

PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

December 27, 2016

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, Minnesota on Tuesday, December 27, 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, Jack Swanson and Todd Miller. Commissioner Phillippe was absent.

APPROVAL OF AGENDA

A discussion on labor negotiations was added to County Board Items. A motion to approve the amended Agenda was made by Commissioner Miller, seconded by Commissioner Foldesi and carried unanimously.

COMMENTS AND ANNOUNCEMENTS

Coordinator Pelowski shared a "Certificate of Excellence" from the Minnesota Counties Intergovernmental Trust given to Roseau County related to management of Workers' Compensation insurance. Pelowski also clarified the meeting schedule for January 3, 2017 noting that the Board meeting will start at 9:00 a.m., followed by the Operations/Committee of the Whole meeting(s) beginning at 10:30 a.m.

Board Chair Falk presented Commissioner Miller with a Certificate of Appreciation for his four years of service to Roseau County.

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 12/15/2016

<u>Vendor Name</u>	<u>Amount</u>
HORNER PLUMBING & EXCAVATION	28,678.00
MINN-DAK ASPHALT INC	66,511.75
MN DEPT OF FINANCE -TREAS	2,331.00
11 Payments less than 2,000.00	5,239.67
Final Total:	102,760.42

Warrants Approved For Payment 12/15/2016

<u>Vendor Name</u>	<u>Amount</u>
BADGER CITY	4,831.20
GREENBUSH CITY	15,359.89
NW MN MULTI COUNTY HRA	7,955.89
NW REGIONAL DEV COMM	3,017.53
ROSEAU CITY	106,133.44
ROSEAU RIVER WATERSHED DIST	87,847.03
SCHOOL DIST 2358	3,501.40
SCHOOL DIST 2683	43,377.10

SCHOOL DIST 676	49,401.67
SCHOOL DIST 682	406,970.93
SCHOOL DIST 690	118,285.44
SPRINGSTEEL ISLAND SANITARY DISTRICT	2,477.82
TOWN OF BARNETT	8,628.23
TOWN OF BARTO	9,820.09
TOWN OF CEDARBEND	4,035.37
TOWN OF DEWEY	5,411.01
TOWN OF DIETER	6,436.92
TOWN OF ENSTROM	4,229.95
TOWN OF FALUN	9,212.39
TOWN OF GOLDEN VALLEY	3,253.45
TOWN OF GRIMSTAD	5,617.09
TOWN OF HEREIM	6,114.78
TOWN OF HUSS	5,231.51
TOWN OF JADIS	11,573.17
TOWN OF LAKE	17,069.79
TOWN OF LAONA	6,766.32
TOWN OF LIND	2,683.88
TOWN OF MALUNG	7,453.62
TOWN OF MICKINOCK	6,269.15
TOWN OF MOOSE	4,320.03
TOWN OF MORANVILLE	5,270.73
TOWN OF NERESON	5,267.11
TOWN OF POLONIA	12,178.40
TOWN OF POPLAR GROVE	2,525.97
TOWN OF REINE	2,925.92
TOWN OF ROSS	5,469.09
TOWN OF SKAGEN	8,418.53
TOWN OF SOLER	4,013.74
TOWN OF SPRUCE	6,209.39
TOWN OF STAFFORD	8,766.34
TOWN OF STOKES	6,186.18
TWO RIVER WATERSHED DISTRICT	32,952.59
WARROAD CITY	24,594.87
WARROAD PORT AUTHORITY	3,956.38
11 Payments less than 2,000.00	9,580.48
Final Total:	1,111,601.81

Warrants Approved On 12/13/2016 For Payment 12/16/2016

<u>Vendor Name</u>	<u>Amount</u>
CDW GOVERNMENT INC	9,998.23
JOHNSON OIL CO INC	4,201.93
MAR-KIT LANDFILL	40,932.50
MN COUNTIES COMPUTER COOP	4,618.44
MN COUNTY ATTORNEYS ASSN	2,147.00
ROSEAU CO ENVIRONMENTAL OFFICE	19,352.00
ROSEAU CO SOIL & WATER CONS	11,727.57
SAFETY COMPLIANCE SERVICES-DBA	2,000.00
UND FORENSIC PATHOLOGY	2,939.25
VANGUARD APPRAISALS, INC	8,425.00
28 Payments less than 2,000.00	13,871.71
Final Total:	120,213.63

Warrants Approved For Payment 12/21/2016

<u>Vendor Name</u>	<u>Amount</u>
MN ENERGY RESOURCES	2,390.61
NW CONCRETE PRODUCTS INC	29,814.49
R & Q TRUCKING INC	15,314.90
TRAFFIC MARKING SERVICE INC	38,104.20
9 Payments less than 2,000.00	4,828.15
Final Total:	90,452.35

Warrants Approved On 12/22/2016 For Payment 12/22/2016

<u>Vendor Name</u>	<u>Amount</u>
AMERICAN LEGION POST 88 GREENBUSH	7,000.00
AVIANDS LLC	7,657.14
FARMERS UNION OIL CO-WARROAD	2,011.17
GUST/ALBERT	4,636.00
KRAUS ANDERSON	17,652.30
MSOP-MN SEX OFFENDER PROGRAM	4,440.00
NORTHERN RESOURCES COOPERATIVE	5,636.15
REGENTS OF U OF MINNESOTA	17,220.24
ROSEAU CO TREASURER	13,142.32
29 Payments less than 2,000.00	10,831.80
Final Total:	90,227.12

In addition, Commissioner Miller requested that the Ditch 9 loan balance be paid up-to-date from the ditch fund balance.

CONSENT AGENDA

A motion to approve the Consent Agenda was made by Commissioner Miller, seconded by Commissioner Swanson and carried unanimously. The Board, by adoption of its Consent Agenda, approved the December 13, 2016 Regular Meeting Board Proceedings; approved the December 19, 2016 Special Board Meeting Proceedings; appointed Sheriff Steve Gust to a four-year term on the Northwest Minnesota Juvenile Detention Center Board, beginning January 1, 2017; passed Resolution #2016-12-01 authorizing County Attorney Karen Foss to sign grant agreements/contracts on behalf of Victim Services; approved the One Watershed One Plan Memorandum of Agreement; approved advertising to hire a Survey Crew Chief; approved advertising to hire a Head Shop Mechanic; passed Resolution #2016-12-08 in support of applying a 4% interest rate for internal fund transfers; and, accepted the Recorder's Office Compliance Report.

DEPARTMENT REPORTS

County Coordinator

Coordinator Pelowski requested the Board rescind the approval of the VEBA-related Indemnity Agreement approved at the December 13, 2016 Board meeting, based upon new information received from the Northwest Service Cooperative. A motion to rescind the VEBA-related Indemnity Agreement, was made by Commissioner Swanson, seconded by Commissioner Foldesi and carried unanimously.

COUNTY BOARD ITEMS

State Land Value Redetermination

Assessor Liz Lund provided the Board with a comparison summary of the 2010 and 2016 State land values which are used to calculate the DNR PILT payments received by the County. There was no Board action taken.

Aquatic Invasive Species (AIS) Redetermination

The Board reviewed and discussed the AIS Work Plan. A motion was made by Commissioner Miller, seconded by Commissioner Swanson and carried unanimously to adopt the following Resolution:

2016-12-02

WHEREAS, Roseau County was allocated State funding in the amount of \$38,835.00 in 2016 to continue our program to prevent the spread of aquatic invasive species (AIS);

WHEREAS, Counties must specify by Board Resolution how the AIS funding will be utilized;

WHEREAS, the Roseau County Board has approved the attached AIS Program Work Plan as prepared by the Roseau County Soil and Water Conservation District (SWCD);

THEREFORE BE IT RESOLVED, Roseau County has utilized all the available 2016 State funding for AIS program-related activities as specified in the attached Work Plan.

2017 Commissioner Salary and per Diem Policy

The Board discussed the 2017 Commissioner Salary and Per Diem Policy. A motion was made by Commissioner Swanson, seconded by Commissioner Foldesi and carried by a 3-0 vote, with Commissioner Miller abstaining, to adopt the following Resolution:

2016-12-03

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 2017 Commissioner salary at \$20,793.85 reflecting a 3% increase over 2016.

BE IT FURTHER RESOLVED, that the 2017 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.

2017 Appropriations

The Board discussed the 2017 proposed Appropriations. A motion was made by Commissioner Foldesi, seconded by Commissioner Swanson and carried unanimously to adopt the following Resolution:

2016-12-04

BE IT RESOLVED that the Roseau County Board approves the 2017 Appropriations as follows:

Retired Senior Volunteer Program	\$ 1,500.00
Memorial Day	\$ 1,800.00
Roseau County Historical Society	\$ 54,000.00
Northwest Regional Library	\$100,000.00
Roseau County Soil and Water Conservation District (SWCD)	\$ 65,000.00
Roseau County SWCD Matching Funds/State Grant	\$ 22,750.00
Roseau County Agricultural Society (Fair)	\$ 15,000.00
Red River Valley Development Commission	\$ 800.00
BIF Historical Group (BIF Unorganized)	\$ 750.00
BIF Historical Group (Oaks Unorganized)	\$ 750.00

2017 Ditch Levies and Budgets

The Board reviewed the 2017 Ditch Levies and Budgets. A motion was made by Commissioner Foldesi, seconded by Commissioner Swanson and carried unanimously to adopt the following Resolution:

2016-12-05

RESOLUTION ESTABLISHING 2017 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 2017:

Ditch	2017 Benefit Percentage	2017 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%	\$ 29,457.24
County Ditch 10	25%	\$ 9,742.25
County Ditch 11	20%	\$ 7,559.60
County Ditch 13	25%	\$ 3,996.25
County Ditch 17	20%	\$ 11,770.80
County Ditch 18	25%	\$ 10,604.00
Judicial Ditch 19	15%	\$ 4,183.50
County Ditch 20	20%	\$ 4,761.40
County Ditch 21	30%	\$ 23,973.00

Judicial Ditch 22	65%	\$ 9,877.60
County Ditch 23	30%	\$ 23,490.60
County Ditch 24	50%	\$ 7,325.00
County Ditch 25	5%	\$ 2,560.00
County Ditch 26	25%	\$ 12,458.50
Judicial Ditch 33	25%	\$ 1,742.25
Judicial Ditch 61	15%	\$ 98,667.00
Judicial Ditch 62	40%	\$ 33,562.00
Judicial Ditch 63	25%	\$ 42,560.00
State Ditch 69	30%	\$ 61,813.22
State Ditch 72	20%	\$ 28,710.53
State Ditch 87	10%	\$ 1,972.10
State Ditch 90	20%	\$ 852.74
State Ditch 91	15%	\$ 63,777.89
State Ditch 95	5%	\$ 14,441.45

BE IT FURTHER RESOLVED that the 2017 ditch budgets are hereby approved and are on file in the office of the Roseau County Auditor.

Property Tax Levy

The Board discussed the 2017 Property Tax Levy. A motion was made by Commissioner Swanson, seconded by Commissioner Foldesi and carried unanimously to adopt the following Resolution:

2016-12-06

BE IT RESOLVED, that the payable 2017 Property Tax Levy for Roseau County is hereby approved, as follows:

FUND	LEVY
Revenue	\$3,347,815
Road & Bridge	\$1,200,000
Social Services	\$1,630,000
Debt Services	\$ 419,638
TOTAL	\$6,597,453
(Note: This reflects a 0% increase)	

2017 Budget

The Board reviewed the 2017 Budget. A motion was made by Commissioner Swanson, seconded by Commissioner Foldesi and carried unanimously to adopt the following Resolution:

2016-12-07

BE IT RESOLVED, that the 2017 Budget - incorporating the 2017 Levy - is hereby approved, as follows:

FUND	REVENUES	EXPENDITURES	NET BUDGET
Revenue	\$6,161,077	\$6,960,665	\$ -799,588
Road & Bridge	\$8,483,822	\$8,366,359	\$ 117,463
Social Services	\$4,084,172	\$4,226,945	\$ -142,773

Debt Service	\$ 430,411	\$419,638	\$ 10,773
Tax Supported Funds Total	\$19,159,482	\$19,973,607	\$ -814,125
Environmental	\$1,168,482	\$1,222,644	\$ -54,162
TOTAL – ALL FUNDS	\$20,327,964	\$21,196,251	\$ -868,287

Commissioner Committee Reports

Commissioner Falk reported on the following committee(s): Operations/Committee of the Whole Meeting, 12/13/16; Roseau County Budget Hearing, 12/13/16.

Commissioner Foldesi reported on the following committee(s): Operations/Committee of the Whole Meeting, 12/13/16; Roseau County Budget Hearing, 12/13/16; Social Services Board, 12/20/16; Highway Committee, 12/20/16.

Commissioner Miller reported on the following committee(s): Operations/Committee of the Whole Meetings, 12/13/16; Roseau County Budget Hearing, 12/13/16; Soil and Water Conservation District, 12/15/16; Minnesota Rural Counties Caucus Land Use meeting, 12/16/16; Social Services Board, 12/20/16; Highway Committee, 12/20/16; 404 Permit Assumption meeting, 12/21/16.

Commissioner Swanson reported on the following committee(s): Domestic Violence Court Advisory Committee, 12/13/16; Operations/Committee of the Whole Meetings, 12/13/16; Roseau County Budget Hearing, 12/13/16; Roseau Community Education Committee, 12/14/16; Roseau Convention and Visitors Bureau, 12/14/16; Northwest Emergency Communications Board, 12/14/16; Sunshine Hospitality Home/Roseau County Team, 12/14/16; Roseau High School National Honor Society Induction, 12/14/16; Team “EPIC” Advisory Committee, 12/15/16; Social Service Board, 12/20/16; Highway Committee, 12/20/16; Safety Committee, 12/20/16.

Labor Negotiations

Coordinator Pelowski provided the Board with an update on labor negotiations. A motion was made by Commissioner Swanson, seconded by Commissioner Foldesi and carried unanimously to adopt the following Resolution:

2016-12-09

BE IT RESOLVED that the 2017-2019 non-union (exempt, non-exempt) employees and appointed/elected Department Heads salary and benefits shall be as follows:

- Three (3) year term commencing December 18, 2016 – December 21, 2019.
- COLA: \$1.00/hr (2017); \$1.00/hr (2018); 2% (2019).
- Vacation Accrual:

<u>Length of Service</u>	<u>Accrual</u>
0 year but less than 3	4 hours/biweekly
3 years but less than 15	6 hours/biweekly
15 years but less than 20	7 hours/biweekly
20 years or more	8 hours/biweekly

- Funeral Leave: Employees will be granted a maximum of three (3) working days funeral leave with pay in the event of a death in the employee's immediate family (as defined in the Employee Handbook). Additional days for funeral leave may be granted at the discretion of the Employer for extenuating and unusual circumstances which additional time shall be charged against the employee's sick leave, vacation, or comp time.
- Clothing Allowance: Should a clothing allowance provision be included as part of the Highway Department Agreement, the same allowance will apply to Transfer Station employees for the purchase of work-related apparel.
- All other benefits are to remain the same.

A motion was made by Commissioner Foldesi, seconded by Commissioner Swanson and carried unanimously to adopt the following Resolution which reflects the Board-approved proposal to be presented to the Highway Employee's Association for their consideration:

2016-12-10

BE IT RESOLVED, that the 2017-2019 Highway Department employees salary and benefits shall be as follows:

- Three (3) year term commencing December 18, 2016 – December 21, 2019.
- COLA: \$1.00/hr (2017); \$1.00/hr (2018); 2% (2019).
- Vacation Accrual:

<u>Length of Service</u>	<u>Accrual</u>
0 year but less than 3	4 hours/biweekly
3 years but less than 15	6 hours/biweekly
15 years but less than 20	7 hours/biweekly
20 years or more	8 hours/biweekly

- Clothing Allowance: A maximum of \$100.00 annually for the purchase of work-related apparel.
- All other benefits are to remain the same.

Upon motion carried, the Board adjourned the meeting at 11:55 a.m. The next regular meeting of the Board is scheduled for January 3, 2017 at 9:00 a.m.

Attest:

Date: _____

 Jeff Pelowski, County Coordinator
 Roseau County, Minnesota

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