

REGULAR BOARD MEETING AGENDA

Notice is hereby given that the Board of Commissioners of Roseau County will meet in session on **January 14, 2020, at 8:30 a.m.**, in the Roseau County Courthouse, Room 110, Roseau, MN, at which time the following matters will come before the Board:

8:30 Call to Order

1. Presentation of Colors
2. Approve Agenda
3. Comments and Announcements
4. Approve Bills

8:35 Delegations/Board Appointments/Public Comments*

8:40 Consent Agenda

1. January 7, 2020 Board Proceedings

8:45 Department Reports

8:50 Committee Reports

8:55 County Board Items

1. Commissioner Committee Reports

9:30 Unfinished Business

9:30 Adjourn

***Limited to five minutes**

PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

January 7, 2020

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, Minnesota on Tuesday, January 7, 2020.

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, Martie Monsrud, Kristy Kjos, Brian Ketring, Martin Howes, Dan Fabian, Jeff Olsen, Sue Grafstrom, Matt Restad, and James Whitlow.

ELECTION OF OFFICERS

Coordinator Pelowski called for nominations for Chair of the Roseau County Board for 2020. Commissioner Swanson nominated Commissioner Falk as Chair. Coordinator Pelowski called for further nominations. A motion to cease nominations and cast a unanimous ballot for Commissioner Falk as Chair was made by Commissioner Swanson, seconded by Commissioner Walker, and carried unanimously. The meeting was turned over to Chair Falk. Chair Falk called for nominations for Vice-Chair. A motion to nominate Commissioner Walker as Vice-Chair was made by Commissioner Swanson. Chair Falk called for further nominations. A motion to cease nominations and cast a unanimous ballot for Commissioner Walker as Vice-Chair was made by Commissioner Swanson, seconded by Commissioner Wicklund, and carried unanimously.

APPROVAL OF AGENDA

Coordinator Pelowski requested the addition of the County Recorder's Annual Compliance Report to the Consent Agenda; introduced newly hired Building Maintenance Supervisor, Mike Trinkka; and, requested the addition of a Building Maintenance Department discussion to Department Reports. Chair Falk requested the addition of a second amendment sanctuary designation discussion to County Board Items. A motion to approve the amended Agenda was made by Commissioner Walker, seconded by Commissioner Wicklund, and carried unanimously.

COMMENTS AND ANNOUNCEMENTS

Commissioner Swanson noted that the AMC Legislative Conference is scheduled for February 26 – 27, 2020, in St. Paul.

DELEGATIONS/BOARD APPOINTMENTS/PUBLIC COMMENTS:

State Representative Dan Fabian

Representative Fabian met with the Board to discuss a number of items prior to the February 11th start of the 2020 Legislative Session, including: recommended the Commissioners attend the upcoming AMC Legislative Conference in order to provide a united voice for our region of the State; the State has a projected \$1.3 to \$1.7 billion surplus; 2020 is a bonding year and he would like to see the legislature focus on infrastructure-related projects; and, tax relief should be a high priority as well. In addition, he stated that he would support the Watershed District's Lake Bottom project if it will provide significant flood protection.

CONSENT AGENDA

A motion to approve the Consent Agenda was made by Commissioner Horner, seconded by Commissioner Swanson, and carried unanimously. The Board, by adoption of its Consent Agenda, approved the December 26, 2019, Board Proceedings; approved a \$500.00 donation to the Veteran Services Office from Kellie Roth, on behalf of Polaris Industries; approved the benefit payout to the retired Building Maintenance Supervisor, in the amount of \$4,986.02; approved the Sheriff's Office job status change requests for Logan Bender and Chancey Gust from temporary to regular full-time employment, effective December 29, 2019; approved the 2020 Mileage and Meal Expense Reimbursement & Out-of-State Travel Policy as amended; approved the 2020 Pocket Gopher Bounty; approved the 2020 Beaver Bounty; authorized the Auditor to Pay Routine Bills; and, approved the County Recorder's Annual Compliance Report.

DEPARTMENT REPORTS

Auditor

2020 Official County Newspaper Bids

Only one sealed bid was received for 2020 publishing, as follows:

1) OFFICIAL COUNTY NEWSPAPER; Publication of the County Board Proceedings, all legal notices of the County, first publication of the 2019 Financial Statement Summary pursuant to M.S. §375.17, and List of Delinquent Taxes, all pursuant to M.S. §375.12, 375.17, 279.05, 279.07, 279.08, and 279.09, in 2019.

The Tribune	3.99 per column inch
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A motion was made by Commissioner Wicklund, seconded by Commissioner Walker, and carried unanimously to adopt the following Resolution:

2020-01-02

BE IT RESOLVED, that The Tribune be designated as the Official County Newspaper to publish the County Board Proceedings, all legal notices of the County, first publication of the 2019 Financial Statement Summary pursuant to M.S. §375.17, list of Delinquent Taxes, all pursuant to M.S. § 375.12, 375.17, 279.05, 279.07, 279.08, and 279.09, in 2020, at the rate of \$3.99 per column inch.

2) Second publication of the 2019 Financial Statement Summary pursuant to M.S. §375.17.

No bids were received for this required publication. Following a lengthy discussion, the Board requested Auditor Monsrud and Attorney Kjos to research options available to the County concerning this situation, and this item will be re-visited by the Board at a future meeting.

Highway

Engineer Ketring requested Board approval to submit final payment to Mark Sand & Gravel Company, in the amount of \$56,977.76, for a 2018 overlay project, (SAP 068-602-046). Following discussion, a motion was made by Commissioner Swanson, seconded by Commissioner Walker, and carried unanimously to approve the final payment as presented.

Building Maintenance

Coordinator Pelowski outlined the current situation concerning custodial services in the Courthouse complex due to the termination of our current custodial contract, and the move to

“internalize” these duties. To summarize, Building Maintenance Supervisor, Mike Trinka, started his employment with the County on January 2, 2020; and, the Board approved creating and filling a new position with the job title “Maintenance Worker” at their December 26, 2019 Board Meeting. Since that date, it has been noted that the filling of this position under the current job description will not provide adequate back-up to the Building Maintenance Supervisor; therefore, the Board was asked to approve the following actions: change the new “Maintenance Worker” job title to “Custodian/Maintenance Worker; create a new position with the job title of “Maintenance Worker” which would provide back-up to the Supervisor, along with custodial/maintenance duties; authorize the development of a job description, submission of that job description to MRA for review/rating, and advertisement for hire for the new position. The intent would be to hire a regular full-time “Maintenance Worker”, and a regular part-time (20-39 hours/week) “Custodian/Maintenance Worker”; and, in the interim, contract with Marty Kaml, who currently provides custodial services at the Highway Department, to perform weekly custodial duties in the court area and south wing of the Courthouse at the rate of \$275.00 per week. Following discussion, a motion was made by Commissioner Swanson, seconded by Commissioner Walker, and carried unanimously to approve the proposed contract with Marty Kaml. A motion to approve the job title change from “Maintenance Worker” to “Custodian/Maintenance Worker”, and the creation and filling of the new position, “Maintenance Worker”, was made by Commissioner Swanson, seconded by Commissioner Walker, and carried unanimously.

COUNTY BOARD ITEMS

Second Amendment Sanctuary Designation Discussion

James Whitlow met with the Board to request the Board to designate Roseau County as a “Second Amendment Sanctuary County”. Representative Dan Fabian also provided clarification concerning the request. Following a lengthy discussion, a motion was made by Commissioner Swanson, seconded by Commissioner Wicklund, and carried unanimously to form a subcommittee to include County Attorney Kjos, Commissioner Horner, Commissioner Walker, and Sheriff Gust to research this issue and to provide a recommendation to the Board at a future Board meeting.

2020 Commissioner Committee Assignments

The 2019 Committee Assignments list was distributed and discussed. Following review/revision of the list, a motion was made by Commissioner Horner, seconded by Commissioner Walker, and carried unanimously to approve the 2020 Commissioner Committee assignments.

(Note: A complete listing of the 2020 Committee assignments is available for public review in the County Coordinator’s Office)

Upon motion carried, the Board adjourned the Regular meeting at 10:20 a.m. The next Regular meeting of the Board is scheduled for Tuesday, January 14, 2020 at 8:30 a.m.

Attest:

Date: _____

Jeff Pelowski, County Coordinator
Roseau County, Minnesota

Roger Falk, Chair
Board of County Commissioners
Roseau County, Minnesota



Roseau County Request for Board Action

Agenda Item #: County Board Item 1 <small>(for office use only)</small>		
Requested Board Date:	January 14, 2020	Originating Department: Coordinator
Subject Title (as it will appear on the Agenda): Commissioner Committee Reports		Presenter: Commissioners
		Estimated Amount of Time Needed for Discussion: <input type="checkbox"/> < 5 minutes <input type="checkbox"/> 5 minutes <input type="checkbox"/> 10 minutes <input type="checkbox"/> 15 minutes <input checked="" type="checkbox"/> 30 minutes <input type="checkbox"/> >30 minutes
Board Action Requested: Commissioners will present their Committee Reports.		
Background:		
Supporting Documentation: <input checked="" type="checkbox"/> Attached <input type="checkbox"/> None		
Agenda Classification for County Board Meeting: <input type="checkbox"/> Delegations/Board Appointments <input type="checkbox"/> Consent Agenda <input type="checkbox"/> Department Reports <input type="checkbox"/> Committee Reports <input checked="" type="checkbox"/> County Board Items <input type="checkbox"/> Other _____		

JACK SWANSON COMMITTEES REPORT

JAN 6, 2020 - 125TH ANNIVERSARY COMMITTEE; discussed hiring an event manager

JAN 6, 2020 - ROSEAU CITY COUNCIL; resolved to support the Roseau River Watershed District Lakebottom project

JAN 7, 2020 - OPERATIONS COMMITTEE

JAN 7, 2020 - COMMITTEE OF THE WHOLE; Gabe Mooney/Altru Clinics

JAN 8, 2020 - NORTHWEST EMERGENCY COMMUNICATIONS BOARD

JAN 8, 2020 - COMMUNITY JUSTICE COORDINATING COMMITTEE; Melissa Adolfson on Minnesota Student Survey

JAN 8, 2020 - NATIONAL ASSOCIATION OF COUNTIES COMMUNITY, ECONOMIC, WORKFORCE DEVELOPMENT TELECONFERENCE

JAN 9, 2020 - STATEWIDE EMERGENCY COMMUNICATIONS BOARD FINANCE COMMITTEE

JAN 9, 2020 - 'TRUE NORTH' JUVENILE DETENTION ALTERNATIVES INITIATIVE COALITION

JAN 9, 2020 - TEAM 'EPIC'

JAN 13, 2020 - LAW LIBRARY COMMITTEE

JAN 13, 2020 - ROSEAU SCHOOL BOARD