

PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

December 12, 2017

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, Minnesota on Tuesday, December 12, 2017.

CALL TO ORDER

The meeting was called to order at 5:00 p.m. by Board Chair Mark Foldesi. The Pledge of Allegiance was recited. Commissioners present were Roger Falk, Mark Foldesi, Glenda Phillippe, Jack Swanson and Russell Walker. Others present were Martie Monsrud, Pam Grand, Amy Carlson, Jeff Pelowski, Brian Ketring, and Ann Marie Miller.

APPROVAL OF AGENDA

The 2017 County Recorder's Compliance Report was added to Department Reports. A motion to approve the Agenda was made by Commissioner Walker, seconded by Commissioner Falk and carried unanimously.

COMMENTS AND ANNOUNCEMENTS

Coordinator Pelowski shared a "Certificate of Excellence" from the Minnesota Counties Intergovernmental Trust given to Roseau County related to management of Workers' Compensation insurance.

APPROVE BILLS

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

Warrants Approved For Payment 11/30/2017

<u>Vendor Name</u>	<u>Amount</u>
BADGER CITY	5,543.97
GREENBUSH CITY	11,728.70
NW MN MULTI COUNTY HRA	8,040.34
NW REGIONAL DEV COMM	2,903.37
ROSEAU CITY	36,348.72
ROSEAU RIVER WATERSHED DIST	91,959.19
SCHOOL DIST 2358	4,634.67
SCHOOL DIST 2683	56,486.57
SCHOOL DIST 447	2,304.49
SCHOOL DIST 676	49,480.83
SCHOOL DIST 682	306,252.38
SCHOOL DIST 690	115,018.03
SPRINGSTEEL ISLAND SANITARY DISTRICT	2,752.04
TOWN OF BARNETT	7,457.15
TOWN OF BARTO	12,515.77
TOWN OF CEDARBEND	5,373.27
TOWN OF DEER	3,961.06
TOWN OF DEWEY	5,913.64
TOWN OF DIETER	6,601.26
TOWN OF ENSTROM	3,358.61
TOWN OF FALUN	9,288.78
TOWN OF GOLDEN VALLEY	3,848.68

TOWN OF GRIMSTAD	5,615.93
TOWN OF HEREIM	7,148.30
TOWN OF HUSS	6,105.47
TOWN OF JADIS	8,689.66
TOWN OF LAKE	14,625.74
TOWN OF LAONA	6,302.48
TOWN OF LIND	3,663.93
TOWN OF MALUNG	7,858.27
TOWN OF MICKINOCK	7,636.58
TOWN OF MOOSE	5,440.40
TOWN OF MORANVILLE	5,803.84
TOWN OF NERESON	5,510.43
TOWN OF POLONIA	12,489.84
TOWN OF POPLAR GROVE	2,014.99
TOWN OF REINE	3,091.62
TOWN OF ROSS	4,921.22
TOWN OF SKAGEN	7,980.39
TOWN OF SOLER	4,526.74
TOWN OF SPRUCE	4,848.57
TOWN OF STAFFORD	8,026.70
TOWN OF STOKES	4,408.30
TWO RIVERS WATERSHED DISTRICT	39,752.72
WARROAD CITY	29,595.60
10 Payments less than 2,000.00	6,419.98
Final Total:	964,249.22

Warrants Approved For Payment 11/30/2017

<u>Vendor Name</u>	<u>Amount</u>
AFLAC	3,651.40
BERGSTROM ELECTRIC INC	20,115.00
NORTH PINE SERVICES	12,922.04
R & Q TRUCKING INC	3,122.61
5 Payments less than 2,000.00	1,117.21
Final Total:	40,928.26

Warrants Approved For Payment 12/07/2017

<u>Vendor Name</u>	<u>Amount</u>
CENTURYLINK	3,005.07
DEARBORN NATIONAL LIFE INSURANCE	3,319.96
JOHNSON/LAURE A	3,526.88
NW MN SERV COOP-BLUE CROSS BLUE	100,298.00
ROSEAU CITY	8,158.07
SUN LIFE ASSURANCE COMPANY OF CANADA	2,077.43
17 Payments less than 2,000.00	9,735.59
Final Total:	130,121.00

Warrants Approved On 12/12/2017 For Payment 12/15/2017

<u>Vendor Name</u>	<u>Amount</u>
CDW GOVERNMENT INC	7,725.84
COULOMBE CONSULTING	5,200.00
D-A LUBRICANT CO. INC.	2,431.00
DELL MARKETING LP	17,099.30
GRAFSTROM/SAMUEL & LOLA	10,051.00
GREENBUSH SANITATION LTD	7,304.13
H & L MESABI INC	16,204.91

HOUSTON ENGINEERING	4,803.18
IMPACT	2,257.95
JOHNSON OIL CO INC	15,780.61
LIFECARE MEDICAL CENTER	2,301.00
LORENSON/DELORIS	5,216.28
MAR-KIT LANDFILL	38,879.00
MARCO INC	2,177.93
NORTHERN RESOURCES COOPERATIVE	7,198.37
NW MN HOUSEHOLD HAZARDOUS	2,380.35
OLSON/HARLEY	9,444.00
R & Q TRUCKING INC	2,742.32
RDO EQUIPMENT COMPANY	4,348.31
REGENTS OF U OF MINNESOTA	17,607.75
ROSEAU CO HWY DEPT	8,572.71
SAFETY COMPLIANCE SERVICES LLC	3,750.00
SHORT ELLIOT HENDRICKSON INC	2,137.09
SJOBERG'S INC	2,668.25
THE KUSTOM PAINT SHOP	10,884.19
TVEIT/ARLAN & NANCY	3,800.18
UNIVERSAL RECYCLING TECHNOLOGIES	5,174.20
WOODSTALK LLC-DBA	2,250.00
ZIEGLER INC	112,405.00
88 Payments less than 2,000.00	27,427.45
Final Total:	360,222.30

In addition, the Board approved paying all claims submitted after December 18, 2017 through December 31, 2017 as forthwith payments, and approved forthwith payments to: Rick Sovde, in the amount of \$400.00, for Dam Inspection (SD72 and SD 69) and beaver removal (SD 72); and, Hlucny Repair, in the amount of \$400.00, for beaver dam removal (SD 91).

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 November 28, 2017 Regular Board Meeting Proceedings; authorized advertising for bids for the 2018 County Publishing; passed Resolution #2017-12-01 in support of the Two Rivers Watershed, One Watershed One Plan Project; approved the FY 2018 Roseau County Snowmobile Enforcement Grant in the amount of \$4,736.00; and, authorized advertising to hire a regular part-time Deputy.

DEPARTMENT REPORTS

Recorder

Recorder Pam Grand met with the Board to request approval of a new Property Records Technology and Information Subscription Agreement. Users of the Recorder's on-line system will complete this Agreement for office review. If approved, the user will have access to the on-line record system. A motion to approve the use of the Property Records Technology and Information Subscription Agreement was made by Commissioner Swanson, seconded by Commissioner Walker and carried unanimously.

In addition, Recorder Grand requested the Board approve the Recorder's Office Compliance Report. A motion to approve the Recorder's Office Compliance Report was made by Commissioner Phillipe, seconded by Commissioner Swanson and carried unanimously.

Auditor

Auditor Monsrud notified the Board that, as part of their audit, the Office of the State Auditor (OSA) is requesting the Board approve a Letter of Engagement to conduct the 2015 re-audit. A motion to approve the OSA Engagement Letter, for the 2015 re-audit only, was made by Commissioner Swanson, seconded by Commissioner Phillippe and carried unanimously.

Highway

Engineer Ketring requested the Board approve a MnDOT Federal Participation Agreement in order for the County to receive Federal highway funds. A motion to approve the State of Minnesota Agency Agreement for Federal Participation in Construction (Resolution #2017-12-07) was made by Commissioner Falk, seconded by Commissioner Walker and carried unanimously.

COUNTY BOARD ITEMS

2018 County Board Meeting Schedules

The Board reviewed the 2018 Board Meeting Schedules. A motion to approve the 2018 Holiday, Board Meeting, Operations/Board Work Session, Community Justice Coordinating Committee, Social Service Board Meeting, and the Highway Committee schedules was made by Commissioner Swanson, seconded by Commissioner Phillippe and carried unanimously. A complete list of these schedules will be posted on the County website.

2018 Commissioner Salary and per Diem Policy

The Board discussed the 2018 Commissioner Salary and Per Diem Policy. A motion was made by Commissioner Swanson, seconded by Commissioner Phillippe and carried unanimously to adopt the following Resolution:

2017-12-02

WHEREAS, pursuant to Minnesota Statute § 375.055, "The County Commissioners shall receive as compensation for services rendered by them for their respective Counties, salaries and in addition may receive per diem payments and reimbursement for necessary expenses in performing duties of the office as set by resolution of the County Board."

BE IT RESOLVED, the Board established the 2018 Commissioner salary at \$21,418.00 reflecting a 3% increase over 2017, (based upon the approximate cost-of-living increase provided to County employees for 2018);

BE IT FURTHER RESOLVED that the 2018 Commissioner per-diem schedule is as follows:

- In-County meeting: \$100.00.
- Out-of-County meeting: \$150.00.
- Out-of-County one-day meeting requiring an overnight stay: \$200.00.
- Reimbursement for non-elected committee members: \$100.00.

2018 Appropriations

The Board discussed the 2018 proposed Appropriations. A motion was made by Commissioner Walker, seconded by Commissioner Swanson and carried unanimously to adopt the following Resolution:

2017-12-03

BE IT RESOLVED that the Roseau County Board approves the 2018 Appropriations as follows:

MN Red River Valley Development Commission	\$ 800.00
Retired Senior Volunteer Program	\$ 2,000.00
Memorial Day	\$ 1,800.00
Roseau County Historical Society	\$ 57,000.00
Northwest Regional Library	\$102,000.00
Roseau County Soil and Water Conservation District (SWCD)	\$ 65,000.00
Roseau County SWCD Matching Funds/State Grant	\$ 18,200.00
Roseau County Agricultural Society (Fair)	\$ 15,000.00
BIF Historical Group (BIF Unorganized)	\$ 750.00
BIF Historical Group (Oaks Unorganized)	\$ 750.00

2018 Ditch Levies and Budgets

The Board reviewed the 2018 Ditch Levies and Budgets. A motion was made by Commissioner Walker, seconded by Commissioner Falk and carried unanimously to adopt the following Resolution:

2017-12-04

RESOLUTION ESTABLISHING 2018 DITCH LEVIES AND BUDGETS

WHEREAS, the Roseau County Board of Commissioners has reviewed and considered budgets for the ditch systems located in Roseau County; and

WHEREAS, the Roseau County Board of Commissioners deems it necessary that the following amounts be levied on ditch systems as stated below;

NOW, THEREFORE, BE IT RESOLVED that the County Auditor is directed to spread one-year levies on the following ditches for repairs and maintenance for the year 2018:

Ditch	2018 Benefit Percentage	2018 Ditch Levy Amount
County Ditch 5	25%	\$ 2,555.50
County Ditch 6	20%	\$ 7,131.80
County Ditch 7	25%	\$ 17,748.25
County Ditch 9	25%	\$ 29,419.75
County Ditch 10	25%	\$ 9,742.25
County Ditch 11	20%	\$ 7,559.60
County Ditch 13	25%	\$ 3,996.25
County Ditch 17	20%	\$ 11,770.80
County Ditch 18	25%	\$ 10,604.00
Judicial Ditch 19	20%	\$ 5,578.00
County Ditch 20	20%	\$ 4,761.40
County Ditch 21	25%	\$ 19,977.50
Judicial Ditch 22	25%	\$ 3,799.08
County Ditch 23	30%	\$ 23,490.60
County Ditch 24	50%	\$ 7,325.00
County Ditch 25	5%	\$ 2,560.00
County Ditch 26	25%	\$ 12,458.50
Judicial Ditch 33	10%	\$ 696.90
Judicial Ditch 61	15%	\$ 98,667.00
Judicial Ditch 62	50%	\$ 41,952.50
Judicial Ditch 63	20%	\$ 34,048.00
State Ditch 69	20%	\$ 41,208.81

State Ditch 72	15%	\$ 21,532.90
State Ditch 87	10%	\$ 1,972.10
State Ditch 90	20%	\$ 852.74
State Ditch 91	10%	\$ 42,518.60
State Ditch 95	0%	

BE IT FURTHER RESOLVED that the 2018 ditch budgets are approved and on-file in the office of the Roseau County Auditor.

ROSEAU COUNTY BUDGET HEARING

A motion to open the Roseau County Budget Hearing was made by Commissioner Swanson, seconded by Commissioner Falk and carried unanimously. Auditor Monsrud and Assessor Lund presented the Board with a brief presentation on the 2018 Proposed Levy and Budget. No members of the public were in attendance. A motion to close the Budget Hearing was made by Commissioner Swanson, seconded by Commissioner Phillippe and carried unanimously.

Property Tax Levy

The Board discussed the 2018 Property Tax Levy. A motion was made by Commissioner Swanson, seconded by Commissioner Phillippe and carried unanimously to adopt the following Resolution:

2017-12-05

BE IT RESOLVED, that the payable 2018 Property Tax Levy for Roseau County is hereby approved, as follows:

FUND	LEVY
Revenue	\$3,462,589
Road & Bridge	\$1,236,000
Social Services	\$1,678,900
Debt Services	\$ 417,888
TOTAL	\$6,795,377

2018 Budget

The Board reviewed the 2018 Budget. A motion was made by Commissioner Swanson, seconded by Commissioner Phillippe and carried unanimously to adopt the following Resolution:

2017-12-06

BE IT RESOLVED, that the 2018 Budget - incorporating the 2018 Levy - is hereby approved, as follows:

FUND	REVENUES	EXPENDITURES	NET BUDGET
Revenue	\$6,369,386	\$7,557,753	\$-1,188,367
Road & Bridge	\$7,715,348	\$7,887,501	\$ -172,153
Social Services	\$4,200,174	\$4,470,350	\$ -270,176
Debt Service	\$ 428,861	\$417,888	\$ 10,973
Tax Supported Funds Total	\$18,713,769	\$20,333,492	\$-1,619,723
Environmental	\$1,188,152	\$1,184,173	\$ 3,979

TOTAL – ALL FUNDS	\$19,901,921	\$21,517,665	\$-1,615,744

COMMISSIONER COMMITTEE REPORTS (November 28, 2017 - December 12, 2017)

Commissioner Falk reported on the following committee(s): Joint Ditch meeting with Kittson and Marshall Counties; Association of Minnesota Counties (AMC) Annual Conference; Roseau River Watershed Board; Northwest Community Action; Operations Committee/County Board Work Session; Highway Committee.

Commissioner Foldesi reported on the following committee(s): Joint Ditch meeting with Kittson and Marshall Counties; Two Rivers Watershed Board; Operations Committee/County Board Work Session; Highway Committee.

Commissioner Phillipe reported on the following committee(s): Joint Ditch meeting with Kittson and Marshall Counties; City of Warroad; AMC Conference; Warroad School Back Pack Program; Warroad City Council; Operations Committee/County Board Work Session; Highway Committee.

Commissioner Swanson reported on the following committee(s): Joint Ditch meeting with Kittson and Marshall Counties; Child Care Town Hall meeting; Roseau Community Education Council; AMC Executive Committee; AMC Board of Directors; AMC Ag & Rural Task Force; AMC Public Safety Policy Committee; AMC Annual Conference; AMC Past Presidents Roundtable; AMC Elections; Northern Counties Land Use Coordinating Board; AMC Extension Committee; AMC Annual Business meeting; Sunshine Memorial Foundation; Operations Committee/County Board Work Session; Highway Committee.

Commissioner Walker reported on the following committee(s): Joint Ditch meeting with Kittson and Marshall Counties; AMC Annual Conference; Warroad River Watershed Board; Minnesota Rural Counties; Lake of the Woods Fisheries Meeting; Operations Committee/County Board Work Session; Highway Committee.

Upon motion carried, the Board adjourned the regular meeting at 6:50 p.m. The next regular meeting of the Board is scheduled for December 27, 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