

## PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

June 14, 2016

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, Minnesota on Tuesday, June 14, 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, Todd Miller, Glenda Phillipe and Jack Swanson.

### APPROVAL OF AGENDA

A Warroad River Watershed Board appointment was added to County Board Items; consideration of a Joint Powers Agreement was added to the Consent Agenda and a personal leave request was removed from the Agenda. A motion to approve the amended Agenda was made by Commissioner Miller, seconded by Commissioner Foldesi and carried unanimously.

### COMMENTS AND ANNOUNCEMENTS

Commissioner Phillipe requested that the Board establish a process for presenting County information at Association of Minnesota Counties (AMC) District meetings. Commissioner Foldesi recognized the Greenbush/Middle River School for achieving a State Championship in the Robotics Competition.

### APPROVE BILLS

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

#### Warrants Approved For Payment 5/26/2016

<u>Vendor Name</u>	<u>Amount</u>
NW CONCRETE PRODUCTS INC	59,767.64
8 Payments less than 2,000.00	3,832.30
<b>Final Total:</b>	<b>63,599.94</b>

#### Warrants Approved For Payment 5/31/2016

<u>Vendor Name</u>	<u>Amount</u>
AFLAC	4,023.96
<b>Final Total:</b>	<b>4,023.96</b>

#### Warrants Approved For Payment 6/02/2016

<u>Vendor Name</u>	<u>Amount</u>
JOHNSON/LAURE A	3,526.88
NW MN SERV COOP-BLUE CROSS BLUE	93,422.00
<b>Final Total:</b>	<b>96,948.88</b>

#### Warrants Approved For Payment 6/09/2016

<u>Vendor Name</u>	<u>Amount</u>
--------------------	---------------

CENTURYLINK	3,106.01
DEARBORN NATIONAL LIFE INSURANCE	2,518.59
MINN-DAK ASPHALT INC	34,034.18
SUN LIFE ASSURANCE COMPANY OF CANADA	2,077.55
WAAGE FARMS	34,171.21
20 Payments less than 2,000.00	11,521.78
<b>Final Total:</b>	<b>87,429.32</b>

**Warrants Approved On 6/14/2016 For Payment 6/17/2016**

<u>Vendor Name</u>	<u>Amount</u>
BERGSTROM ELECTRIC INC	4,227.79
CDW GOVERNMENT INC	5,462.55
COMPASS MINERALS AMERICA	24,718.22
FARMERS UNION OIL CO-WARROAD	5,653.96
FRONTIER PRECISION INC	2,587.00
LAKE COUNTRY CHEVROLET-BUICK INC	28,071.50
MAR-KIT LANDFILL	44,465.50
NORTHERN RESOURCES COOPERATIVE	7,020.32
NORTHLAND COMMUNITY & TECHNICAL	2,022.00
NORTHLAND TIRE	2,774.50
NW CONCRETE PRODUCTS INC	4,123.00
RINKE-NOONAN LAW FIRM	12,682.32
ROSEAU CO COOP ASSN	5,653.48
ROSEAU CO HWY DEPT	8,261.26
ROSEAU COUNTY FORD	43,536.40
SJOBERG'S INC	2,435.25
TITAN MACHINERY	16,578.40
TOYOTA-LIFT OF MINNESOTA	17,800.00
TRUE NORTH STEEL	6,900.82
WIDSETH SMITH NOLTING	37,475.23
WRIGHT LOCKSMITH AND SECURITY SYSTEMS	2,413.13
ZIEGLER INC	15,356.51
81 Payments less than 2,000.00	39,331.91
<b>Final Total:</b>	<b>339,551.05</b>

**CONSENT AGENDA**

A motion to approve the Consent Agenda was made by Commissioner Phillipe, seconded by Commissioner Miller and carried unanimously. The Board, by adoption of its Consent Agenda, approved the May 24, 2016 Board Proceedings; approved a Temporary On-Sale Liquor License for the Karlstad Eagles to serve at the Wojo Rodeo, July 1-2, 2016; re-established the Roseau County Credit Card Committee; approved an annual step increase for County Veterans Service Officer Martin Howes; approved amendments to the Mass Mutual Financial Group Deferred Compensation Plan for Public Employees (Resolution No. 2016-06-01); and, approved an Election Recount Services Joint Powers Agreement with the State of Minnesota, effective November 1, 2016 through December 31, 2016.

**DEPARTMENT REPORTS**

Highway Department

Engineer Brian Ketring met with the Board to discuss department reorganization and job description evaluation results; to request approval to advertise for the hire of a Survey Crew Chief and a GIS Technician; and, to request approval of three payroll change requests.

Engineer Ketring explained that job descriptions were sent to MRA in order to begin the Department reorganization process, as approved at the 5/24/16 Board meeting, prompted by the retirement of two long-term employees. Ketring requested the Board consider approving updated job description evaluation results for the Senior Highway Technician, Highway Technician and Survey Crew Chief positions, and the new GIS Technician position. Ketring noted that the new position ratings and classifications are in line with the department reorganization and requested Board approval to move forward. A motion to accept the revised job descriptions and evaluation results for Senior Highway Technician (Grade 7), Highway Technician (Grade 6), Survey Crew Chief (Grade 7), and the new GIS Technician position (Grade 7), was made by Commissioner Miller, seconded by Commissioner Swanson and carried unanimously.

Engineer Ketring requested the Board approve advertising for the hire of a Survey Crew Chief. A motion to approve advertising for the hire of a Survey Crew Chief, was made by Commissioner Swanson, seconded by Commissioner Miller and carried unanimously.

Engineer Ketring requested the Board approve advertising for the hire of a GIS Technician. A motion to approve advertising for the hire of a GIS Technician, was made by Commissioner Foldesi, seconded by Commissioner Phillippe and carried unanimously.

Engineer Ketring requested the Board approve payroll changes for three employees. A motion to approve a payroll change request for Highway Technician(s) Allen Brandt (5G to 6E) and Jeff Bakken (5G to 6E), and Senior Highway Technician Ron Beito (6G to 7E), was made by Commissioner Swanson, seconded by Commissioner Miller and carried by a four to zero vote with Commissioner Falk abstaining.

Engineer Ketring requested the Board approve a call for bids on the Greenbush Shop construction project. A motion to call for bids, (pending the City of Greenbush's final approval of the project plans), for the Greenbush Shop construction project, was made by Commissioner Foldesi, seconded by Commissioner Miller and carried unanimously.

## **COUNTY BOARD ITEMS**

### Warroad Watershed Manager Appointment

The Board reviewed Warroad River Watershed District Manager applications to fill the remaining term of Richard Battles. However, only one (1) application was received, (Joe Olafson), for the position. A motion to approve Joe Olafson as a Warroad River Watershed District Manager, effective July 1, 2016 through September 18, 2016, was made by Commissioner Phillippe, seconded by Commissioner Miller and carried unanimously.

### Commissioner Committee Reports

Commissioner Falk reported on the following committee(s): Red River Basin Commission, 5/25/16; Roseau River Watershed Board, 6/1/16; Highway 11 Corridor meeting, 6/2/16.

Commissioner Miller reported on the following committee(s): Roseau River Watershed Board, 6/1/16; Community Justice Collaborating Committee, 6/1/16; Northern Counties Land Use Coordinating Board, 6/2/16; Operations/Committee of the Whole meetings, 6/7/16; Drainage Workshop, 6/8/16; Minnesota Rural Counties Caucus, 6/13/16; Soil and Water Conservation District, 6/14/16.

Commissioner Phillipe reported on the following committee(s): Roseau County Website Committee, 5/24/16; Operations/Committee of the Whole meetings, 6/7/16; AMC - District 3 meeting, 6/9/16; Warroad City Council, 6/13/16; Warroad School Board, 6/13/16; Beltrami Island State Park Open House, 6/14/16; Lake Township Board, 6/15/16.

Commissioner Swanson reported on the following committee(s): NACo Western Interstate Regional Annual Conference, 5/25-5/27/16; Community Justice Coordinating Committee, 6/1/16; Big Four, 6/3/16; Operations/Committee of the Whole meetings, 6/7/16; AMC - District 2 meeting, 6/8/16; AMC - District 3 meeting, 6/9/16; Statewide Communications Board Finance Committee, 6/9/16; AMC - District 4 meeting, 6/10/16; AMC Executive Committee teleconference, 6/13/16; Roseau City Council, 6/13/16.

Upon motion carried, the Board adjourned the regular Meeting at 11:00 a.m. The next Regular Meeting of the Board is scheduled for June 28, 2016 at 9:00 a.m.

Attest:

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

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

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