
October 11, 2011

REGULAR BOARD MEETING AGENDA

Notice is hereby given that the Board of Commissioners of Roseau County will meet in session on October 11, 2011 at 8:30 a.m. 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. Roll Call
2. Presentation of Colors
3. Approve Agenda
4. Comments and Announcements
5. Approve Bills

8:40 Delegations - Board Appointments

1. John Wynne – Wynne Consulting
 - a. Small Cities Grant Application

8:55 Consent Agenda

1. Approve Proceedings from 9-27-11 Board Meeting
2. Approve Roseau County Trailblazers 2012 Maintenance and Grooming Grant Agreement
3. Approve Two Rivers Watershed Manager Appointment

9:05 County Committee Reports

9:05 Department Reports

1. Environmental Office
 - a. Approve Resolution Establishing the 2012 Market Price for Solid Waste Management Services
2. Highway Department
 - a. Final Payment to Davidson Construction & Ready Mix, Inc. for PW 273-1, C.D. No. 7-Main Ditch for \$75,614.41
 - b.. Call for Bids for Three Projects:
 - S.A.P. 068-599-089, Bridge No. 68J26
 - S.A.P. 068-598-033, Bridge No. 68J17
 - S.A.P. 068-598-034, Bridge No. 68J34
3. Auditor's Office
 - a. Leasing County Owned Land

9:30 Unfinished Business

9:30 County Board Items

1. Exterior Repair on the Old Law Enforcement Center
2. Northwest Regional Development Commission Nominations for At Large Reps
3. Committee Reports

10:00 Adjourn

ITEM # Bd Appts

REQUEST FOR BOARD ACTION

* Required Fields



*Person Responsible for Request	*Department	*Board Meeting Date		
Wynne, John ▼	▼	Oct ▼	11 ▼	2011 ▼

Amount of time being requested:

***Subject Title (As it will appear on the agenda):**

Approval to submit Small Cities Pre- Application

***Background (Provide sufficient detail of the subject):**

Submission of pre-application to rehabilitate owner occupied houses countywide outside of city limits. Rehabilitation deferred (forgivable) loans of up to \$25,000 will be provided to low income households who occupy houses in need of rehabilitation. Pre-application is due in mid November.

***Financial Consideration:**

This is being done as part of grant preparation agreement with Roseau County.

***Legal Consideration:**

None

***Other Consideration:**

None

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

Resolution is not needed at this point. If final application is invited then a resolution will be required.

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
Phillipe						
Foldesi						Failed
Falk						
Walker						Tabled

ATTEST: Ann Marie Miller, Board Clerk

ITEM # Consent 1
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request	*Department	*Board Meeting Date		
Miller, Ann Marie ▼	Board Clerk ▼	Oct ▼	11 ▼	2011 ▼

Amount of time being requested:

***Subject Title (As it will appear on the agenda):**
 Approve Proceedings

***Background (Provide sufficient detail of the subject):**
 Proceedings from the October 11th Board Meeting are being submitted for Board 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
Phillipe						
Foldesi						Failed
Falk						
Walker						Tabled

ATTEST: Ann Marie Miller, Board Clerk

PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

September 27, 2011

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, Minnesota on Tuesday, September 27, 2011 at 8:30 a.m.

CALL TO ORDER – ROLL CALL – ESTABLISHMENT OF A QUORUM

The meeting was called to order at 8:30 a.m. by Board Chair Mark Foldesi. The Pledge of Allegiance was recited. Commissioners present were Roger Falk, Mark Foldesi, Glenda Phillipe, Jack Swanson and Russell Walker.

APPROVAL OF AGENDA

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

APPROVE BILLS

A motion was made by Commissioner Swanson, seconded by Commissioner Falk and carried unanimously to authorize the payment of the following bills:

Warrants Approved for Payment 9/15/2011 – Final Total	\$1,933.59
Warrants Approved for Payment 9/22/2011 – Final Total	\$70,772.97
Warrants Approved for Payment 9/30/2011 – Final Total	\$89,523.28

CITIZEN COMMENTS

There were no citizen comments.

COUNTY COMMITTEE REPORTS

Gwynne Roadfeldt met with the Board on behalf of the Insurance Committee and presented 2012 Employee Health Insurance and Benefits plan recommendations.

Insurance Pool Minimum/Maximums are reviewed and voted on annually by the Northwest Service Cooperative CCOGA Advisory Committee. The committee chose a minimum decrease of -2.5% and a maximum increase of 18%. Blue Cross/Shield of Minnesota reported a -2.5% DECREASE for Roseau County's group for 2012. The premiums for our existing plans are as follows:

- 2011:** The current (2011) premium for Roseau County's Health Plans is as follows:
- **\$2,250 Deductible VEBA:** \$368.00/single plan; \$865.00/family plan
 - **\$5,000 Deductible VEBA/HSA:** \$307.50/single plan; \$722.50/family plan

The current (2011) county contribution is \$261.76 per month towards a single plan, and \$632.50 per month towards a family plan. The employee contribution towards premium is the same for both deductible plans.

The current county contribution to the employee's VEBA or HSA account is: \$100.00 per month/single plan, and \$200.00 per month/family plan.

Roseau County currently carries 32 active single contracts and 66 active family contracts; plus 6 inactive retiree single contracts and 2 inactive retiree family contracts. Retired/COBRA employees pay their own premiums. Retired employees, on Roseau County's health insurance, receive the same VEBA contribution as active employees. (Note: in 2010, the county had 38 single contracts and 66 family contracts; plus 2 single inactive retiree contracts and 2 inactive retiree family contracts.)

2012: The Insurance Committee recommends that the county continue to offer the **\$2,250 deductible Blue Cross Blue Shield VEBA Health Plan and the \$5,000 deductible Blue Cross Blue Shield VEBA/HSA plan as a second option for employees.** The 2012 premiums (with the rate decreases) are as follows:

- **\$2,250 Deductible VEBA:** \$359.00/single plan; \$843.50/family plan
- **\$5,000 Deductible VEBA/HSA:** \$300.00/single plan; \$704.50/family plan

The Insurance Committee also recommends that the county pass the **-2.5% premium rate decrease on to the employees.** The 2012 employee cost share for the **\$2,250 deductible** single plan would be \$97.25, and \$211.00 for a family plan. The employee cost share for the **\$5,000 deductible** single plan would be \$38.25, and \$72.00 for a family plan.

The employer contributions towards 2012 health premium would remain the same as in 2011. The 2012 employer contributions to VEBA or HSA accounts would also remain the same as in 2011.

SELECT ACCOUNT:

There are no changes to Select Account's administration fee of \$1.83 per month, per participant, for 2012 (*premium saver interest earning account*). The fee covers the administration of Medical Flexible spending accounts, Day Care Flexible spending accounts, VEBA accounts, and HSA accounts for active employees. Inactive employees/retirees pay their own account fees. The annual cost of administering employee's flex, VEBA, and HSA accounts for 2012 is estimated to be \$2,500.

125 FLEX MEDICAL AND DEPENDENT CARE PLANS:

The Insurance Committee recommends continuing with *Select Account* to handle our 125 medical FLEX monies.

The Insurance Committee recommends continuing with the same flex design plan as in 2011.

- The plan year maximum medical flex contribution is \$4,000.
- The plan year maximum dependent care flex contribution is \$5,000 (amount set by the IRS).
- Medical Crossover: automatically enrolled in crossover, but can opt out. Existing elections will not be changed.
- Debit cards are available to employees who opt out of crossover.
- We do not allow a "Grace Period" to incur claims for reimbursement from the previous year's medical flex dollars.

- We do currently offer a “run out” period of three months to submit expenses and recommend that the “run out” period be continued.

LIFE INSURANCE:

Prudential Life: A \$10,000 basic life insurance policy is provided at no cost to all eligible employees. A \$5,000 dependent life insurance policy is also provided for the spouse, and \$10,000 for dependent children. Employees may purchase supplemental life coverage of up to \$500,000/EE, and up to \$250,000/Spouse.

The Insurance Committee recommends continuing the life insurance through Prudential. (Note: Prudential has guaranteed the 2011 life insurance premium rates continue for the years 2012 and 2013.

NCPERS Group Decreasing Term Life: Roseau County continues to offer the voluntary NCPERS Group Decreasing Term Life Insurance option to employees. The premium remains fixed at \$16.00 per month. This plan is 100% employee sponsored. There are no county dollars involved.

LONG TERM DISABILITY (LTD) INSURANCE:

The Insurance Committee recommends continuing with Hartford for Long Term Disability Insurance coverage. Hartford has guaranteed the 2011 LTD rates continue through 2012 and 2013. Long Term Disability is 100% employee sponsored. No county dollars are involved.

DENTAL INSURANCE:

The Insurance Committee recommends continuing with United Health for Dental Insurance coverage. United Health has guaranteed the 2011 dental premium rates for one more year--2012. Dental Insurance is 100% employee sponsored. No county dollars are involved.

SHORT TERM DISABILITY INSURANCE:

Short Term Disability is 100% employee sponsored and coverage is provided to employees through Colonial Life. No county dollars are involved. We have not yet received rate information for the year 2012. **The Insurance Committee recommends continuing the current coverage offering.**

LONG TERM CARE INSURANCE:

Long Term Care Insurance is offered to employees and is 100% employee sponsored. Coverage is provided by CNA through the Minnesota Long Term Care Partnership Program. **The Insurance Committee recommends continuing the current coverage offering.**

EYE CARE INSURANCE:

Eye Care coverage is offered to employees through the Ameritas Group. It is 100% employee sponsored. No county dollars are involved. We have not yet received rate information for 2012. **The Insurance Committee recommends continuing the current coverage offering for the vision insurance plan.**

AFLAC:

Roseau County began offering *Aflac* to employees in 2010. This, also, is a 100% employee sponsored plan with premiums deducted through payroll. **The Insurance Committee recommends continuing the current coverage offering through AFLAC for 2012.**

DEFERRED COMPENSATION:

Roseau County continues to offer three deferred compensation plans whereby employees may elect to set aside pre-tax dollars for retirement. Deferred Comp plans are available to employees through *Nationwide Retirement Solutions, American Funds, and Edward Jones.*

NEWSLETTER:

As part of the Employee Wellness Program, Roseau County provides its employees with a monthly health newsletter provided by *WELCOA*. An electronic version of the newsletter is distributed to employees where county computer access is provided. In work environments where computer access is not provided, the county provides a paper copy that is included with pay stubs. The annual cost is **\$365.00** and our subscription will expire on April 30, 2012.

WELLNESS INITIATIVE:

Roseau County will be participating in a **Wellness Pilot Program** administered by the Northwest Service Cooperative. It is a two year pilot program. The criteria for insured employees to receive the \$200 incentive in 2012 will be to complete the Blue Cross Blue Shield online Health Risk Assessment in November 2011. The criteria and the incentive for the second year are to be determined, but it is anticipated that the criteria to be met and the incentives would gradually increase each year.

DEADLINE DATES:

The Deadline for Blue Cross Blue Shield renewal plan decisions is October 14, 2011. The deadline for group leaders to turn in the member plan changes to Blue Cross/Shield of Minnesota is October 28, 2011.

A motion to approve the 2012 Insurance Committee Recommendations was made by Commissioner Phillipe, seconded by Commissioner Walker and carried unanimously.

CONSENT AGENDA

A motion to adopt the Consent Agenda was made by Commissioner Falk, seconded by Commissioner Walker and carried unanimously. The Board, by adoption of its consent agenda, approved proceedings from the September 13, 2011 Board meeting; approved a resolution authorizing execution of an agreement with the Department of Justice to receive a Victim Services Emergency Grant in the amount of \$500; approved final payout to Astech Corporation in the amount of \$12,380.44 on a 2011 Seal Coat Project; approved the annual Malung stream gage cost share in the amount of \$654.17; and approved the Memorandum of Agreement between Roseau County and LifeCare Medical Center.

DEPARTMENT REPORTS

Auditor / County Attorney

Auditor Martie Monsrud met with the Board to discuss the details associated with the purchase of the Dalager Property and requested a resolution verifying these details. A motion was made by Commissioner Swanson, seconded by Commissioner Walker and carried unanimously to adopt the following resolution:

2011-09-03

WHEREAS, Roseau County is interested in acquiring real property described herein in Dewey Township along Highway 11 for the graveling needs of the western end of Roseau County;

WHEREAS, the owners, Arlan and Bridget Dalager have agreed to sell the property to Roseau County;

WHEREAS, the real property is legally described as:

The North Half of the Northwest Quarter (N $\frac{1}{2}$ NW $\frac{1}{4}$) lying North of the Trunk Highway No. 11, and the Northwest Quarter of the Northeast Quarter (NW $\frac{1}{4}$ NE $\frac{1}{4}$) lying North of Trunk Highway No. 11, EXCEPTING THEREFROM the East 865 thereof, all in Section Twenty-eight (28), Township One Hundred Sixty (160) North, Range Forty-four (44) West of the Fifth Principal Meridian in Minnesota, according to the United State Government Survey thereof.

Said real property located in the County of Roseau, State of Minnesota.

NOW, THEREFORE BE IT RESOLVED, that the Roseau County Board of Commissioners hereby authorizes its Chairman and County Auditor to execute and sign, on behalf of Roseau County, a Purchase Agreement, Deed, warrants and any other documents necessary for the County to purchase the property legally described herein.

BE IT FURTHER RESOLVED, that Roseau County will purchase said property for a sum of \$95,000.

BE IT FURTHER RESOLVED, that the Roseau County Board of Commissioners hereby authorizes the County Auditor to pay the owners \$9,500 as earnest money forthwith upon completion of all necessary signatures of said Purchase Agreement.

Treasurer's Office

Treasurer Diane Gregerson met with the Board to request a resolution approving the unclaimed property list for submission to the State of Minnesota. A motion was made by Commissioner Swanson, seconded by Commissioner Phillipe, and carried unanimously to adopt the following resolution:

2011-09-04

WHEREAS, Minnesota Statutes §345.31-345.60 (Minnesota Uniform Disposition of Unclaimed Property Act) requires counties to remit unclaimed property to the State of Minnesota.

NOW, THEREFORE, BE IT RESOLVED, that Roseau County Treasurer Diane Gregerson be and is hereby authorized to remit fourteen unclaimed warrants to the State of Minnesota Department of Commerce Unclaimed Property Section in the total amount of \$348.15.

No.	Date	Amount	Payee
4405	September 8, 2007	\$ 2.32	Garth Shepard
4495	November 15, 2007	\$ 2.32	Brian & Shelly Walsh
4552	February 25, 2008	\$ 5.30	Randy Anderson
4615	June 16, 2008	\$ 2.20	Ralph Karlsen
5975	August 23, 2007	\$ 6.00	Anthony Cali
5978	August 29, 2007	\$ 1.02	Deborah Nelson
6038	December 26, 2007	\$ 1.04	Jesse Boe
6084	March 4, 2008	\$ 1.17	Kevin Tooker
6086	March 4, 2008	\$ 3.12	Ann M. Przekwas
6138	April 29, 2008	\$ 2.81	Eric G. Bolton
6164	June 2, 2008	\$ 4.88	Jacob R. Bristow
6166	June 2, 2008	\$ 1.40	Travis R. Austad
104591	March 6, 2008	\$25.00	Lyle Kvasager
104753	March 27, 2008	\$ 8.00	Janel Martinez
	Total	\$ 66.58	

COUNTY BOARD ITEMS

Meeting Announcements

The Board discussed Commissioner Falk's attendance at the Transportation Alliance meeting on November 10th and his attendance at the Minnesota Department of Transportation MinnesotaGO audio conference to be held in Bemidji, Tuesday, October 4, 2011.

Pembina Trail RC&D Dissolution

Seven sponsoring counties of the Pembina Trail Resource Conservation & Development Association will be making a decision on November 18, 2011, whether or not to dissolve the RC&D as an organization. The Pembina Trail RC&D Board of Directors is requesting that each county discuss and make a decision regarding the dissolution of the RC&D before November 18, 2011. If the decision to dissolve the RC&D is approved, a letter from the RC&D will be sent to Linda Limback, Project Manager at the MN Department of Commerce, and to Michael Sparby, AURI, Senior Director of Project Management, requesting that the grant for the Roseau Gasification Project be transferred to AURI. AURI has agreed to handle the administration of the grant and to accept responsibility for the match requirements of the contract. A motion to approve the dissolution of the Pembina Trail RC&D was made by Commissioner Swanson, seconded by Commissioner Phillippe and carried unanimously.

Flu Shot/Testing Coverage at County Health Fair

Board Clerk Ann Marie Miller discussed coverage of flu shot expenses at the annual Health Fair for employees who do not participate in the County's health insurance plan. Blue Cross and Blue Shield pays for 100% of the cost of the flu shots for covered employees. The Board agreed that it would be a cost benefit to cover the flu shot for employees not covered under the County's health insurance plan. Permanent part-time and temporary part-time employees are included. Screenings are included in the wellness budget and will be covered for all employees.

COMMITTEE REPORTS

Commissioner Falk reported on the following committee meeting(s): Meeting with Randy Prachar, Department of Natural Resources, 9/16/11; Social Services Board, 9/20/11; Highway Committee, 9/20/11; Joint Powers Natural Resource Board, 9/26/11.

Commissioner Foldesi reported on the following committee meeting(s): Meeting with Randy Prachar, Department of Natural Resources, 9/16/11; Social Services Board, 9/20/11; Highway Committee, 9/20/11; Meeting with Huss Township, 9/21/11.

Commissioner Phillipe reported on the following committee meeting(s): Warroad River Watershed, 9/13/11; Lake Township Board, 9/14/11; Roseau County Committee on Aging, 9/19/11; Warroad Community Park Steering Committee, 9/19/11; Social Services Board, 9/20/11; Highway Committee, 9/20/11; Highway Department, 9/20/11; Warroad City Council, 9/26/11.

Commissioner Swanson reported on the following committee meeting(s): Roseau Convention and Visitors Bureau, 9/12/11; Roseau County Health Fair Planning Committee, 9/12/11; Roseau City Council, 9/12/11; Norwest Minnesota Radio Advisory Committee, 9/14/11; Roseau County Insurance Committee, 9/15/11; Regional Radio Board, 9/16/11; Roseau County Committee on Aging, 9/19/11; Social Services Board, 9/20/11; Highway Committee, 9/20/11; Meeting with Representative Dan Fabian, 9/21/11; Roseau Community School Advisory Committee, 9/22/11; FEMA Flood Plain Maps Review Committee, 9/22/11; Roseau County Health Fair Planning Committee, 9/26/11.

Commissioner Walker reported on the following committee meeting(s): Warroad River Watershed, 9/13/11; Roseau County Health Fair Planning Committee, 9/12/11; Joint Powers Natural Resource Board, 9/19/11; Reine Township Meeting, 9/22 and 9/23/11; Joint Powers Natural Resource Board, 9/26/11.

Upon motion carried, the Board adjourned the regular meeting at 11:30 a.m. The next regular meeting of the Board is scheduled for October 11, 2011 at 8:30 a.m.

Attest:

Date: _____

Ann Marie Miller, Board Clerk
Roseau County, Minnesota

Mark Foldesi, Chair
Board of County Commissioners
Roseau County, Minnesota

ITEM # Consent 2
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request	*Department	*Board Meeting Date
Miller, Ann Marie ▼	Board Clerk ▼	Oct ▼ 11 ▼ 2011 ▼

Amount of time being requested:

***Subject Title (As it will appear on the agenda):**
 Approve Roseau County Trailblazers 2012 Maintenance and Grooming Grant

***Background (Provide sufficient detail of the subject):**
 The State of Minnesota is requesting Board approval of the agreement between the Minnesota Department of Natural Resources and the Roseau County Trailblazers, Inc. for the Operation and Maintenance of the BISF 1 Trail system for the 2011-2012 snowmobile season. The grant amount is \$121,808.40.

***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:
<input type="text"/>	<input type="text"/>

Board Action:

Comm.	Motion (First)	Motion (Second)	Vote			Vote Result
			Yes	No	Abstain	
Swanson	<input type="text"/>	Passed <input type="text"/>				
Phillipe	<input type="text"/>					
Foldesi	<input type="text"/>	Failed <input type="text"/>				
Falk	<input type="text"/>					
Walker	<input type="text"/>	Tabled <input type="text"/>				

ATTEST: Ann Marie Miller, Board Clerk

Minnesota Department of Natural Resources

Division of Parks and Trails
246 125th Avenue NE, Thief River Falls, MN 56701



September 28, 2011

Mark Foldesi, Board Chair
Roseau County
606 5th Ave. SW, Room 131
Roseau, MN 56751

Dear Mark,

Enclosed with this letter are three (3) copies of the agreement, in the amount of \$121,808.40, between the State of Minnesota and Roseau County Trailblazers, Inc. for the operation and maintenance of the Roseau County Trailblazers/BISF 1 for the 2011-2012 snowmobile season. **Please review this agreement and have the appropriate individual(s) sign all three (3) copies and return the signed copies to this office for processing.**

Once the appropriate DNR signatures have been affixed to the agreement, an executed agreement will be sent to you. Please note that no charges may be made against this agreement until all signatures have been obtained and you have been notified of this grant's effective date.

If you have any questions, and or need clarification, please contact our office.

Thank you.

Sincerely,

A handwritten signature in black ink that reads "Pam Murphy".

Pam Murphy
OAS, PAT PAT Area Office

Enclosures (3)

CC: Rich Gross
Roseau County Trailblazers, Inc.
43281 Co Road 124
Roseau, MN 56751



**MINNESOTA SNOWMOBILE TRAILS ASSISTANCE PROGRAM
SNOWMOBILE FY 2012
MAINTENANCE AND GROOMING GRANT AGREEMENT**

Local Unit of Government (Sponsor) Roseau County	Trail/Club Name Roseau County Trailblazers, Inc.	Grant Amount \$121,808.40
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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, it's 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.

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.

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. 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.

35. 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.

36. Grooming Certification Benchmark, Opening – January 15, 25% of Total Grant Amount

A portion of the grooming monies will be disbursed 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.

qqq) 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.

- rrr) If it is determined that the **Grooming Certification benchmark for the period of opening day through January 15** 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.
- sss) If it is determined that the **Grooming Certification benchmark for the period of January 16 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.
- ttt) 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 176.181, 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: September 28, 2011**, 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, 2012**, 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, upon 30 days' written notice to each entity.

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.

N. DATA DISCLOSURE. Under Minnesota Statutes § 270.66, and other applicable law, the Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring the Grantee to file state tax returns and pay delinquent state tax liabilities, if any.

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

P. AUTHORIZED REPRESENTATIVE. The State's Authorized Representative is the Trail Area Supervisor from the Parks and Trails Division of the Department of Natural Resources for the area where the trail is located, or his/her successor, and has the responsibility to monitor the Sponsors performance and the authority to accept the services provided under this grant contract. If the services are satisfactory, the State's Authorized Representative will certify acceptance on each invoice submitted for payment. A list of the Trail Area Supervisors can be found on the program webpage (http://files.dnr.state.mn.us/assistance/grants/recreation/ohv/area_sups.pdf).

The Sponsor's Authorized Representative is the contact person and individual who provide the authorized signature for the Sponsor, which can be found on the program application (incorporated here into this agreement by reference). If the Sponsor's Authorized Representative changes at any time during this grant contract, the Sponsor must immediately notify the State.

The authorized representative of the sponsor is prohibited from being an officer or bookkeeper/accountant of the club or organization receiving this grant on behalf of the State.

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

LOCAL UNIT OF GOVERNMENT SPONSOR

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

DEPARTMENT OF NATURAL RESOURCES

Individual certifies that funds have been encumbered as required by M.S. § 16A.15 and 16C.05. <i>Datneuman</i>	State Encumbrance Verification SWIFT PO #: <i>3-7334</i>	Date <i>9-19-11</i>
Signature (Recommend for Approval)	Parks and Trails Regional Manager	Date
Authorized Signature	Parks and Trails Division Director	Date



ITEM # Consent 3
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request	*Department	*Board Meeting Date
Foldesi, Mark ▼	District 5 Commissioner ▼	Oct ▼ 11 ▼ 2011 ▼

Amount of time being requested:

***Subject Title (As it will appear on the agenda):**
 Appoint Manager to the Two Rivers Watershed District

***Background (Provide sufficient detail of the subject):**
 Jim Kukowski has submitted an application for re-appointment as a Two Rivers Watershed Manager. This appointment requires Board 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
Phillipe						
Foldesi						Failed
Falk						
Walker						Tabled

ATTEST: Ann Marie Miller, Board Clerk

ITEM # Dept Reports

REQUEST FOR BOARD ACTION

* Required Fields



*Person Responsible for Request
Pelowski, Jeff

*Department
Environmental Services

*Board Meeting Date			
Oct	▼	11	▼
			2011

*Subject Title (As it will appear on the agenda):
2012 Market Price Board Resolution

*Background (Provide sufficient detail of the subject):
Attached draft Board Resolution & letter to MPCA Commissioner Aasen establishing the 2012 Market Price for delivery of solid waste management services in Roseau County, (ie. purpose is to determine sales tax liability for 2012).

*Financial Consideration:
The Market Price of \$45.00 per ton has been included in the 2012 Budget, (no change from 2011).

*Legal Consideration:

*Other Consideration:
We are required to establish our Market Price by Board Resolution annually.

*Resolution (Wording should reflect the intent of the Board vote):
None

Coordinator's Office Use (Do Not Write Below)

Date Received:

Comments:

Board Action:

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

ATTEST: Ann Marie Miller, Board Clerk

October 12, 2011

Commissioner Paul Aasen
Minnesota Pollution Control Agency
520 Lafayette Road North
St. Paul, MN 55155

Re: 2012 Solid Waste Management Tax Resolution

Dear Commissioner Aasen:

Please find enclosed a copy of a Roseau County Board Resolution establishing the "Market Price" which will be used to calculate the Solid Waste Management Tax (SWMT) for Municipal Solid Waste (MSW) generated in Roseau County in 2012.

Minnesota Statutes Chapter 297H allows certain political subdivisions, such as Roseau County, to identify the lowest available "Market Price" in the area upon which to base its SWMT rate. This provision allows the County to make use of a preferred waste disposal option, even at a higher disposal rate, without being taxed at that higher rate.

As such, this Resolution sets the Market Price for MSW in Roseau County at \$45.00 per ton, which is the direct haul price at the Mar-Kit Sanitary Landfill. This Market Price is effective for CY 2012.

Please feel free to contact me with any questions or concerns.

Sincerely,

Jeff Pelowski
Roseau County Environmental Officer

CC: Roseau County Board of Commissioners

Enclosure: 2012 Market Price Resolution

RESOLUTION
ROSEAU COUNTY BOARD OF COMMISSIONERS

WHEREAS, Minnesota Statutes Chapter 297H.02 requires certain political subdivisions to identify by Resolution a Market Price for solid waste management tax purposes if the political subdivision subsidizes the cost of Municipal Solid Waste (MSW) disposal at a facility, or directly bills for organized collection of MSW on property tax statements; and

WHEREAS, the political subdivision will be liable for any Solid Waste Management Tax (SWMT) based only on the Market Price identified by Resolution; and

WHEREAS, Market Price is defined in State Statute as the “lowest price available in the area”; and

WHEREAS, Roseau County has researched and identified the lowest viable Market Price available in the area; and

THEREFORE BE IT RESOLVED, the County declares the Market Price for all MSW generated in Roseau County to be \$45.00 per ton, based upon the lowest price available in the area (ie. direct haul price to the Mar-Kit Sanitary Landfill), for CY 2012.

ITEM # Dept Rep 3
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request Monsrud, Martie ▼	*Department Auditor ▼	*Board Meeting Date Oct ▼ 11 ▼ 2011 ▼
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***Subject Title (As it will appear on the agenda):**
 Leasing County Owned Land

***Background (Provide sufficient detail of the subject):**
 Discuss our options on leasing land to individuals.

***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
Phillipe						
Foldesi						Failed
Falk						
Walker						Tabled

ATTEST: Ann Marie Miller, Board Clerk

ITEM # Cty Bd #1

REQUEST FOR BOARD ACTION

* Required Fields



*Person Responsible for Request	*Department	*Board Meeting Date
Swanson, Jack ▼	District 2 Commissioner ▼	Oct ▼ 11 ▼ 2011 ▼

Amount of time being requested:

***Subject Title (As it will appear on the agenda):**
 Exterior Repairs at the Old Law Enforcement Center

***Background (Provide sufficient detail of the subject):**
 The Roseau River Watershed District has obtained a quote for \$1200 to repair the exterior concrete at the Old Law Enforcement Center. This item is for Board discussion 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 <input type="checkbox"/>
Phillipe						
Foldesi						Failed <input type="checkbox"/>
Falk						
Walker						Tabled <input type="checkbox"/>

ATTEST: Ann Marie Miller, Board Clerk

ITEM # Cty Bd Items 2
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request	*Department	*Board Meeting Date
Miller, Ann Marie ▼	Board Clerk ▼	Oct ▼ 11 ▼ 2011 ▼

Amount of time being requested:

***Subject Title (As it will appear on the agenda):**
 Northwest Regional Development Commission Nominations At-Large Reps

***Background (Provide sufficient detail of the subject):**
 What follows is correspondence from the Northwest Regional Development Commission regarding nominations for minority and at large members.

***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
Phillipe						
Foldesi						Failed
Falk						
Walker						Tabled

ATTEST: Ann Marie Miller, Board Clerk

NWRegional Development Commission



September 27, 2011

Trish Klein
Roseau County Coordinator
Roseau County Courthouse
Roseau, MN 56751

Dear Ms. Klein:

The Northwest Regional Development Commission is seeking nominations for two minority and eight At-Large Public Interest Representatives on the Commission. The Commission would like to work closely with county boards and other groups to obtain nominations to represent these areas. These are two year terms of offices and members receive a \$50.00 "per diem" payment, as well as travel expenses, for the days on which they attend Commission meetings.

Attached is the "Nomination For Membership" form to be used when nominating an individual. Nominations should be addressed to: Joe Bouvette, Chairman, Northwest Regional Development Commission, 115 South Main, Warren, MN 56762. I have also attached a current list of Commission members.

Nominations should be submitted by November 4, 2011. Appointments for minority and at-large seats will be made at the Commission's Annual Meeting, in early December.

If you have any questions or would like additional information please feel free to contact Carol Sorensen of my staff at the number below.

Sincerely,



Cameron Fanfulik
Executive Director

making the most of our resources

115 South Main • Warren, MN 56762 • Phone: 218-745-6733 • Fax: 218-745-6438

An Equal Opportunity Employer

NORTHWEST REGIONAL DEVELOPMENT COMMISSION

PUBLIC INTEREST MEMBERSHIP POSITIONS

Persons elected to fill at-large Public Interest positions will serve a two year term. The Commission meets quarterly on the fourth Tuesday of the month usually in Warren. Members receive a \$50.00 per diem and are reimbursed for actual travel costs incurred in attending these meetings.

At-large public interest representatives represent a variety of groups such as arts, agriculture, business, chambers of commerce, economic development, emergency services, financial institutions, industry, labor, low income, seniors, transportation, soil & water conservation districts, vocational education, watersheds, women, or other groups with an interest in regional issues.

Nominations must come from groups or organizations.

For additional information contact:

Carol Sorensen
NWRDC
115 South Main
Warren, MN 56762
218-745-6733

NOMINATION FOR MEMBERSHIP on the
NORTHWEST REGIONAL DEVELOPMENT COMMISSION

115 South Main
Warren, MN 56762
218-745-6733

MINORITY OR AT-LARGE PUBLIC INTEREST POSITION NOMINATED: _____

NAME: _____

ADDRESS: _____

PHONE: Work: _____ Home: _____

COUNTY: _____

OCCUPATION:

Employing firm/agency _____

Address: _____

Position: _____

Other Work Experience: _____

CIVIC, PROFESSIONAL & COMMUNITY ACTIVITIES:

NOMINATED BY: _____

Name of Organization

Address

Signature of Nominator: _____

ITEM # Comm Rep
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request Miller, Ann Marie	*Department Board Clerk	*Board Meeting Date Oct 11 2011
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***Subject Title (As it will appear on the agenda):**
 Committee Reports

***Background (Provide sufficient detail of the subject):**
 Commissioner Swanson and Commissioner Phillippe have submitted committee reports for Board 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
Phillipe						
Foldesi						Failed
Falk						
Walker						Tabled

ATTEST: Ann Marie Miller, Board Clerk

JACK SWANSON COMMITTEE REPORTS

SEPTEMBER 28, 2011 - COLLABORATIVE GOVERNANCE COUNCIL (ST PAUL); started the process of determining priorities for the group over the next several months.

SEPTEMBER 29, 2011 - FEMA FLOODPLAIN MAPS; met with John Devine (national flood insurance risk analyst) on process for local input

SEPTEMBER 30, 2011 - LEGISLATIVE COMMITTEE; met with Rep Dan Fabian (and Al Heim and Jeff Pelowski) on MVHC, among other topics

OCTOBER 3, 2011 - ROSEAU CONVENTION & VISITORS BUREAU; gained consensus on 2012 budget

OCTOBER 3, 2011 - ROSEAU CITY COUNCIL; council heard that East Diversion project could be finished with another funding stream (if federal appropriation is not forthcoming)

OCTOBER 4, 2011 - COUNTY DEPARTMENT HEADS

OCTOBER 4, 2011 - COMMUNITY JUSTICE COORDINATING COMMITTEE; heard from Steph Heppner w/ the Teen Journey program; that grant-funded program is out of money, and Judge Dixon, D.O.C. Probation and County Attorney's office feel there is value; the approximate annual cost would be \$5000

OCTOBER 5, 2011 - ROSEAU RIVER WATERSHED BOARD; invited Chair Todd Miller to Oct 18 Highway Committee meeting to discuss road ditch culverts near the Duxby Levee

Glenda A. Phillippe
Roseau County Board

October 2011 Committee Report

September 28 – Warroad Watershed – Warroad, MN

Walk-through by board members on east branch to check breach in river.

September 29 – FEMA – Roseau, MN

Fifteen months before Digital Flood Insurance Rate Maps become effective; involves meetings and 90-days' appeal period.

October 3 – Warroad School Board – Warroad, MN

Survey will be sent to school staff regarding current use of Warroad School building; approved maximum certification for the preliminary 2012 levy. 2011 levy was \$2,361,780.04.

October 4 – Department Head Meeting – Roseau, MN

Job descriptions and job performance reviews discussed.

October 4 – Warroad Airport Zoning Commission

Discussed zoning, enforcement of land use permits.

October 5 – ICS 400 Training – Roseau, MN

Participated.

October 6 – ICS 400 Training – Roseau, MN

Participated.

October 6 – Warroad Parks and Rec Board – Warroad, MN

Approved new rates, new regulations, and renovation of shelters at The Point.

October 10 – Warroad City Council – Warroad, MN

October 11 – Roseau County Board – Roseau, MN

October 12 – Lake Township Board – Warroad, MN