

# PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

September 24, 2019

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, Minnesota on Tuesday, September 24, 2019.

## CALL TO ORDER

The meeting was called to order at 8:30 a.m. by Board Chair Jack Swanson. The Pledge of Allegiance was recited. Commissioners present were Roger Falk, John Horner, Jack Swanson, Russell Walker and Daryl Wicklund. Others present were Jeff Pelowski, Joleen Kezar, Kristy Kjos, Martie Monsrud, Sue Grafstrom, Brian Ketring, Daryle Dahl, Ryan Murray, Patty Ignaszewski, Tracy Halstensgard, Torin McCormack, LeRoy Carriere, Scott Habstritt, Mitch Magnusson, Peter Grafstrom, Jason Braaten, Carter Novacek, Levi Novacek, Erik Magnusson, Iden Magnusson, and Gary Slater.

## APPROVAL OF AGENDA

Emergency Management Director Grafstrom requested adding a County Emergency Declaration to Department Reports; and, Coordinator Pelowski requested adding a Wage Negotiations Committee update to County Board Items, which would require the Board to close the meeting pursuant to MN Statute 13D.03. A motion to approve the amended Agenda was made by Commissioner Walker, seconded by Commissioner Wicklund, and carried unanimously.

## COMMENTS AND ANNOUNCEMENTS

Auditor Monsrud commented that the 2018 County Audit is nearing completion. Attorney Kjos provided an update regarding a phone conference concerning a possible tax court case.

## APPROVE BILLS

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

### Warrants Approved For Payment 9/12/2019 (Warrant #141257-141284)

<u>Vendor Name</u>	<u>Amount</u>
CENTURYLINK	3,042.21
JUNE J MAGNUSSON TRUST	24,882.00
LIFECARE MEDICAL CENTER	26,778.52
MN DEPT OF FINANCE -TREAS	2,395.50
ROSEAU CITY	11,961.17
S & R REINFORCING, INC.	167,339.60
SCHOOL DIST 447	2,515.72
SCHOOL DIST 682	202,718.91
SCHOOL DIST 690	62,048.72
TOWN OF BEAVER	6,262.60
18 Payments less than 2,000.00	9,032.09
<b>Final Total:</b>	<b>518,977.04</b>

### Warrants Approved For Payment 9/19/2019 (Warrant #141285-141296)

<u>Vendor Name</u>	<u>Amount</u>
CO-OP SERVICE INC	2,800.92
KNIFE RIVER MATERIALS	797,803.35

RIVERFRONT STATION	2,554.24
ROSEAU CO SOIL & WATER CONS	42,066.00
ROSEAU/LOW SPORTSMAN CLUB	7,751.36
7 Payments less than 2,000.00	1,232.39
<b>Final Total:</b>	<b>854,208.26</b>

**Warrants Approved On 9/24/2019 For Payment 9/27/2019 (Warrant #141297-141368)**

<u>Vendor Name</u>	<u>Amount</u>
AMERICAN INSTITUTIONAL SUPPLY	2,964.66
AXON ENTERPRISE	2,726.00
B & B PLUMBING & HEATING INC	23,950.00
DELL MARKETING LP	3,330.64
HOFFMAN PHILIPP & KNUTSON	11,490.00
HOUSTON ENGINEERING	4,308.25
JOHNSON OIL CO INC	5,047.16
LIFECARE MEDICAL CENTER-HOME HEALTH	2,070.86
MACTEK SYSTEMS INC	7,195.00
MATTSON PHARMACY INC	7,399.17
MSOP-MN SEX OFFENDER PROGRAM-D	4,873.20
WIDSETH SMITH NOLTING	7,800.00
ZIEGLER INC	7,589.56
59 Payments less than 2,000.00	28,194.87
<b>Final Total:</b>	<b>118,939.37</b>

**DELEGATIONS/BOARD APPOINTMENTS/PUBLIC COMMENTS:**

Magnusson Trust Delegation

Iden Magnusson, Erik Magnusson, Levi Novacek, Carter Novacek, Gary Slater, and Scott Habstritt met with the Board to ask questions regarding the Magnusson Trust lawsuit. The Commissioners, Attorney Kjos, and Coordinator Pelowski answered the questions as they were able. Many of the questions would have been answered if the case would have proceeded to trial; however, the Magnusson Trust accepted the County's offer of a monetary amount to end the lawsuit. The matter is now closed and the County has been advised to not discuss the specific facts surrounding this case any further. (Note: The questions submitted at the meeting are on file in the County Coordinator's Office).

Roseau River Watershed District (RRWD) Update

Tracy Halstensgard met with the Board to provide an update concerning completed, ongoing, and proposed RRWD projects. Commissioner Wicklund asked about farmers continuing to use their tile pumps during a severe flood situation. Ms. Halstensgard stated that tile pumps are not regulated by the RRWD. In addition, she stated that the recent storm was a "25 to 50 year event" and flood mitigation projects that have been completed since the 2002 Flood performed well.

**CONSENT AGENDA**

A motion to approve the Consent Agenda was made by Commissioner Wicklund, seconded by Commissioner Horner, and carried unanimously. The Board, by adoption of its Consent Agenda, approved the September 10, 2019, Board Proceedings; and, approved the following Resolution:

**2019-09-02**

**BE IT RESOLVED**, that Roseau County will enter into a cooperative agreement with the Office of Justice Programs in the Minnesota Department of Public Safety.

County Attorney Kristy Kjos is hereby authorized to execute such agreements and amendments, as are necessary to implement the project on behalf of Roseau County.

## **DEPARTMENT REPORTS**

### **Environmental**

#### **Solid Waste Management Tax – 2020 Market Price Determination**

Coordinator Pelowski met with the Board to request approval of a Resolution establishing the solid waste market price for 2020. After discussion, a motion was made by Commissioner Falk, seconded by Commissioner Walker, and carried unanimously to approve the following Resolution:

#### **2019-09-03**

WHEREAS, Minnesota Statutes Chapter 297H.02 requires certain political subdivisions to identify by Resolution a Market Price for solid waste management tax purposes if the political subdivision subsidizes the cost of Municipal Solid Waste (MSW) disposal at a facility, or directly bills for organized collection of MSW on property tax statements; and

WHEREAS, the political subdivision will be liable for any Solid Waste Management Tax (SWMT) based only on the Market Price identified by Resolution; and

WHEREAS, Market Price is defined in State Statute as the “lowest price available in the area”; and

WHEREAS, Roseau County has researched and identified the lowest viable Market Price available in the area; and

THEREFORE BE IT RESOLVED, the County declares the Market Price for all MSW generated in Roseau County to be \$56.60 per ton, based upon the lowest price available in the area, for CY 2020.

### **Auditor**

#### **State Ditch (SD) 69 Petition**

Auditor Monsrud met with the Board regarding a petition filed with the County Auditor on September 13, 2019 for repair of SD 69. Following discussion, a motion was made by Commissioner Wicklund, seconded by Commissioner Walker, and carried unanimously to accept the petition; direct the Highway Department to inspect SD 69 to determine the need for, and scope of, maintenance or repair; and, to notify the affected landowners that an informational meeting will be held on November 26, 2019, at 10:00 am, where they will be able to review the inspection report.

### **Highway**

#### **State Aid Municipal Fund Transfer**

Engineer Ketring met with the Board to request approval to transfer \$125,000.00 in funds from the State Aid Municipal Construction Account to the Regular Construction Account, per MN

State Aid rules. A motion was made by Commissioner Walker, seconded by Commissioner Falk, and carried unanimously to approve the transfer of funds and approve the following Resolution:

**2019-09-05**

WHEREAS, Minnesota Statute 162.08, Subd.4(d), provides that accumulated balances in excess of two years of municipal account apportionments may be spent on projects located outside of municipalities under 5,000 population when approved solely by Resolution of the County Board;

NOW, THEREFORE, BE IT RESOLVED that the Commissioner of Transportation transfer \$125,000.00 into the Regular Construction Account:

**Emergency Management**

**State of Emergency Declaration**

Emergency Management Director Grafstrom requested the Board approve a Resolution declaring Roseau County in a State of Emergency due to the torrential rain received this past weekend. A motion was made by Commissioner Horner, seconded by Commissioner Wicklund, and carried unanimously to approve the following Resolution:

**2019-09-06**

WHEREAS, the significant rain during September 20, 2019 through September 23, 2019 has the potential to impact the population of Roseau County and its cities; and

WHEREAS, the potential for a high water or major flooding event could cause a significant amount of public property damage; and

WHEREAS, Roseau County Homeland Security and Emergency Management requests the Roseau County Board of Commissioners to declare Roseau County in a STATE OF EMERGENCY for the preparation of mitigation of and/or flood response.

NOW, THEREFORE, BE IT RESOLVED, that the Roseau County Board of Commissioners declares Roseau County in a STATE OF EMERGENCY for conditions resulting from the significant rainfall during September 20, 2019 through September 23 of 2019.

**COMMITTEE REPORTS**

**Insurance Committee**

**2020 Insurance & Benefit Plans – Recommendations**

Coordinator Pelowski and Human Resources Representative Ignaszewski presented the Insurance Committee's recommendations concerning the 2020 Insurance and Benefit Plans to the Board. The Committee recommends the renewal of all current insurance and benefit plans for 2020. The most significant changes for 2020 include a 9.9% increase on health insurance premiums; a 4% increase for Dental Insurance; and, that the Committee recommends a \$50.00 per month increase to the County contribution to employees' VEBA or HSA Accounts. The financial impact of the health insurance premium increase will be approximately \$117,000 to the County share and approximately \$25,000 to the employee's share. A \$50.00 per month VEBA/HSA increase would result in an approximate \$72,500 cost to the County. Following discussion, a motion was made by Commissioner Walker, seconded by Commissioner Falk,

and carried unanimously to approve the Insurance Committee recommendations, noting that the proposed VEBA/HSA increase is subject to the outcome of ongoing labor negotiations.

### **Safety Committee**

#### **Safety Program Services Contract**

Coordinator Pelowski presented the Safety Committee's recommendation concerning our Safety Program Service Contract which expired in August, 2019. The Safety Committee unanimously recommended that the Board approve a 3-year contract renewal with Safety Compliance Services, LLC, for employee safety training, safety inspections of County-owned buildings, consultation, and representation in the event of an OSHA inspection. After discussion, a motion was made by Commissioner Swanson, seconded by Commissioner Falk, and carried unanimously to approve the proposed 3-year Contract with Safety Compliance Services, LLC.

### **COUNTY BOARD ITEMS**

#### **2020 Unorganized Township Budget/Levy**

Auditor Monsrud met with the Board to establish the 2020 Unorganized Township levies and budgets. The proposed levy amounts were identical to those approved in 2019. Commissioner Falk recommended increasing the Norland Township levy from \$6,000 to \$8,000. Following discussion, Commissioner Horner made a motion, seconded by Commissioner Falk, and carried unanimously to approve the following Resolution:

#### **2019-09-04**

#### **ADOPTION OF THE 2020 Unorganized Township Levies and Budgets**

WHEREAS, the Roseau County Board of Commissioners has reviewed and considered budgets for the unorganized townships located in Commission District No. 3, 4, and 5, and;

WHEREAS, the Roseau County Board of Commissioners deems it necessary that the following amounts be levied on all taxable property in specified unorganized townships in Roseau County;

NOW, THEREFORE, BE IT RESOLVED that the year 2020 unorganized township budgets are hereby approved and the following amounts shall be levied upon all taxable property in unorganized townships in Roseau County for the year 2020:

<b>Township</b>	<b>Range</b>			
161	36	Clear River	\$	6,000
161	37	America	\$	3,000
162	44	Juneberry	\$	6,000
163	38	Norland	\$	8,000
163	39	Spruce Valley	\$	8,000
163	40	Jadis	\$	1,400
163	43	Unorganized	\$	250
163	44	Blooming Valley	\$	3,000
164	44	Blooming Valley (north)	\$	750

A copy of the year 2020 unorganized township budgets is on file in the County Auditor's office.

2020 Preliminary Budget/Levy

Auditor Monsrud provided spreadsheets to the Board with three proposed County budget and levy options. It was noted that once the preliminary levy is set, it cannot be increased when adopting the final 2020 levy; however, the preliminary budget can be adjusted as needed until it is finalized in December, 2019. After discussion, Commissioner Swanson made a motion to increase the 2020 preliminary property tax levy by 3%, and to approve the budget as proposed with the 3% levy increase included, seconded by Commissioner Horner, and carried unanimously.

**2019-09-07**

BE IT RESOLVED, that the payable 2020 Preliminary Property Tax Levy for Roseau County is hereby approved, as follows:

Fund	Levy
Revenue	\$3,673,461
Road & Bridge	1,311,272
Social Services	1,781,145
Debt Service	399,038
Total	\$7,164,916

**2019-09-08**

BE IT RESOLVED, that the 2020 Preliminary Budget - incorporating the 2020 Preliminary Levy - is hereby approved, as follows:

Fund	Revenues	Expenditures	Net Budget
Revenue	\$ 6,950,047	\$ 7,971,423	\$ (1,021,376)
Road & Bridge	9,538,246	9,531,552	\$ 6,694
Social Services	4,623,524	4,829,428	\$ (205,904)
Debt Service	409,388	399,038	\$ 10,350
<b>Tax Supported Funds - Total</b>	<b>\$ 21,521,205</b>	<b>\$ 22,731,441</b>	<b>\$ (1,210,236)</b>
Environmental	\$ 1,220,489	\$ 1,197,266	\$ 23,223
<b>Total - All Funds</b>	<b>\$ 22,741,694</b>	<b>\$ 23,928,707</b>	<b>\$ (1,187,013)</b>

2020 County Budget Hearing Date

Auditor Monsrud requested the Board set the date and time for the 2020 County Budget Hearing. The Board had set the December 3, 2019, Regular County Board Meeting time at 5:00 p.m., with the intention of holding the 2020 County Budget Hearing (previously referred to the "Truth-In-Taxation" Hearing) at 6:00 p.m. A motion to set the 2020 County Budget Hearing Date as December 3, 2019 at 6:00 p.m. was made by Commissioner Walker, seconded by Commissioner Wicklund, and carried unanimously.

Commissioner Committee Reports (September 10 – September 24, 2019)

The Board consensus was to defer the Committee Reports to the October 8, 2019, Regular Board Meeting.

Wage Committee Update

At 11:00 a.m., Commissioner Falk made a motion to close the meeting pursuant to MN Statutes 13D.03, seconded by Commissioner Walker, and carried unanimously. Following discussion in closed session, Commissioner Walker made a motion to re-open the Regular Board meeting, seconded by Commissioner Horner, and carried unanimously. There was no Board action taken.

Upon motion carried, the Board adjourned the meeting at 11:20 a.m. The next Regular meeting of the Board is scheduled for Tuesday, October 8, 2019 at 8:30 a.m.

Attest:

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

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

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Jack Swanson, Chair  
Board of County Commissioners  
Roseau County, Minnesota