

PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

December 26, 2012

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, on Tuesday, December 26, 2012.

CALL TO ORDER – ROLL CALL – ESTABLISHMENT OF A QUORUM

The meeting was called to order at 9:00 a.m. by Board Vice-Chair Falk. The Pledge of Allegiance was recited. Commissioners present were Roger Falk, Mark Foldesi, Glenda Phillipe, Jack Swanson and Russell Walker.

APPROVAL OF AGENDA

A final payment and a constituent ditch matter were added to the Highway Department appointment and forthwith payments were added to the payment of bills. A motion to approve the amended agenda was made by Commissioner Foldesi, seconded by Commissioner Walker and carried unanimously.

COMMENTS AND ANNOUNCEMENTS

The Board acknowledged a thank you note from the Roseau County Food Shelf expressing their gratitude for the County's continued support. Commissioner Phillipe informed the Board of the resignation of Shannon Hendrickson as the Director of the Land of the Dancing Sky Area Agency on Aging Board.

APPROVE BILLS

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

W a r r a n t s A p p r o v e d F o r P a y m e n t 1 2 / 1 3 / 2 0 1 2	
Vendor Name	Amount
CENTURYLINK	2,789.94
GRAFSTROM/LESTER & VERNA	2,173.50
GRAFSTROM/SAMUEL & LOLA	10,722.60
LORENSEN/DELORIS	3,528.00
MN DEPT OF FINANCE -TREAS	2,502.00
OSLUND/LAYTON & MARIE	8,135.10
ROSEAU CITY	7,784.66
8 Payments less than 2,000.00	6,899.91
Final Total:	44,535.71

W a r r a n t s A p p r o v e d F o r P a y m e n t 1 2 / 2 0 / 2 0 1 2	
Vendor Name	Amount
DELL MARKETING LP	4,791.80
ROSEAU CO MEDICAL TRAVEL	2,800.00
10 Payments less than 2,000.00	3,331.69
Final Total:	10,923.49

W a r r a n t s A p p r o v e d O n 1 2 / 2 6 / 2 0 1 2 F o r P a y m e n t 1 2 / 2 8 / 2 0 1 2	
Vendor Name	Amount
ANOKA COUNTY MEDICAL EXAMINER	2,000.00
CDW GOVERNMENT INC	5,989.63
DYNAMIC IMAGING SYSTEMS INC	2,667.21

E-911	5,635.14
ELECTION SYSTEMS & SOFTWARE INC	8,403.12
GARTNER REFRIGERATION CO	14,800.00
LIFECARE MEDICAL CENTER	3,036.00
MN COUNTIES COMPUTER COOP	4,050.00
NORTHERN RESOURCES COOPERATIVE	2,820.43
NOVACEK/PATRICK	10,858.79
PRO TECH SECURITY SALES DBA	7,418.00
R & Q CONTRACTING INC	27,132.00
REGENTS OF U OF MINNESOTA	16,224.99
RINKE-NOONAN LAW FIRM	2,487.00
ROSEAU CO ENVIRONMENTAL OFFICE	17,500.00
ROSEAU CO SOIL & WATER CONS	10,702.77
ROSEAU CO TREASURER	14,854.07
59 Payments less than 2,000.00	26,386.78
Final Total:	182,965.93

The Board approved forthwith payments to Joe Ulwelling in the amount of \$100.00 for RBEG meeting; Gary Boekelheide in the amount of \$100.00 for RBEG meeting; Multi Office Products in the amount of \$79.54 for office supplies; Marco in the amount of \$58.28 for copier maintenance; Tim Erickson in the amount of \$235.88 for mileage reimbursement; CDW Government, Inc. in the amount of \$9,986.99 for software and software support and \$11,116.99 for computer equipment; Jeff O'Donnell in the amount of \$4,550.00 for ditch grading in Clear River Township, \$2,600.00 for ditch grading in America Township, \$148.00 for snow plowing in Clear River Township, and \$170.00 for snow plowing in America Township; and to Stuart Gust in the amount of \$150.00 for beaver removal from Ditch 63.

DELEGATIONS/BOARD APPOINTMENTS/PUBLIC COMMENTS

Cam Fanfulik, Loan Manager/Economic Development Planner for the Northwest Regional Development Commission met with the Board to review their 2013 Comprehensive Economic Development Strategy and to request Board support of that five year plan. A motion was made by Commissioner Phillipe, seconded by Commissioner Foldesi and carried unanimously to adopt the following resolution:

2012-12-04

WHEREAS, The seven counties of the Northwest Regional Development Commission have been designated as an Economic Development District by the Federal Economic Development Administration; and

WHEREAS, Roseau County has actively participated in that Economic Development District; and

WHEREAS, It is a requirement of the Economic Development Administration that the counties in the District approve the Comprehensive Economic Development Strategy (CEDS) each year in order for the Region to retain this status and the benefits which are available to a district as a result of this status; and

WHEREAS, Roseau County Commissioners have reviewed the 2013 Update of the Comprehensive Economic Development Strategy (CEDS) and agree with the development strategies set forth in that Program,

NOW, THEREFORE BE IT RESOLVED, that Roseau County adopt the 2013 Comprehensive Economic Development Strategy (CEDS) as an expression of the preferred approach to economic development in the district.

BE IT FURTHER RESOLVED, That Roseau County will continue to participate in the on-going planning and development process represented by the Comprehensive Economic Development Strategy (CEDS).

CONSENT AGENDA

A motion to adopt the Consent Agenda was made by Commissioner Swanson, seconded by Commissioner Phillippe and carried unanimously. The Board by adoption of its Consent Agenda approved the December 11, 2012 Proceedings; approved the Local Deputy Registrar Maintenance of Local Driver's License and ID Services (Resolution #2012-12-05); approved the appointment of Steve Gust to a four-year term, effective 1-1-2013, as a member of the Northwest Minnesota Juvenile Center Board; approved advertising for bids for 2013 County publishing and approved a one-year agreement with Docutech, in the amount of \$799.00, for County Attorney case management software.

DEPARTMENT REPORTS

Highway Department

Mr. Robbie Christianson requested time with the Board and Engineer Ketring to discuss water flow problems along County Road 103 north of Greenbush. Christianson stated that there is inadequate flow in the CR 103 ditch due to a land owner ring dike restricting the flow of water. The dike was installed by the Two Rivers Watershed District two years ago. The TRWD has stated that they are working on resolving this problem. The Board expressed concern over using a County Road as part of a ring dike. Ketring noted that the inadequate drainage along the dike could affect the integrity of the road and that the Highway Department is monitoring this. Mr. Christianson requested a letter of support from the Board stating this matter will be resolved. A motion to have the Board draft a letter of support was made by Commissioner Foldesi, seconded by Commissioner Phillippe and carried unanimously.

Engineer Ketring provided an update for Commissioners on the results of a complaint sent by Mr. James Jenson on May 22, 2012, to the Minnesota Board of Architecture, Engineering, Land Surveying, Landscape Architecture, Geoscience and Interior Design Complaint Committee. This Board has the authority to revoke or suspend licensure, issue fines and/or reprimands. Ketring noted that he responded to this complaint with input from the MN Department of Transportation, MN Pollution Control Agency, MN Counties Insurance Trust, County Leadership Team and County Commissioners. The response was reviewed by the Complaint Board on September 18, 2012. The County was then notified that all of the allegations filed in Mr. Jenson's complaint were dismissed. Ketring thanked the Board for their support during this process.

A motion to provide final payment to Taggart Excavating and Septic Inc., for a bridge replacement project, in the amount of \$17,006.02, was made by Commissioner Falk, seconded by Commissioner Phillippe and carried unanimously.

COMMITTEE REPORTS

Building Committee

Dave Anderson, on behalf of the Building Committee, met with the Board to discuss Courthouse security and Courtroom renovations. The Board discussed Courthouse security at length. Sheriff Gust researched the purchase of a mobile metal detector. The cost for a used unit would be approximately \$1,500 and a new unit approximately \$5,000. It was noted that the greatest cost of placing a metal detector at the Courthouse could be staffing. Depending on how often the detectors are used, staffing costs could be significant. It was the consensus of the Board to table further discussion on the purchase of metal detectors at this time.

In addition, Anderson provided an update on the progress of the Courtroom remodel project. Architectural drawings have been prepared showing a new layout of seating for Court Administration personnel, re-routing how inmates enter the Courtroom. The plans for the Courtroom remodel could also include a new sound system. Accurate specifications for both projects are essential to preparing the final bid package. The sound system vendor, Marco, has indicated that the monies spent for preparing bid specifications will be put toward the total redesign if awarded the project. The Building Committee is requesting the Board authorize the payout to the vendors for this purpose. A motion to payout \$2,500, not to exceed \$3,500 to Richard Rude, Architect, to prepare building specifications and a payout of a maximum of \$1,500 to Marco to prepare sound system specifications was made by Commissioner Foldesi, seconded by Commissioner Swanson and carried unanimously.

COUNTY BOARD ITEMS

The Board discussed the final 2013 Appropriations. A motion was made by Commissioner Foldesi, seconded by Commissioner Swanson and carried unanimously to adopt the following resolution:

2012-12-06

BE IT RESOLVED that the Roseau County Board does hereby approve the 2013 Appropriations as follows:

Roseau County Historical Society	\$45,000
NW Regional Library	\$95,000
Roseau County Agricultural Society	\$15,000
Memorial Day	\$600
Roseau County Senior Med Travel	\$10,000
Roseau County Area Agency on Aging/Far North Transit*	\$13,600
Roseau County Soil and Water Conservation District	\$65,000
MN Red River Basin Development Commission	\$800

*For distribution in 2014

The Board discussed elected official salaries. A motion was made by Commissioner Foldesi, seconded by Commissioner Phillippe and carried unanimously to adopt the following resolution:

2012-12-09

BE IT RESOLVED, that the Roseau County Board does hereby approve the Elected Official Salaries for 2013 as follows:

	Actual 2012	Proposed 2013
Auditor	\$ 66,809.60	\$ 69,429.05
Treasurer	\$ 68,224.00	\$ 68,224.00
Sheriff	\$ 73,091.20	\$ 75,989.45
Attorney	\$ 88,732.80	\$ 91,938.43
Recorder	\$ 62,379.20	\$ 62,379.20
Commissioners	\$ 19,214.00	\$ 19,214.00

BE IT FURTHER RESOLVED, that steps will be awarded, if applicable, to elected officials on January 1st. (Included in the 2013 proposed salaries.)

The Board discussed the 2013 levy. The preliminary 2013 Levy was approved on September 11, 2012.

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

2012-12-07

BE IT RESOLVED, that the final payable 2013 Property Tax Levy for Roseau County is hereby approved as follows:

<u>Fund</u>	<u>Levy</u>
Revenue	\$3,293,653
Road & Bridge	1,200,000
Welfare	1,630,000
<u>Debt Service</u>	<u>474,100</u>
Total	\$6,597,753

The Board discussed the final 2013 Budget. The preliminary 2013 Budget was approved on September 11, 2012.

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

2012-12-08

BE IT FURTHER RESOLVED, that the budgets for the year 2013, incorporating the Final Levy shown above, are hereby approved as follows:

<u>Fund</u>	<u>Revenues</u>	<u>Expenditures</u>	<u>Net Budget</u>
Revenue	\$5,699,530	\$5,816,605	-\$117,075
Road & Bridge	9,441,927	9,568,947	-127,020
Welfare	3,395,480	3,559,980	-164,500
<u>Debt Service</u>	<u>486,520</u>	<u>446,474</u>	<u>40,046</u>
Tax Supported Funds – Total	\$19,023,457	\$19,392,006	-\$368,549
Environmental	<u>\$1,104,581</u>	<u>\$1,072,273</u>	<u>\$32,308</u>
Total All Funds	\$20,128,038	\$20,464,279	-\$336,241

COMMISSIONER COMMITTEE REPORTS

Commissioner Falk reported on the following committee meeting(s): Ditch 51 Public Hearing, 12/12/12; Joint Powers Natural Resource Board, 12/17/12; Social Services Board, 12/18/12; Highway Committee, 12/18/12; Building Committee, 12/19/12; Revolving Loan Committee, 12/21/12.

Commissioner Foldesi reported on the following committee meeting(s): Greenbush Elevator meeting 12/17/12; Social Services Board, 12/18/12; Highway Committee, 12/18/12; Tri-County Ambulance Service meeting, 12/18/12.

Commissioner Phillipe reported on the following committee meeting(s): Warroad City Council meeting, 12/13/12; Social Services Board, 12/18/12; Highway Committee, 12/18/12; Revolving Loan Committee, 12/21/12.

Commissioner Swanson reported on the following committee meeting(s): Economic Development meeting with City of Roseau and Coalition of Greater Minnesota Cities, 12/12/12; Statewide Radio Board Finance Committee, 12/13/12; Roseau County Affordable Housing Committee, 12/13/12; NW Regional Radio Board, 12/14/12; Social Services Board, 12/18/12; Highway Committee, 12/18/12; Building Committee, 12/19/12; Roseau City Council, 12/21/12.

Commissioner Walker reported on the following committee meeting(s): Joint Powers Natural Resource Board, 12/17/12; Social Services Board, 12/18/12; Highway Committee, 12/18/12.

UNFINISHED BUSINESS

Board Vice-Chair Falk presented Commissioner Russell Walker with a Letter of Recognition commending Walker for his 16 years of service as Commissioner of District 4.

Upon motion carried, the Board adjourned the regular meeting at 12:25 p.m. The next regular meeting of the Board is scheduled for January 2, 2013 at 9:00 a.m.

Attest:

Date: _____

Jeff Pelowski, Interim County Coordinator
Roseau County, Minnesota

Roger Falk, Vice-Chair
Board of County Commissioners
Roseau County, Minnesota