



Board of Commissioners

606 5th Ave. SW, Room #131

Roseau, MN 56751

Phone: 218-463-4248

Fax: 218-463-3252

January 14, 2013

REGULAR BOARD MEETING AGENDA

Notice is hereby given that the Board of Commissioners of Roseau County will meet in session on January 14, 2014 at 9:00 a.m. in the Roseau County Courthouse, Room 110, Roseau, MN, at which time the following matters will come before the Board:

9:00 Call to Order

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

9:15 Delegations/Board Appointments/Public Comments*

9:20 Consent Agenda

1. December 23, 2013 and January 7, 2014 Board Proceedings
2. Recorder's Office Compliance Report
3. Jail Administrator Resignation
4. Jail Administrator Advertisement for Hire

9:30 Department Reports

1. Auditor's Office
 - a. Bid Opening - 2014 County Publishing
 - b. 2014 Liquor Licenses

9:45 BREAK

10:00 County Board Items

1. Commissioner Committee Reports

11:00 Unfinished Business

11:00 Adjourn

***Limited to five minutes**



Roseau County Request for Board Action

Agenda Item #: Consent 1 <small>(for office use only)</small>	
Requested Board Date:	1/14/14
Originating Department: Coordinator's Office	
Subject Title (as it will appear on the Agenda): December 23, 2013 and January 7, 2014 Proceedings	Presenter: Jeff Pelowski
	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: Review and approve the December 23 and January 7, 2014 Proceedings.	
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

December 23, 2013

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, Minnesota on Tuesday, December 23, 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

A Highway Labor Negotiation Discussion was added to County Board Items. A motion to approve the amended Agenda was made by Commissioner Swanson, seconded by Commissioner Phillipe and carried unanimously.

APPROVE BILLS

A motion was made by Commissioner Miller, seconded by Commissioner Foldesi and carried unanimously to pay the following bills forthwith, as Auditor warrants:

Warrants Approved For Payment 11/27/2013

Vendor Name	Amount
AFLAC	4,937.01
9 Payments less than 2,000.00	4,036.03
Final Total:	8,973.04

Warrants Approved For Payment 12/05/2013

Vendor Name	Amount
DEARBORN NATIONAL LIFE INSURANCE CO	2,118.91
HORNER PLUMBING & EXCAVATION	16,121.50
JOHNSON/LAURE A	3,526.88
NW MN SERV COOP-BLUE CROSS BLUE SHIELD	66,071.50
PRUDENTIAL	2,212.67
ROSEAU CO MEDICAL TRAVEL	2,940.00
16 Payments less than 2,000.00	6,542.41
Final Total:	99,533.87

Warrants Approved On 12/10/2013 For Payment 12/10/2013

Vendor Name	Amount
BERGSTROM ELECTRIC INC	5,237.59
DALLAGER/HARVEY	2,600.00
DYNAMIC IMAGING SYSTEMS INC	2,691.08
E-911	6,869.80
FARMERS UNION OIL CO-LK BRNSN	3,117.89
GRAFSTROM/LESTER & VERNA	5,041.60
GRAFSTROM/SAMUEL & LOLA	6,575.70
H & L MESABI INC	17,046.49
JOHNSON OIL CO INC	6,190.60
LORENSEN/DELORIS	4,932.00
MAR-KIT LANDFILL	32,823.15
MINN-DAK ASPHALT INC	2,085.77
MN DEPT OF TRANSPORTATION	2,754.59
MSOP-MN SEX OFFENDER PROGRAM-D 462	3,943.20
NORTH AMERICAN SALT COMPANY	60,906.07
NORTHERN RESOURCES COOPERATIVE	15,084.65

ROSEAU CO COOP ASSN	2,444.68
ROSEAU CO ENVIRONMENTAL OFFICE	16,091.00
ROSEAU CO HWY DEPT	15,387.60
UND FORENSIC PATHOLOGY	2,000.00
WYNNE CONSULTING INC	22,500.00
ZIEGLER INC	5,656.15
70 Payments less than 2,000.00	25,926.57
Final Total:	267,906.18

Warrants Approved For Payment 12/11/2013

Vendor Name	Amount
BADGER CITY	7,429.07
GREENBUSH CITY	4,970.92
NW MN MULTI COUNTY HRA	6,816.25
NW REGIONAL DEV COMM	3,593.49
ROSEAU CITY	28,964.52
ROSEAU RIVER WATERSHED DIST	98,978.82
SCHOOL DIST 2358	4,156.54
SCHOOL DIST 2683	57,905.05
SCHOOL DIST 447	2,040.53
SCHOOL DIST 676	60,581.70
SCHOOL DIST 682	289,604.75
SCHOOL DIST 690	97,935.85
TOWN OF BARNETT	9,875.51
TOWN OF BARTO	13,638.03
TOWN OF CEDARBEND	5,367.87
TOWN OF DEER	4,324.57
TOWN OF DEWEY	4,880.88
TOWN OF DIETER	8,277.60
TOWN OF ENSTROM	4,775.89
TOWN OF FALUN	8,617.05
TOWN OF GOLDEN VALLEY	3,619.01
TOWN OF GRIMSTAD	7,845.57
TOWN OF HEREIM	8,305.11
TOWN OF HUSS	5,976.73
TOWN OF JADIS	10,542.56
TOWN OF LAKE	13,309.77
TOWN OF LAONA	6,436.87
TOWN OF LIND	4,255.30
TOWN OF MALUNG	5,646.64
TOWN OF MICKINOCK	6,762.01
TOWN OF MOOSE	5,475.57
TOWN OF MORANVILLE	6,500.93
TOWN OF NERESON	6,747.91
TOWN OF POLONIA	9,393.79
TOWN OF POPLAR GROVE	2,906.52
TOWN OF REINE	3,036.42
TOWN OF ROSS	5,212.49
TOWN OF SKAGEN	10,414.29
TOWN OF SOLER	5,795.63
TOWN OF SPRUCE	4,591.05
TOWN OF STAFFORD	8,311.55
TOWN OF STOKES	6,071.49
TWO RIVER WATERSHED DISTRICT	39,431.72
WARROAD CITY	10,251.04
WARROAD PORT AUTHORITY	28,371.95
10 Payments less than 2,000.00	6,830.37
Final Total:	954,777.18

Warrants Approved For Payment 12/12/2013

Vendor Name	Amount
CENTURYLINK	2,815.17
MN DEPT OF FINANCE -TREAS	2,619.00
ROSEAU CITY	11,833.20

SCHOOL DIST 690	9,773.34
3 Payments less than 2,000.00	2,732.08
Final Total:	29,772.79

Warrants Approved For Payment 12/19/2013

Vendor Name	Amount
SATHER LAW OFFICE	2,774.74
10 Payments less than 2,000.00	5,020.40
Final Total:	7,795.14

Warrants Approved On 12/23/2013 For Payment 12/23/2013

Vendor Name	Amount
AVIANDS LLC	8,516.51
CDW GOVERNMENT INC	14,106.83
GREENBUSH SANITATION LTD	4,216.43
HOLTHUSEN CONSTRUCTION INC	32,204.00
MN COUNTIES COMPUTER COOP	4,050.00
NORTHERN RESOURCES COOPERATIVE	3,794.54
NW MN HOUSEHOLD HAZARDOUS	2,679.23
REGENTS OF U OF MINNESOTA	16,387.50
ROSEAU CO HWY DEPT	9,736.84
ROSEAU CO SOIL & WATER CONS	6,197.50
SANITATION PRODUCTS INC	28,500.00
WIKSTROM TELECOM-INTERNET	4,500.00
46 Payments less than 2,000.00	18,600.79
Final Total:	153,490.17

COMMENTS AND ANNOUNCEMENTS

Commissioner Swanson informed the Board that Greg Kraemer, Mn DNR appointee to a Fish and Wildlife Advisory Committee, will meet with the Board at an upcoming Committee of the Whole Meeting. Coordinator Pelowski referenced a notice from Minnesota Power indicating their intent to file a Route Permit Application for the Great Northern Transmission Line, and reminded the Board of the AMC Leadership Conference registration due by January 10, 2014.

PUBLIC COMMENT

Neil Novacek addressed the Board to express his concern over a recent conversation between Richard Novacek and County Engineer Ketring.

PUBLIC HEARING

A motion to close the Board Meeting to conduct a Public Hearing was made by Commissioner Miller, seconded by Commissioner Swanson and carried unanimously.

A motion to open a Public Hearing on Liquor License Fees was made by Commissioner Miller, seconded by Commissioner Foldesi and carried unanimously.

Chair Falk called for comments. There were no written or oral comments submitted. A motion to close the Public Hearing as made by Commissioner Miller, seconded by Commissioner Phillipe and carried unanimously.

A motion to re-open the regular Board Meeting was made by Commissioner Miller, seconded by Commissioner Swanson and carried unanimously.

CONSENT AGENDA

A motion to adopt the Consent Agenda was made by Commissioner Phillipe, seconded by Commissioner Swanson and carried unanimously. The Board, by adoption of its Consent Agenda, approved the December 3, 2013 Board Proceedings; accepted a Snowmobile Safety Enforcement Grant in the amount of \$4,249.00; approved a Minnesota Lawful Gambling Permit Application for the Warroad Area Chamber of Commerce; passed Resolution #2013-12-01 setting the 2014 Liquor License Fees; approved final payment to Morris Sealcoat & Trucking, Inc. in the amount of \$88,334.64 for project SAP 068-602-042 – CSAH #2, CSAH #15, and CSAH #22; and, authorized advertising for the 2014 Publishing Bids.

COUNTY BOARD ITEMS

Northwest Minnesota Regional Radio Board Joint Powers Agreement (JPA) Modifications

Commissioner Swanson reviewed the proposed changes to the Board JPA noting the most significant change was in modifying the name of the Board to the Northwest Minnesota Regional Communications Board. A motion to accept the proposed changes to the JPA was made by Commissioner Swanson, seconded by Commissioner Miller and carried unanimously.

2014 Appropriations

The Board discussed the 2014 Appropriations. A motion was made by Commissioner Swanson, seconded by Commissioner Miller and carried unanimously to adopt the following resolution:

2014-12-02

BE IT RESOLVED that the Roseau County Board does hereby approve the 2014 Appropriations as follows:

Roseau County Senior Med Travel	\$10,000
Roseau County Area Agency on Aging/Far North Transit	\$7,220
DWI Court – 9 th Judicial District	\$20,500
Retired Senior Volunteer Program (RSVP)	\$1,000
Memorial Day	\$600
Roseau County Historical Society	\$45,000
Northwest Regional Library	\$95,000
Roseau County Soil and Water Conservation District	\$65,000
Roseau County Agricultural Society	\$15,000
MN Red River Basin Development Commission	\$800

2014 Ditch Levies

The Board discussed the 2014 Ditch Levies. A motion was made by Commissioner Miller, seconded by Commissioner Foldesi and carried unanimously to adopt the following resolution:

2013-12-03

RESOLUTION ESTABLISHING 2014 DITCH LEVIES AND BUDGETS

WHEREAS, the Roseau County Board of Commissioners has reviewed and considered budgets for the ditch systems located in Roseau County; and

WHEREAS, the Roseau County Board of Commissioners deems it necessary that the following amounts be levied on ditch systems as stated below;

NOW, THEREFORE, BE IT RESOLVED that the County Auditor is directed to spread one-year levies on the following ditches for repairs and maintenance for the year 2014:

Ditch	2014 Levy/Benefit %	2014 Ditch Levy Amount
County Ditch 5	25%	\$2,555.50
County Ditch 6	20%	\$7,131.80
County Ditch 7	25%	\$17,748.25
County Ditch 9	25%	\$29,457.25
County Ditch 10	25%	\$9,742.25
County Ditch 11	15%	\$5,669.70
County Ditch 13	25%	\$3,996.25
County Ditch 17	20%	\$11,774.80
County Ditch 18	25%	\$10,604.00
Judicial Ditch 19	20%	\$5,578.00
County Ditch 20	20%	\$4,761.40
County Ditch 21	25%	\$19,977.50
Judicial Ditch 22	0%	
County Ditch 23	25%	\$19,575.50
County Ditch 24	15%	\$2,197.50
County Ditch 25	5%	\$2,561.15
County Ditch 26	25%	\$12,458.50
Judicial Ditch 33	20%	\$1,393.80
Judicial Ditch 61	15%	\$98,667.00
Judicial Ditch 62	15%	\$12,585.75
Judicial Ditch 63	15%	\$25,536.00
State Ditch 69 & 20	25%	\$51,511.02
State Ditch 72	20%	\$28,710.53
State Ditch 87	10%	\$1,972.10
State Ditch 90	20%	\$852.74
State Ditch 91	20%	\$85,037.20
State Ditch 95	10%	\$28,882.90

BE IT FURTHER RESOLVED that the 2014 ditch budgets are hereby approved and are on file in the office of the Roseau County Auditor.

2014 County Levy

The Board discussed the 2014 County Property Tax Levy. A motion was made by Commissioner Miller, seconded by Commissioner Swanson and carried unanimously to adopt the following resolution:

2013-12-04

BE IT RESOLVED, that the payable 2014 Final 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
Debt Service	473,700
<u>Total</u>	<u>\$6,597,353</u>

The Board discussed the 2014 County Budget. A motion was made by Commissioner Swanson, seconded by Commissioner Miller and carried unanimously to adopt the following resolution:

2013-12-05

BE IT RESOLVED, that the 2014 Final Budget, incorporating the 2014 Final Levy, is hereby approved, as follows:

<u>Fund</u>	<u>Revenues</u>	<u>Expenditures</u>	<u>Net Budget</u>
Revenue	\$6,115,110	\$6,093,398	\$21,712
Road & Bridge	8,428,380	8,725,770	-297,390
Welfare	3,537,618	3,842,738	-305,120
Debt Service	485,422	446,274	39,148
<u>Tax Supported</u>			
Funds - Total	\$18,566,530	\$19,108,180	-\$541,650
<u>Environmental</u>	<u>\$1,089,702</u>	<u>\$1,117,501</u>	<u>-\$27,799</u>
Total - All Funds	\$19,656,232	\$20,225,681	-\$569,449

Commissioner Committee Reports

Commissioner Falk reported on the following committee(s): Budget/Levy (Truth-in-Taxation) meeting, 12/3/13; Operations Committee, 12/4/13; Minnesota Rural Counties Caucus, 12/8/11; Association of Minnesota Counties Annual Conference, 12/8 – 12/11/13; Social Services Board, 12/17/13; Highway Committee, 12/17/13; Safety Committee, 12/17/13; Move Minnesota meeting, 12/18/13.

Commissioner Foldesi reported on the following committee(s): Budget/Levy (Truth-in-Taxation) meeting, 12/3/13; Social Services Board, 12/17/13; Highway Committee, 12/17/13; Northwest Community Action, 12/19/13.

Commissioner Miller reported on the following committee(s): Budget/Levy (Truth-in-Taxation) meeting, 12/3/13; Operations Committee, 12/4/13; Community Justice Coordinating Committee, 12/4/13; Minnesota Rural Counties Caucus, 12/8/13; Association of Minnesota Counties Annual Conference, 12/8 – 12/11/13, Social Services Board, 12/17/13; Highway Committee, 12/17/13.

Commissioner Phillippe reported on the following committee(s): Budget/Levy (Truth-in-Taxation) meeting, 12/3/13; DNR Legacy Committee, 12/5/13; Association of Minnesota Counties Annual Conference, 12/8 – 12/11/13; Roseau County Committee on Aging, 12/16/13; Social Services Board, 12/17/13; Highway Committee, 12/17/13; Lake Township Board, 12/17/13; Lake Township Public Hearing, 12/18/13; Minnesota Housing Institute, 12/19/13.

Commissioner Swanson reported on the following committee(s): Budget/Levy (Truth-in-Taxation) meeting, 12/3/13; Northwest Regional Radio Board, 12/4/13; Community Justice Coordinating Committee, 12/4/13; Operations Committee, 12/4/13; Association of Minnesota Counties Board of Directors Meeting, 12/8/13; Minnesota Rural Counties Caucus, 12/8/13; Association of Minnesota Counties Annual Conference, 12/8 – 12/11/13; Statewide Emergency Communications Board Finance Committee, 12/12/13; CJCC Suicide Prevention Program, 12/12/13; Roseau County Committee on Aging, 12/16/13; Roseau City Council, 12/16/13; Social Services Board, 12/17/13; Highway Committee, 12/17/13; Safety Committee, 12/17/13; AMC-MACO Work Group, 12/18/13; Association of Minnesota Counties Executive Committee Retreat, 12/18 – 12/19/13.

Highway Labor Negotiations

The Board received an update on labor negotiations with the Highway Department Bargaining group.

Upon motion carried, the Board adjourned the regular meeting at 12:00 p.m. The next regular meeting of the Board is scheduled for January 7, 2014 at 9:00 a.m.

Attest:

Date: _____

Jeff Pelowski, County Coordinator
Roseau County, Minnesota

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

PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

January 7, 2014

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, Minnesota on Tuesday, January 7, 2014.

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

A Jail Administrator Advertisement for Hire and a forthwith payment was added to the Consent Agenda. A Highway Labor Negotiation discussion was added to County Board Items. A motion to adopt the revised Agenda was made by Commissioner Miller, seconded by Commissioner Foldesi and carried unanimously.

ELECTION OF ROSEAU COUNTY BOARD CHAIR AND VICE-CHAIR

County Coordinator Jeff Pelowski called for nominations for the 2014 Board Chair. Commissioner Swanson nominated Commissioner Phillipe. Coordinator Pelowski called for further nominations and hearing none, called for a motion to cease nominations. A motion to cease nominations and cast a unanimous ballot for Commissioner Phillipe as County Board Chair was made by Commissioner Swanson and seconded by Commissioner Foldesi.

Chair Phillipe called for nominations for the 2014 Board Vice-Chair. Commissioner Foldesi nominated Commissioner Swanson. Chair Phillipe called for further nominations. A motion to cease nominations and cast a unanimous ballot for Commissioner Swanson as Vice-Chair was made by Commissioner Foldesi and seconded by Commissioner Miller.

COMMENTS AND ANNOUNCEMENTS

Commissioner Swanson thanked Commissioner Falk for his service as the 2013 County Board Chair. Swanson also referenced a Northeast Minnesota Wetland Mitigation Meeting Notice for January 15, 2014, encouraging attendance of all County Commissioners. Coordinator Pelowski reminded the Board of the Joint Legislative Conference to be held February 26-27, 2013 in St. Paul. Pelowski also informed the Board of a request for funding from Minnesota Heartland Tourism. This item will be placed on the February 4, 2014 Committee of the Whole meeting Agenda.

CONSENT AGENDA

A motion to adopt the Consent Agenda was made by Commissioner Phillipe, seconded by Commissioner Swanson and carried unanimously. The Board, by adoption of its Consent Agenda, set the 2014 mileage expense reimbursement rate at 56 cents per mile; set the 2014 meal expense reimbursement rate at a maximum of \$40 per day; set the 2014 pocket gopher bounty at \$2.50 per gopher with an additional \$1.00 reimbursement paid for gophers trapped in Unorganized Townships, (this matches the additional \$1.00 that organized Townships pay for gopher bounty); authorized the County Auditor to pay regular wages, approved benefits, and related withholding; flexible spending and VEBA

administration; approved appropriations, County contract wages paid to University of Minnesota for Extension Services; custodial contracts; engineering consultant contracts; excess PERA Police State Aid; unemployment tax; claims signed by a Judge; utility bills, postage, telephone, and freight; contract partial payments; claims approved by other authorized Boards, which includes authorization for payments by designated officials where the County is serving as fiscal agent; pass-through grants; tax and applicable miscellaneous expenses; approved Amendment Number Four to the Aviaand's Food Service Management Agreement for one year (January 1, 2014 – December 31, 2014) in the amount of \$525 per month for Management Fees and \$100 per month for Administrative Fees; approved the Dispatch/Correctional Advertisement for Hire; approved the Roseau County Trailblazers 1st Benchmark in the amount of \$51,282.36; and, approved a forthwith payment to Lee's Workshop in the amount of \$500.00 for shelving in the County Attorney's Office. The Jail Administrator Advertisement for Hire was moved to Department Reports.

DEPARTMENT REPORTS

Sheriff's Office

Sheriff Steve Gust informed the Board that Jail Administrator Janice Anderson has submitted her resignation effective January 31, 2014. The current Jail Administrator Job Description was discussed and it was agreed to discuss this matter further at the Operations Committee on January 8, 2014.

COUNTY BOARD ITEMS

2014 Committee Appointments

The Board reviewed the 2014 Committee Appointments. By consensus, the 2014 Committee Appointment Schedule was adopted as follows:

Association of MN Counties - Executive Committee		
	Committee Members	Alternate(s)
	Commissioner Jack Swanson	
Association of MN Counties Agriculture & Rural Task Force		
	Committee Members	Alternate(s)
	Commissioner Mark Foldesi	Commissioner Todd Miller
	Commissioner Roger Falk	
Association of MN Counties - County Delegates		
005	Committee Members	Alternate(s)
	Commissioner Roger Falk	
	Commissioner Mark Foldesi	
	Commissioner Todd Miller	
	Commissioner Glenda Phillipe	
	Commissioner Jack Swanson	
	Social Services Director Dave Anderson	
	CC/ESD Jeff Pelowski	
	Auditor Martha Monsrud	
Association of MN Counties Conference Planning Committee		
	Committee Members	Alternate(s)
	Commissioner Jack Swanson	
Association of MN Counties Futures Task Force		
	Committee Members	Alternate(s)
	Commissioner Jack Swanson	
Association of MN Counties General Government Policy Committee		

DNR County Road Planning Committee per MN Statute 89.01 subd. 7/Unorganized Road Planning Committee

Committee Members

Commissioner Mark Foldesi
Commissioner Todd Miller

Alternate(s)

Commissioner Roger Falk
Commissioner Glenda Phillipe

DNR Legacy Advisory Committee

Committee Members

Commissioner Glenda Phillipe

Alternate(s)

Emergency Management

Committee Members

Commissioner Roger Falk
Commissioner Todd Miller
County Assessor Al Heim
County Attorney Karen Foss
Auditor Martha Monsrud
County Engineer Brian Ketring
HSEM Director Kathy Sebbby
CC/ESD Jeff Pelowski
Recorder Pam Grand
Social Service Director Dave Anderson
Treasurer Diane Gregerson
Sheriff Steve Gust

Alternate(s)

Commissioner Mark Foldesi
Commissioner Glenda Phillipe
Commissioner Jack Swanson

Flood Plain Map Advisory Committee - Committee of the Whole

Committee Members

Commissioner Roger Falk
Commissioner Mark Foldesi
Commissioner Glenda Phillipe
Commissioner Jack Swanson
Commissioner Todd Miller
CC/ESD Jeff Pelowski
Engineer Brian Ketring
HSEM Director Kathy Sebbby
RRWD - TBD
WRWD Rick Battles
TRWD Dan Money
PE Brian Schaible

Alternate(s)

Greater Minnesota Advisory Panel

Committee Members

Commissioner Jack Swanson

Alternate(s)

Greater Minnesota Housing Fund - MN Housing Partnership

Committee Members

Commissioner Glenda Phillipe
Commissioner Jack Swanson

Alternate(s)

Greater Minnesota Parks & Trails Coalition

Committee Members

Commissioner Roger Falk
Commissioner Glenda Phillipe

Alternate(s)

Hazard Mitigation Steering Plan Committee

Committee Members

Commissioner Glenda Phillipe
CC/ESD Jeff Pelowski
Highway Engineer Brian Ketring

Alternate(s)

LifeCare Medical Center CEO Keith Okeson
 Roseau School Superintendent Larry Guggisberg
 Lake Township Rep Dave Paulsen
 RRWD Administrator Tracey Halstensgard
 TRWD Administrator Dan Money
 WRWD Secretary/Administrator Rick Battles
 City of Warroad Administrator Kathy Lovelace
 HSEM Director Kathy Sebbly

Highway Department - Committee of the Whole

Committee Members	Alternate(s)
Commissioner Roger Falk	
Commissioner Mark Foldesi	
Commissioner Todd Miller	
Commissioner Glenda Phillipe	
Commissioner Jack Swanson	
Asst County Engineer Daryl Dahl	
County Engineer Brian Ketring	

Insurance Committee

Committee Members	Alternate(s)
Commissioner Todd Miller	Commissioner Glenda Phillipe
Commissioner Jack Swanson	
Wellness Coordinator Cindy Tangen	
Civil Process Clerk Tara Halvorson	
Deputy Accountant Rhonda Hanson	
Deputy Auditor Courtney Peters	
HR/Ben Administrator Patty Ignaszewski	
Financial Worker Rosalie Isham	
Fiscal Supervisor Gwynne Roadfelt	
Heavy Equipment Oper. Jason Monsrud	

Joint Ditch Authority

Committee Members	Alternate(s)
<u>Ditch Commissioners</u>	Adjoining County
Judicial Ditch No. 19 District 3 & 5	Marshall
Judicial Ditch No. 2 District 1 & 4	Lake of the Woods
Judicial Ditch No. 33 District 2 & 5	Kittson
State Ditch No. 50 District 2, 3 & 5	Kittson
State Ditch No. 62 District 3 & 4	Lake of the Woods
Judicial Ditch No. 63 District 2, 3, 4, 5	Marshall
State Ditch No. 72 District 2, 3 & 5	Kittson
State Ditch No. 90 District 5	Kittson & Marshall
State Ditch No. 95 District 2, 3 & 5	Kittson

Joint RRWD/TRWD & Kittson County & Roseau County Ditch Committee

Committee Members	Alternate(s)
Commissioner Mark Foldesi	Commissioner Todd Miller
Commissioner Roger Falk	

Joint Powers Natural Resource Board

Committee Members	Alternate(s)
Commissioner Roger Falk	Commissioner Mark Foldesi
Commissioner Todd Miller	

Land Asset Pilot Committee - Committee of the Whole

Committee Members	Alternate(s)
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Commissioner Roger Falk
Commissioner Mark Foldesi
Commissioner Todd Miller
Commissioner Glenda Phillipe
Commissioner Jack Swanson
Assessor Al Heim
Auditor Martha Monsrud
Engineer Brian Ketring

Land of the Dancing Sky Area Agency on Aging (NWRDC) 21 County BOARD

Committee Members	Alternate(s)
Commissioner Glenda Phillipe	

Land of the Dancing Sky Area Agency Advisory NWRDC COMMITTEE

Committee Members	Alternate(s)
Commissioner Glenda Phillipe	

Land Use Committee - Committee of the Whole

Committee Members	Alternate(s)
Commissioner Roger Falk	
Commissioner Mark Foldesi	
Commissioner Todd Miller	
Commissioner Glenda Phillipe	
Commissioner Jack Swanson	
CC/ESD Jeff Pelowski	
Assessor Al Heim	
Engineer Brian Ketring	
Auditor Martha Monsrud	

Tax Forfeited Land Sale Subcommittee - Committee of the Whole

Committee Members	Alternate(s)
Commissioner Roger Falk	
Commissioner Mark Foldesi	
Commissioner Todd Miller	
Commissioner Glenda Phillipe	
Commissioner Jack Swanson	
Assessor Al Heim	
Auditor Martha Monsrud	
Deputy Auditor Kathy Jenson	
Engineer Brian Ketring	

Law Library Board of Trustees MS 134A.10 Sub 4

Committee Members	Alternate(s)
Commissioner Jack Swanson	Commissioner Mark Foldesi
Judge Donna Dixon	
Law Clerk Annie Jenson	
County Attorney Karen Foss	
Court Administrator Teresa McDonnell	

LEAN Committee

Commissioner Jack Swanson
Commissioner Todd Miller
CC/ESD Jeff Pelowski
Auditor Martie Monsrud
Treasurer Diane Gregerson
Financial Serv Supervisor Jodee Haugen
Highway Engineer Brian Ketring

Highway Admin Assistant Rhonda Hanson
Deputy Assessor Liz Lund
Information Technology Administrator Chris Stauffer
Deputy Auditor Courtney Peters

Legislative Committee - Committee of the Whole

Committee Members	Alternate(s)
Commissioner Roger Falk	
Commissioner Mark Foldesi	
Commissioner Todd Miller	
Commissioner Glenda Phillipe	
Commissioner Jack Swanson	

Minnesota Association of Professional County Economic Developers

Committee Members	Alternate(s)
Commissioner Todd Miller	

Minnesota County Computer Cooperative

Committee Members	Alternate(s)
IT Administrator Chris Stauffer	Auditor Martha Monsrud Treasurer Diane Gregerson Assessor Al Heim IT Tech Chad Wulff

Minnesota Counties Intergovernmental Trust (MCIT) DELEGATE

Committee Members	Alternate(s)
Auditor Martha Monsrud	Commissioner Todd Miller

Minnesota Counties Intergovernmental Trust (MCIT) CONTACT

Committee Members	Alternate(s)
Auditor Martha Monsrud, Primary Contact CC/ESD Jeff Pelowski, Workers Comp Contact	

Minnesota Rural Counties Caucus (MRCC)

Committee Members	Alternate(s)
Commissioner Todd Miller	All Commissioners

Northern Counties Land Use Coordinating Board

Committee Members	Alternate(s)
Commissioner Todd Miller	All Commissioners

Northwest Community Action Board

Committee Members	Alternate(s)
Commissioner Mark Foldesi	Commissioner Roger Falk

Northwest MN Household Hazardous Waste Joint Powers Board

Committee Members	Alternate(s)
Commissioner Glenda Phillipe	Commissioner Jack Swanson

Northwest MN Housing & Redevelopment Authority

Committee Members	Alternate(s)
Commissioner Jack Swanson	

Northwest MN Juvenile Center

Committee Members	Alternate(s)
Social Service Director Dave Anderson Sheriff Steve Gust	

Northwest MN Regional Development Transportation Committee

Committee Members	Alternate(s)
Commissioner Roger Falk County Engineer Brian Ketring	Any Other Commissioner

Northwest MN Regional Library Board

Committee Members

Rod Kjersten

Alternate(s)

n/a

Northwest MN Emergency Communications Board**Committee Members**

Commissioner Jack Swanson

Alternate(s)

Commissioner Roger Falk

Northwest Regional Development Commission**Committee Members**

Commissioner Mark Foldesi

Jim Christianson

Buddy Erickson

County Board Rep

School Board Rep

Township Board Rep

Northwest Regional Development Commission Arts Council**Committee Members**

Aliza Olson

Charles Erickson

Alternate(s)**Northwest Regional Development Commission Executive Board of Directors**

Commissioner Mark Foldesi

Buddy Erickson (Alternate)

Noxious Weed Appeal MS 18.83, Subd 3**Committee Members**

Commissioner Mark Foldesi

Curtis Skrutvold

Snooky Erickson

Tim O'Donnell

Arne Heggedal

Greg Braaten

Alternate(s)

Any Other Commissioner

Operations Committee**Committee Members**

Commissioner Roger Falk

Commissioner Mark Foldesi

Commissioner Todd Miller

Commissioner Glenda Phillipe

Commissioner Jack Swanson

Assessor Al Heim

Attorney Karen Foss

Auditor Martha Monsrud

Building Supervisor Lenny Johnson

CC/ESD Jeff Pelowski

HSEM Director Kathy Sebbby

Highway Engineer Brian Ketring

IT Administrator Chris Stauffer

Recorder Pam Grand

Sheriff Steve Gust

Social Service Director Dave Anderson

Treasurer Diane Gregerson

VSO Don Dunn

4H Coordinator Sandi Weiland

Alternate(s)**Personnel Appeal Committee MS 375.65****Committee Members**

Carol Klotz, LifeCare Medical Center

Brian Gunnell, Polaris Industries

Mark Watson, Marvin Windows

To be appointed per County Personnel Act: Three non-county employees with Human Resource experience. Terms should be staggered.

Public Health Committee

Committee Members

Commissioner Glenda Phillipe
 Commissioner Jack Swanson
 County Attorney Karen Foss
 CC/ESD Jeff Pelowski
 HSEM Director Kathy Sebby
 LifeCare Medical Center Cathy Huss
 LifeCare Medical Center Julie Pahlen
 Sheriff Steve Gust
 Social Services Director Dave Anderson
 Auditor Martha Monsrud

Alternate(s)

Commissioner Mark Foldesi

Quin County Community Health Advisory Board**Committee Members**

Commissioner Mark Foldesi
 Public Health Rep Julie Pahlen

Alternate(s)

Commissioner Jack Swanson

Red River Basin Commission Joint Powers Board**Committee Members**

Commissioner Roger Falk

Alternate(s)

Any Other Commissioner

Red River Development Association**Committee Members**

Selvin Buddy Erickson, Jr.

Alternate(s)

expires 2015

Regional Radio Advisory Board (RAC)**Committee Members**

I.T. Administrator Chris Stauffer

Alternate(s)

Deputy Matt Restad

Roseau County Affordable Housing Fund Advisory Board**Committee Members**

Commissioner Jack Swanson

Alternate(s)

Commissioner Glenda Phillipe

Roseau County Board of Adjustment MS 394**Committee Members**

Bernard Gonshorowski
 John Douglas
 Randy Horner
 CC/ESD Jeff Pelowski

Alternate(s)**Roseau County Committee on Aging****Committee Members**

Commissioner Glenda Phillipe
 Richard Otto (City of Roseau)
 Bill Cain (District 1)
 Sue Lisell (District 2)
 Sandi Otto (District 3)
 Jim Hallan (District 4)
 Rachel Green (District 5)

Alternate(s)

Commissioner Jack Swanson

Roseau County Extension Committee MS 38.36**Committee Members**

Auditor Martha Monsrud
 Commissioner Roger Falk
 Commissioner Jack Swanson
 Thor Didrikson
 Doug Green
 Rhett Hulst
 Matt Ulwelling

Alternate(s)

Commissioner Mark Foldesi

Kari Milner
Carmen Przekwas

Roseau County Revolving Loan Committee

Committee Members	Alternate(s)
Commissioner Roger Falk	
Commissioner Glenda Phillipe	
Auditor Martha Monsrud	
Gary Boekelheide, Security State Bank	
Robert Foley, Jr., Citizens State Bank	
Joe Ulwelling, Border State Bank	

Roseau County Soil & Water Conservation District

Committee Members	Alternate(s)
Commissioner Mark Foldesi	Commissioner Todd Miller

Roseau River Watershed District Board

Committee Members	Alternate(s)
Tony Wensloff	
Aaron Magnusson	
LeRoy Carrier	
Floyd Haugen	
Cody Schmalz	

Roseau River Watershed District (Commissioner Delegates)

Committee Members	Alternate(s)
Commissioner Roger Falk	Commissioner Mark Foldesi
Commissioner Todd Miller	Commissioner Glenda Phillipe

Safety Committee MS 182.676

Committee Members	Alternate(s)
<u>Highway (3)</u>	
Brian Ketring	
Terry Haaby	
Wilfred Moser	
<u>Law Enforcement (3)</u>	
Steve Gust	
Mary Solberg	
TBD	
<u>Courthouse Administration (3)</u>	
Martha Monsrud	
Patty Ignaszewski	
Carmie Stoe	
<u>Transfer Station (1)</u>	
Jeff Pelowski	
<u>Maintenance (1)</u>	
Lenny Johnson	
<u>County Board (2)</u>	
Roger Falk	
Jack Swanson	
<u>Social Services (2)</u>	
Dave Anderson	
Julie Hallie	
<u>Ex-Officio</u>	
HSEM Director Kathy Seby	
Greg Dahl	

Social Services Board - Committee of the Whole

Committee Members	Alternate(s)
Commissioner Roger Falk	
Commissioner Mark Foldesi	
Commissioner Todd Miller	
Commissioner Glenda Phillipe	
Commissioner Jack Swanson	
Social Service Director Dave Anderson	
Fiscal Supervisor Gwynne Roadfelt	
Member at Large - Colleen Lorensen	
Member at Large - Bryan Erickson	

Solid Waste Planning Committee

Committee Members	Alternate(s)
Commissioner Roger Falk	Any Other Commissioner
Commissioner Jack Swanson	
CC/ESD Jeff Pelowski, ex-officio	
Marsha Yates (Badger)	
Ronald Jacobson (Twp. Officers Assoc.)	
Scott Waage (Greenbush)	
Elliott Larson (Marvin Windows)	
David Drown (Roseau)	
Jim Pederson (Polaris)	
Dick Soderberg (Warroad)	

Statewide Radio Board Finance Committee

Committee Members	Alternate(s)
Jack Swanson	

Subsurface Sewage Treatment System Advisory Committee

Committee Members	Alternate(s)
CC/ESD Jeff Pelowski	
Commissioner Glenda Phillipe	
Commissioner Jack Swanson	
Attorney Karen Foss	

Trails Committee

Committee Members	Alternate(s)
Commissioner Roger Falk	Any Other Commissioner
Commissioner Mark Foldesi	

Transportation Alliance Committee

Committee Members	Alternate(s)
Commissioner Roger Falk	Commissioner Glenda Phillipe
Engineer Brian Ketring	

TV Translator Committee

Committee Members	Alternate(s)
Commissioner Roger Falk	Commissioner Todd Miller
Commissioner Jack Swanson	
Auditor Martha Monsrud	
Dick Sjoberg (Sjoberg's Cable)	
Lee Hervey (Voyagers Communication)	

Two Rivers Watershed District Board of Managers

Committee Members	Alternate(s)
Al Brazier	

Jim Kukowski

Two Rivers Watershed District (Commissioner Delegates)

Committee Members

Commissioner Mark Foldesi

Alternate(s)

Commissioner Roger Falk

Victim Services Advisory Board

Committee Members

Commissioner Glenda Phillipe

Commissioner Todd Miller

Alternate(s)

Warroad River Watershed District Board of Managers

Committee Members

Richard Battles

Jeff O'Donnell

Gerald Phillipe

Keith Landin

Loren Horner

Alternate(s)

Warroad River Watershed District (Commissioner Delegates)

Committee Members

Commissioner Glenda Phillipe

Commissioner Todd Miller

Alternate(s)

Commissioner Mark Foldesi

Commissioner Roger Falk

Commissioner Jack Swanson

Waters of the Dancing Sky Corridor Management Plan Committee

Committee Members

Commissioner Roger Falk

Commissioner Jack Swanson

Alternate(s)

Website Management Committee

Committee Members

IT Administrator Chris Stauffer

Social Serv Director Dave Anderson

Admin Asst Ann Marie Miller

Commissioner Todd Miller

Commissioner Glenda Phillipe

Alternate(s)

Wellness Committee

Committee Members

Social Worker Lynette Blazek

Sheriff Steve Gust

Deputy Auditor John Huss

Financial Worker Rosalie Isham

Ben Admin Patty Ignaszewski

Admin Asst Ann Marie Miller

HSEM Director Kathy Sebbby

VSO Donald Dunn

Fiscal Super. Gwynne Roadfelt

Commissioner Jack Swanson

Wellness Coordinator Cindy Tangen

Commissioner Roger Falk

Social Worker Erica Bergstrom

Child Support Officer Julie Hallie

IT Technician Chad Wulff

Alternate(s)

Wetland Appeal Board

Committee Members

Commissioner Roger Falk

Alternate(s)

Any Other Commissioner

Commissioner Glenda Phillipe
Dan Johnston, Member-at-Large
To Be Appointed by SWCD

If wetland issue is in commissioner district,
choice to elect another commissioner to
represent.

Wildlife Management Area Planning Committee

Committee Members

Commissioner Roger Falk
Commissioner Mark Foldesi

Alternate(s)

Any Other Commissioner

2014 Meeting Schedule Revisions

The Board reviewed the 2014 County Meeting schedules and made applicable changes. The 2014 County Meeting schedules will be available on the County Website.

Highway Labor Negotiations

A motion to close the regular Board Meeting per Minnesota Statute 13D.03, to consider strategy for labor negotiations, was made by Commissioner Swanson, seconded by Commissioner Falk, and carried unanimously.

A motion to re-open the regular Board Meeting was made by Commissioner Swanson, seconded by Commissioner Falk and carried unanimously.

A motion to approve the following agreement (summary) was made by Commissioner Falk, seconded by Commissioner Foldesi and carried unanimously:

3-YEAR AGREEMENT (2014-2016), WITH THE FOLLOWING CHANGES TO THE EXISTING LABOR AGREEMENT:

COLA : 3% --- 1% --- 1%

HEALTH INSURANCE PREMIUM INCREASES/DECREASES:

- 2014: Premium increase split 50%-50% for existing plans; The new \$6,350/\$12,700 Single Plan: County – 90%, Employee – 10%
- Family Plan: County – 90%, Employee – 10%
- 2015 and 2016: Establish fixed premium cost-share percentages for all three plans, as follows:
 - A) \$2,250/\$4,500 plan: County – 75%, Employee – 25%
 - B) \$5,000/\$10,000 Plan: County – 85%, Employee – 15%
 - C) \$6,350/\$12,700 Plan: County – 90%, Employee – 10%

VEBA/HSA COUNTY CONTRIBUTION:

- No change (\$200/mo Family - \$100/mo Single).

MISCELLANEOUS REVISION(S) TO EXISTING AGREEMENT LANGUAGE, AS FOLLOWS:

- **AGREEMENT EFFECTIVE DATES: DECEMBER 22, 2013 TO DECEMBER 17, 2016.**
- **ARTICLE 10.7: A CORRECTION ONLY.**
- **ARTICLE 14.3: INCORPORATE NEW “UNPAID TIME OFF” POLICY.**
- **ARTICLE 16.3: A MINIMUM COMP TIME BALANCE OF 40 HOURS MUST BE MAINTAINED FOLLOWING A COMP TIME PAYOUT.**

- **NO OTHER CHANGES TO THE EXISTING AGREEMENT.**

RETAIN "OVERTIME AFTER 8" MEMORANDUM OF UNDERSTANDING THROUGH
DECEMBER 17, 2016.

Commissioner Committee Reports

Commissioner Falk reported on the following committee(s): Wage Negotiation Committee, 1/7/14.

Commissioner Foldesi reported on the following committee(s): Wage Negotiation Committee, 1/7/14.

Commissioner Miller reported on the following committee(s): Minnesota Rural Counties Caucus, 1/3/14.

Upon motion carried, the Board adjourned the regular meeting at 12:10 p.m. The next regular meeting of the Board is scheduled for January 14, 2014 at 9:00 a.m.

Attest:

Date: _____

Jeff Pelowski, County Coordinator
Roseau County, Minnesota

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



ROSEAU COUNTY RECORDER

January 8, 2014

County Commissioners,

Minnesota Statute 357.182 requires that starting with 2008; the County Recorder and Registrar of Titles file with the County Commissioners a report. This report establishes the status of compliance for the previous year in regards to Subdivision 3 of said Statute. I Pamela S. Grand, Roseau County Recorder is happy to report that our office is in Compliance for 2013.

A handwritten signature in blue ink that reads "Pamela S. Grand". The signature is written in a cursive style and is positioned above a horizontal line.

Roseau County Recorder



Employment Opportunity

POSITION: Jail Administrator

Roseau County is accepting applications for the position of Jail Administrator. This is a Grade 9 position with a starting wage of \$24.45, commensurate with experience.

Under the general supervision of the Roseau County Sheriff, the Jail Administrator is responsible for the daily administration of Roseau County Detention and Dispatch Center operations. This position, reviews and maintains the security of the Detention Center; conducts frequent inspections of the facility to ensure cleanliness and conformance with all policies and procedures established for maintenance; plans, organizes and supervises the work of the correctional officers assigned to the jail; identifies, evaluates, recommends and conducts/directs training for all Detention Center staff; develops, initiates, and revises policy and procedures governing all aspects of the jail in accordance with the Minnesota Department of Corrections, established jail standards, and the County Sheriff. This position is also responsible for staffing, scheduling and training of 911 Dispatch personnel and coordinates all 911 addressing for County residents.

Minimum qualifications include an AA Degree in Law Enforcement, Criminal Justice or related field, or the equivalent of combined education, training and experience; five (5) years detention center experience with three (3) of those years in a progressively responsible supervisory position.

Applicants must be a U.S. citizen, have strong administrative skills and have no felony convictions.

Applications may be obtained from the County Coordinator's office by email at annmarie.miller@co.roseau.mn.us, online at the Roseau County web site at <http://co.roseau.mn.us> or by calling 218-463-4248. Completed applications, along with a cover letter and resume, may be submitted to: Ann Marie Miller, 606 5th Ave SW, Room 131, Roseau, MN 56751. Closing date is **January 31, 2014 at 4:30 pm.**

Roseau County Board

January 2014

Glenda A. Phillipe

District One

January 7, 2014 – County Board – Roseau

January 8, 2014 – Operations – Roseau

January 8, 2014 – CJCC - Roseau

January 8, 2014 – MN Housing Institute – Bemidji

January 9, 2014 – MN Housing Institute - Bemidji

January 13, 2014 – Warroad City Council – Warroad

January 13, 2014 – Warroad School Board – Warroad

January 14, 2014 – County Board – Roseau

January 15, 2014 – Lake Township – Warroad

January 20, 2014 – RCCoA – Roseau

January 21, 2014 – Social Services - Roseau

January 21, 2014 – Highway Department - Roseau

JACK SWANSON COMMITTEE REPORTS

JANUARY 6, 2014 - ROSEAU CONVENTION & VISITORS BUREAU

JANUARY 6, 2014 - ROSEAU CITY COUNCIL; agreed to 2%, 1 year COLA with Police Department and Department Heads; still waiting on signature from public works dept.

JANUARY 7, 2014 - COUNTY BOARD

JANUARY 8, 2014 - OPERATIONS COMMITTEE

JANUARY 8, 2014 - COMMUNITY JUSTICE COORDINATING COMMITTEE

JANUARY 8, 2014 - HOUSING INSTITUTE (BEMIDJI)

JANUARY 9, 2014 - HOUSING INSTITUTE (BEMIDJI)