



Board of Commissioners

606 5th Ave. SW, Room #131

Roseau, MN 56751

Phone: 218-463-4248

Fax: 218-463-3252

June 9, 2015

REGULAR BOARD MEETING AGENDA

Notice is hereby given that the Board of Commissioners of Roseau County will meet in session on June 9, 2015, at 9:00 a.m., in the Roseau County Courthouse, Room 110, Roseau, MN, at which time the following matters will come before the Board:

9:00 Call to Order

1. Presentation of Colors
2. Approve Agenda
3. Comments and Announcements
4. Approve Bills

9:05 Board Appointments/Public Comments*

1. Bob Goede – MCIT Member Update

9:35 Consent Agenda

1. May 26, 2015 Board Proceedings
2. Courthouse Parking Lot(s) Sealcoat Project
3. County Board Room Reservation Policy
4. Office Floater Grade Revision

9:40 Department Reports

1. Highway
 - a. Warroad Maintenance Garage Bids
 - b. Survey Equipment Purchase

10:00 County Board Items

1. Commissioner Committee Reports

10:30 Unfinished Business

10:30 Adjourn

***Limited to five minutes**

County Coordinator's Office e-mail address: anmarie.miller@co.roseau.mn.us, Roseau County Home Page Address: <http://www.co.roseau.mn.us/>

District 1, Glenda Phillipe ** District 2, Jack Swanson, Chair ** District 3, Roger Falk, Vice-Chair
District 4, Todd Miller ** District 5, Mark Foldesi
An Equal Opportunity Employer

PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

May 26, 2015

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, Minnesota on Tuesday, May 26, 2015 at 9:00 a.m.

CALL TO ORDER

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

APPROVAL OF AGENDA

A legislative session update with Representative Fabian was added to Delegations and a discussion on County Road 18 was added to Highway Department Reports. A motion to approve the amended Agenda was made by Commissioner Miller, seconded by Commissioner Phillipe and carried unanimously.

COMMENTS AND ANNOUNCEMENTS

Commissioner Foldesi commended the Greenbush-Middle River High School for being distinguished as one of the best in Minnesota and the Nation by the *US News and World Report*. Coordinator Pelowski acknowledged that Roseau County received a Patriotic Citizens Award from the VFW Ladies Auxiliary. Commissioner Swanson reminded the Board of the Association of Minnesota Counties District 3 meeting on June 4, 2015 in Red Lake Falls, MN. Commissioner Swanson notified the Board of a Law Library meeting to be held on June 3, 2015.

APPROVAL OF BILLS

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

Warrants Approved For Payment 5/14/2015

<u>Vendor Name</u>	<u>Amount</u>
BEITO/MARK	2,090.00
CENTURYLINK	3,290.59
ROSEAU CITY	9,368.84
10 Payments less than 2,000.00	3,729.04
Final Total:	8,478.47

Warrants Approved For Payment 5/21/2015

<u>Vendor Name</u>	<u>Amount</u>
HOLTHUSEN CONSTRUCTION INC	5,746.34
MN DEPT OF FINANCE -TREAS	2,628.00
12 Payments less than 2,000.00	6,810.12
Final Total:	15,184.46

Warrants Approved On 5/26/2015 For Payment 5/19/2015

<u>Vendor Name</u>	<u>Amount</u>
AVIANDS LLC	7,423.12
ELECTION SYSTEMS & SOFTWARE INC	11,245.00

NORTHERN RESOURCES COOPERATIVE	2,409.27
RFCC LLC	4,500.00
ROSEAU CO HWY DEPT	6,183.17
35 Payments less than 2,000.00	10,440.16
Final Total:	42,200.72

In addition, the Board approved a forthwith payment to Pro Vantage LLC in the amount of \$683.23, for a printer and supplies purchased with grant funds, for the Veterans Service Office.

DELEGATIONS/BOARD APPOINTMENTS/PUBLIC COMMENTS

Representative Dan Fabian met with the Board to provide a Legislative Session summary.

CONSENT AGENDA

A motion to approve the Consent Agenda was made by Commissioner Miller, seconded by Commissioner Phillippe and carried unanimously. The Board, by adoption of its Consent Agenda, approved the May 12, 2015 Board Proceedings; approved the hire of Vicki Batten as a Child Support Enforcement Aide (Grade 5, Step A), effective June 1, 2015; authorized advertising to hire an Office Support Specialist; approved the hire of Dawn Bachleitner as a Child Support Officer (Grade 6, Step A), effective June 8, 2015; and, adopted a Managed Care Organizations Resolution of Support (2015-05-03).

DEPARTMENT REPORTS

Highway Department

CSAH 46 Project

Engineer Ketring requested approval of a contract for the CSAH 46 Double Seal Coat and Fog Seal project. A motion to award a contract to Morris Sealcoat and Trucking, in the amount of \$294,827.01, for SAP 068-646-001, Double Seal Coat and Fog Seal on CSAH 46 from TH 11 to CSAH 35, was made by Commissioner Phillippe, seconded by Commissioner Miller and carried unanimously.

County Road 18

Engineer Ketring requested the Board approve a call for bids. A motion to approve a call for bids for maintenance work on County Road 18, to be opened June 22, 2015 at 2:00 p.m. in the County Courthouse, was made by Commissioner Miller, seconded by Commissioner Falk, and carried unanimously.

COUNTY BOARD ITEMS

Commissioner Committee Reports

Commissioner Falk reported on the following committee(s): Social Services Board, 5/19/15; Highway Committee, 5/19/15; MnDOT Highway 11 Corridor meeting, 5/21/15.

Commissioner Foldesi reported on the following committee(s): Roseau River International Watershed Board, 5/13/15; Quinn County Advisory Board, 5/18/15; Social Services Board, 5/19/15; Highway Committee, 5/19/15.

Commissioner Miller reported on the following committee(s): Roseau River International Watershed Board, 5/13/15; Joint Powers Natural Resource Board, 5/18/15; Social Services Board, 5/19/15; Highway Committee, 5/19/15; MnDOT Highway 11 Corridor meeting, 5/21/15; Soil and Water Conservation District, 5/21/15.

Commissioner Phillippe reported on the following committee(s): Roseau County Committee on Aging, 5/18/15; Social Services Board, 5/19/15; Highway Committee, 5/19/15; Northwest Minnesota Hazardous Waste ITV meeting, 5/20/15; Lake Township Board, 5/20/15.

Commissioner Swanson reported on the following committee(s): Community, Economic and Workforce Development Committee (NACo), 5/13/15; Statewide Emergency Communications Board Finance Committee, 5/14/15; Minnesota Counties Research Foundation, 5/14/15; Association of Minnesota Counties Futures Task Force, 5/14-5/15/15; Roseau County Committee on Aging, 5/18/15; Social Services Board, 5/19/15; Highway Committee, 5/19/15; Roseau School Board, 5/19/15; Northwest Minnesota Multi-County Housing and Redevelopment Authority, 5/20/15.

Upon motion carried, the Board adjourned the Regular Meeting at 10:50 a.m. The next Regular Meeting of the Board is scheduled for June 9, 2015 at 9:00 a.m.

Attest:

Date: _____

Jeff Pelowski, County Coordinator
Roseau County, Minnesota

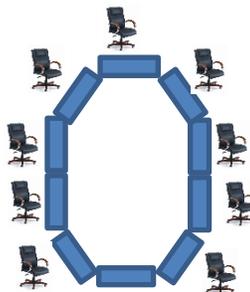
Jack Swanson, Board Chair
Board of County Commissioners
Roseau County, Minnesota

Board Room Reservation Policy

The purpose of this policy is to establish guidelines regarding the use of the County Board meeting room located in the Roseau County Courthouse. This space is available for use for other County or public meetings at no charge.

General Rules:

1. The meeting room is open to non-profit organizations/groups only.
2. Scheduling of the meeting room is coordinated by the County Coordinator.
3. A key must be checked out if meetings are scheduled after 4:30 p.m. The key is available in the Coordinator's office.
 - a. A key will open the main entrance doors and meeting room door.
 - b. The door panic bar (main entrance door) is operated by a key which hangs on a screw located near the bottom of the south main entrance door.
4. Areas open to the public include the meeting room, vestibule, foyer, and public bathrooms.
5. Each user/group must have a designated "responsible" person.
 - a. The responsible person must supervise the conduct of group members.
6. The projection system for electronic presentations may be used. The Coordinator's office will issue instructions.
7. The coffee pot located in the Board Room may be used, however, coffee, cups, napkins, etc., must be supplied.
8. Pursuant to the Minnesota Clean Indoor Air Act, the Roseau County Courthouse Complex buildings are smoke free facilities and smoking is not allowed within 25 feet of any entrance.
9. Please leave the meeting space in a clean and orderly fashion and return tables and chairs to the original Board Room set-up (see below). The following check-list will assist with clean-up.
 - _____ Bring coffee, cups, plates, napkins, etc.
 - _____ Turn-off and clean coffee pot before you leave.
 - _____ Wash dishes, wipe/clean off counter tops and tables.
 - _____ Remove all signs and materials used.
 - _____ Turn-off/shut-down all equipment (TV, computer, projector, etc.)
 - _____ If after hours, lock the front doors.
 - _____ Leave the key on the table next to the telephone.
 - _____ Turn-off the lights.





Board Room Reservation Policy

RESERVATION REQUEST

Individual (Responsible Person)/Group Making Request: _____

Date of Event: _____

Event Name: _____

Phone Number: _____ Email: _____

Estimated Attendance: _____

Start Time: _____ End Time: _____

Please return this form to the Coordinator's Office.

Roseau County Board

June 2015

Glenda A. Phillippe

District One

June 2 – COW – Roseau

June 2 – Operations – Roseau

June 3 – RCCoA – Roseau

June 3 – MnDot – Roseau

June 3 – CJCC – Roseau

June 3 – Law Library – Roseau

June 8 – Warroad City Council – Warroad

June 8 – Warroad School Board – Warroad

June 9 – Roseau County Board – Roseau

JACK SWANSON COMMITTEE REPORTS

MAY 27, 2015 - ROSEAU ECONOMIC DEVELOPMENT AUTHORITY; referred two loan applications to loan committee

MAY 29, 2015 - BIG FOUR (ST PAUL); counties, cities, townships, schools shared legislative positives and negatives; suggested Presidents/Chairs of the four organizations meet with legislative leaders to advocate (as one group) for shared initiatives

JUNE 1, 2015 - ROSEAU CITY COUNCIL; oath of office administered for new council member Jane Evans

JUNE 2, 2015 - OPERATIONS COMMITTEE

JUNE 2, 2015 - COMMITTEE OF THE WHOLE

JUNE 3, 2015 - ROSEAU COUNTY COMMITTEE ON AGING; meeting with Don Mohawk (MnDOT Rural Transit)

JUNE 3, 2015 - COMMUNITY JUSTICE COORDINATING COMMITTEE; quarterly Team EPIC meeting

JUNE 3, 2015 - LAW LIBRARY COMMITTEE; part-time pro se attorney

JUNE 4, 2015 - ASSOCIATION OF MINNESOTA COUNTIES DISTRICT III MEETING (RED LAKE FALLS)