
REGULAR BOARD MEETING AGENDA

Notice is hereby given that the Board of Commissioners of Roseau County will meet in session on April 25, 2017, 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 Delegations/Board Appointments/Public Comments*

9:10 Consent Agenda

1. April 11, 2017 Board Proceedings
2. Advertisement for Hire – Senior Highway Technician
3. Personal Leave of Absence Extension

9:15 Department Reports

9:15 County Board Items

1. Commissioner Committee Reports

10:00 Unfinished Business

10:00 Adjourn

***Limited to five minutes**



Roseau County Request for Board Action

Agenda Item #: Consent 1 <small>(for office use only)</small>	
Requested Board Date:	April 25, 2017
Originating Department: Coordinator's Office	
Subject Title (as it will appear on the Agenda): April 11, 2017 Board Proceedings	Presenter: Jeff Pelowski
Estimated Amount of Time Needed for Discussion:	
<input checked="" type="checkbox"/> < 5 minutes <input type="checkbox"/> 5 minutes <input type="checkbox"/> 10 minutes <input type="checkbox"/> 15 minutes <input type="checkbox"/> 30 minutes <input type="checkbox"/> >30 minutes	
Board Action Requested: Review and approve the April 11, 2017 Regular Board Meeting Proceedings.	
Background:	
Supporting Documentation: <input checked="" type="checkbox"/> Attached <input type="checkbox"/> None	
Agenda Classification for County Board Meeting:	
<input type="checkbox"/> Delegations <input checked="" type="checkbox"/> Consent Agenda <input type="checkbox"/> Department Reports <input type="checkbox"/> Committee Reports <input type="checkbox"/> County Board Items <input type="checkbox"/> Other	

FOR OFFICE USE ONLY:

Board Action: Approved as Requested: _____ Denied: _____ Tabled: _____ Other: _____	Distribution/Filing Instructions:
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PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

April 11, 2017

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, Minnesota on Tuesday, April 11, 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

A discussion on correspondence regarding the Buffer Strip Initiative and a discussion on County Auditing procedures were added to County Board Items; the 2017 Ditch Brushing Contract, Heavy Equipment Operator hire(s) and a land sale boundary discussion were added to the Highway Department report.

COMMENTS AND ANNOUNCEMENTS

Commissioner Swanson shared the Association of Minnesota Counties Regional Training Workshop schedule; and Coordinator Pelowski introduced Sue Grafstrom as the County's new Homeland Security/Emergency Management Director.

APPROVE BILLS

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

Warrants Approved For Payment 3/30/2017

<u>Vendor Name</u>	<u>Amount</u>
AFLAC	6,026.46
ROSEAU COUNTY FORD	90,320.25
1 Payment less than 2,000.00	66.99
Final Total:	96,413.70

Warrants Approved For Payment 4/06/2017

<u>Vendor Name</u>	<u>Amount</u>
CENTURYLINK	3,278.12
DEARBORN NATIONAL LIFE INSURANCE	3,031.77
JOHNSON/LAURE A	4,198.88
MN DEPT OF FINANCE -TREAS	2,132.00
MN DEPT OF FINANCE -TREAS	2,448.00
NW MN SERV COOP-BLUE CROSS BLUE	93,993.00
ROSEAU CITY	8,061.75
SUN LIFE ASSURANCE COMPANY OF CANADA	2,175.88
13 Payments less than 2,000.00	10,208.48
Final Total:	129,527.88

Warrants Approved On 4/11/2017 For Payment 4/14/2017

<u>Vendor Name</u>	<u>Amount</u>
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CDW GOVERNMENT INC	2,817.88
ERICKSON ENGINEERING CO., LLC	2,448.00
HOUSTON ENGINEERING	2,578.05
MAR-KIT LANDFILL	37,150.00
ROSEAU CO HWY DEPT	4,464.99
ROSEAU CO TREASURER	34,783.32
ROSEAU TIMES REGION INC	2,831.06
TASER INTERNATIONAL	4,945.37
UNIVERSAL RECYCLING TECHNOLOGIES	2,562.00
UNIVERSITY OF NORTH DAKOTA	3,035.73
WYNNE CONSULTING INC	12,500.00
71 Payments less than 2,000.00	26,411.58
Final Total:	136,527.98

In addition, the Board approved a forthwith payment to VanGuard Appraisals, in the amount of \$6,340.00, for an annual archive and three remote modules; and, approved the remaining April warrants as forthwith payments.

DELEGATIONS/BOARD APPOINTMENTS/PUBLIC COMMENTS

Tracey Halstensgard, Roseau River Watershed

Tracey Halstensgard provided the Board with a presentation outlining activities of the Roseau River Watershed District.

Tim Williamson, DNR Parks and Trails

Tim Williamson and Gretchen Mehmel provided the Board with an update on the Beltrami Island State Forest Phase II Trails Revision Plan.

CONSENT AGENDA

A motion to approve the Consent Agenda was made by Commissioner Walker, seconded by Commissioner Swanson and carried unanimously. The Board, by adoption of its Consent Agenda, approved the March 28, 2017 Regular Board Meeting Proceedings; approved a Minnesota Lawful Gambling Permit for the Ruffed Grouse Society's raffle to be held on May 5, 2017, at Springsteel Island; approved the hire of Channing Kimble as a temporary Dispatch/Jailer (pending successful background check), effective March 17, 2017 (Grade 5, Step A); and, approved the hire of Melynda Zanc as a temporary Dispatch/Jailer (pending successful background check), effective April 11, 2017 (Grade 5, Step A).

DEPARTMENT REPORTS

Highway

Engineer Brian Ketring met with the Board to request approval of a final payment; a Ditch Brushing Contract; Heavy Equipment Operator hire(s); and, to discuss property boundaries with regard to the May 8, 2017 County land sale.

A motion to approve a final payment to Northwest Concrete Products, Inc., in the amount of \$27,775.58, for ditch brushing on CD #11, JD #61, and JD #62, was made by Commissioner Phillipe, seconded by Commissioner Falk and carried unanimously.

A motion to approve a 2017 Ditch Brushing Contract with North Pines Services (\$1.67/foot - JD #22, JD #61 and JD #63), was made by Commissioner Phillipe, seconded by Commissioner Foldesi and carried unanimously.

A motion to approve the hire of three full-time Heavy Equipment Operators (Grade 5, Step A, effective date to be determined), pending candidate acceptance and a successful background check, was made by Commissioner Swanson, seconded by Commissioner Falk and carried unanimously.

Commissioner Foldesi informed the Board of an existing fence line on a property to be sold at the County Land sale on May 8, 2017 and inquired as to whether this fence line may be construed as the property line. No action was taken on this matter as the property will be sold "as is."

Treasurer

Treasurer Diane Gregerson met with the Board to present a Credit Card Report, (1/1-3/31/17). Board consensus was that this report be emailed to the Board quarterly.

COUNTY BOARD ITEMS

Buffer Strip Initiative Correspondence

Marshall County has requested scheduling an AMC District 3 meeting in order to discuss supporting a letter to Governor Dayton in opposition of the Buffer Strip Initiative Law. Coordinator Pelowski will contact Marshall County to relay Roseau County's interest in participating in this meeting.

County Auditing Procedures

Auditor Monsrud informed the Board of correspondence from the State Auditor's Office which indicates Roseau County must re-do their 2015 Audit. Ms. Monsrud explained that the customary Workpaper Review was performed by the State Auditor (at a County cost of \$1,155.00) which indicated no need for additional review/action (i.e., no need for a Desk Review). Nevertheless, the State Auditor's office conducted a Desk Review anyway (at a County cost of \$1,900.00) which indicated quality deficiencies at a level that would require a new audit be performed. County Auditor Monsrud, Colleen Hoffman of Governmental Auditing Firm Hoffman, Philip and Knutson, PLLC, as well as the State Legislature are working to address this issue. No action was taken.

Commissioner Committee Reports

Commissioner Committee Reports were deferred to the April 25, 2017 Board Meeting.

Upon motion carried, the Board adjourned the regular meeting at 11:00 a.m. The next regular meeting of the Board is scheduled for April 25, 2017 at 9:00 a.m.

Attest:

Date: _____

Jeff Pelowski, County Coordinator
Roseau County, Minnesota

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

**Roseau County Board
April 2017 Meetings**

Glenda A. Phillippe
District One

March 31: 1W1P – Warroad

April 4: Operations – Roseau

April 4: COW – Roseau

April 4: NW Regional Development Commission – Warren

April 10: Warroad City Council – Warroad

April 11: Roseau County Board – Roseau

April 11: Building Committee – Roseau

April 17: Becker County Attorney – Warroad

April 18: Social Services – Roseau

April 18: Highway – Roseau

April 18: Building Committee – Roseau

April 18: Lake Township Board – Warroad

April 19: RBEG – Warroad

April 20: Team EPIC – Warroad

April 21: RSVP – Warroad

April 24: State v. Falk Trial – Roseau

April 25: State v. Falk Trial – Roseau

April 25: Roseau County Board – Roseau

JACK SWANSON COMMITTEE REPORTS

MARCH 29, 2017 - ROSEAU ECONOMIC DEVELOPMENT AUTHORITY

MARCH 30, 2017 - ROSEAU COUNTY AFFORDABLE HOUSING FUND; met w/ representatives of NW MN HRA - no changes to rules/parameters for loan fund

MARCH 31, 2017 - ASSOCIATION OF MINNESOTA COUNTIES TRANSPORTATION TASK FORCE TELECONFERENCE; AMC will attempt to arrange a media tour across Minnesota in the next several weeks, in support of AMC's compromise proposal

APRIL 3, 2017 - ROSEAU CITY COUNCIL

APRIL 3, 2017 - ROSEAU MUNICIPAL AIRPORT LONG-RANGE DEVELOPMENT OPEN HOUSE

APRIL 4, 2017 - OPERATIONS COMMITTEE

APRIL 4, 2017 - COMMITTEE OF THE WHOLE

APRIL 4, 2017 - CITY OF ROSEAU/ FEDERAL EMERGENCY MANAGEMENT AGENCY TOWN HALL MEETING

APRIL 5, 2017 - COMMUNITY JUSTICE COORDINATING COMMITTEE

APRIL 5, 2017 - ASSOCIATION OF MINNESOTA COUNTIES EXECUTIVE COMMITTEE (NISSWA)

APRIL 6, 2017 - ASSOCIATION OF MINNESOTA COUNTIES LEADERSHIP SUMMIT (NISSWA)

APRIL 7, 2017 - ASSOCIATION OF MINNESOTA COUNTIES LEADERSHIP SUMMIT (NISSWA)

APRIL 10, 2017 - REP. DAN FABIAN TOWN HALL MEETING (ROSEAU CITY HALL)

JACK SWANSON COMMITTEE REPORTS

APRIL 11, 2017 - JADIS TOWN BOARD

APRIL 12, 2017 - NORTHWEST EMERGENCY COMMUNICATIONS BOARD (T.R.F.); joint meeting with Regional Advisory Committee (RAC) and Emergency Communications Network (ECN) on cybersecurity, future projects; also supported proposal from Cass County (ND) for use of NW ARMER system

APRIL 13, 2017 - ASSOCIATION OF MINNESOTA COUNTIES EXECUTIVE COMMITTEE TELECONFERENCE

APRIL 13, 2017 - TEAM EPIC; identified interview contacts from twelve sectors

APRIL 13, 2017 - STEPPING UP INITIATIVE WEBINAR; presentations on ways counties are managing their jail populations

APRIL 14, 2017 - ASSOCIATION OF MINNESOTA COUNTIES RESEARCH COMMITTEE TELECONFERENCE

APRIL 18, 2017 - SOCIAL SERVICES BOARD

APRIL 18, 2017 - HIGHWAY COMMITTEE

APRIL 21, 2017 - ASSOCIATION OF MINNESOTA COUNTIES BOARD OF DIRECTORS MEETING (ST PAUL)

APRIL 21, 2017 - ASSOCIATION OF MINNESOTA COUNTIES FINANCE COMMITTEE (ST PAUL)