



**Board of Commissioners**

606 5<sup>th</sup> Ave. SW, Room #131

Roseau, MN 56751

Phone: 218-463-4248

Fax: 218-463-3252

---

**May 24, 2011**

**WORK SESSION AGENDA**

- 8:30 Call to Order**
- 8:35 Comments and Announcements**
- 8:40 Discussion**
  - 1. Coordinator's Office
- 9:00 Roseau County Trailblazers**
  - 1. Introduction of New Trail Administrator Rich Gross
  - 2. Review of Trailblazers' Requests
- 9:30 Rod Kjersten – Northwest Regional Library Advisory Board**
  - 1. Quarterly Update
- 9:50 Wynne Consulting**
  - 1. Contract Renewal
- 10:05 Review Bills**
- 10:10 Review Agenda for Regular Board Meeting**
- 10:15 Identify Future Work Meeting Topics**
- 10:20 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](mailto:trish.klein@co.roseau.mn.us)

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

---

District 1, Glenda Phillipe - District 2, Jack Swanson,  
District 3, Roger Falk - District 4, Russell Walker; Vice-Chair - District 5, Mark Foldesi; Chair

An Equal Opportunity Employer

ITEM # Work Session  
**REQUEST FOR BOARD ACTION**  
 \* Required Fields



<b>*Person Responsible for Request</b> Miller, Ann Marie	<b>*Department</b> Board Clerk	<b>*Board Meeting Date</b> May 24 2011
---	-----------------------------------	---

**\*Subject Title (As it will appear on the agenda):**  
 Work Session Items

**\*Background (Provide sufficient detail of the subject):**  
 8:40 a.m. Jeff Pelowski has requested time with the Board to discuss his role as Interim County Coordinator.  
 9:00 a.m. Rich Gross will introduce himself to the Board as the new Trailblazers Trail Administrator and discuss the items he has submitted for 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)**

<b>Date Received:</b>	<b>Comments:</b>
-----------------------	------------------

**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 # WS 9:30 Appt  
**REQUEST FOR BOARD ACTION**  
 \* Required Fields



<b>*Person Responsible for Request</b> Klein, Trish	<b>*Department</b> Coordinator	<b>*Board Meeting Date</b> May 24 2011
--	-----------------------------------	---

**\*Subject Title (As it will appear on the agenda):**  
 Rod Kjersten Appt

**\*Background (Provide sufficient detail of the subject):**  
 Roseau County's appointment to the Northwest West Regional Library Board, Rod Kjersten will meet with the Board to give an update.

**\*Financial Consideration:**

**\*Legal Consideration:**

**\*Other Consideration:**

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

**Coordinator's Office Use (Do Not Write Below)**

<b>Date Received:</b>	<b>Comments:</b>
-----------------------	------------------

**Board Action:**

Comm.	Motion (First)	Motion (Second)	Vote			Vote Result
			Yes	No	Abstain	
Swanson						Passed
Phillipe						
Foldesi						Failed
Falk						
Walker						Tabled

**ATTEST:** Teresa Klein, Board Clerk

ITEM # Wynne Consulting  
**REQUEST FOR BOARD ACTION**  
 \* Required Fields



<b>*Person Responsible for Request</b> Klein, Trish	<b>*Department</b> Coordinator	<b>*Board Meeting Date</b> Apr 26 2011
--	-----------------------------------	---

**\*Subject Title (As it will appear on the agenda):**  
 John Wynne Appointment

**\*Background (Provide sufficient detail of the subject):**  
 John Wynne will meet with the Board to review the terms of the Wynne Consulting Contract with Roseau County. The contract provides for ongoing renewal. The contract 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)**

<b>Date Received:</b>	<b>Comments:</b>
-----------------------	------------------

**Board Action:**

Comm.	Motion (First)	Motion (Second)	Vote			Vote Result
			Yes	No	Abstain	
Swanson						Passed
Phillipe						
Foldesi						Failed
Falk						
Walker						Tabled

**ATTEST:** Teresa Klein, Board Clerk



## Board of Commissioners

606 5<sup>th</sup> Ave. SW, Room #131

Roseau, MN 56751

Phone: 218-463-4248

Fax: 218-463-3252

---

**May 24, 2011**

## REGULAR BOARD MEETING AGENDA

Notice is hereby given that the Board of Commissioners of Roseau County will meet in session on May 24, 2011 at 10:30 a.m. in the Roseau County Courthouse, Room 110, Roseau, MN, at which time the following matters will come before the Board:

### **10:30 Call to Order**

1. Roll Call
2. Presentation of Colors
3. Approve Agenda

### **10:35 Citizen Comments**

Members of the audience wishing to address the County Board on an item not on the Agenda may come forward at this time to be recognized by the Board Chair. Please state your name and address for the record. Comments are limited to five minutes. A personnel complaint against an individual County employee may not be heard initially at a Board meeting. Personnel complaints may be submitted to the Board in writing through the Coordinator's Office.

### **10:40 Consent Agenda**

1. Approve Proceedings
2. Approve Roseau County Trailblazers Grant in Aid Proposal
3. Approve the Minnesota Snowmobile Trails Assistance Program Maintenance and Grooming Application
4. Renew Wynne Consulting Contract
5. Approve Social Worker Hire
6. Re-appoint Peggy Swart to Social Services Board
7. Re-appoint Jack Swanson to the Housing Redevelopment Authority (HRA) Board
8. Accept Sheriff Deputy Resignation
9. Approve State of MN Sentencing to Service Contract
10. Approve Bills

### **11:00 Highway Department**

### **11:15 Unfinished Business**

1. Review Highway Engineer Contract
2. Discuss Possible PILT Payment on Norland Hay Creek Impoundment Tax-Exempt Acreage

### **11:30 New Business**

### **12:00 Committee Reports**

### **12:30 Adjourn**

District 1, Glenda Phillipe - District 2, Jack Swanson,  
District 3, Roger Falk - District 4, Russell Walker; Vice-Chair - District 5, Mark Foldesi; Chair

An Equal Opportunity Employer

ITEM #   CONSENT 1    
**REQUEST FOR BOARD ACTION**  
 \* Required Fields



<b>*Person Responsible for Request</b> Klein, Trish	<b>*Department</b> Coordinator	<b>*Board Meeting Date</b> May 24 2011
--	-----------------------------------	---

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

**\*Background (Provide sufficient detail of the subject):**  
 The Board will review proceedings from the May 10, 2011 Board meeting 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)**

<b>Date Received:</b>	<b>Comments:</b>

**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

May 10, 2011

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, Minnesota on Tuesday, May 10, 2011 at 10:30 a.m.

### CALL TO ORDER – ROLL CALL – ESTABLISHMENT OF A QUORUM

The meeting was called to order at 10:30 a.m. by Chair Mark Foldesi. The Pledge of Allegiance was recited. Commissioners present were Roger Falk, Mark Foldesi, Glenda Phillipe, Jack Swanson, and Russell Walker. A quorum was established.

### CITIZEN COMMENTS

Mr. Virgil Gryskiewicz addressed the Board with regard to the County Land Exchange program between the Minnesota Department of Natural Resources and Roseau County. Mr. Gryskiewicz received notification from the DNR that a public hearing regarding this exchange is scheduled for May 25<sup>th</sup> in St. Paul and relayed his frustration that the meeting was not being held in Roseau County. Mr. Gryskiewicz also expressed concern about drainage should the land be exchanged to the DNR. Commissioners Swanson and Foldesi agreed to meet with Mr. Gryskiewicz to explain the land exchange procedure and address his concerns about drainage.

Mr. Jim Jenson met with the Board to request that the County Highway Department obtain a sand seal bid for highway seal coat projects.

### APPROVAL OF AGENDA

Appointment of Ann Marie Miller as Roseau County Board Clerk was added to the Consent Agenda and the vacated Coordinator position was added to discussion. A motion to approve the amended agenda was made by Commissioner Swanson, seconded by Commissioner Phillipe 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 April 26, 2011 Board meeting; approved the Roseau County Trailblazers 4<sup>th</sup> benchmark; approved the Northstar ATV Club Grant in Aid Reimbursement request; approved the Northwest Private Industry Council Appointment of Robert Evans; approved the City of Warroad Fire Contract; approved a resolution declaring a State of Emergency; approved a Presidential Declaration of a Major Disaster resolution; approved resolution #2011-05-01 accepting the Updated ARMER Limited Interoperability Plan; accepted the resignation of the County Coordinator effective May 31, 2011; appointed Ann Marie Miller as Board Clerk effective 5/11/11 and approved payment of bills as follows:

#### Warrants Approved for Payment 4/28/2011

Vendor Name	Amount
NW MN MENTORING PROGRAM	20,000.00
<b>5 Payments less than 2,000</b>	<b>\$2,558.09</b>
<b>Final Total:</b>	<b>\$22,558.09</b>

**Warrants Approved for Payment 5/05/2011**

<b>Vendor Name</b>	<b>Amount</b>
CAPITAL GUARDIAN TRUST CO	2,075.20
CENTURYLINK	3,337.10
MN DEPT OF FINANCE -TREAS	2,242.00
NATIONWIDE RETIREMENT SOLUTIONS	2,155.97
NW MN SERV COOP-BLUE CROSS BLUE SHIELD	66,119.00
ROSEAU CO TRAILBLAZERS	31,831.68
SELECT ACCOUNT-VEBA	9,204.22
<b>21 Payments less than 2,000 \$</b>	<b>12,833.94</b>
<b>Final Total:</b>	<b>\$129,799.11</b>

**Warrants Approved On 5/10/2011 for Payment 5/13/2011**

<b>Vendor Name</b>	<b>Amount</b>
AMERICAN SOLUTIONS FOR BUSINESS	3,465.65
BALLARD MOTOR CO	2,451.39
CDW GOVERNMENT INC	2,132.90
D-A LUBRICANT CO. INC.	6,686.96
DELL MARKETING LP	2,327.37
DLT SOLUTIONS INC	4,541.20
FARMERS UNION OIL CO-LK BRNSN	3,032.51
FARMERS UNION OIL CO-WARROAD	5,346.51
HOUSTON ENGINEERING	3,458.00
IDA CORPORATION	2,534.66
MAR-KIT LANDFILL	26,690.40
MSOP-MN SEX OFFENDER PROGRAM-D 462	6,527.20
NINTH JUDICIAL DISTRICT	14,260.31
RIVERFRONT STATION	4,232.89
ROSEAU CO COOP ASSN	8,402.92
ROSEAU CO TREASURER	6,565.77
SJOBERG'S INC	2,718.20
TOWN OF BEAVER	3,000.00
TOWN OF CEDARBEND	3,000.00
TOWN OF DIETER	3,000.00
TOWN OF ENSTROM	3,000.00
TOWN OF FALUN	3,000.00
TOWN OF GOLDEN VALLEY	3,000.00
TOWN OF GRIMSTAD	3,000.00
TOWN OF LAKE	3,000.00
TOWN OF LAONA	3,000.00
TOWN OF LIND	3,000.00
TOWN OF MORANVILLE	3,000.00
TOWN OF PALMVILLE	3,000.00
TOWN OF POPLAR GROVE	3,000.00
TOWN OF REINE	3,000.00
TX RX SYSTEMS INC	8,354.48
ZIEGLER INC	5,617.19
<b>72 Payments less than 2,000</b>	<b>\$17,768.09</b>
<b>Final Total:</b>	<b>\$179,114.60</b>

**COMMITTEE REPORTS**

Commissioner Falk reported on the following committee meeting(s): Sheriff's Committee meeting, 4/26/11; Department Head meeting, 5/3/11; Roseau River Watershed District, 5/4/11.

Commissioner Foldesi reported on the following committee meeting(s): Sheriff's Committee meeting, 4/26/11; QUIN County Community Health Advisory Board, 5/2/11; Department Head meeting, 5/3/11; Central Boiler Groundbreaking Ceremony, 5/4/11.

Commissioner Phillippe reported on the following committee meeting(s): Sheriff's Committee meeting, 4/26/11; Warroad River Watershed, 4/27/11; Roseau County Department Head meeting, 5/3/11; Roseau County Government Committee, 5/3/11; Northwest Regional Development Commissioner Area Agency on Aging, 5/4/11; Meeting with Roseau County Highway Engineer to review Warroad roads, 5/6/11; Warroad City Council, 5/9/11; Warroad School Board, 5/9/11.

Commissioner Swanson reported on the following committee meeting(s): Sheriff's Committee meeting, 4/26/11; Interoperability Committee, 4/27/11; Statewide Radio Board, 4/28/11; Roseau Convention and Visitors Bureau, 5/2/11; Roseau City Council, 5/2/11; Roseau County Department Head meeting, 5/3/11; Highway Department meeting 5/4/11; Roseau River Watershed Board, 5/4/11; Community Justice Coordinating Committee, 5/4/11; Roseau School Community Education Committee, 5/4/11.

Commissioner Walker reported on the following committee meeting(s): Warroad River Watershed District, 4/27/11; Land Utilization Project meeting 4/30/11; Land Utilization Project meeting, 5/7/11.

### **UNFINISHED BUSINESS**

A motion was made by Commissioner Swanson, seconded by Commissioner Falk and carried unanimously to adopt the following resolution:

2011-05-02

Pursuant to Minnesota Statute §163.06, the Board does hereby re-appoint Brian Ketring to serve as County Highway Engineer for Roseau County for a term of four years, expiring May 2015.

### **NEW BUSINESS**

The Board discussed the vacated coordinator position. The Board agreed to meet with the Department Heads at a special work session to continue this discussion.

A motion to appoint Environmental Officer Jeff Pelowski as Interim County Coordinator was made by Commissioner Walker, seconded by Commissioner Phillippe and carried unanimously

### **OLD BUSINESS**

Upon motion carried, the Board adjourned the regular meeting at 12:15 p.m. The next regular meeting of the Board is scheduled for May 24, 2011 at 10:30 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



<b>*Person Responsible for Request</b> Miller, Ann Marie ▼	<b>*Department</b> Board Clerk ▼	<b>*Board Meeting Date</b> May ▼ 24 ▼ 2011 ▼
---	-------------------------------------	---

**\*Subject Title (As it will appear on the agenda):**  
 Approve Roseau County Trailblazers Grant in Aid Proposal

**\*Background (Provide sufficient detail of the subject):**  
 The Roseau County Trailblazers are requesting Board approval on the Grant in Aid Proposal for 2011 which authorizes Roseau County to support the trailblazers as their legal sponsor and fiscal agent.

**\*Financial Consideration:**

**\*Legal Consideration:**

**\*Other Consideration:**

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

**Coordinator's Office Use (Do Not Write Below)**

<b>Date Received:</b>	<b>Comments:</b>

**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 3    
**REQUEST FOR BOARD ACTION**  
 \* Required Fields



<b>*Person Responsible for Request</b> Miller, Ann Marie	<b>*Department</b> Board Clerk	<b>*Board Meeting Date</b> May 24 2011
---	-----------------------------------	---

**\*Subject Title (As it will appear on the agenda):**  
 Approve the MN Snowmobile Trails Assistance Program Maintenance and Grooming Application

**\*Background (Provide sufficient detail of the subject):**  
 The Roseau County Trailblazers are requesting Board approval on the State of Minnesota Snowmobile Trails Assistance Program, Maintenance and Grooming application.

**\*Financial Consideration:**

**\*Legal Consideration:**

**\*Other Consideration:**

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

**Coordinator's Office Use (Do Not Write Below)**

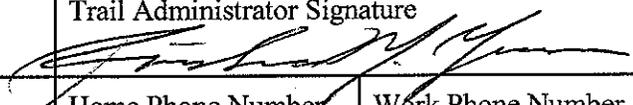
<b>Date Received:</b>	<b>Comments:</b>
-----------------------	------------------

**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

**MINNESOTA SNOWMOBILE TRAILS ASSISTANCE PROGRAM  
MAINTENANCE AND GROOMING APPLICATION**

Trail/Area Name /Type of Trail (PRINT or TYPE) <b>Roseau County Trail System &amp; BISF Section 1</b>	Date <b>5/11/11</b>	
Trail Administrator (PRINT or TYPE) <b>Rich Gross</b>	Trail Administrator Signature 	
Address (No. & Street, RFD, Box No., City, State, Zip Code) <b>43271 Co Road 124, Roseau MN 56751</b>	Home Phone Number <b>218-463-0412</b>	Work Phone Number <b>218-463-4982</b>

<b>GPS Verified Miles of Trail:</b>  <b>341.32</b>	<b>Date of Meeting Attended:</b>
--	----------------------------------

Department Use Only			
Verified Miles:	Mileage Rate:	Amount:	Recommended:
			\$ _____

**SPONSOR APPROVAL**

Unit of Government <b>Roseau County</b>	Telephone Number (Include Area Code): <b>218-463-4248</b>	
Authorized Signature of Sponsor	Title Board Chair	Date

**CERTIFICATION BY DEPARTMENT OF NATURAL RESOURCES**

Authorized Signature For DNR	Area Trails Supervisor	Date
Authorized Signature For DNR	Regional Parks and Trails Manager	Date

**Checklist/Mandatory Attachments:**

- |   |  |
|---|--|
| <input type="checkbox"/> Certification of Trail Closure/4 <sup>th</sup> Benchmark | <input type="checkbox"/> Proof of Club Non-Profit Status |
| <input type="checkbox"/> Grooming Logs from the Previous Year                     | <input type="checkbox"/> Trail Contact Information       |
| <input type="checkbox"/> Sponsor Resolution                                       | <input type="checkbox"/> Sign Order (if applicable Form) |
| <input type="checkbox"/> Update of Current Trail Alignments                       |  |
| <input type="checkbox"/> Backup Grooming Plan                                     |  |

ITEM #      CONSENT 4

**REQUEST FOR BOARD ACTION**

\* Required Fields



<b>*Person Responsible for Request</b> Klein, Trish	<b>*Department</b> Coordinator	<b>*Board Meeting Date</b> Apr 26 2011
--	-----------------------------------	---

**\*Subject Title (As it will appear on the agenda):**  
Wynne Consulting Contract Renewal

**\*Background (Provide sufficient detail of the subject):**  
John Wynne met with the board during the work session to discuss the counties interest in taking the renewal clause out of the current contract to renew grant writing services.

**\*Financial Consideration:**

**\*Legal Consideration:**

**\*Other Consideration:**

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

**Coordinator's Office Use (Do Not Write Below)**

<b>Date Received:</b>	<b>Comments:</b>
-----------------------	------------------

**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

## CONTRACT FOR GRANT PREPARATION SERVICES

CONTRACT, made January 1, 2011, between Wynne Consulting, Inc. (hereinafter referred to as "Consultant") and Roseau County, Minnesota (hereinafter referred to as Roseau County).

### Recitals

- A. Roseau County and its member jurisdictions desire to apply for grant funds to address various needs throughout the County.
- B. Roseau County desires to have the following services to be performed by Consultant: Grant Application Preparation.
- C. Consultant agrees to perform this service for Roseau County and its member jurisdictions under the terms and conditions set forth in this contract.

IN CONSIDERATION OF the mutual promises set forth herein, it is agreed between Consultant and Roseau County as follows:

1. Nature of Services. Consultant will furnish the following services for Roseau County and its member jurisdictions (i.e. cities, townships):

a. Prepare applications, forms or other documents necessary to be considered for grant funding as directed by the Roseau County Board of Commissioners, or Roseau County's cities and townships, in a timely fashion.

Furnishing of Labor and Materials. Except as may be otherwise specifically provided in this contract, Consultant shall furnish, at its own expense, all labor, materials, equipment and other items necessary to carry out the terms of this contract.

3. Time Devoted to Work. In the performance of the services, the aforesaid services and the hours Consultant is to work on any given day will be entirely within the Consultant's control and Roseau County will rely on Consultant to put in such number of hours as is reasonably necessary to fulfill the spirit and purpose of this contract.

4. Duration of Contract. This contract will become effective January 1, 2011 and will continue in full force and effect until December 31, 2011. This contract shall automatically renew

annually until December 31, 2012 unless either Roseau County or the Consultant elects to discontinue the contract.

5. Payment. The Consultant will be paid an annual flat fee of \$7,500 by the Northwest Minnesota Multi-County HRA on behalf of Roseau County. In addition, Roseau County will compensate the Consultant a sum equal to 10% of any grant funding amount that is awarded to the County, or its member jurisdictions, up to a maximum of \$22,500 during the contract period. The compensation due for applications which are funded will be based upon the year in which the application for funding is submitted rather than the date on which funding is actually awarded. In addition, Consultant will be paid "out of pocket" costs (which will only be charged to the entity for which the grant is being prepared). "Out of pocket" costs shall include, but not be limited to:

- Mileage at the established Federal reimbursement rate
- Lodging at actual cost incurred
- Postage at actual cost incurred
- Telephone costs (long distance at actual cost incurred)
- Photocopy's at \$.05 per copy

6. Payment Requests. The Consultant may request full payment for compensation due upon the execution of a grant agreement or contract which has been awarded to the county or any of its member jurisdictions resulting from the preparation and submission of a grant application by the consultant. Additionally, the \$7,500 flat fee provided by the Northwest Minnesota Multi-County HRA on behalf of Roseau County will be due May 1<sup>st</sup>.

7. Status of Consultant. This contract calls for the performance of the services of Consultant as an independent contractor and none of the employees or personnel of Consultant will be considered employees of the Roseau County for any purpose. In the performance of the work herein contemplated, Consultant has the authority to control and direct the performance of the details of work, Roseau County being interested in the result obtained.

8. Roseau County's Right of Supervision and Inspection. The work and services contemplated herein must meet the approval of the Roseau County and shall be subject to the Roseau County's

general right of inspection and supervision to secure the satisfactory completion thereof. The Roseau County will be provided with applications for review, if desired, at least 3 days prior to the actual date of delivery to the funding agency.

9. Services for others. Consultant may perform services for other persons, entities or municipalities provided that such performance does not adversely affect their ability to perform the services contemplated by this contract.

10. Successors and Assigns. This contract shall be binding and shall inure to the benefit of the parties hereto and their respective assigns, executors, heirs, personal representatives, and successors. However the Consultant shall not assign the grant writing responsibilities under this contract to another grant writer without the specific approval of the Roseau County.

11. Amendment, Modification or Waiver. No amendment, modification, or waiver of any condition, provision or term of this contract shall be valid or of any effect unless made in writing, signed by the party or parties to be bound or by its duly authorized representative, and specifying with particularity the extent and nature of such amendment, modification or waiver. Any waiver by any party of any default by any party shall not effect or impair any right arising from any subsequent default.

12. Cancellation of Contract. If, through any cause, the Consultant shall fail to fulfill in timely and proper manner its obligation under this contract, or if the Consultant shall violate any of the covenants, agreements, or stipulations of the Contract, Roseau County shall thereupon have the right to terminate this Contract by giving written notice to the Consultant of such termination and specifying the effective date thereof, at least 10 days before the effective date of such termination.

In such event, any applications which have been submitted prior to the effective date of cancellation, which may be funded subsequent to the date of cancellation, shall still be subject to the compensation provisions outlined in Paragraph 5.

13. Entire Agreement. This contract contains the entire understanding of the parties hereto with respect to the services contemplated hereby and supersedes all prior agreements and understandings between the parties with respect to such matter. No representations, warranties, undertakings, or promises,

whether oral, implied, written, or otherwise have been made by either party hereto after the date hereof, and neither party has relied on any verbal representations, agreements, or understandings not expressly set forth herein.

IN WITNESS WHEREOF, the parties hereto have executed this contract the day and year first above written.

Wynne Consulting, Inc.

Roseau County, Minnesota

By \_\_\_\_\_

By \_\_\_\_\_

Its \_\_\_\_\_

Its \_\_\_\_\_

ITEM #   CONSENT 5    
**REQUEST FOR BOARD ACTION**  
 \* Required Fields



<b>*Person Responsible for Request</b> Foldesi, Mark	<b>*Department</b> District 5 Commissioner	<b>*Board Meeting Date</b> May 24 2011
---	---	---

**\*Subject Title (As it will appear on the agenda):**  
 Approve Social Worker Hire

**\*Background (Provide sufficient detail of the subject):**  
 On March 8, 2011 the Board authorized filling the vacated social worker position of Julie Senum. The county advertised and interviewed for the position and have selected a candidate for hire. The interview committee consisting of Pat Roth, Dave Anderson, and Trish Klein unanimously recommend Erica Schumacher for the position. Ms. Schumacher has successfully passed the background check. The committee is recommending a Grade 7 Step B start rate (\$20.80). Ms. Schumacher is currently working in a similar position in Walsh County, North Dakota. The Board reviewed this matter at the May 17, 2011 Social Services 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)**

<b>Date Received:</b>	<b>Comments:</b>
-----------------------	------------------

**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



# Hiring Summary

---

---

**POSITION:**

**Date Board Approved Posting:**

**Closing Date:**

**Number of Applications Received:**

**Test Used:**

**Tool Used to Select Candidates to be interviewed:**

**Number Selected to Interview:**

**Date and Location of Interviews:**

**Interview Team:**

**Tools Used to Rank Candidates:**

**Ranking:**

**Describe Interview Process:**

**Date Board Approved Hire:**

**Background Report:**

**Start Date:**

**Support Materials:**

ITEM #   CONSENT 6    
**REQUEST FOR BOARD ACTION**  
 \* Required Fields



<b>*Person Responsible for Request</b> Anderson, Dave	<b>*Department</b> Social Services Director	<b>*Board Meeting Date</b> May 24 2011
--	--	---

**\*Subject Title (As it will appear on the agenda):**  
 Re-appoint Peggy Swart to Social Services Board

**\*Background (Provide sufficient detail of the subject):**  
 Peggy Swart's term on the Social Services Board will end on July 5, 2011. The Board is being asked to re-appoint Peggy Swart as a representative to the Social Services Board.

**\*Financial Consideration:**

**\*Legal Consideration:**

**\*Other Consideration:**

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

**Coordinator's Office Use (Do Not Write Below)**

<b>Date Received:</b>	<b>Comments:</b>
-----------------------	------------------

**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



Minnesota Department of **Human Services**

---

May 6, 2011



Mark S. Foldesi, Chair  
Roseau County Board of Commissioners  
24774 County Road 4  
Greenbush, MN 56726

Re: Peggy Swart

Dear Commissioner Foldesi:

Peggy Swart's term as a member of your county's local social services agency board will end on July 5, 2011. Complete the enclosed form, including the name and address of the person you would like appointed to serve on the board after July 5, 2011. If your county's board of commissioners has abolished the local social services agency board since the last citizen appointment, return the enclosed form with an explanation as to why the board was abolished.

I am sending a copy of this letter, the enclosure, and a request that this appointment be an agenda item at the next county board meeting, to your county auditor. The enclosed form should be returned no later than July 15, 2011. If you have questions, contact Ralph McQuarter at (651) 431-3858, or email [ralph.mcquarter@state.mn.us](mailto:ralph.mcquarter@state.mn.us).

Yours sincerely,

Lucinda E. Jesson  
Commissioner

Enclosure

cc: Roseau County Auditor  
Roseau County Director

# COUNTY COMMISSIONER PANEL FOR LOCAL SOCIAL SERVICES BOARD APPOINTMENT

Date: \_\_\_\_\_

Lucinda E. Jesson  
Commissioner  
Minnesota Department of Human Services  
PO Box 64998  
St. Paul, MN 55164-0998

Dear Commissioner Jesson:

The name(s) listed below is (are) submitted in response to your recent request in accordance with Minnesota Statutes, section 393.01, subdivision 2:

	<u>Full Name</u>	<u>Address</u>
1.	_____	_____
2.	_____	_____
3.	_____	_____

It is the board's recommendation that the person named on Line 1 be appointed.

Sincerely,

Chairperson  
Board of County Commissioners

Attested to:

\_\_\_\_\_  
County Auditor

\_\_\_\_\_  
County



ITEM #   CONSENT 8    
**REQUEST FOR BOARD ACTION**  
 \* Required Fields



<b>*Person Responsible for Request</b> Gust, Steve	<b>*Department</b> Sheriff	<b>*Board Meeting Date</b> May 24 2011
---	-------------------------------	---

**\*Subject Title (As it will appear on the agenda):**  
 Accept Resignation of Sheriff Deputy

**\*Background (Provide sufficient detail of the subject):**  
 Deputy Andy Anderson has submitted a letter of resignation effective May 24, 2011.

**\*Financial Consideration:**

**\*Legal Consideration:**

**\*Other Consideration:**

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

**Coordinator's Office Use (Do Not Write Below)**

<b>Date Received:</b>	<b>Comments:</b>
-----------------------	------------------

**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

# ROSEAU COUNTY SHERIFF

---

604 5th Avenue Southwest \* Roseau, Minnesota 56751



Sheriff: Steven J. Gust  
Office: (218) 463-1421  
Fax: (218) 463-1455

May 10, 2011

Sheriff Gust  
Roseau County Sheriff's Office  
604 5<sup>th</sup> Avenue SW  
Roseau, MN, 56751

Dear Sheriff Gust,

I am accepting an opportunity to work for the Otter Tail County Sheriff's Office. Please accept my two week resignation, from today's date, as a Deputy Sheriff for the Roseau County Sheriff's Office.

It has been a privilege and an honor to serve Roseau County. I wish the best to you and your department. Thank you for your support and guidance during my employment.

Sincerely,

A handwritten signature in black ink, appearing to read "A. J. Anderson", with a long horizontal line extending to the right.

Andrew J. Anderson

ITEM #   CONSENT 9    
**REQUEST FOR BOARD ACTION**  
 \* Required Fields



<b>*Person Responsible for Request</b> Gust, Steve	<b>*Department</b> Sheriff	<b>*Board Meeting Date</b> May 24 2011
---	-------------------------------	---

**\*Subject Title (As it will appear on the agenda):**  
 Approve State of MN Sentencing to Service Contract

**\*Background (Provide sufficient detail of the subject):**  
 Sheriff Gust has submitted the State of MN Sentencing to Service Contract for Board review and approval. Upon approval the contract will become effective July 1, 2011 and will expire on June 30, 2013. The cost per year to Roseau County will be \$57,834.00.

**\*Financial Consideration:**

**\*Legal Consideration:**

**\*Other Consideration:**

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

**Coordinator's Office Use (Do Not Write Below)**

<b>Date Received:</b>	<b>Comments:</b>

**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

## STATE OF MINNESOTA INCOME CONTRACT

This contract is between the State of Minnesota, acting through its commissioner of corrections, Sentencing to Service Program, 1450 Energy Park Drive, Suite 200, St. Paul, MN 55108 ("State") and Roseau County, 604 5th AV SW, Roseau, MN 56751 ("Purchaser").

### Recitals

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

### Contract

#### 1 Term of Contract

- 1.1 **Effective date:** July 1, 2011, or the date the State obtains all required signatures under Minnesota Statutes Section 16C.05, subdivision 2, whichever is later.
- 1.2 **Expiration date:** June 30, 2013, or until all obligations have been satisfactorily fulfilled, whichever occurs first.

#### 2 State's Duties

The State will:

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

#### 3 Purchaser's Duties

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

**4 Payment**

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

4.1 The total obligation of the Purchaser for all compensation and reimbursements to the State under this contract is not to exceed \$115,668.00 as its share of the cost of providing a crew leader and placing the work crews into service on the STS program during the term of this agreement. The Purchaser’s share of the crew leader includes time scheduled for training, vacation, sick leave and holidays based on DOC Division Directive 205.116\* and the terms and condition of the AFSCME bargaining agreement.

\*A copy of DOC Division Directive 205.116, “Sentencing to Service and Institution Community Work Crew Staff, Selection, Training and Activity” can be obtain through the DOC electronic policy manual at [http://www.doc.state.mn.us/DOcpolicy2/html/DPW\\_Display.asp?Opt=205.116.htm](http://www.doc.state.mn.us/DOcpolicy2/html/DPW_Display.asp?Opt=205.116.htm) or by contacting the (State’s/DOC’s) authorized representative.

4.2 Terms of payment: Payment shall be made by the Purchaser to the State as follows;

Payment	Pay on or before...
\$28,917.00	Before any work has begun (July 1, 2011)
\$28,917.00	On January 1, 2012
\$28,917.00	On July 1, 2012
\$28,917.00	On January 1, 2013

Payment will be made no later than the 23<sup>rd</sup> day following the last day of the billing period.

The total obligation of the Purchaser for all compensation and reimbursements to the State under this contract is not to exceed \$115,668.00.

**5 Authorized Representatives**

<p>The <b>State's</b> Authorized Representative is:  (or his/her successor)  Marc Bloomquist, Supervisor  Bemidji II District  619 Beltrami Ave. NW, Suite 300  Bemidji, MN 56601  Marc.Bloomquist@state.mn.us</p>
--

<p>The <b>Purchaser's</b> Authorized Representative is:  (or his/her successor)  Steve Gust  604 5th AVE SW  Roseau, MN 56751  steve.gust@co.roseau.mn.us  218-463-1421</p>
---

**6 Amendments, Waiver, and Contract Complete**

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

**7 Liability**

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

**8 Government Data Practices**

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

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

**9 Publicity**

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

**10 Audit**

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

**11 Governing Law, Jurisdiction, and Venue**

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

**12 Termination**

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

**1. PURCHASER**

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

By
Signature 
Steve Gust
Print Name
Title: Sheriff
Date: May 16, 2011

By
Signature
Print Name
Title:
Date:

By
Signature
Print Name
Title:
Date:

By
Signature
Print Name
Title:
Date:

**2. STATE AGENCY (With delegated authority)**

By
Title
Date

**3. Commissioner of Administration (As delegated to Materials Management Division)**

By
Date

Distribution:  
DOC Financial Services Unit -- Original (fully executed) contract, Steve Gust, Marc Bloomquist, Department of Administration -- Materials Management Division

ITEM # Unfinished No 1.  
**REQUEST FOR BOARD ACTION**  
 \* Required Fields



<b>*Person Responsible for Request</b> Foldesi, Mark	<b>*Department</b> District 5 Commissioner	<b>*Board Meeting Date</b> May 24 2011
---	---	---

**\*Subject Title (As it will appear on the agenda):**  
 Highway Engineer Contract

**\*Background (Provide sufficient detail of the subject):**  
 On May 10th the Board reappointed Brian Ketring as the Roseau County Engineer to a 4 year term. The Board reviewed a draft of a contract but did not finalize the contract. This matter is on the agenda today for final review and agreement.

**\*Financial Consideration:**

**\*Legal Consideration:**

**\*Other Consideration:**

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

**Coordinator's Office Use (Do Not Write Below)**

<b>Date Received:</b>	<b>Comments:</b>

**Board Action:**

Comm.	Motion (First)	Motion (Second)	Vote			Vote Result
			Yes	No	Abstain	
Swanson						Passed
Phillipe						
Foldesi						Failed
Falk						
Walker						Tabled

**ATTEST:** Teresa Klein, Board Clerk

**EMPLOYMENT AGREEMENT  
FOR ROSEAU COUNTY  
COUNTY HIGHWAY ENGINEER**

This agreement made and entered into this 24th of May, 2011, by and between the County of Roseau, State of Minnesota, hereinafter called "County", and Brian Ketring, hereinafter called "Ketring".

WITNESSETH:

WHEREAS, the County desires to employ the services of Ketring as County Highway Engineer for the County of Roseau as required by Minnesota State Statute 163.07; and

WHEREAS, it is the desire of the County to provide certain benefits, establish certain conditions of employment and to set working conditions for Ketring; and

WHEREAS, it is the desire of the County to (1) secure and retain the services of Ketring and to, and (2) to provide a just means for terminating Ketring ,s services by either party; and

WHEREAS, Ketring desires to accept employment as County Highway Engineer to said County;

NOW, THEREFORE, in consideration of the mutual covenants herein contained, the parties agree as follows:

SECTION 1. DUTIES

The County hereby agrees to employ Ketring as County Highway Engineer of said County to perform the functions and duties specified in the job description hereto attached and to perform other legally permissible and proper duties and functions as the County shall from time to time assign.

SECTION 2. TERM

- A. Nothing in this agreement shall prevent, limit or otherwise interfere with the right of the County to terminate the services of Ketring at any time, subject only to the provisions of Minnesota State Statute 163.07.
- B. Nothing in this agreement shall prevent, limit or otherwise interfere with the right of Ketring to resign at any time form his position with the County. In the event Ketring voluntarily resigns his position with the County before expiration of the aforesaid term of his employment, then Ketring shall give the County one (1) month notice in advance, unless the parties otherwise agree.
- C. This agreement shall be effective immediately upon County Board approval of this Contract, and shall remain in effect through May, 24, 2015, pursuant to Minnesota State Statute 163.07.

SECTION 3. TERMINATION

Termination of this contract shall be done pursuant to Minnesota State Statute 163.07.

SECTION 4. SALARY

The County Engineer is Grade 14 on the County Compensation Schedule. Compensation adjustments will follow the County Compensation Plan and will follow the calendar year. 2011 compensation will be retroactive to the first pay period of 2011.

SECTION 5. HOURS OF WORK

Ketring shall complete his duties as County Highway Engineer as described in the attached job description in accordance with the expectations of a salaried exempt employee and in compliance with the Fair Labor Standards Act.

SECTION 6. OUTSIDE EMPLOYMENT

Ketring may not engage in any outside occupation or employment of business without prior County approval.

SECTION 7. LEAVE, VACATION, HOLIDAYS

Ketring shall receive leave, vacation and holidays as set out in the County Personnel policy manual.

SECTION 8. INSURANCE, BENEFIT PLANS

- A. Ketring shall be entitled to participate in all employee benefit plans, or programs of the County to the extent that his position, title, tenure, salary, age, health and other qualifications make him eligible to participate. County does not guarantee the adoption or continuance of any particular employee benefit plan or program during the term of this agreement, and Ketring's participation in any such plan or program shall be subject to the provisions, rules and regulations applicable thereto.
- B. County shall provide Ketring the same group hospital, medical, dental, life, and disability insurance benefits, and any other insurance and /or Benefit Plan not listed here, if any, as provided to all other regular County Employees.

SECTION 9. DUES AND SUBSCRIPTIONS

The County agrees to budget and to pay for the professional dues and subscriptions of Ketring necessary for his continuation and full participation in national, regional, state and local associations and organizations necessary and desirable for his continued professional participation, growth and advancement, and for the good of the County.

SECTION 10. PROFESSIONAL DEVELOPMENT

- A. The County hereby agrees to budget for and to pay the travel and subsistence expenses of Ketring for professional and official travel, meetings and occasions adequate to continue the professional development of Ketring and to adequately pursue necessary official and other functions for the County.

- B. The County also agrees to budget and to pay for the travel and subsistence expenses for Ketring for short courses, institutes, and seminars that are necessary for his professional development and for the good of the County.

SECTION 11. PERFORMANCE MEASURES

The County establishes the following performance measures, which will be reviewed for compliance in Ketring's annual evaluation.

Ketring agrees to:

1. Work cooperatively with the administrative form of government.
2. Develop a strategic plan for the Highway Department including structure, staffing, and operational plan.
3. Effectively manage staff for efficient and customer service focused service delivery.
4. Keep the County Board informed on Public Works information and projects necessary for policy development and general administration.
5. Prepare and update the five (5) year road and bridge plan.
6. Oversee and manage all activities of the Roseau County Highway Department.
7. Plan and implement the maintenance of the county's roads and bridges using engineering principles and practices.
8. Prepare annual Highway Department Budget and report to the County Board.
9. Secure federal, state and other funding for construction projects within the County.
10. Monitor and allocate resources for construction and maintenance projects.
11. Prepare required state and federal project reports.
12. Monitor and maintain capital improvements and approve purchases within budget.
13. Establish and maintain trusting relationships with internal and external groups, including other county, federal, state and municipal staff, elected officials and the general public.
14. Address individual, township, or other organizations concerns within the County.
15. Explore and recommend opportunities to work collaboratively with other counties, cities and agencies.
16. Stay informed of federal, state, district, regional and county transportation programs.
17. Prepare and submit to the county board annually a full and complete report covering all county highway work, and shall prepare and submit such other reports relating to the county highway system as the county board directs.
18. Communicate effectively with members the public, agencies, county departments,
19. Enforce safe work practices.
20. Perform related duties as assigned.

SECTION 12. TRANSPORTATION

The County agrees to provide a four-wheel drive vehicle, to be used for work-related travel.

SECTION 13. INDEMNIFICATION

The County shall defend, save harmless and indemnify Ketring against any tort, professional liability claim or demand or other legal action, whether groundless or otherwise, arising out of an alleged act or omission occurring in the performance of Ketring's duties as County Highway Engineer.

SECTION 14. BONDING

The County shall bare the full cost of fidelity or other bonds required of Ketring under any law.

SECTION 15. NOTICES

Notices pursuant to the agreement shall be given by deposit in the custody of the United States Postal Service, postage prepaid, addressed as follows:

- 1. COUNTY:           Roseau County Coordinator  
605 5<sup>th</sup> Avenue SW Room 131  
Roseau, MN 56751
  
- 2. KETRING:         Brian Ketring  
16432 410<sup>th</sup> Ave  
Wannaska, MN 56761

SECTION 16. GENERAL PROVISIONS

- A. The text herein shall constitute the entire agreement between the parties.
  
- B. This agreement shall become effective immediately following County Board approval.
  
- C. If any provision, or any portion thereof, contained in this agreement is held unconstitutional, invalid or unenforceable, the remainder of this agreement, or portion thereof, shall be deemed severable, shall not be affected and shall remain in full force and effect.

IN WITNESS WHEREOF, the County of Roseau and Brian Ketring have caused this agreement to be signed and executed, both in duplicate, the day and year first above written.

BRIAN KETRING

COUNTY OF ROSEAU

BY: \_\_\_\_\_  
      Brian Ketring

BY: \_\_\_\_\_  
      Roseau County Board Chair

DATE: \_\_\_\_\_

DATE: \_\_\_\_\_

BY: \_\_\_\_\_  
      Roseau County Board Clerk

DATE: \_\_\_\_\_

Approved as to Form

\_\_\_\_\_  
Roseau County Attorney

ITEM # Unfinished Bus  
 REQUEST FOR BOARD ACTION  
 \* Required Fields



<b>*Person Responsible for Request</b> Klein, Trish	<b>*Department</b> Coordinator	<b>*Board Meeting Date</b> May 24 2011
--	-----------------------------------	---

**\*Subject Title (As it will appear on the agenda):**  
 PILT Payment on Hay Creek Norland Impoundment Tax Exempt Property

**\*Background (Provide sufficient detail of the subject):**  
 The Board has been discussing whether or not to act on the option to request a one time payment in lieu of taxes from the Roseau River Watershed District on the tax-exempt property in the Hay Creek Norland Impoundment. The eligible amount is approximately the current tax on the included property times 20 years. If the county requests this payment, they would not be allowed any further lost revenue recapture on this property.

**\*Financial Consideration:**

**\*Legal Consideration:**

**\*Other Consideration:**

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

**Coordinator's Office Use (Do Not Write Below)**

<b>Date Received:</b>	<b>Comments:</b>
-----------------------	------------------

**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 # Comm Rep  
**REQUEST FOR BOARD ACTION**  
 \* Required Fields



<b>*Person Responsible for Request</b> Miller, Ann Marie ▼	<b>*Department</b> Board Clerk ▼	<b>*Board Meeting Date</b> May ▼ 24 ▼ 2011 ▼
---	-------------------------------------	---

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

**\*Background (Provide sufficient detail of the subject):**  
 Commissioner Jack Swanson and Commissioner Glenda Phillippe have submitted committee reports for 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)**

<b>Date Received:</b>	<b>Comments:</b>

**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**

**MAY 11, 2011 - REGIONAL RADIO BOARD (THIEF RIVER FALLS); followed RAC recommendation in delaying approval for Roseau County limited participation plan**

**MAY 12, 2011 - STATEWIDE RADIO BOARD FINANCE COMMITTEE; approved allocation of additional grant funding (including \$187,000 for Hubbard County participation plan pending approval by the RRB, OTC and SRB)**

**MAY 16, 2011 - ROSEAU COUNTY COMMITTEE ON AGING; talked about Blue Ride option for Sr Medical travel payments**

**MAY 17, 2011 - HIGHWAY COMMITTEE; met w/ Roseau River Watershed Board members on WD 3/ SD 69 issue**

**MAY 17, 2011 - SOCIAL SERVICES BOARD; recommended approval of Social Worker hire**

**MAY 18, 2011 - NW MINN MULTI-COUNTY HOUSING AND REDEVELOPMENT AUTHORITY (THIEF RIVER FALLS); approved HRA levy for six counties (2012 payable in Roseau County will be approx \$50,000) ... heard the state is trying to attach money (more than \$100,000) from MHFA 'MURL' (Minn Urban and Rural Homesteading Program) as HRA can no longer use that money to acquire properties for rehabilitation**

**MAY 19, 2011 - INTEROPERABILITY COMMITTEE; met w/ Roseau County law enforcement officials, Pat Novacek, Gracia Nelson on VHF/ARMER communications issues**

**MAY 19, 2011 - ROSEAU COUNTY COMMITTEE ON AGING; met w/ Jodee Haugen (Social Services), Steve Butler and Nicole Broten on pay options for Sr Medical Travel and Far North Transit**

**Glenda A. Phillipe**  
**Roseau County Board**  
**May 2011 Committee Report**

**May 3 – Roseau County Department Heads – Roseau**

NEOGOV Workforce Management Presentation.

**May 3 - Roseau County Government Committee – Roseau**

Working with Don Dunn on Warroad July 4 parade.

**May 4 – Agency on Aging – Thief River Falls**

Presentation by Carol Bye regarding Medicare and Affordable Healthcare Act. Current bill in Senate to cut all funding for family caregiver support program; another bill would cut funding that would result in loss of staff for Senior LinkAge Line; congregate and home-delivered meals 2% to 4% cutbacks (\$40,000-\$70,000). Reduced funding has taken place at various LSS Senior Nutrition sites.

**May 6 – Roseau County Engineer – Warroad**

Road trip in Lake Township and the city of Warroad with Brian Ketring.

**May 9 – Warroad City Council – Warroad**

Warroad Superintendent presented city road projects to piggyback with county projects in Warroad.

**May 9 – Warroad School Board – Warroad**

Four-day school week approved; architect presented renderings for configuring existing school building on Cedar to accommodate students from elementary school.

**May 10 – Roseau County Board – Roseau**

Regularly-scheduled board meeting.

**May 11 – Lake Township Board Meeting – Warroad**

Appointed supervisor, Bruce MacCullum, to replace Mark Harder. Flood damage/costs to Gracia Nelson – none to report. Anderson development, Parker Addition, residents want to make the development roads township roads. Supervisors Boynton and MacCullum will help residents with the petition. Will address at June 8 meeting. Possible bond.

**May 16 – RCCoA – Roseau**

Ridership has increased 10.60% over the same 2010 time period. 9,439 YTD riders. LOW ridership is down; LOW fare was decreased to \$1.00 from \$1.50 effective immediately. Coupons for \$.50 off each one-way ride will state “cash sales only.” LOW Social Services Department wants to be reimbursed for MA riders who used coupons. MN audit completed 2009 – FAR North may owe as much as \$15,000 to the state. Senior Medical Travel volunteers gave 115 rides in April. A back-up camera/monitor will be tested in a Roseau FAR North bus.

**May 17 – Roseau County Highway Department – Roseau**

COW

**May 17 – Roseau County Social Services – Roseau**  
COW

**May 18 - Lake Township – Warroad**

Bergeron Addition presented petition for mosquito spraying. Not enough signatures on petition. Residents may gather more signatures or residents interested in spraying may contract with Jeff Hellquist individually.

**May 19 – Lake Township – Warroad**

Resolution to offer AMG Corporation \$410.00 for 60-ft. strip, Section 17, Lake Township – access to Lake of the Woods. Lake Township assessor and Lake Township attorney present at meeting. Residents attending meeting gave statements supporting the purchase.

**May 24 – Roseau County Board – Roseau**  
COW

**May 25 – Warroad Watershed – Warroad**