
REGULAR BOARD MEETING AGENDA

Notice is hereby given that the Board of Commissioners of Roseau County will meet in session on April 10, 2018, 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*

1. Al Lundeen and Brian Wikstrom, Wiktel Communications - Broadband Update

9:30 Consent Agenda

1. March 27, 2018 Board Proceedings
2. Fire Contracts - District 4 Unorganized Townships

9:35 Department Reports

9:40 Committee Reports

1. Building Committee
 - a. Handicap Ramp/Sidewalk Project

9:55 County Board Items

1. Commissioner Committee Reports

10:30 Unfinished Business

10:30 Adjourn

***Limited to five minutes**

PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

March 27, 2018

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, Minnesota on Tuesday, March 27, 2018.

CALL TO ORDER

The meeting was called to order at 9:00 a.m. by Board Chair Glenda Phillipe. The Pledge of Allegiance was recited. Commissioners present were Roger Falk, Mark Foldesi, Glenda Phillipe, Jack Swanson and Russell Walker. Others present were Martie Monsrud, Sue Grafstrom, Ann Marie Miller, Jeff Pelowski, Dave Anderson, Brian Ketring, Daryl Dahl, Tracy Halstensgard, Marlin Lindland, Kelly Lindland, Roland Stoe, Brach Svoboda, Cody Lindland, Dave Trangsrud, Wayne Trangsrud, Jason Braaten, Corey Lins, Darrell Lins, Torin McCormack, Brian Trangsrud.

APPROVAL OF AGENDA

A Federal Participation in County Road Safety Plan Update Agreement and approval of the 2018 bituminous project(s) contract were added to Department Reports. A motion to approve the amended Agenda was made by Commissioner Falk, seconded by Commissioner Walker and carried unanimously.

COMMENTS AND ANNOUNCEMENTS

Coordinator Pelowski informed the Board of the 2018 County Employee Biometric Screening event that will take place on April 5, 2018; and, noted that Scott Johnson of the Roseau County Soil and Water District has requested that his April 3, 2018 meeting with the Board be re-scheduled. The Board agreed to re-schedule the meeting to take place as a part of the April 10, 2018 Highway Committee meeting. Commissioner Phillipe stated that the Warroad City Fire Department District meeting is this evening, beginning at 6:30 p.m.

APPROVE BILLS

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

Warrants Approved For Payment 3/15/2018

<u>Vendor Name</u>	<u>Amount</u>
CENTURYLINK	2,998.10
NORTH PINE SERVICES	10,504.88
6 Payments less than 2,000.00	4,073.44
Final Total:	17,576.42

Warrants Approved For Payment 3/22/2018

<u>Vendor Name</u>	<u>Amount</u>
MN ENERGY RESOURCES	3,231.47
38 Payments less than 2,000.00	13,195.02
Final Total:	16,426.49

Warrants Approved On 3/27/2018 For Payment 3/30/2018

<u>Vendor Name</u>	<u>Amount</u>
LEES WORKSHOP	10,200.00
MARCO INC	2,266.04
REGENTS OF U OF MINNESOTA	18,048.00

SUMMIT FOOD SERVICE-DBA	10,490.89
UNIVERSITY OF NORTH DAKOTA	3,092.65
WESTERN DETENTION	6,992.64
34 Payments less than 2,000.00	12,768.82
Final Total:	63,859.04

DELEGATIONS

Pohlitz Drainage Issue

Marlin Lindland spoke on behalf of residents from Pohlitz Township who were in attendance at the meeting. In short, they requested the Board remove a culvert from SD69. Mr. Lindland explained that he believes the culvert was installed illegally and therefore should be removed. Engineer Ketring added that the culvert was placed in SD69 as a result of a petition received from the Roseau River Watershed District (RRWD), after studies were conducted by Houston Engineering, and after this matter was reviewed by the County's Ditch Attorney. After further discussion, a motion was made by Commissioner Foldesi, seconded by Commissioner Walker and carried unanimously to temporarily cap this culvert until the RRWD, the Roseau County Highway Department, and the residents benefiting from SD69 and WD3, meet to work towards a final resolution on this matter.

CONSENT AGENDA

A motion to approve the Consent Agenda was made by Commissioner Falk, seconded by Commissioner Swanson, and carried unanimously. The Board, by adoption of its Consent Agenda, approved the March 13, 2018 Board Proceedings; approved the Roseau County Trailblazers 3rd Benchmark in the amount of \$29,654.63; approved the Roseau/Lake of the Woods Sportsman's Club and Northstar Trail Alliance request for reimbursement in the amount of \$6,912.00; approved an advertisement to hire an Administrative Assistant in the County Coordinator's Office; approved an advertisement to hire an Office Manager/Accountant in the Highway Department; approved a Minnesota Lawful Gambling Permit for the Ruffed Grouse Society; approved the 2018 Annual Safety Training Contract for the County Highway Department; and, approved a call for bids for a Bridge Construction/Approach Grading Project.

DEPARTMENT REPORTS

Highway

Engineer Brian Ketring met with the Board to request approval of an updated MnDOT County Road Safety Plan and a contract for the 2018 County bituminous projects.

A motion to approve an Agreement between MnDOT and Roseau County, for Federal Participation in County Road Safety Plan Updates (Resolution #2018-03-03), was made by Commissioner Swanson, seconded by Commissioner Walker and carried unanimously.

A motion to approve a bid from Mark Sand and Gravel, in the amount of \$1,193,141.70, for the County's 2018 bituminous projects, was made by Commissioner Falk, seconded by Commissioner Walker and carried unanimously.

COUNTY BOARD ITEMS

Commissioner Committee Reports (March 13, 2018 – March 27, 2018)

Commissioner Falk reported on the following committee(s): Social Services Board, Minnesota Power Ditch Crossing meeting; DNR Fisheries meeting; Joint Powers Natural Resource Board.

Commissioner Foldesi reported on the following committee(s): Social Services Board.

Commissioner Phillipe reported on the following committee(s): Roseau County Fair Planning Committee; Lake Township Annual Meeting; Warroad Public Safety Commission; Retired Senior Volunteer Program; Social Services Board; LOW One Watershed One Plan; Warroad City Council.

Commissioner Swanson reported on the following committee(s): Roseau County Fair Planning Committee; Jadis Town Board; Roseau County Safety Training; Roseau Community Meeting; Association of Minnesota Counties Board of Directors; Roseau County Wellness Committee; Roseau County Extension Committee; Roseau School Board; Social Services Board; Domestic Violence Court Advisory Committee; Northwest Minnesota Multi-County Housing & Redevelopment Authority.

Commissioner Walker reported on the following committee(s): DUI Court; DUI Court Pilot Project meeting; Social Services Board; Joint Powers Natural Resource Board.

Upon motion carried, the Board adjourned the meeting at 10:25 a.m. The next Regular meeting of the Board is scheduled for April 10, 2018 at 9:00 a.m.

Attest:

Date: _____

Jeff Pelowski, County Coordinator
Roseau County, Minnesota

Glenda Phillipe, Chair
Board of County Commissioners
Roseau County, Minnesota

FIRE PROTECTION AGREEMENT 2018-2020

THIS AGREEMENT, made and entered into this 1st day of May, 2018, by and between the City of Warroad, State of Minnesota, a municipal corporation, herein referred to as "City", and the Roseau County Board of Commissioners for the Unorganized Townships of America, Clear River, and Oaks, in the County of Roseau, State of Minnesota, herein referred to as "County".

FIRE PROTECTION:

The City, in consideration of the mutual covenants set forth herein, does hereby agree to provide fire protection to the Unorganized Townships of America, Clear River, and Oaks upon receiving a call or fire alarm, by taking out the City fire fighting apparatus manned by the regular trained firemen to said premises and who will exercise due diligence all means, methods, and powers as in their judgment, discretion, and experience will subdue and extinguish the fire to the fullest extent possible.

ANNUAL MEETING:

There will be an annual meeting of the Fire District.

ANNUAL WARROAD FIRE DEPARTMENT BUDGET:

The City will provide a copy of the Warroad Fire Department annual budget to the Townships of Cedarbend, Lake, Laona, and Moranville, and Roseau County Board annually or upon request.

PAYMENTS FOR FIRE PROTECTION:

The Townships of Cedarbend, Lake, Laona, and Moranville, together with the Unorganized Townships of America, Clear River, and Oaks through the County, shall pay to the City half the Warroad Fire District annual budget for fire protection. It is understood and agreed by and between the City and the County that the County shall share in the above payment to the City proportionately, based upon the respective tax capacity totals of the Unorganized Townships, as determined annually by the Roseau County Auditor. The City will invoice the County for this proportionate amount annually by May 1st.

FIRE CALL FEES:

Both parties to this agreement understand and are aware that their respective share of the above payment is only a portion of the Warroad Fire Department District's operating budget, and that the part of the capital budget is to be funded by also billing a flat rate charge of \$500 per fire department call to residents of the Fire District, including the City of Warroad.

Per the resolution passed on March 14, 2005, parties requesting and receiving fire services will be billed directly by the City of Warroad within 30 days of the fire service. Additionally, if the party receiving fire services did not request services but a fire or other situation exists which, at the discretion of the fire department personnel in charge requires fire

service, the party will be charged and billed. All parties will be billed whether or not the fire service is covered by insurance. Any billable amount of the fire charge not covered by a party's insurance remains a debt of the party receiving the fire service.

If property owners outside of the city receive fire service as a result of a fire protection contract and do not pay their fire service charge for 30 days after the notice of delinquency is sent, the city may bill the township or other city with which it contracts to provide fire protection services as specified in the fire protection contract.

TERM OF AGREEMENT:

THIS AGREEMENT shall be in full force and effect for three years, 2018-2020, after which period it shall be mutually renewable for the same time period.

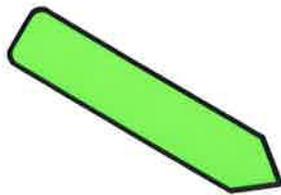
The City reserves the right to cancel said fire protection in the event that the contracts are not approved and signed and returned to the City on or before June 1st during the first year of this contract and payment for said contract shall be made on or before the 15th day of June of each year during the term of this contract. In all other events, the contract shall be terminated by either party on one year's written notice to the other party.

In Witness Whereof, the parties have executed this Agreement at Warroad, Minnesota, County of Roseau, on _____.

City of Warroad:

Bob Marvin, Mayor

Kathy A. Lovelace, City Administrator



Roseau County Board of Commissioners:

Chairman

Martha Monsrud, Roseau County Auditor

JACK SWANSON COMMITTEE REPORTS

MARCH 27, 2018 - PUBLIC HEALTH COMMITTEE; update from Julie Pahlen (LCMC Public Health)

MARCH 28, 2018 - BUILDING COMMITTEE; Geroy's building; County Attorney office re-model

MARCH 30, 2018 - EXTENSION COMMITTEE; re-elected Brita Comstock and Matt Ulwelling Chair & Vice-Chair

APRIL 2, 2018 - ROSEAU CITY COUNCIL

APRIL 3, 2018 - OPERATIONS COMMITTEE

APRIL 3, 2018 - COMMITTEE OF THE WHOLE

APRIL 4-6, 2018 - ASSOCIATION OF MINNESOTA COUNTIES LEADERSHIP TRAINING (NISSWA)

**Roseau County Board
March/April 2018 Meetings**

**Glenda A. Phillippe
District One**

March 27: Roseau County Board – Roseau

March 27: Public Health – Roseau

April 3: Operations – Roseau

April 3: COW – Roseau

April 5: Warroad Back Pack Program

April 9: Warroad City Council - Warroad