



Board of Commissioners

606 5th Ave. SW, Room #131

Roseau, MN 56751

Phone: 218-463-4248

Fax: 218-463-3252

December 3, 2013

REGULAR BOARD MEETING AGENDA

Notice is hereby given that the Board of Commissioners of Roseau County will meet in session on December 3, 2013 at 4:00 p.m. in the Roseau County Courthouse, Room 110, Roseau, MN, at which time the following matters will come before the Board:

4:00 Call to Order

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

4:15 Delegations/Board Appointments/Public Comments*

4:15 Consent Agenda

1. November 26, 2013 Board Proceedings

4:30 Department Reports

1. Highway Department
 - a. RRWD Grant Application (BWSR)

4:45 Committee Reports

4:45 County Board Items

1. 2014 Meeting Schedules
2. 2014 Commissioner Salaries
3. Commissioner Committee Reports

5:30 Unfinished Business

5:30 Adjourn

***Limited to five minutes**



Roseau County Request for Board Action

Agenda Item #: Consent 1 <small>(for office use only)</small>		
Requested Board Date:	December 3, 2013	Originating Department: Coordinator's Office
Subject Title (as it will appear on the Agenda):		Presenter: Jeff Pelowski
November 26, 2013 Board Proceedings		Estimated Amount of Time Needed for Discussion: <input checked="" type="checkbox"/> < 5 minutes <input type="checkbox"/> 5 minutes <input type="checkbox"/> 10 minutes <input type="checkbox"/> 15 minutes <input type="checkbox"/> 30 minutes <input type="checkbox"/> >30 minutes
Board Action Requested: Requesting the Board review and approve Proceedings from the November 26, 2013 Board Meeting.		
Background:		
Supporting Documentation: <input checked="" type="checkbox"/> Attached <input type="checkbox"/> None		
Agenda Classification for County Board Meeting: <input type="checkbox"/> Delegations <input checked="" type="checkbox"/> Consent Agenda <input type="checkbox"/> Department Reports <input type="checkbox"/> Committee Reports <input type="checkbox"/> County Board Items <input type="checkbox"/> Other		

FOR OFFICE USE ONLY:

Board Action: Approved as Requested: _____ Denied: _____ Tabled: _____ Other: _____	Distribution/Filing Instructions:
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PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

November 26, 2013

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, Minnesota on Tuesday, November 26, 2013.

CALL TO ORDER – ROLL CALL – ESTABLISHMENT OF A QUORUM

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

APPROVAL OF AGENDA

A motion to approve the Agenda was made by Commissioner Foldesi, seconded by Commissioner Phillipe and carried unanimously.

COMMENTS AND ANNOUNCEMENTS

Commissioner Swanson shared an article published in the *Grand Forks Herald* on Local Government Aid.

APPROVE BILLS

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

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 1 / 1 4 / 2 0 1 3

Vendor Name	Amount
KNIFE RIVER MATERIALS	172,739.18
ROSEAU/LOW SPORTSMAN CLUB	4,023.82
TOP NOTCH	2,452.65
WRIGHT CONSTRUCTION INC	4,750.00
6 Payments less than 2,000.00	2,140.42
Final Total:	186,106.07

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 1 / 2 1 / 2 0 1 3

Vendor Name	Amount
LAKE COUNTRY CHEVROLET-BUICK INC	31,104.72
MN DEPT OF FINANCE -TREAS	3,009.00
SWINGEN CONSTRUCTION CO	45,227.24
7 Payments less than 2,000.00	3,369.80
Final Total:	82,710.76

W a r r a n t s A p p r o v e d O n 1 1 / 2 6 / 2 0 1 3 F o r P a y m e n t 1 1 / 2 6 / 2 0 1 3

Vendor Name	Amount
AVIANDS LLC	8,117.49
CDW GOVERNMENT INC	23,666.41
HOLTHUSEN CONSTRUCTION INC	7,121.59
ICS,INC	4,200.00
JOHNSON OIL CO INC	7,034.60
MN DEPT OF CORRECTIONS	29,309.78
NORTHERN RESOURCES COOPERATIVE	2,876.46

R & Q TRUCKING INC	2,098.17
ROSEAU CO HWY DEPT	86,481.46
50 Payments less than 2,000.00	18,653.12
Final Total:	189,559.08

In addition, the Board approved a forthwith payment to Mark Beito in the amount of \$280.00 for Beaver removal.

DELEGATIONS/BOARD APPOINTMENTS

Tracey Halstensgard and Torin McCormack, Roseau River Watershed District

Watershed Administrator Halstensgard and Technician McCormack met with the Board to discuss County participation in seeking a grant from the Board of Water and Soil Resources for a ditch assessment study across the Watershed. The study could potentially look at erosion and sedimentation on 565 miles of ditches in the District. The Board requested the RRWD and SWCD meet with Highway Engineer Ketring to discuss the specifics of this grant and to make a recommendation at the December 3rd Board Meeting.

CONSENT AGENDA

A motion to adopt the Consent Agenda was made by Commissioner Swanson, seconded by Commissioner Foldesi and carried unanimously. The Board, by adoption of its Consent Agenda, approved the November 12, 2013 Board Proceedings; approved a 2013-2014 Victim Services Grant in the amount of \$40,000.00; authorized Board Chair Falk to sign the FY 2014 North Star Grant Application in the amount of \$7,975.00; approved the payroll change to full-time status for Deputy Garrett Berg; approved the payroll change to full-time status for Dispatch/Correctional Officer Julie Sanford; approved the payout of accumulated sick and vacation time in the amount of \$2,421.46 to Jason Hanson; approved the MnDOT Limited Use Permit for the Roseau County Trailblazers for two way night-time snowmobile traffic in MnDOT's ROW on C.S. 6801 (T.H. 11), C.S. 6805 (T.H.32), C.S. 6806 (T.H. 89), C.S. 6807 (T.H. 89), C.S. 6808 (T.H. 308), LUP #6801-006, and placement of the appropriate signage.

COUNTY BOARD ITEMS

Commissioner Committee Reports

Commissioner Falk reported on the following committee(s): Extension Committee, 11/18/13; Social Services Board, 11/19/13; Highway Committee, 11/19/13; Emergency Management Mitigation Plan Committee meeting, 11/20/13; Red River Basin Commission, 11/21/13.

Commissioner Phillipe reported on the following committee(s): Warroad City Council, 11/12/13; Warroad School Board, 11/12/13; Lake Township Board, 11/13/13; Roseau County Committee on Aging, 11/18/13; Social Services Board, 11/19/13; Highway Committee, 11/19/13; NW MN Household Hazardous Waste Management Joint Powers Board, 11/20/13; Girls' Lead Program, 11/21/13; Warroad City Council, 11/25/13; Roseau County Affordable Housing, 11/25/13.

Commissioner Swanson reported on the following committee(s): Roseau County Committee on Aging, 11/18/13; Roseau County Extension Committee, 11/18/13; Social Services Board, 11/19/13; Highway Committee, 11/19/13; Roseau Economic Development Authority, 11/19/13; Northwest Minnesota Housing and Redevelopment Authority, 11/20/13;

Northland Community College, 11/21/13; Roseau School Board, 11/21/13; The Coalition, 11/22/13; Roseau County Affordable Housing, 11/25/13.

Upon motion carried, the Board adjourned the regular meeting at 11:30 a.m. The next regular meeting of the Board is scheduled for December 3, 2013 at 4:00 p.m.

Attest:

Date: _____

Jeff Pelowski, County Coordinator
Roseau County, Minnesota

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

DRAFT



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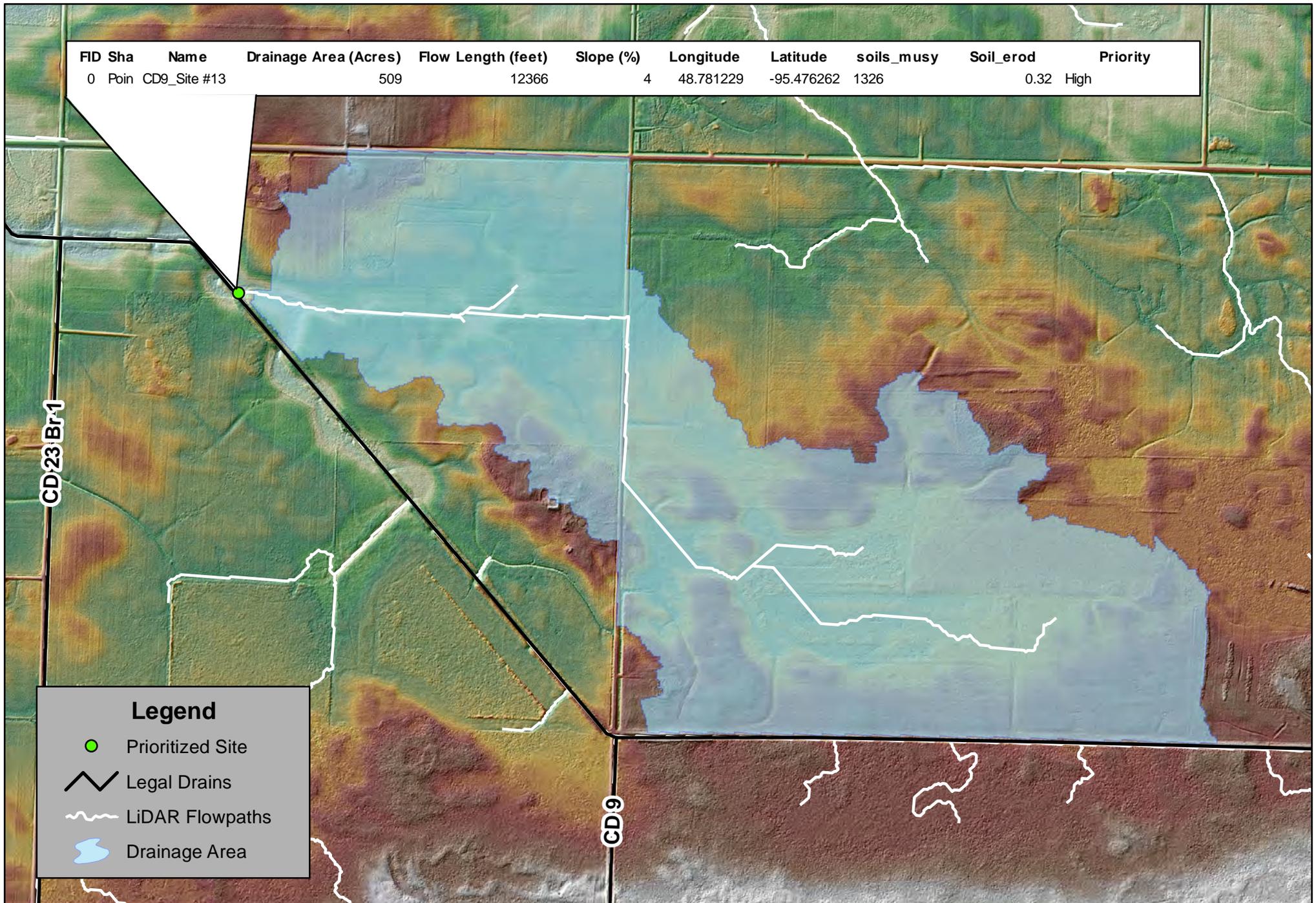
On October 28th the Board of Water and Soil Resources (BWSR) issued a Request for Proposal for the Soil Erosion and Drainage Law Compliance Program. This program is a result of legislative appropriation of Clean Water Funds to be use by local units of government to ensure compliance with MN Statute Chapter 103E (drainage law) and Sections 103F.401 to 103F.455 (State Soil Erosion Control Provisions). The purpose of this grant is to restore and protect surface water quality, particularly Impaired Waters, and to supplement local efforts to sustain clean water. This is a competitive grant with a required 25% local match.

At the November regular board meeting the RRWD Board of Managers authorized submittal of an application for Subprogram 2b of the above mentioned grant. The eligible activities include inventory of Chapter 103E drainage ditches where erosion, sediment and/or nutrients contribute substantially to water quality degradation, and prioritize sites for side inlet control and / or buffer strip implementation. This program **does not** include funding for implementation or establishment of those practices.

The Roseau River Watershed in partnership with the Roseau County SWCD is completing a proposal to conduct terrain analysis modeling on approximately 565-miles of 103E ditch systems within the watershed. Terrain analysis would be conducted by generating a model utilizing LiDAR data and Soil erodibility data to determine then prioritize sites contributing impairments into ditch systems. The finished product will be a comprehensive GIS dataset and physical catalogue distributed to the partner offices and available to the public. The dataset and catalogue would be updated annually as conservation measures are adopted within the watershed.

The Roseau River Watershed is requesting confirmation in regarding if Roseau County is interested in partnership for this grant opportunity. Deliverables would be catalogue and dataset available at the Roseau County Highway Dept office. This information can assist the Jurisdictional Authority of the ditch systems identify areas contributing the greatest amount of sediment into ditch systems which results in continual maintenance costs.

FID	Sha	Name	Drainage Area (Acres)	Flow Length (feet)	Slope (%)	Longitude	Latitude	soils_musy	Soil_erod	Priority
0	Poin	CD9_Site #13	509	12366	4	48.781229	-95.476262	1326	0.32	High



Legend

- Prioritized Site
- Legal Drains
- LiDAR Flowpaths
- Drainage Area

CFW Site Inventory and Prioritization



Drawn By: TMM
 Date: 11/18/2013
 1 inch = 1,135 feet





NOTICE

2014 Board Meeting Committee of the Whole

DATE:

TIME

January 6, 2014

9:00 a.m.

February 4, 2014

9:00 a.m.

March 4, 2014

9:00 a.m.

April 1, 2014

9:00 a.m.

May 6, 2014

9:00 a.m.

June 3, 2014

9:00 a.m.

July 1, 2014

9:00 a.m.

August 5, 2014

9:00 a.m.

September 2, 2014

9:00 a.m.

October 7, 2014

9:00 a.m.

November 4, 2014

9:00 a.m.

December 2, 2014

9:00 a.m.

Meeting Location: Roseau County Commissioner Board Room

s/s Jeff Pelowski

Jeff Pelowski, Board Clerk



NOTICE
2014 Community Justice Coordinating Committee

DATE:

TIME

January 8, 2014	12:00 p.m.
February 5, 2014	12:00 p.m.
March 5, 2014	12:00 p.m.
April 2, 2014	12:00 p.m.
May 7, 2014	12:00 p.m.
June 4, 2014	12:00 p.m.
July 2, 2014	12:00 p.m.
August 6, 2014	12:00 p.m.
September 3, 2014	12:00 p.m.
October 1, 2014	12:00 p.m.
November 5, 2014	12:00 p.m.
December 3, 2014	12:00 p.m.

Meeting Location: Roseau County Commissioner Board Room

Members of the County Board may attend the above meetings to observe and/or take part.

s/s Jeff Pelowski
Jeff Pelowski, Board Clerk



NOTICE

2014 Operations Committee Meetings

DATE:

TIME

January 8, 2014	1:30 p.m.
February 5, 2014	1:30 p.m.
March 5, 2014	1:30 p.m.
April 2, 2014	1:30 p.m.
May 7, 2014	1:30 p.m.
June 4, 2014	1:30 p.m.
July 2, 2014	1:30 p.m.
August 6, 2014	1:30 p.m.
September 3, 2014	1:30 p.m.
October 1, 2014	1:30 p.m.
November 5, 2014	1:30 p.m.
December 3, 2014	1:30 p.m.

Meeting Location: Roseau County Commissioner Board Room

s/s Jeff Pelowski
Jeff Pelowski, Board Clerk



Roseau County 2014 Social Service Board Meeting Schedule

DATE:

TIME

January 21, 2014	9:00 a.m.
February 18, 2014	9:00 a.m.
March 18, 2014	9:00 a.m.
April 15, 2014	9:00 a.m.
May 20, 2014	9:00 a.m.
June 17, 2014	9:00 a.m.
July 15, 2014	9:00 a.m.
August 19, 2014	9:00 a.m.
September 16, 2014	9:00 a.m.
October 21, 2014	9:00 a.m.
November 18, 2014	9:00 a.m.
December 16, 2014	9:00 a.m.

Meeting Location: Roseau County Social Services Board Room.

s/s Jeff Pelowski
Jeff Pelowski/Board Clerk

ALL MEETINGS ARE OPEN TO THE PUBLIC

For a copy of this schedule, please contact the Roseau County Coordinator at 463-4248 or check on-line
Roseau County Web Site at <http://co.roseau.mn.us>



NOTICE OF 2014 Highway Committee Meetings

DATE:

TIME

January 21, 2014	11:00 a.m.
February 18, 2014	11:00 a.m.
March 18, 2014	11:00 a.m.
April 15, 2014	11:00 a.m.
May 20, 2014	11:00 a.m.
June 17, 2014	11:00 a.m.
July 15, 2014	11:00 a.m.
August 19, 2014	11:00 a.m.
September 16, 2014	11:00 a.m.
October 21, 2014	11:00 a.m.
November 18, 2014	11:00 a.m.
December 16, 2014	11:00 a.m.

Meeting Location: Roseau County Social Services Board Room

s/s Jeff Pelowski
Jeff Pelowski, Board Clerk



BUSINESS HOURS

The Roseau County Courthouse is open
Monday through Friday from 8:00 a.m. to 4:30 p.m.

The Courthouse is closed on the following days in observance of
these 2014 Holidays:

Holiday	County Observed Date
New Year's Day 2013 -----	January 1, 2014
Martin Luther King Day-----	January 20, 2014
Presidents' Day -----	February 17, 2014
Memorial Day -----	May 26, 2014
Independence Day -----	July 4, 2014
Labor Day -----	September 1, 2014
Veterans' Day -----	November 11, 2014
Thanksgiving Day -----	November 27, 2014
Day After Thanksgiving-----	November 28, 2014
Christmas Eve Day -----	December 24, 2014
Christmas Day -----	December 25, 2014

