



Board of Commissioners

606 5th Ave. SW, Room #131

Roseau, MN 56751

Phone: 218-463-4248

Fax: 218-463-3252

AGENDA

Tuesday March 10, 2009, 8:30 a.m.

Notice is hereby given that the Board of Commissioners of Roseau County will meet in session on March 10, 2009, at 8:30 am in the Roseau County Courthouse, Room 110, Roseau, MN, at which time the following matters will come before the Board:

8:30 Call to Order

1. Presentation of Colors
2. Approve Agenda

8:45 Consent Agenda

1. Approve Proceedings
2. Accept Prevention Coalition Continuation Grant Funding
3. Approve MOU between Roseau County and LELS Payment for HSEM Stonegarden Grant Hours
4. Approve Minnesota Department of Corrections FY10/FY11 Sentence to Serve Contract
5. Approve Payroll Change for IT Administrator
6. Approve 2009 Ambulance Service Appropriations
7. Approve Eligibility Roster for Dispatch/Correction Officer Position
8. Approve Bills

8:50 Discussion

1. Upcoming Meetings

9:00 Adjourn

COMMITTEE OF THE WHOLE AGENDA

APPOINTMENTS

9:00 Pembina Trails Resource Conservation & Development Assoc. Coordinator Shawnn Balstad

1. Review Annual Report

9:15 DNR Land Asset Pilot Project - Cindy Buttleman, DNR Lands & Minerals Reg. Supervisor

1. Overview of Pilot Project

9:30 County Attorney's Office

1. Update on Child Protection Team
2. Discuss Civil Commitments of Sexual Offenders

10:00 Joe Laurin – Culvert Matter

10:30 Board of Water and Soil Resources - Bill Best/Dale Krystosek

1. Review Pre-settlement Wetland Inventory Report

11:00 Human Resources

1. Review HR Cost Reduction Menu of Options
2. Review Exempt Overtime Policy

To schedule an appointment with the Board, please contact the County Coordinator at 218-463-4248

County Coordinator's e-mail address: trish.klein@co.roseau.mn.us

Roseau County Home Page Address: <http://co.roseau.mn.us/>

District 1, Alan Johnston, Vice Chair - District 2, Jack Swanson, Chairman -
District 3, Orris Rasmussen - District 4, Russell Walker - District 5, Mark Foldesi

An Equal Opportunity Employer

ITEM # Consent 1

REQUEST FOR BOARD ACTION

* Required Fields



*Person Responsible for Request Klein, Trish	*Department Coordinator	*Board Meeting Date Mar 10 2009
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***Subject Title (As it will appear on the agenda):**
Approve Proceedings

***Background (Provide sufficient detail of the subject):**
Attached are the proceedings from the February 24, 2009 Board Meeting. Please review carefully and advise of any changes.

***Financial Consideration:**

***Legal Consideration:**

***Other Consideration:**

***Resolution (Wording should reflect the intent of the Board vote):**

Coordinator's Office Use (Do Not Write Below)

Date Received:	Comments:
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Board Action:

Comm.	Motion (First)	Motion (Second)	Vote			Vote Result	
			Yes	No	Abstain		
Swanson						Passed	
Johnston							
Folds						Failed	
Rasmussen							
Walker						Tabled	

ATTEST: Teresa Klein, Board Clerk

PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

February 24, 2009

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, Minnesota on Tuesday, February 24, 2009, at 8:30 a.m.

CALL TO ORDER

The meeting was called to order at 8:30 a.m. by County Board Chairman Jack Swanson. The Pledge of Allegiance was recited. Commissioners present were Jack Swanson, Alan Johnston, Orris Rasmussen, and Russell Walker. Mark Foldesi was excused.

APPROVAL OF AGENDA

The Department of Homeland Security Bureau of Customs and Border Protection appointment was cancelled and removed from the agenda. A motion to approve the amended agenda was made by Commissioner Johnston, seconded by Commissioner Walker and carried unanimously.

CONSENT AGENDA

A motion to adopt the consent agenda was made by Commissioner Johnston, seconded by Commissioner Walker and carried unanimously.

The Board, by adoption of its consent agenda, approved the proceedings from the February 10, 2009, Board Meeting.

The Board, by adoption of its consent agenda, retroactively approved closing of the Courthouse on February 9, 2009 due to inclement weather.

The Board, by adoption of its consent agenda, approved the Pembina Trail Resource Conservation and Development Association 2009 dues at \$500.

The Board, by adoption of its consent agenda, approved a benefit payout to Tony Crow in the amount of \$113.34.

The Board, by adoption of its consent agenda, approved a benefit payout to Kimberly Peterson in the amount of \$356.39.

The Board, by adoption of its Consent Agenda, approved payment of bills as follows:

WARRANTS APPROVED FOR PAYMENT 2/12/2009			
AMOUNT	VENDOR NAME	AMOUNT	VENDOR NAME
2320.24	AMERITAS LIFE INSURANCE CORP	876.34	CANON FINANCIAL SERVICES INC
2109.22	CAPITAL GUARDIAN TRUST CO	414.16	CELLULAR 2000-UNICEL
3165.01	CENTURYTEL	310.85	BRIAN HARDWICK P.A.
500.00	JOINT PWRS NATRL RESOURCES BRD	602.10	LAW ENFORCEMENT LABOR SERVICES
7352.75	MII LIFE-VEBA	811.22	MN CHILD SUPPORT PAYMENT CENTE
2656.50	MN DEPT OF FINANCE-TREAS	640.00	MN NCPERS GROUP LIFE INS
3097.87	NATIONWIDE RETIREMENT SOLUTION	10542.54	ROSEAU CITY
334.78	REBECCA ROSENKRANS		
	5 PAYMENTS LESS THAN \$300	920.67	
****	FINAL TOTAL.....	\$36,654.25	****

WARRANTS APPROVED FOR PAYMENT 2/19/2009

AMOUNT	VENDOR NAME	AMOUNT	VENDOR NAME
372.88	CENTURYTEL	434.03	DOUGS SUPERMARKET - WARROAD
4183.03	LAURE JOHNSON	4983.78	MN ENERGY RESOURCES
916.32	ROSEAU CITY	4465.00	ROSEAU CO MEDICAL TRAVEL
16 PAYMENTS LESS THAN \$300		5,482.48	
****	FINAL TOTAL.....	\$20,837.52	****

WARRANTS APPROVED ON 2/24/2009 FOR PAYMENT 2/27/2009

AMOUNT	VENDOR NAME	AMOUNT	VENDOR NAME
352.00	ALTRU HEALTH SYSTEM-ROSEAU	6884.16	AVIANDS LLC
4850.03	B & B PLUMBING & HEATING INC	481.98	CDW GOVERNMENT INC
6179.66	D-A LUBRICANT CO. INC.	6315.44	DELL MARKETING LP
1991.25	EMPLOYERS ASSOCIATION INC	8740.97	FARMERS UNION OIL CO-ROSEAU
1598.17	FARMERS UNION OIL CO-WARROAD	1505.00	FLAGS USA INC
2593.32	FLEET SERVICES DIVISION	1422.71	GRAINGER INC
967.32	HORNER PLUMBING & EXCAVATION	574.80	LEXISNEXIS MATTHEW BENDER
825.00	LIFECARE MEDICAL CENTER	852.30	LIFECARE MEDICAL CENTER-HOME C
837.47	MATTSON PHARMACY INC	582.21	MCBEE SYSTEMS INC
2126.29	MN DEPT OF NATURAL RESOURCES	480.19	MN DEPT OF TRANSPORTATION
700.00	MN OFFICE OF ENTERPRISES TECH	1412.03	MULTI OFFICE PRODUCTS INC
800.00	NORTH COUNTRY WEBSITES	937.45	NORTHERN FIRE EQUIPMENT SERV
1048.10	NORTHLAND TIRE	3280.65	NORTHWOODS HEATING & COOLING
719.66	ARIA OLSLUND	307.10	JEFF PARKER
2715.00	PB ELECTRONICS INC	982.50	PRO-WEST & ASSOCIATES INC
477.99	QUILL CORPORATION	1219.91	RATWIK, ROSZAK & MALONEY, PA
1795.39	RIVERFRONT STATION	5221.09	ROSEAU CO COOP ASSN
2130.00	ROWEKAMP	3500.00	SAFETY COMPLIANCE SERVICES
499.43	SAY SECURITY NORTH COUNTRY	500.00	TW VENDING INC
20000.00	US POSTAL SERVICE		
22 PAYMENTS LESS THAN \$300		4,567.77	
****	FINAL TOTAL.....	\$102,974.34	****

COMMENTS AND ANNOUNCEMENTS

The Board discussed attendance at the 2009 AMC Legislative Conference. The Board, by consensus, agreed to send two county representatives to the conference. Commissioner Johnston volunteered to attend as he will have to be in attendance as the Chair of the AMC Transportation Policy Committee. A second representative will be confirmed closer to the date of the conference.

The Board discussed attendance at AMC training, Building Foundations: Making Solid Land Use Decisions. Due to scheduling conflicts, no commissioner will be able to attend this training.

The Board discussed attendance at the 2009 International Lake of the Woods Water Quality Forum. The Board, by consensus, approved Commissioner Johnston's attendance at this conference.

The Board discussed attendance at the Minnesota Counties Insurance Trust Training on Workforce Issues. The Board, by consensus, approved Commissioner Swanson's attendance at this conference.

The Board discussed attendance at the Joint Powers Board of the Red River Basin meeting. A member from the Roseau River Watershed will attend this meeting. Due to scheduling conflicts, no commissioner will be able to attend this training.

The Board acknowledged receipt of the Minnesota Department of Revenue appointment of Allen Heim as the Roseau County Assessor.

The Board acknowledged the upcoming activities of the 2009 Women's History Month events sponsored by the Roseau County Historical Society. Commissioner Foldesi has been invited to participate in the ribbon cutting ceremony.

COMMITTEE MEETINGS

Commissioner Swanson reported on the following committee meetings: Northern Counties Land Use Coordinating Board, 2/12/09: Discussed scientific natural areas and PILT with regard to state funding reductions; Roseau County Committee on Ageing, 2/16/09: Discussed collaborative transportation options from Roseau County; Agricultural Utilization Research Institute (AURI), 2/17/09: Discussed proposed gasifier project; NW Minnesota Household Hazardous Waste Management Joint Powers Board, 2/18/09: Group resolved to oppose legislation which would create a Latex Paint Stewardship Project at a hidden cost to consumers; Bipartisan Legislators Town Hall Meeting, 2/20/09: 15 legislators heard from over 50 people on what to do with potential \$7 billion deficit for the next two-year state budget; Building Committee, 2/23/09: Discussed energy saving ideas and retainage payout to Industrial Contract Services; Shared Engineering Meeting, 2/23/09: Met with city of Roseau and Roseau River Watershed on the prospect of shared engineer.

Commissioner Johnston reported on the following committee meetings: AMC Board of Directors meeting, 2/20/09: Discussed redesign project, tax reform, budget, cohort program, human services and MOE's; AMC Budget meeting, 2/23/09: Discussed economic stimulus bill.

Commissioner Walker reported on the following committee meetings: BioMass Outreach Program, 2/18/09: Workshop on current and potential uses for Bio-mass in northwest Minnesota; Minnesota Rural Counties Caucus, 2/19/09: Discussed PILT, assessor values and MRCC dues; Joint Powers Natural Resource Board, 2/23/09: Discussed state land sales, timber wolf control and sharp shooter schedule.

Commissioner Foldesi had no meetings to report.

Commissioner Rasmussen reported on the following committee meetings: Minnesota; Minnesota Rural Counties Caucus, 2/19/09: Discussed PILT, assessor values and MRCC dues; Joint Powers Natural Resource Board, 2/23/09: Discussed state land sales, timber wolf control and sharp shooter schedule.

DISCUSSION

Commissioner Swanson reported to the Board the recommendation of the Building Committee to approve paying Industrial Contract Services the remaining retainage due on their contract with Roseau County. A motion was made by Commissioner Swanson, seconded by Commissioner Johnston and carried unanimously to approve the following resolution:

2009-02-02

BE IT RESOLVED, that the Board does hereby approve paying Industrial Contract services the remaining retainage on Project #040700 in the amount of \$20,000.00 pending receipt of IRS form IC134.

The Board discussed the Simplex Grinnell Fire Inspection Proposals. Building Maintenance Supervisor Lenny Johnson received quotes for these services and recommended approving the Simplex Grinnell quote. A motion was made by Commissioner Johnston, seconded by Commissioner Rasmussen and carried unanimously to adopt the following resolution:

2009-02-03

BE IT RESOLVED, that the Board does hereby approve the agreement with Simplex Grinnell for the purpose of Fire Inspection Services at the Roseau County Courthouse building in the amount of \$171.00 annually; at the Roseau County Detention Center in the amount of \$2,416.00 annually and at the Roseau County Social Services building in the amount of \$985.00 annually.

The Board discussed legislation that Senator Leroy Stumpf and Representative Dave Olin are writing authorizing Roseau County to sell specifically identified parcels of Consolidated Conservation land. This legislation is likely to be introduced this week. The parcels identified represent a small portion of the total acres of consolidated conservation land in Roseau County and consist of parcels that would be good candidates for building sites or that the adjoining landowner may be interested in purchasing. The motivation behind the sale is to increase the short and long term revenue to the county by placing more land into private ownership in Roseau County. The Board acknowledged possible resistance from the DNR to the sales due to a number of items including timber value on the land and wetland issues. Commissioner Johnston noted that while he is not opposed to the sale of a small portion of the consolidated conservation land in Roseau County, that the sale of this land is more complicated than it appears at first glance as the county is able to generate funds from the land that goes to provide public services and that it is available for more uses while it is state held than when moved to the private sector. Consolidated Conservation land does generate revenue for the county currently and that revenue is distributed according to statute with 30% going to a county development fund, 40% to the general fund of the school district from which it is derived and, 20% to the county revenue fund and 10% to the township road and bridge fund of the township from which it is derived. Commissioner Rasmussen acknowledged a concern that he has heard from his constituents that this is not a good time to sell these parcels due to the economy and the likelihood that the land would ultimately be sold to landowners residing outside of Roseau County including special environmental interest groups.

HIGHWAY DEPARTMENT

MNDOT District 2A Engineer Lou Tasa met with the Board to review the details of the economic stimulus funding going to transportation in Minnesota and specifically to District 2A. Nationally, \$27.5 billion dollars is being directed to transportation projects. Minnesota will receive \$502 million with a required 70/30 split between the state, Minnesota Department of Transportation and local transportation needs. Mr. Tasa noted that of the \$66 million being distributed to greater Minnesota, that District 2A was awarded \$10 million. Mr. Tasa acknowledged that none of the projects submitted on behalf of Roseau County were funded as guidelines required that the local dollars distributed be spend on projects located on a major collector or higher classification and Roseau County's projects did not meet this criteria. Mr. Tasa added that the District will work with ATP dollars in an effort to equalize funding and benefit counties within district 2A that did not have projects selected.

Engineer Ketring requested the Board approve a call for bids on a 2009 Seal Coat project. A motion was made by Commissioner Johnston, seconded by Commissioner Walker and carried unanimously to adopt the following resolution:

2009-02-04

BE IT RESOLVED, that the Board does hereby approve a call for bids until 2:00 pm on April 13, 2009, on S.A.P. 68-605-07, CSAH No. 5, Seal Coat and Fog Seal.

Chair Swanson recessed the meeting at 10:45 A.M. The meeting reconvened at 11:00.

PUBLIC HEARING – SMALL CITIES DEVELOPMENT GRANT – ARSENIC REMOVAL PROJECT

Commissioner Swanson recessed the regularly scheduled Board Meeting to open the public hearing to obtain public input regarding an application for Small Cities Community Development Program Funding.

A motion was made by Commissioner Walker, seconded by Commissioner Rasmussen and carried unanimously to open the public hearing.

Commissioner Swanson called for written and public comment. There was none.

A motion to close the public hearing was made by Commissioner Rasmussen, seconded by Commissioner Walker and carried unanimously.

Commissioner Swanson called the regularly scheduled Board Meeting back to order.

The Board discussed the Small Cities Development Grant which includes an arsenic removal project for Roseau mobile home park and a commercial building rehabilitation into a residential rental property in Warroad. The small cities grant is just under \$40,000 and will leverage over \$500,000. Mr. Wynne informed the Board that the City of Kelliher will no longer be serving as fiscal sponsor for this project as their project was not being selected for funding. The City of Warroad has agreed to serve as fiscal manager and will also maintain the fiscal audit. Roseau County will reimburse Warroad for costs associated with the audit. Mr. Wynne asked Roseau County to sign a Joint Cities Program Joint Participation Agreement. A motion was made by Commissioner Walker, Seconded by Commissioner Johnston and carried unanimously to adopt the following resolution:

2009-02-05

WHEREAS, Roseau County, Minnesota has identified an existing need to install an arsenic removal system in a mobile home park in Roseau County;

WHEREAS, many of the residents of this mobile home park are low income and;

WHEREAS, the State of Minnesota has funding available through the Minnesota Small Cities Program which can be used to assist the owner of the mobile home park to install an arsenic removal system and;

WHEREAS, the City of Warroad, Minnesota has agreed to act as a sponsor for said Minnesota Small Cities Program;

NOW THEREFORE IT IS AGREED THAT:

1. The City of Warroad shall act as the sponsor for a Small Cities Development Program Application to the Minnesota Department of Employment and Economic Development (DEED) for funding to be awarded in 2009.
2. The Small Cities Application shall request funds for the following activities:
 - a. Rental Rehabilitation – installation of arsenic removal system at the Oak Manor Mobile Home Park in Roseau County;
 - b. Rental conversion – conversion of nonresidential property to a residential rental property in Warroad;
 - c. Administration.
3. The City of Warroad will act as the lead applicant and will be responsible for contract execution, and to ensure that all compliance requirements are appropriately met and adhered to in a timely manner. Actual project implementation will be undertaken by an administrative consultant who will contract with the City of Warroad.
4. The City of Warroad will act as the fiscal manager and shall be responsible for overseeing project activities and for accounting for all fiscal draws and transactions.
5. The City of Warroad will be responsible for obtaining an annual audit of program expenditures if required to do so by the State of Minnesota and Roseau County will reimburse Warroad for any audit costs incurred which are attributable to the proposed arsenic removal system activity.

The above terms are agreed to by the City of Warroad, Minnesota and Roseau County, Minnesota effective January 15, 2009.

John Wynne of Wynne Consulting met with the Board to review a grant preparation services agreement. Wynne Consulting developed this grant preparation agreement as requested by the Board at the August 26, 2008 Board meeting. Per the agreement, Wynne Consulting would be willing to pursue and write grants on behalf of the county and cities within the county. Northwest Minnesota Multi-County HRA would compensate Wynne Consulting for these services at a rate of \$7500 per year on behalf of Roseau County. In addition, Wynne Consulting would receive a sum equal to 10% of any grant received, capping at \$22,500. The cities of Greenbush and Badger have passed resolutions to participate in this program providing \$2500 in funding from each city. The cities of Roseau and Warroad will likely pass similar resolutions leaving the balance for the county at \$12,500. A motion was made by Commissioner Swanson, seconded by Commissioner Johnston and carried unanimously to adopt the following resolution:

2009-02-06

BE IT RESOLVED, that the Board will enter into a one (1) year contract for the purpose of grant preparation services with Wynne Consulting, Inc. beginning January 1, 2009 and remain in effect until December 31, 2009.

NORTHWEST COMMUNITY ACTION

Northwest Minnesota Continuum of Care representative Wendy Thompson, Beltrami Area Service Collaborative Executive Director Patrick Grundmeier, and Northwest Community Action CAP representative Diane Hayes met with the Board to provide an overview on homelessness in northwest Minnesota and to present a new response to this human tragedy. In rural areas such as northern Minnesota homelessness is more hidden as homeless people are more likely to move from one unstable, sub-standard or cost-burdened situation to another, often hidden from the eyes of the

community. Data demonstrates that people who are homeless over a long period of time suffer devastating consequences that create barriers to their ability to become self sufficient. These issues include worsening of mental health issues, developmental delays for children, increases in the severity of addictions and an increased likelihood to become incarcerated. Studies indicate that the two main causal factors of homelessness are poverty and a shortage of affordable housing. In response to these studies, a new 10 year homeless prevention program entitled Heading Home Northwest Minnesota has been developed. After questions and discussion the Board was asked to approve a resolution of support of this plan. A motion was made by Commissioner Johnston, seconded by Commissioner Rasmussen and carried unanimously to adopt the following resolution:

2009-02-07

WHEREAS, Heading Home Northwest Minnesota is a 10-year plan to address homelessness in a 12-county region, which includes Roseau County.

WHEREAS, Roseau County will benefit from the action steps put forth in this plan to address homelessness in the region.

WHEREAS, the plan was created with input from throughout the region and endorsed by the Northwest Minnesota Continuum of Care.

WHEREAS, the plan provides an analysis of homelessness in Northwest Minnesota and contains county, regional, state, and national data of significance.

WHEREAS, a representative of the Northwest Minnesota Continuum of Care (the CoC) presented the 10-year plan entitled Heading Home Northwest Minnesota to the Roseau County Board. The CoC provided the county with a link to the full report as well as a copy of the Executive Summary for review.

SHERIFF'S DEPARTMENT

Bob Tuttle of the US Department of Homeland Security Bureau of Customs and Border Protection was unable to attend the meeting. The Board had requested that a representative of Border Patrol attend a meeting and respond to questions and concerns that commissioners receive regarding border patrol activities as well as to answer questions regarding the 2008 HSWM Stonegarden grant. Chief Deputy Terry Bandemer informed the Board that Mr. Tuttle has indicated that while he is unable to attend today's meeting, he would be happy to meet with any member of the Board to answer any questions or concerns they may have with regard to Border Patrol and the Stonegarden Grant. Chief Deputy Bandemer presented the finalized HSEM Operations Stonegarden 2008 grant document between the Minnesota Department of Public Safety Homeland Security and Emergency Management Roseau County in the amount of \$699,026 for the Board's acceptance. This is an eighteen month operation designed to use Roseau County law enforcement personnel and assets to augment enforcement operations in the Warroad Border Patrol Station area of responsibility. Roseau County will be fiscally managing the grant and will serve as the lead patrol agent. Half of the funding will be spent on labor providing 7800 hours of additional surveillance and half of the funding is for the purchase and maintenance of equipment. The Roseau County Sheriff's Office, Greenbush Police Department, Roseau Police Department and Warroad Police Department will be providing all the labor and over \$225,000 of the equipment will be purchased locally, infusing over \$500,000 into the local economy during the 18 month grant contract. A motion was made by Commissioner Walker, seconded by Commissioner Swanson, and carried by a 3-2 vote with Commissioners Swanson, Johnston, and Walker in favor and Rasmussen opposed.

ACKNOWLEDGE CORRESPONDENCE

The Board acknowledged correspondence from the Red Lake Watershed District opposing bill HF 109, SF 266 regarding county board approval of watershed district budgets.

Upon motion carried the Board adjourned at 12:00 am. The next regular meeting of the Board is scheduled for March 10, 2009, at 8:30 am.

Attest:

Date: _____

Teresa Klein, County Coordinator
Roseau County, Minnesota

Jack Swanson, Chairman
Board of County Commissioners
Roseau County, Minnesota

ITEM # Consent 2

REQUEST FOR BOARD ACTION

* Required Fields



*Person Responsible for Request Klein, Trish	*Department Coordinator	*Board Meeting Date Mar 10 2009
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***Subject Title (As it will appear on the agenda):**
Accept Prevention Coalition Continuation Grant Funding

***Background (Provide sufficient detail of the subject):**
The Prevention Coalition continuation grant paperwork has just now arrived. This grant document is for a two year project continuation beginning July 1, 2008 and ending June 30, 2010. The grant amount is \$528,780 and requires the signature of the Board Chair.

***Financial Consideration:**

***Legal Consideration:**

***Other Consideration:**

***Resolution (Wording should reflect the intent of the Board vote):**

Coordinator's Office Use (Do Not Write Below)

Date Received:	Comments:
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Board Action:

Comm.	Motion (First)	Motion (Second)	Vote			Vote Result	
			Yes	No	Abstain		
Swanson						Passed	
Johnston							
Folds						Failed	
Rasmussen							
Walker						Tabled	

ATTEST: Teresa Klein, Board Clerk



Minnesota Department of **Human Services**

July 3, 2008

VIA OVERNIGHT MAIL

Roseau County Attorney
606 5th Avenue, SW Room 10
Roseau, MN 56751

RE: Roseau County Prevention Coalition, grant # 439530

Dear Sir or Madam:

Enclosed please find three (3) originals of your grant contract for signature by your organization's Board Chairperson or one other authorized person **and** the Agency's attorney. If no attorney's signature is provided, Chemical Health requires a copy of your by-laws **or** a resolution that authorizes the Chairperson and/or other individual to sign contracts. **Either the attorney signature or the by-laws/resolution must be included or the grant contract cannot be signed by Chemical Health.**

Please sign, date and return the three (3) originals to me within ten (10) days if possible, at the following address:

DHS/Chemical Health Division
Attn: Joan Kaluza
PO Box 64977
Saint Paul, MN 55164-0977

No work can be performed, nor is payment or reimbursement allowed under this grant contract, until the effective start date has arrived or until the date that the final required signature is obtained from the STATE, pursuant to Minnesota Statutes, Section 16B.06, Subdivision 2, whichever occurs last.

A fully signed and executed original of this grant contract will be forwarded to you when it is fully executed. If you feel changes must be made to this grant contract or have any questions about the grant contract, please immediately contact me through any of the numbers below.

Sincerely,

Joan Kaluza
Grants Specialist Senior
Telephone: 651-431-2472
FAX: 651-431-7449
e-mail: joan.kaluza@state.mn.us

cc: Alan Fredrickson
File
Enclosures

AMENDMENT NO. 1 TO 439530

Grant Contract Start Date: 7/01/2008 Total Grant Contract Amount: \$765,670
Original Grant Contract Expiration Date: 6/30/2009 Original Grant Contract Amount: \$236,890
Current Grant Contract Expiration Date: 6/30/2009 Previous Amendment(s) Total: NA
Requested Grant Contract Expiration Date: 6/30/2009 Amendment Amount: \$528,780

This amendment is by and between the State of Minnesota, through its Commissioner of the Department of Human Services, ~~Chemical Health Division~~ Alcohol and Drug Abuse Division, address 540 Cedar Street, Saint Paul, MN 55164-0977 ("STATE") and Roseau County Attorney's Office, address 606 5th Avenue SE, Room #10, Roseau, MN 56751 ("GRANTEE"), identified as Grant No. 439530 to deliver chemical health prevention and treatment support services at the local level; and

WHEREAS, the GRANTEE and the STATE have agreed to extend the services of the grant contract for two additional years; and

WHEREAS, the STATE and the GRANTEE have agreed that additional time, duties, and funds are necessary for the satisfactory completion of the grant contract.

Therefore, the parties agree that:

REVISION 1. Clause I. "**GRANTEE'S DUTIES**" paragraphs are amended as follows:

- I. **GRANTEE'S DUTIES.** GRANTEE shall shall satisfy the goals and objectives and complete the tasks sent forth in the Grant proposal entitled "**Roseau County Prevention Coalition**," received by the State on 10/28/2005 a copy of which is on file in the State office of the Department of Human Services, ~~Chemical Health~~ Alcohol and Drug Abuse Division (ADAD), 540 Cedar Street, Saint Paul, Minnesota 55155, and is incorporated into this agreement by reference. Included into the GRANTEE duties are the following:
- A. Reduce youth alcohol, tobacco and other drug (ATOD) access and use and adult problems from ATOD use within the Roseau, Warroad and Badger school districts in Roseau county, MN.
 - 1. Grantee will enhance a coalition to oversee ATOD prevention activities with the communities of Roseau, Warroad and Badger.
 - a. Grantee will employ one full-time employee to be the community's ATOD prevention coalition coordinator and contact person for this grant.
 - b. Grantee will strengthen/expand the community coalition to include members from each of the following twelve (12) sectors. Each member will officially represent only one sector and will be part of that sector within the geographic area the coalition represents. An adult who has a child in the school district represented

by the coalition and also owns a hardware store in the next suburb or town over that is not within the area represented by the coalition may represent the 'parents' sector but could not represent the 'business community' sector. Likewise a person who is a parent, owns a business within the community represented by the coalition and is also a member of the "Elks" club, must choose which of these three sectors (parents, Business community, Spiritual or fraternal organizations) they will represent at coalition meetings, they cannot represent all three.

- 1) Youth,
 - 2) Parents,
 - 3) Business community,
 - 4) Media,
 - 5) Schools,
 - 6) youth-serving organizations,
 - 7) Law enforcement agencies,
 - 8) Spiritual or fraternal organizations,
 - 9) Civic and volunteer groups,
 - 10) Healthcare professionals,
 - 11) State, local, tribal government (with experience in substance abuse),
 - 12) Other organizations involved in reducing abuse. Include representation from all cultures in the community.
- c. Grantee will ensure that at least two (2) coalition members, one of whom is the coalition coordinator, will attend the annual Program Sharing Prevention Conference two (2) days each grant year. The coalition will submit an application to present at ~~this conference~~ the Oct. 2008 conference.
- d. The ATOD prevention coalition will meet monthly throughout the length of the grant (July 1, 2008 through June 30, 2009~~11~~) to identify and assess the scope of substance abuse and related problems within the communities of Roseau, Warroad and Badger, to analyze why these problems exist in this community and to select and act upon the issue/s the coalition has the capacity and consensus among the members to address. While grantee will not provide a meal for coalition members at these meetings, light refreshment may be provided by grantee.
- e. The coalition coordinator will participate in conference calls arranged by the Chemical Health Alcohol and Drug Abuse Division and in at least two meetings per grant year in order for grantee coordinators to network and discuss coalition, programmatic, and or strategic concerns and successes.
- f. The ATOD prevention coalition will review and update their written by-laws, a mission and vision statement by May 30th, 2009 of each grant year.

- g. The ATOD prevention coalition will have developed a logic model to guide their activities by December 31, 2008 and review and update as needed each grant year.
 - h. Grantee will recruit, train, and retain volunteers for various positions related to the coalition. Grantee will provide ongoing recognition of volunteers, both verbally and concretely. Assign volunteers to positions matching their skills, talents, and preferences.
 - i. If there are new school superintendents and/or principals in the Roseau, Warroad or Badger school districts the grantee will provide the Chemical Health Alcohol and Drug Abuse Division with a letter of support from each new school superintendent and/or principal. This letter must indicate the schools/districts intent to participate in the programs specified in this grant.
 - j. Grantee will ensure that any new staff delivering model program components will receive all recommended and appropriate training from the program developers.
 - k. Grantee will develop and disseminate an annual coalition report to community members and stakeholders. The report will be sent to CHD ADAD for approval before being disseminated. The July 1, 2008-June 30, 2009 report will be disseminated by July 31, 2009. The July 1, 2009 – June 30, 2010 report will be disseminated by July 31, 2010. The July 1, 2010-June 30, 2011 report will be disseminated by June 30, 2011.
 - l. Grantee will ensure that at least three (3) staff, one of whom is the coalition coordinator, will keep their level one Prevention Professional Certification up-to-date through June 30, 2011.
2. Grantee will work to change community norms to be less accepting of underage alcohol and tobacco use and adult misuse in the communities of Roseau, Warroad and Badger.
- a. Grantee will ensure that at least two (2) coalition members, including the coalition coordinator, will attend the Social Norms Marketing Institute July 10, 2008 through July 12, 2008 in Bozeman, MT each grant year.
 - b. Grantee will ensure that at least two (2) coalition members, including the coalition coordinator, will attend the Community Anti-Drug Coalitions of America's (CADCA) annual mid-year conference National Leadership Forum, or a different national conference that is agreed upon by the grantee and the CHD ADAD grant consultant and CHD ADAD evaluation consultant each grant year.
 - c. Each grant year ~~The~~ coalition coordinator will educate policymakers and community leaders about positive ATOD community norms and other effective prevention policies as a part of changing cultural and social norms toward less

acceptance of alcohol and other drug use by youth, and inappropriate alcohol use by adults.

- d. Grantee will present or have coalition members or the Regional Prevention Center Coordinator for the region present the "ATOD Guidelines" presentation/discussion to parents, youth, businesses, spiritual/religious groups, coaches, etc. at least ~~twice twelve (12) times~~ (at least ~~once six (6) times~~ in the Roseau ISD and at least ~~once six (6) times~~ in the Warroad ISD) by June 30, 2009; at least six (6) times (at least three (3) times in the Roseau ISD and at least three (3) times in the Warroad ISD) between July 1, 2009- June 30, 2010; at least six (6) times (at least three (3) times in the Roseau ISD and at least three (3) times in the Warroad ISD) between July 1, 2010- June 30, 2011).
- e. The coalition coordinator will develop and maintain positive relationships with media as part of a planned public relations campaign to publicize positive community norms and coalition successes within the community to change public norms about ATOD use by youth and adults.
- f. Grantee will provide a ~~monthly~~ quarterly written update communication highlighting positive community ATOD norms via donated space in the local newspaper(s) between July 1, 2008-June 30, 2009.
- g. Grantee will ensure that at least twenty (20) 7th – 12th grade students from the Roseau school district will attend a one-day (6-8 hour) youth training on environmental prevention and youth leadership provided by Wilder, Inc. by December 31, 2008.
- h. Grantee will ensure that at least twenty (20) 7th – 12th grade students from the Warroad school district will attend a one-day (6-8 hr) youth training on environmental prevention and youth leadership provided by Wilder, Inc. by December 31, 2008.
- ~~i. Grantee will ensure that at least twelve (12) of the youth from Warroad who attended the one-day training provided by Wilder, Inc. will select and implement environmental Alcohol, Tobacco and Other Drugs (ATOD) prevention activities during the July 1, 2008 – June 30, 2009 program year. Students will meet at least twice a month, to work on environmental activities. Additional time will be spent on environmental activities by the youth outside of these formal meetings. Grantee will send a description of the ATOD prevention environmental activities the youth group elects to undertake to the CHD grant consultant and CHD evaluation consultant for approval before expending grant funds on the activities.~~
- i. Grantee will ensure that at least eighteen (18) youth from Warroad and Roseau, who are members of the youth group named TADA (Teens Against Drugs and Alcohol), will select and implement environmental Alcohol, Tobacco and Other Drugs (ATOD) prevention activities during each grant year. Students will meet at

least once a month to work on environmental activities. Additional time will be spent on environmental activities by the youth outside of the formal meetings. Each grant year the grantee will send a description of the ATOD prevention environmental activities the youth group elects to undertake to the ADAD grant consultant and the ADAD evaluation consultant for approval before expending grant funds on the activities.

- ~~j. Grantee will ensure that at least twelve (12) of the youth from Roseau who attended the one-day training provided by Wilder, Inc. will select and implement environmental Alcohol, Tobacco and Other Drugs (ATOD) prevention activities during the July 1, 2008—June 30, 2009 program year. Students will meet at least twice a month, to work on environmental activities. Additional time will be spent on environmental activities by the youth outside of these formal meetings. Grantee will send a description of the ATOD prevention environmental activities the youth group elects to undertake to the CHD grant consultant and CHD evaluation consultant for approval before expending grant funds on the activities.~~
- j. Grantee will work with other Planning & Implementation (P&I) grantees and Regional Prevention Coordinators to hold an annual Youth Leadership Academy for youth from the P&I ATOD Prevention Youth Groups at a central location within MN. One such academy will be held each grant year.
- k. Grantee will hold two (2) Town Hall meetings, one (1) to review the Warroad Positive Community Norms Survey information and updates regarding Coalition work and one (1) to review the Roseau Positive Community Norms Survey information and updates regarding Coalition work each grant year.
- l. Each grant year, Grantee will ensure that Warroad and Roseau schools will include positive community ATOD norm messages in their newsletters and mailings.
- m. Each grant year Grantee will ensure that the Coalition coordinator and at least one (1) coalition member will attend DHS hosted presentations on the MN Positive Community Norms Project.
- n. Grantee will develop a Social Norms Campaign for the Warroad and Roseau school districts by implementing steps 1-7 as outlined in the “Most of Us Toolkit” throughout grant years 1, 2 & 3. ~~Grantee will not spend any of the funds in their budget allocated for “Positive Community Norms Materials & Methods and listed within the “Other” line item until their Positive Community Norms Communication Plan has been approved by the CHD grant consultant and the CHD evaluation consultant.~~
- o. Each grant year Grantee will implement the youth ‘Most of Us’ student survey for all students in grades 7-12 in the Warroad school district, date of administration to be agreed upon by the grantee and ~~CHD~~ ADAD, and at

approximately at the same month and day as the baseline youth survey was administered in 2008.

- p. Each grant year Grantee will implement the youth 'Most of Us' student survey for all students in grades 7-12 in the Roseau school district, date of administration to be agreed upon by the grantee and ~~CHD~~ ADAD, and at approximately at the same month and day as the baseline youth survey was administered in 2008.
- q. Grantee will implement the 'Most of Us' parent survey in the fall of 2008, by including it with the other information sent at the start of the 2008-09 school year to parents with children in the Warroad School District. In grant year two and three grantee will either implement a parent survey or use an alternate method of working with parents to reduce youth alcohol use.
- r. Grantee will implement the 'Most of Us' parent survey in the fall of 2008, by including it with the other information sent at the start of the 2008-09 school year to parents with children in the Roseau School District. In grant year two and three grantee will either implement a parent survey or use an alternate method of working with parents to reduce youth alcohol use to be jointly determined by the PCN evaluation team and grantee.
- s. Grantee will give the Roseau ISD and the Warroad ISD each a Turning Point Student Response system (model RF) as appreciation for implementing the Youth Most of Us survey to 7th – 12th grade students and will provide training and Technical Assistance to the Roseau and Warroad ISD's on how to use the systems to correct misperceptions.
- t. Grantee will give the Badger ISD a Turning Point Student Response system (model RF) as appreciation for implementing Project Northland to 6th, 7th & 8th grade students and Class Action to high school students, and will provide training and Technical Assistance on how to use the system to correct misperceptions.
- u. Each grant year Grantee will report to the Roseau and Warroad City Councils and the Roseau County Board of Commissioners on environmental strategies being implemented in their respective school districts.
- v. Grantee will continue working with the Zero Adult Providers (ZAP) program in Roseau County, to include working with the law enforcement, probation, and judicial systems on their response to underage drinking and adult providers of alcohol to underage youth. While this may include bringing in off-duty officers to assist once an underage party is found, it will not include funds for extra patrols to go out 'looking for' underage parties. Grantee will provide training to new officers who are unfamiliar with the current ZAP protocol.
- w. Grantee will work with local newspapers, radio stations, and other forms of media to educate community members on positive community ATOD norms within the

communities of Roseau and Warroad, to include sending Public Service Announcements (PSA's) about the Positive Community Norms project and the ZAP program to local newspapers and radio stations.

- x. Coalition Coordinator and Director will provide responsible beverage server training and reinforcement for meeting the letter of the law to establishments selling alcohol in Roseau County at least once in Roseau and once in Warroad in each grant year.
- y. Each grant year Grantee will meet with law enforcement and schedule alcohol and tobacco compliance checks in Roseau County.
- z. Each grant year Grantee will ensure youth are trained to assist with compliance checks
- aa. Each grant year Grantee will ensure that Law enforcement conduct compliance checks at all liquor serving establishments in Roseau County two (2) times between (July 1, 2008 and June 30, 2009).
- bb. Each grant year Grantee will ensure a drug court training is provided for the appropriate personnel in both Roseau and Warroad.
- cc. Each grant year Grantee will ensure that Law enforcement conduct compliance checks at all tobacco outlets in Roseau County between July 1, 2008 and June 30, 2009.
- dd. Each grant year Grantee will send a media advisory to newspaper and radio stations publicizing businesses that passed compliance checks and send letter of recognition following each round of compliance checks to businesses that did not sell alcohol to minors.
- ee. A Coalition WEB site geared at youth and linked to all schools and city websites will be maintained. Grantee will make available on the website the following:
 - 1) Local data regarding ATOD use
 - 2) Newsletters with ATOD information
 - 3) Parenting information
- ff. Grantee will ensure that at least two coalition members (one of whom is the coalition coordinator) will attend one of two State provided Training of Trainers for the Guidelines Conversations by May 31, 2009 (one training to be held in the northern half of the state and one to be held in the southern half of the state.
- gg. Grantee will distribute ATOD prevention information (other than PCN and ZAP) as deemed appropriate within Roseau County.

3. Provide the Center for Substance Abuse Prevention (CSAP) model programs, Project Northland and Class Action in the Warroad, Roseau and Badger school districts.
- a. Each grant year Grantee will train 6th grade students as peer leaders each year. One (1) student for every 5-6 students in the 6th grade will be trained as a peer leader.
 - b. Each grant year Grantee will provide Project Northland's Slick Tracy Home Team Program to all 6th grade students within the Roseau, Warroad and Badger school districts. The Slick Tracy Home Team Program will include four (4) parent newsletters, Home Team homework, 4-5 weekly classroom educational sessions for students, creation of student posters about alcohol and a Slick Tracy Poster Fair. The Slick Tracy poster fair will be held in the evening, not during the school day.
 - c. Each grant year Grantee will Train 7th grade students as peer leaders. One student for every 5 to 6 students in the 7th grade will be trained as a peer leader.
 - d. Each grant year Grantee will provide Project Northland's Amazing Alternatives to all 7th grade students within the Roseau, Warroad and Badger school districts. Amazing Alternatives will include one parent Kick-off night, three (3) parent newsletters and eight (8) classroom educational sessions provided at least weekly for students. The parent Kick-off night will be held in the evening, not during the school day, and will follow the format of the "Amazing Alternatives Fun Night" in the Super-Charged manual. The three (3) parent newsletters will be sent during the time the parents' children are receiving the Amazing Alternatives curriculum in the school and will include information on what their child is learning in the curriculum, ideas for how they may strengthen protective factors for their children or how they may 'talk with' their children about alcohol/tobacco use, and/or suggestions for activities to do with their children.
 - e. Each grant year Grantee will provide Project Northland's Power Lines to all 8th graders during at designated schools within the Roseau, Warroad and Badger school districts. Power Lines will include three (3) parent newsletters and eight (8) classroom educational sessions within a four-week period. Each group of students will conduct at least one community-based project involving data collection; media analysis; forming a community task force and using policy solutions; media literacy and working with the media; learning about policies and laws; normative youth behavior; and youth organizations that support reduction in alcohol abuse. The three (3) parent newsletters will be sent during the time the parents' children are receiving the Power Lines curriculum in the school and will include information on what their child is learning in the curriculum, ideas for how they may strengthen protective factors for their children or how they may 'talk with' their children about alcohol/tobacco use, and/or suggestions for activities to do with their children.

- f. Each grant year Grantee will provide Project Northland's Class Action curriculum to at least one hundred fifty (150) students in grades 9 and 10 in the Roseau and Badger school districts. The Class Action curriculum consists of 8-10 classroom sessions to be held at least weekly and four postcards sent to parents.
4. Grantee will provide the Northwest Minnesota Mentoring Program for youth ten to eighteen (10-18) years of age at high-risk for ATOD use/abuse in the Roseau, Warroad and Badger school districts.
 - a. Each grant year Grantee will provide six (6) "Problem Solving" classes, for at least twenty-five (25) youth each, ~~per~~ year. A class consists of at least four (4) two-hour class sessions held at one of the local schools.
 - b. Each grant year Grantee will provide Teen Journey, a weekly support group, at one of the local schools for approximately five (5) youth/week.
 - c. Grantee will provide mentoring services for at least fourteen (14) youth at high-risk for ATOD use/abuse each month of the grant contract-year, with the expectation of at least one-hour of mentoring/week for at least six (6) months up to one year per youth.
 - d. Grantee will provide adult mentors with eight (8) hours of initial training.
 - e. Provide adult mentors with at least two (2) hours of on-going training and case-staffing support each month.
 - f. Program Director will screen mentors and youth and make appropriate matches.
 - g. Mentors will complete monthly progress reports on each youth. Mentors will document any extraordinary incidents, such as: youth breaking the law, youth hurts him/herself or other person, suspected child abuse or neglect. A total of thirty (30) youth (at least 75% of those who received mentoring services) will not recidivate (re-offend or commit juvenile crime(s)) by the end of the project period.
 - h. Grantee will provide 24-hour crisis intervention: Mentors and program director will be available to youth and families to assist with any problem that may occur.
 - i. Grantee will ensure that each youth in the mentoring program will volunteer at least four (4) hours in the community while in the mentoring program.
 - j. For the first month after a youth is referred to the mentoring program, the program director will meet weekly with the family addressing any concerns they may have. These meetings will continue after the first month at the families' convenience.

- k. Grantee will develop and mail a monthly newsletter to youth involved in the mentoring program.
5. Grantee will provide a Truancy Mentoring program for at least twenty (20) youth 10 to 18 years of age at high risk for ATOD use/abuse due to school truancy in the Roseau, Warroad and Badger school districts.
 - a. Grantee will monitor truant students ~~for entire probation period while they are in the Truancy Program~~ to ensure that they are attending school daily without any unexcused absences.
 - b. Grantee will investigate why students are not attending class, make recommendations to student and his/her parents on regular attendance.
 - c. Grantee will meet with parents as needed to ensure students are attending school and other needs the family may have regarding attendance.
 - d. Grantee will provide referrals for families needing other types of services.
 6. ~~Each grant~~ Grantee will provide an ATOD-free open gym for youth aged 10-18 twice a week during the school year.
 7. Grantee will collaborate with evaluators provided by the State to document progress and outcomes, and incorporate findings in order to refine and improve program effectiveness.
 - a. A monthly Minimum Data Set (MDS)/Coalition report will be submitted to ~~CHD~~ ADAD by the Grantee by the 10th of each month for the previous month's activities.
 - b. Grantee, with training and technical assistance from Wilder, will develop a logic model and an evaluation plan approved by the Chemical Health Alcohol and Drug Abuse Division Evaluation Coordinator by December 31, 2008.
 - c. Grantee will report process and outcome evaluation data using the Minimum Data Set (MDS) and Database Builder (DbB) or alternative programs provided by the Chemical Health Alcohol and Drug Abuse Division.
 - d. Grantee will maintain fidelity as defined by program developers. If any deviations from the developer's guidelines are made during the implementation of a CSAP Model Program, a letter from the developer (on developer's letterhead) will be sent directly to the Chemical Health Alcohol and Drug Abuse Division. The letter must state that the proposed changes should not alter the substance-use related outcomes of the original program.

- e. Grantee will work with The Montana Institute to evaluate the Minnesota Positive Community Norms (PCN) Project. In Grant year one, grantee will pay, upon receipt of an invoice from The Montana Institute, \$5,000 by April 1, 2009 for evaluation services for the MN PCN Project. In grant year two, grantee will pay (upon receipt of an invoice from The Montana Institute) \$3,000 in quarter one (July 1-Sept. 30, 2009); \$3,000 in quarter two (Oct. 1-Dec. 31, 2009); \$3,000 in quarter three (Jan. 1-March 31, 2010) and \$3,000 in quarter four (April 1-June 30, 2010) for evaluation services for the MN PCN Project. In grant year three, grantee will pay (upon receipt of an invoice from The Montana Institute) \$3,000 in quarter one (July 1-Sept. 30, 2010); \$3,000 in quarter two (Oct. 1-Dec. 31, 2010); \$3,000 in quarter three (Jan. 1-March 31, 2011) and \$3,000 in quarter four (April 1-June 30, 2011) for evaluation services for the MN PCN Project.

- B. Grantee shall provide the State with up to five (5) days each fiscal year to participate in site visits or attend other meetings on request.

- C. Grantee is required to provide employees with continuing education in order to improve the program's activities and services.

- D. Grantee shall participate in the MDS data collection system, ~~which includes three (3) copies of a monthly report form.~~

- E. Grantee shall participate in the data collection system including forms developed and approved by the ~~Chemical Health Alcohol and Drug Abuse~~ Division, Evaluation Coordinator which measures process and client outcomes. Grantee shall, upon request, submit the data collected to assess process and outcomes.

- F. Grantee will immediately notify the ~~Chemical Health Alcohol and Drug Abuse~~ Division in writing of any program staff changes (including a position description and resume for newly hired staff) and a plan for the continuance of the duties outlined in the grant contract.

REVISION 2. Clause II. "CONSIDERATION AND TERMS OF PAYMENT" paragraphs A.1 and A.3. are amended as follows:

A. Consideration for all services performed and goods or materials supplied by GRANTEE pursuant to this grant shall be paid by the STATE as follows:

1. Compensation shall be consistent with the Program Line Item Budget as follows:

The remainder of this page is intentionally left blank. The line item budget continues on the next page.

July 01, 2008 – June 30, 2009 (SFY 2009 Year 1)

Salaries	\$	0
Fringe Benefits		0
Contracted Services	124,928	<u>125,928</u>
Space Costs		0
Equipment		0
Bonds & Insurance		5,765
Copying		0
Data Processing		0
Communications		900
Instate Travel		29,424
Out-of-State		6,979
Supplies & Materials		5,886
Evaluation	\$16,000	<u>21,000</u>
Audit		0
Other*	\$47,000	<u>56,008</u>
Indirect Cost		0
Total	\$236,890	<u>\$251,890</u>

July 01, 2009 – June 30, 2010 (SFY 2010 Year 2)

Salaries	\$	0
Fringe Benefits		0
Contracted Services	119,128	<u>119,128</u>
Space Costs		0
Equipment		0
Bonds & Insurance		5,765
Copying		0
Data Processing		0
Communications		1200
Instate Travel		30,144
Out-of-State		9,379
Supplies & Materials		6,483
Evaluation		28,000
Audit		0
Other*		56,791
Indirect Cost		0
Total		<u>\$256,890</u>

July 01, 2010 – June 30, 2011(SFY 2011 Year 3)

Salaries	\$	0
Fringe Benefits		0
Contracted Services	119,128	<u>119,128</u>
Space Costs		0
Equipment		0

Bonds & Insurance	5,765
Copying	0
Data Processing	0
Communications	1200
Instate Travel	30,144
Out-of-State	9,379
Supplies & Materials	6,483
Evaluation	28,000
Audit	0
Other*	56,791
Indirect Cost	0
Total	\$256,890

***Other includes: CADCA membership, Training and registration feeds, Project Northland Parent Nights, Amazing Alternatives Kick-off night, Youth Leadership Academy and Youth Mentoring expenses.**

3. The total obligation of the STATE for all compensation and reimbursements to GRANTEE shall not exceed ~~two hundred thirty-six thousand eight hundred ninety dollars (\$236,890.00)~~ **seven hundred sixty-five thousand six hundred seventy dollars (\$765,670.00).**

REVISION 3. Clause II. "TERMS OF PAYMENT" paragraph B.1. is amended as follows:

1. (a) Reimbursement shall be an initial cash advance of \$59,223.00. The initial cash advance will be made at the start of the grant in the amount of 1/4 (one-quarter) of the total grant award in a 12-month budget period. Subsequent advances will be made at the end of the first, second and third quarter of each 12-month budget period. The first and second quarter advances will be based upon the previous quarter's expenses, as documented by receipts, invoices, travel vouchers, and time sheets, and will be awarded in an amount not to exceed 1/4 (one-quarter) of the 12-month budget award. The third quarter advance will be based upon the previous quarter's expenses, as documented by receipts, invoices, travel vouchers, and time sheets, but will be adjusted to reimburse the grantee no more than 1/8 (one-eighth) of the total yearly award, leaving the remaining 1/8 of the yearly award to be paid at the time the final yearly reports are approved.
- (b) Advances for subsequent fiscal years will not be issued until the GRANTEE submits all state and federal documentation to the State, as specified in the Request for Proposals. If the required documentation is not received and accepted prior to the date the first-quarter reports for each subsequent fiscal year are due, the GRANTEE will not receive the advance and will be reimbursed based solely on quarterly invoices submitted. The advance from this grant may be withheld, at STATE's option, if Grantee leaves outstanding any final documentation/Program reports from previous grants. This condition will not be waived even if Grantee has forfeited final payment due to unsatisfactory work product or failure to submit a timely invoice/Fiscal Report. Funds for the initial start up advance and the subsequent three quarters will be reconciled at the end of the State fiscal year June 30, 2009. If actual expenditures of the GRANTEE are

less than provided in the cash advance and any subsequent payments, the GRANTEE shall remit excess funds to the STATE no later than July 31, 2009. ~~If actual expenditures of the GRANTEE are less than provided in the approved program line item budget at the end of the grant's term, the STATE shall reduce the final payment so as not to exceed expenditures.~~

(c) The STATE shall issue a second fiscal year cash advance of \$64,223.00 after reconciliation of the previous State fiscal year funds. Advances and reimbursements for the fourth 12-month budget period shall be made under the same conditions as the initial 12-month budget period, as set forth in subsection B.1, above. The second fiscal year start-up cash advance from this grant may be withheld, at STATE's option, if Grantee leaves outstanding any final documentation/Program reports from previous grants. This condition will not be waived even if Grantee has forfeited final payment due to unsatisfactory work product or failure to submit a timely invoice/Fiscal Reports Funds for the initial start up advance and the subsequent three quarters will be reconciled at the end of the State fiscal year June 30, 2010. If actual expenditures of the GRANTEE are less than provided in the cash advance and any subsequent payments, the GRANTEE shall remit excess funds to the STATE no later than July 31, 2010.

(d) The STATE shall issue a third fiscal year cash advance of \$64,223.00 after reconciliation of the previous State fiscal year funds. Advances and reimbursements for the fourth 12-month budget period shall be made under the same conditions as the initial 12-month budget period, as set forth in subsection B.1, above. The third fiscal year start-up cash advance from this grant may be withheld, at STATE's option, if Grantee leaves outstanding any final documentation/Program reports from previous grants. This condition will not be waived even if Grantee has forfeited final payment due to unsatisfactory work product or failure to submit a timely invoice/Fiscal Reports. If actual expenditures of the GRANTEE are less than provided in the approved program line item budget at the end of the grant's term, the STATE shall reduce the final payment so as not to exceed expenditures.

2. Please document the need for the Advance given to the Grantee: A yearly cash advance is needed for the continuation of uninterrupted service activities since the project budget for the first year of the grant does not accrue any fund balance for future operations, and this organization has no other revenue source that will accrue an unallocated fund balance that could be applied to this project's activities in the first quarter of the continuation period.
3. Payments shall be made by the STATE promptly after GRANTEE'S presentation of invoices for services performed and acceptance of such services by the STATE'S authorized agent pursuant to Clause VII. Invoices shall be submitted in a form prescribed by the STATE and according to the following schedule:

-Fiscal Reports due the **15th** day of the month after the end of each quarter. Fourth quarter Fiscal Reports must be submitted no later than **July 31st** for each budget year of the grant contract to ensure full payment.

- A **Mid-Year Program Report** due **January 15th** of each budget year of the grant contract.
- A **Year-End Program Report** due **June 30th** of each budget year of the grant contract.
- A **Final Program Evaluation Report** due **June 30, 2009** **June 30, 2011**.

Failure to submit required reports may result in reimbursement being denied, future payments being withheld, and payment recoupment in accordance with section IV.

4. (Where applicable. If blank this section does not apply.) Payments are to be made from federal funds obtained by the STATE through Title XIX, Part B, Subparts I and II of the PHS Act/45 CFR Part 96 (and amendments thereto) Catalog of Federal Domestic Assistance (CFDA) No. 93.959. If at any time such funds become unavailable, this grant shall be terminated immediately upon written notice of such fact by the STATE to the GRANTEE. In the event of such termination, GRANTEE shall be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

REVISION 4. Clause V.. "TERMS OF CONTRACT" is amended as follows:

This grant shall be effective on July 1, 2008, or upon the date that the final required signature is obtained by the STATE, pursuant to Minnesota Statutes, Section 16C.05, Subd 2, whichever occurs later, and shall remain in effect through ~~June 30, 2008~~ June 30, 2011, or until all obligations set forth in this grant contract have been satisfactorily fulfilled, whichever occurs first. GRANTEE understands that NO work should begin under this grant contract until ALL required signatures have been obtained, and GRANTEE is notified to begin work by the STATE's Authorized Representative. The GRANTEE shall have a continuing obligation, after said grant period, to comply with the following provisions of grant clauses: X. Liability; XI. State Audits; XII. Information Privacy and Security; XIII. Intellectual Property Rights; XIV. and XIX. Jurisdiction and Venue.

EXCEPT AS AMENDED HEREIN, THE TERMS AND CONDITIONS OF THE ORIGINAL GRANT CONTRACT AND ALL PREVIOUS AMENDMENTS REMAIN IN FULL FORCE AND EFFECT.

IN WITNESS WHEREOF, the parties have caused this grant contract to be duly executed intending to be bound thereby.

APPROVED:

1. STATE ENCUMBRANCE VERIFICATION:

Individual certifies that funds have been encumbered as required by Minn. State. 16A.15 and 16C.05

By (authorized signature)
Date

3. STATE AGENCY:

Individual certifies the applicable provisions of Minn. Stat. §16B.97, subdivision 1 and Minn. Stat. §16B.98 are reaffirmed.

By (authorized signature)
Title Director, Alcohol and Drug Abuse Division
Date

2. GRANTEE:

GRANTEE certifies that the appropriate person(s) have executed the contract on behalf of the GRANTEE as required by applicable articles, by-laws, resolutions, or ordinances.

By
Title
Date

I certify that the signatories for the Grantee have lawful authority, by virtue of the corporate by-laws or a corporate resolution, to bind the Grantee to the terms of this grant contract.

(Attorney for Grantee)

By
Title
Date

Distribution:

- Agency - Original (fully executed) contract
- Grantee
- State Authorized Representative

ITEM # Consent 3

REQUEST FOR BOARD ACTION

* Required Fields



*Person Responsible for Request Klein, Trish	*Department Coordinator	*Board Meeting Date Mar 10 2009
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***Subject Title (As it will appear on the agenda):**
Approve Memorandum of Understanding between Roseau County and LELS for Stonegarden Grant

***Background (Provide sufficient detail of the subject):**
Attached is the Memorandum of Understanding between Roseau County and LELS Local No. 314 regarding compensation for overtime hours for employees working the Stonegarden grant.

***Financial Consideration:**

***Legal Consideration:**

***Other Consideration:**

***Resolution (Wording should reflect the intent of the Board vote):**

Coordinator's Office Use (Do Not Write Below)

Date Received:	Comments:

Board Action:

Comm.	Motion (First)	Motion (Second)	Vote			Vote Result
			Yes	No	Abstain	
Swanson						Passed
Johnston						
Folds						Failed
Rasmussen						
Walker						Tabled

ATTEST: Teresa Klein, Board Clerk

**MEMORANDUM OF UNDERSTANDING
BETWEEN
ROSEAU COUNTY
AND
LAW ENFORCEMENT LABOR SERVICES
LOCAL NO. 314**

This Memorandum of Understanding is entered into between the Roseau County (hereafter "County") and Law Enforcement Labor Services, Inc., Local 314 (hereafter "Union").

Whereas Article 11.7 of the Contract between the County and the Union requires employees to be paid overtime in compensatory time; and

Whereas The United States Federal Government through Operation Stone Garden is funding overtime to be worked by Union members; and

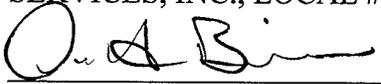
Whereas The County and the Union desire these overtime hours be paid as overtime compensation added to the regular payroll.

Therefore be it resolved Operation Stone Garden funded overtime hours will be paid as overtime compensation added to the regular payroll.

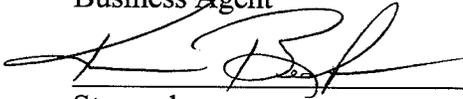
This Memorandum of Understanding represents the full and complete agreement between the parties regarding this matter.

In Witness Whereof the parties have caused this Memorandum of Agreement to be executed this _____ day of _____, 2009.

FOR LAW ENFORCEMENT LABOR
SERVICES, INC., LOCAL #315



Business Agent



Steward
LELS #314

FOR ROSEAU COUNTY

ITEM # Consent 4

REQUEST FOR BOARD ACTION

* Required Fields



*Person Responsible for Request Klein, Trish	*Department Coordinator	*Board Meeting Date Mar 10 2009
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***Subject Title (As it will appear on the agenda):**
Approve MN Department of Corrections FY10 and FY11 Sentence to Serve Agreement

***Background (Provide sufficient detail of the subject):**
Attached is the Income contract for FY10 and FY11 between the Roseau County and the State of MN for the Sentencing to Service Program.

***Financial Consideration:**

***Legal Consideration:**

***Other Consideration:**

***Resolution (Wording should reflect the intent of the Board vote):**

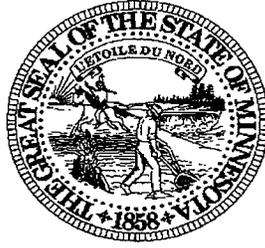
Coordinator's Office Use (Do Not Write Below)

Date Received:	Comments:
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Board Action:

Comm.	Motion (First)	Motion (Second)	Vote			Vote Result	
			Yes	No	Abstain		
Swanson						Passed	
Johnston							
Folds						Failed	
Rasmussen							
Walker						Tabled	

ATTEST: Teresa Klein, Board Clerk



State of Minnesota
Minnesota Department of Corrections

*619 Beltrami Avenue NW, Ste 300
Bemidji, MN 56601
218-308-2565 FAX: 218-308-2583*

February 5, 2009

Jule Hanson
Sheriff
604 5th Ave SW
Roseau, MN 56571

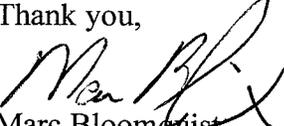
Re: Income STS Contract for FY10 and FY11

Dear Sheriff Hanson:

Attached is the income contract for your county for FY10 and FY11. Please review, sign and return at your earliest convenience.

If you have any questions please contact me at the numbers listed below.

Thank you,


Marc Bloomquist
District Supervisor-Bemidji 2
619 Beltrami Ave NW Suite 300
Bemidji, MN 56601
Phone: 218-308-2565
Fax: 218-308-2583

STATE OF MINNESOTA INCOME CONTRACT

This contract is between the State of Minnesota, acting through its commissioner of corrections, Sentencing to Service Program, 1450 Energy Park Drive, Suite 200, St. Paul, MN 55108 ("State") and Roseau County, 216 Center Street West, , Roseau, MN 56571, ("Purchaser").

Recitals

1. Under Minn. Stat. § 241.278 the State is empowered to enter into income contracts.
2. The Purchaser is in need of a Sentencing to Service (STS) program for non-dangerous offenders ordered to perform community work service.
3. The State represents that it is duly qualified and agrees to provide the services described in this contract.

Contract

1 Term of Contract

- 1.1 **Effective date:** July 1, 2009, or the date the State obtains all required signatures under Minnesota Statutes Section 16C.05, subdivision 2, whichever is later.
- 1.2 **Expiration date:** June 30, 2011, or until all obligations have been satisfactorily fulfilled, whichever occurs first.

2 State's Duties

The State will:

- 2.1 Provide One (1) crew leader(s) who will supervise up to 10 offenders each approximately 40 hours per week, including the hours crew leaders spend for daily preparation and communication.
- 2.2 Submit reports to Purchaser within sixty (60) days of the end of each quarter, which shall include the following information:
 - a. Total number of offenders served
 - b. Total number of offenders completing STS obligation
 - c. Number of offenders exiting prematurely
 - d. Total number of hours worked by STS offenders
 - e. Dollar benefit of STS labor at \$6.00 per hour and estimated market value of projects completed
 - f. Description of work completed
- 2.3 Divide the work of offender crews evenly between State referred projects and purchaser referred projects, some of which may be performed outside the Purchaser's jurisdiction.
- 2.4 Train each work crew in safety principles and techniques relevant to the work being done.
- 2.5 Screen projects to ensure that they meet STS guidelines.

3 Purchaser's Duties

- 3.1 It is the Purchaser's responsibility to certify in writing to the appropriate bargaining agent that the work performed by offenders will not result in the displacement of current employees or seasonal workers to include reduction in hours, wages, or other employment benefits.
- 3.2 Obtain all necessary permits or licenses or special authority for all projects.

4 Payment

The Purchaser will pay the State for all services performed by the State under this contract as follows:

4.1 The total obligation of the Purchaser for all compensation and reimbursements to the State under this contract is not to exceed Seventy Five Thousand Nine Hundred Eighty Nine and 00/100 dollars (\$75989) as its share of the cost of providing a crew leader and placing the work crews into service on the STS program during the term of this agreement. The Purchaser's share of the crew leader includes time scheduled for training, vacation, sick leave and holidays based on the terms and condition of the AFSCME bargaining agreement.

4.2 Terms of payment: Payment shall be made by the Purchaser to the State Eighteen Thousand Eight Hundred Ninty Seven and 25/100 dollars, (\$18897.25) before any work has begun (July 1, 2009); and Eighteen Thousand Eight Hundred Ninty Seven and 25/100 dollars, (\$18897.25) on December 31, 2009; and Eighteen Thousand Eight Hundred Ninty Seven and 25/100 dollars, (\$18897.25) on June 30, 2010; and Eighteen Thousand Eight Hundred Ninty Seven and 25/100 dollars, (\$18897.25) on December 31, 2010. Payment will be made no later than the 23rd day following the last day of the billing period.

The total obligation of the Purchaser for all compensation and reimbursements to the State under this contract is not to exceed Seventy Five Thousand Nine Hundred Eighty Nine and 00/100 (\$75989).

5 Authorized Representatives

The **State's** Authorized Representative is
(or his/her successor):
Marc Bloomquist
Bemidji STS Supervisor
619 Beltrami Ave NW, Suite 300
Bemidji, MN 56601
(218) 308-2565

The **Purchaser's** Authorized Representative is:
(or his/her successor)
Jule Hanson, Sheriff
Roseau County
216 Center Street West,
Roseau, MN 56571
(218) 463-1821

6 Amendments, Waiver, and Contract Complete

- 6.1 **Amendments.** Any amendment to this contract must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original contract, or their successors in office.
- 6.2 **Waiver.** If the State fails to enforce any provision of this contract, that failure does not waive the provision or its right to enforce it.
- 6.3 **Contract Complete.** This contract contains all negotiations and agreements between the State and the Purchaser. No other understanding regarding this contract, whether written or oral, may be used to bind either party.

7 Liability

Each party will be responsible for its own acts and behavior and the results thereof.

8 Government Data Practices

The Purchaser must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, as it applies to all data provided by the State under this contract. The civil remedies of Minn. Stat. § 13.08 apply to the release of the data referred to in this clause by either the Purchaser or the State.

If the Purchaser receives a request to release the data referred to in this Clause, the Purchaser must immediately notify the State. The State will give the Purchaser instructions concerning the release of the data to the requesting party before the data is released.

9 Publicity

Any publicity regarding the subject matter of this contract must not be released without prior written approval from the State's Authorized Representative.

10 Audit

Under Minn. Stat. § 16C.05, subd. 5, the Purchaser's books, records, documents, and accounting procedures and practices relevant to this contract are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a total of six years.

11 Governing Law, Jurisdiction, and Venue

Minnesota law, without regard to its choice-of-law provisions, governs this contract. Venue for all legal proceedings out of this contract, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

12 Termination

Either party may terminate this agreement at any time, with or without cause, upon 30 days' written notice to the other party.

1. PURCHASER

The Purchaser certifies that the appropriate person(s) have executed the contract on behalf of the Purchaser as required by applicable articles, bylaws, resolutions, or ordinances.

By <i>Jule O. Hanson</i>
Jule Hanson Sheriff
Date <i>2-24-2009</i>

By
Title
Date

By
Title
Date

By
Title
Date

2. STATE AGENCY

With delegated authority

By
Title
Date

3. Commissioner of Administration

As delegated to Materials Management Division

By
Date

Distribution:
DOC Financial Services Unit – Original (fully executed) contract
Purchaser - Jule Hanson, Sheriff
State's Authorized Representative
Budget Officer of Authorized Representative
Department of Administration – Materials Management Division

ITEM # Consent 5

REQUEST FOR BOARD ACTION

* Required Fields



*Person Responsible for Request Granitz, Anne	*Department Auditor	*Board Meeting Date Mar 10 2009
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***Subject Title (As it will appear on the agenda):**
Anniversary Step Increase for Chris Stauffer

***Background (Provide sufficient detail of the subject):**
Chris would move from a Grade 8, Step B to a Grade 8, Step C.

***Financial Consideration:**

***Legal Consideration:**

***Other Consideration:**

***Resolution (Wording should reflect the intent of the Board vote):**

Coordinator's Office Use (Do Not Write Below)

Date Received:	Comments:
-----------------------	------------------

Board Action:

Comm.	Motion (First)	Motion (Second)	Vote			Vote Result	
			Yes	No	Abstain		
Swanson						Passed	
Johnston							
Folds						Failed	
Rasmussen							
Walker						Tabled	

ATTEST: Teresa Klein, Board Clerk

ITEM # Consent 6

REQUEST FOR BOARD ACTION

* Required Fields



*Person Responsible for Request Granitz, Anne	*Department Auditor	*Board Meeting Date Mar 10 2009
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***Subject Title (As it will appear on the agenda):**
Approve 2009 Ambulance Service Appropriations

***Background (Provide sufficient detail of the subject):**
This is time of the year we generally appropriate funding to the area ambulance services including the Warroad Ambulance and Rescue Squad (\$25,000) Lifecare (\$24,800) and Tri County Ambulance (\$2000). Lifecare has submitted a written letter of request.

***Financial Consideration:**
One of the affected organized townships, 160-37, is in the red. There has historically not been a levy for this unorganized township as it is the recipient of con-con funding. However, the amount of con-con funds has gone down each year as follows : 2003, \$10,000; 2004 \$11,000; 2005 \$2400; 2006 \$3100; 2007 \$1400; 2008 \$1600 The account is currently \$2000 in the red.

***Legal Consideration:**

***Other Consideration:**
We may want to consider reducing or changing the contribution amount from Unorganized 160n/Rg 37 and shifting more of the cost to the general consolidation conservation fund (account 610). See attached ambulance/fire funding donation spreadsheet.

***Resolution (Wording should reflect the intent of the Board vote):**

Coordinator's Office Use (Do Not Write Below)

Date Received:	Comments:

Board Action:

Comm.	Motion (First)	Motion (Second)	Vote			Vote Result
			Yes	No	Abstain	
Swanson						Passed
Johnston						
Folds						Failed
Rasmussen						
Walker						Tabled

ATTEST: Teresa Klein, Board Clerk



RECEIVED

FEB 24 2009

February 23, 2009

Roseau County Commissioners
Roseau County Courthouse
606 5th Avenue SW
Roseau, MN 56751

Dear Sirs:

We are requesting ConCon money to cover ambulance service for the unorganized townships of Roseau County. We have been asked to submit a formal request for these monies.

Please consider this our formal request for ConCon money as in the past.

Thank you.

Sincerely,

Curt Ireland
EMS Director

Keith Okeson
CEO

+ approve unorganized township ambulance appropriation

AMBULANCE/FIRE FUNDING DONATIONS

		2001	2002	2003	2004	2005	2006	2007	2008
Warroad Ambulance and Rescue Squad	approved	9/18/2001	7/12/2002	9/16/03	6/15/2004	7/12/2005	10/10/2006	12/11/2007	2/12/2008
Consolidated Conservation Fund (6110)		\$10,000.00	\$13,000.00	\$13,000.00	\$13,400.00	\$13,400.00	\$13,400.00	\$13,400.00	\$13,400.00
Unorganized Twp. 161N., Rg. 35W. (Oaks) Fund		\$ 3,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00
Unorganized Twp. 161N., Rg. 36W. (Clear River) Fund		\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00
Unorganized Twp. 161N., Rg. 37W. (America) Fund		\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00
Unorganized Twp. 160N., Rg. 37W. Fund		\$ 5,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
Unorganized Twp. 163N., Rg. 38W. (Norland) Fund		\$ 400.00	\$ 400.00	\$ 400.00	\$ -	\$ -	\$ -	\$ -	\$ -
Total		\$20,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00
Roseau Area Hospital District Ambulance	approved	9/18/2001	2/18/2003	9/16/03	6/15/2004	7/12/2005	10/10/2006	12/11/2007	2/12/2008
Consolidated Conservation Fund		\$10,000.00	\$13,000.00	\$13,000.00	\$13,800.00	\$13,800.00	\$13,800.00	\$13,800.00	\$13,800.00
Unorganized Twp. 159N., Rg. 37W. (Elkwood) Fund		\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00
Unorganized Twp. 160N., Rg. 37W. Fund		\$ 5,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
Unorganized Twp. 163N., Rg. 38W. (Norland) Fund		\$ 400.00	\$ 400.00	\$ 400.00	\$ -	\$ -	\$ -	\$ -	\$ -
Unorganized Twp. 164N., Rg. 39W. Fund		\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00
Unorganized Twp. 163N., Rg. 39W. Fund		\$ 400.00	\$ 400.00	\$ 400.00	\$ -	\$ -	\$ -	\$ -	\$ -
Unorganized Twp. 164N., Rg. 40W. Fund		\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00
Unorganized Twp. 163N., Rg. 40W. Fund		\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00
Unorganized Twp. 164N., Rg. 38W. (upper Norland) Fund		\$ -	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00
Total		\$20,600.00	\$24,800.00	\$24,800.00	\$24,800.00	\$24,800.00	\$24,800.00	\$24,800.00	\$24,800.00
Tri-County Ambulance	approved		2/18/2003	9/16/03	6/15/2004	7/12/2005	10/10/2006	12/11/2007	2/12/2008
Unorganized Twp. 163N., Rg. 44W. (Blooming Valley) Fund		\$ -	\$ 5,000.00	\$ 2,000.00	\$ 2,500.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
Total		\$ -	\$ 5,000.00	\$ 2,000.00	\$ 2,500.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
Greenbush Fire Department	approved		2/18/2003	9/16/03	6/15/2004	7/12/2005	10/10/2006	12/11/2007	2/12/2008
Unorganized Twp. 163N., Rg. 44W. (Blooming Valley) Fund		\$ -	\$ 1,000.00	\$ 1,000.00	\$ 1,500.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
Total		\$ -	\$ 1,000.00	\$ 1,000.00	\$ 1,500.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00

Prepared by Anne K. Granitz, Roseau County Auditor - March 6, 2008

ITEM # Consent 7

REQUEST FOR BOARD ACTION

* Required Fields



*Person Responsible for Request Klein, Trish	*Department Coordinator	*Board Meeting Date Mar 10 2009
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***Subject Title (As it will appear on the agenda):**
Approve Dispatch/Correctional Officer Hires and Eligibility Roster

***Background (Provide sufficient detail of the subject):**
The county advertised to fill regular part-time dispatch/correctional officer positions. We received 49 applications, tested over 30 candidates and interviewed 15. The interview committee recommends that the county place the top ten eligible for hire candidates on a roster to utilize for filling dispatch/jailer positions for the next 12 months (or until the roster is exhausted - which ever comes first). The county currently has only 1 regular part-time dispatch/correctional officer. To fill two posts (one in dispatch and one in the detention center) 24/7 requires 10 Full Time Equivalent employees or FTE's. Roseau County has 8 FTE's and chooses to backfill 2 FTE's with part-time staff. Because several of our staff have close to 30 years of service, it actually takes closer to 11 FTE's to cover all shifts due to vacation, holiday and sick hours. The committee recommends that the Board approve the hire of the top 3 candidates as regular part-time employees pending successful completion of a background check. These candidates are: Stephanie Heppner, Amy Moser, and Lonnie Herr and place the remaining top ten eligible for hire candidates on an eligibility roster.

***Financial Consideration:**

***Legal Consideration:**

***Other Consideration:**

***Resolution (Wording should reflect the intent of the Board vote):**

Coordinator's Office Use (Do Not Write Below)

Date Received:	Comments:

Board Action:

Comm.	Motion (First)	Motion (Second)	Vote			Vote Result
			Yes	No	Abstain	
Swanson						Passed
Johnston						
Folds						Failed
Rasmussen						
Walker						Tabled

ATTEST: Teresa Klein, Board Clerk



ELIGIBILITY ROSTER

Position: DISPATCH-JAILER

Effective Date: March 10, 2009 to March 10, 2010

STEPHANIE HEPPNER

AMY MOSER

LONNIE HERR

COLLETTE RUSH

GENE PEARSON

KARLA BYKLUM

PAM JOHNSON

NICK STRAW

NANETTE DRELLACK

HEATHER CLARK

ITEM # Correspondence
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request Klein, Trish	*Department Coordinator	*Board Meeting Date Mar 10 2009
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***Subject Title (As it will appear on the agenda):**
 Letter from the MN DNR regarding possible amendment to rules governing shoreland management.

***Background (Provide sufficient detail of the subject):**
 Please see attached letter from Ken Lokkesmoe, Director, Division of Waters

***Financial Consideration:**

***Legal Consideration:**

***Other Consideration:**

***Resolution (Wording should reflect the intent of the Board vote):**

Coordinator's Office Use (Do Not Write Below)

Date Received:	Comments:
-----------------------	------------------

Board Action:

Comm.	Motion (First)	Motion (Second)	Vote			Vote Result
			Yes	No	Abstain	
Swanson						Passed
Johnston						
Folds						Failed
Rasmussen						
Walker						Tabled

ATTEST: Teresa Klein, Board Clerk

Minnesota Department of Natural Resources

500 Lafayette Road • St. Paul, MN • 55155-40



RECEIVED

FEB 26 2009

February 23, 2009

RE: Possible Amendment to Rules Governing Shoreland Management, *Minnesota Rules*, parts 6120.2500 to 6120.3900, 6105.0010 to 6105.0250, and 6105.0600 to 6105.1700

Dear Potentially Interested Party:

The Minnesota Department of Natural Resources (DNR) is considering expanding the scope of possible shoreland rule revisions to include incorporation of the rules governing state-designated wild, scenic, and recreational rivers, and invites your comments on this potential rule merger.

Subject of Rules. The DNR published a Request for Comments on possible amendments to the shoreland rules on January 22, 2008. Over the past year, the DNR has engaged in an extensive public participation process involving a number of advisory committees representing state and local governmental agencies, interested stakeholder groups, and others across Minnesota to consider revising the shoreland rules to address emerging shoreland issues and changes in development patterns. For more information on the Shoreland Rules Update Project, visit the website provided below under "Rules Draft".

Since the initial Request for Comments was published, the DNR has decided to consider incorporating the rules governing Minnesota's wild, scenic, and recreational rivers into the shoreland rules. This would entail moving and renumbering the statewide wild, scenic, and recreational river rules, as well as the individual rules for each of the six state-designated rivers, which include portions of the Kettle, Mississippi, North Fork of the Crow, Minnesota, Rum, and Cannon rivers. The primary purpose for integrating the two sets of rules is to simplify administration by eliminating inconsistencies and reducing duplication. However, commenters are advised that several material changes to the wild, scenic, and recreational river rules could result from the merger, including: greater flexibility in ordinance administration, imposition of impervious surface limits, and guidance for planned unit developments and conservation subdivisions. The DNR is also considering administrative changes regarding the review and certification of local land use decisions.

This merger would NOT include rules pertaining to the Lower St. Croix National Scenic Riverway.

The DNR will continue working with local governments, state agencies, and other stakeholders concerned with land use practices that may affect the quality of Minnesota's public waters to ensure that the end product would be a unified set of rules that simplifies management while enhancing resource protection.



Persons Affected. The proposed integration of the rules governing state-designated wild, scenic, and recreational rivers into the shoreland rules has the potential to affect any local government with shoreland and Wild and Scenic river jurisdiction, as well as property owners, developers and others involved in the development of these areas. While the primary focus is on new development, land use practices affecting the quality of Minnesota's waters will also be addressed that could affect shoreland property owners and users.

Public Comment. A formal Request for Comments will be published in the March 2, 2009 State Register. Interested persons or groups may submit comments or information on these possible rule amendments in writing or orally until 4:30 p.m. on April 17, 2009.

Rules Drafts. The DNR will post drafts of the proposed rule amendments as they become available on the project website:

http://www.dnr.state.mn.us/waters/watermgmt_section/shoreland/shoreland_rules_update_project.html

Agency Contact Person. Written or oral comments, questions, and requests to receive a draft of the rules or more information on these possible rule amendments should be directed to:

Peder Otterson
Shoreland Rules Update Project Manager
Division of Waters, Box 32
Department of Natural Resources
500 Lafayette Road
St. Paul, MN 55155-4032
Telephone: 651-259-5697
FAX: 651-296-0445
e-mail: shorelandupdate@dnr.state.mn.us

TTY users may call the Department at (651) 296-5484 or 1-800-657-3929.

Alternative Format. Upon request, this Request for Comments can be made available in an alternative format, such as large print, Braille, or cassette tape. To make such a request, please contact the agency contact person at the address or telephone number listed above.

NOTE: The Request for Comments is the first step in the formal rule making process. Comments received in response to this notice will not necessarily be included in the formal rulemaking record submitted to the administrative law judge if and when a proceeding to adopt rules is started. The DNR is required to submit to the judge only those written comments received in response to the rules after they are proposed. If you submitted comments during the development of the rules and you want to ensure that the Administrative Law Judge reviews the comments, you should resubmit the comments after the rules are formally proposed.

Sincerely,



Division of Waters
Kent Lokkesmoe, Director