

PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

March 24, 2020

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, Minnesota on Tuesday, March 24, 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, Jack Swanson, and Russell Walker. Daryl Wicklund connected through WebEx. Others present were Jeff Pelowski, Joleen Kezar, Brian Ketring, and Steve Gust. Others connected through WebEx were Kristy Kjos, Chris Stauffer, Sue Grafstrom, Kerri Byfuglien, Liz Lund, and Sandi Weiland.

APPROVAL OF AGENDA

Commissioner Swanson requested the addition to consider approval of a Call for Bids for the demolition of the jail portion of the old Law Enforcement Center (LEC) to Department Reports. Engineer Ketring requested the addition of a Highway Department operations update to Department Reports. A motion to approve the amended Agenda was made by Commissioner Walker, seconded by Commissioner Swanson, and carried unanimously, (roll call vote).

APPROVE BILLS

A motion was made by Commissioner Horner, seconded by Commissioner Swanson, and carried unanimously (roll call vote) to approve the payment of the following warrants:

Warrants Approved For Payment 3/12/2020 (Warrant #142833-142860)

<u>Vendor Name</u>	<u>Amount</u>
CENTURYLINK	2,894.19
DEARBORN GROUP	3,742.66
ROSEAU CITY	9,430.65
SUN LIFE ASSURANCE COMPANY OF CANADA	2,245.69
24 Payments less than 2,000.00	15,637.29
Final Total:	33,950.48

Warrants Approved For Payment 3/19/2020 (Warrant #142861-142870)

<u>Vendor Name</u>	<u>Amount</u>
MN ENERGY RESOURCES	2,240.51
9 Payments less than 2,000.00	4,742.77
Final Total:	6,983.28

Warrants Approved On 3/24/2020 For Payment 3/27/2020 (Warrant #142871-142952)

<u>Vendor Name</u>	<u>Amount</u>
BERGSTROM ELECTRIC INC	3,653.92
CDW GOVERNMENT INC	2,310.00
ELECTION SYSTEMS & SOFTWARE INC	4,671.00
FARMERS UNION OIL CO-WARROAD	2,700.83
FRONTIER PRECISION INC	8,337.21
HEARTLAND PAPER CO	5,970.00
HOFFMAN PHILIPP & KNUTSON	3,860.00
JOHNSON CONTROLS	3,900.00
JOHNSON OIL CO INC	5,352.77
MAR-KIT LANDFILL	32,400.00
MIDWEST MONITORING & SURVEILLANCE	2,960.00

MSOP-MN SEX OFFENDER PROGRAM-D	4,558.80
NORTHERN RESOURCES COOPERATIVE	6,070.60
POLARIS INDUSTRIES INC	4,850.31
ROSEAU CO COOP ASSN	5,045.92
TAFT STETTINIUS & HOLLISTER LLP	5,861.80
TITAN MACHINERY	40,193.00
65 Payments less than 2,000.00	25,119.37
Final Total:	167,815.53

CONSENT AGENDA

A motion to approve the Consent Agenda was made by Commissioner Walker, seconded by Commissioner Swanson, and carried unanimously, (roll call vote). The Board, by adoption of its Consent Agenda, approved the March 10, 2020, Board Proceedings; and, approved a 2020 County appropriation of up to \$25,000.00 to partially fund the efforts of Team EPIC.

DEPARTMENT REPORTS

Highway

Highway Department Update

Engineer Ketring provided an update on the Highway Departments operations, upcoming projects, and their current staffing situation due to the pandemic. He requested a date change for the previously approved Call for Bids on a culvert project in Barnett Township. The Board agreed on a date change, and noted that we may ultimately have to open bids electronically should conditions warrant.

Calls for Bids – Old LEC

The Board discussed a Call for Bids for the demolition of the jail portion of the old LEC. Following discussion, a motion was made by Commissioner Swanson, seconded by Commissioner Horner, and carried unanimously (roll call vote) to authorize Engineer Ketring to solicit quotes for this Project.

COUNTY BOARD ITEMS

COVID-19 Situation Update

Coordinator Pelowski provided an update on the County's response to the COVID-19 situation as follows: An Emergency Preparedness meeting held on March 23rd with Roseau County Emergency Management, LifeCare Public Health representatives, and other County stakeholders went very well and weekly meetings will continue; Polaris has shut down production activities through April 2nd; AMC and NACo have been providing information updates; Governor Walz has not declared a "Sheltering in Place" proclamation to-date; the MN Department of Economic Development (DEED) has been directed to provide financial assistance to qualifying small businesses; and, the Board approved Temporary Employee Policy, along with an Employee Options Form, was distributed to all County employees on March 20th. The Form will allow us to manage the new Policy. In addition, Coordinator Pelowski brought forward a procedural question regarding Board meeting scheduling as the previously scheduled Operations Committee/Board Work Session is April 7th which would conflict with the newly scheduled weekly Board meeting schedule. Following discussion, Board consensus was to meet in Special Session on March 31st; Operations Committee/Board Work Session on April 7th; and, meet in Regular Session on April 14th. The Public Hearing concerning the County Recorder position, scheduled for April 14th, may be postponed if convenient public access (electronic) to the Hearing is not available.

Commissioner Committee Reports (March 10 to March 24, 2020)

Commissioner Falk reported on the following committee(s): Highway Committee Meeting; Building Committee Meeting; Social Services Board Meeting; Emergency County Board Meeting; Emergency Preparedness Meeting.

Commissioner Horner reported on the following committee(s): Highway Committee Meeting; Social Services Board Meeting; Emergency County Board Meeting; Emergency Preparedness Meeting.

Commissioner Swanson reported on the following committee(s): Highway Committee Meeting; Building Committee Meeting; Northwest MN Multi-County Housing and Redevelopment Authority Meeting; Northwest MN Emergency Communications Board Meeting; Statewide Emergency Communications Board Finance Committee Meeting; True North Juvenile Detention Alternatives Initiative Meeting; Roseau City Council Meeting(s); Roseau School Board Meeting; Social Services Board Meeting; Emergency County Board Meeting; Emergency Preparedness Meeting, Roseau Community Meeting.

Commissioner Walker reported on the following committee(s): Highway Committee Meeting; Mickinock/Grimstad Township (Wannaska) Meeting; Social Services Board Meeting; Emergency County Board Meeting, Emergency Preparedness Meeting.

Commissioner Wicklund reported on the following committee(s): Highway Committee Meeting; Social Services Board Meeting; Emergency County Board Meeting, Emergency Preparedness Meeting.

Upon motion carried, the Board adjourned the Regular meeting at 9:40 a.m. The next Special meeting of the Board is scheduled for Tuesday, March 31, 2020, at 8:30 a.m., and the next Regular meeting of the Board is scheduled for Tuesday, April 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