

# PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

July 28, 2009

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, Minnesota on Tuesday, July 28, 2009, at 8:30 a.m.

## CALL TO ORDER

The meeting was called to order at 8:30 a.m. by County Board Chairman Jack Swanson. The Pledge of Allegiance was recited. Commissioners present were Mark Foldesi, Alan Johnston, Orris Rasmussen, and Jack Swanson. Russell Walker was excused.

## APPROVAL OF AGENDA

Consent Agenda item number two approve Election Systems & Software Inc. Post Warranty Hardware Maintenance Services was removed from the agenda. A motion to approve the revised agenda was made by Commissioner Foldesi, seconded by Commissioner Rasmussen and carried unanimously.

## CONSENT AGENDA

A motion to adopt the consent agenda was made by Commissioner Foldesi, seconded by Commissioner Johnston and carried unanimously.

The Board, by adoption of its consent agenda, approved proceedings from the July 7<sup>th</sup> and July 14, 2009 Board meetings.

The Board, by adoption of its consent agenda, approved benefit payout to Fred Clasen.

The Board, by adoption of its consent agenda, authorized advertisement for one Roseau River Watershed District Manager, one Two Rivers Watershed District Manager and two Warroad River Watershed District Managers.

The Board, by adoption of its consent agenda, approved payment of bills as follows:

### WARRANTS APPROVED FOR PAYMENT 7/16/2009

<i>AMOUNT</i>	<i>VENDOR NAME</i>	<i>AMOUNT</i>	<i>VENDOR NAME</i>
750.00	AREA AG INFORMATION CENTER	2178.10	CAPITAL GUARDIAN TRUST CO
2133.53	BRIAN HARDWICK P.A.	49373.31	HOLTE IMPLEMENT INC
109394.81	KNIFE RIVER MATERIALS	7620.00	MII LIFE-VEBA
837.83	MN CHILD SUPPORT PAYMENT CENTE	3177.48	NATIONWIDE RETIREMENT SOLUTION
11641.89	ROSEAU CITY	7650.00	ROSEAU ROOFING & REMODELING
501.00	SATHER LAW OFFICE		
	<b>12 PAYMENTS LESS THAN \$300</b>	<b>1,684.36</b>	
	****	<b>FINAL TOTAL.....</b>	<b>\$196,942.31</b> ****

### WARRANTS APPROVED FOR PAYMENT 7/23/2009

<i>AMOUNT</i>	<i>VENDOR NAME</i>	<i>AMOUNT</i>	<i>VENDOR NAME</i>
525.07	CANON FINANCIAL SERVICES INC	4183.03	LAURE JOHNSON
488.00	KB BOBCAT SERVICE	3225.00	MN DEPT OF FINANCE-TREAS
450.00	MN DEPT OF HEALTH	724.26	MN ENERGY RESOURCES



## **COMMITTEE REPORTS**

Commissioner Foldesi had no meetings to report.

Commissioner Johnston reported on the following committee meetings: DNR Land Asset Exchange Pilot Project committee meeting, 7/21/09: Discussed parcels for exchange.

Commissioner Rasmussen had no meetings to report.

Commissioner Swanson reported on the following committee meetings: County Fair Planning Committee meeting, 7/16/09: Discussed fair booth plans; 7/20/09: Roseau County Committee on Aging, 7/21/09: Discussed senior medical travel; DNR Land Asset Exchange Pilot Project committee meeting, 7/21/09: Discussed parcels for exchange; Roseau County Affordable Housing Fund committee: Discussed housing loan pool fund.

Chair Swanson recessed the meeting at 10:00 am. The meeting reconvened at 10:15 am.

## **HIGHWAY DEPARTMENT**

Highway Engineer Brian Ketring met with the Board to present consulting engineering quotes for the Hay Creek Set Back Levees, Connection Channel, and Norland Impoundment Project. Engineer Ketring stated that he had received two quotes, one from Houston Engineering, Inc, in the amount of \$4500 and one from Short Elliott Hendrickson, Inc (SEH) for \$3000. Ketring stated that the scope of the project is to review the plans, review the engineering logic, look for upstream, downstream, and adjacent landowner impact, and review the Operating and Maintenance Plan. Ketring noted that SEH is the engineering firm working with the Army Corps of Engineers on the east diversion project and that he is confident they will do a good job. A motion to hire Short Elliott Hendrickson as consultants on the Norland Impoundment project was made by Commissioner Rasmussen, seconded by Commissioner Johnston and carried unanimously.

Commissioner Foldesi informed the Board that he had received a call from Joe Laurin regarding the CD 69 matter. He stated that Mr. Laurin has met with Houston Engineering and has a recommendation. Mr. Laurin suggests that the County repair CD 69 where it feeds into WD 3. Commissioner Swanson inquired as to whose project this would be, the county's or the watersheds. Commissioner Foldesi stated that he believes it is a repair project to return it to its original state and is not an improvement. Engineer Ketring stated that it is not 100% determined whether or not the portion of the ditch, the lateral in question, was ever constructed. Ketring will research the matter and advise the Board on the appropriate course of action.

## **DISCUSSION**

Commissioner Rasmussen stated that he had spoken to Dean Hedlund regarding Polaris' participation in the development of a County OHV Recreational Park. Commissioner Rasmussen and Commissioner Foldesi will schedule a meeting.

Commissioner Swanson stated that he had spoke to Myles Hogenson and learned that should the Minnesota Northern Railroad successfully abandon the railroad line between

Warroad and Roseau that the Roseau County Trailblazers plan to write a grant to develop a trail.

Information Technology Administrator Chris Stauffer met with the Board to review the quotes received for document imaging software and recommended that the Board accept the quote of Information Systems Corporation in the amount of \$28,457.61. This quote includes software, 10 licenses, annual maintenance, staff training, and ongoing customer service support as needed. The Board discussed the distribution of the licenses' and how the cost would be shared. Mr. Stauffer will work out the details, but initially the Coordinator's Office, County Attorney, Information Technology, and Social Service departments will share the licenses and the cost. A motion was made by Commissioner Johnston, seconded by Commissioner Rasmussen, and carried unanimously to approve the quote of Information Systems Corporation in the amount of \$28,457.61.

The Board discussed the Assistant Transfer Station/Demo Landfill Operator Position hiring. 34 applications were received. The applications were reviewed and ranked based on a 100 point questionnaire to determine eligibility for hire. It was pre-determined that six candidates would be interviewed; however there was a tie for 6th place so 7 candidates were scheduled for interviews. The hiring committee of Environmental Officer Jeff Pelowski, Transfer Station Demo Landfill Operator Tim Erickson, and County Coordinator Trish Klein interviewed the seven candidates and recommended the position be offered to the No. 1 ranked candidate Jeff Lee. A motion was made by Commissioner Rasmussen, seconded by Commissioner Foldesi, and carried unanimously to hire Jeff Lee as Assistant Transfer Station/Demo Landfill Operator.

The Hiring Committee recommended that the successful candidate be hired at a Grade 5 Step D based on the experience level that he brings to the county. After discussion, a motion was made by Commissioner Johnston, seconded by Commissioner Swanson, and carried unanimously to start Jeff Lee at 5D.

Upon motion carried, the Board adjourned the regular meeting at 12:00 p.m. The next regular meeting of the Board is scheduled for August 4, 2009 at 8:30 a.m.

Attest:

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

\_\_\_\_\_  
Teresa Klein, County Coordinator  
Roseau County, Minnesota

\_\_\_\_\_  
Jack Swanson, Chairman  
Board of County Commissioners  
Roseau County, Minnesota