

# PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

December 13, 2016

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, Minnesota on Tuesday, December 13, 2016 at 5:00 p.m.

## CALL TO ORDER

The meeting was called to order at 5:00 p.m. by Board Chair Roger Falk. The Pledge of Allegiance was recited. Commissioners present were Roger Falk, Mark Foldesi, Glenda Phillipe, Jack Swanson and Todd Miller.

## APPROVAL OF AGENDA

A Data Inventory Policy, a Trailblazers First Benchmark and a Northwest Service Cooperative Indemnity Agreement were added to the Consent Agenda. The Homeland Security Emergency Management Hazard Mitigation Plan and the Emergency Operations Plan were added to the Emergency Management Department Report. The Roseau River Watershed Road Agreement was added to the Highway Department Report. A Board of Water and Soil Resources Grant Agreement Amendment was added as a County Coordinator/Environmental Services Department Report. A motion to approve the amended Agenda was made by Commissioner Foldesi, seconded by Commissioner Miller and carried unanimously.

## 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 11/23/2016

<u>Vendor Name</u>	<u>Amount</u>
NW CONCRETE PRODUCTS INC	60,940.98
6 Payments less than 2,000.00	1,130.62
<b>Final Total:</b>	<b>62,071.60</b>

### Warrants Approved For Payment 11/30/2016

<u>Vendor Name</u>	<u>Amount</u>
AFLAC	3,765.40
5 Payments less than 2,000.00	2,478.56
<b>Final Total:</b>	<b>6,243.96</b>

### Warrants Approved On 12/01/2016 For Payment 12/01/2016

<u>Vendor Name</u>	<u>Amount</u>
AVIANDS LLC	6,898.54
BERGSTROM ELECTRIC INC	9,585.52
DELL MARKETING LP	11,777.69
FARMERS UNION OIL CO-WARROAD	2,791.18
GRAFSTROM/SAMUEL & LOLA	9,389.75
H & S CONSTRUCTION	3,790.00
LAKE SUPERIOR COLLEGE	2,500.00
LIFECARE MEDICAL CENTER	2,559.25
LIFECARE MEDICAL CENTER-HOME HEALTH	2,520.63
LORENSEN/DELORIS	3,817.00

MARCO INC	12,296.47
NORTHERN RESOURCES COOPERATIVE	12,528.15
R & Q TRUCKING INC	4,582.00
ROSEAU CO HWY DEPT	20,136.00
ROSEAU CO TREASURER	2,461.62
SJOBERG'S INC	2,435.25
STEINBRECHER PAINTING COMPANY	4,721.50
THE MASTER'S TOUCH LLC	2,156.64
TRUE NORTH STEEL	3,883.14
TVEIT/ARLAN & NANCY	5,439.50
36 Payments less than 2,000.00	19,680.57
<b>Final Total:</b>	<b>145,950.40</b>

**Warrants Approved For Payment 12/08/2016**

<u>Vendor Name</u>	<u>Amount</u>
CENTURLINK	3,371.78
DEARBORN NATIONAL LIFE INSURANCE	2,576.51
JOHNSON/LAURE A	3,526.88
NW MN SERV COOP-BLUE CROSS BLUE	94,970.00
ROSEAU CITY	9,118.04
SUN LIFE ASSURANCE COMPANY OF	2,049.30
18 Payments less than 2,000.00	11,090.09
<b>Final Total:</b>	<b>126,702.60</b>

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

<u>Vendor Name</u>	<u>Amount</u>
COMPASS MINERALS AMERICA	9,235.05
ELECTION SYSTEMS & SOFTWARE INC	8,730.02
HOUSTON ENGINEERING	4,571.80
KRAUS ANDERSON	14,888.85
KRIS ENGINEERING INC	21,235.53
NUSS TRUCK & EQUIPMENT	11,345.89
REESE RENTAL-DBA	47,487.50
ROSEAU CO COOP ASSN	4,923.37
SIMMONS CONTRACTING LLC	29,375.00
ZIEGLER INC	23,672.89
60 Payments less than 2,000.00	18,496.03
<b>Final Total:</b>	<b>193,961.93</b>

In addition, the Board approved forthwith payments to DW Mechanical, in the amount of \$200.00, for beaver dam removal from Ditch 91; and, to Charles Heath, in the amount of \$840.00, for beaver removal from Ditch 63.

**CONSENT AGENDA**

A motion to approve the Consent Agenda was made by Commissioner Foldesi, seconded by Commissioner Miller and carried unanimously. The Board, by adoption of its Consent Agenda, approved the November 22, 2016 Board Proceedings; approved advertising for the 2017 County Publishing Bids; approved a one year County Coroner Contract, effective January 1, 2017, in the amount of \$36,428.70; approved a Roseau County Data Inventory Policy; approved the Roseau County Trailblazers First Benchmark, in the amount of \$51,327.45; and, approved the Northwest Service Cooperative Indemnity Agreement with regard to the County VEBA Plan and Trust.

## DEPARTMENT REPORTS

### Homeland Security Emergency Management

Emergency Manager Kyle de Molee met with the Board to outline two grant programs and to request approval of the County's Hazard Mitigation and Emergency Operations Plans.

Mr. de Molee informed the Board that Roseau County received a grant to install smoke detectors in homes needing the device and noted that the local Fire Departments will assist in the installation of the detectors. In addition, a tri-County SAFER grant, in the amount of \$469,000.00 will be utilized by Roseau, Kittson and Marshall Counties to ensure staffing for adequate Fire and Emergency response.

Mr. de Molee presented the Board with the Roseau County Hazard Mitigation Plan and the Emergency Operations Plan. A motion to approve the Hazard Mitigation Plan was made by Commissioner Swanson, seconded by Commissioner Miller and carried unanimously.

A motion to approve the County Emergency Operations plan was made by Commissioner Swanson, seconded by Commissioner Foldesi and carried unanimously.

At the conclusion of Mr. de Molee's appointment, he presented the Board with a Letter of Resignation, effective January 11, 2017. A motion to accept Mr. de Molee's resignation was made by Commissioner Swanson, seconded by Commissioner Miller and carried unanimously.

### Highway

Highway Engineer Brian Ketring met with the Board to request approval of an Interlocal Agreement Amendment; approval of two final payments; request a call for bids; and, to discuss the Roseau River Watershed District Road Agreement.

Ketring requested the Board accept a Resolution from the City of Greenbush authorizing the deferral of payment on the City/County Shop until construction is completed and that payments be adjusted accordingly to the final year of completion of the building. A motion to accept the Resolution to Delay Payment to Roseau County for the City/County Shop, was made by Commissioner Miller, seconded by Commissioner Foldesi and carried unanimously.

Ketring requested the Board approve final payment to Traffic Marking Service, Inc., in the amount of \$38,104.20, for sign installation and pavement markings. A motion to approve the payment was made by Commissioner Foldesi, seconded by Commissioner Swanson and carried unanimously.

Ketring requested the Board approve a final payment to Minn-Dak Asphalt, Inc., in the amount of \$66,511.75, for Bituminous Overlay Projects. A motion to approve the payment was made by Commissioner Phillipe, seconded by Commissioner Miller and carried unanimously.

Ketring requested authorization to call for bids for the construction of a joint City of Greenbush/Roseau County Shop. A motion to authorize the call for bids was made by Commissioner Miller, seconded by Commissioner Foldesi and carried unanimously.

The Board discussed the status of the Roseau River Watershed Road Agreement. Recently it was discovered that the Agreement did not contain the necessary signatures. The Board agreed that since the agreement was approved at the September 27, 2016 Board meeting, Commissioner Falk and Auditor Monsrud should sign the agreement and then forward the agreement to the Roseau River Watershed Board for signatures.

**County Coordinator/Environmental Services**

Coordinator Jeff Pelowski requested the Board approve an extension to the FY15 SSTS Grant to December 31, 2017. This will allow for consolidation of the \$2,236.00 from the FY15 grant with the \$25,878.00 for 2016/2017 SSTS fix-up funding. A motion to approve 2015 State of Minnesota Board of Water and Soil Resources Natural Resources Block Grant Agreement Amendment was made by Commissioner Swanson, seconded by Commissioner Miller and carried unanimously.

**COUNTY BOARD ITEMS**

2017 County Board Meeting Schedules

Discussion on the 2017 County Board Meeting Schedules was deferred to the Special Board meeting on December 19, 2016.

Commissioner Committee Reports

Commissioner Committee Reports were deferred to the Special Board meeting on December 19, 2016.

Upon motion carried, the Board adjourned the meeting at 6:00 p.m. A special meeting of the Board is scheduled for December 19, 2016 at 9:00 a.m.

Attest:

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

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

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