

# PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

February 28, 2017

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, Minnesota on Tuesday, February 28, 2017 at 9:00 a.m.

## CALL TO ORDER

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

## APPROVAL OF AGENDA

Consideration of an Audit Agreement was added as an Auditor Department Report; a Lake of the Woods Sportsman's Club Request for Reimbursement was added to the Consent Agenda; and, Highway Department hires and an advertisement for hire were added to the Highway Department Report. A motion to approve the amended Agenda was made by Commissioner Falk, seconded by Commissioner Walker and carried unanimously.

## COMMENTS AND ANNOUNCEMENTS

Commissioner Phillipe distributed a brochure with details on the Discovery and Development HUB (a co-working space) Open House in Warroad; and, Commissioner Foldesi stated that Wikstrom Telephone Company had contacted him with regard to the County's financial support of Roseau Electric Cooperative's feasibility study on expanding broadband services to rural residents.

## APPROVE BILLS

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

### Warrants Approved For Payment 2/16/2017

<u>Vendor Name</u>	<u>Amount</u>
MN DEPT OF FINANCE -TREAS	2,607.00
MN ENERGY RESOURCES	2,855.63
THE MASTER'S TOUCH LLC	3,099.23
TOWN OF BARNETT	20,242.94
TOWN OF BARTO	19,196.99
TOWN OF BEAVER	6,788.88
TOWN OF CEDARBEND	12,563.35
TOWN OF DEER	19,527.55
TOWN OF DEWEY	11,716.21
TOWN OF DIETER	18,653.12
TOWN OF ENSTROM	23,717.94
TOWN OF FALUN	15,881.65
TOWN OF GOLDEN VALLEY	13,708.04
TOWN OF GRIMSTAD	13,764.23
TOWN OF HEREIM	16,747.86
TOWN OF HUSS	13,272.43
TOWN OF JADIS	38,437.58
TOWN OF LAKE	74,146.58

TOWN OF LAONA	28,197.49
TOWN OF LIND	13,684.55
TOWN OF MALUNG	23,158.95
TOWN OF MICKINOCK	20,467.42
TOWN OF MOOSE	14,695.87
TOWN OF MORANVILLE	38,848.11
TOWN OF NERESON	14,332.01
TOWN OF PALMVILLE	6,722.26
TOWN OF POHLITZ	5,880.70
TOWN OF POLONIA	15,274.37
TOWN OF POPLAR GROVE	10,116.70
TOWN OF REINE	6,993.25
TOWN OF ROSS	24,342.07
TOWN OF SKAGEN	20,594.92
TOWN OF SOLER	13,708.62
TOWN OF SPRUCE	27,636.45
TOWN OF STAFFORD	17,917.34
TOWN OF STOKES	19,765.65
12 Payments less than 2,000.00	5,689.13
<b>Final Total:</b>	<b>654,953.07</b>

**Warrants Approved For Payment 2/23/2017**

<u>Vendor Name</u>	<u>Amount</u>
3 Payments less than 2,000.00	768.29
<b>Final Total:</b>	<b>768.29</b>

**Warrants Approved On 2/28/2017 For Payment 3/03/2017**

<u>Vendor Name</u>	<u>Amount</u>
ERICKSON ENGINEERING CO., LLC	10,806.00
JOBS HQ	5,266.00
LAKE OF THE WOODS CO PUBLIC WORKS	436,446.43
MATTSON PHARMACY INC	4,811.84
MSOP-MN SEX OFFENDER PROGRAM-D	4,588.00
ROSEAU DIESEL SERVICE INC	4,283.53
SIMPLEX GRINNELL LP	7,074.32
UNIVERSITY OF NORTH DAKOTA	6,071.46
47 Payments less than 2,000.00	20,120.38
<b>Final Total:</b>	<b>499,467.96</b>

**DELEGATIONS/BOARD APPOINTMENTS/PUBLIC COMMENTS**

**CONSENT AGENDA**

A motion to approve the Consent Agenda was made by Commissioner Falk, seconded by Commissioner Walker and carried unanimously. The Board, by adoption of its Consent Agenda, approved the February 14, 2017 Board Proceedings; and, approved a Lake of the Woods Sportsman's Club Request for Reimbursement, in the amount of \$759.88, for trail fabric and rock.

**DEPARTMENT REPORTS**

Highway

Engineer Ketring met with the Board to request approval of two contracts; a final payment; Survey Crew Chief and Head Shop Mechanic hires; and, an advertisement to hire.

A motion to approve a contract with Morris Sealcoat and Trucking, Inc., in the amount of \$264,269.00, for the 2017 Seal Coat and Fog Seal Projects, was made by Commissioner Falk, seconded by Commissioner Swanson and carried unanimously.

A motion to approve a contract with Knife River Materials, in the amount of \$2,581,513.30, for the 2017 Bituminous Projects, was made by Commissioner Swanson, seconded by Commissioner Phillippe and carried unanimously.

A motion to approve a final payment to Northwest Concrete Products, in the amount of \$21,948.94, for ditch brushing, was made by Commissioner Walker, seconded by Commissioner Swanson and carried unanimously.

A motion to hire Wilfred Moser as a regular full-time Head Shop Mechanic (Grade 7, Step C), effective March 12, 2017, was made by Commissioner Phillippe, seconded by Commissioner Falk and carried unanimously.

A motion to hire Jacob Mertens as a regular full-time Survey Crew Chief (Grade 7, Step B), effective March 12, 2017, was made by Commissioner Swanson, seconded by Commissioner Walker and carried unanimously.

A motion to approve advertising for the hire of a regular full-time Heavy Equipment Operator was made by Commissioner Falk, seconded by Commissioner Walker and carried unanimously.

#### Assessor

Assessor Lund met with the Board to request approval to purchase three tablets and three licenses for Remote Checkout Software. Lund explained that these tablets will be used by the Deputy Assessors to perform real-time assessing duties while out viewing properties. A motion to approve the purchase of three tablets and the Remote Checkout Software licenses, in the amount of \$8,900.00 (\$5,300.00 from the Land Records Technology Fund and \$3,600.00 from the IT budget and/or the Assessor's Technology Fund), was made by Commissioner Swanson, seconded by Commissioner Phillippe and carried unanimously.

#### Auditor

Auditor Monsrud requested the Board consider a contract from Hoffman, Philip and Knutson to perform the required annual audit. The Board requested Monsrud contact similar size Counties to compare costs of audit services. This matter will be discussed again at the March 14, 2017 Board Meeting.

### **COUNTY BOARD ITEMS**

#### Commissioner Committee Reports

Commissioner Falk reported on the following committee(s): Association of Minnesota Counties (AMC) Spring Legislative Conference, 2/15-2/17/17; Social Services Board, 2/21/17; Highway Committee, 2/21/17; Township Officers meeting, 2/21/17; Red River Basin Commission, 2/22/17; Northwest Community Action, 2/23/17; Emergency Manager Hiring Committee meeting, 2/27/17.

Commissioner Foldesi reported on the following committee(s): Social Services Board, 2/21/17; Highway Committee, 2/21/17.

Commissioner Phillipe reported on the following committee(s): Minnesota's Rural Counties, 2/15/17; AMC 2/16-2/17/17; Social Services Board, 2/21/17; Highway Committee, 2/21/17; Township Officers meeting 2/21/17; Team EPIC (Warroad), 2/24/17; Warroad City Council, 2/27/17.

Commissioner Swanson reported on the following committee(s): Northern Counties Land Use Coordinating Board, 2/16/17; AMC Legislative Conference 2/16-2/17/17; AMC Board of Directors, 2/16/17; AMC Research Committee, 2/17/17; FEMA appeal meeting with Governor Dayton's Staff, 2/17/17; Social Services Board, 2/21/17; Highway Committee, 2/21/17; Domestic Violence Advisory Committee, 2/21/17; Jadis Town Board, 2/21/17; Township Officers meeting, 2/21/17; Roseau Economic Development Authority, 2/22/17; Northland College/City of Roseau, 2/23/17; Lao Assistance Center meeting, 2/24/17; Emergency Manager Hiring Committee meeting, 2/27/17.

Commissioner Walker reported on the following committee(s): Social Services Board, 2/21/17; Highway Committee, 2/21/17; Township Officers meeting, 2/21/17; Joint Counties Natural Resource Board, 2/27/16.

Upon motion carried, the Board adjourned the regular meeting at 11:33 p.m. The next regular meeting of the Board is scheduled for March 14, 2017 at 9:00 a.m.

Attest:

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

\_\_\_\_\_  
Jeff Pelowski, County Coordinator  
Roseau County, Minnesota

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Mark Foldesi, Chair  
Board of County Commissioners  
Roseau County, Minnesota