

# PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

January 28, 2020

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, Minnesota on Tuesday, January 28, 2020.

## CALL TO ORDER

The meeting was called to order at 8:30 a.m. by Board Chair Roger Falk. The Pledge of Allegiance was recited. Commissioners present were Roger Falk, John Horner, Russell Walker and Daryl Wicklund. Commissioner Swanson was excused. Others present were Jeff Pelowski, Joleen Kezar, Martie Monsrud, Kristy Kjos, Brian Ketring, Karla Langaas, Diane Gregerson, and Sue Grafstrom.

## APPROVAL OF AGENDA

A motion to approve the Agenda was made by Commissioner Walker, seconded by Commissioner Wicklund, and carried unanimously.

## COMMENTS AND ANNOUNCEMENTS

Coordinator Pelowski outlined the draft Agenda for the February 4<sup>th</sup> Operations Committee Meeting/Board Work Session. Commissioner Horner stated that he had received a call from the City of Warroad regarding a request to make the City a "quiet zone" with the CN Railroad.

## APPROVE BILLS

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

### Warrants Approved For Payment 1/16/2020 (Warrant #142341-142366)

<u>Vendor Name</u>	<u>Amount</u>
CO-OP SERVICE INC	2,672.42
DEARBORN NATIONAL LIFE INSURANCE	3,567.86
NW REGIONAL LIBRARY	105,060.00
RETIRED SENIOR VOLUNTEER PROGRAM	2,000.00
ROSEAU CO AGRICULTURAL SOCIETY	15,000.00
ROSEAU CO HISTORICAL SOCIETY	70,600.00
ROSEAU CO SOIL & WATER CONS	115,472.00
19 Payments less than 2,000.00	12,508.94
<b>Final Total:</b>	<b>326,881.22</b>

### Warrants Approved For Payment 1/17/2020 (Warrant #142367-142420)

<u>Vendor Name</u>	<u>Amount</u>
BADGER CITY	4,011.02
GREENBUSH CITY	13,742.48
ROSEAU CITY	18,481.15
ROSEAU RIVER WATERSHED DIST	18,971.70
SCHOOL DIST 2683	12,733.72
SCHOOL DIST 676	11,532.04
SCHOOL DIST 682	65,995.07
SCHOOL DIST 690	47,214.06
TOWN OF GRIMSTAD	2,597.08
TOWN OF HEREIM	2,120.91

TOWN OF LAKE	5,641.92
TOWN OF MICKINOCK	2,893.30
TOWN OF MORANVILLE	2,055.60
TWO RIVERS WATERSHED DISTRICT	6,704.05
WARROAD CITY	17,902.16
39 Payments less than 2,000.00	28,022.61
<b>Final Total:</b>	<b>260,618.87</b>

**Warrants Approved For Payment 1/23/2020 (Warrant #142421-142427)**

<u>Vendor Name</u>	<u>Amount</u>
AFLAC	4,935.45
MN ENERGY RESOURCES	2,851.26
RIVERFRONT STATION	2,593.87
SUN LIFE ASSURANCE COMPANY OF CANADA	2,170.56
3 Payments less than 2,000.00	872.99
<b>Final Total:</b>	<b>13,424.13</b>

**Warrants Approved On 1/28/2020 For Payment 1/31/2020 (Warrant #142428-142492)**

<u>Vendor Name</u>	<u>Amount</u>
AIR MED CARE NETWORK	65,398.00
ASSN OF MN COUNTIES	2,335.00
CDW GOVERNMENT INC	39,490.00
DEPARTMENT OF CORRECTIONS	35,042.16
EVCO PETROLEUM PRODUCTS INC	4,147.85
FARMERS UNION OIL CO-WARROAD	5,066.28
LAW ENFORCEMENT TECHNOLOGY GROUP	34,095.28
MN COUNTIES COMPUTER COOP	7,912.78
NORTHERN RESOURCES COOPERATIVE	10,431.99
NW MN HOUSEHOLD HAZARDOUS	7,679.00
PRO-WEST & ASSOCIATES INC	2,223.92
ROSEAU CO COOP ASSN	7,521.70
ROSEAU DIESEL SERVICE INC	4,017.00
TAFT STETTINIUS & HOLLISTER LLP	6,027.20
UNIVERSAL RECYCLING TECHNOLOGIES	5,408.65
50 Payments less than 2,000.00	25,973.91
<b>Final Total:</b>	<b>262,770.72</b>

**CONSENT AGENDA**

A motion to approve the Consent Agenda was made by Commissioner Wicklund, seconded by Commissioner Walker, and carried unanimously. The Board, by adoption of its Consent Agenda, approved the January 14, 2020, Board Proceedings; approved the hire of Kathryn Gunderson as a Social Services Case Aide, (Grade 5, Step A), effective February 3, 2020; approved the Roseau County Trailblazers 2<sup>nd</sup> Benchmark payment in the amount of \$31,949.91; and, approved an Application for Exempt Permit for HELPP, Inc.

**DEPARTMENT REPORTS**

**Auditor**

**2020 Ditch Levies & Budgets**

Auditor Monsrud requested the Board establish the 2020 ditch levies and budgets. After discussion, a motion was made by Commissioner Wicklund, seconded by Commissioner Walker, and carried unanimously to approve the following Resolution:

2020-01-03

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 2020:

<b>Ditch</b>	<b>2020 Benefit Percentage</b>	<b>2020 Ditch Levy Amount</b>
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%	\$ 29,422.13
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	5%	\$ 1,394.50
County Ditch 20	20%	\$ 4,761.40
County Ditch 21	25%	\$ 19,977.50
Judicial Ditch 22	25%	\$ 3,797.08
County Ditch 23	30%	\$ 23,490.60
County Ditch 24	50%	\$ 7,325.00
County Ditch 25	5%	\$ 2,561.15
County Ditch 26	0%	\$ -
Judicial Ditch 33	10%	\$ 696.90
State Ditch 50	20%	\$ 2,094.60
Judicial Ditch 61	0%	\$ -
Judicial Ditch 62	5%	\$ 4,195.25
Judicial Ditch 63	10%	\$ 17,024.00
State Ditch 69	20%	\$ 41,208.81
State Ditch 72	20%	\$ 28,710.53
State Ditch 87	10%	\$ 1,972.10
State Ditch 90	20%	\$ 852.74
State Ditch 91	5%	\$ 21,259.30
State Ditch 95	0%	\$ -
		\$ 281,852.04

BE IT FURTHER RESOLVED that the 2020 ditch budgets are hereby approved and are on file in the office of the Roseau County Auditor.

2020 Liquor Licenses

Auditor Monsrud requested the Board approve the 2020 liquor licenses for businesses located in the unincorporated areas of Roseau County. A motion was made by Commissioner Horner, seconded by Commissioner Wicklund, and carried unanimously to adopt the following Resolution:

2020-01-04

**RESOLUTION  
APPROVING LIQUOR LICENSES**

BE IT RESOLVED that the Roseau County Board of Commissioners hereby grant the following liquor licenses, contingent upon the approval by the Alcohol & Gambling Enforcement Director, to:

<u>FOE Aerie No. 4195</u>	On-sale Intoxicating Liquor License; Sunday Liquor License;
<u>Pine Ridge Liquor</u>	Off-sale Intoxicating Liquor License
<u>Salol 1 Stop, LLC</u>	Off-sale Intoxicating Liquor License
<u>Skime Store, LLC</u>	Off-sale 3.2 percent Malt Liquor License
<u>Springsteel Resort Inc.</u>	On-Off sale Intoxicating Liquor License; Sunday liquor license; Off-sale 3.2 percent Malt Liquor License;
<u>Warroad Estates Golf Course:</u>	On-sale Intoxicating Liquor License; Sunday Liquor License

BE IT FURTHER RESOLVED that said licenses are effective February 1, 2020, through January 31, 2021, and recommends that said licenses be approved by the Alcohol and Gambling Enforcement Director, if applicable.

2019 Audit Engagement Letter

Auditor Monsrud requested the Board approve the Audit Engagement Letter, with Hoffman, Philipp & Knutson, PLLC (HPK), to provide the 2019 County Audit. It was noted that the County currently has a multi-year contract with HPK. A motion was made by Commissioner Walker, seconded by Commissioner Horner, and carried unanimously to approve the Audit Engagement Letter with HPK.

**Highway**

Gravel Purchase Contract

Engineer Ketring requested the Board approve a Gravel Purchase Contract with Arlan and Nancy Tveit. Following discussion, a motion to approve the contract renewal was made by Commissioner Walker, seconded by Commissioner Wicklund, and carried unanimously.

**COMMITTEE REPORTS**

**Building Committee**

Committee Update

Engineer Ketring met with the Board to discuss the ongoing building renovation projects. Architect Mike Johnston had provided two separate plans; one plan for the demolition &

renovation of the old LEC; and, one plan for Courthouse renovation. Ketring requested the Board provide "direction" to the Building Committee for these two projects. Following discussion, Board consensus was to direct the Building Committee, including all the affected Department Heads, to develop recommendations concerning a renovation plan for the South Wing of the Courthouse. The goal would be to have a new biddable design by the end of 2020 for possible construction in 2021. Concerning the old LEC, a motion was made by Commissioner Walker, seconded by Commissioner Wicklund, and carried unanimously to proceed with the demolition of the jail portion of the old LEC this spring/summer; and, to direct the Building Committee, with the addition of our 4-H Director and Food Shelf representative, to develop a biddable renovation plan for the remaining portion of the old LEC. It is hoped that the old LEC demolition and renovation project be completed in 2020.

## **COUNTY BOARD ITEMS**

### Roseau County Comprehensive Local Water Management Plan – Extension Request

The Soil & Water Conservation District requested the Board approve a Resolution requesting an extension of the existing Water Plan by the MN Board of Soil & Water Resources. Following discussion, a motion was made by Commissioner Wicklund, seconded by Commissioner Walker, and carried unanimously to approve the following Resolution:

2020-01-05

**WHEREAS**, Minnesota Statutes, §103B.301, Comprehensive Local Water Management Act, authorizes Minnesota Counties to develop and implement a Comprehensive Local Water Management Plan, and

**WHEREAS**, Roseau County currently has a state approved Comprehensive Local Water Management Plan that covers the period of March 24, 2010 through March 24, 2020, and

**WHEREAS**, Roseau County is currently transitioning from the Comprehensive Local Water Management Plan process to three Comprehensive Watershed Management Plans in accordance with Minnesota Statutes §103B.801, and

**WHEREAS**, Roseau County has adopted the Lake of the Woods Comprehensive Watershed Management Plan in accordance with Minnesota Statutes §103B.801 for the portion of the county located within the Lake of the Woods watershed, and

**WHEREAS**, Roseau County is currently developing the Two Rivers Plus Comprehensive Watershed Management Plan in accordance with Minnesota Statutes §103B.801 for the portion of the county located within the Two Rivers Plus watershed, and

**WHEREAS**, Roseau County plans to start developing the Roseau River Comprehensive Watershed Management Plan in 2021 for the portion of the county located within the Roseau River watershed, and

**WHEREAS**, Roseau County assures continued effort toward completion of Comprehensive Watershed Management Plan development for the Two Rivers Plus and Roseau River watershed areas, and

**WHEREAS**, Roseau County will need to coordinate with watershed district partners in order to complete a successful transition to Comprehensive Watershed Management Plans, and

**WHEREAS**, the Minnesota Board of Water and Soil Resources (BWSR) passed Resolution #12-85 "Red River Basin Watershed District Plan Expiration Date Extension" on September 26, 2012 which allows counties in the Red River Basin to petition BWSR to extend county local water

management plan expiration dates to enable more effective coordination with partner watershed district(s), and

**WHEREAS**, the watershed district plan expiration dates are as follows:

<b>Watershed</b>	<b>% of County</b>	<b>Plan Expiration Date</b>
Roseau River	56.0	Extended to 12/31/2023
Two Rivers	29.5	Extended to 12/31/2022
Lake of the Woods	13.6	9/25/2029
Middle-Snake-Tamarac River	0.7	Extended to September 2022
Thief River	0.2	Extended to 12/31/2025

**WHEREAS**, the Minnesota Board of Water and Soil Resources has authorization to grant extensions pursuant to Minnesota Statutes §103B.3367;

**NOW, THEREFORE, BE IT RESOLVED**, the Roseau County Board of Commissioners requests from the Minnesota Board of Water and Soil Resources an extension of the effective date of the current County Comprehensive Local Water Management Plan until December 31, 2023, in order to complete the development process in accordance with Minnesota Statutes §103B.801.

Commissioner Committee Reports (January 14, 2020 – January 28, 2020)

Commissioner Falk reported on the following committee(s): Highway Committee Meeting; Building Committee Meeting; Social Services Board Meeting; Mickelson Bridge Meeting with Jadis Township; Red River Watershed Board Meeting.

Commissioner Horner reported on the following committee(s): 2<sup>nd</sup> Amendment Meeting; Warroad City Council Meeting; Highway Committee Meeting.

Commissioner Swanson reported on the following committee(s): Highway Committee Meeting; Roseau Economic Development Authority Meeting; Jadis Township Board Meeting; Northwest Minnesota Multi-County Housing & Redevelopment Authority Meeting; Building Committee Meeting; Social Services Board Meeting; Roseau County 125<sup>th</sup> Anniversary Committee Meeting.

Commissioner Walker reported on the following committee(s): Highway Committee Meeting; Social Services Board Meeting; 2<sup>nd</sup> Amendment Meeting; Joint County Natural Resources Board Meeting.

Commissioner Wicklund reported on the following committee(s): Highway Committee Meeting; Quin Multi-County Meeting; Social Services Board Meeting; Mickelson Bridge Meeting with Jadis Township.

Upon motion carried, the Board adjourned the Regular meeting at 9:25 a.m. The next Regular meeting of the Board is scheduled for Tuesday, February 11, 2020 at 8:30 a.m.

Attest:

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

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Jeff Pelowski, County Coordinator  
Roseau County, Minnesota

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