

## PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

August 9, 2016

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, Minnesota on Tuesday, August 9, 2016 at 9:00 a.m.

### CALL TO ORDER

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 discussion on the Warroad Backpack program was added to County Board Items and a request to hire a Senior Highway Technician was added to the Highway Department report. 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 Swanson, seconded by Commissioner Foldesi, and carried unanimously to approve the payment of the following bills:

#### Warrants Approved For Payment 7/28/2016

<u>Vendor Name</u>	<u>Amount</u>
AFLAC	3,765.40
NORTH STAR ATV CLUB	6,912.00
ROSEAU/LOW SPORTSMAN CLUB	11,365.96
TOWN OF BEAVER	2,881.09
TOWN OF LAONA	25,156.72
33 Payments less than 2,000.00	14,566.63
<b>Final Total:</b>	<b>64,647.80</b>

#### Warrants Approved For Payment 8/04/2016

<u>Vendor Name</u>	<u>Amount</u>
DEARBORN NATIONAL LIFE INSURANCE	2,433.21
JOHNSON/LAURE A	3,526.88
LIFECARE MEDICAL CENTER	39,671.31
NW MN SERV COOP-BLUE CROSS BLUE	90,448.50
ROSEAU CITY	2,488.25
ROSEAU CO TREASURER	115,988.92
SCHOOL DIST 676	13,965.47
SCHOOL DIST 682	73,407.29
SCHOOL DIST 690	28,250.14
TOWN OF GRIMSTAD	33,517.12
TOWN OF LAKE	2,912.80
TOWN OF MORANVILLE	3,790.63
TOWN OF SKAGEN	3,774.13
WARROAD CITY	7,381.75

18 Payments less than 2,000.00	14,315.19
<b>Final Total:</b>	<b>435,871.59</b>

**Warrants Approved On 8/09/2016 For Payment 8/12/2016**

<u>Vendor Name</u>	<u>Amount</u>
AVIANDS LLC	7,931.22
FARMERS UNION OIL CO-WARROAD	4,363.53
GARTNER REFRIGERATION CO	9,599.00
HALVERSON SAND & GRAVEL INC	2,067.00
HEADWATERS REGIONAL RADIO BOARD	2,500.00
HOFFMAN PHILIPP & KNUTSON	5,832.00
JOBS HQ	4,850.08
MAR-KIT LANDFILL	42,309.00
NORTHERN RESOURCES COOPERATIVE	45,893.36
NORTHLAND TIRE	13,270.65
RDO TRUCK CENTER CO.	8,371.68
ROSEAU CO COOP ASSN	9,954.38
SJOBORG'S INC	3,328.57
VANGUARD APPRAISALS, INC	2,000.00
WIDSETH SMITH NOLTING	5,726.00
69 Payments less than 2,000.00	31,277.51
<b>Final Total:</b>	<b>199,273.98</b>

In addition, the Board approved forthwith payments to O'Neil Lund, in the amount of \$760.00, for beaver removal and to Lyle Roseen, in the amount of \$80.00, for beaver removal.

**DELEGATIONS/BOARD APPOINTMENTS/PUBLIC COMMENTS**

**Northwest Minnesota Multi-Housing and Redevelopment Authority (NW HRA)**

Executive Director Lee Meier met with the Board to provide an update on the activities the HRA is involved with in the County as well as to discuss programs operated in the region.

**CONSENT AGENDA**

A motion to approve 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 July 26, 2016 Board Proceedings; approved the appointment of Joe Olafson to the Warroad River Watershed District Board to a three year term effective September 19, 2016 through September 18, 2019; approved a County Vehicle Use Policy; approved a Roseau/LOW Sportsman's Club request for reimbursement in the amount of \$2,141.69; authorized applying a 4% interest rate to funds loaned from the County Revenue Fund to ditch systems in arrears, retroactive to January 1, 2015; and, approved advertising for the hire of two (2) temporary dispatch/correctional officers.

**DEPARTMENT REPORTS**

Highway

County Engineer Brian Ketring met with the Board to request a final payment; to request approval of a payroll change, and to request approval to hire a Senior Highway Technician.

A motion to approve a final payment to PCiRoads, LLC, in the amount of \$273,450.98, for the CSAH 72 bridge deck project, was made by Commissioner Swanson, seconded by Commissioner Foldesi and carried unanimously.

The Board discussed past promotion protocol/policy. The Board requested information on past practices pertaining to promotions. It was noted that the policy states that a promotion will allow for a grade change to the next higher grade/step closest to the current grade/step. In addition, it was also noted that promotions have been granted for more than one grade due to an increase in duties/responsibilities required for a new position. Engineer Ketring stated that the job re-study would have allowed the GIS Technician position to be a Grade 8 but it was decided that the position should remain a Grade 7. A payroll change was requested in order to compensate for the unusual circumstances involved in this promotion. A motion to approve a payroll change request for GIS Technician Allen Brandt, to adjust his grade from a Grade 7, Step C to a Grade 7 Step E, effective July 31, 2016, was made by Commissioner Miller, seconded by Commissioner Foldesi and carried unanimously. Commissioner Falk abstained from voting.

A motion to approve the hire of Andrew Halvorson as a Senior Highway Technician (Grade 7, Step A), effective September 1, 2016, was made by Commissioner Miller, seconded by Commissioner Swanson and carried unanimously.

## **COUNTY BOARD ITEMS**

### CGI Communications

Commissioner Swanson requested the Board authorize Chair Falk to sign a letter in support of CGI Communications seeking local businesses participation in the video campaign that will be produced by CGI to promote Roseau County. The Board discussed the need for a committee to oversee this project. A motion to authorize Chair Falk to sign a letter of support for CGI Communications and to appoint Commissioner Swanson and Commissioner Phillippe to the committee to oversee this project, was made by Commissioner Phillippe, seconded by Commissioner Swanson and carried unanimously.

### Topics Discussion/MnDNR Commissioner Landwehr Meeting (8/30/16)

The Board discussed Agenda items for a meeting with Commissioner Landwehr scheduled for August 30, 2016. Items for discussion include: New Regional Director Appointment; DNR Support of Legislative Initiatives; Gravel Lease Cost Share on Con Con Lands; Timber Management Policy/Plan; Disposition of State Lands; Carol Kofstad Boundary Dispute; Public Waters Management.

### Warroad Backpack Program

Commissioner Phillippe requested the Board consider a one-time donation to the Warroad Backpack program. Commissioner Phillippe noted that funding is needed to get the program up and running with fundraising efforts in place to sustain the program in the future. Auditor Monsrud confirmed that County Con Con money can be used for this donation. A motion to authorize a one-time donation of \$5,000, to be dispersed from County Con Con funds, for the Warroad Backpack program, was made by Commissioner Phillippe, seconded by Commissioner Swanson and carried unanimously.

Commissioner Committee Reports

Commissioner Falk reported on the following committee(s): Operations/Committee of the Whole meetings, 8/2/16.

Commissioner Miller reported on the following committee(s): Operations/Committee of the Whole meetings, 8/2/16; Minnesota Power meeting, 8/5/16; Minnesota Rural Counties Caucus policy meeting, 8/8/16.

Commissioner Phillippe reported on the following committee(s): Lake Township Board, 7/26/16; Operations/Committee of the Whole meetings, 8/2/16; Warroad Backpack Program meeting, 8/4/16; Warroad City Council, 8/8/16.

Commissioner Swanson reported on the following committee(s): Becoming Welcoming Communities, 7/26/16; Roseau Economic Development Authority, 7/27/16; Sunshine Memorial Foundation, 7/28/16; Roseau City Council, 8/1/16; Operations/Committee of the Whole meetings, 8/2/16; Community Justice Coordinating Committee, 8/3/16; Association of Minnesota Counties Governance Committee, 8/4/16.

Upon motion carried, the Board adjourned the regular Meeting at 11:15 a.m. The next Regular Meeting of the Board is scheduled for August 23, 2016 at 9:00 a.m.

Attest:

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

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Jeff Pelowski, County Coordinator  
Roseau County, Minnesota

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