

# PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

May 14, 2013

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, Minnesota on Tuesday, May 14, 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, Todd Miller, Glenda Phillipe and Jack Swanson.

## APPROVAL OF AGENDA

Approval of the Bemis Hill ATV Trail OHV Grant Agreement was added to the Consent Agenda. A motion to approve the amended Agenda was made by Commissioner Swanson, seconded by Commissioner Miller and carried unanimously.

## COMMENTS AND ANNOUNCEMENTS

Commissioner Swanson reminded the Board of the upcoming AMC District 3 meeting to be held in Lancaster on June 6th.

## APPROVE BILLS

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

### Warrants Approved For Payment 4/25/2013

Vendor Name	Amount
ROSEAU CO TRAILBLAZERS	30,452.10
11 Payments less than 2,000.00	5,278.02
<b>Final Total:</b>	<b>35,730.12</b>

### Warrants Approved For Payment 5/02/2013

Vendor Name	Amount
AFLAC	3,305.50
DEARBORN NATIONAL LIFE INSURANCE CO	2,150.37
JOHNSON/LAURE A	3,526.88
MN DEPT OF FINANCE –TREAS	2,473.00
MN ENERGY RESOURCES	2,501.95
NW MN SERV COOP-BLUE CROSS BLUE SHIELD	66,607.00
PRUDENTIAL	2,207.15
ROSEAU CO TRAILBLAZERS	30,452.10
13 Payments less than 2,000.00	6,455.80
<b>Final Total:</b>	<b>119,679.75</b>

### Warrants Approved For Payment 5/09/2013

Vendor Name	Amount
CENTURYLINK	3,213.09
MN DEPT OF FINANCE -TREAS	2,458.50
ROSEAU CITY	8,487.02
7 Payments less than 2,000.00	3,935.59
<b>Final Total:</b>	<b>18,094.20</b>

### **Warrants Approved On 5/14/2013 For Payment 5/17/2013**

<b>Vendor Name</b>	<b>Amount</b>
AVIANDS LLC	6,978.07
CDW GOVERNMENT INC	18,624.80
CENTRAL DOOR & HARDWARE INC	2,200.00
FARMERS UNION OIL CO-WARROAD	8,635.40
JOHNSON OIL CO INC	12,041.31
LAKE COUNTRY CHEVROLET-BUICK INC	25,637.66
MAR-KIT LANDFILL	36,721.95
MARCO INC	2,558.96
MSOP-MN SEX OFFENDER PROGRAM-D 462	4,042.40
NORTHERN RESOURCES COOPERATIVE	22,543.94
NORTRAX EQUIPMENT CO	174,009.60
RELIANCE TELEPHONE SYSTEMS	3,600.00
ROGER'S TWO WAY RADIO INC	2,099.52
ROSEAU CO COOP ASSN	5,305.90
ROSEAU COUNTY FORD	22,736.15
SJOBORG'S INC	2,668.25
TRUE NORTH STEEL	5,123.21
WIDSETH SMITH NOLTING	11,201.75
<b>104 Payments less than 2,000.00</b>	<b>43,501.59</b>
<b>Final Total:</b>	<b>410,230.46</b>

### **DELEGATIONS/BOARD APPOINTMENTS**

#### Jerry Bourbonnais, DNR Forestry

Mr. Bourbonnais, DNR Forestry, and Lori Dowling-Hanson, DNR Regional Director, met with the Board to provide an update on the DNR's project of identifying and recording prescriptive easements for its State Forest Road Network. Bourbonnais and Dowling-Hanson explained that identifying these easements is necessary in order to maintain legal access to DNR State Forests Road for timber and maintenance purposes. Letters informing constituents about Public Hearings pertaining to this project will be sent out in mid-June.

#### Todd Peterson, City of Roseau Community Development Coordinator

Mr. Peterson met with the Board on behalf of Polaris Industries. Polaris is requesting an abatement of City, County and School District property taxes for a plant expansion currently in progress. The City of Roseau, Roseau Schools and the County would need to conduct Public Hearings as part of the required process. The Board may consider setting a Public Hearing date at the June 11, 2013 Board Meeting.

### **CONSENT AGENDA**

A motion to adopt the Consent Agenda was made by Commissioner Phillipe, seconded by Commissioner Foldesi and carried unanimously. The Board, by adoption of its Consent Agenda, approved the April 23, 2013 Proceedings; approved a Trailblazers Program Capital Improvement Request for Reimbursement in the amount of \$30,071.19; approved the Public Health Preparedness Plan Revisions to the following sections: Communication, Isolation and Quarantine, Mass Dispensing and Health Annex; approved the Citizens State Bank ACH Origination Agreement (Shazam); approved the hire of Sara Buley and Amanda Hanson as Social Service Eligibility Workers at a Grade 6 Step A; and, approved the Northstar ATV Club OHV FY 2013 Grant Agreement in the amount of \$6,000.00.

## **DEPARTMENT REPORTS**

### Sheriff's Department

Sheriff Gust met with the Board to request the approval of a temporary Dispatch/Correctional Officer. A motion to approve the hire of Katie Holt as a temporary Dispatch/Correctional Officer, at a grade 5 step A, was made by Commissioner Swanson, seconded by Commissioner Miller and carried unanimously.

In addition, Gust requested approval to advertise for regular part-time Deputy(s) in order to establish a hiring roster to remain in effect for one year. A motion to approve advertising for regular part-time Deputy(s), (i.e., establish a hiring roster), was made by Commissioner Miller, seconded by Commissioner Foldesi and carried unanimously.

Sheriff Gust also requested the Board approve Roseau County's Sentencing to Service (STS) Contract. A motion to approve the State of Minnesota STS Contract effective July, 1, 2013 – June 30, 2015, in the amount of \$116,311.50 was made by Commissioner Phillipe, seconded by Commissioner Miller and carried unanimously.

### Information Technology

Information Technology Administrator Chris Stauffer met with the Board to request approval of the Pro-West GIS Maintenance Agreement. Stauffer noted that Roseau County was part of a pilot program for the past two years and now that testing and development are complete, a maintenance agreement is necessary. A motion to approve a one year Pro-West GIS Maintenance Agreement effective June 1, 2013, in the amount of \$2,500.00, (renewable annually), was made by Commissioner Swanson, seconded by Commissioner Phillipe and carried unanimously.

## **COUNTY BOARD ITEMS**

### Legislative Update

CC/ESD Pelowski updated the Board on current legislative efforts to balance the State's budget.

### Lean Committee Updates

A motion to establish a LEAN Committee with the following members: Commissioner Jack Swanson, CC/ESD Jeff Pelowski, Auditor Martie Monsrud, Commissioner Todd Miller; Treasurer Diane Gregerson, Financial Services Supervisor Jodee Haugen, Highway Deputy Accountant Rhonda Hanson, Deputy Auditor Courtney Peters, and Appraiser I Liz Lund, was made by Commissioner Miller, seconded by Commissioner Foldesi and carried unanimously.

### PILT Proposal – Roseau River Watershed District (RRWD)

RRWD Administrator Tracey Halstengard met with the Board to propose a payment-in-lieu-of-taxes (PILT) on lands associated with the Norland Project. A motion was made by Commissioner Miller, seconded by Commissioner Phillipe and carried by a 4-1 vote with Commissioner Foldesi opposed, to adopt the following resolution:

2013-05-01

BE IT RESOLVED, that the Roseau County Board does hereby accept a one-time PILT in the amount of \$268,828.80 (excluding Norland section 21) for the land associated with the Haycreek Setback Levies/Norland Impoundment Project.

BE IT FURTHER RESOLVED, that this payment will be applied to the total of all applicable property taxes for a period of 20 years beginning with the 2011 tax year.

HSEM Director Candidate Selection Committee

The Board discussed appointing a Committee for the selection of a Homeland Security Emergency Management Director. A motion to appoint Commissioner Todd Miller, Commissioner Glenda Phillipe, CC/ESD Jeff Pelowski, Social Service Director Dave Anderson, Sheriff Steve Gust and Highway Engineer Brian Ketring to this HSEM Candidate Selection Committee was made by Commissioner Swanson, seconded by Commissioner Foldesi and carried unanimously.

Commissioner Committee Reports

Commissioner Falk reported on the following committee(s): Pipeline Safety Committee, 4/23/13; Flood Preparation Meeting, 4/26/13; Joint Powers Natural Resource Board, 4/29/13; Focus Corp Meeting, 4/29/13; Roseau River Watershed District, 5/1/13; Committee of the Whole, 5/7/13; Joint Ditch Authority, 5/9/13.

Commissioner Foldesi reported on the following committee(s): Two Rivers Watershed District, 5/1/13; Committee of the Whole, 5/7/13; Northwest Regional Development Commission, 5/7/13; Joint Ditch Authority, 5/9/13.

Commissioner Miller reported on the following committee(s): JPNRB Con Con District Ditch Meeting, 4/24/13; Warroad River Watershed District, 4/24/13; LEAN Training, 4/25/13; Joint Powers Natural Resource Board, 4/29/13; FEMA Flood Plain Map meeting, 4/30/13; Sheriff's Committee, 5/1/13; Operations Committee, 5/1/13; Committee of the Whole, 5/7/13; DNR/Army Corp of Engineers meeting, 5/10/13; Warroad School Public Hearing, 5/13/13.

Commissioner Phillipe reported on the following committee(s): Public Health Committee, 4/23/13; LEAN Training, 4/24/13; Warroad Watershed District, 4/24/13; Legacy Webinar, 4/25/13; Warroad Community Education meeting, 4/30/13; Sheriff's Committee, 5/1/13; Operations Committee, 5/1/13; Land of the Dancing Sky Area Agency on Aging, 5/1/13; RCCoA Butler Benefit, 5/1/13; Committee of the Whole, 5/7/13; Housing Institute, 5/10/13.

Commissioner Swanson reported on the following committee(s): Roseau School Community Education Committee, 4/23/13; Public Health Committee, 4/23/13; Roseau Economic Development Authority, 4/24/13; CJCC - The Coalition, 4/25/13; NW Regional Radio Board Leadership Team, 4/29/13; FEMA Floodplain Mapping Committee, 4/30/13; Scenic By-Way Committee, 4/30/13; Sheriff's Committee, 5/1/13; Operations Committee, 5/1/13; Community Justice Coordinating Committee, 5/1/13; Northern Counties Land Use Coordinating Board, 5/2/13; Roseau City Council, 5/6/13; Committee of the Whole, 5/7/13; Northwest Regional Radio Board, 5/8/13; Roseau County Affordable Housing Fund Committee, 5/9 – 5/10/13; Roseau Convention and Visitors Bureau, 5/13/13.

Upon motion carried, the Board adjourned the regular meeting at 12:00 p.m. The next regular meeting of the Board is scheduled for May 28, 2013 at 9:00 a.m.

Attest:

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

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Jeff Pelowski, County Coordinator  
Roseau County, Minnesota

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