

# 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 Phillippe, 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
<b>Final Total:</b>	<b>96,413.70</b>

### 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
<b>Final Total:</b>	<b>129,527.88</b>

### 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
<b>Final Total:</b>	<b>136,527.98</b>

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: \_\_\_\_\_

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Jeff Pelowski, County Coordinator  
Roseau County, Minnesota

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