/12.

## **BOND SALE**

Ehlers-Inc. Representative Bruce Kimmel met with the Board to present the results of the mornings bond sale and to request the Board approve a resolution authorizing issuance, awarding sale, prescribing the form and details and providing for the payment of \$4,490,000 general obligation jail refunding Bonds, Series 2012A. A motion was made by Commissioner Swanson, seconded by Commissioner Falk and carried unanimously to adopt the following resolution:

2012-05-02

**AWAITING COMPLETED BOND DOCUMENTS FROM EHLERS-INC.**

Mr. Kimmel presented the Board with a plaque from Ehler's-Inc., in recognition of Standard & Poor's (S & P) assignment of an "A+" long-term rating with a stable outlook for the County's General Obligation Jail Refunding Bonds, Series 2012A. This reflects the County's strong and expanding manufacturing base, good income, strong wealth levels and low overall debt levels. S & P gave overall high marks for the County's strong financial position with a diverse tax base.

Upon motion carried, the Board adjourned the regular meeting at 11:45 a.m. The next regular meeting of the Board is scheduled for May 22, 2012 at 8:30 a.m.

Attest:

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

\_\_\_\_\_  
Jeff Pelowski, Interim County Coordinator  
Roseau County, Minnesota

\_\_\_\_\_  
Russell Walker, Chair  
Board of County Commissioners

DRAFT

ITEM # Consent 2  
**REQUEST FOR BOARD ACTION**  
 \* Required Fields



<b>*Person Responsible for Request</b>	<b>*Department</b>	<b>*Board Meeting Date</b>
Anderson, Dave ▼	Social Services Director ▼	May ▼, 22 ▼, 2012 ▼

Amount of time being requested:

**\*Subject Title (As it will appear on the agenda):**  
 Approve hire of Carrie Rath, Social Worker effective June 18, 2012

**\*Background (Provide sufficient detail of the subject):**  
 The Social Services Board recommends hiring Carrie Rath as a Social Worker effective June 18, 2012. This position is a Grade 7, Step A at \$19.94 per hour. This position replaces Karla Langaas who moved to Social Service Supervisor.

**\*Financial Consideration:**

**\*Legal Consideration:**

**\*Other Consideration:**

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

**Coordinator's Office Use (Do Not Write Below)**

<b>Date Received:</b>	<b>Comments:</b>

**Board Action:**

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

**ATTEST:** Jeff Pelowski, Interim Coordinator

ITEM # Consent 3  
**REQUEST FOR BOARD ACTION**  
 \* Required Fields



<b>*Person Responsible for Request</b>	<b>*Department</b>	<b>*Board Meeting Date</b>		
Anderson, Dave ▼	Social Services Director ▼	May ▼	22 ▼	2012 ▼

Amount of time being requested:

**\*Subject Title (As it will appear on the agenda):**  
 Appoint Colleen Lorenson from Greenbush, MN to Social Services Board.

The Social Services Board recommends that Colleen Lorenson from Greenbush be appointed to serve the remaining term of Peggy Swart on the Social Services Board. This appointment will be until July 2013 and subject to two year reappointment there after.

**\*Financial Consideration:**

**\*Legal Consideration:**

**\*Other Consideration:**

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

**Coordinator's Office Use (Do Not Write Below)**

<b>Date Received:</b>	<b>Comments:</b>

**Board Action:**

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

**ATTEST:** Jeff Pelowski, Interim Coordinator

ITEM # Consent 4  
**REQUEST FOR BOARD ACTION**  
 \* Required Fields



<b>*Person Responsible for Request</b>	<b>*Department</b>	<b>*Board Meeting Date</b>
Gust, Steve ▼	Sheriff ▼	May ▼, 22 ▼, 2012 ▼

Amount of time being requested:

**\*Subject Title (As it will appear on the agenda):**  
 Generous Money Donation

**\*Background (Provide sufficient detail of the subject):**  
 A donation has been made to the Roseau County Sheriff's Office. The Board will formally accept this donation.

**\*Financial Consideration:**

**\*Legal Consideration:**

**\*Other Consideration:**

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

**Coordinator's Office Use (Do Not Write Below)**

<b>Date Received:</b>	<b>Comments:</b>

**Board Action:**

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

**ATTEST:** Jeff Pelowski, Interim Coordinator

ITEM #  Auditor   
**REQUEST FOR BOARD ACTION**  
 \* Required Fields



<b>*Person Responsible for Request</b>	<b>*Department</b>	<b>*Board Meeting Date</b>
Monsrud, Martie ▼	Auditor ▼	May ▼ 22 ▼ 2012 ▼

Amount of time being requested:

**\*Subject Title (As it will appear on the agenda):**  
 Discuss Easement Application on parcel in Lake Township

**\*Background (Provide sufficient detail of the subject):**  
 I received the application from the DNR for an easement across the parcels owned by the State of Minnesota for the railroad corridor.

**\*Financial Consideration:**

**\*Legal Consideration:**

**\*Other Consideration:**

**\*Resolution (Wording should reflect the intent of the Board vote):**  
 Resolution may be needed for the DNR.

**Coordinator's Office Use (Do Not Write Below)**

<b>Date Received:</b>	<b>Comments:</b>

**Board Action:**

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

**ATTEST:** Jeff Pelowski, Interim Coordinator

ITEM #     Sheriff      
**REQUEST FOR BOARD ACTION**  
 \* Required Fields



<b>*Person Responsible for Request</b>	<b>*Department</b>	<b>*Board Meeting Date</b>		
Gust, Steve ▼	Sheriff ▼	May ▼	22 ▼	2012 ▼

Amount of time being requested:

**\*Subject Title (As it will appear on the agenda):**  
 Personal Leave of absence for Jason Hanson/Jailer/Dispatcher

**\*Background (Provide sufficient detail of the subject):**  
 Jason Hanson is requesting a leave of absence for a family trip to Disney World on June 4th through June 17th. 2012. Jason has no reserved time to take vacation (vacation, holiday or VTO time) and therefore is asking for personal time off. This trip is for a gift to his daughter for graduation.

**\*Financial Consideration:**

**\*Legal Consideration:**

**\*Other Consideration:**  
 Shifts are able to be covered per Jail Administrator, Janice Anderson.

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

**Coordinator's Office Use (Do Not Write Below)**

<b>Date Received:</b>	<b>Comments:</b>
<input type="text"/>	<input type="text"/>

**Board Action:**

Comm.	Motion (First)	Motion (Second)	Vote			Vote Result
			Yes	No	Abstain	
Swanson	<input type="text"/>	Passed <input type="text"/>				
Phillipe	<input type="text"/>					
Foldesi	<input type="text"/>	Failed <input type="text"/>				
Falk	<input type="text"/>					
Walker	<input type="text"/>	Tabled <input type="text"/>				

**ATTEST:** Jeff Pelowski, Interim Coordinator

ITEM # Cty Board 2  
**REQUEST FOR BOARD ACTION**  
 \* Required Fields



<b>*Person Responsible for Request</b>	<b>*Department</b>	<b>*Board Meeting Date</b>		
<input type="text"/>	<input type="text"/>	May	22	2012

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

**\*Background (Provide sufficient detail of the subject):**  
 Commissioners Phillipe and Swanson 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)**

<b>Date Received:</b>	<b>Comments:</b>
<input type="text"/>	<input type="text"/>

**Board Action:**

Comm.	Motion (First)	Motion (Second)	Vote			Vote Result
			Yes	No	Abstain	
Swanson	<input type="text"/>	Passed <input type="text"/>				
Phillipe	<input type="text"/>	Failed <input type="text"/>				
Foldesi	<input type="text"/>					
Falk	<input type="text"/>	Tabled <input type="text"/>				
Walker	<input type="text"/>					

**ATTEST:** Jeff Pelowski, Interim Coordinator

**Roseau County Board  
May 2012 Committee Report  
Glenda A. Phillipe**

**MAY 2012**

**May 1 – Roseau County Sheriffs’ Department - Roseau**

COW

**May 1 – Roseau County Courthouse Department Heads – Roseau**

COW

**May 4 – DNR Parks and Trails Legacy Advisory Committee Meeting – Apple Valley**

Charter being drafted. Greater MN Parks and Trails Coalition drafting volunteers from NW region.

**May 8 – Roseau County Board – Roseau**

COW

**May 8 – Retreat Prep – Roseau**

COW

**May 14 – Warroad City Council – Warroad**

New city superintendent, Ron Kleinschmidt, introduced; new airport manager hired; Minn-Dak Asphalt/TRF awarded airport resurfacing contract/\$454,676.00; approved signing All-Hazard Mitigation Plan for Roseau County; new police officer sworn in; considering another archery deer hunt within city limits.

**May 14 – Warroad School Board – Warroad**

Resignations and terminations; summer rec employees.

**May 15 – Roseau County Highway Department – Roseau**

COW

**May 15 – Social Services Board – Roseau**

COW

**May 16 – Lake Township – Warroad**

Discussed meeting on May 31 regarding fiber optics on RR corridor – three supervisors will attend meeting; work on Warroad Estates roads/\$5,000; work on Springsteel Road/\$5,000; Minn-Dak Asphalt will handle; gravel on road to WLRSC/Scott Johnson Company; discussed PERA for an employee.

**May 18 – CR 35 – Warroad**

Meeting with Brian Ketring, Dick Soderberg, Jeff Hellquist regarding work on CR 35.

**May 21 – Warroad Port Authority – Warroad**

**May 22 – Roseau County Board – Roseau**

COW

**May 23 – Retreat – Roseau**

COW

**May 24 – Retreat – Roseau**

**May 27 – Warroad Watershed - Warroad**

**May 29 – Warroad City Council –Warroad**

**May 31 – Fiber Optics – Warroad**

## *JACK SWANSON COMMITTEE REPORTS*

*MAY 8, 2012 - RETREAT PLANNING TELECONFERENCE; with Toni Smith (AMC) via ITV*

*MAY 9, 2012 - NORTHWEST REGIONAL RADIO BOARD; met via ITV; approved inclusion of White Earth Band for interoperability*

*MAY 10, 2012 - DNR LAND ASSET PILOT PROJECT; met via ITV; agreed to remove several state parcels from a land exchange, so the state can offer those parcels for sale by auction (in Roseau)*

*MAY 11, 2012 - CJCC GRANTS MEETING; w/ John Wynne, Steph Heppner, Jenny Cole on possible grant funding for Teen Journey and Kids NUs*

*MAY 15, 2012 - SOCIAL SERVICES BOARD; selected Colleen Lorenson (Strathcona) to replace Peggy Swart*

*MAY 15, 2012 - HIGHWAY DEPARTMENT COMMITTEE; talked about five year road plan*

*MAY 16, 2012 - COLLABORATIVE GOVERNANCE COUNCIL (ST PAUL); heard the pros and cons of public employees joining a statewide health insurance pool*

*MAY 18, 2012 - LEGACY GRANTS; w/ Dave Grafstrom and Randy Prachar (DNR) on pursuing Lessard-Sams funding for a deer habitat pilot project*

*MAY 18, 2012 - ROSEAU ECONOMIC DEVELOPMENT AUTHORITY; w/ congressional delegation on finding solutions for perceived rental property shortage in Roseau County*