
AGENDA

Tuesday, July 13, 2010 8:30 a.m.

Notice is hereby given that the Board of Commissioners of Roseau County will meet in session on July 13, 2010 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

8:35 Comments and Announcements

8:45 Consent Agenda

1. Approve Proceedings
2. Approve Bills

9:00 Janeen Stenso, Red River Basin Commission – Todd Miller, Roseau River Watershed

1. Update on Red Board and Red River Basin Commission

9:30 Committee Reports

10:00 Highway Department Engineers Report

1. Approve four contracts for bid opening on Monday, July 12, 2010:
 - a. S.A.P. 68-599-90 (Box Culvert Installation)
 - b. S.A.P. 68-599-91 (Box Culvert Installation)
 - c. S.A.P. 68-676-05 (Mill Bit. Surface, Agg. Base, & Bit Surfacing)
 - d. C.P. 08:04 (Grading, Agg. Base, & Bit. Surfacing)
2. Approve BWSR Contract

10:15 Break

10:30 Troy Schroeder, Northwest Regional Development Transportation Planner and Wade Miller, Department of Natural Resources, Division of Trails and Waterways

1. Roles and Responsibilities of the Trail Sponsor and Snowmobile Club
2. Regional Rail Authority

11:00 Jeff Pelowski, Safety Committee

1. Approve Three Year Safety & Health Proposal with Safety Compliance Services

11:15 Discussion

1. Pohlitz Township Property Removal from Ditch #17
2. Beito Property
3. NRWD Area Arts Council
4. PILT Task Force Meeting

11:45 Future Agenda Items

12:00 Adjourn

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://www.co.roseau.mn.us/>

District 1, Alan Johnston, Chair - District 2, Jack Swanson -
District 3, Roger Falk - District 4, Russell Walker - District 5, Mark Foldesi, Vice-Chair

An Equal Opportunity Employer

ITEM # Consent 1

REQUEST FOR BOARD ACTION

* Required Fields



*Person Responsible for Request Klein, Trish	*Department Coordinator	*Board Meeting Date Jul 13 2010
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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 July 7, 2010 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						
Foldesi						Failed
Falk						
Walker						Tabled

ATTEST: Teresa Klein, Board Clerk

PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

July 7, 2010

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, Minnesota on Tuesday, June 8, 2010 at 8:30 a.m.

CALL TO ORDER

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

APPROVAL OF AGENDA

Regional Rail Authority was added to discussion. A motion to approve the agenda was made by Commissioner Swanson, seconded by Commissioner Walker, and carried unanimously.

CONSENT AGENDA

A motion to adopt the Consent Agenda was made by Commissioner Walker, seconded by Commissioner Falk and carried unanimously.

The Board, by adoption of its Consent Agenda, approved Proceedings from the 6-29-10 Regular Board Meeting; approved meeting minutes of the 6-22-10 SD 72 and SD95 Joint Informational Meeting; authorized attendance at the Water Management Summit July 12, 2010; authorized Commissioner Swanson's participation on the Collaborative Governance Council; authorized Commissioner Attendance at Summer REDESIGN Workshops; Approved Joint Powers Agreement for the Administration of Federal HSIP Safety Grant and approved Agreement to provide administrative services for the early retiree reinsurance program.

AUDITOR'S OFFICE – INTERIM AUDITOR JOHN HOSCHEID AND DEPUTY AUDITOR JOHN HUSS

Interim Auditor John Hoscheid and Deputy Auditor Patty Ignaszewski met with the Board to set a canvassing Board date and time. Mr. Hoscheid informed the Board that he will not be able to attend the canvassing Board and that Deputy Auditor Patty Ignaszewski will be acting on his behalf at this meeting. A motion to set the Primary Election Canvassing Board date for Friday, August 13, 2010 at 3:00 p.m. was made by Commissioner Swanson, seconded by Commissioner Walker and carried unanimously.

The Board discussed appointing two Commissioners to serve on the Canvassing Board. Commissioners Johnston and Walker are not eligible as they are both on the primary ballot. A motion to appoint Commissioners Swanson and Falk to the Canvassing Board, with Commissioner Foldesi serving as an alternate, was made by Commissioner Walker, seconded by Commissioner Johnston and carried unanimously.

Interim Auditor Hoscheid and Deputy Auditor Huss discussed 2011 budget preparations with the Board. Mr. Huss will be sending out an instruction memo along with a

worksheet to Department Heads so that they may begin their 2011 budget preparations. A Department Head Meeting is scheduled for August 10, 2010 for budget reviews by each department. The Board also requested the Auditor's office develop an excel spreadsheet that will allow the Commissioners to view different budgeting scenarios.

Roseau County Prevention Coalition's Coordinator Brenda Arntzen and Coalition Director Tammie Doebler met with the Board to review the Coalition's year-end report and requested approval of this report and their 4th quarter fiscal statement. A motion to approve the Roseau County Prevention Coalition's year-end report and 4th quarter fiscal statement was made by Commissioner Swanson, seconded by Commissioner Walker and carried unanimously.

Upon motion carried, the Board adjourned the regular meeting at 10:45 a.m. The next regular meeting of the Board is scheduled for July 13, 2010 at 8:30 a.m.

Attest:

Date: _____

Teresa Klein, Board Clerk
Roseau County, Minnesota

Alan Johnston, Chair
Board of County Commissioners
Roseau County, Minnesota

DRAFT

ITEM # Consent 2

REQUEST FOR BOARD ACTION

* Required Fields



*Person Responsible for Request Hoscheid, John	*Department Auditor	*Board Meeting Date Jul 13 2010
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***Subject Title (As it will appear on the agenda):**
Approve Bills

***Background (Provide sufficient detail of the subject):**
Attached you will find warrants for your review and approval.

***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							
Foldesi						Failed	
Falk							
Walker						Tabled	

ATTEST: Teresa Klein, Board Clerk

7/01/2010 COURTNEY P
11:11:46

ROSEAU COUNTY
INTEGRATED FINANCIAL SYSTEM
INTEGRATED RECEIPTS AND DISBURSEMENTS SYSTEM
A/P AUDIT LIST FOR BOARD

COUNTY 68

IFD53 PAGE 0

AUDITOR'S WARRANTS

***** SELECTION PANEL *****

Print List in Order by . . . 2 1 - Fund (Page break by Fund)
2 - Department (Totals by Dept)
3 - Vendor Number
4 - Vendor Name

Paid on Behalf
of Name on Audit List. . . YES (Y/N)

Type of
Audit List to Print. . . . 1 1 - Detailed Audit List
2 - Condensed Audit List
3 - Both Detailed & Condensed List

Print Paid Invoice Warngs. NO (Y/N)

Save Report Options. . . . NO (Y/N)

***** RUN INSTRUCTIONS PANEL *****

Comment.

Copies 1

Submit to Batch. YES

Print Quality. *STD

Hold Spool File. YES

Form Type. *STD

Characters Per Inch. . . . 10

Lines Per Page 66

Overflow Line Number . . . 60

Lines Per Inch 6

Printer Name PJ

Save Spooled File. NO

VENDOR NO.	NAME	ACCOUNT NO.	RPT ACCR	AMOUNT	WARRANT DESCRIPTION SERVICE DATES	INVOICE# PAID ON BEHALF #	ACCOUNT DESCRIPTION ON BEHALF OF NAME
--	000 DEPT				BALANCE SHEET		
-	6128	CAPITAL GUARDIAN TRUST CO					
		01-000-000-0000-2125		1,004.00	AM DEFER COMP-7/2/10		AMERICAN FUND DEFER COM
*	6128	CAPITAL GUARDIAN TRUST CO		\$1,004.00	*VENDOR TOTAL		
-	6612	LAW ENFORCEMENT LABOR SERVICE					
		01-000-000-0000-2128		742.20	UNION DUES-JULY 2010		UNION DUES
*	6612	LAW ENFORCEMENT LABOR SERVICE		\$742.20	*VENDOR TOTAL		
-	4935	MN CHILD SUPPORT PAYMENT CENT					
		01-000-000-0000-2126		233.04	MICKELSON-0012434161		CHILD SUPPORT
*	4935	MN CHILD SUPPORT PAYMENT CENT		\$233.04	*VENDOR TOTAL		
-	12264	NATIONWIDE RETIREMENT SOLUTIO					
		01-000-000-0000-2121		1,266.12	DEFER COMP-7/2/10		NRS DEFER COMP PAYABLE
*	12264	NATIONWIDE RETIREMENT SOLUTIO		\$1,266.12	*VENDOR TOTAL		
-	6226	SELECT ACCOUNT-VEBA					
		01-000-000-0000-2127		2,969.00	VEBA PAY-7/2/10		VEBA PAYABLE
*	6226	SELECT ACCOUNT-VEBA		\$2,969.00	*VENDOR TOTAL		
**	000 DEPT	TOTAL.....		\$6,214.36	* BALANCE SHEET		5 VENDORS 5 TRANSACTIONS
--	005 DEPT				BOARD OF COMMISSIONERS		
-	7335	VERIZON WIRELESS					
		01-005-000-0000-6203		51.09	CELL-COMMISS	22418704397	TELEPHONE
*	7335	VERIZON WIRELESS		\$51.09	*VENDOR TOTAL		
**	005 DEPT	TOTAL.....		\$51.09	* BOARD OF COMMISSIONERS		1 VENDORS 1 TRANSACTIONS
--	013 DEPT				COURT ADMINISTRATOR		
-	5406	ANDERSON LAW OFFICE STEVEN A					
		01-013-000-0000-6263		93.75	SERV: 68-F4-01-727		LEGAL SERVICES
		01-013-000-0000-6263		562.50	SERV: 68-PR-10-610		LEGAL SERVICES
*	5406	ANDERSON LAW OFFICE STEVEN A		\$656.25	*VENDOR TOTAL		
**	013 DEPT	TOTAL.....		\$656.25	* COURT ADMINISTRATOR		1 VENDORS 2 TRANSACTIONS
--	026 DEPT				PARENTING EDUCATION		
-	999999995	BROTEN/SHAWN					
		01-026-000-0000-6801		25.00	REIMB-PARENTS FOREVER BOOK		MISC EXPENSE
*	999999995	BROTEN/SHAWN		\$25.00	*VENDOR TOTAL		
-	999999995	HUERD/TONY					
		01-026-000-0000-6801		25.00	REIMB-PARENTS FOREVER BOOK		MISC EXPENSE
*	999999995	HUERD/TONY		\$25.00	*VENDOR TOTAL		

7/01/2010 01 FUND
 11:11:46 REVENUE

ROSEAU COUNTY
 INTEGRATED RECEIPTS AND DISBURSEMENTS SYSTEM
 A/P AUDIT LIST FOR BOARD

COUNTY 68
 AUDITOR'S WARRANTS

IFD53 PAGE 2

VENDOR NO.	NAME	ACCOUNT NO.	RPT ACCR	AMOUNT	WARRANT DESCRIPTION SERVICE DATES	INVOICE# PAID ON BEHALF #	ACCOUNT DESCRIPTION ON BEHALF OF NAME
-999999995	JOHNSON/MIKE	01-026-000-0000-6801		25.00	REIMB-PARENTS FOREVER BOOK		MISC EXPENSE
*999999995	JOHNSON/MIKE			\$25.00	*VENDOR TOTAL		
**	026 DEPT	TOTAL.....		\$75.00	* PARENTING EDUCATION		3 VENDORS 3 TRANSACTIONS
--	092 DEPT			MENTORING PROGRAM		
-	1386 NW MN MENTORING PROGRAM	01-092-000-0000-6803		20,000.00	MENTORING		GRANTS OUT
*	1386 NW MN MENTORING PROGRAM			\$20,000.00	*VENDOR TOTAL		
**	092 DEPT	TOTAL.....		\$20,000.00	* MENTORING PROGRAM		1 VENDORS 1 TRANSACTIONS
--	201 DEPT			SHERIFF		
-	6081 HICKEY/MICHAEL	01-201-000-0000-6801		1,951.07	OVERCOLLECTED SS TAX		MISC EXPENSE
		01-201-000-0000-6801		40.23	INTEREST ON SS TAX		MISC EXPENSE
*	6081 HICKEY/MICHAEL			\$1,991.30	*VENDOR TOTAL		
-	6745 PAUL BUNYAN TELEPHONE COOPERA	01-201-000-0000-6203		2.95	NON RECURR PHONE	1326000	TELEPHONE
*	6745 PAUL BUNYAN TELEPHONE COOPERA			\$2.95	*VENDOR TOTAL		
-	6080 RUGLAND/TISHEL	01-201-000-0000-6801		1,150.60	OVERCOLLECTED SS TAX		MISC EXPENSE
		01-201-000-0000-6801		23.62	INTEREST ON SS TAX		MISC EXPENSE
*	6080 RUGLAND/TISHEL			\$1,174.22	*VENDOR TOTAL		
**	201 DEPT	TOTAL.....		\$3,168.47	* SHERIFF		3 VENDORS 5 TRANSACTIONS
--	281 DEPT			EMERGENCY MANAGEMENT		
-	7335 VERIZON WIRELESS	01-281-000-0000-6203		50.88	CELL-EMER MGMT	2418704397	TELEPHONE
*	7335 VERIZON WIRELESS			\$50.88	*VENDOR TOTAL		
**	281 DEPT	TOTAL.....		\$50.88	* EMERGENCY MANAGEMENT		1 VENDORS 1 TRANSACTIONS
--	501 DEPT			CULTURE/PARKS/AND RECREATION		
-	5612 NW REGIONAL LIBRARY	01-501-000-0000-6802		22,964.25	2010 APPROPRIATION	2ND QTR	APPROPRIATIONS
*	5612 NW REGIONAL LIBRARY			\$22,964.25	*VENDOR TOTAL		
**	501 DEPT	TOTAL.....		\$22,964.25	* CULTURE/PARKS/AND RECREATION		1 VENDORS 1 TRANSACTIONS
--	611 DEPT			CONSERVATION OF NATURAL RESOURCE		

7/01/2010 01 FUND
 11:11:46 REVENUE

ROSEAU COUNTY
 INTEGRATED RECEIPTS AND DISBURSEMENTS SYSTEM
 A/P AUDIT LIST FOR BOARD

COUNTY 68
 AUDITOR'S WARRANTS

VENDOR NO.	NAME	ACCOUNT NO.	RPT ACCR	AMOUNT	WARRANT DESCRIPTION SERVICE DATES	INVOICE# PAID ON BEHALF #	ACCOUNT DESCRIPTION ON BEHALF OF NAME
-	6274 RED RIVER BASIN COMMISSION	01-611-000-0000-6802		347.00	2010 APPROPRIATION		APPROPRIATIONS
*	6274 RED RIVER BASIN COMMISSION			\$347.00	*VENDOR TOTAL		
**	611 DEPT	TOTAL.....		\$347.00	* CONSERVATION OF NATURAL RESOURCE		1 VENDORS 1 TRANSACTIONS
--	706 DEPT			BUSINESS PROGRAMS	
-	7411 J & L CONSTRUCTION	01-706-000-0000-6803		15,741.00	HOUSE REHAB-M LOE	SCDP FUNDS	GRANTS OUT
*	7411 J & L CONSTRUCTION			\$15,741.00	*VENDOR TOTAL		
-	6078 SWIFT PLUMBING	01-706-000-0000-6803		800.00	HOUSING REHAB-S CAUBLE	ON HAND FUNDS	GRANTS OUT
*	6078 SWIFT PLUMBING			\$800.00	*VENDOR TOTAL		
**	706 DEPT	TOTAL.....		\$16,541.00	* BUSINESS PROGRAMS		2 VENDORS 2 TRANSACTIONS
**	01 FUND TOTAL.....			\$70,068.30	** REVENUE		22 TRANSACTIONS

VENDOR NO.	NAME	ACCOUNT NO.	RPT ACCR	AMOUNT	WARRANT DESCRIPTION SERVICE DATES	INVOICE# PAID ON BEHALF #	ACCOUNT DESCRIPTION ON BEHALF OF NAME
--	000 DEPT				BALANCE SHEET		
-	6128 CAPITAL GUARDIAN TRUST CO	02-000-000-0000-2125		1,102.00	AM DEFER COMP-7/2/10		AMERICAN FUND DEFER COM
*	6128 CAPITAL GUARDIAN TRUST CO			\$1,102.00	*VENDOR TOTAL		
-	4935 MN CHILD SUPPORT PAYMENT CENT	02-000-000-0000-2126		80.75	MIELKE-0012504839		CHILD SUPPORT
		02-000-000-0000-2126		395.38	ABRAHAMSON-0014685923		CHILD SUPPORT
*	4935 MN CHILD SUPPORT PAYMENT CENT			\$476.13	*VENDOR TOTAL		
-	12264 NATIONWIDE RETIREMENT SOLUTIO	02-000-000-0000-2121		672.50	DEFER COMP-7/2/10		NRS DEFER COMP PAYABLE
*	12264 NATIONWIDE RETIREMENT SOLUTIO			\$672.50	*VENDOR TOTAL		
-	6226 SELECT ACCOUNT-VEBA	02-000-000-0000-2127		1,677.75	VEBA PAY-7/2/10		VEBA PAYABLE
*	6226 SELECT ACCOUNT-VEBA			\$1,677.75	*VENDOR TOTAL		
**	000 DEPT	TOTAL.....		\$3,928.38	* BALANCE SHEET		4 VENDORS 5 TRANSACTIONS
--	340 DEPT				EQUIPMENT MAINTENANCE AND SHOPS		
-	7026 GREENBUSH CITY	02-340-000-0000-6254		89.88	GREENBUSH SHOP 070		GAS-UTILITIES
*	7026 GREENBUSH CITY			\$89.88	*VENDOR TOTAL		
-	9001 MN ENERGY RESOURCES	02-340-000-0000-6254		100.24	ROSEAU SHOP 070	4010682-5	GAS-UTILITIES
		02-340-000-0000-6254		56.96	WARROAD SHOP 070	4052721-0	GAS-UTILITIES
		02-340-000-0000-6254		18.60	ROSEAU SHOP 070	4108716-4	GAS-UTILITIES
*	9001 MN ENERGY RESOURCES			\$175.80	*VENDOR TOTAL		
-	2313 WARROAD CITY	02-340-000-0000-6254		129.90	WARROAD SHOP 070		GAS-UTILITIES
*	2313 WARROAD CITY			\$129.90	*VENDOR TOTAL		
**	340 DEPT	TOTAL.....		\$395.58	* EQUIPMENT MAINTENANCE AND SHOPS		3 VENDORS 5 TRANSACTIONS
**	02 FUND TOTAL.....			\$4,323.96	** ROAD AND BRIDGE		10 TRANSACTIONS

VENDOR NO.	NAME	ACCOUNT NO.	RPT ACCR	AMOUNT	WARRANT DESCRIPTION SERVICE DATES	INVOICE# PAID ON BEHALF #	ACCOUNT DESCRIPTION ON BEHALF OF NAME
--	420 DEPT				INCOME MAINTENANCE		
-	6128 CAPITAL GUARDIAN TRUST CO	11-420-000-0000-2125		562.68	AM DEFER COMP-7/2/10		AMERICAN FUND DEFER COM
*	6128 CAPITAL GUARDIAN TRUST CO			\$562.68	*VENDOR TOTAL		
-	12264 NATIONWIDE RETIREMENT SOLUTIO	11-420-000-0000-2121		978.08	DEFER COMP-7/2/10		NRS DEFER COMP PAYABLE
*	12264 NATIONWIDE RETIREMENT SOLUTIO			\$978.08	*VENDOR TOTAL		
-	6226 SELECT ACCOUNT-VEBA	11-420-000-0000-2127		851.18	VEBA PAY-7/2/10		VEBA PAYABLE
*	6226 SELECT ACCOUNT-VEBA			\$851.18	*VENDOR TOTAL		
**	420 DEPT	TOTAL.....		\$2,391.94	* INCOME MAINTENANCE		3 VENDORS 3 TRANSACTIONS
--	430 DEPT				SOCIAL SERVICES		
-	6128 CAPITAL GUARDIAN TRUST CO	11-430-000-0000-2125		392.80	AM DEFER COMP-7/2/10		AMERICAN FUND DEFER COM
*	6128 CAPITAL GUARDIAN TRUST CO			\$392.80	*VENDOR TOTAL		
-	12264 NATIONWIDE RETIREMENT SOLUTIO	11-430-000-0000-2121		280.42	DEFER COMP-7/2/10		NRS DEFER COMP PAYABLE
*	12264 NATIONWIDE RETIREMENT SOLUTIO			\$280.42	*VENDOR TOTAL		
-	6226 SELECT ACCOUNT-VEBA	11-430-000-0000-2127		987.07	VEBA PAY-7/2/10		VEBA PAYABLE
*	6226 SELECT ACCOUNT-VEBA			\$987.07	*VENDOR TOTAL		
**	430 DEPT	TOTAL.....		\$1,660.29	* SOCIAL SERVICES		3 VENDORS 3 TRANSACTIONS
**	11 FUND	TOTAL.....		\$4,052.23	** SOCIAL SERVICES		6 TRANSACTIONS

7/01/2010 25 FUND
 11:11:46 ENVIRONMENTAL

ROSEAU COUNTY
 INTEGRATED RECEIPTS AND DISBURSEMENTS SYSTEM
 A/P AUDIT LIST FOR BOARD

COUNTY 68
 AUDITOR'S WARRANTS

VENDOR NO.	NAME	ACCOUNT NO.	RPT ACCR	AMOUNT	WARRANT DESCRIPTION SERVICE DATES	INVOICE# PAID ON BEHALF #	ACCOUNT DESCRIPTION ON BEHALF OF NAME
--	000 DEPT				BALANCE SHEET		
-	6226 SELECT ACCOUNT-VEBA			238.50	VEBA PAY-7/2/10		VEBA PAYABLE
		25-000-000-0000-2127					
*	6226 SELECT ACCOUNT-VEBA			\$238.50	*VENDOR TOTAL		
**	000 DEPT	TOTAL.....		\$238.50	* BALANCE SHEET	1 VENDORS	1 TRANSACTIONS
**	25 FUND	TOTAL.....		\$238.50	** ENVIRONMENTAL		1 TRANSACTIONS

7/01/2010 76 FUND
 11:11:46 KAMAR RECYCLING

ROSEAU COUNTY
 INTEGRATED RECEIPTS AND DISBURSEMENTS SYSTEM
 A/P AUDIT LIST FOR BOARD

COUNTY 68
 AUDITOR'S WARRANTS

VENDOR NO.	NAME	ACCOUNT NO.	RPT ACCR	AMOUNT	WARRANT DESCRIPTION SERVICE DATES	INVOICE# PAID ON BEHALF #	ACCOUNT DESCRIPTION ON BEHALF OF NAME
--	000 DEPT				BALANCE SHEET		
-	6226 SELECT ACCOUNT-VEBA						
		76-000-000-0000-2127		238.50	VEBA PAY-7/2/10		VEBA PAYABLE
*	6226 SELECT ACCOUNT-VEBA			\$238.50	*VENDOR TOTAL		
**	000 DEPT	TOTAL.....		\$238.50	* BALANCE SHEET		1 VENDORS 1 TRANSACTIONS
**	76 FUND	TOTAL.....		\$238.50	** KAMAR RECYCLING		1 TRANSACTIONS
****		FINAL TOTAL.....		\$78,921.49	**** 34 VENDORS		40 TRANSACTIONS

7/01/2010
11:11:46

COURTNEY P

ROSEAU COUNTY
INTEGRATED RECEIPTS AND DISBURSEMENTS SYSTEM
A/P AUDIT LIST FOR BOARD

COUNTY 68
AUDITOR'S WARRANTS

IFD53 PAGE 8

**** RECAP BY FUND

FUND	AMOUNT	NAME
01	70,068.30	REVENUE
02	4,323.96	ROAD AND BRIDGE
11	4,052.23	SOCIAL SERVICES
25	238.50	ENVIRONMENTAL
76	238.50	KAMAR RECYCLING

DATE APPROVED

**

78,921.49 * TOTAL

APPROVED BY,

.....
.....
.....

7/09/2010 COURTNEY P
11:21:02

ROSEAU COUNTY
INTEGRATED FINANCIAL SYSTEM
INTEGRATED RECEIPTS AND DISBURSEMENTS SYSTEM
A/P AUDIT LIST FOR BOARD

COUNTY 68

IPDS3 PAGE 0

COMMISSIONER'S WARRANTS

***** SELECTION PANEL *****

Print List in Order by . . . 2 1 - Fund (Page break by Fund)
2 - Department (Totals by Dept)
3 - Vendor Number
4 - Vendor Name

Paid on Behalf
of Name on Audit List. . . YES (Y/N)

Type of
Audit List to Print. . . . 1 1 - Detailed Audit List
2 - Condensed Audit List
3 - Both Detailed & Condensed List

Print Paid Invoice Warngs. NO (Y/N)

Save Report Options. . . . NO (Y/N)

***** RUN INSTRUCTIONS PANEL *****

Comment.

Copies 1

Submit to Batch. YES

Print Quality. *STD

Hold Spool File. YES

Form Type. *STD

Characters Per Inch. . . . 10

Lines Per Page 66

Overflow Line Number . . . 60

Lines Per Inch 6

Printer Name PJ

Save Spooled File. NO

7/09/2010 01 FUND
 11:21:02 REVENUE

ROSEAU COUNTY
 INTEGRATED RECEIPTS AND DISBURSEMENTS SYSTEM
 A/P AUDIT LIST FOR BOARD

COUNTY 68
 COMMISSIONER'S WARRANTS

IPD53 PAGE 1

VENDOR NO.	NAME	ACCOUNT NO.	RPT ACCR	AMOUNT	WARRANT DESCRIPTION SERVICE DATES	INVOICE# PAID ON BEHALF #	ACCOUNT DESCRIPTION ON BEHALF OF NAME
--	005 DEPT				BOARD OF COMMISSIONERS		
-	2335 ASSN OF MN COUNTIES						
	01-005-000-0000-6240			25.00	REG-AMC DIST 3 MTG 5/27	30025	REGISTRATION/FEES/DUES JOHNSTON/ALAN B
	01-005-000-0000-6240			25.00	REG-AMC DIST 3 MTG 5/27	30025 1872	REGISTRATION/FEES/DUES SWANSON/JACK
	01-005-000-0000-6240			25.00	REG-AMC DIST 3 MTG 5/27	30025 5923	REGISTRATION/FEES/DUES FALK/ROGER
	01-005-000-0000-6240			25.00	REG-AMC DIST 3 MTG 5/27	30025 6127	REGISTRATION/FEES/DUES KLEIN/TERESA
*	2335 ASSN OF MN COUNTIES			\$100.00	*VENDOR TOTAL	11344	
-	1095 DORN INC/TONY						
	01-005-000-0000-6231			22.94	MAINT-COMMISS	612460	PHOTOCOPIER MAINT
*	1095 DORN INC/TONY			\$22.94	*VENDOR TOTAL		
-	1610 FRANK'S TV REPAIR						
	01-005-000-0000-6801			74.79	CELL PHONE	10060950 5923	MISC EXPENSE SWANSON/JACK
*	1610 FRANK'S TV REPAIR			\$74.79	*VENDOR TOTAL		
-	1872 JOHNSTON/ALAN B						
	01-005-000-0000-6331			23.00	MI-BRD MTG 6/22		MILEAGE & EXPENSE
	01-005-000-0000-6331			23.00	MI-BRD MTG 6/29		MILEAGE & EXPENSE
*	1872 JOHNSTON/ALAN B			\$46.00	*VENDOR TOTAL		
**	005 DEPT	TOTAL.....		\$243.73	* BOARD OF COMMISSIONERS		4 VENDORS 8 TRANSACTIONS
--	006 DEPT				PERSONNEL/SAFETY		
-	7104 DOUGS SUPERMARKET - ROSEAU						
	01-006-000-0000-6410			60.27	RETIREMENT PARTY SUPPLIES	23623, 23646	SUPPLY-REFRESHMENTS
	01-006-000-0000-6410			11.22	RETIREMENT PARTY SUPPLIES	23654, 23657	SUPPLY-REFRESHMENTS
	01-006-000-0000-6410			19.10	RETIREMENT PARTY SUPPLIES	23687	SUPPLY-REFRESHMENTS
*	7104 DOUGS SUPERMARKET - ROSEAU			\$90.59	*VENDOR TOTAL		
**	006 DEPT	TOTAL.....		\$90.59	* PERSONNEL/SAFETY		1 VENDORS 3 TRANSACTIONS
--	016 DEPT				DWI COURT		
-	1458 PAMIDA STORES OPERATION CO LL						
	01-016-000-0000-6801			109.00	INCENTIVES FOR COURT	02930047	MISC EXPENSE
*	1458 PAMIDA STORES OPERATION CO LL			\$109.00	*VENDOR TOTAL		
**	016 DEPT	TOTAL.....		\$109.00	* DWI COURT		1 VENDORS 1 TRANSACTIONS
--	025 DEPT				LAW LIBRARY		
-	1095 DORN INC/TONY						

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VENDOR NO.	NAME	ACCOUNT NO.	RPT ACCR	AMOUNT	WARRANT DESCRIPTION SERVICE DATES	INVOICE# PAID ON BEHALF #	ACCOUNT DESCRIPTION ON BEHALF OF NAME
		01-025-000-0000-6231		20.00	MAINT-LAW LIBRARY	612226	PHOTOCOPIER MAINT
*	1095 DORN INC/TONY			\$20.00	*VENDOR TOTAL		
**	025 DEPT	TOTAL.....		\$20.00	* LAW LIBRARY		1 VENDORS 1 TRANSACTIONS
--	041 DEPT			AUDITOR	
-	1095 DORN INC/TONY						
		01-041-000-0000-6231		55.53	MAINT-AUDITOR	612914	PHOTOCOPIER MAINT
*	1095 DORN INC/TONY			\$55.53	*VENDOR TOTAL		
-	1279 MULTI OFFICE PRODUCTS INC						
		01-041-000-0000-6405		40.23	STAPLER, SUPPLIES	29707	OFFICE SUPPLIES
*	1279 MULTI OFFICE PRODUCTS INC			\$40.23	*VENDOR TOTAL		
**	041 DEPT	TOTAL.....		\$95.76	* AUDITOR		2 VENDORS 2 TRANSACTIONS
--	053 DEPT			TREASURER	
-	9050 BORDER STATE BANK-BADGER						
		01-053-000-0000-6305		20.00	SAFETY DEPOSIT BOX 2010		REP & MAINT-MACH & EQUI
*	9050 BORDER STATE BANK-BADGER			\$20.00	*VENDOR TOTAL		
-	1095 DORN INC/TONY						
		01-053-000-0000-6231		82.39	MAINT-TREASURER	612317	PHOTOCOPIER MAINT
*	1095 DORN INC/TONY			\$82.39	*VENDOR TOTAL		
-	12246 FAIR HILLS RESORT						
		01-053-000-0000-6336		302.50	ANNUAL CONF 6/24	3670	HOTEL & MEALS
*	12246 FAIR HILLS RESORT			\$302.50	*VENDOR TOTAL	7033	GREGERSON/DIANE
-	7033 GREGERSON/DIANE						
		01-053-000-0000-6331		171.00	MI-SUMMER CONF		MILEAGE & EXPENSE
		01-053-000-0000-6331		36.00	MI-APR TO JUNE 10		MILEAGE & EXPENSE
*	7033 GREGERSON/DIANE			\$207.00	*VENDOR TOTAL		
-	1279 MULTI OFFICE PRODUCTS INC						
		01-053-000-0000-6405		53.37	BOVINE TB STAMP	29582	OFFICE SUPPLIES
*	1279 MULTI OFFICE PRODUCTS INC			\$53.37	*VENDOR TOTAL		
**	053 DEPT	TOTAL.....		\$665.26	* TREASURER		5 VENDORS 6 TRANSACTIONS
--	055 DEPT			ASSESSOR	
-	1095 DORN INC/TONY						
		01-055-000-0000-6231		26.72	MAINT-ASSESSOR	612941	PHOTOCOPIER MAINT
*	1095 DORN INC/TONY			\$26.72	*VENDOR TOTAL		
**	055 DEPT	TOTAL.....		\$26.72	* ASSESSOR		1 VENDORS 1 TRANSACTIONS

VENDOR NO.	NAME	ACCOUNT NO.	RPT ACCR	AMOUNT	WARRANT DESCRIPTION SERVICE DATES	INVOICE# PAID ON BEHALF #	ACCOUNT DESCRIPTION ON BEHALF OF NAME
--	063 DEPT				INFORMATION TECHNOLOGY		
-	9126 CDW GOVERNMENT INC	01-063-000-0000-6486		801.73	SONICWALL SONICPOINT	SZJ2561	ELECTRONICS
*	9126 CDW GOVERNMENT INC			\$801.73	*VENDOR TOTAL		
-	7052 NORTH COUNTRY WEBSITES	01-063-000-0000-6270		400.00	WEBSITE DESIGN-JUNE 10	2229	PROFESSIONAL SERVICES
*	7052 NORTH COUNTRY WEBSITES			\$400.00	*VENDOR TOTAL		
**	063 DEPT	TOTAL.....		\$1,201.73	* INFORMATION TECHNOLOGY		2 VENDORS 2 TRANSACTIONS
--	064 DEPT				FINANCE TAX		
-	1334 MN COUNTIES COMPUTER COOP	01-064-000-0000-6270		414.13	2010-3RD QTR IFS	2Y10761	PROFESSIONAL SERVICES
		01-064-000-0000-6270		894.89	2010-3RD QTR PAYMATE	2Y10761	PROFESSIONAL SERVICES
*	1334 MN COUNTIES COMPUTER COOP			\$1,309.02	*VENDOR TOTAL		
**	064 DEPT	TOTAL.....		\$1,309.02	* FINANCE TAX		1 VENDORS 2 TRANSACTIONS
--	071 DEPT				ELECTIONS		
-	1279 MULTI OFFICE PRODUCTS INC	01-071-000-0000-6405		28.85	LABELS	29709	OFFICE SUPPLIES
*	1279 MULTI OFFICE PRODUCTS INC			\$28.85	*VENDOR TOTAL		
-	1072 QUALITY PRINTING	01-071-000-0000-6405		164.59	REG VOTER RECEIPTS 10,000	6343	OFFICE SUPPLIES
		01-071-000-0000-6405		349.48	PRE-REG VOTER REC 25,000	6343	OFFICE SUPPLIES
*	1072 QUALITY PRINTING			\$514.07	*VENDOR TOTAL		
-	6585 SYNERGY GRAPHICS	01-071-000-0000-6405		464.91	UOCAVA FILES & PUB BALLOTS	50856	OFFICE SUPPLIES
*	6585 SYNERGY GRAPHICS			\$464.91	*VENDOR TOTAL		
**	071 DEPT	TOTAL.....		\$1,007.83	* ELECTIONS		3 VENDORS 4 TRANSACTIONS
--	091 DEPT				COUNTY ATTORNEY		
-	7564 CROW WING COUNTY TREASURER	01-091-000-0000-6240		50.00	SERV: MATICH VS MATICH	70123	REGISTRATION/FEES/DUES
*	7564 CROW WING COUNTY TREASURER			\$50.00	*VENDOR TOTAL		
-	1334 MN COUNTIES COMPUTER COOP	01-091-000-0000-6240		60.00	REG-MCCC CONF	2Y10666 4007	REGISTRATION/FEES/DUES ROSEEN/DIANE
*	1334 MN COUNTIES COMPUTER COOP			\$60.00	*VENDOR TOTAL		
**	091 DEPT	TOTAL.....		\$110.00	* COUNTY ATTORNEY		2 VENDORS 2 TRANSACTIONS

VENDOR NO.	NAME	ACCOUNT NO.	RPT ACCR	AMOUNT	WARRANT DESCRIPTION SERVICE DATES	INVOICE# PAID ON BEHALF #	ACCOUNT DESCRIPTION ON BEHALF OF NAME
--	093 DEPT				VICTIM SERVICES		
-	7013 BURKEL/BRITTANY	01-093-000-0000-6331		41.00	MI-HOPE TRNG	FY10Q4	MILEAGE & EXPENSE
*	7013 BURKEL/BRITTANY			\$41.00	*VENDOR TOTAL		
-	1401 QUILL CORPORATION	01-093-000-0000-6405		73.26	OFFICE SUPPLIES FY10Q3	5226816	OFFICE SUPPLIES
*	1401 QUILL CORPORATION			\$73.26	*VENDOR TOTAL		
**	093 DEPT	TOTAL.....		\$114.26	* VICTIM SERVICES		2 VENDORS 2 TRANSACTIONS
--	191 DEPT				BUILDING MAINTENANCE		
-	1625 ACE HARDWARE-ROSEAU	01-191-000-0000-6415		122.57	SUPPLIES	227135, 227202	JANITORIAL SUPPLY
		01-191-000-0000-6415		47.93	SUPPLIES	228336, 228339	JANITORIAL SUPPLY
		01-191-000-0000-6415		23.04	SUPPLIES	228357, 228629	JANITORIAL SUPPLY
		01-191-000-0000-6415		13.84	SUPPLIES	229014	JANITORIAL SUPPLY
*	1625 ACE HARDWARE-ROSEAU			\$207.38	*VENDOR TOTAL		
-	1157 GRAINGER INC	01-191-000-0000-6415		57.32	SUPPLIES	9279784640	JANITORIAL SUPPLY
		01-191-000-0000-6415		196.74	SUPPLIES	9282163961	JANITORIAL SUPPLY
		01-191-000-0000-6415		225.85	SUPPLIES	9287206388	JANITORIAL SUPPLY
*	1157 GRAINGER INC			\$479.91	*VENDOR TOTAL		
**	191 DEPT	TOTAL.....		\$687.29	* BUILDING MAINTENANCE		2 VENDORS 7 TRANSACTIONS
--	196 DEPT				BUILDINGS AND GROUNDS		
-	6082 BORDER STATES ELECTRIC SUPPLY	01-196-000-0000-6317		702.81	BALLASTS FOR JAIL LIGHTS	900992050	REP & MAINT-OTHER
*	6082 BORDER STATES ELECTRIC SUPPLY			\$702.81	*VENDOR TOTAL		
-	7408 CUMMINS NPOWER LLC	01-196-000-0000-6316		1,022.60	MAINT-GENERATOR	600-15664	REP & MAINT-BLDG & GROU
*	7408 CUMMINS NPOWER LLC			\$1,022.60	*VENDOR TOTAL		
-	4447 GARTNER REFRIGERATION CO	01-196-000-0000-6317		1,101.17	A/C COMPRESSOR	31373	REP & MAINT-OTHER
		01-196-000-0000-6305		204.51	SHEAVES FOR AHU-JAIL	31569	REP & MAINT-MACH & EQUI
*	4447 GARTNER REFRIGERATION CO			\$1,305.68	*VENDOR TOTAL		
-	7220 NORTHWOODS HEATING & COOLING	01-196-000-0000-6317		259.40	OLD LEC-FURNACE MOTOR	2303	REP & MAINT-OTHER
*	7220 NORTHWOODS HEATING & COOLING			\$259.40	*VENDOR TOTAL		
-	1116 ROSEAU AUTO VALUE	01-196-000-0000-6415		17.25	MECHANICS STETHOSCOPE	D415896	JANITORIAL SUPPLY

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VENDOR NO.	NAME	ACCOUNT NO.	RPT ACCR	AMOUNT	WARRANT DESCRIPTION SERVICE DATES	INVOICE# PAID ON BEHALF #	ACCOUNT DESCRIPTION ON BEHALF OF NAME
*	1116	ROSEAU AUTO VALUE		\$17.25	*VENDOR TOTAL		
-	5315	SJOBERG'S INC 01-196-000-0000-6317		183.00	FIBER LEASE-JAIL TO HWY	1028979	REP & MAINT-OTHER
		01-196-000-0000-6317		49.95	INTERNET SERVICE	1028979	REP & MAINT-OTHER
*	5315	SJOBERG'S INC		\$232.95	*VENDOR TOTAL		
-	7306	US SECURITY SYSTEMS, INC. 01-196-000-0000-6317		255.00	15 SWITCHES	8542	REP & MAINT-OTHER
*	7306	US SECURITY SYSTEMS, INC.		\$255.00	*VENDOR TOTAL		
-	1339	WIKSTROM TELECOM-INTERNET 01-196-000-0000-6608		157.50	KEY SYSTEMS		CAPITAL-BLDG ACQUISITION
*	1339	WIKSTROM TELECOM-INTERNET		\$157.50	*VENDOR TOTAL		
**	196	DEPT TOTAL		\$3,953.19	* BUILDINGS AND GROUNDS		8 VENDORS 10 TRANSACTIONS
--	201	DEPT			SHERIFF		
-	6808	ALLTEL 01-201-000-0000-6203		334.56	AIR CARDS-JUNE 10	4160689149-153	TELEPHONE
*	6808	ALLTEL		\$334.56	*VENDOR TOTAL		
-	1619	BALLARD MOTOR CO 01-201-000-0000-6580		30.94	UNIT 2903 MAINT	99465	REPAIR PARTS-VEHICLES
		01-201-000-0000-6580		29.87	UNIT 2502 MAINT	99525	REPAIR PARTS-VEHICLES
		01-201-000-0000-6580		26.67	UNIT 2504 MAINT	99567	REPAIR PARTS-VEHICLES
		01-201-000-0000-6580		38.94	UNIT 2702 MAINT	99615	REPAIR PARTS-VEHICLES
		01-201-000-0000-6580		125.29	UNIT 2501 MAINT	99640	REPAIR PARTS-VEHICLES
*	1619	BALLARD MOTOR CO		\$251.71	*VENDOR TOTAL		
-	9126	CDW GOVERNMENT INC 01-201-000-0000-6270		164.84	ANTIVIRUS RENEWAL	STZ2221	PROFESSIONAL SERVICES
		01-201-000-0000-6590		1,025.39	SQUAD LAPTOP MOUNTS	TBW8081	SQUAD EQUIP/ACCESSORIES
*	9126	CDW GOVERNMENT INC		\$1,190.23	*VENDOR TOTAL		
-	6941	CHRISTIAN/BRANDY 01-201-000-0000-6331		5.50	MI-APR TO JUNE 2010		MILEAGE & EXPENSE
*	6941	CHRISTIAN/BRANDY		\$5.50	*VENDOR TOTAL		
-	1698	CULLIGAN 01-201-000-0000-6801		19.50	WATER-SHERIFF		MISC EXPENSE
*	1698	CULLIGAN		\$19.50	*VENDOR TOTAL		
-	1095	DORN INC/TONY 01-201-000-0000-6231		25.86	MAINT-SHERIFF	612787	PHOTOCOPIER MAINT
*	1095	DORN INC/TONY		\$25.86	*VENDOR TOTAL		
-	7104	DOUGS SUPERMARKET - ROSEAU 01-201-000-0000-6172		10.77	TRNG EXPENSE	23707	TUITION & EDUCATION

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VENDOR NO.	NAME	ACCOUNT NO.	RPT ACCR	AMOUNT	WARRANT DESCRIPTION SERVICE DATES	INVOICE# PAID ON BEHALF #	ACCOUNT DESCRIPTION ON BEHALF OF NAME
*	7104	DOUGS SUPERMARKET - ROSEAU		\$10.77	*VENDOR TOTAL		
-	5305	FARMERS UNION OIL CO-WARROAD 01-201-000-0000-6561		411.74	SQUAD FUEL-JUNE 10		GAS & OIL-COUNTY VEHICL
*	5305	FARMERS UNION OIL CO-WARROAD		\$411.74	*VENDOR TOTAL		
-	1610	FRANK'S TV REPAIR 01-201-000-0000-6405		64.10	OFFICE SUPPLIES	10061144	OFFICE SUPPLIES
*	1610	FRANK'S TV REPAIR		\$64.10	*VENDOR TOTAL		
-	5082	FREDRICKSON/ROLAND 01-201-000-0000-6801		275.00	STORAGE RENTAL 7/15/2010 8/15/2010		MISC EXPENSE
*	5082	FREDRICKSON/ROLAND		\$275.00	*VENDOR TOTAL		
-	8056	HOLIDAY COMMERCIAL 01-201-000-0000-6561		582.04	SQUAD FUEL-JUNE 10		GAS & OIL-COUNTY VEHICL
*	8056	HOLIDAY COMMERCIAL		\$582.04	*VENDOR TOTAL		
-	6867	INTERSTATE ALL BATTERY 01-201-000-0000-6456		149.80	BATTERIES	102609, 102786	SUPPLY-FIELD
*	6867	INTERSTATE ALL BATTERY		\$149.80	*VENDOR TOTAL		
-	2608	KLATT/JANET 01-201-000-0000-6331		18.16	MI-APR TO JUNE 10		MILEAGE & EXPENSE
*	2608	KLATT/JANET		\$18.16	*VENDOR TOTAL		
-	1282	LAKE COUNTRY CHEV BUICK PONTI 01-201-000-0000-6580		411.61	UNIT 2701 TOW/MAINT	71175	REPAIR PARTS-VEHICLES
*	1282	LAKE COUNTRY CHEV BUICK PONTI		\$411.61	*VENDOR TOTAL		
-	1353	MN SHERIFF'S ASSN 01-201-000-0000-6240		280.00	REG-SUMMER COP	CD10-49 6955	REGISTRATION/FEES/DUES BANDEMER/TERRY L
*	1353	MN SHERIFF'S ASSN		\$280.00	*VENDOR TOTAL		
-	1401	QUILL CORPORATION 01-201-000-0000-6405		78.23	OFFICE SUPPLIES	6204861	OFFICE SUPPLIES
*	1401	QUILL CORPORATION		\$78.23	*VENDOR TOTAL		
-	2029	ROSEAU CO COOP ASSN 01-201-000-0000-6561		406.79	SQUAD FUEL-JUNE 10		GAS & OIL-COUNTY VEHICL
*	2029	ROSEAU CO COOP ASSN		\$406.79	*VENDOR TOTAL		
-	1424	ROSEAU CO SHERIFF-SUNDRY ACCO 01-201-000-0000-6336		145.86	REIMB-SWAT TRNG MEALS	7221	HOTEL & MEALS COSSENTINE/NATHAN
		01-201-000-0000-6336		122.85	REIMB-SWAT TRNG MEALS	6081	HOTEL & MEALS HICKEY/MICHAEL
		01-201-000-0000-6336		14.63	REIMB-SHERIFF CONF MEAL	6955	HOTEL & MEALS BANDEMER/TERRY L

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		01-201-000-0000-6336		5.80	REIMB-SHERIFF CONF MEAL		HOTEL & MEALS
		01-201-000-0000-6336		9.18	REIMB-MEALS WADENA TORNADO	12207	HANSON/JULE
		01-201-000-0000-6336		23.37	REIMB-MEALS WADENA TORNADO	6081	HOTEL & MEALS HICKEY/MICHAEL
		01-201-000-0000-6561		42.50	REIMB-TRANSPORT FUEL	7221	HOTEL & MEALS COSSENTINE/NATHAN
						3041	GAS & OIL-COUNTY VEHICL NELSON/JEFF
*	1424	ROSEAU CO SHERIFF-SUNDRY ACCO		\$364.19	*VENDOR TOTAL		
-	5315	SJOBORG'S INC					
		01-201-000-0000-6317		50.00	FIBER LEASE-JAIL TO HWY	1028979	REP & MAINT-OTHER
*	5315	SJOBORG'S INC		\$50.00	*VENDOR TOTAL		
-	6304	TEE'S PLUS					
		01-201-000-0000-6803		53.75	FAIR DARE EXPENSE	330563, 330571	GRANTS OUT
*	6304	TEE'S PLUS		\$53.75	*VENDOR TOTAL		
-	6362	VARSITY CAR WASH & DETAILING					
		01-201-000-0000-6580		12.83	SQUAD WASHES	527	REPAIR PARTS-VEHICLES
*	6362	VARSITY CAR WASH & DETAILING		\$12.83	*VENDOR TOTAL		
**	201 DEPT	TOTAL.....		\$4,996.37	* SHERIFF		21 VENDORS 32 TRANSACTIONS
--	204 DEPT			JAIL	
-	1625	ACE HARDWARE-ROSEAU					
		01-204-000-0000-6459		80.15	JAIL SUPPLIES	229187	SUPPLY-JAIL
*	1625	ACE HARDWARE-ROSEAU		\$80.15	*VENDOR TOTAL		
-	9126	CDW GOVERNMENT INC					
		01-204-000-0000-6270		88.60	ANTIVIRUS RENEWAL	STZ2221	PROFESSIONAL SERVICES
*	9126	CDW GOVERNMENT INC		\$88.60	*VENDOR TOTAL		
-	1698	CULLIGAN					
		01-204-000-0000-6801		26.00	WATER-DET CTR		MISC EXPENSE
*	1698	CULLIGAN		\$26.00	*VENDOR TOTAL		
-	1095	DORN INC/TONY					
		01-204-000-0000-6231		26.60	MAINT-JAIL	612787	PHOTOCOPIER MAINT
*	1095	DORN INC/TONY		\$26.60	*VENDOR TOTAL		
-	6859	LAKESIDE PROTECTION INC					
		01-204-000-0000-6270		97.50	EXTING ANNUALS-JAIL	2283	PROFESSIONAL SERVICES
*	6859	LAKESIDE PROTECTION INC		\$97.50	*VENDOR TOTAL		
-	1823	LIFECARE MEDICAL CENTER					
		01-204-000-0000-6288		1,336.35	PRISONER MEDICAL		SERV-PRISONER MEDICAL
*	1823	LIFECARE MEDICAL CENTER		\$1,336.35	*VENDOR TOTAL		

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VENDOR NO.	NAME	ACCOUNT NO.	RPT ACCR	AMOUNT	WARRANT DESCRIPTION SERVICE DATES	INVOICE# PAID ON BEHALF #	ACCOUNT DESCRIPTION ON BEHALF OF NAME
-	6083	NORTHWEST TRAILER PRODUCTS					
		01-204-000-0000-6459		125.00	TILL GARDEN-DET CTR		SUPPLY-JAIL
*	6083	NORTHWEST TRAILER PRODUCTS		\$125.00	*VENDOR TOTAL		
-	1424	ROSEAU CO SHERIFF-SUNDRY ACCO					
		01-204-000-0000-6336		13.83	REIMB-MEALS WADENA TORNADO		HOTEL & MEALS
		01-204-000-0000-6801		33.03	REIMB-FUEL WADENA TORNADO	3949	SOLBERG/MARY
		01-204-000-0000-6335		4.69	REIMB-PRISONER TRANSPORT	6847	MISC EXPENSE
						3041	MAGNUSSON/HEATHER
*	1424	ROSEAU CO SHERIFF-SUNDRY ACCO		\$51.55	*VENDOR TOTAL		PRISONER TRANSPORT/MATR
							NELSON/JEFF
-	6084	RS EDEN					
		01-204-000-0000-6459		203.06	RAPID TESTS	32513	SUPPLY-JAIL
*	6084	RS EDEN		\$203.06	*VENDOR TOTAL		
-	4216	STATE OF MINNESOTA BCA					
		01-204-000-0000-6200		150.00	CJDN CHARGES	P07MD06800000L	SERVICES
		01-204-000-0000-6200		120.00	CDJN OPERATION CHARGES	P07MD06800000L	SERVICES
*	4216	STATE OF MINNESOTA BCA		\$270.00	*VENDOR TOTAL		
-	7081	TW VENDING INC					
		01-204-000-0000-6458		500.00	MONTHLY LEASE	17403	SUPPLY-PRISONER CANTEEN
*	7081	TW VENDING INC		\$500.00	*VENDOR TOTAL		
-	3995	ZEE SERVICE CO					
		01-204-000-0000-6288		97.15	PRISONER MEDICAL SUPPLIES	110614399	SERV-PRISONER MEDICAL
*	3995	ZEE SERVICE CO		\$97.15	*VENDOR TOTAL		
**	204	DEPT TOTAL.....		\$2,901.96	* JAIL		12 VENDORS 15 TRANSACTIONS
--	205	DEPT			BOAT & WATER SAFETY		
-	1619	BALLARD MOTOR CO					
		01-205-000-0000-6801		91.88	UNIT 2403 TRLR CONNECTION	99399	MISC EXPENSE
*	1619	BALLARD MOTOR CO		\$91.88	*VENDOR TOTAL		
**	205	DEPT TOTAL.....		\$91.88	* BOAT & WATER SAFETY		1 VENDORS 1 TRANSACTIONS
--	281	DEPT			EMERGENCY MANAGEMENT		
-	1095	DORN INC/TONY					
		01-281-000-0000-6801		5.08	MAINT-EMERG MGMT	612460	MISC EXPENSE
*	1095	DORN INC/TONY		\$5.08	*VENDOR TOTAL		
-	6085	ROSEAU CO SHERIFF'S POSSE					
		01-281-000-0000-6803		835.00	MI-POSSE CLINIC 4 AUTOS/TRL 6/05/2010 6/06/2010	CCP-00634 GRNT	GRANTS OUT
		01-281-000-0000-6803		602.73	LODGE-POSSE CLINIC (3)	CCP-00634 GRNT	GRANTS OUT

VENDOR NO.	NAME	ACCOUNT NO.	RPT ACCR	AMOUNT	WARRANT DESCRIPTION SERVICE DATES	INVOICE# PAID ON BEHALF #	ACCOUNT DESCRIPTION ON BEHALF OF NAME
		01-281-000-0000-6803		280.00	2 REG-POLK CO POSSE CLINIC	CCP-00634 GRNT	GRANTS OUT
		01-281-000-0000-6803		145.00	MI-POLK CO POSSE CLINIC	CCP-00634 GRNT	GRANTS OUT
*	6085	ROSEAU CO SHERIFF'S POSSE		\$1,862.73	*VENDOR TOTAL		
-	6086	WADENA CO MOUNTED SHERIFF'S P					
		01-281-000-0000-6803		1,385.00	REG-WADENA POSSE CLINIC (8)	CCP-00634 GRNT	GRANTS OUT
		01-281-000-0000-6803		140.00	ME-WADENA POSSE CLINIC (8)	CCP-00634 GRNT	GRANTS OUT
*	6086	WADENA CO MOUNTED SHERIFF'S P		\$1,525.00	*VENDOR TOTAL		
**	281 DEPT	TOTAL.....		\$3,392.81	* EMERGENCY MANAGEMENT		3 VENDORS 7 TRANSACTIONS
--	401 DEPT				HEALTH/WELFARE		
-	7050	GREEN/RACHEL					
		01-401-000-0000-6331		34.00	MI-RCCOA 6/28		MILEAGE & EXPENSE
*	7050	GREEN/RACHEL		\$34.00	*VENDOR TOTAL		
-	7186	HALLAN/JAMES					
		01-401-000-0000-6331		23.00	MI-RCCOA 6/28		MILEAGE & EXPENSE
		01-401-000-0000-6338		50.00	RCCOA 6/28		COMMITTEE EXPENSE
*	7186	HALLAN/JAMES		\$73.00	*VENDOR TOTAL		
-	7135	OLSON/ORVEL					
		01-401-000-0000-6331		22.00	MI-RCCOA 6/28		MILEAGE & EXPENSE
		01-401-000-0000-6338		50.00	RCCOA 6/28		COMMITTEE EXPENSE
*	7135	OLSON/ORVEL		\$72.00	*VENDOR TOTAL		
-	7133	PHILLIPE/GLENDA A					
		01-401-000-0000-6331		23.00	MI-RCCOA 5/17		MILEAGE & EXPENSE
		01-401-000-0000-6331		113.00	MI-PEMBINA TRAIL 6/25		MILEAGE & EXPENSE
		01-401-000-0000-6331		23.00	MI-RCCOA 6/28		MILEAGE & EXPENSE
		01-401-000-0000-6338		50.00	RCCOA 5/17		COMMITTEE EXPENSE
		01-401-000-0000-6338		100.00	PEMBINA TRAIL 6/25		COMMITTEE EXPENSE
		01-401-000-0000-6338		50.00	RCCOA 6/28		COMMITTEE EXPENSE
*	7133	PHILLIPE/GLENDA A		\$359.00	*VENDOR TOTAL		
**	401 DEPT	TOTAL.....		\$538.00	* HEALTH/WELFARE		4 VENDORS 11 TRANSACTIONS
--	603 DEPT				EXTENSION		
-	1095	DORN INC/TONY					
		01-603-000-0000-6231		127.82	MAINT-EXTENSION	612460	PHOTOCOPIER MAINT
*	1095	DORN INC/TONY		\$127.82	*VENDOR TOTAL		
-	12360	REGENTS OF U OF MINNESOTA					
		01-603-000-0000-6114		16,224.99	REIMB WAGES OCT-DEC	300003357	SALARY & WAGES-NON PAYR
*	12360	REGENTS OF U OF MINNESOTA		\$16,224.99	*VENDOR TOTAL		
**	603 DEPT	TOTAL.....		\$16,352.81	* EXTENSION		2 VENDORS 2 TRANSACTIONS

VENDOR NO.	NAME	ACCOUNT NO.	RPT ACCR	AMOUNT	WARRANT DESCRIPTION SERVICE DATES	INVOICE# PAID ON BEHALF #	ACCOUNT DESCRIPTION ON BEHALF OF NAME
--	610 DEPT				CONSOLIDATED CONSERVATION DEVELOPMENT		
-	1188 HORNER PLUMBING & EXCAVATION	01-610-000-0000-6317		687.00	INSTALL CMP PIPE	6777	REP & MAINT-OTHER
*	1188 HORNER PLUMBING & EXCAVATION			\$687.00	*VENDOR TOTAL		
**	610 DEPT	TOTAL		\$687.00	* CONSOLIDATED CONSERVATION DEVELOPMENT		1 VENDORS 1 TRANSACTIONS
--	611 DEPT				CONSERVATION OF NATURAL RESOURCE		
-	11850 ROSEAU CO SOIL & WATER CONS	01-611-000-0000-6270		998.28	AG INSPECT-MAY/JUNE 10		PROFESSIONAL SERVICES
		01-611-000-0000-6803		2,799.25	CLWP-MAY/JUNE 10		GRANTS OUT
		01-611-000-0000-6803		870.00	WCA-MAY/JUNE 10		GRANTS OUT
*	11850 ROSEAU CO SOIL & WATER CONS			\$4,667.53	*VENDOR TOTAL		
**	611 DEPT	TOTAL		\$4,667.53	* CONSERVATION OF NATURAL RESOURCE		1 VENDORS 3 TRANSACTIONS
--	710 DEPT				TV TOWER		
-	5315 SJOBERG'S INC	01-710-000-0000-6340		256.64	TOWER RENT-JUNE 10		SIGNAL CHARGE/TOWER REN
		01-710-000-0000-6340		798.44	CBS SIGNAL-JUNE 10		SIGNAL CHARGE/TOWER REN
		01-710-000-0000-6340		28.52	KNRR SIGNAL-JUNE 10		SIGNAL CHARGE/TOWER REN
		01-710-000-0000-6340		553.21	WDAZ SIGNAL-JUNE 10		SIGNAL CHARGE/TOWER REN
		01-710-000-0000-6340		798.44	NBC SIGNAL-JUNE 10		SIGNAL CHARGE/TOWER REN
*	5315 SJOBERG'S INC			\$2,435.25	*VENDOR TOTAL		
**	710 DEPT	TOTAL		\$2,435.25	* TV TOWER		1 VENDORS 5 TRANSACTIONS
--	840 DEPT				GENERAL FUND UNALLOCATED		
-	6988 ADVANTAGE MARKETING & PROMOTI	01-840-000-0000-6241		12.42	MTG NOTICE 6/15, 6/22	8096	PUBLISHING
		01-840-000-0000-6241		45.89	BRD PROCEED 6/22	8164	PUBLISHING
*	6988 ADVANTAGE MARKETING & PROMOTI			\$58.31	*VENDOR TOTAL		
-	1698 CULLIGAN	01-840-000-0000-6801		13.00	2 BOTTLES COMMISS 7/6		MISC EXPENSE
		01-840-000-0000-6801		39.00	6 BOTTLES CTHSE 7/6		MISC EXPENSE
*	1698 CULLIGAN			\$52.00	*VENDOR TOTAL		
-	7104 DOUGS SUPERMARKET - ROSEAU	01-840-000-0000-6205		26.42	POSTAGE	23281, 23409	POSTAGE
*	7104 DOUGS SUPERMARKET - ROSEAU			\$26.42	*VENDOR TOTAL		
-	5613 HOFFMAN DALE & SWENSON PLLC	01-840-000-0000-6270		1,897.00	2009 AUDIT		PROFESSIONAL SERVICES
*	5613 HOFFMAN DALE & SWENSON PLLC			\$1,897.00	*VENDOR TOTAL		

COURTNEY P
 7/09/2010 01 FUND
 11:21:02 REVENUE

ROSEAU COUNTY COUNTY 68
 INTEGRATED RECEIPTS AND DISBURSEMENTS SYSTEM IFD53 PAGE 11
 A/P AUDIT LIST FOR BOARD COMMISSIONER'S WARRANTS

VENDOR NO.	NAME	ACCOUNT NO.	RPT ACCR	AMOUNT	WARRANT DESCRIPTION SERVICE DATES	INVOICE# PAID ON BEHALF #	ACCOUNT DESCRIPTION ON BEHALF OF NAME
-	1279 MULTI OFFICE PRODUCTS INC						
	01-840-000-0000-6405			24.75	COFFEE FILTERS	29671	OFFICE SUPPLIES
	01-840-000-0000-6405			230.53	6 - 8.5X11 PAPER	29691	OFFICE SUPPLIES
*	1279 MULTI OFFICE PRODUCTS INC			\$255.28	*VENDOR TOTAL		
-	1091 ROSEAU TIMES REGION AND						
	01-840-000-0000-6241			28.00	2010 SUBSCRIPTION-COORD		PUBLISHING
*	1091 ROSEAU TIMES REGION AND			\$28.00	*VENDOR TOTAL		
**	840 DEPT	TOTAL.....		\$2,317.01	* GENERAL FUND UNALLOCATED		6 VENDORS 9 TRANSACTIONS
**	01 FUND TOTAL.....			\$48,015.00	** REVENUE		137 TRANSACTIONS

COURTNEY
 7/09/2010 02 FUND
 11:21:02 ROAD AND BRIDGE

ROSEAU COUNTY
 INTEGRATED RECEIPTS AND DISBURSEMENTS SYSTEM
 A/P AUDIT LIST FOR BOARD

COUNTY 68
 COMMISSIONER'S WARRANTS

IPD53 PAGE 12

VENDOR NO.	NAME	ACCOUNT NO.	RPT ACCR	AMOUNT	WARRANT DESCRIPTION SERVICE DATES	INVOICE# PAID ON BEHALF #	ACCOUNT DESCRIPTION ON BEHALF OF NAME
--	310 DEPT				HIGHWAY MAINTENANCE		
-	1625 ACE HARDWARE-ROSEAU	02-310-000-0000-6550		29.89	SPRAY SUPPLY 071		FIELD CHEMICALS
*	1625 ACE HARDWARE-ROSEAU			\$29.89	*VENDOR TOTAL		
-	1225 COAST TRUE VALUE	02-310-000-0000-6530		160.55	SIGNS 071		TRAFFIC SIGNS, POSTS
		02-310-000-0000-6550		100.99	SPRAY 071		FIELD CHEMICALS
*	1225 COAST TRUE VALUE			\$261.54	*VENDOR TOTAL		
-	3953 KOFSTAD SIGNS	02-310-000-0000-6530		36.34	SIGN MATERIALS 071		TRAFFIC SIGNS, POSTS
*	3953 KOPSTAD SIGNS			\$36.34	*VENDOR TOTAL		
-	1006 NORTHERN ACE STORES INC-GBUSH	02-310-000-0000-6550		20.31	SPRAY SUPPLY 071		FIELD CHEMICALS
*	1006 NORTHERN ACE STORES INC-GBUSH			\$20.31	*VENDOR TOTAL		
-	1215 NORTHERN RESOURCES COOPERATIV	02-310-000-0000-6550		7,920.00	STOCK AQUA NEAT 071		FIELD CHEMICALS
		02-310-000-0000-6550		11,375.00	STOCK ELEMENT 3A 071		FIELD CHEMICALS
		02-310-000-0000-6550		15,345.00	STOCK HI DEP 071		FIELD CHEMICALS
*	1215 NORTHERN RESOURCES COOPERATIV			\$34,640.00	*VENDOR TOTAL		
-	5099 3-D SPECIALTIES INC	02-310-000-0000-6530		119.91	TRAFFIC CONES 071		TRAFFIC SIGNS, POSTS
*	5099 3-D SPECIALTIES INC			\$119.91	*VENDOR TOTAL		
**	310 DEPT	TOTAL.....		\$35,107.99	* HIGHWAY MAINTENANCE		6 VENDORS 9 TRANSACTIONS
--	320 DEPT				HIGHWAY CONSTRUCTION		
-	1625 ACE HARDWARE-ROSEAU	02-320-000-0000-6310		6.66	FREIGHT-SAP 68-603-23 071		CONSTRUCTION TESTING
		02-320-000-0000-6801		148.49	2 BRIDGES-ROSEAU CITY 071		MISC EXPENSE
*	1625 ACE HARDWARE-ROSEAU			\$155.15	*VENDOR TOTAL		
-	6988 ADVANTAGE MARKETING & PROMOTI	02-320-000-0000-6241		14.81	BIDS SAP 68-599-91 071		PUBLISHING
		02-320-000-0000-6241		14.81	BIDS-SAP 68-599-90 071		PUBLISHING
		02-320-000-0000-6241		14.80	BIDS-SAP 68-676-05 071		PUBLISHING
		02-320-000-0000-6241		14.80	BIDS-200 ST GREENBUSH 071		PUBLISHING
*	6988 ADVANTAGE MARKETING & PROMOTI			\$59.22	*VENDOR TOTAL		
-	7104 DOUGS SUPERMARKET - ROSEAU	02-320-000-0000-6205		8.93	FREIGHT-ENG SUPPLY 071		POSTAGE
		02-320-000-0000-6310		10.27	SAP 68-603-23 071		CONSTRUCTION TESTING
*	7104 DOUGS SUPERMARKET - ROSEAU			\$19.20	*VENDOR TOTAL		

VENDOR NO.	NAME	ACCOUNT NO.	RPT ACCR	AMOUNT	WARRANT DESCRIPTION SERVICE DATES	INVOICE# PAID ON BEHALF #	ACCOUNT DESCRIPTION ON BEHALF OF NAME
-	6326 MATHISON COMPANY						
	02-320-000-0000-6500			347.50	PAINT 071		SUPPLY-FIELD ENGINEERIN
*	6326 MATHISON COMPANY			\$347.50	*VENDOR TOTAL		
-	6046 MN DEPT OF TRANSPORTATION						
	02-320-000-0000-6310			266.25	TESTING SAP 68-603-23 071		CONSTRUCTION TESTING
	02-320-000-0000-6310			71.90	TESTING-2 BRIDGES-ROSEAU071		CONSTRUCTION TESTING
*	6046 MN DEPT OF TRANSPORTATION			\$338.15	*VENDOR TOTAL		
**	320 DEPT	TOTAL.....		\$919.22	* HIGHWAY CONSTRUCTION		5 VENDORS 11 TRANSACTIONS
--	330 DEPT			HIGHWAY ADMINISTRATION	
-	1095 DORN INC/TONY						
	02-330-000-0000-6405			62.03	MAINT ON IMAGERUNNER 071		OFFICE SUPPLIES
*	1095 DORN INC/TONY			\$62.03	*VENDOR TOTAL		
-	7104 DOUGS SUPERMARKET - ROSEAU						
	02-330-000-0000-6405			18.06	OFFICE SUPPLIES 071		OFFICE SUPPLIES
*	7104 DOUGS SUPERMARKET - ROSEAU			\$18.06	*VENDOR TOTAL		
-	6762 FIRSTLAB						
	02-330-000-0000-6240			78.00	RANDOM DRUG/ALCOHOL TEST071		REGISTRATION/FEES/DUES
*	6762 FIRSTLAB			\$78.00	*VENDOR TOTAL		
-	5613 HOFFMAN DALE & SWENSON PLLC						
	02-330-000-0000-6270			1,240.00	2009 AUDIT 071		PROFESSIONAL SERVICES
*	5613 HOFFMAN DALE & SWENSON PLLC			\$1,240.00	*VENDOR TOTAL		
-	1279 MULTI OFFICE PRODUCTS INC						
	02-330-000-0000-6405			85.48	OFFICE SUPPLIES 071	29647	OFFICE SUPPLIES
	02-330-000-0000-6405			192.11	OFFICE SUPPLIES 071	29678	OFFICE SUPPLIES
*	1279 MULTI OFFICE PRODUCTS INC			\$277.59	*VENDOR TOTAL		
-	12010 ROSEAU CLEANING SYSTEMS						
	02-330-000-0000-6270			462.76	JUNE 2010 CLEANING CHGS 071		PROFESSIONAL SERVICES
*	12010 ROSEAU CLEANING SYSTEMS			\$462.76	*VENDOR TOTAL		
-	1057 TRIBUNE/THE						
	02-330-000-0000-6405			39.00	HWY DEPT RENEWAL 071		OFFICE SUPPLIES
*	1057 TRIBUNE/THE			\$39.00	*VENDOR TOTAL		
**	330 DEPT	TOTAL.....		\$2,177.44	* HIGHWAY ADMINISTRATION		7 VENDORS 8 TRANSACTIONS
--	340 DEPT			EQUIPMENT MAINTENANCE AND SHOPS	
-	1625 ACE HARDWARE-ROSEAU						
	02-340-000-0000-6580			21.36	#104 071		REPAIR PARTS
	02-340-000-0000-6580			72.32	#105 071		REPAIR PARTS
	02-340-000-0000-6580			5.23	#58 071		REPAIR PARTS

VENDOR NO.	NAME	ACCOUNT NO.	RPT ACCR	AMOUNT	WARRANT DESCRIPTION SERVICE DATES	INVOICE# PAID ON BEHALF #	ACCOUNT DESCRIPTION ON BEHALF OF NAME
		02-340-000-0000-6580		2.76	#59 071		REPAIR PARTS
		02-340-000-0000-6801		132.42	ROSEAU SHOP 071		MISC EXPENSE
*	1625 ACE HARDWARE-ROSEAU			\$234.09	*VENDOR TOTAL		
-	4745 AMERIPRIDE LINEN & APPAREL SE						
		02-340-000-0000-6801		191.58	RENTAL 071	1300039035	MISC EXPENSE
*	4745 AMERIPRIDE LINEN & APPAREL SE			\$191.58	*VENDOR TOTAL		
-	1619 BALLARD MOTOR CO						
		02-340-000-0000-6580		69.00	#43 071		REPAIR PARTS
*	1619 BALLARD MOTOR CO			\$69.00	*VENDOR TOTAL		
-	12016 BEMIDJI WELDERS SUPPLY						
		02-340-000-0000-6801		54.51	WELDING SUPPLIES 071		MISC EXPENSE
*	12016 BEMIDJI WELDERS SUPPLY			\$54.51	*VENDOR TOTAL		
-	1225 COAST TRUE VALUE						
		02-340-000-0000-6580		9.55	#54 071		REPAIR PARTS
		02-340-000-0000-6580		3.45	#58 071		REPAIR PARTS
		02-340-000-0000-6801		136.78	ROSEAU SHOP-BULBS 071		MISC EXPENSE
*	1225 COAST TRUE VALUE			\$149.78	*VENDOR TOTAL		
-	5586 COUNTRYSIDE TIRE						
		02-340-000-0000-6580		101.34	#90 071	82445	REPAIR PARTS
*	5586 COUNTRYSIDE TIRE			\$101.34	*VENDOR TOTAL		
-	1698 CULLIGAN						
		02-340-000-0000-6254		107.00	ROSEAU SHOP 071		GAS-UTILITIES
		02-340-000-0000-6254		7.50	WARROAD SHOP 071		GAS-UTILITIES
*	1698 CULLIGAN			\$114.50	*VENDOR TOTAL		
-	1012 D & E SPORT SHOP-ROSEAU						
		02-340-000-0000-6580		63.36	#992 071		REPAIR PARTS
*	1012 D & E SPORT SHOP-ROSEAU			\$63.36	*VENDOR TOTAL		
-	6099 DEWAYNE'S AUTO SERVICE						
		02-340-000-0000-6580		21.37	#356 071		REPAIR PARTS
*	6099 DEWAYNE'S AUTO SERVICE			\$21.37	*VENDOR TOTAL		
-	1428 FARMERS UNION OIL CO-LK BRNSN						
		02-340-000-0000-6254		146.48	STRATHCONA SHOP LP 071		GAS-UTILITIES
		02-340-000-0000-6561		2,481.17	#101 071		GAS, DIESEL, PROPANE
		02-340-000-0000-6561		32.76	#352 071		GAS, DIESEL, PROPANE
*	1428 FARMERS UNION OIL CO-LK BRNSN			\$2,660.41	*VENDOR TOTAL		
-	5305 FARMERS UNION OIL CO-WARROAD						
		02-340-000-0000-6561		99.95	#104 071		GAS, DIESEL, PROPANE
		02-340-000-0000-6561		2,515.03	#34 071		GAS, DIESEL, PROPANE
		02-340-000-0000-6561		38.44	#356 071		GAS, DIESEL, PROPANE
		02-340-000-0000-6561		160.86	#358 071		GAS, DIESEL, PROPANE

VENDOR NO.	NAME	ACCOUNT NO.	RPT ACCR	AMOUNT	WARRANT DESCRIPTION	SERVICE DATES	INVOICE# PAID ON BEHALF #	ACCOUNT DESCRIPTION ON BEHALF OF NAME
		02-340-000-0000-6561		66.83	#363	071		GAS, DIESEL, PROPANE
		02-340-000-0000-6561		149.70	#39	071		GAS, DIESEL, PROPANE
		02-340-000-0000-6561		143.22	#870	071		GAS, DIESEL, PROPANE
		02-340-000-0000-6561		873.92	#90	071		GAS, DIESEL, PROPANE
		02-340-000-0000-6580		40.35	#86	071		REPAIR PARTS
		02-340-000-0000-6801		704.09	ROSEAU SHOP	071		MISC EXPENSE
		02-340-000-0000-6801		13.86	WARROAD SHOP	071		MISC EXPENSE
*	5305 FARMERS UNION OIL CO-WARROAD			\$4,806.25	*VENDOR TOTAL			
-	5670 FLEET SUPPLY							
		02-340-000-0000-6580		2.82	#56	071		REPAIR PARTS
		02-340-000-0000-6580		13.35	#626	071		REPAIR PARTS
		02-340-000-0000-6801		34.18	ROSEAU SHOP	071		MISC EXPENSE
*	5670 FLEET SUPPLY			\$50.35	*VENDOR TOTAL			
-	5106 HOLTE IMPLEMENT INC							
		02-340-000-0000-6580		53.18	#37	071		REPAIR PARTS
		02-340-000-0000-6580		18.87	#90	071		REPAIR PARTS
		02-340-000-0000-6580		18.88	#91	071		REPAIR PARTS
		02-340-000-0000-6580		18.87	#92	071		REPAIR PARTS
*	5106 HOLTE IMPLEMENT INC			\$109.80	*VENDOR TOTAL			
-	1303 M & R SIGN CO INC							
		02-340-000-0000-6580		68.61	#48	071		REPAIR PARTS
		02-340-000-0000-6580		68.61	#49	071		REPAIR PARTS
		02-340-000-0000-6580		68.62	#52	071		REPAIR PARTS
		02-340-000-0000-6580		68.62	#53	071		REPAIR PARTS
*	1303 M & R SIGN CO INC			\$274.46	*VENDOR TOTAL			
-	1006 NORTHERN ACE STORES INC-GBUSH							
		02-340-000-0000-6801		25.61	STRATHCONA SHOP	071		MISC EXPENSE
*	1006 NORTHERN ACE STORES INC-GBUSH			\$25.61	*VENDOR TOTAL			
-	1215 NORTHERN RESOURCES COOPERATIV							
		02-340-000-0000-6561		31.57		071		GAS, DIESEL, PROPANE
		02-340-000-0000-6561		2,157.93	#102	071		GAS, DIESEL, PROPANE
		02-340-000-0000-6561		1,156.10	#202	071		GAS, DIESEL, PROPANE
		02-340-000-0000-6561		29.33	#351	071		GAS, DIESEL, PROPANE
		02-340-000-0000-6561		84.34	#356	071		GAS, DIESEL, PROPANE
		02-340-000-0000-6561		47.62	#357	071		GAS, DIESEL, PROPANE
		02-340-000-0000-6561		2,350.68	#37	071		GAS, DIESEL, PROPANE
		02-340-000-0000-6561		1,316.89	#39	071		GAS, DIESEL, PROPANE
		02-340-000-0000-6561		264.67	#410	071		GAS, DIESEL, PROPANE
		02-340-000-0000-6561		220.29	#43	071		GAS, DIESEL, PROPANE
		02-340-000-0000-6561		855.34	#45	071		GAS, DIESEL, PROPANE
		02-340-000-0000-6561		511.31	#46	071		GAS, DIESEL, PROPANE
		02-340-000-0000-6561		306.13	#48	071		GAS, DIESEL, PROPANE
		02-340-000-0000-6561		128.81	#50	071		GAS, DIESEL, PROPANE
		02-340-000-0000-6561		99.91	#51	071		GAS, DIESEL, PROPANE
		02-340-000-0000-6561		51.49	#52	071		GAS, DIESEL, PROPANE

VENDOR NO.	NAME	ACCOUNT NO.	RPT ACCR	AMOUNT	WARRANT DESCRIPTION SERVICE DATES	INVOICE# PAID ON BEHALF #	ACCOUNT DESCRIPTION ON BEHALF OF NAME
		02-340-000-0000-6561		56.75	#53 071		GAS, DIESEL, PROPANE
		02-340-000-0000-6561		135.85	#535 071		GAS, DIESEL, PROPANE
		02-340-000-0000-6561		188.29	#54 071		GAS, DIESEL, PROPANE
		02-340-000-0000-6561		717.50	#56 071		GAS, DIESEL, PROPANE
		02-340-000-0000-6561		83.99	#57 071		GAS, DIESEL, PROPANE
		02-340-000-0000-6561		454.35	#58 071		GAS, DIESEL, PROPANE
		02-340-000-0000-6561		1,562.00	#59 071		GAS, DIESEL, PROPANE
		02-340-000-0000-6561		428.29	#626 071		GAS, DIESEL, PROPANE
		02-340-000-0000-6561		497.97	#751 071		GAS, DIESEL, PROPANE
		02-340-000-0000-6561		90.85	#870 071		GAS, DIESEL, PROPANE
		02-340-000-0000-6561		453.48	#91 071		GAS, DIESEL, PROPANE
		02-340-000-0000-6580		10.90	#105 071		REPAIR PARTS
		02-340-000-0000-6580		19.90	#59 071		REPAIR PARTS
		02-340-000-0000-6580		63.72	#95 071		REPAIR PARTS
		02-340-000-0000-6801		411.62	BADGER SHOP 071		MISC EXPENSE
		02-340-000-0000-6801		91.75	WANNASKA SHOP 071		MISC EXPENSE
*	1215 NORTHERN RESOURCES COOPERATIV			\$14,879.62	*VENDOR TOTAL		
-	1431 NORTHLAND TIRE						
		02-340-000-0000-6580		14.00	#363 071		REPAIR PARTS
		02-340-000-0000-6580		256.78	#95 071		REPAIR PARTS
*	1431 NORTHLAND TIRE			\$270.78	*VENDOR TOTAL		
-	1509 OREN'S PARTS INC						
		02-340-000-0000-6580		104.48	#101 071		REPAIR PARTS
		02-340-000-0000-6580		2.97	#536 071		REPAIR PARTS
		02-340-000-0000-6801		4.64	STRATHCONA SHOP 071		MISC EXPENSE
*	1509 OREN'S PARTS INC			\$112.09	*VENDOR TOTAL		
-	3568 PARADISE						
		02-340-000-0000-6561		630.59	#39 071		GAS, DIESEL, PROPANE
		02-340-000-0000-6561		68.96	#92 071		GAS, DIESEL, PROPANE
*	3568 PARADISE			\$699.55	*VENDOR TOTAL		
-	7305 RDO TRUCK CENTERS						
		02-340-000-0000-6580		454.08	#59 071	514286,514515	REPAIR PARTS
*	7305 RDO TRUCK CENTERS			\$454.08	*VENDOR TOTAL		
-	3869 RIVERFRONT STATION						
		02-340-000-0000-6561		3,099.43	#103 071		GAS, DIESEL, PROPANE
		02-340-000-0000-6561		215.77	#39 071		GAS, DIESEL, PROPANE
		02-340-000-0000-6561		56.01	#43 071		GAS, DIESEL, PROPANE
		02-340-000-0000-6561		850.33	#91 071		GAS, DIESEL, PROPANE
*	3869 RIVERFRONT STATION			\$4,221.54	*VENDOR TOTAL		
-	2581 ROSEAU AUTO PARTS INC						
		02-340-000-0000-6580		41.67	#363 071		REPAIR PARTS
		02-340-000-0000-6580		77.70	#42 071		REPAIR PARTS
		02-340-000-0000-6580		75.18	#43 071		REPAIR PARTS
		02-340-000-0000-6580		136.75	#49 071		REPAIR PARTS

VENDOR NO.	NAME	ACCOUNT NO.	RPT ACCR	AMOUNT	WARRANT DESCRIPTION SERVICE DATES	INVOICE# PAID ON BEHALF #	ACCOUNT DESCRIPTION ON BEHALF OF NAME
		02-340-000-0000-6580		6.06	#626	071	REPAIR PARTS
*	2581 ROSEAU AUTO PARTS INC			\$337.36	*VENDOR TOTAL		
-	1116 ROSEAU AUTO VALUE						
		02-340-000-0000-6580		3.73	#363	071	REPAIR PARTS
		02-340-000-0000-6580		41.17	#40	071	REPAIR PARTS
		02-340-000-0000-6580		47.09	#410	071	REPAIR PARTS
		02-340-000-0000-6580		41.38	#43	071	REPAIR PARTS
		02-340-000-0000-6580		127.76	#45	071	REPAIR PARTS
		02-340-000-0000-6580		19.04	#56	071	REPAIR PARTS
		02-340-000-0000-6580		18.42	#58	071	REPAIR PARTS
		02-340-000-0000-6580		40.55	#59	071	REPAIR PARTS
		02-340-000-0000-6580		7.49	#60	071	REPAIR PARTS
		02-340-000-0000-6580		56.35	#626	071	REPAIR PARTS
		02-340-000-0000-6801		72.06	ROSEAU SHOP	071	MISC EXPENSE
*	1116 ROSEAU AUTO VALUE			\$475.04	*VENDOR TOTAL		
-	2029 ROSEAU CO COOP ASSN						
		02-340-000-0000-6561		125.17	#105	071	GAS, DIESEL, PROPANE
		02-340-000-0000-6561		1,709.04	#35	071	GAS, DIESEL, PROPANE
		02-340-000-0000-6561		36.78	#351	071	GAS, DIESEL, PROPANE
		02-340-000-0000-6561		29.76	#352	071	GAS, DIESEL, PROPANE
		02-340-000-0000-6561		1,650.84	#36	071	GAS, DIESEL, PROPANE
		02-340-000-0000-6561		2,275.45	#38	071	GAS, DIESEL, PROPANE
		02-340-000-0000-6561		126.80	#40	071	GAS, DIESEL, PROPANE
		02-340-000-0000-6561		61.56	#43	071	GAS, DIESEL, PROPANE
		02-340-000-0000-6561		181.90	#46	071	GAS, DIESEL, PROPANE
		02-340-000-0000-6561		135.57	#536	071	GAS, DIESEL, PROPANE
		02-340-000-0000-6561		374.45	#56	071	GAS, DIESEL, PROPANE
		02-340-000-0000-6561		1,102.95	#58	071	GAS, DIESEL, PROPANE
		02-340-000-0000-6561		112.87	#751	071	GAS, DIESEL, PROPANE
		02-340-000-0000-6561		284.87	#92	071	GAS, DIESEL, PROPANE
		02-340-000-0000-6561		26.08	#992	071	GAS, DIESEL, PROPANE
*	2029 ROSEAU CO COOP ASSN			\$8,234.09	*VENDOR TOTAL		
-	1846 ROSEAU DIESEL SERVICE INC						
		02-340-000-0000-6580		67.91	#58	071	REPAIR PARTS
		02-340-000-0000-6580		28.46	#626	071	REPAIR PARTS
		02-340-000-0000-6580		235.82	#830	071	REPAIR PARTS
*	1846 ROSEAU DIESEL SERVICE INC			\$332.19	*VENDOR TOTAL		
-	2526 SAFETY-KLEEN CORPORATION						
		02-340-000-0000-6801		225.41	PARTS WASHER	071	MISC EXPENSE
*	2526 SAFETY-KLEEN CORPORATION			\$225.41	*VENDOR TOTAL		
-	7123 TITAN ACCESS ACCOUNT						
		02-340-000-0000-6580		234.33	#86	071	REPAIR PARTS
		02-340-000-0000-6580		13.79	#87	071	REPAIR PARTS
		02-340-000-0000-6580		123.92	#89	071	REPAIR PARTS
*	7123 TITAN ACCESS ACCOUNT			\$372.04	*VENDOR TOTAL		

COURTNEYP
 7/09/2010 02 FUND
 11:21:02 ROAD AND BRIDGE

ROSEAU COUNTY
 INTEGRATED RECEIPTS AND DISBURSEMENTS SYSTEM
 A/P AUDIT LIST FOR BOARD

COUNTY 68
 COMMISSIONER'S WARRANTS

IFD53 PAGE 18

VENDOR NO.	NAME	ACCOUNT NO.	RPT ACCR	AMOUNT	WARRANT DESCRIPTION	SERVICE DATES	INVOICE# PAID ON BEHALF #	ACCOUNT DESCRIPTION ON BEHALF OF NAME
-	3995 ZEE SERVICE CO							
		02-340-000-0000-6801		52.26	SAFETY SUPPLIES	071	110614405	MISC EXPENSE
*	3995 ZEE SERVICE CO			\$52.26	*VENDOR TOTAL			
-	2603 ZIEGLER INC							
		02-340-000-0000-6580		1,206.58	#101	071		REPAIR PARTS
		02-340-000-0000-6580		1,206.59	#102	071		REPAIR PARTS
		02-340-000-0000-6580		1,625.71	#103	071		REPAIR PARTS
		02-340-000-0000-6580		1,206.59	#39	071		REPAIR PARTS
*	2603 ZIEGLER INC			\$5,245.47	*VENDOR TOTAL			
**	340 DEPT	TOTAL.....		\$44,837.93	* EQUIPMENT MAINTENANCE AND SHOPS			29 VENDORS 129 TRANSACTIONS
**	02 FUND	TOTAL.....		\$83,042.58	** ROAD AND BRIDGE			157 TRANSACTIONS

7/09/2010 25 FUND
 11:21:02 ENVIRONMENTAL

ROSEAU COUNTY
 INTEGRATED RECEIPTS AND DISBURSEMENTS SYSTEM
 A/P AUDIT LIST FOR BOARD

COUNTY 68
 COMMISSIONER'S WARRANTS

VENDOR NO.	NAME	ACCOUNT NO.	RPT ACCR	AMOUNT	WARRANT DESCRIPTION SERVICE DATES	INVOICE# PAID ON BEHALF #	ACCOUNT DESCRIPTION ON BEHALF OF NAME
--	390 DEPT				ENVIRONMENTAL OFFICER		
-	1095 DORN INC/TONY	25-390-000-0000-6801		13.99	MAINT-ENVIRON	612460	MISC EXPENSE
*	1095 DORN INC/TONY			\$13.99	*VENDOR TOTAL		
-	3098 PELOWSKI/JEFF	25-390-000-0000-6331		20.00	FUEL-SSTS MTG		MILEAGE & EXPENSE
		25-390-000-0000-6336		9.12	ME-SSTS MTG		HOTEL & MEALS
*	3098 PELOWSKI/JEFF			\$29.12	*VENDOR TOTAL		
**	390 DEPT	TOTAL.....		\$43.11	* ENVIRONMENTAL OFFICER		2 VENDORS 3 TRANSACTIONS
--	391 DEPT				TRANSFER STATION/DEMOLANDFILL		
-	1625 ACE HARDWARE-ROSEAU	25-391-000-0000-6414		118.20	MISC SHOP SUPPLIES	228047, 228554	SHOP SUPPLY
*	1625 ACE HARDWARE-ROSEAU			\$118.20	*VENDOR TOTAL		
-	6891 ALIVE OUTDOOR SERVICES	25-391-000-0000-6414		42.63	OIL & CHISEL BLADE	5659	SHOP SUPPLY
*	6891 ALIVE OUTDOOR SERVICES			\$42.63	*VENDOR TOTAL		
-	1698 CULLIGAN	25-391-000-0000-6801		121.02	JULY 10 RENT & WATER		MISC EXPENSE
*	1698 CULLIGAN			\$121.02	*VENDOR TOTAL		
-	5670 FLEET SUPPLY	25-391-000-0000-6414		24.56	SHOP SUPPLIES	3750	SHOP SUPPLY
*	5670 FLEET SUPPLY			\$24.56	*VENDOR TOTAL		
-	5613 HOFFMAN DALE & SWENSON PLLC	25-391-000-0000-6270		300.00	2009 AUDIT		PROFESSIONAL SERVICES
*	5613 HOFFMAN DALE & SWENSON PLLC			\$300.00	*VENDOR TOTAL		
-	3703 MAR-KIT LANDFILL	25-391-000-0000-6809		32,783.85	TIPPING FEES-JUNE 10		TIPPING EXPENSES
*	3703 MAR-KIT LANDFILL			\$32,783.85	*VENDOR TOTAL		
-	3098 PELOWSKI/JEFF	25-391-000-0000-6331		65.00	MI-T STATION		MILEAGE & EXPENSE
*	3098 PELOWSKI/JEFF			\$65.00	*VENDOR TOTAL		
-	1568 POLARIS INDUSTRIES INC	25-391-000-0000-6807		313.73	REIMB-JUNE 10		HAUL MAR/KIT
*	1568 POLARIS INDUSTRIES INC			\$313.73	*VENDOR TOTAL		
-	1846 ROSEAU DIESEL SERVICE INC	25-391-000-0000-6305		1,892.27	05 PB SERVICE & LIGHT REPAI		REP & MAINT-MACH & EQUI
*	1846 ROSEAU DIESEL SERVICE INC			\$1,892.27	*VENDOR TOTAL		

7/09/2010 25 FUND
 11:21:02 ENVIRONMENTAL

ROSEAU COUNTY
 INTEGRATED RECEIPTS AND DISBURSEMENTS SYSTEM
 A/P AUDIT LIST FOR BOARD

COUNTY 68
 COMMISSIONER'S WARRANTS

IPD53 PAGE 20

VENDOR NO.	NAME	ACCOUNT NO.	RPT ACCR	AMOUNT	WARRANT DESCRIPTION SERVICE DATES	INVOICE# PAID ON BEHALF #	ACCOUNT DESCRIPTION ON BEHALF OF NAME
-	3995 ZEE SERVICE CO						
		25-391-000-0000-6801		142.86	EYE WASH/FIRST AID SUPPLIES	110614059	MISC EXPENSE
*	3995 ZEE SERVICE CO			\$142.86	*VENDOR TOTAL		
**	391 DEPT	TOTAL.....		\$35,804.12	* TRANSFER STATION/DEMOLANDFILL		10 VENDORS 10 TRANSACTIONS
--	392 DEPT			SCORE/RECYCLING	
-	3353 NW MN HOUSEHOLD HAZARDOUS						
		25-392-000-0000-6806		197.77	HHW DISPOSAL		HOUSEHOLD HAZARD WASTE
*	3353 NW MN HOUSEHOLD HAZARDOUS			\$197.77	*VENDOR TOTAL		
-	6957 RHI SUPPLY						
		25-392-000-0000-6806		91.76	FREON RECYCLING	INV0544350	HOUSEHOLD HAZARD WASTE
*	6957 RHI SUPPLY			\$91.76	*VENDOR TOTAL		
**	392 DEPT	TOTAL.....		\$289.53	* SCORE/RECYCLING		2 VENDORS 2 TRANSACTIONS
**	25 FUND	TOTAL.....		\$36,136.76	** ENVIRONMENTAL		15 TRANSACTIONS

7/09/2010 41 FUND
 11:21:02 DITCH

ROSEAU COUNTY
 INTEGRATED RECEIPTS AND DISBURSEMENTS SYSTEM
 A/P AUDIT LIST FOR BOARD

COUNTY 68
 COMMISSIONER'S WARRANTS
 IFD53 PAGE 21

VENDOR NO.	NAME	ACCOUNT NO.	RPT ACCR	AMOUNT	WARRANT DESCRIPTION SERVICE DATES	INVOICE# PAID ON BEHALF #	ACCOUNT DESCRIPTION ON BEHALF OF NAME
--	667 DEPT				COUNTY DITCH #25 (0250)		
-	1188 HORNER PLUMBING & EXCAVATION	41-667-000-0000-6317		504.22	CD 25-RETAINAGE	6448	REP & MAINT-OTHER
*	1188 HORNER PLUMBING & EXCAVATION			\$504.22	*VENDOR TOTAL		
**	667 DEPT	TOTAL.....		\$504.22	* COUNTY DITCH #25 (0250)		1 VENDORS 1 TRANSACTIONS
--	678 DEPT				STATE DITCH #72 (0720)		
-	1057 TRIBUNE/THE	41-678-000-0000-6241		15.75	SD 72 MTG NOTICE	918	PUBLISHING
*	1057 TRIBUNE/THE			\$15.75	*VENDOR TOTAL		
**	678 DEPT	TOTAL.....		\$15.75	* STATE DITCH #72 (0720)		1 VENDORS 1 TRANSACTIONS
--	682 DEPT				STATE DITCH #95 (0950)		
-	12203 GRAFF CONSTRUCTION	41-682-000-0000-6317		1,157.00	SD 95-CLEAN DITCH		REP & MAINT-OTHER
*	12203 GRAFF CONSTRUCTION			\$1,157.00	*VENDOR TOTAL		
-	1057 TRIBUNE/THE	41-682-000-0000-6241		15.75	SD 95 MTG NOTICE	918	PUBLISHING
*	1057 TRIBUNE/THE			\$15.75	*VENDOR TOTAL		
**	682 DEPT	TOTAL.....		\$1,172.75	* STATE DITCH #95 (0950)		2 VENDORS 2 TRANSACTIONS
--	840 DEPT				GENERAL FUND UNALLOCATED		
-	4481 RINKE-NOONAN LAW FIRM	41-840-000-0000-6270		200.00	MONTHLY RETAIN-JUNE 10	167762	PROFESSIONAL SERVICES
*	4481 RINKE-NOONAN LAW FIRM			\$200.00	*VENDOR TOTAL		
**	840 DEPT	TOTAL.....		\$200.00	* GENERAL FUND UNALLOCATED		1 VENDORS 1 TRANSACTIONS
**	41 FUND TOTAL.....			\$1,892.72	** DITCH		5 TRANSACTIONS
****	FINAL TOTAL.....			\$169,087.06	**** 153 VENDORS 314 TRANSACTIONS		

7/09/2010
11:21:02

COURTNEY P

ROSEAU COUNTY
INTEGRATED RECEIPTS AND DISBURSEMENTS SYSTEM
A/P AUDIT LIST FOR BOARD

COUNTY 68
COMMISSIONER'S WARRANTS

IFD53 PAGE 22

**** RECAP BY FUND

FUND	AMOUNT	NAME
01	48,015.00	REVENUE
02	83,042.58	ROAD AND BRIDGE
25	36,136.76	ENVIRONMENTAL
41	1,892.72	DITCH

DATE APPROVED

** 169,087.06 * TOTAL

APPROVED BY,

.....

.....

7/08/2010 COURTNEY P
13:00:43

ROSEAU COUNTY
INTEGRATED FINANCIAL SYSTEM
INTEGRATED RECEIPTS AND DISBURSEMENTS SYSTEM
A/P AUDIT LIST FOR BOARD

COUNTY 68
AUDITOR'S WARRANTS

IFD53 PAGE 0

***** SELECTION PANEL *****

Print List in Order by . . . 2
1 - Fund (Page break by Fund)
2 - Department (Totals by Dept)
3 - Vendor Number
4 - Vendor Name

Paid on Behalf
of Name on Audit List. . . YES (Y/N)

Type of
Audit List to Print. . . . 1
1 - Detailed Audit List
2 - Condensed Audit List
3 - Both Detailed & Condensed List

Print Paid Invoice Warngs. NO (Y/N)

Save Report Options. . . . NO (Y/N)

***** RUN INSTRUCTIONS PANEL *****

Comment.
Copies 1
Submit to Batch. YES
Print Quality. *STD
Hold Spool File. YES
Form Type. *STD
Characters Per Inch. . . . 10
Lines Per Page 66
Overflow Line Number . . . 60
Lines Per Inch 6
Printer Name PJ
Save Spooled File. NO

VENDOR NO.	NAME	ACCOUNT NO.	RPT ACCR	AMOUNT	WARRANT DESCRIPTION SERVICE DATES	INVOICE# PAID ON BEHALF #	ACCOUNT DESCRIPTION ON BEHALF OF NAME
--	000 DEPT				BALANCE SHEET		
-	7557 AFLAC						
		01-000-000-0000-2133		1,383.52	AFLAC-JUNE 10	CTA8	AFLAC INSURANCE
*	7557 AFLAC			\$1,383.52	*VENDOR TOTAL		
-	6707 AMERITAS LIFE INSURANCE CORP						
		01-000-000-0000-2131		167.04	VISION-JULY 10	031250	VISION INSURANCE PAYABL
		01-000-000-0000-2130		1,013.52	DENTAL-JULY 10	32945	DENTAL INSURANCE PAYABL
		01-000-000-0000-2132		30.96	DENTAL-JULY 10	32945	COBRA INSURANCE PAYABLE
*	6707 AMERITAS LIFE INSURANCE CORP			\$1,211.52	*VENDOR TOTAL		
-	3656 ASSURANT EMPLOYEE BENEFITS						
		01-000-000-0000-2115		281.50	LTD-JULY 10		LONG TERM DISABILITY
*	3656 ASSURANT EMPLOYEE BENEFITS			\$281.50	*VENDOR TOTAL		
-	6751 COLONIAL SUPPLEMENTAL INSURAN						
		01-000-000-0000-2129		54.46	STD-JULY 10	E7960016	SHORT TERM DISABILITY
*	6751 COLONIAL SUPPLEMENTAL INSURAN			\$54.46	*VENDOR TOTAL		
-	1351 MN MUTUAL LIFE INSURANCE						
		01-000-000-0000-2114		949.90	MN LIFE-JULY 10		LIFE INSURANCE PAYABLE
		01-000-000-0000-2132		12.10	MN LIFE-JULY 10		COBRA INSURANCE PAYABLE
*	1351 MN MUTUAL LIFE INSURANCE			\$962.00	*VENDOR TOTAL		
-	4875 MN NCPERS GROUP LIFE INS						
		01-000-000-0000-2118		128.00	PERA LIFE-JULY 10		PERA INSURANCE PAYABLE
*	4875 MN NCPERS GROUP LIFE INS			\$128.00	*VENDOR TOTAL		
-	4464 NW MN SERV COOP-BLUE CROSS BL						
		01-000-000-0000-2120		25,443.00	PREM-JULY 10	CP122-V0	HEALTH INSURANCE PAYABL
		01-000-000-0000-2120		756.00	HICKEY-JUNE 10	CP122-V0	HEALTH INSURANCE PAYABL
		01-000-000-0000-2120		756.00	HICKEY-JUNE 10	CP122-V0	HEALTH INSURANCE PAYABL
		01-000-000-0000-2132		2,155.00	COBRA-JULY 10	CP122-V0	COBRA INSURANCE PAYABLE
		01-000-000-0000-2132		321.50	COBRA-JULY 10	CP122-V1	COBRA INSURANCE PAYABLE
*	4464 NW MN SERV COOP-BLUE CROSS BL			\$29,431.50	*VENDOR TOTAL		
**	000 DEPT	TOTAL.....		\$33,452.50	* BALANCE SHEET		7 VENDORS 14 TRANSACTIONS
--	013 DEPT				COURT ADMINISTRATOR		
-	3025 HARDWICK P.A./BRIAN T						
		01-013-000-0000-6263		480.00	SERVICES	4042	LEGAL SERVICES
*	3025 HARDWICK P.A./BRIAN T			\$480.00	*VENDOR TOTAL		
**	013 DEPT	TOTAL.....		\$480.00	* COURT ADMINISTRATOR		1 VENDORS 1 TRANSACTIONS
--	093 DEPT				VICTIM SERVICES		
-	7318 AT&T						

VENDOR NO.	NAME	ACCOUNT NO.	RPT ACCR	AMOUNT	WARRANT DESCRIPTION SERVICE DATES	INVOICE# PAID ON BEHALF #	ACCOUNT DESCRIPTION ON BEHALF OF NAME
		01-093-000-0000-6203		19.69	LD-CRISIS NO.	FY10Q4	TELEPHONE
*	7318 AT&T			\$19.69	*VENDOR TOTAL		
**	093 DEPT	TOTAL.....		\$19.69	* VICTIM SERVICES		1 VENDORS 1 TRANSACTIONS
--	121 DEPT			VETERANS SERVICES	
-	2300 CENTURYLINK						
		01-121-000-0000-6203		51.67	VET SERVICE	301223078	TELEPHONE
*	2300 CENTURYLINK			\$51.67	*VENDOR TOTAL		
-	1087 ROSEAU CO MEDICAL TRAVEL						
		01-121-000-0000-6330		875.00	2ND QTR 10 SENIOR MED		V.A. TRAVEL EXPENSE
*	1087 ROSEAU CO MEDICAL TRAVEL			\$875.00	*VENDOR TOTAL		
**	121 DEPT	TOTAL.....		\$926.67	* VETERANS SERVICES		2 VENDORS 2 TRANSACTIONS
--	196 DEPT			BUILDINGS AND GROUNDS	
-	1829 ROSEAU CITY						
		01-196-000-0000-6253		2,202.05	CTHSE-JUNE 10	73000	ELECTRICITY
		01-196-000-0000-6253		53.10	CTHSE-JUNE 10	73010	ELECTRICITY
*	1829 ROSEAU CITY			\$2,255.15	*VENDOR TOTAL		
**	196 DEPT	TOTAL.....		\$2,255.15	* BUILDINGS AND GROUNDS		1 VENDORS 2 TRANSACTIONS
--	201 DEPT			SHERIFF	
-	2300 CENTURYLINK						
		01-201-000-0000-6203		188.92	SHERIFF	301221859	TELEPHONE
*	2300 CENTURYLINK			\$188.92	*VENDOR TOTAL		
-	1829 ROSEAU CITY						
		01-201-000-0000-6253		100.74	OLD LEC-JUNE 10	23920	ELECTRICITY
		01-201-000-0000-6253		621.09	SHERIFF-JUNE 10	73000	ELECTRICITY
*	1829 ROSEAU CITY			\$721.83	*VENDOR TOTAL		
**	201 DEPT	TOTAL.....		\$910.75	* SHERIFF		2 VENDORS 3 TRANSACTIONS
--	204 DEPT			JAIL	
-	2300 CENTURYLINK						
		01-204-000-0000-6203		120.78	JAIL	301221859	TELEPHONE
*	2300 CENTURYLINK			\$120.78	*VENDOR TOTAL		
-	1829 ROSEAU CITY						
		01-204-000-0000-6253		7,573.04	JAIL-JUNE 10	73040	ELECTRICITY
*	1829 ROSEAU CITY			\$7,573.04	*VENDOR TOTAL		
**	204 DEPT	TOTAL.....		\$7,693.82	* JAIL		2 VENDORS 2 TRANSACTIONS

7/08/2010 01 FUND
 13:00:43 REVENUE

ROSEAU COUNTY
 INTEGRATED RECEIPTS AND DISBURSEMENTS SYSTEM
 A/P AUDIT LIST FOR BOARD

COUNTY 68
 AUDITOR'S WARRANTS

IFD53 PAGE 3

VENDOR NO.	NAME	ACCOUNT NO.	RPT ACCR	AMOUNT	WARRANT DESCRIPTION SERVICE DATES	INVOICE# PAID ON BEHALF #	ACCOUNT DESCRIPTION ON BEHALF OF NAME
--	281 DEPT				EMERGENCY MANAGEMENT		
-	2300 CENTURYLINK						
		01-281-000-0000-6203		22.34	218-463-3375	301223127	TELEPHONE
*	2300 CENTURYLINK			\$22.34	*VENDOR TOTAL		
**	281 DEPT	TOTAL.....		\$22.34	* EMERGENCY MANAGEMENT		1 VENDORS 1 TRANSACTIONS
--	603 DEPT				EXTENSION		
-	2300 CENTURYLINK						
		01-603-000-0000-6203		62.66	218-463-1052	301221594	TELEPHONE
*	2300 CENTURYLINK			\$62.66	*VENDOR TOTAL		
**	603 DEPT	TOTAL.....		\$62.66	* EXTENSION		1 VENDORS 1 TRANSACTIONS
--	611 DEPT				CONSERVATION OF NATURAL RESOURCE		
-	11850 ROSEAU CO SOIL & WATER CONS						
		01-611-000-0000-6802		30,000.00	2010 APPROPR-2ND HALF		APPROPRIATIONS
*	11850 ROSEAU CO SOIL & WATER CONS			\$30,000.00	*VENDOR TOTAL		
**	611 DEPT	TOTAL.....		\$30,000.00	* CONSERVATION OF NATURAL RESOURCE		1 VENDORS 1 TRANSACTIONS
--	710 DEPT				TV TOWER		
-	1829 ROSEAU CITY						
		01-710-000-0000-6253		271.18	CO TV-JUNE 10	62230	ELECTRICITY
*	1829 ROSEAU CITY			\$271.18	*VENDOR TOTAL		
**	710 DEPT	TOTAL.....		\$271.18	* TV TOWER		1 VENDORS 1 TRANSACTIONS
**	01 FUND	TOTAL.....		\$76,094.76	** REVENUE		29 TRANSACTIONS

VENDOR NO.	NAME	ACCOUNT NO.	RPT ACCR	AMOUNT	WARRANT DESCRIPTION SERVICE DATES	INVOICE# PAID ON BEHALF #	ACCOUNT DESCRIPTION ON BEHALF OF NAME
--	000 DEPT				BALANCE SHEET		
-	7557 AFLAC	02-000-000-0000-2133		483.80	AFLAC-JUNE 10	CTA8	AFLAC INSURANCE
*	7557 AFLAC			\$483.80	*VENDOR TOTAL		
-	6707 AMERITAS LIFE INSURANCE CORP	02-000-000-0000-2131		33.44	VISION-JULY 10	031250	VISION INSURANCE PAYABL
		02-000-000-0000-2130		272.08	DENTAL-JULY 10	32945	DENTAL INSURANCE PAYABL
*	6707 AMERITAS LIFE INSURANCE CORP			\$305.52	*VENDOR TOTAL		
-	3656 ASSURANT EMPLOYEE BENEFITS	02-000-000-0000-2115		616.13	LTD-JULY 10		LONG TERM DISABILITY
*	3656 ASSURANT EMPLOYEE BENEFITS			\$616.13	*VENDOR TOTAL		
-	1351 MN MUTUAL LIFE INSURANCE	02-000-000-0000-2114		421.30	MN LIFE-JULY 10		LIFE INSURANCE PAYABLE
*	1351 MN MUTUAL LIFE INSURANCE			\$421.30	*VENDOR TOTAL		
-	4875 MN NCPERS GROUP LIFE INS	02-000-000-0000-2118		304.00	PERA LIFE-JULY 10		PERA INSURANCE PAYABLE
*	4875 MN NCPERS GROUP LIFE INS			\$304.00	*VENDOR TOTAL		
-	4464 NW MN SERV COOP-BLUE CROSS BL	02-000-000-0000-2120		13,686.00	PREM-JULY 10	CP122-V0	HEALTH INSURANCE PAYABL
		02-000-000-0000-2120		1,512.00	HEALTH-JULY 10	CP122-V1	HEALTH INSURANCE PAYABL
*	4464 NW MN SERV COOP-BLUE CROSS BL			\$15,198.00	*VENDOR TOTAL		
**	000 DEPT	TOTAL.....		\$17,328.75	* BALANCE SHEET		6 VENDORS 8 TRANSACTIONS
--	330 DEPT				HIGHWAY ADMINISTRATION		
-	2300 CENTURYLINK	02-330-000-0000-6203		1.25	ROSEAU SHOP 070	301222289	TELEPHONE
*	2300 CENTURYLINK			\$1.25	*VENDOR TOTAL		
**	330 DEPT	TOTAL.....		\$1.25	* HIGHWAY ADMINISTRATION		1 VENDORS 1 TRANSACTIONS
--	340 DEPT				EQUIPMENT MAINTENANCE AND SHOPS		
-	12003 BADGER CITY	02-340-000-0000-6254		61.40	BADGER SHOP 070		GAS-UTILITIES
*	12003 BADGER CITY			\$61.40	*VENDOR TOTAL		
-	2300 CENTURYLINK	02-340-000-0000-6203		54.57	WARROAD SHOP 070	301220022	TELEPHONE
*	2300 CENTURYLINK			\$54.57	*VENDOR TOTAL		
-	9053 OTTERTAIL POWER COMPANY	02-340-000-0000-6254		57.59	GREENBUSH SHOP 070		GAS-UTILITIES

7/08/2010 02 FUND
 13:00:43 ROAD AND BRIDGE

ROSEAU COUNTY
 INTEGRATED RECEIPTS AND DISBURSEMENTS SYSTEM
 A/P AUDIT LIST FOR BOARD

COUNTY 68

IFD53 PAGE 5

AUDITOR'S WARRANTS

VENDOR NO.	NAME	ACCOUNT NO.	RPT ACCR	AMOUNT	WARRANT DESCRIPTION SERVICE DATES	INVOICE# PAID ON BEHALF #	ACCOUNT DESCRIPTION ON BEHALF OF NAME
*	9053	OTTERTAIL POWER COMPANY		\$57.59	*VENDOR TOTAL		
-	1829	ROSEAU CITY					
		02-340-000-0000-6254		30.79	NORTH SHED	070	GAS-UTILITIES
		02-340-000-0000-6254		916.54	ROSEAU SHOP	070	GAS-UTILITIES
*	1829	ROSEAU CITY		\$947.33	*VENDOR TOTAL		
-	1339	WIKSTROM TELECOM-INTERNET					
		02-340-000-0000-6254		37.25	BADGER SHOP	070	GAS-UTILITIES
		02-340-000-0000-6254		40.68	GREENBUSH SHOP	070	GAS-UTILITIES
		02-340-000-0000-6254		40.68	STRATHCONA SHOP	070	GAS-UTILITIES
		02-340-000-0000-6254		36.80	WANNASKA SHOP	070	GAS-UTILITIES
*	1339	WIKSTROM TELECOM-INTERNET		\$155.41	*VENDOR TOTAL		
**	340 DEPT	TOTAL.....		\$1,276.30	* EQUIPMENT MAINTENANCE AND SHOPS		5 VENDORS 9 TRANSACTIONS
**	02 FUND	TOTAL.....		\$18,606.30	** ROAD AND BRIDGE		18 TRANSACTIONS

VENDOR NO.	NAME	ACCOUNT NO.	RPT ACCR	AMOUNT	WARRANT DESCRIPTION SERVICE DATES	INVOICE# PAID ON BEHALF #	ACCOUNT DESCRIPTION ON BEHALF OF NAME
--	420 DEPT				INCOME MAINTENANCE		
-	6707	AMERITAS LIFE INSURANCE CORP					
		11-420-000-0000-2130		237.97	DENTAL-JULY 10	32945	DENTAL INSURANCE PAYABL
*	6707	AMERITAS LIFE INSURANCE CORP		\$237.97	*VENDOR TOTAL		
-	3656	ASSURANT EMPLOYEE BENEFITS					
		11-420-000-0000-2115		267.81	LTD-JULY 10		LONG TERM DISABILITY
*	3656	ASSURANT EMPLOYEE BENEFITS		\$267.81	*VENDOR TOTAL		
-	6751	COLONIAL SUPPLEMENTAL INSURAN					
		11-420-000-0000-2129		31.15	STD-JULY 10	E7960016	SHORT TERM DISABILITY
*	6751	COLONIAL SUPPLEMENTAL INSURAN		\$31.15	*VENDOR TOTAL		
-	1351	MN MUTUAL LIFE INSURANCE					
		11-420-000-0000-2114		176.70	MN LIFE-JULY 10		LIFE INSURANCE PAYABLE
*	1351	MN MUTUAL LIFE INSURANCE		\$176.70	*VENDOR TOTAL		
-	4875	MN NCPERS GROUP LIFE INS					
		11-420-000-0000-2118		93.44	PERA LIFE-JULY 10		PERA INSURANCE PAYABLE
*	4875	MN NCPERS GROUP LIFE INS		\$93.44	*VENDOR TOTAL		
-	4464	NW MN SERV COOP-BLUE CROSS BL					
		11-420-000-0000-2120		6,701.09	PREM-JULY 10	CP122-V0	HEALTH INSURANCE PAYABL
		11-420-000-0000-2120		1,077.50	HEALTH-JULY 10	CP122-V1	HEALTH INSURANCE PAYABL
*	4464	NW MN SERV COOP-BLUE CROSS BL		\$7,778.59	*VENDOR TOTAL		
**	420 DEPT	TOTAL.....		\$8,585.66	* INCOME MAINTENANCE		6 VENDORS 7 TRANSACTIONS
--	430 DEPT				SOCIAL SERVICES		
-	7557	AFLAC					
		11-430-000-0000-2133		148.64	AFLAC-JUNE 10	CTA8	AFLAC INSURANCE
*	7557	AFLAC		\$148.64	*VENDOR TOTAL		
-	6707	AMERITAS LIFE INSURANCE CORP					
		11-430-000-0000-2130		331.83	DENTAL-JULY 10	32945	DENTAL INSURANCE PAYABL
*	6707	AMERITAS LIFE INSURANCE CORP		\$331.83	*VENDOR TOTAL		
-	3656	ASSURANT EMPLOYEE BENEFITS					
		11-430-000-0000-2115		168.04	LTD-JULY 10		LONG TERM DISABILITY
*	3656	ASSURANT EMPLOYEE BENEFITS		\$168.04	*VENDOR TOTAL		
-	1351	MN MUTUAL LIFE INSURANCE					
		11-430-000-0000-2114		190.01	MN LIFE-JULY 10		LIFE INSURANCE PAYABLE
*	1351	MN MUTUAL LIFE INSURANCE		\$190.01	*VENDOR TOTAL		
-	4875	MN NCPERS GROUP LIFE INS					
		11-430-000-0000-2118		82.56	PERA LIFE-JULY 10		PERA INSURANCE PAYABLE
*	4875	MN NCPERS GROUP LIFE INS		\$82.56	*VENDOR TOTAL		

COURTNEY P
 7/08/2010 11 FUND
 13:00:43 SOCIAL SERVICES

ROSEAU COUNTY
 INTEGRATED RECEIPTS AND DISBURSEMENTS SYSTEM
 A/P AUDIT LIST FOR BOARD

COUNTY 68
 AUDITOR'S WARRANTS

VENDOR NO.	NAME	ACCOUNT NO.	RPT ACCR	AMOUNT	WARRANT DESCRIPTION SERVICE DATES	INVOICE# PAID ON BEHALF #	ACCOUNT DESCRIPTION ON BEHALF OF NAME
-	4464 NW MN SERV COOP-BLUE CROSS BL						
		11-430-000-0000-2120		7,549.91	PREM-JULY 10	CP122-V0	HEALTH INSURANCE PAYABL
		11-430-000-0000-2120		1,512.00	HEALTH-JULY 10	CP122-V1	HEALTH INSURANCE PAYABL
*	4464 NW MN SERV COOP-BLUE CROSS BL			\$9,061.91	*VENDOR TOTAL		
**	430 DEPT	TOTAL.....		\$9,982.99	* SOCIAL SERVICES	6 VENDORS	7 TRANSACTIONS
**	11 FUND	TOTAL.....		\$18,568.65	** SOCIAL SERVICES		14 TRANSACTIONS

VENDOR NO.	NAME	ACCOUNT NO.	RPT ACCR	AMOUNT	WARRANT DESCRIPTION SERVICE DATES	INVOICE# PAID ON BEHALF #	ACCOUNT DESCRIPTION ON BEHALF OF NAME
--	000 DEPT				BALANCE SHEET		
-	7557 AFLAC	25-000-000-0000-2133		29.72	AFLAC-JUNE 10	CTA8	AFLAC INSURANCE
*	7557 AFLAC			\$29.72	*VENDOR TOTAL		
-	6707 AMERITAS LIFE INSURANCE CORP	25-000-000-0000-2131		15.52	VISION-JULY 10	031250	VISION INSURANCE PAYABL
		25-000-000-0000-2130		45.68	DENTAL-JULY 10	32945	DENTAL INSURANCE PAYABL
*	6707 AMERITAS LIFE INSURANCE CORP			\$61.20	*VENDOR TOTAL		
-	3656 ASSURANT EMPLOYEE BENEFITS	25-000-000-0000-2115		9.04	LTD-JULY 10		LONG TERM DISABILITY
*	3656 ASSURANT EMPLOYEE BENEFITS			\$9.04	*VENDOR TOTAL		
-	6751 COLONIAL SUPPLEMENTAL INSURAN	25-000-000-0000-2129		18.50	STD-JULY 10	E7960016	SHORT TERM DISABILITY
*	6751 COLONIAL SUPPLEMENTAL INSURAN			\$18.50	*VENDOR TOTAL		
-	1351 MN MUTUAL LIFE INSURANCE	25-000-000-0000-2114		71.80	MN LIFE-JULY 10		LIFE INSURANCE PAYABLE
*	1351 MN MUTUAL LIFE INSURANCE			\$71.80	*VENDOR TOTAL		
-	4875 MN NCPERS GROUP LIFE INS	25-000-000-0000-2118		32.00	PERA LIFE-JULY 10		PERA INSURANCE PAYABLE
*	4875 MN NCPERS GROUP LIFE INS			\$32.00	*VENDOR TOTAL		
-	4464 NW MN SERV COOP-BLUE CROSS BL	25-000-000-0000-2120		2,155.00	PREM-JULY 10	CP122-V0	HEALTH INSURANCE PAYABL
*	4464 NW MN SERV COOP-BLUE CROSS BL			\$2,155.00	*VENDOR TOTAL		
**	000 DEPT	TOTAL.....		\$2,377.26	* BALANCE SHEET		7 VENDORS 8 TRANSACTIONS
--	390 DEPT				ENVIRONMENTAL OFFICER		
-	2300 CENTURYLINK	25-390-000-0000-6203		54.97	218-463-3750	301223362	TELEPHONE
*	2300 CENTURYLINK			\$54.97	*VENDOR TOTAL		
-	7166 KB BOBCAT SERVICE	25-390-000-0000-6278		1,320.00	SOIL VERIFICATION	137	ISTS INSPECTION
*	7166 KB BOBCAT SERVICE			\$1,320.00	*VENDOR TOTAL		
**	390 DEPT	TOTAL.....		\$1,374.97	* ENVIRONMENTAL OFFICER		2 VENDORS 2 TRANSACTIONS
--	391 DEPT				TRANSFER STATION/DEMOLANDFILL		
-	2300 CENTURYLINK	25-391-000-0000-6203		84.01	218-463-1655	301222020	TELEPHONE
*	2300 CENTURYLINK			\$84.01	*VENDOR TOTAL		

COURTNEY P
7/08/2010 25 FUND
13:00:43 ENVIRONMENTAL

ROSEAU COUNTY
INTEGRATED RECEIPTS AND DISBURSEMENTS SYSTEM
A/P AUDIT LIST FOR BOARD

COUNTY 68
AUDITOR'S WARRANTS

IFD53 PAGE 9

VENDOR NO.	NAME	ACCOUNT NO.	RPT ACCR	AMOUNT	WARRANT DESCRIPTION SERVICE DATES	INVOICE# PAID ON BEHALF #	ACCOUNT DESCRIPTION ON BEHALF OF NAME
** 391 DEPT		TOTAL.....		\$84.01	* TRANSFER STATION/DEMOLANDFILL		1 VENDORS 1 TRANSACTIONS
**	25 FUND	TOTAL.....		\$3,836.24	** ENVIRONMENTAL		11 TRANSACTIONS

7/08/2010 76 FUND
 13:00:43 KAMAR RECYCLING

ROSEAU COUNTY
 INTEGRATED RECEIPTS AND DISBURSEMENTS SYSTEM
 A/P AUDIT LIST FOR BOARD

COUNTY 68
 AUDITOR'S WARRANTS

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VENDOR NO.	NAME	ACCOUNT NO.	RPT ACCR	AMOUNT	WARRANT DESCRIPTION SERVICE DATES	INVOICE# PAID ON BEHALF #	ACCOUNT DESCRIPTION ON BEHALF OF NAME
--	000 DEPT				BALANCE SHEET		
-	1351 MN MUTUAL LIFE INSURANCE	76-000-000-0000-2114		93.60	MN LIFE-JULY 10		LIFE INSURANCE PAYABLE
*	1351 MN MUTUAL LIFE INSURANCE			\$93.60	*VENDOR TOTAL		
-	4464 NW MN SERV COOP-BLUE CROSS BL	76-000-000-0000-2120		2,155.00	PREM-JULY 10	CP122-V0	HEALTH INSURANCE PAYABL
*	4464 NW MN SERV COOP-BLUE CROSS BL			\$2,155.00	*VENDOR TOTAL		
**	000 DEPT	TOTAL.....		\$2,248.60	* BALANCE SHEET		2 VENDORS 2 TRANSACTIONS
**	76 FUND	TOTAL.....		\$2,248.60	** KAMAR RECYCLING		2 TRANSACTIONS

VENDOR NO.	NAME	ACCOUNT NO.	RPT ACCR	AMOUNT	WARRANT DESCRIPTION SERVICE DATES	INVOICE# PAID ON BEHALF #	ACCOUNT DESCRIPTION ON BEHALF OF NAME
--	000 DEPT				BALANCE SHEET		
-	1086 MN DEPT OF FINANCE-TREAS	82-000-000-0000-2316		2,099.00	VITAL STATS-JUN 10		ST SH VITAL STATISTICS
*	1086 MN DEPT OF FINANCE-TREAS			\$2,099.00	*VENDOR TOTAL		
**	000 DEPT	TOTAL.....		\$2,099.00	* BALANCE SHEET		1 VENDORS 1 TRANSACTIONS
**	82 FUND	TOTAL.....		\$2,099.00	** STATE REVENUE COLLECTION AGENCY		1 TRANSACTIONS
****		FINAL TOTAL.....		\$121,453.55	**** 57 VENDORS		75 TRANSACTIONS

7/08/2010
13:00:43

COURTNEY P

ROSEAU COUNTY
INTEGRATED RECEIPTS AND DISBURSEMENTS SYSTEM
A/P AUDIT LIST FOR BOARD

COUNTY 68
AUDITOR'S WARRANTS

IPD53 PAGE 12

**** RECAP BY FUND

FUND	AMOUNT	NAME
01	76,094.76	REVENUE
02	18,606.30	ROAD AND BRIDGE
11	18,568.65	SOCIAL SERVICES
25	3,836.24	ENVIRONMENTAL
76	2,248.60	KAMAR RECYCLING
82	2,099.00	STATE REVENUE COLLECTION AGENCY

DATE APPROVED ** 121,453.55 * TOTAL APPROVED BY,
.....
.....

6/30/2010 COURTNEY P
14:27:20

ROSEAU COUNTY
INTEGRATED FINANCIAL SYSTEM
INTEGRATED RECEIPTS AND DISBURSEMENTS SYSTEM
A/P AUDIT LIST FOR BOARD

COUNTY 68
AUDITOR'S WARRANTS

IFD53 PAGE 0

***** SELECTION PANEL *****

Print List in Order by . . . 2
1 - Fund (Page break by Fund)
2 - Department (Totals by Dept)
3 - Vendor Number
4 - Vendor Name

Paid on Behalf
of Name on Audit List . . . YES (Y/N)

Type of
Audit List to Print . . . 1
1 - Detailed Audit List
2 - Condensed Audit List
3 - Both Detailed & Condensed List

Print Paid Invoice Warngs. NO (Y/N)

Save Report Options. . . . NO (Y/N)

***** RUN INSTRUCTIONS PANEL *****

Comment.

Copies 1

Submit to Batch. YES

Print Quality. *STD

Hold Spool File. YES

Form Type. *STD

Characters Per Inch. . . . 10

Lines Per Page 66

Overflow Line Number . . . 60

Lines Per Inch 6

Printer Name PJ

Save Spooled File. NO

VENDOR NO.	NAME	ACCOUNT NO.	RPT ACCR	AMOUNT	WARRANT DESCRIPTION SERVICE DATES	INVOICE# PAID ON BEHALF #	ACCOUNT DESCRIPTION ON BEHALF OF NAME
--	000 DEPT				BALANCE SHEET		
-	12003	BADGER CITY					
		81-000-000-0000-2286		38,739.54	MAY 10 REAL ESTATE		DUE TO TOWNSHIP, CITY
		81-000-000-0000-2286		203.11	MAY 10 MOBILEHOME		DUE TO TOWNSHIP, CITY
		81-000-000-0000-2286		65.83	INT ON DELQ TAX		DUE TO TOWNSHIP, CITY
		81-000-000-0000-2286		3,464.30	SP ASMT PRIN & INT		DUE TO TOWNSHIP, CITY
		81-000-000-0000-2287		145.80	INT ON DELQ SP ASMTS		DUE TO TWP, CITY-PEN ON
*	12003	BADGER CITY		\$42,618.58	*VENDOR TOTAL		
-	7026	GREENBUSH CITY					
		81-000-000-0000-2286		87,053.73	MAY 10 REAL ESTATE		DUE TO TOWNSHIP, CITY
		81-000-000-0000-2286		17.28	MAY 10 MOBILEHOME		DUE TO TOWNSHIP, CITY
		81-000-000-0000-2286		119.07	INT ON DELQ TAX		DUE TO TOWNSHIP, CITY
		81-000-000-0000-2286		5,572.09	SP ASMT PRIN & INT		DUE TO TOWNSHIP, CITY
		81-000-000-0000-2287		30.45	INT ON DELQ SP ASMTS		DUE TO TWP, CITY-PEN ON
*	7026	GREENBUSH CITY		\$92,792.62	*VENDOR TOTAL		
-	6286	MIDDLE SNAKE TAMARAC WATERSHE					
		81-000-000-0000-2295		505.10	MAY 10 SETTLEMENT		DUE TO WATERSHEDS
*	6286	MIDDLE SNAKE TAMARAC WATERSHE		\$505.10	*VENDOR TOTAL		
-	12018	MN DEPT OF FINANCE-TREAS					
		81-000-000-0000-2301		480.19	MAY 10 SMT-TAX INC ADM FEE		DUE TO STATE
*	12018	MN DEPT OF FINANCE-TREAS		\$480.19	*VENDOR TOTAL		
-	6131	NW MN MULTI COUNTY HRA					
		81-000-000-0000-2296		18,667.08	MAY 10 REAL ESTATE		DUE TO NW MULTI CO HRA
		81-000-000-0000-2296		20.28	MAY 10 DELQ MOBILEHOME		DUE TO NW MULTI CO HRA
		81-000-000-0000-2296		7.67	PAYMENT IN LIEU		DUE TO NW MULTI CO HRA
		81-000-000-0000-2296		3.00	POWER TAX		DUE TO NW MULTI CO HRA
*	6131	NW MN MULTI COUNTY HRA		\$18,698.03	*VENDOR TOTAL		
-	11029	NW REGIONAL DEV COMM					
		81-000-000-0000-2291		13,695.53	MAY 10 REAL ESTATE		DUE TO REGIONAL DEV COM
		81-000-000-0000-2291		27.56	MAY 10 MOBILEHOME		DUE TO REGIONAL DEV COM
		81-000-000-0000-2291		2.16	MANUAL POWER TAX		DUE TO REGIONAL DEV COM
		81-000-000-0000-2291		5.59	MANUAL PIL		DUE TO REGIONAL DEV COM
*	11029	NW REGIONAL DEV COMM		\$13,730.84	*VENDOR TOTAL		
-	11809	RED LAKE WATERSHED DISTRICT					
		81-000-000-0000-2295		35.85	MAY 10 SETTLEMENT		DUE TO WATERSHEDS
*	11809	RED LAKE WATERSHED DISTRICT		\$35.85	*VENDOR TOTAL		
-	11001	ROOSEVELT CITY					
		81-000-000-0000-2286		5,980.78	MAY 10 REAL ESTATE		DUE TO TOWNSHIP, CITY
*	11001	ROOSEVELT CITY		\$5,980.78	*VENDOR TOTAL		
-	1829	ROSEAU CITY					
		81-000-000-0000-2286		497,508.61	MAY 10 REAL ESTATE		DUE TO TOWNSHIP, CITY

VENDOR NO.	NAME	ACCOUNT NO.	RPT ACCR	AMOUNT	WARRANT DESCRIPTION SERVICE DATES	INVOICE# PAID ON BEHALF #	ACCOUNT DESCRIPTION ON BEHALF OF NAME
		81-000-000-0000-2286		1,184.57	MAY 10 MOBILEHOME		DUE TO TOWNSHIP,CITY
		81-000-000-0000-2286		100,742.20	SP ASMT PRIN & INT		DUE TO TOWNSHIP,CITY
		81-000-000-0000-2286		258.57	INT ON DELQ TAX		DUE TO TOWNSHIP,CITY
		81-000-000-0000-2287		244.85	INT ON DELQ SP ASMTS		DUE TO TWP,CITY-PEN ON
		81-000-000-0000-2294		26,932.24	TIF #2		DUE TO ROSEAU CITY-TIF
*	1829 ROSEAU CITY			\$626,871.04	*VENDOR TOTAL		
-	11866 ROSEAU RIVER WATERSHED DIST						
		81-000-000-0000-2295		216,760.79	MAY 10 SETTLEMENT		DUE TO WATERSHEDS
		81-000-000-0000-2295		493.42	MAY 10 SETTLEMENT	DITCH 16	DUE TO WATERSHEDS
		81-000-000-0000-2295		40,359.70	MAY 10 SETTLEMENT	DITCH 51	DUE TO WATERSHEDS
		81-000-000-0000-2295		5,174.08	MAY 10 SETTLEMENT	DITCH 8	DUE TO WATERSHEDS
		81-000-000-0000-2295		5,769.36	MAY 10 SETTLEMENT	WD-3	DUE TO WATERSHEDS
*	11866 ROSEAU RIVER WATERSHED DIST			\$268,557.35	*VENDOR TOTAL		
-	7224 SPRINGSTEEL ISLAND SANITARY D						
		81-000-000-0000-2286		34,699.77	SP ASMT #5308-0		DUE TO TOWNSHIP,CITY
		81-000-000-0000-2286		4,739.59	SP ASMT #5308-1		DUE TO TOWNSHIP,CITY
*	7224 SPRINGSTEEL ISLAND SANITARY D			\$39,439.36	*VENDOR TOTAL		
-	11943 STRATHCONA CITY						
		81-000-000-0000-2286		1,466.82	MAY 10 SETTLEMENT		DUE TO TOWNSHIP,CITY
*	11943 STRATHCONA CITY			\$1,466.82	*VENDOR TOTAL		
-	3150 TOWN OF BARNETT						
		81-000-000-0000-2286		7,152.52	MAY 10 SETTLEMENT		DUE TO TOWNSHIP,CITY
		81-000-000-0000-2286		7.23	INT ON DELQ TAX		DUE TO TOWNSHIP,CITY
*	3150 TOWN OF BARNETT			\$7,159.75	*VENDOR TOTAL		
-	3151 TOWN OF BARTO						
		81-000-000-0000-2286		22,220.20	MAY 10 SETTLEMENT		DUE TO TOWNSHIP,CITY
		81-000-000-0000-2286		20.02	INT ON DELQ TAX		DUE TO TOWNSHIP,CITY
*	3151 TOWN OF BARTO			\$22,240.22	*VENDOR TOTAL		
-	3152 TOWN OF BEAVER						
		81-000-000-0000-2286		1,984.84	MAY 10 SETTLEMENT		DUE TO TOWNSHIP,CITY
*	3152 TOWN OF BEAVER			\$1,984.84	*VENDOR TOTAL		
-	3153 TOWN OF CEDARBEND						
		81-000-000-0000-2286		10,130.89	MAY 10 SETTLEMENT		DUE TO TOWNSHIP,CITY
*	3153 TOWN OF CEDARBEND			\$10,130.89	*VENDOR TOTAL		
-	3154 TOWN OF DEER						
		81-000-000-0000-2286		8,548.47	MAY 10 SETTLEMENT		DUE TO TOWNSHIP,CITY
*	3154 TOWN OF DEER			\$8,548.47	*VENDOR TOTAL		
-	3155 TOWN OF DEWEY						
		81-000-000-0000-2286		8,477.72	MAY 10 SETTLEMENT		DUE TO TOWNSHIP,CITY
*	3155 TOWN OF DEWEY			\$8,477.72	*VENDOR TOTAL		

VENDOR NO.	NAME	ACCOUNT NO.	RPT ACCR	AMOUNT	WARRANT DESCRIPTION SERVICE DATES	INVOICE# PAID ON BEHALF #	ACCOUNT DESCRIPTION ON BEHALF OF NAME
-	3156 TOWN OF DIETER	81-000-000-0000-2286		10,916.62	MAY 10 SETTLEMENT		DUE TO TOWNSHIP, CITY
*	3156 TOWN OF DIETER			\$10,916.62	*VENDOR TOTAL		
-	3157 TOWN OF ENSTROM	81-000-000-0000-2286		10,504.17	MAY 10 SETTLEMENT		DUE TO TOWNSHIP, CITY
		81-000-000-0000-2286		.90	INT ON DELQ TAX		DUE TO TOWNSHIP, CITY
*	3157 TOWN OF ENSTROM			\$10,505.07	*VENDOR TOTAL		
-	3158 TOWN OF FALUN	81-000-000-0000-2286		15,388.97	MAY 10 SETTLEMENT		DUE TO TOWNSHIP, CITY
*	3158 TOWN OF FALUN			\$15,388.97	*VENDOR TOTAL		
-	3159 TOWN OF GOLDEN VALLEY	81-000-000-0000-2286		8,663.54	MAY 10 SETTLEMENT		DUE TO TOWNSHIP, CITY
*	3159 TOWN OF GOLDEN VALLEY			\$8,663.54	*VENDOR TOTAL		
-	3160 TOWN OF GRIMSTAD	81-000-000-0000-2286		9,530.07	MAY 10 SETTLEMENT		DUE TO TOWNSHIP, CITY
*	3160 TOWN OF GRIMSTAD			\$9,530.07	*VENDOR TOTAL		
-	3161 TOWN OF HEREIM	81-000-000-0000-2286		11,759.45	MAY 10 SETTLEMENT		DUE TO TOWNSHIP, CITY
		81-000-000-0000-2286		.55	INT ON DELQ TAX		DUE TO TOWNSHIP, CITY
*	3161 TOWN OF HEREIM			\$11,760.00	*VENDOR TOTAL		
-	3162 TOWN OF HUSS	81-000-000-0000-2286		5,180.80	MAY 10 SETTLEMENT		DUE TO TOWNSHIP, CITY
*	3162 TOWN OF HUSS			\$5,180.80	*VENDOR TOTAL		
-	3163 TOWN OF JADIS	81-000-000-0000-2286		20,647.55	MAY 10 SETTLEMENT		DUE TO TOWNSHIP, CITY
		81-000-000-0000-2286		2.75	INT ON DELQ TAX		DUE TO TOWNSHIP, CITY
*	3163 TOWN OF JADIS			\$20,650.30	*VENDOR TOTAL		
-	3164 TOWN OF LAKE	81-000-000-0000-2286		114,656.14	MAY 10 REAL ESTATE		DUE TO TOWNSHIP, CITY
		81-000-000-0000-2286		106.59	INT ON DELQ TAX		DUE TO TOWNSHIP, CITY
		81-000-000-0000-2286		74,205.86	SP ASMT PRIN & INT		DUE TO TOWNSHIP, CITY
		81-000-000-0000-2286		312.35	MANUAL DELQ MOBILEHOME		DUE TO TOWNSHIP, CITY
		81-000-000-0000-2287		357.29	PENALTY ON SP ASMTS		DUE TO TWP, CITY-PEN ON
*	3164 TOWN OF LAKE			\$189,638.23	*VENDOR TOTAL		
-	3165 TOWN OF LAONA	81-000-000-0000-2286		15,554.66	MAY 10 SETTLEMENT		DUE TO TOWNSHIP, CITY
		81-000-000-0000-2290		.57	INT ON DELQ TAX		DUE TO SCHOOL-APPORTION
*	3165 TOWN OF LAONA			\$15,555.23	*VENDOR TOTAL		
-	3166 TOWN OF LIND	81-000-000-0000-2286		7,715.11	MAY 10 SETTLEMENT		DUE TO TOWNSHIP, CITY

VENDOR NO.	NAME	ACCOUNT NO.	RPT ACCR	AMOUNT	WARRANT DESCRIPTION SERVICE DATES	INVOICE# PAID ON BEHALF #	ACCOUNT DESCRIPTION ON BEHALF OF NAME
*	3166	TOWN OF LIND		\$7,715.11	*VENDOR TOTAL		
-	3167	TOWN OF MALUNG					
		81-000-000-0000-2286		9,530.94	MAY 10 SETTLEMENT		DUE TO TOWNSHIP,CITY
		81-000-000-0000-2286		1.77	INT ON DELQ TAX		DUE TO TOWNSHIP,CITY
*	3167	TOWN OF MALUNG		\$9,532.71	*VENDOR TOTAL		
-	3168	TOWN OF MICKINOCK					
		81-000-000-0000-2286		10,032.68	MAY 10 SETTLEMENT		DUE TO TOWNSHIP,CITY
*	3168	TOWN OF MICKINOCK		\$10,032.68	*VENDOR TOTAL		
-	3169	TOWN OF MOOSE					
		81-000-000-0000-2286		6,304.12	MAY 10 SETTLEMENT		DUE TO TOWNSHIP,CITY
*	3169	TOWN OF MOOSE		\$6,304.12	*VENDOR TOTAL		
-	3170	TOWN OF MORANVILLE					
		81-000-000-0000-2286		37,241.25	MAY 10 SETTLEMENT		DUE TO TOWNSHIP,CITY
		81-000-000-0000-2286		15.95	INT ON DELQ TAX		DUE TO TOWNSHIP,CITY
*	3170	TOWN OF MORANVILLE		\$37,257.20	*VENDOR TOTAL		
-	3171	TOWN OF NERESON					
		81-000-000-0000-2286		4,382.80	MAY 10 SETTLEMENT		DUE TO TOWNSHIP,CITY
		81-000-000-0000-2286		1.62	INT ON DELQ TAX		DUE TO TOWNSHIP,CITY
*	3171	TOWN OF NERESON		\$4,384.42	*VENDOR TOTAL		
-	3172	TOWN OF PALMVILLE					
		81-000-000-0000-2286		3,952.94	MAY 10 SETTLEMENT		DUE TO TOWNSHIP,CITY
*	3172	TOWN OF PALMVILLE		\$3,952.94	*VENDOR TOTAL		
-	3173	TOWN OF POHLITZ					
		81-000-000-0000-2286		1,422.57	MAY 10 SETTLEMENT		DUE TO TOWNSHIP,CITY
*	3173	TOWN OF POHLITZ		\$1,422.57	*VENDOR TOTAL		
-	3174	TOWN OF POLONIA					
		81-000-000-0000-2286		12,777.72	MAY 10 SETTLEMENT		DUE TO TOWNSHIP,CITY
*	3174	TOWN OF POLONIA		\$12,777.72	*VENDOR TOTAL		
-	3175	TOWN OF POPLAR GROVE					
		81-000-000-0000-2286		2,954.19	MAY 10 SETTLEMENT		DUE TO TOWNSHIP,CITY
*	3175	TOWN OF POPLAR GROVE		\$2,954.19	*VENDOR TOTAL		
-	3176	TOWN OF REINE					
		81-000-000-0000-2286		8,677.32	MAY 10 SETTLEMENT		DUE TO TOWNSHIP,CITY
		81-000-000-0000-2286		.15	INT ON DELQ TAX		DUE TO TOWNSHIP,CITY
*	3176	TOWN OF REINE		\$8,677.47	*VENDOR TOTAL		
-	3177	TOWN OF ROSS					
		81-000-000-0000-2286		11,821.87	MAY 10 SETTLEMENT		DUE TO TOWNSHIP,CITY
		81-000-000-0000-2286		.79	INT ON DELQ TAX		DUE TO TOWNSHIP,CITY
*	3177	TOWN OF ROSS		\$11,822.66	*VENDOR TOTAL		

VENDOR NO.	NAME	ACCOUNT NO.	RPT ACCR	AMOUNT	WARRANT DESCRIPTION SERVICE DATES	INVOICE# PAID ON BEHALF #	ACCOUNT DESCRIPTION ON BEHALF OF NAME
-	3178 TOWN OF SKAGEN	81-000-000-0000-2286		11,442.99	MAY 10 SETTLEMENT		DUE TO TOWNSHIP,CITY
		81-000-000-0000-2286		1.39	INT ON DELQ TAX		DUE TO TOWNSHIP,CITY
*	3178 TOWN OF SKAGEN			\$11,444.38	*VENDOR TOTAL		
-	3179 TOWN OF SOLER	81-000-000-0000-2286		7,350.10	MAY 10 SETTLEMENT		DUE TO TOWNSHIP,CITY
*	3179 TOWN OF SOLER			\$7,350.10	*VENDOR TOTAL		
-	3180 TOWN OF SPRUCE	81-000-000-0000-2286		14,439.45	MAY 10 SETTLEMENT		DUE TO TOWNSHIP,CITY
		81-000-000-0000-2286		5.01	INT ON DELQ TAX		DUE TO TOWNSHIP,CITY
*	3180 TOWN OF SPRUCE			\$14,444.46	*VENDOR TOTAL		
-	3181 TOWN OF STAFFORD	81-000-000-0000-2286		14,455.51	MAY 10 SETTLEMENT		DUE TO TOWNSHIP,CITY
		81-000-000-0000-2286		4.65	INT ON DELQ TAX		DUE TO TOWNSHIP,CITY
*	3181 TOWN OF STAFFORD			\$14,460.16	*VENDOR TOTAL		
-	3182 TOWN OF STOKES	81-000-000-0000-2286		8,881.04	MAY 10 SETTLEMENT		DUE TO TOWNSHIP,CITY
*	3182 TOWN OF STOKES			\$8,881.04	*VENDOR TOTAL		
-	3429 TWO RIVER WATERSHED DISTRICT	81-000-000-0000-2295		66,556.69	MAY 10 SETTLEMENT		DUE TO WATERSHEDS
		81-000-000-0000-2295		2,303.61	MAY 10 SETTLEMENT	DEWEY PROJ #5	DUE TO WATERSHEDS
		81-000-000-0000-2295		2,965.00	MAY 10 SETTLEMENT	DITCH 4 (TRW)	DUE TO WATERSHEDS
*	3429 TWO RIVER WATERSHED DISTRICT			\$71,825.30	*VENDOR TOTAL		
-	2313 WARROAD CITY	81-000-000-0000-2286		353,524.77	MAY 10 REAL ESTATE		DUE TO TOWNSHIP,CITY
		81-000-000-0000-2286		428.69	MAY 10 MOBILEHOME		DUE TO TOWNSHIP,CITY
		81-000-000-0000-2286		13,169.63	SP ASMT PRIN & INT		DUE TO TOWNSHIP,CITY
		81-000-000-0000-2286		130.02	PAYMENT IN LIEU		DUE TO TOWNSHIP,CITY
*	2313 WARROAD CITY			\$367,253.11	*VENDOR TOTAL		
-	12386 WARROAD PORT AUTHORITY	81-000-000-0000-2293		107,623.42	MAY 10 SETTLEMENT		DUE TO WARROAD PORT AUT
*	12386 WARROAD PORT AUTHORITY			\$107,623.42	*VENDOR TOTAL		
-	7226 WARROAD WATERSHED DISTRICT	81-000-000-0000-2295		5,815.80	MAY 10 REAL ESTATE		DUE TO WATERSHEDS
		81-000-000-0000-2295		2.26	PAYMENT IN LIEU		DUE TO WATERSHEDS
		81-000-000-0000-2295		1.97	MANUAL POWER TAX		DUE TO WATERSHEDS
		81-000-000-0000-2295		5.48	MAY 10 MOBILEHOME		DUE TO WATERSHEDS
*	7226 WARROAD WATERSHED DISTRICT			\$5,825.51	*VENDOR TOTAL		
**	000 DEPT TOTAL.....			\$2,193,448.55	* BALANCE SHEET		49 VENDORS 99 TRANSACTIONS
**	81 FUND TOTAL.....			\$2,193,448.55	** TAX COLLECTIONS FUNDS		99 TRANSACTIONS
****	FINAL TOTAL.....			\$2,193,448.55	**** 49 VENDORS 99 TRANSACTIONS		

6/30/2010
14:27:20

COURTNEY P

ROSEAU COUNTY
INTEGRATED RECEIPTS AND DISBURSEMENTS SYSTEM
A/P AUDIT LIST FOR BOARD

COUNTY 68
AUDITOR'S WARRANTS

IFD53 PAGE 6

**** RECAP BY FUND

FUND	AMOUNT	NAME
81	2,193,448.55	TAX COLLECTIONS FUNDS

DATE APPROVED

** 2,193,448.55 * TOTAL

APPROVED BY,

.....
.....



ITEM # 9:00 a.m. Appt

REQUEST FOR BOARD ACTION

* Required Fields



*Person Responsible for Request Klein, Trish	*Department Coordinator	*Board Meeting Date Jul 13 2010
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***Subject Title (As it will appear on the agenda):**
Janeen Stenso, Red River Basin Commission - Todd Miller, Roseau River Watershed

***Background (Provide sufficient detail of the subject):**
Janeen Stenso and Todd Miller will meet with the Board to give an update on the Red Board and Red River Basin Commission. Attached is the Consent Report from the June 3, 2010 Red Board Meeting.

***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						
Foldesi						Failed
Falk						
Walker						Tabled

ATTEST: Teresa Klein, Board Clerk

CONSENT REPORT

3 June 2010 Board Meeting

Devils Lake: Court House – Lower Level

I. RRBC ACTIVITIES

a. **Administrative/Board**

b. **Executive Committee**

- i. The Executive Committee meets the third Thursday of every month at 8:30 AM (usually phone). **The 20 May 2010 Executive/Oversight Committee minutes will be reviewed.** The Executive Committee is the only Board committee that can act on behalf of the Board. It consists of 15 Board members.

c. **Finance Committee**

- i. Meets as necessary, usually to assist with budget issues. It consists of local, provincial and state funders.

d. **Human Resource Committee**

- i. Meets as necessary to assist with staff issues. It consists of the Executive Committee Officers and one other from each jurisdiction.

e. **Legislative Committee**

- i. This committee assists where able and as needed to inform legislators about RRB issues.

f. **Partnership Activities**

- i. See Board minutes and reports.

II. NRFP ACTIVITIES

a. **GOAL # 1: Watershed Approach**

- i. **University of Manitoba: Source Water Protection Governance Project:** This project has received funding. It is a 4 year project that will look at and construct an enhanced explanation of governance, which reveals the inherent complexities and difficulties associated with cooperative, shared decision-making processes.
- ii. **Assiniboine River Project:** The report is completed and distributed. Local leaders in that area indicated in October 2008 at a workshop hosted by RRBC that they would like to form a group, on their own, with RRBC assistance and using RRBC as a model. A subcommittee that was formed has met to discuss another gathering (conference) to explore ways to form, etc. RRBC is coordinating this effort (Board action in November 2008). **The one-day conference that was being planned for 29 October 2009 has been postponed until 2010. MB, ND, and & SK want more time at the Provincial & State level to dialogue. If possible, the meeting will be held in the spring.**
- iii. **Winnipeg River Project:** Is similar to the Assiniboine River project and RRBC has contracted with Eastman Regional Development Inc., to contact, meet with, and gather local leaders in the Winnipeg River Basin and provide a report on their interest and any strategies that might emerge on a Winnipeg River Basin group. **This effort is on hold waiting for further feedback from MB-WS related to discussions with the Province of Ontario.**
- iv. **MN Joint Powers Board:** This Board meets quarterly for presentations and discussions and is facilitated by RRBC.

- v. **Roseau River International Watershed:** The RRIW covers the Watershed District and County in MN along the Roseau River and the RM's and First Nation in MB. They meet regularly and RRBC facilitates.
 - vi. **Pembina River Basin Advisory Board:** The PRBAB meets quarterly if needed and is now working on 2-D Modeling. RRBC facilitates.
 - vii. **RRBC North Chapter:** The RRBC North Chapter brings together the RM's on the northern and eastern side of Winnipeg. They meet around 10 times a year for presentations and discussions and RRBC facilitates.
 - viii. **RRBC South Chapter:** The RRBC South Chapter brings together RM's on the south side of Winnipeg and west of the Red River for presentations and discussions. They just organized in 2010 and will meet quarterly. RRBC will facilitate.
 - ix. **South Valley Initiative:** The SVI meets quarterly bringing together local government units from SD, MN, and ND in the southern portion of the basin.
- b. GOAL # 2: Integration**
- i. **PIC:** The Plan Implementation Committee meets 4 times a year (or as needed).
 - ii. **IISD Project Water Innovation Centre:** IISD Water Innovation Centre was launched at their Annual Board of Directors' Dinner June 11, 2009. The RRBC Executive Director, a couple of staff, and several Board members attended. The \$4 million dollar Centre will link markets and environmental technologies to community-based watershed management. RRBC voted to support this Centre.
 - iii. **IISD/RRBC Building Capacity for Multi-Purpose Land & Water Investment (formerly called Building Capacity for Ecological Infrastructure Investments) in the RRB:** RRBC received from Environment Canada (\$55,000) and we have a contract with RRBC/IISD (for \$35,000) for their portion of the project. The grant is part of the Lake Winnipeg Basin Stewardship Fund from Environment Canada. The joint RRBC/IISD project team has met and a working committee met in July to assist in the project. This project will look at Land and Water Investment opportunities in a RRB sub-watershed and additional partners and sources of funding. New partners are being added to the project: MCEA, NW MN Partnership, IWI, and others will be explored. What local leaders would hope to gain from the project is also being explored to guide the effort. The report to EC is now finalized. Additional funding proposals are also in progress. **A June workshop is being planned.**
- c. GOAL # 3: Technical and Data for Decision Makers**
- i. All activity under this goal is related to specific goals and is project related. For example, the development of Mike 11 for Mainstem Modeling. RRBC is using funds received on the Long Term Flood Solutions Project to match federal US Army Corps of Engineers funds. COE funds will help with decision making tools at IWI, LTFS Phase II contract with Barr Engineering, Sub-Watershed HMS Modeling, and a Basin Economic Analysis if needed.
- d. GOAL # 4: Education and Information**
- i. **NRFP Outreach:** Visits to local units of government through a Bush Foundation funded project in MN, ND, & SD is underway from the Moorhead office. Staff in the Winnipeg office also does NRFP outreach. We are currently working to enter NRFP data into our Sharepoint database and link it to our web site. This information will also be entered into the Lake Winnipeg web portal.
 - ii. **NRFP: Resolution of Support:** Over 153 local units of government have signed.

- iii. **First Nation Outreach:** RRBC Board member Hotain and staff had some outreach meetings with First Nations around and near Lake Winnipeg. More meetings are planned in MB and contact with MN, ND, and SD Tribal Governments is part of our outreach strategies.
 - iv. **Ripple Effect: Newspapers:** Articles continue to be sent to all RRB newspapers every other week. Please check with your local newspaper to see if they are receiving the articles and encourage their use if they are not showing up in the newspaper.
 - v. **Ripple Effect: Water Minutes:** Radio spots have been on several radio stations (KFGO and affiliates) in the Fargo area for over a year. These are 30 and 60 second spots that talk about land and water issues for the general public. In 2009 we tried radio spots in Winnipeg CJOB as a trial. **We are working on the 2010 MB arrangements at this time.**
 - vi. **KFGO Talk Radio: News and Views with Joel Heitkamp:** The RRBC Ex. Dir. is now a monthly guest on the show to discuss RRB land and water issues. Future radio time will focus on the Long Term Flood Solution (LTFS) Project. KFGO did a live broadcast live at the 27th Annual Summit Conference the morning of Wednesday, January 20th.
 - vii. **Web Site:** The RRBC web site is: www.redriverbasincommission.org.
 - 1. **Lake Winnipeg Web Portal:** RRBC has had further discussions with Environment Canada regarding their new web portal workshop as it relates to Lake Winnipeg. A contract for \$40,000 to RRBC to enter NRFP information on the portal has been approved. RRBC participated in a web-portal workshop on 17-18 November 2009. **We are beginning the data entry using Sharepoint to handle the data and linking it to the web portal. We are working on the video from the field site work water quality improvement projects in ND for the web portal.** ND Dept. of Health assisted with site selection and contacts.
 - viii. **LTFS Project:** LTFS Project Activities are now also on our web site. RRBC and the City of Fargo hosted a tour to the Winnipeg Floodway assisted by the Floodway Authority, who provided information, facts, and field site visits to various locations.
 - ix. **Share Point & Go To Meeting:** RRBC has now established two web tools to assist in meetings and communication and reducing travel requirements for basin participants on RRBC committees and working groups. We now have a consulting firm working with us to make the most use of Sharepoint and to link it to the web portal.
 - x. **Can River Centre:** We have sent a letter to Centre Venture indicating that due to current workload we are unable to focus on this endeavor at this time. **There is still interest by a private group in working with RRBC on the Centre with a restaurant. More information is being gathered.**
 - xi. **LWRC:** RRBC has a strong working relationship with the Lake Winnipeg Research Consortium.
 - xii. **Rivers West:** RRBC has a close relationship with Rivers West. Martens serves as the RRBC representative on their Board. Rivers West has hired a new Executive Director and they have moved their offices to another location that is more convenient for them. We will maintain our current working relationship on issues of mutual concern.
- e. **GOAL # 5: Flood Forecasting**
- i. **Precipitation Group:** RRBC has a basin jurisdictional precipitation group that has met and discussed precipitation measuring efforts in the basin, reporting processes, and avenues to enhance communication all targeted to better flood forecasting. **Staff will be contacting this group in 2010 to determine the need and interest in re-convening.**
 - ii. **Flood Stream Gauging:** Houston Engineering, Inc., prepared and submitted this report to RRBC and it is ready for distribution to the MN and ND Joint Boards, who helped fund it, and

to engineers and modelers. RRBC, working with the MN and ND Joint Water Boards, had a field crew out during the 2009 spring flood for actual flood flow gauging in areas without permanent gauges. In 2010, USGS had a number of new sites and that along with the type of flood there was the need to only take readings with a field crew at two sites. We did this with the little remaining funds from 2009.

f. GOAL # 6: Flood Mitigation

- i. **Mainstem Modeling:** The Mike II Model Calibration IV is complete and has been reviewed by another engineering firm. Tributary flow reductions are completed and were reported on at the Annual Summit Conference in January. The LTFS Advisory Committee (AC) and Barr Engineering have been working with this information to establish FDR Principles and related Goals on flows, levels, etc, for basin consideration. **The RRBC Board on 6 May 2010 adopted the 20% Flow Reduction goals.**
- ii. **LTFS Project:**
 1. **Information Gathering:** Facilitation has occurred with the RRBC Executive Committee, LTFS Oversight Committees, and the general public. We finished a round of 21 basin wide public meetings and are now in the process of summarizing the information. On 13 January 2010 the LTFS Technical Committee met with an expanded participant list. The MN and ND Joint Water Board Chairs are now co-chairing the LTFS Project Advisory Committee (PAC). Two Sub-Committees have been established. One to work on Technical issues related to modeling and setting flow and level goals related to FDR Principles and the other to work on Policy issues related to impediments related to project implementation and timelines. Phone calling to follow up on surveys that were mailed earlier is underway. A draft Legislative Report for MN and ND was completed 15 January 2010.
 2. **Economic Analysis:** **Economic analysis for the basin in MN and ND is underway.**
 3. **Modeling:** Modeling % flow reductions with Mike 11 is complete. HMS Modeling for sub-watersheds is underway by the U.S. COE and once done will be linked to the Mike 11 Mainstem Model. **Modeling in the Fargo-Moorhead area that the Mike 11 can be linked to will help address stage elevations issues from the proposed diversion.**
 4. **Basin Principles and Goals:** 13 Basin FDR Principles are under discussion to build consensus around them and the supporting flow, level, and other needed specific goals. **RRBC Board adopted these on 6 May 2010.**
 5. **F/M Project:** RRBC is working with the Mike 11 Model and will ask help from F/M upstream watershed engineers to find storage to help mitigate the F/M Diversion Project. **This effort will begin in the Bois de Sioux watershed. The modeling in Bois de Sioux is now complete and will be reviewed by the LTFS AC Technical Sub-Committee and reported to the Board.**
 6. **Committees:**
 - a. **LTFS Advisory Committee (AC):** and its two subcommittees, one on technical issues and one on policy, have been meeting. The contract with Barr Engineering for Phase II is underway. The contract with IWI for DSS is now completed.
 - i. **LTFS AC Technical Subcommittee:** **is working on modeling, flows, and other technical issues related to flood damage reduction.**
 - ii. **LTFS AC Policy Subcommittee:** **is working on policy issues related to funding, permits, and other roadblocks to implementing flood damage reductions projects.**

- g. GOAL # 7: Flood Response & Recovery**
 - i. FEMA Region V & VIII:** RRBC has been visiting with the two FEMA regions on Flood Mitigation and Modeling potential efforts. A meeting in Moorhead with the two FEMA Regions and the US COE is being planned to further discuss modeling needs.
- h. GOAL # 8: Drainage**
 - i. The MN and ND joint water boards are meeting regularly 2010 to discuss the need for and a strategy for a drainage impact analysis report.**
- i. GOAL # 9: Water Quality**
 - i. Water Quality Jurisdictional Project:** **The Water Quality project is nearing completion as the Province and States review the draft report. This effort will also be linked to the IRRB-AEC work on CN/US border water quality recommendations.**
 - ii. Red River/Lake Winnipeg Dredging Project:** An RRBC predecessor organization did a dredging report. It was recommended that a more detailed effort be undertaken. The RM's in that area, the East Manitoba Development Corporation, and the RRBC North Chapter have had discussions on this new project and are exploring funding options. **The RRBC North Chapter has moved to establish a sub-committee to explore this and revive the effort.**
- j. GOAL # 10: Water Supply**
 - i. Concordia College Earth Day:** RRBC attended this event and John Jaschke was the speaker. The funds from RRBC will be used later in the year for the speaker at Concordia College who had to cancel due to the spring flood. The speaker was to be Robert Glennon, who wrote "Unquenchable" and "Water Follies: Groundwater Pumping and the Fate of America's Fresh Waters." He presented at Concordia College on 1 October 2009.
 - ii. SRGMP:** The RRBC staff has been involved in the Southeast MB Groundwater Project that met monthly gathering information and is now beginning the process of developing a plan.
 - iii. Water Supply: Jurisdictional Process:** The Water Supply WG will begin working on the 7 recommendations from this report that the Board approved, once the Conservation/Soft Path Report is completed and Board approved.
 - iv. Water Supply: Conservation/Soft Path:** RRBC has the same consultant HDR Engineering working on this project as the WS Jurisdictional Process document. **This project is under final review by the Water Supply WG and will the Board will be asked for final approval at the June Board meeting.**
- k. GOAL # 11: Conservation**
 - i. Conservation Group:** RRBC has a Conservation Working Group that is planning a summer meeting/tour if details can be arranged and interest remains strong. They are exploring a tour in MB.
 - ii. Basin Conservation Comparisons:** The RRBC WG on Conservation has prepared a Red River Basin pamphlet on comparable information on land use classes and years data (which all vary) that were gathered from around the RRB by different agencies.
 - iii. Ag Task Force:** RRBC has an agricultural task force that gathers annually to discuss the RRBC NRFP and agricultural related issues. This group assisted in the development of the AWEP proposal and will be represented on the Basin Working Group if funding is received.
 - iv. AWEP:** **RRBC has been providing information to USDA for the AWEP proposal on behalf of the Red River Basin.** This information covers the 2009 \$1.38 million for ring dikes. The proposal that RRBC developed for year two funding will be considered in the next round of

NRCS funding for AWEF. **Second year funding was recently received. The amount is \$2.61 million and RRBC has been working to help get these funds committed to landowner contracts to implement projects.**

I. GOAL # 12: Fish & Wildlife

i. The RRBC WG on this issue is exploring what to work on at this time.

m. GOAL # 13: Outdoor Recreation

i. The RRBC WG on this issue is exploring what to work on at this time.

ITEM # Committee Rep
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request Klein, Trish	*Department Coordinator	*Board Meeting Date Jul 13 2010
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***Subject Title (As it will appear on the agenda):**
 Committee Reports

***Background (Provide sufficient detail of the subject):**
 Attached are Jack Swanson's Committee Reports

***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						
Foldesi						Failed
Falk						
Walker						Tabled

ATTEST: Teresa Klein, Board Clerk

JACK SWANSON COMMITTEE REPORTS

JULY 1, 2010 - NORTHERN COUNTIES LAND USE COORDINATING BOARD (CHISHOLM); sought advice re: regional rail authority.

JULY 6, 2010 - COUNTY BOARD MEETING

JULY 7, 2010 - ROSEAU RIVER WATERSHED BOARD; discussion related to maintenance of the Hay Creek/Norland project.

JULY 7, 2010 - COMMUNITY JUSTICE COORDINATING COMMITTEE; presentation from Susan Mills, the Director of Tri-County Corrections in Crookston (which serves Polk, Norman and Red Lake counties).

JULY 8, 2010 - telephone conversation with attorney Steve Fecker on regional rail authority; he's agreed to a teleconference July 27 (9 a.m.) - (218) 722-6331.

JULY 12, 2010 - WATER MANAGEMENT SUMMIT (ST CLOUD)

ITEM # 10:30 appt.

REQUEST FOR BOARD ACTION

* Required Fields



*Person Responsible for Request Klein, Trish	*Department Coordinator	*Board Meeting Date Jul 13 2010
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***Subject Title (As it will appear on the agenda):**
Troy Schroeder, NWRD Transportation Planner and Wade Miller DNR Division of Trails and Waterways

***Background (Provide sufficient detail of the subject):**
Troy Schroeder and Wade Miller will meet with the Board to discuss the roles and responsibilities of each partner in the grant-in-aid program. Attached is the MN Snowmobile Trails Assistance Program Maintenance and Grooming manual for your review. The Board will also discuss the acquisition of the rail line between Roseau and Warroad.

***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						
Foldesi						Failed
Falk						
Walker						Tabled

ATTEST: Teresa Klein, Board Clerk

MINNESOTA SNOWMOBILE TRAILS ASSISTANCE PROGRAM

MAINTENANCE AND GROOMING MANUAL



MINNESOTA DEPARTMENT OF NATURAL RESOURCES



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I. INTRODUCTION

A. DEFINITIONS

AUTHORIZED REPRESENTATIVE - Person responsible for the administration of the contract for either the Sponsor or the Department of Natural Resources.

BENCHMARK - Significant event or series of events that have been accomplished and been certified by the Sponsor so that the Sponsor can request payment.

GROOMING - Snow grooming is the process of loosening or breaking up heavily compacted or icy snow and placing the snow back down in an equally compacted smooth condition.

LOCAL UNIT OF GOVERNMENT (LUG) - The political subdivision that has agreed to work with the snowmobile club in the development and maintenance of a trail. This can be a county, city, township, or village.

RESOLUTION - Official record of the LUG where they agree to sponsor a snowmobile or trail club and/or trail, certify that the various benchmarks have been met, and administer the grant from the DNR.

SNOWMOBILE CLUB - A formal organization that has contracted with a LUG to maintain and operate a local snowmobile trail.

SPONSOR - The local unit of government that has agreed to work with the snowmobile club.

SUFFICIENT RECORDS: Records that are necessary to verify that the club and sponsor have completed certain benchmarks. These will include at a minimum:

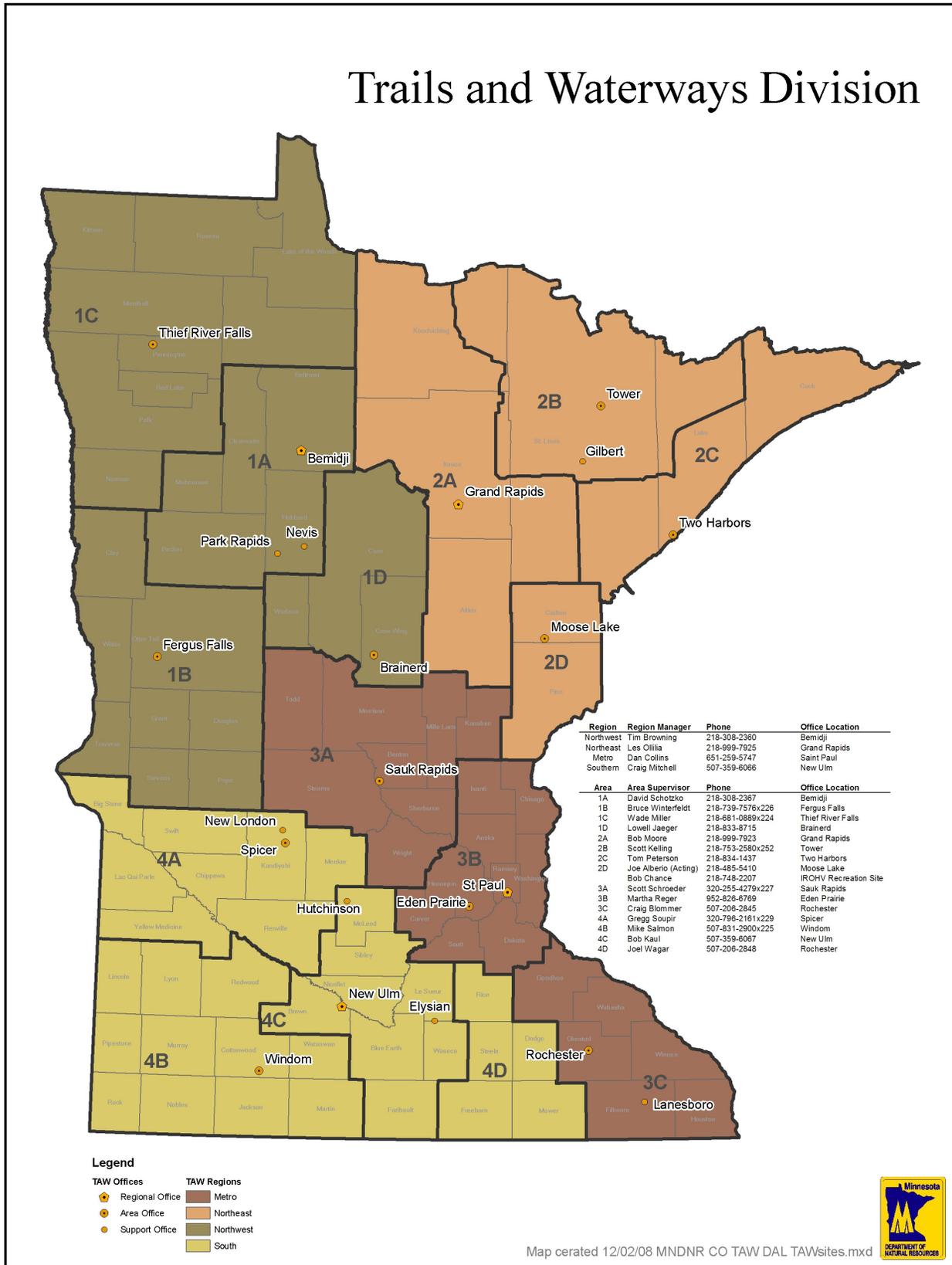
- Invoices of repairs/significant expenditures;
- Liability insurance evidence (as required);
- Log of volunteers and man-hours spent on the various trail activities. This log should include date, number of people working on the trail, number of hours, equipment used, type of work done, and section of trail worked on; (an example is included in the Program Forms Section) signed by a club representative;
- Groomer logs listing the date, miles groomed, total grooming hours, project number, trail name and segment, trail administrator verification; and,

- OR -

- IRS Form 990 (Return of Organization Exempt from Income Tax) and all backup schedules and documentation;
- Groomer logs listing the date, miles groomed, total grooming hours, project number, trail name and segment, trail administrator verification; and

I. INTRODUCTION

Trails and Waterways Division



Map created 12/02/08 MNDNR CO TAW DAL TAWsites.mxd



I. INTRODUCTION

C. PROGRAM SUMMARY

PROGRAM BACKGROUND

In 1973 the Minnesota Legislature delegated the responsibility of administering a cost-sharing program for the development and maintenance of snowmobile trails to the Department of Natural Resources (DNR). The goal of this program was the creation and maintenance of locally initiated trails that were financially assisted by the state. This program was named the "Minnesota Trails Assistance Program," and is popularly known as the grant-in-aid program or simply the GIA program. The DNR has been delegated the responsibility of administering the funds appropriated by the legislature for the GIA program. The Legislature has subsequently provided programs to cover cross-country skiing, off-highway motorcycles, off-road vehicles, and all-terrain vehicles.

The DNR central office in Saint Paul sets program policy and guidelines, budgets for program funding and provides for auditing of grants. Department of Natural Resources Regional Trails and Waterways Managers and Area Trails and Waterways Supervisors are responsible for reviewing and processing necessary program forms, providing technical assistance when requested, monitoring trails for actual performance of disbursed activities, and conducting informational meetings with local organizations. The Area Trails and Waterways Supervisors are the main contact for local organizations and grant sponsors.

A NEW APPROACH TO PROVIDING FUNDING FOR GRANT-IN-AID TRAILS

This approach is based upon payment for achieving agreed upon benchmarks including having the trails prepared and ready to be opened, adequate grooming, post-season closure, and submission of appropriate paperwork. The new system's reliance on monitoring the completion of these benchmarks eliminates the need for many of the accounting records to be sent to the sponsor or the DNR as is presently associated with the program. However, most clubs still need to maintain many of these records to keep their tax-exempt status with the IRS.

I. INTRODUCTION

D. RESPONSIBILITIES AND ROLES

The following are responsibilities and roles of each partner in the Grant-in-Aid Program.

Snowmobile Clubs:

- Secure a local unit of government as a sponsor.
- Enter into an agreement with the sponsor to physically perform the work necessary in maintaining the local trail system.
- Complete tasks in a timely way and submit documentation to the sponsor as required for them to certify completion of significant benchmarks.
- Maintain sufficient records as defined under the Definition of Terms within this instruction Manual to satisfy the auditing needs of the trail sponsor and DNR.
- Adhere to the trail user maps and public information, trail design and construction, trail grooming, and trail signing guidelines contained in this instruction manual.
- Attend at a minimum one training session conducted by DNR and other related training sessions as requested by the Department.
- The Department of Natural Resources (with the support of the Minnesota United Snowmobile Association) very strongly recommends that clubs partially shield their volunteers from the consequences of injury by securing appropriate insurance coverage. Obtain sufficient insurance if necessary and required by the sponsor to protect the interests of the club as well as the local unit of government sponsor.
- Obtain sufficient permission from each landowner on which the snowmobile trail is located. For public land, contact the public agency that administers the land in order to get a permit for the section of snowmobile trail on the public property.
- Provide a backup plan for grooming the trails if the Club's groomer breaks down for more than one day.
- Secure the proper federal tax status. As of the 2000-2001 season it is required that all clubs that receive grant-in-aid funds be registered with the State as a nonprofit corporation. This is to encourage good management practices, formalize property liquidation procedures in the event a club decides to close, and take advantage of the tax benefits afforded nonprofit corporations.

Local Unit of Government/Sponsor:

- Pass a resolution to serve as the sponsor and submit that to the DNR along with the application form.
- Be responsible for certifying to the DNR completion of the four benchmarks necessary to initiate payments and provide a quality snowmobile experience.
- Work with DNR to verify that the local club is adhering to the various guidelines contained in this instruction manual.
- Meet with DNR once annually, either an in-person meeting or a voice conference call.
- The DNR strongly urges the sponsors to similarly enter into contracts with their snowmobile clubs. These contracts will provide your unit of government with safeguards in the event that monies will have to be reclaimed by the State.
- Assure that the trails are ready and open for use, including verifying that the Club has obtained permission to occupy the property where the trail is located.

I. INTRODUCTION

State/Department of Natural Resources:

- Initiate application process and respond to submitted applications
- Provide the Maintenance Agreement for the sponsoring local unit of government.
- Disburse funds for maintenance upon receipt of appropriate certifications from the sponsor.
- Include the trail in a statewide map of snowmobile opportunities using the alignments provided by the local club when new snowmobile maps are printed.
- Conduct random program reviews to evaluate performance in coordination with sponsors and clubs (see page 9)
- Conduct fiscal reviews in coordination with Sponsor and Club in order to evaluate appropriate accounting procedures and compile needed information for future statewide or system-wide audits (see page 9)
- Make payments to the School Trust Fund for Grant-in-Aid trails on School Trust Fund Land.
- Provide signs for Grant-in-Aid trails, pending availability.

II. FINANCIAL MANAGEMENT

A. DISBURSEMENT SCHEDULE FOR MAINTENANCE

Annual disbursement by DNR will be based upon the completion of the four benchmarks listed below. Non-disbursed funds will be canceled annually, which means there will be no “carry-over” of funds from year to year.

1. Trail Completion Benchmark

40% of Total Grant Amount

Disbursement of these funds is contingent on the sponsor providing a high quality map that shows the final alignment of the trail and a Trail Completion Certification Form (see Page 21) that the trail is open and available for use.

- The certification must be received no later than December 15th of that year.
- This includes having the trail brushed, bridges in repair, signs installed, gates were capable of being open (snow permitting), and any other additional work needed.
- Also the Sponsor ensures that interest in lands to operate a snowmobile trail have been acquired through fee ownership, easement, lease, permit, or other conveyances of interest throughout the entire Trail.
- This benchmark may be turned in and processed prior to December 1st if all of the above have been completed and certified.

2. Grooming Certification Benchmark, Opening – January 31st

25% of Total Grant Amount

A portion of the grooming monies will be disbursed in February to the Sponsor by the DNR based upon the Certification of Satisfactory Grooming Form (see Page 22) received from the Sponsor that the trails have been properly groomed from opening day through January 31.

- The certification must be received no later than March 1st of that year.
- The Sponsor in coordination with the Club must maintain sufficient records to document the activity.

3. Grooming Certification Benchmark, February 1 – Closing

25% of Total Grant Amount

The second disbursement of the grooming monies will be made to the Sponsor by the DNR based upon the Certification of Satisfactory Grooming Form (see Page 22) received from the Sponsor and verification that the trails were groomed to the satisfaction of the Sponsor from February 1st through the end of the season.

- The certification must be received no later than April 15th of that year.
- The Sponsor in coordination with the Club must maintain sufficient records to document the activity.

4. Trail Closure/Application Submission Benchmark

10% of Total Grant Amount

The final payment will be based upon the Trail Closure/Application Submission Certification form received from the Sponsor.

- The certification must be received no later than May 15th.
- Trails should be closed based on activities including closing gates, remove refuse, etc.
- A completed application for the next year must accompany the certification (see Page 23).
- Must provide evidence that Sponsor and Club attended spring training session conducted by DNR.
- A map indicating the “anticipated” alignment of the trail must also be submitted.
- A back-up grooming plan must also be provided.
- This benchmark may be turned in and processed prior to May 15th if all of the above have been completed and certified.

II. FINANCIAL MANAGEMENT

B. PENALTIES

The DNR expects the clubs and the local units of government to adhere to trail guidelines contained within this Manual. Any significant deviations from these guidelines will require written permission from DNR. Penalties will be assessed for not having the trail open and ready, or for not grooming the trails for the entire season per the Trail Grooming Guidelines contained within this Manual. Additionally, snowmobile clubs that falsely certify to the county that trails were open and ready or that trails were properly groomed will be dropped from the trail assistance program. None of these penalties will preclude the DNR from undertaking any legal actions that may be warranted.

If needed, an appeal process will be set up to give the Sponsor and related Club an appropriate opportunity for review and appeal of these penalties. The DNR will collaborate with the Sponsors, Clubs and the Minnesota United Snowmobile Association (MNUSA) on how the appeal process will work.

Where applicable, the DNR will determine the appropriate breakdown of funds assigned to each club covered by the Sponsor. In the event of penalties, the DNR may withhold the appropriate amount from the entire grant or withhold payments to reflect only those clubs that have failed to perform.

The penalty schedule is as follows:

1. If it is determined that the **Trail Completion Certification benchmark** in this Plan has not been satisfactorily completed but was certified as having been completed by the Sponsor, the Sponsor may be assessed a penalty of up to 40% of the Total Annual Grant Amount.
2. If it is determined that the **Grooming Certification benchmark for the period of opening day through January 31** in this Plan has not been satisfactorily completed but was certified as having been completed by the Sponsor, the Sponsor may be assessed a penalty of up to 25% of the Total Annual Grant Amount.
3. If it is determined that the **Grooming Certification benchmark for the period of February 1 through the end of the season** in this Plan has not been satisfactorily completed but was certified as having been completed by the Sponsor, the Sponsor may be assessed a penalty of up to 25% of the Total Annual Grant Amount.
4. If it is determined that the **Trail Closure/Application Submission Certification** benchmark in this Plan has not been satisfactorily completed but was certified as having been completed by the Sponsor, the Sponsor may be assessed a penalty of up to 5% of the total annual Grant Amount if appropriate paperwork is not submitted by June 15th and a penalty of up to 10% if not provided by July 1st.

In addition to the above penalties, the State reserves the right to reduce payment in the following year's agreement or to exclude the Sponsor from participation in the Trails Assistance Program for up to 3 years.

II. FINANCIAL MANAGEMENT

C. ACCOUNTING AND AUDIT

The Sponsor shall maintain books, records, documents, and other evidence relevant to this grant and in such detail that will accurately document all project costs for which payment have been received. The Sponsor shall use generally accepted accounting principles and these records shall be retained for six years after this grant terminates. The State, its representative or the legislative auditor shall have the right to examine this evidence and the Sponsor shall make them available at the office at all reasonable times during the record retention period. Records shall be sufficient, as defined in the Manual to reflect significant costs incurred and volunteer donation of time, equipment, and/or materials in performance of this grant.

D. PROGRAM REVIEWS

The DNR, Trails and Waterways Area Supervisors will conduct reviews on an annual basis of how Sponsors and the related clubs are performing within the context of the program. The intent is to increase the interaction between the Trails and Waterways field staff and the Sponsors and related Clubs. These reviews will be random in nature and will be done at the grant level. Not every grant will be reviewed every year. This review will include at a minimum the following areas:

- Routine trail monitoring of grooming and maintenance activities
- Review of ongoing trail issues and environmental concerns
- Capital improvement grant reviews
- Complaint management and follow up

E. FISCAL REVIEWS

The DNR, Trails and Waterways Grant Coordinator will conduct reviews on an annual basis of how Sponsors and the related clubs are performing financially within the context of the program. The intent is to evaluate how effectively the funds are being distributed by DNR and utilized by the Sponsors and the related clubs. These reviews will be random in nature and will be done at the grant level. Not every grant will be reviewed every year. It is anticipated that eight reviews will be conducted every year. This review will include at a minimum the following areas:

- Contract administration
- Record keeping
- Expenditures

F. ENVIRONMENTAL REVIEW CONSIDERATIONS

Many new development projects and some trail relocation initiatives will require some level of environmental review. Sponsors and related clubs should work with Trails and Waterways Area Supervisors on determining which requirements they will need to address as they move forward with their projects. Attached as Appendix D are the rules adopted by the Environmental Quality Board relating to recreational trail development. These rules outline the requirements and exemptions relating to whether or not an environmental review may or may not be needed. Also attached as Appendix C, is the process and general timeline in which the DNR conducts these environmental reviews.

II. FINANCIAL MANAGEMENT

G. REQUIRED DOCUMENTATION

The following is a required list of documents that the snowmobile clubs or sponsors need to maintain in accordance with program requirements. Only those documents marked with (*) are required to be turned in to the DNR, but the rest must be kept on file.

Landowner Permission Documentation

All snowmobile trails must have permission to be located on public or private property. It is the responsibility of the snowmobile club or sponsor to keep these records.

Proof of Snowmobile Club Non-Profit Status

It is required that all snowmobile clubs that receive GIA funds must be registered with the Minnesota Secretary of State as a nonprofit corporation.

Invoices of Repair Expenditures Associated with Each Benchmark

Make sure to keep all invoices and proof of payment for expenses related to maintaining the GIA trail. These serve as expense documentation of meeting benchmark requirements.

Volunteer Work Logs

It is required that volunteer trail work hours be documented (this does not include grooming). The log should include date, number of people working on the trail, number of hours, equipment used, type of work done, and section of trail worked on. A work log form can be found on the Snowmobile GIA web page.

Grooming Logs*

It is required that all grooming trips on GIA trails be documented. These logs should include date, miles groomed, total grooming hours, trail name, and segment. A grooming log form can be found on the Snowmobile GIA web page. Previous years' grooming logs are turned into the DNR with spring applications.

Backup Grooming Plan*

The snowmobile club or sponsor must have a backup plan for grooming the trails if a groomer breaks down for more than one day. Backup grooming plans are turned into the DNR with spring applications.

Map of Current Trail Alignments (Validation Map)*

Clubs and sponsors are required to provide updates to trail maps to the DNR with spring applications, but all clubs and sponsors should have up-to-date trail alignment information.

Permits and Environmental Approval Documents

Clubs and sponsors must obtain and keep on file all required permits and environmental approval documents.
Not Required but Strongly Encouraged

Liability Insurance Certificate

It is strongly encouraged that clubs partially shield their volunteers from the consequences of injury by securing appropriate insurance coverage. The DNR does not require this, but a sponsor may.

II. FINANCIAL MANAGEMENT

Contract between the Sponsor and Club

It is strongly encouraged that the sponsors enter into contracts with their snowmobile clubs. These contracts help define roles and provide additional safeguards.

Application with Mandatory Attachments and Benchmark Forms

It is strongly encouraged that both the sponsors and associated clubs maintain a copy of the annual program application with attachments and benchmark reimbursement forms for reference and annual documentation.

ADDITIONAL RESOURCES

The following are a list of resources to assist in the documentation requirements and general maintenance and grooming of snowmobile trails.

Snowmobile GIA Web Page www.dnr.state.mn.us/grants/recreation/gia_snowmobile.html

The Snowmobile GIA web page has all program forms as well as additional program information.

Minnesota Secretary of State www.sos.state.mn.us or 1-877-551-6767

Click on “Business Center” to find information on how to register as a non-profit corporation. All GIA clubs are required to be registered as a non-profit with the State of Minnesota. The Minnesota Secretary of State’s (SOS) office administers non-profit corporation registration and questions about this process should be directed to the SOS.

International Association of Snowmobile Administrators (IASA) www.snowiasa.org

IASA has created several valuable guidelines and resources for snowmobile trail administration, including a signing guide, grooming guide, as well as other important resources of managing a snowmobile trail. Click on “Guidelines and Resources” to find this information.

Minnesota United Snowmobilers Association (MnUSA) www.mnsnowmobiler.org

MnUSA is a source for snowmobiling information and club support in Minnesota.

Trail Guidelines Books www.minnesotasbookstore.com or 1-800-657-3757

This technical manual covers all you need to know about designing and building trails. This manual is published by the MN DNR and can be purchased for \$19.95 through the Minnesota Bookstore.

IV. PROGRAM FORMS

A. APPLICATION PROCESS

1. Sponsors/Clubs meet with DNR Trails and Waterways Area Supervisors in Spring Meetings
2. Sponsors/Clubs are provided verification maps to determine upcoming year's alignment
3. Area Supervisors provide Central Office with the maps
4. Club submits application
5. Trails and Waterways Area Supervisors review applications for completeness
6. Trails and Waterways determines the appropriate allocation rate for the upcoming fiscal year
7. Trails and Waterways Area/Region submits funding request to Central Office for total amount needed for all grants
8. Trails and Waterways Central Office notifies Area/Region when funding is available for new grants
9. Trails and Waterways Area Supervisor requests the Central Office business office to encumber funds
10. Trails and Waterways Central Office business office encumbers funds
11. Trails and Waterways Area Supervisor and Regional Manager sign original applications
12. Trails and Waterways Area Supervisor make copies of one original signed grant agreement (four total agreements needed)
13. Trails and Waterways Area Supervisor sends grant agreement to sponsor for signature
14. Sponsor signs and returns all four grant agreements to Trails and Waterways Area Supervisor
15. All supporting documentation sent to Trails and Waterways Central Office for final execution of grants

IV. PROGRAM FORMS

B. APPLICATION INSTRUCTIONS

The following procedures must be adhered to if you are applying for Minnesota Snowmobile Trails Assistance Program Maintenance and Grooming funding on a trail system that is presently enrolled within the grant-in-aid trail system.

The following projects are considered trail maintenance:

- Relocating a relatively short section of trail currently in the GIA Program (see EQB Rules in the Program Manual, Appendix D);
- Minor trail improvements (e.g., installation of railings, signing, and surface preparation).
- Maintaining a trail currently in the GIA Program
- Winter grooming of a trail system currently in the GIA Program.

NOTE: UNDER NO CONDITION CAN CONSTRUCTION TAKE PLACE ON ANY PARCEL OF LAND, PRIVATE OR PUBLIC, UNLESS A SIGNED PERMIT HAS BEEN SECURED IN THE NAME OF THE SPONSOR.

The Minnesota Trails Assistance Application projects must comply with the following procedures:

1. **Trail user organizations/clubs must submit application forms to the sponsor.**
 - a. One (1) copy with original signatures.
 - b. One (1) copy trail validation map of the existing trail system (provided by DNR). The map must identify the following:
 - Where bridges, rest areas and parking lots are located
 - Connection or relationships to other trails, if any
 - Minor relocation areas showing old and new alignments
 - c. One (1) copy of all grooming logs for these trails from the previous year and a back-up grooming plan.
2. **The sponsor will submit the above items, along with a supporting resolution, to the DNR Area Trails and Waterways Supervisor for review.**

APPLICATION FORMS MUST BE RECEIVED BY MAY 15.

3. Upon approval of the application, the **Area Trails and Waterways Supervisor will submit a contract agreement to the sponsor. The sponsor will then process three (3) copies of the contract agreement with original signatures on each copy and return all copies to the Area Trails and Waterways Supervisor.**
4. **The DNR will notify the sponsor, in writing that the agreement has been executed.**

IV. PROGRAM FORMS

A. DESCRIPTION OF FORMS

The following forms have been included to identify the basic paperwork necessary for the Trails Assistance Program. See the DNR's website at www.dnr.state.mn.us/grants/recreation/gia_snowmobile.html.

- ❑ **Maintenance and Grooming Application:** This document is the instrument for applying for maintenance funds on previously established trails.
- ❑ **Sample Maintenance Agreement Between Sponsor and State/DNR:** This form is the legal document between the State and sponsor. This document sets aside funding and identified conditions agreed to by both parties. Only after notification in writing by the DNR can the Sponsor be guaranteed of funding for the maintenance.
- ❑ **Certification of Trail Completion Form:** This form is submitted to the DNR by the sponsor and certifies that the trail is ready for snowmobiling.
- ❑ **Certification of Satisfactory Grooming Form:** This form certifies that the entire trail system covered by the agreement has received satisfactory grooming.
- ❑ **Certification of Trail Closure/Application Submission Form:** This form certifies that the entire trail system covered by the agreement has received satisfactory grooming.
- ❑ **Common Trail Sign Order Forms:** This form is designed to assist grant organizations in requesting signs from the DNR.
- ❑ **Sample Landowner Permission Form:** This form is designed to help clubs obtain private landowner permission for trails.
- ❑ **Sample County/Club Contract:** This form is designated to help establish contracts between sponsors and clubs.
- ❑ **Sample Trail Maintenance Log:** This is an example of how clubs should document trail maintenance.
- ❑ **Elements of a Sponsor Resolution:** This is an explanation of the information a correct sponsor resolution should contain.
- ❑ **Operator's Grooming Log Sheet:** This is an example of how clubs should document grooming trips.
- ❑ **Trail Contact Information Form:** This form provides contact information for DNR map publications and website.

IV. PROGRAM FORMS

MINNESOTA SNOWMOBILE TRAILS ASSISTANCE PROGRAM MAINTENANCE AND GROOMING APPLICATION

Trail/Area Name /Type of Trail (PRINT or TYPE)		Date	
Trail Administrator (PRINT or TYPE)		Trail Administrator Signature	
Address (No. & Street, RFD, Box No., City, State, Zip Code)		Home Phone Number	Work Phone Number
GPS Verified Miles of Trail:			Date of Meeting Attended:
Department Use Only			
Verified Miles:	Mileage Rate:	Amount:	Recommended: \$ _____

SAMPLE

SPONSOR APPROVAL

Unit of Government		Telephone Number (Include Area Code):
Authorized Signature of Sponsor	Title	Date

CERTIFICATION BY DEPARTMENT OF NATURAL RESOURCES

Authorized Signature For DNR	Area Trails & Waterways Supervisor	Date
Authorized Signature For DNR	Regional Trails & Waterways Manager	Date

Checklist/Mandatory Attachments:

- | | |
|---|--|
| <input type="checkbox"/> Certification of Trail Closure/4 th Benchmark | <input type="checkbox"/> Proof of Club Non-Profit Status |
| <input type="checkbox"/> Grooming Logs from the Previous Year | <input type="checkbox"/> Sign Order |
| <input type="checkbox"/> County Resolution | <input type="checkbox"/> Trail Contact Information Form |
| <input type="checkbox"/> Validation Map (provided by DNR) | |
| <input type="checkbox"/> Backup Grooming Plan | |

Revised 10/19/2009

IV. PROGRAM FORMS

MINNESOTA SNOWMOBILE TRAILS ASSISTANCE PROGRAM SNOWMOBILE FY 2010 MAINTENANCE AND GROOMING GRANT AGREEMENT

Local Unit of Government (Sponsor)	Trail/Club Name	Grant Amount

THIS AGREEMENT is made between the STATE OF MINNESOTA, acting by and through the Commissioner of Natural Resources, hereinafter referred to as the "State," and Local Unit of Government, hereinafter referred to as the "Sponsor" relating to the maintenance and grooming of the trails specified above; and

WHEREAS, the Sponsor desires to maintain trails for the enjoyment of the public; and

WHEREAS, the Minnesota Snowmobile Trails Assistance Program provides grants to local units of government for the maintenance of recreational trails pursuant to Minnesota Statutes Chapter 84.83; and

WHEREAS, the Sponsor has applied to the State for a grant for said trails and has submitted the Minnesota Snowmobile Trails Assistance Program Maintenance and Grooming application form, maps, required attachments, and resolution of the Sponsor authorizing the proposed maintenance and grooming and said application form, map and resolution are attached and incorporated into this agreement as Exhibit A, hereinafter referred to as the "Plan"; and

NOW THEREFORE, it is agreed between the parties as follows:

A. **TRAIL OBLIGATION OF THE SPONSOR.** The Sponsor agrees to maintain the proposed trails in accordance with the guidelines contained within the current **Minnesota Snowmobile Trails Assistance Program Maintenance and Grooming Manual**, hereinafter referred to as the "Manual" as accepted or amended by the State. All work will be the responsibility of the Sponsor, its employees, or the sponsor's agent provided the agent is registered as a nonprofit corporation with the State of Minnesota. The Sponsor shall:

1. Proceed to acquire necessary interests in lands on the Trail. The Sponsor must acquire land in fee, easement, lease, permit, or other authorization for said Trail. The term of said interest shall be no less than four (4) months between November 15 of any year and April 1 of the succeeding year. For each parcel of land crossed by the Trail, the Sponsor shall obtain from the owner of said parcel a permit, lease, easement, deed, or other authorization for said crossing in accordance with Minnesota Statutes Chapter 604A. The Sponsor shall certify that the necessary interests in the land have been obtained and are on file with the Sponsor or the sponsor's agent. **Additional trail miles approved as part of the FY 2010 solicitation must be established as per the Trail Completion Benchmark by December 1, 2009 to be included for reimbursements in FY 2010 benchmark payments.**

2. Provide adequate maintenance and grooming on the Trail, which shall include keeping it reasonably safe for public use; provide sanitation and sanitary facilities when needed; and provide other maintenance and grooming as may be required. The Sponsor and not the State is responsible for maintaining signs and maintenance and grooming of the Trail.

B. **TECHNICAL ASSISTANCE.** Upon the request of the Sponsor to the extent possible, the State will provide technical assistance with major problems encountered in the maintenance and grooming of the Trail.

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C. **FUNDING.** The State's sole responsibility under this Agreement is to provide funds to the Sponsor. In the event that state funds become unavailable because of legislative or executive action or restraints, the grant amount may be reduced or canceled by the State.

D. **DISBURSEMENT.** The State agrees to disburse funds to the Sponsor pursuant to this Agreement based upon the satisfactory completion of significant performance benchmarks as identified in section F. **PAYMENT.** This grant shall not exceed the Grant Amount as specified above. Funds not earned and paid out will be canceled annually at the end of the State's fiscal year (June 30).

E. **GROOMING.** In order to receive maximum disbursement from this Agreement, the Sponsor agrees to groom the entire Trail referred to within the Plan in accordance with the Trail Grooming Guidelines established in the Manual.

F. PAYMENT.

1. Trail Completion Benchmark, 40% of Total Grant Amount

Disbursement of these funds is contingent on the sponsor providing a high quality map that shows the final alignment of the trail and a Trail Completion Certification Form that the trail is open and available for use. The certification must be received by December 15th of that year. This includes having the trail brushed, bridges in repair, signs installed, gates were capable of being open (snow permitting), and any other additional work needed. Also the Sponsor ensures that interest in lands to operate a snowmobile trail have been acquired through fee, easement, lease, permit, or other authorizations of interest throughout the entire Trail.

2. Grooming Certification Benchmark, Opening – January 15, 20% of Total Grant Amount

A portion of the grooming monies will be disbursed in February to the Sponsor by the DNR based upon the Certification of Satisfactory Grooming Form received from the Sponsor that the trails have been properly groomed from opening day through January 15th. The certification must be received by February 15th of that year. The Sponsor in coordination with the Club must maintain sufficient records to document the activity.

3. Grooming Certification Benchmark, January 16 – Closing, 25% of Total Grant Amount

The second disbursement of the grooming monies will be made to the Sponsor by the DNR based upon the Certification of Satisfactory Grooming Form received from the Sponsor and verification that the trails were groomed to the satisfaction of the Sponsor from January 16th through the end of the season. The certification must be received by April 15th of that year. The Sponsor in coordination with the Club must maintain sufficient records to document the activity.

4. Trail Closure/Application Submission Benchmark, 10% of Total Grant Amount

The final payment will be based upon the Trail Closure/Application Submission Certification form received from the Sponsor. The certification must be received by May 15th. A completed application for the next year must accompany the certification. Must provide evidence that Sponsor and Club attended spring training session conducted by DNR. A map indicating the "anticipated" alignment of the trail must also be submitted. A back-up grooming plan must also be provided.

G. PENALTIES.

- a) If it is determined that the **Trail Completion Certification benchmark** in this Plan has not been satisfactorily completed but was certified as having been completed by the Sponsor, the Sponsor may be assessed a penalty of up to 40% of the Total Annual Grant Amount.

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- b) If it is determined that the **Grooming Certification benchmark for the period of opening day through January 31** in this Plan has not been satisfactorily completed but was certified as having been completed by the Sponsor, the Sponsor may be assessed a penalty of up to 25% of the Total Annual Grant Amount.
- c) If it is determined that the **Grooming Certification benchmark for the period of February 1 through the end of the season** in this Plan has not been satisfactorily completed but was certified as having been completed by the Sponsor, the Sponsor may be assessed a penalty of up to 25% of the Total Annual Grant Amount.
- d) If it is determined that the **Trail Closure/Application Submission Certification benchmark** in this Plan has not been satisfactorily completed but was certified as having been completed by the Sponsor, the Sponsor may be assessed a penalty of up to 10% of the total annual Grant Amount.

In addition to the above penalties, the State reserves the right to reduce payment in the following year's agreement or to exclude the Sponsor from participation in the Trails Assistance Program for up to 3 years.

H. ACCOUNTING AND AUDIT. The Sponsor shall maintain books, records, documents, and other evidence relevant to this grant and in such detail that will accurately reflect the benchmarks that have been reached in this program and that have received payment. The Sponsor shall use generally accepted accounting principles and these records shall be retained for six years after this grant terminates. The State, its representative or the legislative auditor shall have the right to examine this evidence and the Sponsor shall make them available at the office at all reasonable times during the record retention period. Records shall be sufficient, as defined in the Manual to reflect significant costs incurred and volunteer donation of time, equipment, and/or materials in performance of this grant.

I. WORKER'S COMPENSATION. The Sponsor shall comply with the provisions for worker's compensation in Minnesota Statutes Chapter 176.081, Subd. 1 and 176.182 and all applicable rules and subsequent amendments thereto.

J. LIABILITY. Each party agrees that it will be responsible for its own acts and the results thereof to the extent authorized by law and shall not be responsible for the acts of the other party and the results thereof. The provisions of the Minnesota Tort Claims Act, Minnesota Statutes Chapter 3.736 and other applicable law shall govern the State's liability. The provisions of Minnesota Political Subdivisions Tort Liability, Minnesota Statutes Chapter 466.02 and other applicable law shall govern the Sponsor's liability.

K. TERM.

K.1 *Effective date:* **August 10, 2009**, or the date the State obtains all required signatures under Minnesota Statutes Section 16C.05, subdivision 2, whichever is later.

K.2 *Expiration date:* **June 30, 2010**, or until all obligations have been satisfactorily fulfilled, whichever is sooner.

L. TERMINATION. This Agreement may be terminated by the State in the event of a default by the Sponsor; the legislature appropriates insufficient monies for the program, or the abandonment of the Trail. The State and the Sponsor may also terminate it upon mutual agreement.

M. ASSIGNMENT OR MODIFICATION. The Sponsor may not assign any of its rights or obligations under this Agreement without the prior written consent of the State. No change or modification of the terms or provisions of this Agreement shall be binding unless such change or modification is in writing and signed by both parties to this Agreement.

IV. PROGRAM FORMS

IN WITNESS WHEREOF, the parties hereto have executed this Agreement.

LOCAL UNIT OF GOVERNMENT SPONSOR

Local Unit of Government (Sponsor)		
Authorized Signature	Title	Date
Authorized Signature	Title	Date

DEPARTMENT OF NATURAL RESOURCES

Individual certifies that funds have been encumbered as required by MS § 16A.15 and 16C.05.	State Encumbrance Verification CFMS #:	Date
Signature (Recommend for Approval)	Trails and Waterways Regional Manager	Date
Authorized Signature	Trails and Waterways Division Director	Date

SAMPLE

IV. PROGRAM FORMS

**SNOWMOBILE TRAILS ASSISTANCE PROGRAM
MAINTENANCE AND GROOMING**

Certification of Trail Completion
1st Benchmark – Due By December 15th

Trail Name: _____

Club/Organization Name: _____

Sponsor Name (Local Unit of Government): _____

By signing this form, the Sponsor certifies that the snowmobile trail was open and available for use by December 1. This means that the trail was satisfactorily brushed, bridges were in good repair, signs were installed, gates were capable of being open (snow permitting), permission was granted for all private lands and that the trail meets the guidelines of the Minnesota Snowmobile Trails Assistance Program Manual.

Signature: _____

Title: _____

Date: _____

Is there any reason why the Department of Natural Resources should withhold any part of this payment?
YES _____ NO _____
If yes, please elaborate-

Amount requested \$ _____ (Up to 40% of the original contract.)

Department Use Only

THIS INVOICE APPROVED FOR PAYMENT BY:

Area Trails & Waterways Supervisor	Date	FY	Amount

<input type="checkbox"/> Partial	CFMS Number	Signature

Invoice Number Benchmark 1	Vendor Name and Address:

Revised 10/21/2008

IV. PROGRAM FORMS

**SNOWMOBILE TRAILS ASSISTANCE PROGRAM
MAINTENANCE AND GROOMING**

Certification of Satisfactory Grooming
 2nd Benchmark – Due By February 15th
 3rd Benchmark – Due By April 15th

Trail Name: _____

Club/Organization Name: _____

Sponsor Name (Local Unit of Government): _____

By signing this form, the Sponsor certifies that the above snowmobile trail has been satisfactorily groomed
 _____ from opening day through January 15th; or
 _____ from January 16th through the end of the season or April 1st.

Signature: _____

Title: _____

Date: _____

Is there any reason why the Department of Natural Resources should withhold any part of this payment?
 YES _____ NO _____
 If yes, please elaborate-

Amount requested \$ _____ (Up to 25% of the original contract.)

SAMPLE

Department Use Only

THIS INVOICE APPROVED FOR PAYMENT BY:

Area Trails & Waterways Supervisor	Date	FY	Amount
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<input type="checkbox"/> Partial	CFMS Number	Signature
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Invoice Number (Circle One)	Vendor Name and Address:
Benchmark 2 Benchmark 3	

Revised 4/8/2009

IV. PROGRAM FORMS

SNOWMOBILE TRAILS ASSISTANCE PROGRAM MAINTENANCE AND GROOMING

Certification of Trail Closure/Application Submission
4th Benchmark – Due By May 15th

Trail Name: _____

Club/Organization Name: _____

Sponsor Name (Local Unit of Government): _____

By signing this form, the Sponsor certifies that the above snowmobile trail has been satisfactorily closed as defined within the Minnesota Snowmobile Trails Assistance Program Manual, an application for the coming grant round is completed and on file by May 15th and that a backup grooming plan is in place and is on file in the event the groomer or the operator are not able to maintain the trails.

Signature: _____

Title: _____

Date: _____

Is there any reason why the Department of Natural Resources should withhold any part of this payment?
YES _____ NO _____
If yes, please elaborate- _____

Amount requested \$ _____ (Up to 10% of the original contract.)

SAMPLE

Department Use Only

THIS INVOICE APPROVED FOR PAYMENT BY:

Area Trails & Waterways Supervisor	Date	FY	Amount

<input type="checkbox"/> FINAL	CFMS Number	Signature

Invoice Number Benchmark 4	Vendor Name and Address:
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IV. PROGRAM FORMS

Common Trail Sign Order Forms

Grant organizations are responsible for obtaining all signs for the trails they operate. A limited number of signs are available from the DNR. All others must be obtained from other sources. The following forms are designed to assist grant organizations in requesting signs from the DNR.

DATE:

CLUB:

CONTACT:

PHONE:

DESCRIPTION	SIGN #	ORDERED
Tan Blank 8"x8"	NRM 8.2.25A	
Tan Blank 12"x12"	NRM 8.2.25B	
Tan Blank 12"x18"	NRM 8.2.25C	
Stop	NRM 8.4.1	
Stop Ahead	NRM 8.4.2	
Yield	NRM 8.4.3	
Do Not Enter	NRM 8.4.4	
Decal: One Way (for "Do Not Enter" sign)	NRM 8.4.4B	
Decal: Trail Closed (for "Do Not Enter" sign)	NRM 8.4.4D	
Decal: Bridge Out (for "Do Not Enter" sign)	NRM 8.4.4E	
Caution	NRM 8.4.5	
Stay On Trail	NRM 8.2.20	
Caution Trucks Hauling	NRM 8.4.9	
Grant-In-Aid-Trail	NRM 8.5.7	
Snowmobile Trail Closed	NRM 8.6.9	
No Motorized Vehicles Permitted	NRM 8.4.14	
Decal: Beyond This Point (for NRM 8.4.14)	NRM 8.4.14C	
Decal: Except Snowmobile (for NRM 8.4.14)	NRM 8.4.14F	
Decal: Except ATVs & Snowmobiles (for NRM 8.4.14)	NRM 8.4.14G	
Motorized Symbol - Snowmobile 12"x12"	NRM 8.4.22A	
Motorized Symbol - NO/ Snowmobile 12"x12"	NRM 8.4.22B	
Nonmotorized Symbol - XC Skiing 12"x12" Blue	NRM 8.4.24N	
Nonmotorized Symbol - XC Skiing 3"x3" Decal Blue	NRM 8.4.24N	
Reassurance Blazer 5"x7" (specify orange or blue)	NRM 8.4.7A	
+ Intersection (specify snowmobile-orange or ski-yellow)	NRM 8.4.8A	
T Junction (specify snowmobile-orange or ski-yellow)	NRM 8.4.8B	
Directional Arrow (specify snowmobile-orange or ski-yellow)	NRM 8.4.8C	
Y Junction - Right (specify snowmobile-orange or ski-yellow)	NRM 8.4.8D	
Y Junction - Left (specify snowmobile-orange or ski-yellow)	NRM 8.4.8E	
Curve - Right (specify snowmobile-orange or ski-yellow)	NRM 8.4.8F	
Curve - Left (specify snowmobile-orange or ski-yellow)	NRM 8.4.8G	
Winding Trail (specify snowmobile-orange or ski-yellow)	NRM 8.4.8H	
Ski Pass required Here 8"x8"	NRM 8.5.24	

NOTE: These signs are available on a limited basis through DNR Area Offices. Quantities are Limited. If signs are not available, the Trail Administrator is responsible for obtaining signs from other sources.

IV. PROGRAM FORMS

Sample Landowner Permission Form

LANDOWNER PERMISSION FORM

THIS PERMIT is granted on _____, by _____
the Landowner(s) to _____ the Sponsor to establish and/or maintain the
_____ Snowmobile Trail.

That _____, the (record owners, contract for deed purchasers, lessees)
in consideration of _____, grants this permit over
and upon the following described premises situated in the County of _____, State of Minnesota,
to wit: (complete land description)

SUBJECT TO:

1. This permit shall be continuous and will terminate upon sale of the land, or upon notification in writing to the Sponsor six (6) months prior to termination by the Landowner(s).
2. The right-of-way shall be open to the general public for snowmobile use.
3. The Sponsor shall at all times have the right to enter upon said right-of-way for any purpose necessary to the performance of lawful powers and duties.
4. The Landowner(s) shall have the right to close said right-of-way during any emergency, with the approval of the Sponsor.
5. The permit is for a _____ foot width over the route to be used.

DATE: _____

(Landowner Signature)

(Address and Phone Number)

(Club Representative)

NOTE: All Trail Permits are to be made out to the **Sponsor** not the club. Permits can be made out to club only if the Sponsor has specifically given written permission and authority to the club, and the club has been incorporated.

IV. PROGRAM FORMS

Sample COUNTY/ CLUB CONTRACT

This agreement made this ____ day of _____, 20____, between _____ hereinafter referred to as the local unit of government and _____ hereinafter referred to as the club.

WITNESSED:

Whereas the local unit of government desires to establish a public trail in furtherance of its public recreation program, and

Whereas the club agrees to help and assist the local unit of government to acquire, construct and maintain said trail, and is registered as a nonprofit corporation, and

Whereas the State of Minnesota offers financial and technical assistance to the local unit of government for the construction of an approve trail, and whereas the trail in connection with this agreement shall hereinafter be called _____,

NOW THEREFORE IT IS AGREED BETWEEN THE PARTIES THERETO:

The local unit of government shall apply to the State of Minnesota - Department of Natural Resources - for financial and technical assistance in accordance with the laws, rules, and regulations governing said assistance.

If said assistance is granted, the local unit of government shall contract with the club for the acquisition of the necessary interests in land and the subsequent construction and maintenance of the trail.

The contract shall specifically provide that any "work" in connection with the trail shall be in accordance with the terms and conditions of the agreement between the state and the local unit of government and such terms and conditions be incorporated in said contract by reference.

Further the contract shall provide that the club will certify to the local unit of government upon completion of significant benchmarks of "work" on the trail. The local unit of government agrees to pay the club the appropriate percentage of the total grant amount for their "work" completed by the club on their portion of the trail system as agreed to/with the other clubs in the trail system; the club will "absorb" the remainder. In the event that a performance penalty is assessed on the sponsor, by the state, such penalty will be passed through to the appropriate club and be their obligation until satisfied.

The contract shall specifically provide that the club will be operating as an independent contractor and that the local unit of government and the State of Minnesota shall not be responsible for workman's compensation of other employee benefits.

Not Withstanding the financial assistance provided in the state contract, the local unit of government shall not be liable for such costs as are incurred by the club because state funds are depleted.

Board Chairman/Mayor _____

Auditor/Clerk _____

Club President _____

Club Secretary _____

IV. PROGRAM FORMS

Sample Trail Maintenance Log

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
September 2002						
		1	2	3	4	5 PB/ASPEN- Brush Trail/ Minor Repair 8 People/ 9 hrs 7 ATV's 6 Chainsaws 1 D6 Dozer 5 PU/40 mi
6 Soo Line Brush Trail 5 People/8 hrs 3 ATV's 4 Brushers 4 Chainsaws 3 PU/50 mi	7	8	9	10	11	12
13	14	15	16	17	18	19
20 Pipeline - Repair Bridge/ Brush Trail 10 People/9 hrs 10 ATV's 5 Chainsaws 7 PU/ 60 mi Lumber	21	22	23	24	25	26 Aspen - Signing 4 People/6 hrs 4 ATV's 4 PU/70 mi
27 Aspen - Maps/ Landowner Prmts 10 People/5 hrs 10 PU/250 mi	28	29	30	Form Completed by: _____ Date: _____ Please Note: This form must be signed by a club official (see Page 2).		

IV. PROGRAM FORMS

Elements of a Sponsor Resolution

A sponsor/local unit of government resolution should include the following information:

- ❑ A statement that the local unit of government will act as legal sponsor for an application for the DNR Snowmobile Trails Assistance Program
- ❑ A statement that the local unit of government may enter into agreement with the State of Minnesota for the specific grant program mentioned above
- ❑ A statement that the local unit of government will comply with all applicable laws and regulations as stated in the agreement
- ❑ A statement recognizing an individual (in many cases a local government auditor) who will act as a fiscal agent on behalf of the local unit of government
- ❑ Date the resolution is adopted
- ❑ If the local unit of government wishes to pass a resolution that is effective beyond one year, the resolution must include a clause clearly outlining these details. If the sponsor does not do this, a new resolution will be needed annually with spring applications.

IV. PROGRAM FORMS



MINNESOTA SNOWMOBILE TRAILS ASSISTANCE PROGRAM MAINTENANCE AND GROOMING GRANTS

TRAIL CONTACT INFORMATION FORM

The following form must be completed for each grant-in-aid grant. The information provided will be used for the snowmobile trail quad maps and on the official DNR Web site.

1. Trail Name:	2. Club Name:
2. Trail Map Number (from Quad Map):	3. Unit of Government Sponsor:
4. Public Trail Contact Name (please print):	5. Public Trail Contact Phone Number:
6. I approve the use of my name and phone number by the Minnesota Department of Natural Resources as it relates to snowmobile trail information for the above referenced snowmobile trail. I certify that I am the public contact person for this trail system. Trail contact information will be included on the snowmobile trail quad maps and on the official DNR Web site.	
Public Trail Contact Signature:	Date of Signature:

DEPARTMENT USE ONLY		
DNR Approval		
Authorized Signature:	Area Trails Unit Supervisor	Date of Signature:

APPENDIX A

ELEMENTS OF A SUCCESSFUL TRAIL

Trail User Maps and Public Information Guidelines

Accurate maps of the trail system should be prepared for free distribution to users. They should be available at the trailhead, DNR offices, and other locations convenient to the public and at a minimum should include the following data:

1. Trail Name or Names.
2. Trail Location -- Give directions on how to get to the trail system parking lot from the nearest town and major highway. A small state map showing the general location within the state could also be useful.
3. Trail Length -- Show the number of miles/km for each segment or loop.
4. Trail Use -- Identify loops or segments designated for snowmobiling use, as well as trails closed to snowmobiling if the potential for conflict with other users exist, e.g., cross-country skiing.
5. Trail Connections -- Identify other trails the trail connects to such as: State Parks and State Forests, State Trails, or other Grants-In-Aid Trails.
6. Trail Information -- Give name, address and phone number of an individual who may be contacted for information, contact the local chamber of commerce to identify them as the local contact. The phone number of the local conservation officer may also be helpful.
7. Bridges -- Show all bridge crossings.
8. Roads -- Identify maintained state forest roads and portions used as trails; also identify roads not maintained, but suitable for snowmobiling.
9. Mark on map and/or list locations where the following services would be available:

Gas	Repair services
Food	Medical facilities
Lodging	Law enforcement officers
Nearest DNR office	911 or Zenith
	Other helpful information
10. Develop a grid system for safety purposes or locating facilities.
11. Basic Safety Tips -- Speed limit, driving on lakes/thin ice, frostbite, trail signs, etc. Statements concerning speed and alcohol should be included on the map.
12. It is helpful to put a date somewhere (bottom right-hand corner for consistency) on the map so the most current maps are in circulation.
13. Identify all roads on map, and have corresponding signs posted on trails to help trail users know where they are at all times.
14. Clearly identify all state asphalt paved bike trails where metal studs are prohibited.

County base maps are available from the DNR that show snowmobile trail alignments. These base maps are available for most counties from the Trails and Waterways Unit. Check with the Area Trails and Waterways Supervisor for your county.

Trail Design and Construction Guidelines

Minimum riding surface for one-way trail should be eight (8) feet or a reasonable width based on the conditions. Minimum riding surface for two-way trail should be ten (10) feet or a reasonable width based on the conditions. An additional two (2) feet should be cleared outside the trail surface. Minimum turning radius is 100 feet, unless marked.

Branches and obstacles above the trail should be cleared to a height of ten (10) feet.

APPENDIX A

Reflective signs should be placed on the right side of the trail on posts at reasonable intervals (see Appendix B - Snowmobile Trail Signage Manual).

Trail Grooming Guidelines

General Information

One of the most important winter trail function is grooming. Providing a good smooth trail will depend on ground surfaces, which are free of stumps, rocks, roots or other debris. Because the snow surface will reflect the ground surface conditions, a well groomed, smooth trail depends upon several things: 1) a relatively smooth and even ground surface, 2) a good snow base, and 3) good grooming. Snow compaction compresses loose, fluffy snow so that a firm base is provided. Snow grooming is the process of loosening or breaking up heavily compacted or icy snow and placing the snow back down in equally compacted, smooth condition.

Trail Grooming Guidelines

Under optimum conditions, grooming should begin when snow depth has reached approximately twelve (12) inches. Begin by compacting the snow with a large roller or drag with a packer pan. If this option is not available, packing can be accomplished with just the groomer, using the tracks to compact the loose, fluffy snow. If the snow is too deep, a snowmobile could be used. A very important point is that the snow base should be built from the bottom, up. Snow compacting should be considered after any substantial snowfall. The following are items that you should consider.

- Groom shortly after a snowfall.
- Grooming, when possible, should be done when traffic is light such as at night or on weekdays.
- Ideal grooming temperatures usually lie between minus five degrees Fahrenheit (-5°F) and fifteen degrees Fahrenheit (15°F).
- The kind of snow is a major factor in determining at what temperature the trail should be groomed. Dry snow usually grooms best during the day when the temperatures are warmer. Wet snow grooms best at night when temperatures are usually cooler.
- Cut all moguls off at or near the bottom of the dips and place the snow into a uniform layer. Moguls should not be cut halfway down or an uneven base density will result, and the moguls will reappear.
- In limited snow conditions, set the drag so that snow can be pulled from the edges toward the center of the trail.

A good general rule for grooming speed is four (4) to ten (10) miles per hour. It should be noted that each groomer/drag combination is different, but grooming too slow or too fast will result in poor trail conditions (wash boarding, uneven snow compaction, etc.).

APPENDIX A

Signing Suggestions

In general, signing on trails should be designed to provide direction, information, and safety for trail users. Major signing areas are at the trailhead, trail junctions, and in areas where safety of the user is involved. Trailhead and trail junction signs will provide maps showing route designation, distance, traffic flow direction, and location of support facilities. Safety signs will caution users of steep slopes, bridges, or highway crossings, and other hazardous trail conditions.

Signs on all trails should be kept at a minimum and be well placed.

Signs placed out on the trail should include reassuring blazers, caution signs, do not enter signs, stop signs, etc.

Placement of most signs should be on the right-hand side of the trail just off the main treadway but within clearing limits. Signs should be attached to posts placed two (2) to three (3) feet off the treadway and three (3) to four (4) feet above expected snow depth. Attach them securely with lag screws or carriage bolts. Wood or metal posts may be used depending on location and availability.

The directional sign used on the trail should be trail junction blazers, directional blazers and reassuring blazers. Signs should be placed in open areas or in other areas where a trail user might become confused. *If uncertain about the effectiveness of signing, invite a non-local trail user to identify where deficiencies may exist.*

Suggested Signing Program:

1. Trailhead

The following signs should be located near the parking lot at the start of the trail.

- A. Major Information Board Map of trails
- Registration Distance of various routes
- Interpretive information Rules and regulations
- Trail conditions Trail uses permitted and prohibited
- Emergency telephone numbers
- Address of person in charge of trail operation and maintenance (unit manager)
- Where to go and who to see in case of emergency
- B. You Are Here -- Should be located at the trailhead and at intersections with other trails.
 - i. if necessary, direction of trail (one-way, two-way)
 - ii. trail distances (miles or kilometers)
 - iii. location of facilities
 - iv. you are here location marker

APPENDIX A

J. NO MOTORIZED VEHICLE PERMITTED

NRM 8.4.14 Location where necessary to prohibit use, by Motorized vehicles except snowmobiles.

4. Temporary and Special Signs and Decals

A. Trail Closed NRM 8.4.4D Location: at points where users could enter the trail.

B. Handicapped Accessible No number available

Location: trailhead and facilities.

C. Grant-In-Aid NRM 8.5.7 Location: at intersections of DNR and GIA trails, also at GIA trail heads.

D. Mileage Markers (optional) Location: at intervals of miles and/or kilometers. Mileage markers can be very helpful to the trail user and manager. They let trail users know the distance they have traveled or must travel to return to the trailhead. They can help the manager easily identify maintenance problem areas and can also be useful to help locate injured or stranded trail users.

No number available

E. Caution Truck Hauling NRM 8.4.9 Placed to provide warnings where logging or other trucks cross or share trail treadway.

F. Stay on Trail NRM 8.2.20 Placed in areas where trespass from trail or environmental impacts are of concern.

G. Ski Pass Required NRM 8.5.24 Place at all entry points to ski trails supported by state funds.

SNOWMOBILE TRAIL SECTION OF THE “TRAIL PLANNING, DESIGN, AND DEVELOPMENT GUIDELINES”

SNOWMOBILE TRAILS

The following guidelines provide general design and grooming parameters for snowmobile trails. As with other types of trails, the guidelines are not intended to be a substitute for site-specific design that responds to local conditions, development requirements, and safety concerns.

TRAIL TREAD WIDTHS AND CONFIGURATIONS

The physical space required for the one- and two-way trails provides the base-line for determining the optional width for snowmobile trails, as the following graphic illustrates.

TYPICAL TRAIL WIDTHS FOR SNOWMOBILE TRAILS

The following defines the basic trail widths and directional configurations for snowmobile trails. (These correspond with the snowmobile trail configurations defined in Section 4 – Trail Classifications and General Characteristics.)

 <p style="text-align: center;">One-Way Snowmobile Trail</p>	 <p style="text-align: center;">Two-Way Snowmobile Trail</p>
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One-way trails are occasionally used in a snowmobile trail system where a moderate length loop is provided or the corridor is particularly narrow. Two-way trails are often the most practical and thus common type of snowmobile trail. These are well suited for longer, integrated trail systems with moderate to high use levels.

The trail widths shown in the graphic are general and are often modified to accommodate site-specific conditions. A 12- to 14-foot wide snowmobile trail is considered optimal to allow for ease of passing oncoming traffic. Going any wider is not always desirable since it requires more grooming and takes away from the setting and experience of being close to nature.

Trails wider than the optimal width are typically only provided where traffic is especially heavy, such as near a trailhead or between popular destinations. The need for a wider trail in these situations is field determined by the local trail sponsors. At busy trailheads and trail intersections, the first 200 to 300 feet of trail is sometimes a couple of feet wider to allow snowmobilers to wait along one side for their riding group to assemble and still allow for two-way traffic on the trail. The following photos illustrate common trail widths for snowmobile trails.



These classic two-way snowmobile trails are groomed to between 12 and 14 feet wide. The trail on the left runs through a northern forest where sightlines are more limited, which helps keep riding speeds lower. In the middle photo, the long abandoned rail-grade trail is very flat with long sightlines. Here, too, 12 to 14 feet is adequate to accommodate two-way traffic.

Near trailheads, the trail is sometimes groomed a few feet wider to accommodate riders grouping up alongside the trail.



TRAIL CLEARANCE ZONES

The clearance zone is defined as the physical space above and on either side of the trail that is free from obstructions. A 12-foot minimum vertical clear area above the snow surface is recommended for all snowmobile trails, with 14 feet being required when larger grooming equipment is used.

The horizontal clearance zone should extend a minimum of 24 inches on either side of the groomed area. The horizontal clearance zone should increase at trail or roadway crossings to at least double the width of the trail and standard clearance zone – 32 to 36 feet for a two-way snowmobile trail. The clearance width should also be enlarged near a hazard, such as a bridge or culvert. The extent to which it is enlarged should be determined in the field based on site-specific conditions, taking into consideration sightlines and anticipated speeds. The following photos illustrate common clearance zones adjacent to snowmobile trails.



This is a common example of a comfortable clearance zone adjacent to a groomed and tracked trail. The clearance zone is especially important where trees and brush are present on downhills. Note that by limiting the clearance zone, trail "creep" can be controlled, as can cross-country travel.



The clearance zone should take into consideration the terrain and sightlines. Even with rolling terrain, a couple of feet of clearance on either side of the trail is usually enough for a safe experience. However, the clearance zone should be widened whenever a rider's view is obstructed at normal riding speeds for the trail.



It is common and recommended that the clearance zone be widened at bridge approaches, hazards, and roadway crossings to give riders ample opportunity to react to trail conditions.

TRAIL GRADES, CURVES, AND SIGHT DISTANCES

Snowmobile trails should provide a variety of terrain consistent with the setting. An important distinguishing aspect of snowmobile trails is that they should cross contours at right angles to prevent the snowmobile from rolling over or sliding sideways and tearing up the trail.

As a general guideline, snowmobile trails should incorporate a variety of hills and undulating terrain to add interest. On hilly sections, grades between 10 and 25 percent are acceptable, although 10 percent or less is preferred for safety reasons and sightlines. (The grade percentage of a slope can be measured with a clinometer or calculated using the following formula: percent of grade = $\text{rise/run} \times 100$.)

Steeper grades require adequate approaches and run-outs at least as long as the slope itself to give riders ample space to control their machines prior to entering a curve. It is important to maintain vegetation on trails traversing steeper slopes to prevent off-season erosion, which could cause a rough trail and hence grooming and snowmobile handling problems.

On grades of 8 percent or greater, consider separating the trail into uphill and downhill sections to avoid conflicts.

CURVES

Curves should be as gentle as possible and well signed. Longer curves enhance rider safety and also make trail maintenance easier since snow is not as easily pushed to the edge as can be the case with a sharper turn. As a general guideline, a 100-foot or longer radius is recommended, with 50 feet being the minimum if adequate run-out space and sightlines are provided. Typically, a minimum of 15 feet of clearance zone on the outside of sharp curves is needed to allow riders to regain control if they enter the turn too fast. Warning signs should be provided up to 300 feet ahead of any sharp turn, especially those that require a change in speed.



Longer, flowing curves with adequate sightlines are preferred for snowmobile trails. Sightlines should be long enough for the rider to react to oncoming conditions but not so long as to entice excessive speeds.

SIGHT DISTANCES

Sight distances are important on snowmobile trails, with final determinations dependent on the character of the trail and anticipated speeds. As a base-line, sightlines should generally be at least 100 feet and increase from there depending on site conditions and expected travel speeds. At 50 mph, a sightline of 300 feet or more is necessary, especially if a trail is icy. Where sightlines are compromised, warning signs should be provided at least 100 feet and up to 300 feet prior to a hazard. Hazards include roadway crossings, trail intersections, steep drop-offs, and sharp curves.

The following photos illustrate a variety of trail grades, curve situations, and sightlines encountered on snowmobile trails.



The wide-open sightlines of this trail encourage riders to go faster. The lack of a clearly defined corridor also tempts riders to wander off trail onto adjoining private property, which can lead to trail restrictions. Where the corridor is not obvious, blazes along the trail are recommended to keep riders on the approved trail tread – and remind them of the consequences of not staying on the trail.



Approaching hills at a right angle is important with snowmobile trails to prevent rollovers. On steep slopes on two-way trails, separating the uphill and downhill sections is sometimes used to increase safety and reduce the potential for conflict. With the open sightlines and modest grade of this hill, two-way traffic on a single 12- to 14-foot tread works well.



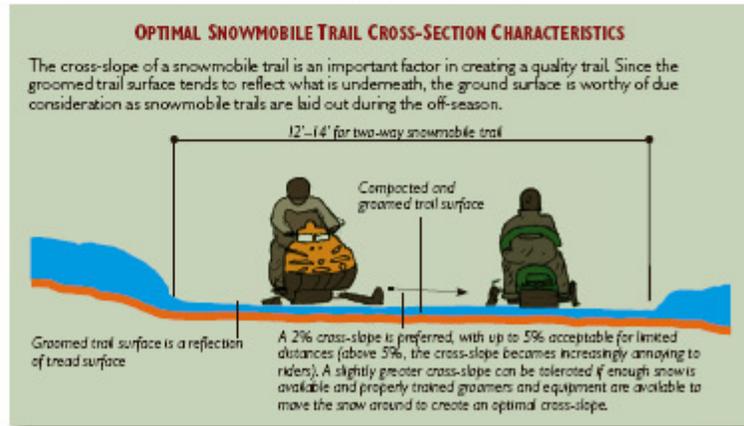
Provide adequate visual cues of an approaching tight curve to enhance trail safety. From this direction, the gate and other signs at the trailhead alert the rider of the approaching curve. From the other direction, a warning sign is provided about 100 feet prior to the curve to alert riders to slow down and approach with caution.

TREAD PREPARATION

The tread refers to the underlying trail beneath the compacted and groomed snow. Proper off-season evaluation of trail alignments and tread surface preparation and maintenance is critical to setting the stage for quality snowmobile trails. The following considers the most important aspects of preparing the tread for winter use.

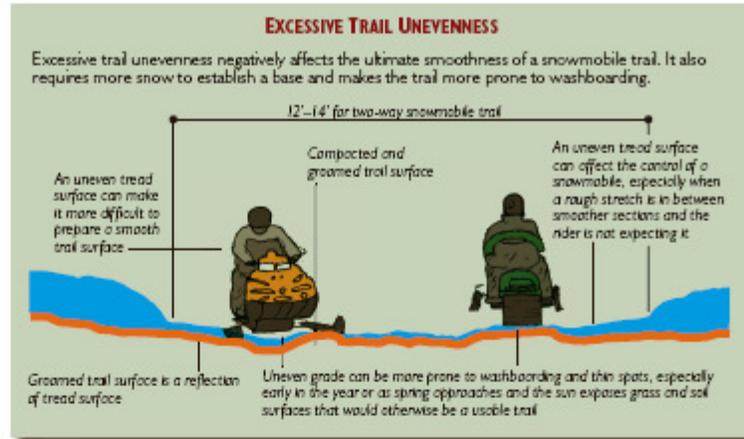
TRAIL CROSS GRADES

The optimal snowmobile trail cross-section is of a consistent, even grade with a 2 percent cross-slope, as illustrated in the following graphic.



As illustrated, an evenly sloped grade across the trail is optimal for snowmobiling. Abrupt grade changes or general unevenness should be avoided to make trails easier to groom and more enjoyable to snowmobile on. The following graphic illustrates these conditions.

APPENDIX B



The following photos illustrate some of the previously described cross-section conditions.



This even and smooth grade with vegetation and a slight cross-slope is ideal for a snowmobile trail.



This hard-packed, gravelled route through the forest makes for a pleasant snowmobile trail in the winter as long as its use is in sync with forest access rules.



The lack of ground cover on this steeper hill is allowing erosion to take hold, making the trail unsustainable for summer use and increasingly rough for winter use.

TREAD SURFACE CONDITIONS

The tread surface is an important trail preparation and grooming consideration. A uniform grass surface is preferred across the entire width of the trail for a couple of reasons: 1) grass holds snow better than bare ground or paved surfaces and 2) grass helps prevent off-season use and erosion from creating an uneven surface.

The longer and heavier the grass, the more snow it will take to establish a base. Where feasible, mow the trail just before the season to prepare the tread and reduce the depth of base needed to create a usable trail. Under most conditions, a 6- to 12-inch snowfall is optimal to establish a base over a relatively short grassy ground cover.

Routine brushing/trimming of the woody material across the trail and on the edge of the clearance zone is also very important to maintaining the tread surface. All protruding rocks, logs, and other woody debris that would interfere with trail grooming and rider safety should be removed from the trail shortly before the season.

Although not as desirable as a natural or aggregate surface, asphalt is an acceptable surface when snowfall is sufficient. Laws pertaining to the use of studs should be considered when establishing a trail on an asphalt surface. Also, it should be expected that the snow cover will not last as long in the spring as it would on a grass-surfaced trail.



If not mowed, the longer grasses along this corridor require significantly more snow to create a usable base. Whereas mowing the trail just before the season has considerable merit, that has to be balanced against ecological and wildlife impacts, such as disturbing nesting birds. When trails traverse sensitive natural areas, the principles of ecological sustainability (as defined in Section 2) should be given due consideration. One important factor in this regard is waiting until as late in the season as possible before mowing to avoid disrupting nesting birds and bedded animals.

Tread drainage and erosion are important considerations for snowmobile trails. If drainage is poor and erosion pervasive, the tread surface will be compromised and become uneven, making it harder to groom and ride on. The most important factor in preventing erosion is making sure the trail is covered with a stabilizing ground cover during the off-season. Snowmobile trails that follow the fall line of a slope should also generally not be used for summer uses to avoid creating a single track that exposes the soils to erosion. In some cases, off-season grading and revegetation is necessary to fill in ruts, maintain drainage, and correct erosion problems.

WETLAND AND WATER CROSSINGS

Wetland areas should be avoided when aligning snowmobile trails because the tread surface is often uneven, inconsistent, and unpredictable. Potential ecological impacts are another reason to generally avoid wetland areas. If a trail does cross a wetland, select the location carefully to minimize these impacts.

Lakes and rivers inherently pose safety issues and surface quality uncertainties and should therefore be avoided for formal trails.



Designated use of lakes for snowmobile trails should be avoided given the many safety concerns, such as slush, thin spots, and unknown surface irregularities. There is also a temptation for riders to wonder far and wide and also "skip" across open water.

When water drainage crossings are necessary, culverts, boardwalks, or bridges should be used. Approaches to these structures should be smooth and level (up to a 5 percent grade) and with a clear sight distance of at least 100 feet. Bridge and boardwalk decks should be flush with the trail surface with narrow or no gaps between decking boards (to allow snow to accumulate and compact). A 10-foot-wide bridge or boardwalk is optimal, with 8 feet being the minimum acceptable. Each should have a weight capacity of 10 tons or more to accommodate maintenance equipment. All bridges must be designed to meet applicable DNR bridge standards (determined on a site-by-site basis). The following photos illustrate various tread surface and bridge conditions.



A level, grass-surfaced corridor is optimal for snowmobile trails. Mowing the trail just before the season can reduce the amount of snow needed to create a usable base.



Approaches to culverts crossing drainages should be smooth and level. If the trail narrows or the shoulder is steep, place a warning sign at least 100 feet prior to the hazard.



If a summer-use bridge is used for a snowmobile trail, the surface of the trail and deck should be smooth and flush. The deck boards should have minimal gaps to hold snow. Railings are also required.

TRAIL GROOMING

Grooming snowmobile trails is a specialized activity that is part art and part technique. The International Association of Snowmobile Administrators (IASA) has done considerable research on this subject and has developed a resource guide for trail grooming entitled *Guidelines for Snowmobile Trail Groomer Operator Training*. The guide covers all of the fundamental aspects of trail grooming and is a highly recommended reference.

For more information!

The grooming guidelines can be found on the IASA website (www.snowmobilers.org/groomer_guide/GroomerGuidecomplete.pdf)

GUIDELINES for SNOWMOBILE TRAIL GROOMER OPERATOR TRAINING

A Resource Guide for Trail Grooming Managers and Equipment Operators



Produced by



2005



A gateway at the midblock crossing helps snowmobilers and motorists more easily recognize the crossing. The level grade on both sides of the road (similar to a farm field access drive) also improves sightlines and allows the rider to more easily position for the crossing.

ROADWAY CROSSINGS

Roadway crossings are an important safety concern for snowmobilers and motorists. All crossings should be well marked with signs, including Stop Ahead signs at least 100 feet prior to a stop sign. Snowbanks should be kept low at all crossings, with ample sightlines from both the trail and the roadway.

Where feasible, roadway crossings should be at intersections where motorists are expecting traffic from the side and thus more likely to recognize a snowmobile trail crossing. If midblock crossings are required, approaches should be as level as possible and sightlines extra long. To be level during the snow season, the approach should be designed to be 3 to 6 inches lower than the road during the none-snow season, where feasible. This will allow groomers to remove the extra snow dragged across the road by snowmobiles and to avoid creating a hump right before the crossing point.

Gateways on each side of the road can also remind riders that they are about to make a crossing and extra attention is warranted. All roadway crossings should be consistent with any applicable laws and ordinances. The optimal location for all crossings should be field determined by experienced trail designers and tested during the day and at night to ensure that they are clearly visible and as safe as possible. The following photos illustrate a number of roadway crossing considerations.



Although this crossing is well marked from both sides, it is not optimal due to the guy wire from an adjoining utility pole. During the day, riders are likely to see it, but at night it poses more of a risk. Careful attention to detail is essential at all crossings given the distractions that are inherent in these situations.



A narrow tread caused by snowblowers poses two concerns: 1) it reduces the sightlines from the trail and roadway and 2) it squeezes riders into a single path just when they are about to make a crossing. On designated trails, avoid this whenever possible.



Along with proper signage, a light is added at this trail crossing to improve safety. The flatness and straightness of this rail conversion reduced the visual cues associated with identifying this intersection, warranting the addition of the light.

TRAIL SIGNAGE

Consistent with the grant-in-aid program administered by DNR, signage should be provided for direction, information, and enhancing the safety of trail users. Major signing areas include trailheads, trail junctions, and areas where the safety of the user is of particular concern. The primary reference for snowmobile trail signage is the *MIN DNR's Sign Manual*, which provides reference numbers and in-depth information for each type of sign used along a snowmobile trail. The instructions manual for the snowmobile grant program administered by the DNR Division of Trails and Waterways also has an extensive listing of signing recommendations. The following provides a brief overview of signage that complements these resources.

Trailhead and trail junction signs provide maps showing route designations, distances, traffic flow direction, and the location of support facilities. Safety signs are used to caution users of steep slopes, bridges, highway crossings, or other trail hazards.

Signs on trails should be kept to the minimum necessary and be well placed to serve their purpose. Signs placed along the trail should include reassuring blazers along with Caution, Do Not Enter, Stop Ahead, Stop, and other related signs.

Placement of most signs is consistent with the guidelines for natural trails as defined in Section 6 – Sustainable Natural Surface Trails. Signs should be placed on the right side of the trail and set back from the main tread, but within the clearing limits. Signs should be attached to posts offset 2 feet (minimum) to 3 feet (preferred) from the edge of the groomed treadway. The signs should be placed 3 feet (minimum) to 4 feet (maximum) above the expected snow depth. Setting the signs 4 feet above the bare ground typically ensures the sign will be the desired height. Posts may be wood or plastic, depending on location and availability.

Directional signs used along the trail should include trail junction blazers, directional blazers, and reassuring blazers. These signs should be placed in open areas or in other areas where a trail user might become confused. If uncertain about the effectiveness of signing, invite a nonlocal snowmobiler to identify deficiencies.

TRAILHEADS AND SUPPORT FACILITIES

Trailheads typically consist of a parking area and trailhead kiosk with trail maps and related information. The parking area for trails varies considerably depending on its popularity and the number of access points. As a general guideline, parking areas should be designed to accommodate a minimum of 10 vehicles, with room for expansion. Each space should be 10 feet wide by 45 feet long. Drive lanes should be 24 feet wide with adequate turning radii. An aggregate surface is sufficient for parking areas if used primarily for snowmobile trail use. Snowbanks from plowing should also be used as the primary means to define the parking area. Posts or other barriers can also be used on the periphery of the parking area to prevent vehicles from leaving the designated area.

Given the maintenance and cost, providing portable or permanent restroom facilities should be carefully considered. If private services are available near the trailhead, providing these facilities is generally not recommended. In select locations, snowmobile trailheads take advantage of support facilities, including restrooms, at summer-use state or county trails and parks.

In addition to trailheads, support facilities that should be identified on trail maps include services such as gas, repair shops, food, lodging, medical facilities, and law enforcement offices (911 or Zenith). The nearest DNR office should also be identified, along with any other helpful information. Trailheads that are in conjunction with or near gas stations and convenience stores can be especially successful.

SUMMER USES OF SNOWMOBILE TRAILS

The compatibility of snowmobile and summer-use trails following the same corridor should not be assumed and requires site-specific evaluation. This is especially the case where snowmobile trails travel through areas of unstable or hydric soils that can support snowmobile use when frozen conditions but become unstable in summer. Summer use of these corridors should be precluded. The following photos illustrate some of these conditions.



This otherwise sustainable snowmobile corridor is not well suited to summer ATV use, as the photo clearly illustrates. An ongoing occurrence of this type of impact only leads to more restrict uses, sometimes even for those the trail was designed to accommodate.



Even seemingly stable soil conditions can be susceptible to erosion when a snowmobile trail corridor becomes a de facto ATV trail. The key point is that all trails must be designed for their purpose. It should never be assumed that a trail corridor for one purpose will be suitable for another until it is assessed for that purpose.

APPENDIX C

GIA Trail Proposal Review Process (12/1/05 version)

STEP	DNR Review Timeline	
	at least	additional
Preliminary project discussions – early coordination w/Trails & Waterways		
<ul style="list-style-type: none"> ❖ Club develops initial concept ❖ Area T&W Supervisor provides GIA Manual, reviews environmental checklist w/club and checks Natural Heritage ArcView layer ❖ Club discusses concept w/ key project partners, selected landowners, other interest groups, prepares draft project proposal 	Depends on club	
1. T&W review of draft project proposal: 1.5 months		
<ul style="list-style-type: none"> ❖ Area T&W Supervisor reviews draft proposal, discussed w/club ❖ Club modifies proposal and secures a local government sponsor ❖ If proposal is a <i>minor</i>* snowmobile or ski trail project with no identified potential impacts, go to Step 5 	1.5 mo	
2. Area Team Screen of Project Proposal: Fast Track possible? 1 month		
<ul style="list-style-type: none"> ❖ Area Team/Reg Eco staff screen proposal for red flag issues (in-office) <ul style="list-style-type: none"> ◆ Determine if more in-depth review needed ◆ Identify additional information DNR staff will need for review ◆ Review of trail alignment by Natural Heritage Program ◆ Discuss with club, potentially revise proposal to avoid or mitigate issues ❖ If no further review needed, go to Public Notification (Step 4a) or EAW (Step 4b) ❖ If further review needed, go to Step 3 	1 mo	
3. Project Proposal Review: 5 – 10 months (start date depends on RMT assigned schedule)		
<ul style="list-style-type: none"> ❖ Reg T&W Manager prioritizes project proposals. RMT agrees on list/schedule for field review ❖ Club and T&W gathers additional information needed for field review as identified in Area Team screen (step 2) ❖ Area Team meets and reviews proposal, complete Rapid Environmental Assessment Checklist, prepare comments <ul style="list-style-type: none"> ◆ Internal issues resolved by RMT/OHVPC (as needed) ❖ Area Team meets w/club to discuss comments and suggested changes ❖ Club/T&W solicits additional input from public/interest groups to address issues or increase awareness of proposal (as needed) ❖ Club prepares revised proposal ❖ RMT reviews proposal & Team comments, meet to accept or deny ❖ If proposal accepted <ul style="list-style-type: none"> • Go to Public Notification (Step 4a), or • Go to EAW (Step 4b) 	1 mo	
	1 mo	
	1.5 mo	
		1 - 2 mo
	0.5 mo	
		1 mo
		1 mo+
	1 mo	
4a. Public Notification: 2 month		
<ul style="list-style-type: none"> ❖ 30 day public comment period on final proposal accepted by Department ❖ Summarize comments, review by Area Team, RMT ❖ If no further changes needed, go to Grant Application (Step 5) 	2 mo	
4b. Prepare EAW: 4 to 6 months		
<ul style="list-style-type: none"> ❖ Prepare draft EAW ❖ Public comment period ❖ Determine if EIS is needed <ul style="list-style-type: none"> ◆ If so, go to EIS (Step 4c) ◆ If not, go to Grant Application (Step 5) 	4 mo	6 mo
4c. Prepare EIS: 1 to 1.5 years		
5. Grant Application, Funding Allocation		
6. Project Permitting and Construction		
7. Monitoring and Enforcement		

* Less than 1 continuous mile of re-route/5 miles of trail; less than one continuous mile of trail; trails on agricultural land or frozen water; or designating existing trails for use by cross-country skiers or snowmobiles

APPENDIX D

MINNESOTA ENVIRONMENTAL QUALITY BOARD

ADOPTED PERMANENT RULES RELATING TO MANDATORY EAW CATEGORIES AND EXEMPTIONS

[NOTE: The final adopted rule was published in the Minnesota State Register (29 SR 571 & 30 SR 319) and took effect Oct. 1, 2005]

4410.4300 Mandatory EAW categories

Subp. 37. **Recreational trails.** If a project listed in items A to F will be built on state-owned land or funded, in whole or part, by grant-in-aid funds administered by the DNR, the DNR is the RGU. For other projects, if a governmental unit is sponsoring the project, in whole or in part, that governmental unit is the RGU. If the project is not sponsored by a unit of government, the RGU is the local governmental unit. For purposes of this subpart, "existing trail" means an established corridor in current legal use.

A. Constructing a trail at least 10 miles long on forested or other naturally-vegetated land for a recreational use other than snowmobiling or cross-country skiing, unless exempted by part 4410.4600, subpart 14, Item D, or constructing a trail at least 20 miles long on forested or other naturally-vegetated land exclusively for snowmobiling or cross-country skiing.

B. Designating at least 25 miles of an existing trail for a new motorized recreational use other than snowmobiling.

In applying items A and B, if a proposed trail will contain segments of newly constructed trail and segments that will follow an existing trail but be designated for a new motorized use, an EAW must be prepared if the sum of the quotients obtained by dividing the length of the new construction by 10 miles and the length of the existing but newly designated trail by 25 miles, equals or exceeds one.

C. Paving 10 or more miles of an existing unpaved trail, unless exempted by part 4410.4600, subpart 27, item B or F. Paving an unpaved trail means to create a hard surface on the trail with a material impervious to water.

D. Constructing an off-highway vehicle recreation area of 80 or more acres, or expanding an off-highway vehicle recreation area by 80 or more acres, on agricultural land or forested or other naturally-vegetated land.

E. Constructing an off-highway vehicle recreation area of 640 or more acres, or expanding an off-highway vehicle recreation area by 640 or more acres, if the land on which the construction or expansion is carried out is not agricultural, is not forested or otherwise naturally-vegetated, or has been significantly disturbed by past human activities such as mineral mining.

F. Some recreation areas for off-highway vehicles may be constructed partially on agricultural naturally-vegetated land and partially on land that is not agricultural, is not forested or otherwise naturally-vegetated, or has been significantly disturbed by past human activities. In that case, an EAW must be prepared if the sum of the quotients obtained by dividing the number of acres of agricultural or naturally-vegetated land by 80 and the number of acres of land that is not agricultural, is not forested or otherwise naturally-vegetated, or has been significantly disturbed by past human activities by 640, equals or exceeds one.

4410.4600 EXEMPTIONS

Subp. 27. **Recreational trails.** The projects listed in items A to F are exempt. For purposes of this subpart, "existing trail" means an established corridor in current legal use.

A. Rerouting less than 1 continuous mile of a recreational trail if the reroute is necessary to avoid sensitive areas or to alleviate safety concerns. Multiple reroutes on the same trail must be treated as independent projects, except that where the cumulative length of currently proposed reroutes exceeds one mile on any five-mile segment of trail, as measured along the rerouted trail, those reroutes are not exempt.

B. Reconstructing, rehabilitating, or maintaining an existing trail involving no changes in designated use.

C. Constructing less than one continuous mile of trail for use by snowmobiles or cross-country skiers.

D. Constructing a trail for winter-only use across agricultural land or across frozen water.

E. Designating an existing trail for use by snowmobiles or cross-country skiers.

F. Constructing or rehabilitating a non-motorized trail within the Twin Cities Metropolitan Regional Park System.

APPENDIX D

(This Page for Reference Only)

'EXISTING TRAIL' - DEFINITION

For purposes of Subpart 37, "existing trail" means an established corridor in current legal use (*MR 4410.4300, Subp. 37. Recreational trails*). This definition does not apply to designated State Forest Roads which are, by definition, open to vehicular use.

As regards forest classification, motor vehicles (including OHV's, but not snowmobiles) may be operated on forest roads that are not posted closed in forests classified **managed** and **limited**, but not in a forest classified as **closed** (*MR 6100.1950 Motor Vehicles and Snowmobiles, Forest Lands*). An ATV may be ridden on a township road or city street unless prohibited by resolution or ordinance, or in the ditch or the outside bank or slope of a trunk, county state-aid, or county highway (*MS 84.928 Operation requirements; local regulation.*).

4410.4300 MANDATORY EAW CATEGORIES.

Subpart 1. Threshold test. An EAW must be prepared for projects that meet or exceed the threshold of any of subparts 2 to 37, unless the project meets or exceeds any thresholds of part 4410.4400, in which case an EIS must be prepared. If the proposed project is an expansion or additional stage of an existing project, the cumulative total of the proposed project and any existing stages or components of the existing project must be included when determining if a threshold is met or exceeded if construction was begun within three years before the date of application for a permit or approval from a governmental unit for the expansion or additional stage but after April 21, 1997, except that any existing stage or component that was reviewed under a previously completed EAW or EIS need not be included.

Multiple projects and multiple stages of a single project that are connected actions or phased actions must be considered in total when comparing the project or projects to the thresholds of this part and part 4410.4400.

4410.4600, EXEMPTION CATEGORIES.

Subp 2. Standard Exemptions The following projects are standard exemptions: (any project)

- A. projects for which no governmental decisions are required;
- B. projects for which all governmental decisions have been made. However, this exemption does not in any way alter the prohibitions on final governmental decisions to approve a project under part [4410.3100](#);
- C. projects for which, and so long as, a governmental unit has denied a required governmental approval;
- D. projects for which a substantial portion of the project has been completed and an EIS would not influence remaining implementation or construction; and
- E. projects for which environmental review has already been initiated under the prior rules or for which environmental review is being conducted pursuant to part [4410.3600](#) or [4410.3700](#).

Subp. 14. Highway Projects. The following projects are exempt: (trail-related excerpt)

- D. Roadway landscaping, construction of bicycle and pedestrian lanes, paths, and facilities within existing right-of-way are exempt.

Subp. 22. Land Use. The following projects are exempt: (any project)

- A. Individual land use variances, including minor lot line adjustments and side yard and setback variances not resulting in the creation of a new subdivided parcel of land or any change in land use character or density, are exempt.
- B. Minor temporary uses of land having negligible or no permanent effect on the environment are exempt.
- C. Maintenance of existing landscaping, native growth, and water supply reservoirs, excluding the use of pesticides, is exempt.

[For full text see MN Rules Chapter 4410.0200 – 4410.7500, Rules governing the Minnesota Environmental Review Program]

EQBFINAL.DOC

Rev. 28 Nov 05

FFI: Brian McCann, MN DNR Trails & Waterways, 651/259-5627

APPENDIX D

Summary of Environmental Review Rules by Trail User

ACTION	EXEMPT*	DISCRETIONARY ENVIRONMENTAL REVIEW (Subject to Citizen Petition)	MANDATORY EAW
HIKE / BIKE / PEDESTRIAN**			
New Trail Corridor (naturally vegetated)	No Exemption	< 10 Miles	≥ 10 Miles (Minn. Rules 4410.4300 Subp. 37A)
Existing Trail Designation	No Exemption	All Projects are Subject to Review	None (Minn. Rules 4410.4300 Subp. 37B)
Pave Existing Trail	None	< 10 Miles	≥ 10 Miles (Minn. Rules 4410.4300 Subp. 37C)
In Road Rights-Of-Way	Exempt from Review (Minn. Rules 4410.4600 Subp. 13D)	Exempt from Review (Minn. Rules 4410.4600 Subp. 13D)	Exempt from Review (Minn. Rules 4410.4600 Subp. 13D)
Re-Route	< 1 Mile in 5 miles (Minn. Rules 4410.4600 Subp. 27A)	1-10 Miles	≥ 10 Miles (of naturally vegetated new corridor) (Minn. Rules 4410.4300 Subp. 37A)
MIXED-USE (Including Motorized Uses)			
New Trail Corridor (naturally vegetated)	No Exemption	< 10 Miles	≥ 10 Miles (Minn. Rules 4410.4300 Subp. 37A)
Designating a new Motorized Use on an Existing Trail***	No Exemption	< 25 Miles	≥ 25 Miles (Minn. Rules 4410.4300 Subp. 37B)
Re-Route	< 1 Mile in 5 miles (Minn. Rules 4410.4600 Subp. 27A)	1-10 Miles (of naturally vegetated new corridor)	≥ 10 Miles (of naturally vegetated new corridor) (Minn. Rules 4410.4300 Subp. 37A)
CROSS-COUNTRY SKI			
New Trail Corridor (naturally vegetated)	< 1 Mile (Minn. Rules 4410.4600 Subp. 27C)	1-20 Miles	≥ 20 Miles (Minn. Rules 4410.4300 Subp. 37A)
Designating Cross-Country Ski Use on an Existing Trail	Exempt from Review (Minn. Rules 4410.4600 Subp. 27E)	Exempt from Review (Minn. Rules 4410.4600 Subp. 27E)	Exempt from Review (Minn. Rules 4410.4600 Subp. 27E)
Re-Route	< 1 Mile in 5 miles (Minn. Rules 4410.4600 Subp. 27A)	1-20 Miles	≥ 20 Miles (of naturally vegetated new corridor) (Minn. Rules 4410.4300 Subp. 37A)
SNOWMOBILE			
New Trail Corridor (naturally vegetated)	< 1 Mile (Minn. Rules 4410.4600 Subp. 27C)	1-20 Miles	≥ 20 Miles (Minn. Rules 4410.4300 Subp. 37A)
Designating Snowmobile Use on an Existing Trail	Exempt from Review (Minn. Rules 4410.4600 Subp. 27E)	Exempt from Review (Minn. Rules 4410.4600 Subp. 27E)	Exempt from Review (Minn. Rules 4410.4600 Subp. 27E)
Re-Route	< 1 Mile in 5 miles (Minn. Rules 4410.4600 Subp. 27A)	1-20 Miles	≥ 20 Miles (of naturally vegetated new corridor) (Minn. Rules 4410.4300 Subp. 37A)
WINTER USE ONLY ACROSS AGRICULTURAL LAND OR FROZEN WATER			
New Trail Corridor	Any Length (Minn. Rules 4410.4600 Subp. 27D)	Exempt from Review (Minn. Rules 4410.4600 Subp. 27D)	Exempt from Review (Minn. Rules 4410.4600 Subp. 27D)
Existing Trail	Any Length (Minn. Rules 4410.4600 Subp. 27D)	Exempt from Review (Minn. Rules 4410.4600 Subp. 27D)	Exempt from Review (Minn. Rules 4410.4600 Subp. 27D)
Re-Route	Any Length (Minn. Rules 4410.4600 Subp. 27D)	Exempt from Review (Minn. Rules 4410.4600 Subp. 27D)	Exempt from Review (Minn. Rules 4410.4600 Subp. 27D)

* Rehabilitation, reconstruction and maintenance activities, with no changes in designated use, are exempt from review.

**Non-motorized trails in all Metro Regional Parks are exempt from environmental review.

***Other than snowmobiling.

APPENDIX E

GUIDELINES FOR “TWO-WAY NIGHTTIME OPERATION OF SNOWMOBILES IN ROAD RIGHT-OF-WAYS”

In the 2004 and 2005 Legislative Sessions Minnesota Statutes 84.87 was amended to allow the Minnesota Department of Transportation (Mn/DOT) to permit two-way operation between the hours of one-half hour after sunset to one-half hour before sunrise (nighttime) of snowmobiles on either side of a trunk highway right-of-way, and to allow a road authority to permit two-way nighttime operation of snowmobiles on either side of a street or highway right-of-way. The law states that this will only be allowed if Mn/DOT or the road authority determines that the two-way operation will not endanger users of the street or highway or riders of the snowmobiles using the trail.

Discussions with the legislative committee, the DNR, the Department of Public Safety (DPS), and Mn/DOT determined that the intent of the two-way nighttime snowmobile operations was to be the exception and should be granted only when there is a compelling safety reason and usually for trail distances no more than half a mile. In addition, allowing two-way nighttime operation should not endanger road or snowmobile trail users.

If a grant-in-aid snowmobile club has a section of trail within a road authority’s right-of-way and would like to pursue approval for two-way nighttime operation the club will need to complete the following:

1. Determine the section of trail in question and evaluate the safety benefit of allowing two-way nighttime operation.
2. Work with the grant-in-aid local government sponsor, as any permit (e.g., Limited Use Permit from Mn/DOT) would be to the sponsor and the sponsor would be the entity required to request the permit. If the sponsor is also the road authority, the club should work within the local government and communicate with their usual contact who should be able to direct the process within that government entity.
3. Make the official request for the permit to allow two-way nighttime operation on the specific section of trail. The following needs to be completed based on whether the road authority is Mn/DOT or a township, city, county or other local unit of government.
 - a. If road authority is Mn/DOT: Contact the Mn/DOT District Office, where the local government sponsor applies for the permit. Below is a summary of the Mn/DOT process. For more information please see the Mn/DOT letter below.
 - i. The Mn/DOT District Traffic Engineer and Maintenance Engineer will review the permit application and contact the appropriate DNR Regional Enforcement Supervisor and DPS District Commander for their input and decide to approve or deny the permit.
 - ii. If the permit is approved, the District Traffic Engineer should send a copy to the DNR Regional Enforcement Supervisor and the DPS District Commander who will then inform their officers of the permit.
 - iii. If the permit is approved, the club should contact their local DNR Trails and Waterways Area Supervisor to obtain proper signage for this section of trail (see Mn/DOT letter for sign specifics).
 - iv. **The sign is intended to alert trail users** of the two-way snowmobile trail and should be placed consistent with trail signs. Mn/DOT is responsible for traffic signs for highway vehicles.

APPENDIX E

- b. If road authority is township, city, county, or other local unit of government: Contact the road authority, where the grant-in-aid sponsor applies for permission for two-way nighttime operation on the specific section of trail. Each road authority may have a different process, and the sponsor and club will need to work within each road authority's process for approving two-way nighttime operation. If the local road authority has given permission, the following will need to be completed.
 - i. The DNR Regional Enforcement Supervisor and local law enforcement will need a copy of the permit and be made aware of the section of trail that is permitted.
 - ii. The club should contact their local DNR Trails and Waterways Area Supervisor to obtain proper signage for this section of trail.
 - iii. **The sign is intended to alert trail users** of the two-way snowmobile trail and should be placed consistent with trail signs. The Road Authority is responsible for traffic signs for highway vehicles.

In sum, in order to gain a permit for two-way nighttime operation of a snowmobile trail within the right-of-way of a state or local road the club needs to work with their grant-in-aid government sponsor to contact the appropriate road authority. Below you will find relevant statute and subdivision and more information about the official Mn/DOT approval process.

2006 Minnesota Statutes [Excerpt Subd. 1]

http://ros.leg.mn/bin/getpub.php?pubtype=STAT_CHAP_SEC&year=current§ion=84.87

84.87 OPERATION; REGULATIONS BY POLITICAL SUBDIVISIONS.

Subdivision 1. **Operation on streets and highways.** (a) No person shall operate a snowmobile upon the roadway, shoulder, or inside bank or slope of any trunk, county state-aid, or county highway in this state and, in the case of a divided trunk or county highway, on the right-of-way between the opposing lanes of traffic, except as provided in sections [84.81](#) to [84.90](#). No person shall operate a snowmobile within the right-of-way of any trunk, county state-aid, or county highway between the hours of one-half hour after sunset to one-half hour before sunrise, except on the right-hand side of such right-of-way and in the same direction as the highway traffic on the nearest lane of the roadway adjacent thereto. No snowmobile shall be operated at any time within the right-of-way of any interstate highway or freeway within this state.

(b) Notwithstanding any provision of paragraph (a) to the contrary:

- (1) under conditions prescribed by the commissioner of transportation, the commissioner of transportation may allow two-way operation of snowmobiles on either side of the trunk highway right-of-way where the commissioner of transportation determines that two-way operation will not endanger users of the trunk highway or riders of the snowmobiles using the trail;
- (2) under conditions prescribed by a local road authority as defined in section 160.02, subdivision 25, the road authority may allow two-way operation of snowmobiles on either side of the right-of-way of a street or highway under the road authority's jurisdiction, where the road authority determines that two-way operation will not endanger users of the street or highway or riders of the snowmobiles using the trail;
- (3) the commissioner of transportation under clause (1) and the local road authority under clause (2) shall notify the commissioner of natural resources and the local law enforcement agencies responsible for the streets or highways of the locations of two-way snowmobile trails authorized under this paragraph; and
- (4) two-way snowmobile trails authorized under this paragraph shall be posted for two-way operation at the authorized locations.

(c) A snowmobile may make a direct crossing of a street or highway at any hour of the day

APPENDIX E

provided:

- (1) the crossing is made at an angle of approximately 90 degrees to the direction of the highway and at a place where no obstruction prevents a quick and safe crossing; and
 - (2) the snowmobile is brought to a complete stop before crossing the shoulder or main traveled way of the highway; and
 - (3) the driver yields the right-of-way to all oncoming traffic which constitutes an immediate hazard; and
 - (4) in crossing a divided highway, the crossing is made only at an intersection of such highway with another public street or highway; and
 - (5) if the crossing is made between the hours of one-half hour after sunset to one-half hour before sunrise or in conditions of reduced visibility, only if both front and rear lights are on; and
 - (6) a snowmobile may be operated upon a bridge, other than a bridge that is part of the main traveled lanes of an interstate highway, when required for the purpose of avoiding obstructions to travel when no other method of avoidance is possible; provided the snowmobile is operated in the extreme right-hand lane, the entrance to the roadway is made within 100 feet of the bridge and the crossing is made without undue delay.
- (d) No snowmobile shall be operated upon a public street or highway unless it is equipped with at least one headlamp, one tail lamp, each of minimum candlepower as prescribed by rules of the commissioner, reflector material of a minimum area of 16 square inches mounted on each side forward of the handle bars, and with brakes each of which shall conform to standards prescribed by rule of the commissioner pursuant to the authority vested in the commissioner by section [84.86](#), and each of which shall be subject to approval of the commissioner of public safety.
- (e) A snowmobile may be operated upon a public street or highway other than as provided by paragraph (c) in an emergency during the period of time when and at locations where snow upon the roadway renders travel by automobile impractical.
- (f) All provisions of chapters 169 and 169A shall apply to the operation of snowmobiles upon streets and highways, except for those relating to required equipment, and except those which by their nature have no application. Section [169.09](#) applies to the operation of snowmobiles anywhere in the state or on the ice of any boundary water of the state.
- (g) Any sled, trailer, or other device being towed by a snowmobile must be equipped with reflective materials as required by rule of the commissioner.

Subd. 1a. **Organized contests, use of highways, etc.** Nothing in this section or chapter 169 shall prohibit the use of snowmobiles within the right-of-way of any state trunk or county state-aid highway or upon public lands or waters under the jurisdiction of the commissioner of natural resources, in any organized contest, subject to the consent of the official or board having jurisdiction over the highway or public lands or waters.

In permitting such contest, the official or board having jurisdiction may prescribe such restrictions or conditions as they may deem advisable.

APPENDIX E

Office of Traffic, Safety & Technology
Mail Stop 725

STATE OF MINNESOTA
OFFICE MEMORANDUM

TO: District Traffic Engineers

DATE: September 11, 2009

FROM: Mike Weiss, Chair 
TEO Signing Committee

PHONE: 651-234-7382

SUBJECT: TEO Signing Committee Topics #362 & 363

On April 10, the TEO Executive Committee approved guidelines for the following topics:

#362 – Town Hall Signing

The following guidelines (in addition to the General Criteria in the Minor Traffic Generator Signing program) apply for signing a town hall:

- Monthly meetings must be held that are open to the public – facility not required to be open eight hours per day, five days per week
- Must be primarily intended for use as a township hall
- Should provide adequate on-site parking or parking in the immediate area
- Contact information must be posted for the public that is visible from the exterior of the building
- Located within two miles of the trunk highway intersection
- The sign shall have a white legend “TOWN HALL with directional arrow” on green background (sign panel detail attached)
- If a town hall is in close proximity to another town hall, and the district traffic engineer determines that using the standard sign could be confusing for motorists, the name of the township may be included on the sign (sign panel detail attached). Additional costs of the larger sign panel shall be paid by the township

#363 – Two-Way Snowmobile Trail Signing

Based on discussions with DNR staff earlier this year, the previously approved black on white two way snowmobile trail signs (Topic #267) have been revised to conform with other DNR snowmobile trail signs (informational sign, directional trailblazer, reassuring trailblazer and no-snowmobiling sign). Attached are the new black on orange sign panel designs.

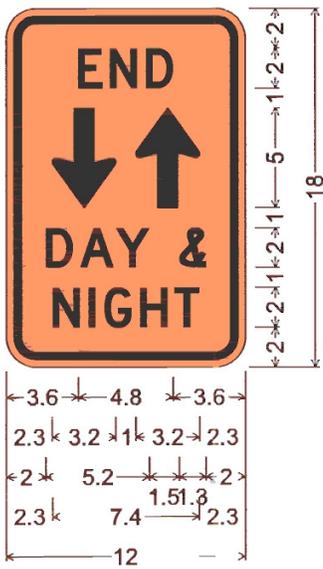
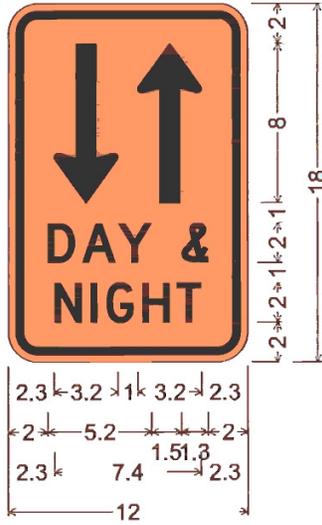
Guidelines for both topics will be included in the next updates to TEM Chapter 6, the Standard Signs Manual and Standard Signs Summary.

Attachment: Township hall sign panels (2)
Two-way snowmobile sign panels (3)

cc: Area Maintenance Engineers
District/Division Signing/Traffic Services
TEO Signing Committee members
Rick Sunstrom
Ken Schroepfer
John Benson

John Benson
Andrew Korsberg, DNR
Kim Lockwood, DNR

APPENDIX E



APPENDIX F

LANDOWNER LIABILITY STATUTES

Civil Liability Limitations

Minnesota Statute 604A.20 through 604A.27

604A.20 POLICY.

It is the policy of this state, in furtherance of the public health and welfare, to encourage and promote the use of land owned by a municipal power agency and privately owned lands and waters by the public for beneficial recreational purposes, and the provisions of sections 604A.20 to 604A.27 are enacted to that end.

History: 1994 c 623 art 4 s 1; 1999 c 183 s 1

604A.21 RECREATIONAL LAND USE; DEFINITIONS.

Subdivision 1. **General.** For the purposes of sections 604A.20 to 604A.27, the terms defined in this section have the meanings given them, except where the context clearly indicates otherwise.

Subd. 2. **Charge.** "Charge" means any admission price asked or charged for services, entertainment, recreational use, or other activity or the offering of products for sale to the recreational user by a commercial for profit enterprise directly related to the use of the land.

Subd. 2a. **Dedicated.** "Dedicated" means made available by easement, license, permit, or other authorization.

Subd. 3. **Land.** "Land" means any of the following which is privately owned or leased or in which a municipal power agency has rights: land, easements, rights-of-way, roads, water, watercourses, private ways and buildings, structures, and other improvements to land, and machinery or equipment when attached to land.

Subd. 4. **Owner.** "Owner" means the possessor of a fee interest or a life estate, tenant, lessee, occupant, holder of a utility easement, or person in control of the land.

Subd. 5. **Recreational purpose.** "Recreational purpose" includes, but is not limited to, hunting; trapping; fishing; swimming; boating; camping; picnicking; hiking; rock climbing; cave exploring; bicycling; horseback riding; firewood gathering; pleasure driving, including snowmobiling and the operation of any motorized vehicle or conveyance upon a road or upon or across land in any manner, including recreational trail use; nature study; water skiing; winter sports; and viewing or enjoying historical, archaeological, scenic, or scientific sites. "Rock climbing" means the climbing of a naturally exposed rock face. "Cave exploring" means the planned exploration of naturally occurring cavities in rock, including passage through any structures placed for the purpose of safe access, access control, or conservation, but does not include the exploration of other manmade cavities such as tunnels, mines, and sewers.

Subd. 6. **Recreational trail use.** "Recreational trail use" means use on or about a trail, including but not limited to, hunting, trapping, fishing, hiking, bicycling, skiing, horseback riding, snowmobile riding, and motorized trail riding.

History: 1994 c 623 art 4 s 2; 1999 c 183 s 2-4; 2005 c 148 s 1

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604A.22 OWNER'S DUTY OF CARE OR DUTY TO GIVE WARNINGS.

Except as provided in section [604A.25](#), an owner who gives written or oral permission for the use of the land for recreational purposes without charge:

- (1) owes no duty of care to render or maintain the land safe for entry or use by other persons for recreational purpose;
- (2) owes no duty to warn those persons of any dangerous condition on the land, whether patent or latent;
- (3) owes no duty of care toward those persons except to refrain from willfully taking action to cause injury; and
- (4) owes no duty to curtail use of the land during its use for recreational purpose.

History: *1994 c 623 art 4 s 3*

604A.23 OWNER'S LIABILITY.

An owner who gives written or oral permission for the use of the land for recreational purposes without charge does not by that action:

- (1) extend any assurance that the land is safe for any purpose;
- (2) confer upon the person the legal status of an invitee or licensee to whom a duty of care is owed; or
- (3) assume responsibility for or incur liability for any injury to the person or property caused by an act or omission of the person.

History: *1994 c 623 art 4 s 4*

604A.24 LIABILITY; LEASED LAND, WATER-FILLED MINE PITS; MUNICIPAL POWER AGENCY LAND.

Unless otherwise agreed in writing, sections [604A.22](#) and [604A.23](#) also apply to the duties and liability of an owner of the following land:

- (1) land leased to the state or any political subdivision for recreational purpose; or
- (2) idled or abandoned, water-filled mine pits whose pit walls may slump or cave, and to which water the public has access from a water access site operated by a public entity; or
- (3) land of which a municipal power agency is an owner and that is used for recreational trail purposes, and other land of a municipal power agency which is within 300 feet of such land if the entry onto such land was from land that is dedicated for recreational purposes or recreational trail use.

History: *1994 c 623 art 4 s 5; 1999 c 183 s 5*

APPENDIX F

604A.25 OWNER'S LIABILITY; NOT LIMITED.

Except as set forth in this section, nothing in sections [604A.20](#) to [604A.27](#) limits liability that otherwise exists:

- (1) for conduct which, at law, entitles a trespasser to maintain an action and obtain relief for the conduct complained of; or
 - (2) for injury suffered in any case where the owner charges the persons who enter or go on the land for the recreational purpose, except that in the case of land leased or dedicated to the state or a political subdivision, any consideration received from the state or political subdivision by the owner for the lease or dedication is not considered a charge within the meaning of this section.
- Except for conduct set forth in section [604A.22](#), clause (3), a person may not maintain an action and obtain relief at law for conduct referred to by clause (1) in this section if the entry upon the land is incidental to or arises from access granted for the recreational trail use of land dedicated, leased, or permitted by the owners for recreational trail use.

History: *1994 c 623 art 4 s 6; 1999 c 183 s 6*

604A.26 LAND USER'S LIABILITY.

Nothing in sections [604A.20](#) to [604A.27](#) relieves any person using the land of another for recreational purpose from any obligation that the person may have in the absence of sections [604A.20](#) to [604A.27](#) to exercise care in use of the land and in the person's activities on the land, or from the legal consequences of failure to employ that care.

History: *1994 c 623 art 4 s 7*

604A.27 DEDICATION; EASEMENT.

No dedication of any land in connection with any use by any person for a recreational purpose takes effect in consequence of the exercise of that use for any length of time except as expressly permitted or provided in writing by the owner, nor shall the grant of permission for the use by the owner grant to any person an easement or other property right in the land except as expressly provided in writing by the owner.

History: *1994 c 623 art 4 s 8*

ITEM # Safety Comm

REQUEST FOR BOARD ACTION

* Required Fields



*Person Responsible for Request Pelowski, Jeff	*Department Environmental Services	*Board Meeting Date Jul 13 2010
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***Subject Title (As it will appear on the agenda):**
Approve Three Year Safety and Health Proposal with Safety Compliance Services

***Background (Provide sufficient detail of the subject):**
Jeff Pelowski will meet with the board to request approval of a three year Safety and Health Proposal with Safety Compliance Services. The proposal is attached for your review.

***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							
Foldesi						Failed	
Falk							
Walker						Tabled	

ATTEST: Teresa Klein, Board Clerk

.....

20289 190th Street SE
Plummer, MN 56748-9590
(218) 465-4009
e-mail: schmitzb@gvtel.com

Safety Compliance Services

June 23, 2010

Jeff Pelowski
Roseau County Environmental Office
606 5th Avenue SW, Suite 505
Roseau, MN 56751

Re: 3-year Combination Package Proposal

Hi, Jeff:

Enclosed are two original copies of the 3-year combination package proposal that we discussed on the phone yesterday. The total for the 3-year combination package is \$19,500.

- The first year (2010/11) is for the complete package at the same price as my prior proposal (\$9,300).
- The second year (2011/2012) is for training, consultation and representation in the event of an OSHA inspection. I increased the amount slightly (from \$3,300 to \$3,500) to account for the consultation and representation.
- The third year (2012/2013) is for an annual safety inspection, training and consultation and representation in the event of an OSHA inspection. This amount also increased slightly (from \$6,500 to \$6,700) to include the consultation and representation.

If this proposal meets with the Board's approval, please have the Board chairperson sign both copies and forward one copy to me. I will then prepare a Professional Service Agreement and forward it to you.

If you have any questions, please feel free to give me a call.

Sincerely,



Barb Schmitz

Enclosures

"Providing quality safety and health compliance services for employers in Northwest Minnesota".

3-Year Combination Package

***SAFETY & HEALTH PROPOSAL BY
SAFETY COMPLIANCE SERVICES***

for

***ROSEAU COUNTY
ROSEAU, MN 56751***

June 23, 2010

The following safety services are hereby offered to Roseau County and would be provided by Barb Schmitz of Safety Compliance Services, 20289 190th Street SE, Plummer, Minnesota, over a three-year period:

Year 1 (2010/11) - \$9,300

1. An annual safety inspection of all County-owned buildings complete with written reports and recommended corrective action.
2. Update of written safety programs to include (but not limited to): AWAIR, Employee Right to Know, Emergency Action Plan, Exposure Control Plan, Lockout/Tagout, Personal Protective Equipment, Powered Industrial Truck, Respiratory Protection, Confined Space, etc.
3. Two three-hour sessions of annual safety training for general county employees (e.g. Courthouse staff, Social Services, Sheriff's Department, Jail, Custodians, etc.) – to be done in January, 2011.
4. Semi-annual attendance at County safety committee meetings.
5. Review of accidents and injuries and assistance with accident investigations.
6. Consultation on health and safety related issues.
7. Representation in event of an OSHA inspection.

Year 2 (2011/2012) - \$3,500

1. Two three-hour sessions of annual safety training for general county employees (e.g. Courthouse staff, Social Services, Sheriff's Department, Jail, Custodians, etc.) – to be done in January, 2012.
2. Consultation on health and safety related issues.
3. Representation in event of an OSHA inspection.

Year 3 (2012/2013) - \$6,700

1. An annual safety inspection of all County-owned buildings complete with written reports and recommended corrective action.
2. Two three-hour sessions of annual safety training for general county employees (e.g. Courthouse staff, Social Services, Sheriff's Department, Jail, Custodians, etc.) – to be done in January, 2013.
3. Consultation on health and safety related issues.
4. Representation in event of an OSHA inspection.

The above services are offered to Roseau County for a fee of \$19,500 (includes out of pocket expenses).

Authorized Signature: Barb Schmitz

Date: 6-23-10

Accepted by: _____

Date: _____

***This Proposal may be withdrawn by Safety Compliance Services
if not accepted within 90 days***

Prepared by:

***Barb Schmitz, Owner
SAFETY COMPLIANCE SERVICES
20289 190th Street SE
Plummer, MN 56748
218-465-4009
schmitzb@gvtel.com***

ITEM # Discussion 1

REQUEST FOR BOARD ACTION

* Required Fields



*Person Responsible for Request Klein, Trish	*Department Coordinator	*Board Meeting Date Jul 13 2010
--	-----------------------------------	---

***Subject Title (As it will appear on the agenda):**
Pohlitz Township Property Tax Issue (Ditch Tax Issue)

***Background (Provide sufficient detail of the subject):**
Attached is a letter from Kurt Deter for you to review regarding this matter.

***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							
Foldesi						Failed	
Falk							
Walker						Tabled	

ATTEST: Teresa Klein, Board Clerk

RINKE NOONAN

A T T O R N E Y S A T L A W

SUITE 300, US BANK PLAZA, P. O. BOX 1497
1015 W. ST. GERMAIN STREET
ST. CLOUD, MINNESOTA 56302-1497
TELEPHONE 320-251-6700, FAX 320-656-3500
EMAIL: MAIL@RNOON.COM
WWW.RNOON.COM

RECEIVED
JUL 09 2010

July 7, 2010

Trish Klein
Roseau County Administrator
606 - 5th Avenue SW, #160
Roseau MN 56751

**Re: Roseau County Ditch #17 - Pohlitz Township
Our File No. M.100**

Dear Trish:

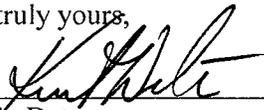
The way to have Pohlitz Township remove their property from the assessed area of Ditch #17 is under Minnesota Statutes 103E.805 concerning removal of property. I have enclosed a copy of that section and it is somewhat confusing as it also includes partial abandonment. As of August 1st, the Drainage Work Group got a bill passed that separates the Removal of Properties Statute from the Partial Abandonment Statute.

In either case, it is a fairly simple process for Pohlitz Township to petition to remove property from the assessed area of the drainage system. Normally the property that is being assessed is still there so a landowner needs to show that water does not use the system or a dam has been constructed so the water cannot get to the system. In this case, the road that was the basis of their benefits is no longer a road and, therefore, there are no road benefits to the Township. That would be from the date that the Board removed the road from the assessed area. It would not alleviate the earlier assessments, although I suppose it is possible for the Board to say the removal is effective as of the date the road was abandoned. The problem with that is that the costs that were assessed to the Township road then would be spread among the other landowners.

The process would be that the Township would simply petition to have the property removed from the assessed area, there would be a public hearing and the Board could remove the benefits in the future simply based on the fact that the road no longer exists. There would be no need for viewers, etc.

If you have any questions, please contact me.

Very truly yours,



Kurt A. Deter
KAD/cmt

Enclosure

E:\July 7, 2010\C2010.07.07
F:\DATA\M.100\CMT\Letter\Trish Klein 07.07.2010.wpd ckg

RINKE, NOONAN, SMOLEY, DETER, COLOMBO, WIANT, VON KORFF & HOBBS, LTD.

D. Michael Noonan
William A. Smoley, Of Counsel
Kurt A. Deter¹
Barrett L. Colombo
James L. Wiant

Gerald W. Von Korff
Sharon G. Hobbs
David J. Meyers^{1,2,6}
John J. Meuers
Roger C. Justin^{3,4}

Igor S. Lenzner³
Gary R. Leistico^{4,5}
John C. Kolb
Scott G. Hamak
Pamela A. Steckman¹

Stefanie L. Brown
Tonya T. Hinkemeyer
Ryan J. Hatton^{1,8}
Benjamin B. Bohnsack
Tim A. Sime⁷

Nicholas R. Delaney⁴
Adam A. Ripple
Brodie L. Miller
Andrew J. Steil¹
Stephen J. Swarts⁹

2009 Minnesota Statutes

103E.805 REMOVAL OF PROPERTY FROM AND PARTIAL ABANDONMENT OF A DRAINAGE SYSTEM.

Subdivision 1. **Petition.** After the construction of a drainage system, the owner of benefited property may petition the drainage authority to remove property from the drainage system or abandon any part of the drainage system that is not of public benefit and utility and does not serve a substantial useful purpose to property remaining in the system if:

(1) waters are diverted from property assessed for benefits so that the drainage from the property does not use or affect the drainage system; or

(2) a dam authorized by law is constructed in the drainage system so that the property above the dam cannot use or receive benefits from the drainage system.

Subd. 2. **Filing.** If the drainage system is under the jurisdiction of a drainage authority, the petition must be filed with the auditor. If the system is under the jurisdiction of a watershed district, the petition must be filed with the secretary of the district.

Subd. 3. **Hearing.** (a) When the petition is filed, the drainage authority in consultation with the auditor or the secretary shall set a time and location for a hearing on the partial abandonment petition and shall give notice by publication of the hearing to all persons interested in the drainage system.

(b) At the hearing, the drainage authority shall make findings and shall direct, by order, that the petitioners' property be removed from the drainage system if the drainage authority determines:

(1) that the waters from the petitioners' property have been diverted from the drainage system, or that a dam has been lawfully constructed and the property cannot use the drainage system;

(2) that the property is not benefited by the drainage system and does not use or affect the drainage system; and

(3) that removing the property from the drainage system will not prejudice the property owners and property remaining in the system.

(c) The drainage authority shall make findings and direct, by order, that part of the drainage system be abandoned if the drainage authority determines that part of the drainage system does not serve a substantial useful purpose to any property remaining in the system and is not of a substantial public benefit and utility.

Subd. 4. **Effect of removing property from drainage system.** The property that has been removed from the drainage system is not affected by the drainage system at any later proceeding for the repair or improvement of the drainage system and a drainage lien or assessment for repairs or improvements may not be made against the property that has been removed on or after the date of the order.

Subd. 5. **Liens and assessments on property removed or abandoned.** An order under this section does not release the property from a drainage lien filed on account of the drainage system before the date of the order. An order under this section does not release the property from any assessment or a drainage lien filed on or after the date of the order for costs incurred on account of

the drainage system before the date of the order.

History: 1990 c 391 art 5 s 102

ITEM # Discussion 3

REQUEST FOR BOARD ACTION

* Required Fields



*Person Responsible for Request Klein, Trish	*Department Coordinator	*Board Meeting Date Jul 13 2010
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***Subject Title (As it will appear on the agenda):**
Northwest Regional Development Area Arts Council

***Background (Provide sufficient detail of the subject):**
Commissioner Johnston will give the Board an update on the NRWD Area Arts Council.

***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							
Foldesi						Failed	
Falk							
Walker						Tabled	

ATTEST: Teresa Klein, Board Clerk

ITEM # Discussion 4

REQUEST FOR BOARD ACTION

* Required Fields



*Person Responsible for Request Klein, Trish	*Department Coordinator	*Board Meeting Date Jul 13 2010
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***Subject Title (As it will appear on the agenda):**
PILT Task Force Meeting July 26, 2010 in St. Cloud

***Background (Provide sufficient detail of the subject):**
Commissioner Johnston requested the Board discuss the PILT Task Force meeting scheduled for July 26, 2010 in St. Cloud. An agenda is attached for your review.

***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							
Foldesi						Failed	
Falk							
Walker						Tabled	

ATTEST: Teresa Klein, Board Clerk

AMC Payment in Lieu of Taxes (PILT) Task Force
July 26, 2010
St. Cloud Kelly Inn
<http://www.bestwesternstcloud.com/location.php>
Meeting time: 10-2
(Please RSVP by July 19)

- 10:00** Welcome and introductions
- 10:15** Overview of why we are here. Discuss meeting outcomes.
- 10:30** DNR presentation about the basics of PILT (speaker TBA)
- 11:15** Overview of current legislative outlook, and questions identified in the recent report by the Office of the Legislative Auditor (OLA) (click [here](#) to see the report). The Task Force will review AMC Policy Positions (click [here](#) for link to positions), and White Paper to LSOHC. A discussion of the LSOHC 25 year plan will occur.
- 12:00** **Lunch (AMC will provide)**
- 12:45** Task Force PILT Policy Discussion
The group will spend the remainder of the afternoon discussing answers to questions about the purpose and definition of PILT and what it should be utilized for. If there is time the funding of PILT will be discussed.
- 1:45** Discuss next steps
- 2:00** **Adjourn**