

# PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

September 8, 2020

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, Minnesota on Tuesday, September 8, 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. Others present were Martie Monsrud, Jeff Pelowski, Joleen Kezar, Kristy Kjos, Daryle Dahl, Sue Grafstrom, Liz Lund, Maria Pahlen, and Jim Trojanowski.

## APPROVAL OF AGENDA

Commissioner Swanson requested the addition of the DWI and Drug Court departmental revision discussion to Board Appointments. A motion to approve the amended Agenda was made by Commissioner Walker, seconded by Commissioner Horner, and carried unanimously.

## COMMENTS AND ANNOUNCEMENTS

Auditor/Recorder Monsrud stated that she had received an update from Northwest Community Action on the CARES Act funding application status. Consensus was to discuss this item as a part of the COVID-19 CARES Act Program update.

## APPROVE BILLS

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

### Warrants Approved For Payment 8/26/2020 (Warrant #144015-144024)

<u>Vendor Name</u>	<u>Amount</u>
DYNASTY DJ & EVENT DECOR	10,000.00
H & J DISPLAYS INC	10,000.00
LAKE COUNTY REALTY	10,000.00
LEGENDS BOWLING	10,000.00
ROSEAU CHIROPRACTIC CENTER	10,000.00
UP NORTH TREASURES & GIFTS	10,000.00
WADE STEINBRING PHOTOGRAPHY	3,535.00
WES HARDER GUIDE SERVICE LLC	6,570.52
2 Payments less than 2,000.00	1,944.95
<b>Final Total:</b>	<b>72,050.47</b>

### Warrants Approved For Payment 8/27/2020 (Warrant #144025-144045)

<u>Vendor Name</u>	<u>Amount</u>
AFLAC	2,985.80
MAR-KIT LANDFILL	45,515.50
OLSON CONSTRUCTION TRF INC	5,206.10
SIMMONS CONTRACTING LLC	69,780.00
US POSTAL SERVICE	30,000.00
16 Payments less than 2,000.00	6,304.50
<b>Final Total:</b>	<b>159,791.90</b>

### Warrants Approved For Payment 9/02/2020 (Warrant #144046-144057)

<u>Vendor Name</u>	<u>Amount</u>
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CAN AM INN	10,000.00
HAUGER FARMS INC	2,014.64
JDP TRUCKING INC	5,434.08
JON VAGLE-THRIVENT	2,644.94
KATE'S KITCHEN MN LLC	2,362.00
NW MINNESOTA JUVENILE CENTER	5,887.88
POUR HOUSE	8,425.04
REBECCA COLDEN AGENCY LLC	8,286.96
REIKI BY DESIGN INC	10,000.00
THE CORNER CLOSET CONSIGNMENT &	2,980.56
2 Payments less than 2,000.00	3,247.78
<b>Final Total:</b>	<b>61,283.88</b>

**Warrants Approved For Payment 9/03/2020 (Warrant #144058-144068)**

<u>Vendor Name</u>	<u>Amount</u>
DW MECHANICAL-DBA	2,100.00
KNIFE RIVER MATERIALS	60,497.03
NIX/TIMOTHY F	2,579.60
8 Payments less than 2,000.00	2,917.92
<b>Final Total:</b>	<b>68,094.55</b>

**Warrants Approved On 9/08/2020 For Payment 9/11/2020 (Warrant #144069-144136)**

<u>Vendor Name</u>	<u>Amount</u>
BERGSTROM ELECTRIC INC	6,050.00
BLOOMING VALLEY SERVICES	10,197.50
COULOMBE CONSULTING	4,480.00
GOVERNMENT MANAGEMENT GROUP INC	3,750.00
HOUSTON ENGINEERING	18,985.10
INFORMATION SYSTEMS CORP	8,940.00
M & R SIGN CO INC	2,075.90
MARCO INC	9,785.89
MJ ARCHITECTURAL STUDIOS INC	34,565.62
MULTI OFFICE PRODUCTS INC	2,629.98
RAY OHERRON CO INC	2,997.68
SJOBORG'S INC	2,668.25
TAFT STETTINIUS & HOLLISTER LLP	2,610.00
TRUE NORTH STEEL	3,822.00
UNIVERSITY OF NORTH DAKOTA	3,092.65
VANGUARD APPRAISALS, INC	13,687.50
52 Payments less than 2,000.00	26,947.74
<b>Final Total:</b>	<b>157,285.81</b>

**DELEGATIONS/BOARD APPOINTMENTS/PUBLIC COMMENTS**

DWI/Drug Court Departments

Maria Pahlen met with the Board to request combining the DWI and Drug Court departments into a single Department called "Treatment Court". In previous years, they have been separate County departments with their own budgets. Due to grant funding changes effective September 4, 2020, she is requesting that the two departments be merged into one department. Coordinator Pelowski suggested making the change effective January 1, 2021. The Board will discuss the change when they finalize the 2021 Preliminary Budget and Levy.

Jim Trojanowski, Director of the Northwest Regional Library (NWRL), met with the Board to provide an Operations Report and to discuss their 2021 County appropriation request. The NWRL is requesting a 2% increase in funding from all the Counties and Cities in the region. The Board will be approving their final budget in December 2020, and will consider the request as they go through the budget review/adoption process.

## **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 August 25, 2020, Regular Board Proceedings.

## **DEPARTMENT REPORTS**

### **Highway**

#### **Geotechnical Evaluation Quotes**

Assistant Engineer Dahl met with the Board to present two quotes received, (Braun Intertech and Terracon), to perform a geotechnical evaluation on three lots located in the City of Roseau Industrial Park. The project architect (WSN) reviewed the quotes and is recommending the Board hire Terracon to perform these services. It was noted that it will take approximately four to six weeks to receive the evaluation results. Following discussion, a motion was made by Commissioner Swanson, seconded by Commissioner Walker, and carried unanimously to accept the quote from Terracon, in the amount of \$7,900.00, to conduct the evaluation.

#### **Final Payment – Simmons Contracting**

Assistant Engineer Dahl requested Board approval of final payment to Simmons Contracting, in the amount of \$19,442.00, for work completed on the County Ditch 21 Repair Project. A motion was made by Commissioner Walker, seconded by Commissioner Swanson, and carried unanimously to approve the final payment to Simmons Contracting.

#### **Final Payment – R & Q Trucking**

Assistant Engineer Dahl requested Board approval of final payment to R & Q Trucking, in the amount of \$18,840.00, for work completed on the State Ditch 91 Repair Project. A motion to approve the final payment to R & Q Trucking was made by Commissioner Wicklund, seconded by Commissioner Horner, and carried unanimously.

#### **Final Payment – R & Q Trucking**

Assistant Engineer Dahl requested Board approval of final payment to R & Q Trucking, in the amount of \$26,460.00, for aggregate surfacing work completed in the Roseau area. A motion to approve the final payment to R & Q Trucking was made by Commissioner Swanson, seconded by Commissioner Horner, and carried unanimously.

## **COUNTY BOARD ITEMS**

### **Two Rivers Watershed Board Appointment**

The Board reviewed the application of Bruce Anderson to fill the one open position on the Two Rivers Watershed Board (TRWB). A motion was made by Commissioner Wicklund, seconded by Commissioner Swanson, and carried unanimously to approve the re-appointment of Bruce Anderson to a three-year term on the TRWB, commencing on October 29, 2020, and concluding on October 28, 2023.

## Roseau River Watershed Board Appointment

The Board reviewed the applications of LeRoy Carriere, Carter Diesen, LaVerne Voll, and Brent Walsh to fill the two open positions on the Roseau River Watershed Board (RRWB). The Board conducted a ballot vote. As a result of the vote, Commissioner Swanson made a motion, seconded by Commissioner Wicklund, and carried unanimously to re-appoint Carter Diesen, and appoint LaVerne Voll, to three-year terms on the RRWB, commencing October 19, 2020, and concluding on October 18, 2023.

## COVID-19 Pandemic - Update

Emergency Manager Grafstrom provided a brief County update, stating that the number of positive COVID-19 cases in the County currently stands at 93. The 14-day positive case rate may result in the area high schools moving to a hybrid learning structure for secondary students.

In addition, Coordinator Pelowski provided an update on the CARES Act Funding Program, as follows: an updated guidance document has been provided by the US Treasury Department and the MN Office of Management & Budget, and it appears that the County has been interpreting the guidelines correctly; a total of 60 small business applications have been submitted to NW Community Action to-date; and, the CARES Act Committee will meet on Thursday, September 17, 2020, at 10:00 am.

## 2021 Preliminary Budget/Levy Discussion

The Board reviewed and discussed the most recent draft of the 2021 preliminary budget/levy. Consensus was to continue the discussion at the September 22, 2020 Board Meeting, as the 2021 preliminary budget/levy must be approved by the Board and submitted to the State of MN prior to September 30, 2020.

## Demolition Landfill - Land Acquisition

There was continued discussion concerning the possible purchase of land adjacent to the County demolition landfill. The Board will continue this discussion the September 22, 2020 Regular Board Meeting.

## Commissioner Committee Reports (August 25 – September 8, 2020)

Commissioner Falk reported on the following committee(s): Operations Committee Meeting; County Board Work Session; Roseau River Watershed Board Meeting.

Commissioner Horner reported on the following committee(s): Operations Committee Meeting; County Board Work Session; MnDOT Warroad Highway 11 Upgrade Project Meeting.

Commissioner Swanson reported on the following committee(s): Roseau County CARES Act Committee Meeting(s); Roseau Economic Development Authority Meeting; Association of MN Counties (AMC) Blue Ribbon Task Force Meeting; Roseau County Insurance Committee Meeting; Roseau School Board Meeting; Roseau County Museum Board Meeting; Operations Committee Meeting; County Board Work Session; AMC Coffee and Conversation Meeting; Community Justice Coordinating Committee Meeting.

Commissioner Walker reported on the following committee(s): Roseau County Insurance Committee Meeting; Operations Committee Meeting; County Board Work Session.

Commissioner Wicklund reported on the following committee(s): Operations Committee Meeting; County Board Work Session; Roseau County CARES Act Committee Meeting; Northern Counties Land Use Coordinating Board Meeting.

Upon motion carried, the Board adjourned the Regular meeting at 10:55 a.m. The next Regular meeting of the Board is scheduled for Tuesday, September 22, 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