

# PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

August 25, 2020

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, Minnesota on Tuesday, August 25, 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, Russell Walker, and Daryl Wicklund. Staff present were Martie Monsrud, Jeff Pelowski, Joleen Kezar, Kristy Kjos, Diane Gregerson, Steve Gust, Daryle Dahl, Pam Shaw, and Mike Trinka.

## APPROVAL OF AGENDA

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

## COMMENTS AND ANNOUNCEMENTS

Coordinator Pelowski requested direction from the Board concerning the scheduled Operations Committee/Board Work Session scheduled for Tuesday, September 1, 2020. Following discussion, Board consensus was to go back to the pre-COVID meeting format rather than to hold a Special Board Meeting.

## APPROVE BILLS

Coordinator Pelowski requested Board approval of the following forthwith payments: City of Roseau - \$193.13; R & Q Trucking - \$705.88; Polaris Industries - \$433.00; and, the Mar-Kit Landfill - \$45,515.50. A motion was made by Commissioner Swanson, seconded by Commissioner Wicklund, and carried unanimously to approve the forthwith payments, and the payment of the following warrants:

### Warrants Approved For Payment 8/13/2020 (Warrant #143917-143943)

<u>Vendor Name</u>	<u>Amount</u>
CENTURYLINK	2,967.74
DEARBORN GROUP	3,718.03
JOHNSON OIL CO INC	3,457.10
ROSEAU CITY	13,973.12
ROSEAU CO SOIL & WATER CONS	106,822.00
SUN LIFE ASSURANCE COMPANY OF CANADA	2,147.25
21 Payments less than 2,000.00	12,102.41
<b>Final Total:</b>	<b>145,187.65</b>

### Warrants Approved On 8/25/2020 For Payment 8/28/2020 (Warrant #143944-144014)

<u>Vendor Name</u>	<u>Amount</u>
CONN TRUCKING-DBA	6,691.46
EVCO PETROLEUM PRODUCTS INC	5,300.90
FARMERS UNION OIL CO-WARROAD	4,096.08
HALVERSON SAND & GRAVEL INC	5,353.00
HOUSTON ENGINEERING	6,479.50
JOHNSON OIL CO INC	2,960.55
MIDWEST MONITORING & SURVEILLANCE	3,307.50
NORTHERN RESOURCES COOPERATIVE	20,874.96
PRO-WEST & ASSOCIATES INC	4,508.38

PROVANTAGE LLC	2,016.09
REGENTS OF U OF MINNESOTA	3,443.73
ROSEAU CO COOP ASSN	10,695.45
ROSEAU CO HWY DEPT	21,707.29
SUMMIT FOOD SERVICE-DBA	5,466.98
TRUE NORTH STEEL	8,466.06
ZIEGLER INC	46,300.47
55 Payments less than 2,000.00	22,564.15
<b>Final Total:</b>	<b>180,232.55</b>

## CONSENT AGENDA

A motion to approve the Consent Agenda was made by Commissioner Walker, seconded by Commissioner Horner, and carried unanimously. The Board, by adoption of its Consent Agenda, approved the August 11, 2020, Regular Board Proceedings; approved the Roseau/LOW Sportsman's Club Request for Reimbursement in the amount of \$4,728.54; and, approved an advertisement to hire regular part-time jail/dispatcher(s) in the Sheriff's Department.

## DEPARTMENT REPORTS

### Highway

#### Final Payment – Olson Construction TRF, Inc.

Assistant Engineer Dahl requested Board approval of final payment to Olson Construction TRF, Inc. in the amount of \$5,206.10 for work completed on the County Road 119 Bridge Project. A motion was made by Commissioner Horner, seconded by Commissioner Swanson, and carried unanimously to approve the final payment to Olson Construction TRF, Inc.

#### Final Payment – Simmons Contracting

Assistant Engineer Dahl requested Board approval of final payment to Simmons Contracting in the amount of \$69,780.00 for work completed on the County Ditch 23 Repair Project. A motion was made by Commissioner Walker, seconded by Commissioner Wicklund, and carried unanimously to approve the final payment to Simmons Contracting.

## COUNTY BOARD ITEMS

### COVID-19 Pandemic - Update

Coordinator Pelowski provided a brief County update, stating that the number of positive COVID-19 cases in the County is at 64, with 8 of those cases still active.

In addition, Coordinator Pelowski provided an update on the CARES Act Funding Program, as follows: approximately 125 businesses were sent a cover letter, grant application, and program guidance by NW Community Action, on behalf of the County; a Public Service Announcement has been placed on the County website, distributed to the local media, and business organizations; and, a business has until September 15, 2020, to apply for up to \$10,000 in grant funding from the County CARES Fund.

Auditor Monsrud requested Board authorization to issue all CARES Fund disbursements as forthwith payments. Following discussion, a motion was made by Commissioner Swanson, seconded by Commissioner Walker, and carried unanimously to approve CARES Fund payments to be paid forthwith.

Coordinator Pelowski requested Board approval of a proposed Employee Temporary Policy extension/revision. Following review of the revised Policy, a motion was made by Commissioner Walker, seconded by Commissioner Wicklund, and carried unanimously to approve the revised Employee Temporary Policy. The revised Policy will be distributed to the County Department Heads.

Highway Department Facility Replacement Project

Commissioner Horner discussed the recommendations previously provided by the Building Committee concerning the Highway Department Facility Replacement Project, including the recommendation that the Facility be located in the City of Roseau Industrial Park. Based upon those recommendations, Commissioner Horner made a motion, seconded by Commissioner Swanson to approve purchasing three (3) lots in the Industrial Park from the City of Roseau, and to move forward with the Project. Following a lengthy discussion, the motion and second were withdrawn by Commissioners Horner and Swanson. The Board directed Assistant Engineer Dahl to solicit quotes to have core samples taken on the Industrial Park property in order to develop an accurate cost estimate for the site preparation costs at that location.

Commissioner Committee Reports (August 11 – August 25, 2020)

Commissioner Falk reported on the following committee(s): Highway Committee Meeting; Social Services Board Meeting; Roseau River Watershed Board Meeting; Meeting with DNR Staff; Northwest Community Action Board Meeting.

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

Commissioner Swanson reported on the following committee(s): Highway Committee Meeting; Jadis Township Board Meeting; Association of Minnesota Counties (AMC); Statewide Emergency Communications Board Finance Committee Meeting; Juvenile Detention Alternatives Initiative Meeting; Team EPIC Meeting; Primary Election Canvassing Board Meeting; Emergency Management COVID Stakeholders Meeting(s); AMC Research Committee Meeting; Roseau School Board Meeting; Social Services Board Meeting; University of MN Extension Citizens Advisory Council Meeting; AMC Extension Committee Meeting.

Commissioner Walker reported on the following committee(s): Highway Committee Meeting; Social Services Board Meeting; Minnesota Rural Counties Executive Committee Meeting.

Commissioner Wicklund reported on the following committee(s): Highway Committee Meeting; Primary Election Canvassing Board Meeting; Meeting with DNR Staff; Social Services Board Meeting; Roseau River Watershed Board Meeting.

**UNFINISHED BUSINESS**

Commissioner Swanson suggested the Building Committee schedule a meeting to discuss the demolition of the old LEC, among other business. Building Maintenance Supervisor Trinka stated that the demolition project could start as soon as the contract with the contractor has been executed. The scheduled completion date of the project is October 16, 2020.

Commissioner Swanson suggested members of the Board set up a meeting with the Kittson County Commissioners regarding the Highway Engineer position. Commissioners Falk and Wicklund volunteered to contact Kittson County to schedule a meeting.

Upon motion carried, the Board adjourned the Regular meeting at 10:35 a.m. The next Regular meeting of the Board is scheduled for Tuesday, September 8, 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