

PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

December 23, 2014

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, Minnesota on Tuesday, December 23, 2014.

CALL TO ORDER – ROLL CALL – ESTABLISHMENT OF A QUORUM

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

APPROVAL OF AGENDA

The Board added a transportation funding letter; skid steer quotes; a discussion on the Perry Gravel Pit; and, a discussion on brush cutting contracts to Department Reports (Highway Department); a discussion on the Minnesota Rural Counties Caucus Legislative Priorities to County Board Items; and, the Drug Task Force Joint Powers Agreement was removed from the Consent Agenda and added to County Board Items along with an AIS Work Plan discussion.

COMMENTS AND ANNOUNCEMENTS

Board Chair Glenda Phillipe expressed appreciation to the Board and staff for a great year. Coordinator Pelowski informed the Board that MCIT presented Roseau County with an Award of Excellence given out in recognition of the County's Workers Compensation program for the years 2009-2013.

APPROVAL OF BILLS

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

Warrants Approved For Payment 12/04/2014

| <u>Vendor Name</u> | <u>Amount</u> |
|----------------------------------|-------------------|
| AFLAC | 3,495.48 |
| DEARBORN NATIONAL LIFE INSURANCE | 2,176.20 |
| JOHNSON/LAURE A | 3,526.88 |
| NORTH STAR ATV CLUB | 4,425.52 |
| NW MN SERV COOP-BLUE CROSS BLUE | 78,919.00 |
| PRUDENTIAL | 2,035.69 |
| 11 Payments less than 2,000.00 | 7,543.72 |
| Final Total: | 102,122.49 |

Warrants Approved For Payment 12/05/2014

| <u>Vendor Name</u> | <u>Amount</u> |
|-----------------------------|---------------|
| BADGER CITY | 2,462.65 |
| GREENBUSH CITY | 8,092.90 |
| NW MN MULTI COUNTY HRA | 6,777.64 |
| NW REGIONAL DEV COMM | 3,505.06 |
| ROSEAU CITY | 14,513.03 |
| ROSEAU RIVER WATERSHED DIST | 104,549.18 |
| SCHOOL DIST 2358 | 4,403.34 |
| SCHOOL DIST 2683 | 54,673.11 |
| SCHOOL DIST 676 | 47,317.00 |

| | |
|--------------------------------------|-------------------|
| SCHOOL DIST 682 | 274,923.17 |
| SCHOOL DIST 690 | 103,942.62 |
| SPRINGSTEEL ISLAND SANITARY DISTRICT | 2,507.94 |
| TOWN OF BARNETT | 8,451.30 |
| TOWN OF BARTO | 11,889.58 |
| TOWN OF CEDARBEND | 5,675.02 |
| TOWN OF DEER | 2,792.17 |
| TOWN OF DEWEY | 5,012.60 |
| TOWN OF DIETER | 8,079.60 |
| TOWN OF ENSTROM | 5,136.80 |
| TOWN OF FALUN | 11,190.93 |
| TOWN OF GOLDEN VALLEY | 3,739.34 |
| TOWN OF GRIMSTAD | 6,678.68 |
| TOWN OF HEREIM | 7,714.40 |
| TOWN OF HUSS | 4,887.67 |
| TOWN OF JADIS | 8,806.74 |
| TOWN OF LAKE | 13,463.44 |
| TOWN OF LAONA | 4,901.64 |
| TOWN OF LIND | 4,588.64 |
| TOWN OF MALUNG | 7,911.90 |
| TOWN OF MICKINOCK | 8,150.25 |
| TOWN OF MOOSE | 5,956.62 |
| TOWN OF MORANVILLE | 6,587.92 |
| TOWN OF NERESON | 5,058.54 |
| TOWN OF POLONIA | 9,350.04 |
| TOWN OF POPLAR GROVE | 2,683.79 |
| TOWN OF REINE | 3,074.96 |
| TOWN OF ROSS | 6,055.10 |
| TOWN OF SKAGEN | 7,725.18 |
| TOWN OF SOLER | 6,401.39 |
| TOWN OF SPRUCE | 4,630.14 |
| TOWN OF STAFFORD | 9,047.65 |
| TOWN OF STOKES | 6,705.83 |
| TWO RIVER WATERSHED DISTRICT | 37,228.65 |
| WARROAD CITY | 12,817.05 |
| WARROAD PORT AUTHORITY | 3,007.18 |
| 10 Payments less than 2,000.00 | 7,700.79 |
| Final Total: | 890,769.17 |

Warrants Approved For Payment 12/11/2014

| <u>Vendor Name</u> | <u>Amount</u> |
|-------------------------------|------------------|
| CENTURYLINK | 3,028.92 |
| ROSEAU CITY | 9,286.60 |
| 9 Payments less than 2,000.00 | 2,623.95 |
| Final Total: | 14,939.47 |

Warrants Approved On 12/12/2014 For Payment 12/12/2014

| <u>Vendor Name</u> | <u>Amount</u> |
|------------------------------|---------------|
| AVIANDS LLC | 9,716.38 |
| CDW GOVERNMENT INC | 13,442.98 |
| DAVIES/HEIDI M | 2,624.43 |
| DELL MARKETING LP | 13,216.16 |
| E-911 | 5,558.71 |
| FARMERS UNION OIL CO-WARROAD | 5,103.70 |

| | |
|--------------------------------|-------------------|
| GARTNER REFRIGERATION CO | 21,752.92 |
| GRAFSTROM/SAMUEL & LOLA | 17,776.70 |
| HILDI INC | 3,800.00 |
| MAR-KIT LANDFILL | 32,625.60 |
| MN COUNTIES COMPUTER COOP | 4,161.00 |
| MSOP-MN SEX OFFENDER PROGRAM | 4,228.40 |
| NORTHERN CONSTRUCTION CO INC | 2,360.92 |
| NORTHERN RESOURCES COOPERATIVE | 15,118.95 |
| OLSON/HARLEY | 4,016.00 |
| OSLUND/LAYTON | 7,801.60 |
| PENNINGTON COUNTY TREASURER | 4,285.47 |
| ROSEAU CO COOP ASSN | 17,211.11 |
| UND FORENSIC PATHOLOGY | 4,000.00 |
| ZIEGLER INC | 9,613.64 |
| 85 Payments less than 2,000.00 | 30,697.70 |
| Final Total: | 229,112.37 |

Warrants Approved For Payment 12/18/2014

| <u>Vendor Name</u> | <u>Amount</u> |
|--------------------------------|------------------|
| MN DEPT OF FINANCE -TREAS | 2,236.50 |
| ROSEAU CO TRAILBLAZERS | 54,911.45 |
| 24 Payments less than 2,000.00 | 7,512.78 |
| Final Total: | 64,660.73 |

Warrants Approved On 12/23/2014 For Payment 12/26/2014

| <u>Vendor Name</u> | <u>Amount</u> |
|---------------------------------|-------------------|
| BERGSTROM ELECTRIC INC | 9,115.97 |
| CDW GOVERNMENT INC | 3,691.28 |
| ELECTION SYSTEMS & SOFTWARE INC | 10,527.54 |
| ENVIRONMENTAL SYSTEMS RESEARCH | 2,000.00 |
| FARMERS UNION OIL CO-WARROAD | 2,440.72 |
| GARTNER REFRIGERATION CO | 6,127.60 |
| HORNER PLUMBING & EXCAVATION | 4,650.50 |
| INTRADYN DBA | 2,008.21 |
| JOHNSON OIL CO INC | 7,397.63 |
| LIFECARE MEDICAL CENTER | 3,991.27 |
| MATTSON PHARMACY INC | 2,437.58 |
| MN COUNTIES COMPUTER COOP | 7,200.00 |
| NORTHERN RESOURCES COOPERATIVE | 7,782.91 |
| R & Q TRUCKING INC | 4,187.64 |
| ROSEAU CITY | 2,191.70 |
| ROSEAU CO ENVIRONMENTAL OFFICE | 24,514.00 |
| ROSEAU CO HWY DEPT | 42,911.26 |
| ROSEAU CO TREASURER | 17,546.00 |
| TOWN OF REINE | 5,170.53 |
| 47 Payments less than 2,000.00 | 19,261.91 |
| Final Total: | 185,154.25 |

Warrants Approved For Payment 12/23/2014

| <u>Vendor Name</u> | <u>Amount</u> |
|-------------------------------|------------------|
| MN ENERGY RESOURCES | 3,292.68 |
| STOSKOPF INC/STEVEN | 10,260.00 |
| 9 Payments less than 2,000.00 | 5,919.68 |
| Final Total: | 19,472.36 |

Warrants Approved For Payment 12/23/2014

| <u>Vendor Name</u> | <u>Amount</u> |
|------------------------------|---------------|
| 1 Payment less than 2,000.00 | 213.66 |
| Final Total: | 213.66 |

In addition, the Board approved forthwith payments to Steven Stoskopf, in the amount of \$10,260.00, for graveling in the Unorganized Townships of Clear River and America; to Beito Repair, in the amount of \$500.00, for beaver dam removal on SD 91; to Chuck Heath, in the amount of \$520.00, for beaver removal on JD 63; to O'Neil Lund, in the amount of \$1,116.00, for beaver removal on SD 91, SD 72 and SD 95; and, to Rick Sovde, in the amount of \$484.08, for beaver removal on SD 69 and dam inspections and SD 72.

PUBLIC COMMENTS

Mr. Brian Modahl met with the Board to discuss the valuation increase on his home in the City of Badger. Chair Phillipe suggested Mr. Modahl meet with Assessor Liz Lund for further explanation.

CONSENT AGENDA

A motion to adopt the Consent Agenda was made by Commissioner Falk, seconded by Commissioner Swanson and carried unanimously. The Board, by adoption of its Consent Agenda, approved the December 2, 2014 Board Proceedings; approved a revision to the November 25, 2014 Board Proceedings; approved Resolution #2014-12-10 establishing the 2015 County Solid Waste Market Price; appointed Social Service Director Dave Anderson as the County Representative on the Northwestern Minnesota Juvenile Center Board, effective January 1, 2015 through December 31, 2018; approved Resolution #2014-12-03 in support of the Northstar ATV Club OHV Trails Assistance Program Grant Funding Application; authorized advertising for the 2015 Publishing Bids; approved the promotion of Deputy Garrett Berg to Investigator (7C to 8B); and, accepted the 2014 Roseau County Recorder's Document Recording Compliance Report.

DEPARTMENT REPORTS

Sheriff Department

Sheriff Gust met with the Board to discuss the Pine to Prairie Drug and Violent Task Force Joint Powers Agreement. Commissioner Miller requested clarification on funding, Governing Board members, and forfeiture proceeds. Sheriff Gust explained that the Task Force will be funded with Federal Grant money and in-kind matches. The Governing Board will consist of both civilian and law enforcement personnel and forfeitures will be disbursed to the Task Force in accordance with the Agreement.

Commissioner Swanson inquired about staffing for the Task Force. Sheriff Gust stated that a current Deputy has been appointed as Roseau County's Drug Enforcement Officer and the vacancy left from this appointment is being back-filled with part-time Deputies.

A motion to approve entering into the Joint Powers Agreement for the Pine to Prairie Drug and Violent Crime Task Force beginning January 1, 2015 through December 31, 2015, was made by Commissioner Swanson, seconded by Commissioner Miller and carried unanimously.

Highway Department

Engineer Brian Ketring met with the Board to request final payment for a County Road 103 Bridge Project. A motion to approve final payment to Triple D Construction and Leasing for

Project SAP 068-598-036, BR 68J48, in the amount of \$7,921.84, was made by Commissioner Foldesi, seconded by Commissioner Miller and carried unanimously.

Engineer Ketring requested the Board consider sending a letter to our Federal Congressional Delegation regarding the Federal Highway Trust Fund. A motion to authorize Chair Phillipe to sign a letter to Senator Amy Klobuchar, Senator Al Franken and Congressman Collin Peterson regarding Federal Transportation Funding was made by Commissioner Miller, seconded by Commissioner Swanson and carried unanimously.

Engineer Ketring requested the Board consider quotes for the purchase of a skid steer loader. Ketring explained that this purchase was planned for in the Highway Department's 2015 budget, however, in order to receive the 2014 purchase price, approval is needed before the end of the year. A motion to approve the purchase of a CAT 299 DXHP, in the amount of \$82,340.00, was made by Commissioner Miller, seconded by Commissioner Falk and carried unanimously.

The Board had a discussion on brushing in legal ditch systems and the possibility of utilizing private contractors. Engineer Ketring will bring information to the next highway meeting for further discussion.

In addition, the Board discussed the status of County gravel operations, including the Perry Pit. Engineer Ketring noted that the billing for County gravel operations is being processed.

COUNTY BOARD ITEMS

2015 Appropriations

The Board discussed the 2015 Appropriations. A motion was made by Commissioner Swanson, seconded by Commissioner Falk and carried unanimously to adopt the following Resolution:

2014-12-04

BE IT RESOLVED that the Roseau County Board approves 2015 Appropriations as follows:

| | |
|--|----------|
| Roseau County Senior Medical Travel | \$15,000 |
| Roseau County Area Agency on Aging/Far North Transit | \$7,220 |
| Memorial Day Program Expenditures | \$1,800 |
| Roseau County Historical Society | \$47,500 |
| Northwest Regional Library | \$97,500 |
| Roseau County Soil and Water Conservation District | \$65,000 |
| Roseau County Agricultural Society | \$15,000 |
| MN Red River Basin Development Commission | \$800 |

2015 Ditch Levies

The Board discussed the 2015 Ditch Levies. A motion was made by Commissioner Foldesi, seconded by Commissioner Miller and carried unanimously to adopt the following Resolution:

2014-12-07

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 2015:

| Ditch | 2015 Levy/Benefit % | 2015 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% | \$2,560.00 |
| 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 2015 ditch budgets are hereby approved and are on file in the office of the Roseau County Auditor.

Per Diem Policy

The Board discussed Commissioner salaries and per-diem schedules. A motion was made by Commissioner Swanson, seconded by Commissioner Foldesi and carried unanimously to adopt the following Resolution:

2014-12-08

WHEREAS, pursuant to Minnesota Statute § 375.055, "The County Commissioners shall receive as compensation for services rendered by them for their respective Counties, salaries and in addition may receive per diem payments and reimbursement for necessary expenses in performing duties of the office as set by Resolution of the County Board."

BE IT RESOLVED, the Board established the 2014 Commissioner salary at \$19,790.42 reflecting a 3% increase over 2013; and sets the 2015 Commissioner salary at \$19,988.32 reflecting a 1% increase over 2014.

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

2014-10-09

BE IT RESOLVED, that the Commissioner per-diem schedule is as follows:

- In-County meeting: \$100.00.
- Out-of-County meeting: \$150.00.
- Out-of-County one-day meeting requiring an overnight stay: \$200.00.
- Reimbursement for non-elected committee members: \$100.00.

2015 County Property Tax Levy

The Board discussed the 2015 County Property Tax Levy. A motion was made by Commissioner Miller, seconded by Commissioner Foldesi and carried unanimously to adopt the following Resolution:

2014-12-05

BE IT RESOLVED, that the payable 2015 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 |
| Social Services | 1,630,000 |
| Debt Service | 473,700 |
| <u>Total</u> | <u>\$6,597,353</u> |

(Note: This reflects a 0% increase.)

The Board discussed the 2015 County Budget. A motion was made by Commissioner Swanson, seconded by Commissioner Falk and carried unanimously to adopt the following Resolution:

2014-12-06

BE IT RESOLVED, that the 2015 Budget - incorporating the 2015 Property Tax Levy - is hereby approved, as follows:

| <u>Fund</u> | <u>Revenues</u> | <u>Expenditures</u> | <u>Net Budget</u> |
|----------------------|--------------------|---------------------|-------------------|
| Revenue | \$6,049,918 | \$6,443,275 | -\$393,357 |
| Road & Bridge | 8,797,932 | 8,950,458 | -152,526 |
| Social Services | 3,721,854 | 3,828,685 | -106,831 |
| Debt Service | 484,712 | 446,274 | 38,438 |
| <u>Tax Supported</u> | | | |
| Funds - Total | \$19,054,416 | \$19,668,692 | -\$614,276 |
| | | | |
| <u>Environmental</u> | <u>\$1,109,002</u> | <u>\$1,136,882</u> | <u>-\$27,880</u> |

2015 Meeting/Holiday Schedules

A motion to approve the following 2015 Meeting/Holiday Schedules was made by Commissioner Miller, seconded by Commissioner Foldesi and carried unanimously: Operations/Committee of the Whole, County Board, Community Justice Coordinating Committee, Social Services Board, Highway Department, and 2015 Holiday Schedule.

Minnesota Rural Counties Caucus (MRCC) Legislative Priorities List

MRCC Administrator Dan Larson requested the Board review the MRCC Legislative Priorities list prior to the January 5, 2015 MRCC meeting. The list was reviewed and agreed to by consensus.

Aquatic Invasive Species (AIS) Work Plan Discussion

Commissioner Falk requested a discussion on how the requirements for the AIS Work Plan were met noting that it was his understanding that this program funding was intended for educational use and suggested that a Task Force should have been established to carry out the AIS program plan.

Coordinator Pelowski noted that the AIS Prevention Program is evolving with rules still in the development phase, and that in order to meet the current program requirements the County must submit a work plan, Board Resolution, and summary of expenses to the DNR by December 31, 2014.

Commissioner Miller disagreed with Commissioner Falk's interpretation of the program requirements and noted that the funding received in 2014 was utilized properly; however, in order to make this program sustainable without using County funds it may be beneficial to collaborate with Lake of the Woods County in the future.

Commissioner Committee Reports

Commissioner Falk reported on the following committee(s): Operations/Committee of the Whole meetings, 12/2/14; Roseau County Budget Hearing, 12/2/14; Roseau River Watershed District, 12/3/14; Safety Committee, 12/3/14; Minnesota Rural Counties Caucus, 12/7/14, Association of Minnesota Counties Annual Legislative Conference, 12/7 – 12/9/14; Social Services Board, 12/16/14; Highway Committee, 12/16/14; Performance Reviews, 12/16/14; Wildlife Management Area Project Team meeting, 12/18/14; Beltrami Island State Forest Project meeting, 12/18/14; Northwest Community Action, 12/18/14.

Commissioner Foldesi reported on the following committee(s): Water Retention meeting, 12/9/14.

Commissioner Miller reported on the following committee(s): Operations/Committee of the Whole meetings, 12/2/14; Roseau County Budget Hearing, 12/2/14; Roseau River Watershed Board, 12/3/14; Community Justice Coordinating Committee, 12/3/14; Minnesota Rural Counties Caucus, 12/7/14; Association of Minnesota Counties Annual Conference, 12/7 – 12/9/14; Drainage Workgroup, 12/16/14; Meeting with City of Warroad Superintendent, 12/17/14; Beltrami Island State Forest Project Team meeting, 12/18/14; Joint Powers Natural Resources Board, 12/22/14.

Commissioner Phillippe reported on the following committee(s): Operations/Committee of the Whole meetings, 12/2/14; Roseau County Budget Hearing, 12/2/14; Minnesota Rural Counties Caucus, 12/7/14; Association of Minnesota Counties Annual Conference, 12/7 – 12/9/14; Roseau County Committee on Aging, 12/15/14; Warroad School Board, 12/15/14; Social Services Board, 12/16/14; Highway Committee, 12/16/14; Performance Reviews, 12/16/14; Roseau County Committee on Aging/Paul Bunyan Transit meeting, 12/16/14; Meeting with City of Warroad Superintendent, 12/17/14; Lake Township Board, 12/17/14.

Commissioner Swanson reported on the following committee(s): Housing Teleconference, 11/24/14; Association of Minnesota Counties (AMC) Executive Committee Teleconference, 11/26/14; Snap-Ed Educator Interviews, 12/1/14; Roseau City Council, 12/1/14; Operations/Committee of the Whole meetings, 12/2/14; Roseau County Budget Hearing, 12/2/14; AMC/County Program Aid Work Group, 12/3/14; Community Justice Coordinating Committee, 12/3/14; Safety Committee, 12/3/14; AMC Board of Directors, 12/7/14; AMC/MRCC Executive Committee, 12/7/14; AMC Annual Conference 12/7 – 12/9/14; Northern Counties

Land Use Coordinating Board, 12/9/14; Roseau Convention and Visitors Bureau, 12/10/14; Statewide Emergency Communications Board Finance Committee, 12/11/14; Local Innovation Awards Ceremony, 12/11/14; Big Four Conference (St. Paul), 12/15/14; Social Services Board, 12/16/14; Performance Reviews, 12/16/14; Highway Committee, 12/16/14; Roseau Community Education Committee, 12/17/14; Roseau Economic Development Authority, 12/17/14; Jadis Town Board, 12/17/14; ITV Meeting with AMC/State Representative Dan Fabian, 12/18/14.

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 6, 2015 at 9:00 a.m.

Attest:

Date: _____

Jeff Pelowski, County Coordinator
Roseau County, Minnesota

Jack Swanson, Chair
Board of County Commissioners
Roseau County, Minnesota