

# **PROCEEDINGS OF THE RED LAKE COUNTY BOARD OF COMMISSIONERS**

January 3, 2023

The Board of Commissioners of Red Lake County, Minnesota met in the Courthouse in the City of Red Lake Falls, Minnesota on Tuesday, January 3, 2023 at 10:00 a.m.

## **CALL TO ORDER**

The meeting was called to order at 10:00 a.m. by Board Chair Commissioner Ron Weiss. The Pledge of Allegiance was recited. Commissioners present were Chuck Flage, Tony Gerardy, Allen Remick and Ron Weiss. Others present were Mitch Bernstein, Kurt Casavan, Michael LaCoursiere, Nick Knott, Angela Lundeen, and Joyce Paquin.

## **SWEARING IN CEREMONY**

Deputy Court Administrator Melissa Sletten administered the Oath of Office to the following re-elected county officials: Commissioners Anthony (Chuck) Flage (District 1), Allen Remick (District 4), Sheriff Mitch Bernstein, Attorney Michael Lacoursiere, Treasurer Nick Knott, Joyce Paquin appointed Recorder and Kelsey Gervais appointed Auditor.

## **ELECTION OF OFFICERS**

Board Chair Weiss turned the meeting over to Auditor Gervais, who then called for nominations for Chair of the Red Lake County Board for 2023. Commissioner Gerardy nominated Commissioner Remick as Chair, seconded by Commissioner Flage, and carried unanimously. Auditor Gervais called for further nominations three times, and there were none. A motion to cease nominations and cast a unanimous ballot for Commissioner Remick to serve as the 2023 Board Chair was made by Commissioner Gerardy, seconded by Flage, and carried unanimously. Auditor Gervais then turned the meeting over to Chair Remick. Board Chair Remick called for nominations for Vice-Chair. A motion to nominate Commissioner Gerardy as Vice-Chair was made by Commissioner Flage seconded by Commissioner Weiss, and carried unanimously. Board Chair Remick called for further nominations three times, and there were none. A motion to cease nominations and cast a unanimous ballot for Commissioner Gerardy to serve as the 2023 Board Vice-Chair was made by Commissioner Flage, seconded by Commissioner Weiss, and carried unanimously.

## **APPROVAL OF AGENDA**

A motion to approve the agenda was made by Commissioner Gerardy, seconded by Commissioner Flage, and carried unanimously.

## **COMMENTS AND ANNOUNCEMENTS**

Environmental Officer Kurt Casavan met with the board to request approval for the purchase of an Elkay water fountain for the court house using score funding. Casavan received a bid from St. Hilaire Supply Co of \$1,850.21. Commissioner Weiss moved, second by Gerardy to approve the purchase of the water fountain. Casavan also had a bid from Wilcox Plumbing and Heating and a quote from Kruchowski Plumbing for the installation of the water fountain. After conversations with the board Kruchowski was chosen to install the fountain with the lower quote.

## **MEETING DATES**

Commissioner Gerardy moved, seconded by Flage and duly adopted to establish the second and fourth Tuesdays of each month at 10:00 am. as the 2023 regular board meeting dates and times with the exception of Tuesday, January 10<sup>th</sup> as the board concurred to cancel. The next regular meeting will be held on Tuesday, January 24, 2023.

## **2023 PUBLISHING BIDS – OFFICIAL NEWSPAPER**

The Red Lake County Herald submitted the following sealed bid based on per column inch:

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1. First Publication-Financial Statement	\$3.50
2. Second Publication-Financial Statement	\$3.50
3. Board Proceedings and Miscellaneous	\$3.50
4. Two Publications of Delinquent Taxes	\$3.50

Commissioner Weiss moved, seconded by Commissioner Gerardy to accept the bid from the Oklee Herald as the official county newspaper of record for 2023 to publish bid items (1), (3), and (4).

### 2023-01-01

**BE IT RESOLVED**, that the Red Lake County Herald be designated as the Official County Newspaper to publish the County Board Proceedings, all legal notices of the County, first publication of the 2022 Financial Statements 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 2023, at the rate of \$3.50 per column inch.

Auditor Gervais explained that the county must publish a second copy of the county financial statement with another area newspaper if there is one located in the county. Commissioner Gerardy moved, seconded by Flage to approve the Red Lake Falls Gazette as the 2023 secondary publication to publish bid item (2), at a rate not to exceed \$3.50 per column inch as the Gazette was not opened at the time of the specified bids. Motion Carried unanimously.

### 2023-01-02

**BE IT RESOLVED**, that the Red Lake Falls Gazette be designated to publish the second publication of the 2023 Financial Statement Summary, pursuant to M.S. §375.17, at the rate of \$3.50 per column inch.

## COUNTY APPROPRIATIONS

Commissioner Gerardy moved, seconded by Flage and carried by unanimous vote to approve the following county appropriation for 2023, with any appropriation over \$20,000 to be paid out in quarterly installments:

Afran	\$ 500	Friends of the Library	\$8,104
Committee on Aging	4,000	RRV Development Assoc.	900
Red River Basin Commission	107	Inter County Nursing Service	24,703
Red Lake County Fair Board	10,000	Oklee Ambulance Service	22,000
Riverland Association	160	RLF Ambulance Service	44,000
American Legion (3 @ \$85)	255	NW Regional Library	28,366

## EXPENDITURES

Commissioner Weiss moved, seconded by Flage to approve the expenditures for the period as follows:

<u>Vendor</u>	<u>Amount</u>
Garden Valley Telephone	\$ 2,831.68
Minnesota Counties Intergovernment Trust	116,082.00
3 Vendors less than \$2,000	<u>552.40</u>
	\$119,466.08

## MINUTES

Commissioner Flage moved, seconded by Gerardy and carried by unanimous vote to approve the minutes from the regular board meeting held December 27, 2022.

## MEAL REIMBURSEMENT POLICY

HR Director Lundeen met with the board regarding the meal reimbursement policy. The meal expense reimbursement for travel outside of Red Lake County is not to exceed \$80.00 per day for a full day. Red Lake County will provide reimbursement for meal expenses when such

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expenses are necessarily incurred while conducting County business. The Department Head must approve all requests prior to incurring reimbursable expenses. The actual cost of meals per day including tax while traveling outside of the County will be reimbursed not to exceed the following:

Breakfast \$20.00

Lunch \$20.00

Dinner \$30.00

Commissioner Gerardy moved, seconded by Weiss and carried unanimously to approve the new meal reimbursement policy.

Lundeen also requested that newly appointed County Recorder Joyce Paquin will start accruing paid time off at the twenty-year rate with an accrual balance of 150 hours. Commissioner Weiss moved and seconded by Gerardy and carried by unanimous vote to approve the request.

### COUNTY BOARD ASSIGNMENTS

Commissioner Weiss moved, seconded by Flage and duly adopted to approve the legally constituted annual county board assignments for 2023 as follows:

Board of Health, County Law Enforcement, County Zoning and Ordinance Committee, Ditch, Finance, Job Evaluation, Road & Bridge, Solid Waste, Union Negotiations – County Board.

Advisory Board to Red Lake Watershed District – Weiss (delegate) and Gerardy (alternate)

Area Agency on Aging – Weiss (delegate) and (alternate)

Association of Minnesota Counties (AMC) – County Board

AMC Policy Committees: Environment/Natural Resources – Remick

General Government – Weiss

Health & Human Services – Remick

Public Safety – Gerardy

Transportation – Flage

Citizens Advisory Committee (RLWD) – Weiss

County Economic Development Board – Flage and Gerardy

County Extension – Gerardy and Remick

County Fair Board – Gerardy

County Parks – Flage

County Roads – Gerardy and Weiss

County Safety – Remick

County Water Res. Advisory (SWCD) – Remick (delegate) and Gerardy (alternate)

County Weed Advisory Committee – Weiss

Courthouse Purchasing/Maintenance/Planning – Remick and Weiss

Emergency Management – Gerardy

Household Hazardous Waste – Gerardy

Inter-County Community Council – Gerardy

Inter-County Nursing Service – Flage

Joint Counties Watershed Board – Weiss (delegate) and Flage (alternate)

Joint County Ditch Board – Gerardy, Remick and Weiss

Law Enforcement Committee – Remick and Weiss

Law Library – Remick

Minnesota Rural Counties (MRC) – Flage (delegate) and Gerardy (alternate)

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Northwest Mental Health Center (Alluma) – Remick  
NW Regional Development Commission – Flage (TAC & RTCC), Gerardy (Loan), Weiss (Aging)  
NW Regional Emergency Radio Board – Remick (delegate) and Gerardy (alternate)  
Personnel Committee – Remick and Weiss  
Quin-County Board of Health – Weiss (delegate) and Gerardy (alternate)  
Red Lake County Affordable Housing Committee – Remick  
Regional Corrections – Remick and Weiss  
Red Lake River Corridor Workgroup – Remick (delegate) and Flage (alternate)  
Red River Bain (int. Coalition) – Remick  
RLWD One Watershed/One Plan (1W1P) – Weiss (delegate) and Flage (alternate)

Auditor Gervais informed that bid opening for the Courthouse Roof Project is scheduled for March 14, 2023 at 1:00 p.m.

A motion was made by Commissioner Flage, seconded by Commissioner Weiss and unanimously carried to adjourn the meeting at 11:45 a.m. The next regular meeting of the board is scheduled for Tuesday, January 24, 2023 at 10:00a.m.

Attest: \_\_\_\_\_  
Kelsey Gervais, County Auditor

\_\_\_\_\_  
Allen Remick, Chairman,  
Board of Commissioners