
January 24, 2012

REGULAR BOARD MEETING AGENDA

Notice is hereby given that the Board of Commissioners of Roseau County will meet in session on January 24, 2012 at 9:00 a.m. in the Roseau County Courthouse, Room 110, Roseau, MN, at which time the following matters will come before the Board:

9:00 Call to Order

1. Presentation of Colors
2. Approve Agenda
3. Comments and Announcements
4. Approve Bills

9:05 Delegations - Board Appointments

DNR Wildlife Manager Randy Prachar – Roseau Lake Bottom

9:35 Consent Agenda

1. January 3, 2012 and January 10, 2012 Proceedings
2. Election Services Agreement
3. City of Roseau Assessment Contract

9:50 County Committee Reports

Building Committee

1. Jail Temperature Control

10:00 Department Reports

Treasurer

1. Copier Purchase

Coordinator

1. Pay Equity Report

Attorney

1. Dangerous Animal Administrative Fee

Auditor

1. Liquor Licenses

10:30 BREAK

10:45 County Board Items

1. Spring AMC District 3 Meeting
2. Commissioner Committee Reports

11:00 Unfinished Business

11:00 Adjourn

ITEM # Randy Prachar
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request	*Department	*Board Meeting Date
<input type="text"/>	<input type="text"/>	Jan <input type="text"/> 24 <input type="text"/> 2012 <input type="text"/>

Amount of time being requested:

*Subject Title (As it will appear on the agenda):
DNR Wildlife Area Supervisor Randy Prachar - Roseau Lake Bottom

*Background (Provide sufficient detail of the subject):
 Randy Prachar will meet with the Board to discuss the Roseau Lake Citizen's Advisory Committee report regarding management of the Roseau Lake Bottom for wildlife and flood control.

*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: **Jeff Pelowski, Interim Coordinator**

ITEM # Consent 1
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request	*Department	*Board Meeting Date		
Miller, Ann Marie ▼	Administrative Assistant ▼	Jan ▼	24 ▼	2012 ▼

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 January 3, 2012 and January 10, 2012 Board Meetings 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: Jeff Pelowski, Interim Coordinator

PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

January 3, 2012

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, Minnesota on Tuesday, January 3, 2012 at 9:30 a.m.

CALL TO ORDER – ROLL CALL – ESTABLISHMENT OF A QUORUM

The meeting was called to order at 9:30 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.

ELECTION OF ROSEAU COUNTY BOARD CHAIR AND VICE-CHAIR

A motion to elect Commissioner Russell Walker as County Board Chair and Commissioner Roger Falk as County Board Vice-Chair was made by Commissioner Swanson, seconded by Commissioner Phillipe and carried unanimously.

APPROVAL OF AGENDA

A motion to approve the agenda as written was made by Commissioner Phillipe seconded by Commissioner Foldesi and carried unanimously.

COMMENTS AND ANNOUNCEMENTS

Commissioner Foldesi expressed appreciation to the Board and staff for their assistance in making his year as Board Chair a success.

Commissioner Phillipe expressed thanks to the Board and staff on her first year anniversary as County Commissioner.

Commissioner Walker noted that he is looking forward to serving the Board as their Chair in 2012.

CONSENT AGENDA

A motion to adopt the Consent Agenda was made by Commissioner Swanson, seconded by Commissioner Falk and carried unanimously. The Board, by adoption of its consent agenda, approved the December 13, 2011 Proceedings; approved the Payroll Change Notice for Emergency Manager, Gracia Nelson; set the 2012 mileage expense reimbursement at the rate established by the IRS which is currently 55.5 cents per mile, allowing changes to be made to this rate if the IRS rate should change; set the 2012 meal expense reimbursement rate at \$40 per day; set the 2012 pocket gopher bounty at \$2.50 per gopher with an additional \$1.00 reimbursement paid for gophers trapped in unorganized townships, (this matches the additional \$1.00 that organized townships pay for gopher bounty); approved the revised 2012 elected officials salaries; set the 2012 liquor license fees and authorized the auditor to pay routine bills.

COUNTY BOARD ITEMS

The Board reviewed the 2012 Committee Appointments. A motion was made by Commissioner Falk, seconded by Commissioner Foldesi and carried unanimously to adopt the 2012 Committee Appointments as follows:

Association of MN Counties - Committee of the Whole

Committee Members

Commissioner Roger Falk
Commissioner Mark Foldesi
Commissioner Glenda Phillipe
Commissioner Jack Swanson
Commissioner Russell Walker
Social Services Director Dave Anderson
CC/ESD Jeff Pelowski
Auditor Martha Monsrud

Agriculture Committee

Committee Members

Commissioner Mark Foldesi
Commissioner Roger Falk

AMC Conference Planning Committee

Committee Members

Commissioner Jack Swanson

AMC Futures Task Force

Committee Members

Commissioner Jack Swanson

AMC General Government Policy Committee

Committee Members

Commissioner Jack Swanson

AMC Health & Human Services Policy Committee

Committee Members

Social Services Director Dave Anderson

AMC Environment and Natural Resources Policy Committee

Committee Members

Commissioner Russell Walker

AMC Public Safety Committee

Committee Members

Commissioner Glenda Phillipe

AMC Transportation Policy Committee

Committee Members

Commissioner Roger Falk

Building Committee

Committee Members

Commissioner Roger Falk
Commissioner Jack Swanson
CC/ESD Jeff Pelowski
Auditor Martha Monsrud
Social Services Director Dave Anderson
Sheriff Steve Gust

Building Mgmt. Supervisor Lenny Johnson

Cities Counties and Other Government Agencies (COGA)

Committee Members

HR/Ben Administrator Patty Ignaszewski
Fiscal Supervisor Gwynne Roadfelt

Collaborative Governance Council

Committee Members

Commissioner Jack Swanson

Committee of the Whole

Committee Members

Commissioner Roger Falk
Commissioner Mark Foldesi
Commissioner Glenda Phillipe
Commissioner Jack Swanson
Commissioner Russell Walker

Community Justice Coordinating Committee

Committee Members

Commissioner Jack Swanson
County Attorney Karen Foss
Assistant County Attorney Mike Grover
Judge Donna Dixon
Sheriff Steve Gust
Social Services Director Dave Anderson
Jail Administrator Janice Anderson
Behavioral Health Director Jan Carr
Probation Agent Scott Leverington

County Fair Planning Committee

Committee Members

Commissioner Jack Swanson
Commissioner Russell Walker
Commissioner Glenda Phillipe
Administrative Assistant Cindy Tangen
Auditor Martha Monsrud
Administrative Assistant Ann Marie Miller

Courthouse Department Head Committee - Committee of the Whole

Committee Members

Commissioner Roger Falk
Commissioner Mark Foldesi
Commissioner Glenda Phillipe
Commissioner Jack Swanson
Commissioner Russell Walker
Assessor Al Heim
Attorney Karen Foss
Auditor Martha Monsrud
Building Mgmt. Supervisor Lenny Johnson
CC/ESD Jeff Pelowski
Emergency Manager Gracia Nelson
IT Administrator Chris Stauffer
Recorder Pam Grand

Treasurer Diane Gregerson
VSO Don Dunn
4H Coordinator Sandi Weiland

DNR County Road Planning Committee per MN Statute 89.01 subd. 7/Unorganized Road Planning Committee

Committee Members

Commissioner Mark Foldesi
Commissioner Russell Walker
Engineer Brian Ketring

Emergency Management

Committee Members

Commissioner Russell Walker
Commissioner Roger Falk
County Assessor Al Heim
County Attorney Karen Foss
Auditor Martha Monsrud
County Engineer Brian Ketring
Emergency Manager Gracia Nelson
CC/ESD Jeff Pelowski
Recorder Pam Grand
Social Service Director Dave Anderson
Treasurer Diane Gregerson
Sheriff Steve Gust
Chief Deputy Curt Hauger

Flood Plain Map Advisory Committee - Committee of the Whole

Committee Members

Commissioner Roger Falk
Commissioner Mark Foldesi
Commissioner Glenda Phillipe
Commissioner Jack Swanson
Commissioner Russell Walker
CC/ESD Jeff Pelowski
Engineer Brian Ketring
Emergency Manager Gracia Nelson
RRWD Todd Miller
WRWD Rick Battles
TRWD Dan Money
PE Brian Schaible

Highway Department - Committee of the Whole

Committee Members

Commissioner Mark Foldesi
Commissioner Roger Falk
County Engineer Brian Ketring
Asst County Engineer Daryl Dahl
Commissioner Glenda Phillipe
Commissioner Jack Swanson
Commissioner Russell Walker

Insurance Committee

Committee Members

Commissioner Jack Swanson
Commissioner Russell Walker
Wellness Coordinator Cindy Tangen
Social Service Director Dave Anderson
Sheriff Steve Gust
Deputy Accountant Rhonda Hanson
Deputy Auditor Courtney Peters
HR/Ben Administrator Patty Ignaszewski
Financial Worker Rosalie Isham
Fiscal Supervisor Gwynne Roadfelt
Heavy Equipment Oper. Jason Monsrud

Joint Ditch Authority

Committee Members

Ditch Commissioners

Judicial Ditch No. 19 District 3 & 5	Adjoining County Marshall
Judicial Ditch No. 2 District 1 & 4	Lake of the Woods
Judicial Ditch No. 33 District 2 & 5	Kittson
State Ditch No. 50 District 2, 3 & 5	Kittson
State Ditch No. 62 District 3 & 4	Lake of the Woods
Judicial Ditch No. 63 District 2, 3, 4, 5	Marshall
State Ditch No. 72 District 2, 3 & 5	Kittson
State Ditch No. 90 District 5	Kittson & Marshall
State Ditch No. 95 District 2, 3 & 5	Kittson

Joint RRWD/TRWD & Kittson County & Roseau County Ditch Committee

Committee Members

Commissioner Mark Foldesi
Commissioner Roger Falk

Joint Powers Natural Resource Board

Committee Members

Commissioner Mark Foldesi
Commissioner Russell Walker

KaMaR Board

Committee Members

Commissioner Mark Foldesi

Land Asset Pilot Committee - Committee of the Whole

Committee Members

Commissioner Roger Falk
Commissioner Mark Foldesi
Commissioner Glenda Phillipe
Commissioner Jack Swanson
Commissioner Russell Walker
Assessor Al Heim
Auditor Martha Monsrud
Engineer Brian Ketring

Land of the Dancing Sky Area Agency on Aging (NWRDC) 21 County BOARD

Committee Members

Commissioner Glenda Phillipe

Land of the Dancing Sky Area Agency Advisory NWRDC COMMITTEE

Committee Members

Commissioner Glenda Phillipe

Land Use Committee - Committee of the Whole

Committee Members

Commissioner Roger Falk
Commissioner Glenda Phillipe
Commissioner Mark Foldesi
Commissioner Jack Swanson
Commissioner Russell Walker
CC/ESD Jeff Pelowski
Assessor Al Heim
Engineer Brian Ketring
Auditor Martha Monsrud

Tax Forfeited Land Sale Subcommittee - Committee of the Whole

Committee Members

Commissioner Glenda Phillipe
Commissioner Mark Foldesi
Commissioner Jack Swanson
Commissioner Russell Walker
Commissioner Roger Falk
Assessor Al Heim
Auditor Martha Monsrud
Deputy Auditor Stacy Novak
Engineer Brian Ketring

Law Library Board of Trustees MS 134A.10 Sub 4

Committee Members

Commissioner Jack Swanson
Judge Donna Dixon
Law Clerk Annie Jenson
County Attorney Karen Foss
Court Administrator Teresa McDonnell

Legislative Committee - Committee of the Whole

Committee Members

Commissioner Roger Falk
Commissioner Mark Foldesi
Commissioner Glenda Phillipe
Commissioner Jack Swanson
Commissioner Russell Walker

LifeCare Medical Center Board Selection Committee

Committee Members

Commissioner Glenda Phillipe

LifeCare Medical Center (District)

Committee Members

Members/Term Expires May 1
Vacant
Steve Haugen (Malung) 2012
Peter Helgeson (Roseau) 2015
Carmen Przekwas (Jadis) 2012
Ralph Herseth, MD (Roseau) 2012
Cory Vatnsdal (Roseau) 2013

LifeCare Medical Center Full Board

Committee Members

Alternate(s)

Carolyn Eeg (Vice Chair) 2015
Paul Everson 2016
Pete Granger 2015
Steve Haugen (Malung) 2012
Peter Helgeson (Roseau) 2015
Ralph Herseth, MD (Roseau) 2012
Vacant
Chuck Lindner 2013
Therese McBride (Treasurer) 2015
Carmen Przekwas (Jadis) 2012 (Sec)
Brenda Sather 2015
Mark Wilson (Mickinock) 2016
Cory Vatnsdal (Roseau) 2013 (Chair)

Local Government Innovation Council - Committee of the Whole

Committee Members

Commissioner Roger Falk
Commissioner Mark Foldesi
Commissioner Glenda Phillipe
Commissioner Jack Swanson
Commissioner Russell Walker

MCCC County Attorney Users Group

Committee Members

County Attorney Karen Foss

Minnesota Association of Professional County Economic Developers

Committee Members

Commissioner Jack Swanson

Minnesota County Computer Cooperative

Committee Members

IT Administrator Chris Stauffer

Minnesota Counties Intergovernmental Trust (MCIT) DELEGATE

Committee Members

Auditor Martha Monsrud

Minnesota Counties Intergovernmental Trust (MCIT) CONTACT

Committee Members

Auditor Martha Monsrud, Primary Contact
CC/ESD Jeff Pelowski, Workers Comp Contact

Minnesota Rural Counties Caucus (MRCC)

Committee Members

Commissioner Russell Walker

Northern Counties Land Use Coordinating Board

Committee Members

Commissioner Jack Swanson

Northwest Community Action Board

Committee Members

Commissioner Mark Foldesi

Northwest Regional Development Commission

Committee Members

Commissioner Mark Foldesi
Jim Christianson
Buddy Erickson
Gerry Schiltz

Northwest Regional Development Commission Executive Board of Directors

Commissioner Mark Foldesi

Northwest Regional Development Transportation Committee

Committee Members

Commissioner Roger Falk
County Engineer Brian Ketring

Northwest Regional Library Board

Committee Members

Rod Kjersten

Northwest Minnesota Regional Radio Board

Committee Members

Commissioner Jack Swanson

Noxious Weed Appeal MS 18.83, Subd 3

Committee Members

Commissioner Mark Foldesi
Curtis Skrutvold
Snooky Erickson
Tim O'Donnell
Arne Heggedal
Greg Braaten

NW MN Household Hazardous Waste Joint Powers Board

Committee Members

Commissioner Jack Swanson
CC/ESD Jeff Pelowski

NW MN Housing & Redevelopment Authority

Committee Members

Commissioner Jack Swanson

NW MN Juvenile Center

Committee Members

Social Service Director Dave Anderson
Sheriff Steve Gust

NW Regional Development Arts Council

Committee Members

Aliza Olson
Charles Erickson

Pembina Trail R C & D

Committee Members

Commissioner Glenda Phillipe

Personnel Appeal Committee MS 375.65

Committee Members

Carol Klotz, LifeCare Medical Center
Brooke Coffey, Polaris Industries
Mark Watson, Marvin Windows

Public Health Committee

Committee Members

Commissioner Glenda Phillipe
Commissioner Jack Swanson
County Attorney Karen Foss
CC/ESD Jeff Pelowski
Emergency Manager Gracia Nelson
LifeCare Medical Center Cathy Huss
LifeCare Medical Center Julie Pahlen
Sheriff Steve Gust
Social Services Director Dave Anderson

Quin County Community Health Advisory Board

Committee Members

Commissioner Mark Foldesi
Public Health Rep Julie Pahlen

Red River Basin Commission Joint Powers Board

Committee Members

Commissioner Roger Falk

Red River Development Association

Committee Members

Selvin Buddy Erickson, Jr.

Regional Radio Advisory Board (RAC)

Committee Members

Emergency Manager Gracia Nelson
Pat Novacek - At Large Member

Roseau County Affordable Housing Fund Advisory Board

Committee Members

Commissioner Jack Swanson

Roseau County Board of Adjustment MS 394

Committee Members

Bernard Gonshorowski
John Douglas
Randy Horner
CC/ESD Jeff Pelowski

Roseau County Committee on Aging

Committee Members

Commissioner Glenda Phillipe
Richard Otto (City of Roseau)
Bill Cain (District 1)
Sue Lisell (District 2)
Sandi Otto (District 3)
Jim Hallan (District 4)
Rachel Green (District 5)

Roseau County Extension Committee MS 38.36

Committee Members

Auditor Martha Monsrud
Commissioner Roger Falk
Commissioner Jack Swanson

Thor Didrikson
Doug Green
Open
Matt Ulwelling
Kari Milner
Carmen Przekwas

Roseau County Soil & Water Conservation District

Committee Members

Commissioner Mark Foldesi

Roseau Lake Bottom Water Retention

Committee Members

Commissioner Roger Falk

Commissioner Mark Foldesi

Roseau County Operations Committee - Committee of the Whole

Committee Members

Commissioner Roger Falk

Commissioner Mark Foldesi

Commissioner Jack Swanson

Commissioner Glenda Phillipe

Commissioner Russell Walker

County Attorney Karen Foss

County Auditor Martha Monsrud

CC/ESD Jeff Pelowski

County Engineer Brian Ketring

Sheriff Steve Gust

Social Services Director Dave Anderson

Roseau River Watershed District Board

Committee Members

Laverne Voll

Floyd Haugen

LeRoy Carrier

Todd Miller

(Kittson County Bd Appt)

Roseau River Watershed District (Commissioner Delegates)

Committee Members

Commissioner Jack Swanson

Commissioner Roger Falk

Safety Committee MS 182.676

Committee Members

Highway (3)

Brian Ketring

Terry Haaby

Wilfred Moser

Law Enforcement (3)

Steve Gust

Mary Solberg

Kelly Gustafson

Courthouse Administration (3)

Auditor Martha Monsrud

Safety Coordinator Patty Ignaszewski

Carmie Stoe

Transfer Station (1)

CC/ESD Jeff Pelowski

Maintenance (1)

Lenny Johnson

County Board (2)

Commissioner Roger Falk

Commissioner Jack Swanson

Social Services (2)

Dave Anderson

Julie Hallie

Ex-Officio

Gracia Nelson

Greg Dahl

Sheriff's Department Meeting - Committee of the Whole

Committee Members

Commissioner Mark Foldesi

Commissioner Glenda Phillipe

Commissioner Roger Falk

Commissioner Jack Swanson

Commissioner Russell Walker

Sheriff Steve Gust

Social Services Board – Committee of the Whole

Committee Members

Commissioner Roger Falk

Commissioner Mark Foldesi

Commissioner Glenda Phillipe

Commissioner Jack Swanson

Commissioner Russell Walker

Social Service Director Dave Anderson

Fiscal Supervisor Gwynne Roadfelt

Member at Large - Peggy Swart

Member at Large - Mavis Brandli

Solid Waste Planning Committee

Committee Members

Commissioner Roger Falk

Commissioner Jack Swanson

Marsha Yates (Badger)

Ronald Jacobson (Twp. Officers Assoc.)

Scott Waage (Greenbush)

Elliott Larson (Marvin Windows)

David Drown (Roseau)

Jim Pederson (Polaris)

Dick Soderberg (Warroad)

Subsurface Sewage Treatment System Advisory Committee

Committee Members

CC/ESD Jeff Pelowski

Commissioner Glenda Phillipe

Commissioner Jack Swanson
Attorney Karen Foss

Trails Committee

Committee Members

Commissioner Roger Falk
Commissioner Mark Foldesi

Transportation Alliance

Committee Members

Commissioner Roger Falk
Engineer Brian Ketring

TV Translator Committee

Committee Members

Commissioner Roger Falk
Commissioner Jack Swanson
Auditor Martha Monsrud
Dick Sjoberg (Sjoberg's Cable)
Lee Hervey (Voyagers Communication)

Two Rivers Watershed District Board of Managers

Committee Members

Dick Novacek
Jim Kukowski

Two Rivers Watershed District (Commissioner Delegates)

Committee Members

Commissioner Mark Foldesi

Victim Services Advisory Board

Committee Members

Commissioner Glenda Phillipe
Commissioner Russell Walker

Warroad River Watershed District Board of Managers

Committee Members

Richard Battles
Jeff O'Donnell
Gerald Phillipe
Keith Landin
Loren Horner

Warroad River Watershed District (Commissioner Delegates)

Committee Members

Commissioner Glenda Phillipe
Commissioner Russell Walker

Wellness Committee

Committee Members

Social Worker Lynette Blazek
Sheriff Steve Gust
Deputy Auditor John Huss
Financial Worker Rosalie Isham
HR/Ben Admin Patty Ignaszewski
Nutrition Education Kristina Kaml
Admin Asst Ann Marie Miller
Emerg. Mgr. Gracia Nelson

VSO Donald Dunn
Deputy Auditor Courtney Peters
Fiscal Super. Gwynne Roadfelt
Commissioner Jack Swanson
Wellness Coord Cindy Tangen
Commissioner Russell Walker
Appraiser Liz Lund
IT Technician Chad Wulff

Wetland Appeal Board

Committee Members

Commissioner Roger Falk
Commissioner Glenda Phillipe
Dan Johnston, Member at Large
To Be Appointed by SWCD

Wildlife Management Area Planning Committee

Committee Members

Commissioner Roger Falk
Commissioner Mark Foldesi

The Minnesota Rural Counties Caucus requested the Board review a list of potential legislative topics for submission to the Association of Minnesota Counties. The Board agreed on the following five topics: Support passage of the MAGIC Act --- (mandate relief, government redesign, etc); PILT --- Maintain existing payments plus restore the escalator clause removed from the formula; Bonding Bill --- Support adequate funding for transportation initiatives, (local road improvements, bridge replacement, etc); CPA --- Protect existing funding; work to restore previous payment reductions; Resolution of Ditch Tax issues.

The Board discussed membership into Minnesota Association of Professional County Economic Developers (MAPCED). Commissioner Swanson noted that he would only attend these meetings in conjunction with meetings already scheduled in St. Paul. A motion to approve membership in MAPCED was made by Commissioner Swanson, seconded by Commissioner Phillipe and carried by a 4-1 vote with Commissioner Foldesi opposed.

Commissioner Swanson was invited to serve on the Association of Minnesota Counties Annual Conference Planning Committee. This appointment was approved and will be included in the 2012 Committee Appointment List.

Commissioner Swanson was invited to participate in Hamline Journal of Public Law and Policy, in conjunction with the Hamline Law Alumni Board and the Hamline University School of Business Center for Public Administration and Leadership 2012 Spring Symposium. The Board acknowledged that this would be excellent representation for Roseau County and approved Commissioner Swanson's attendance at this event.

COMMITTEE REPORTS

Commissioner Falk reported on the following committee meeting(s): Highway Committee, 12/27/11.

Commissioner Foldesi reported on the following committee meeting(s): Soil and Water Conservation District, 12/28/11, Highway Committee, 12/27/11.

Commissioner Swanson reported on the following committee meeting(s): Will have a full report at the 1/10/12 Board meeting.

Commissioner Phillipe reported on the following committee meeting(s): Will have a full report at the 1/10/12 Board meeting.

Commissioner Walker reported on the following committee meeting(s): Highway Committee, 12/27/11.

Upon motion carried, the Board adjourned the regular meeting at 12:15 p.m. The next regular meeting of the Board is scheduled for January 10, 2012 at 9:00 a.m.

Attest:

Date: _____

Jeff Pelowski, Interim County Coordinator
Roseau County, Minnesota

Russell Walker, Chair
Board of County Commissioners
Roseau County, Minnesota

PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

January 10, 2012

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, Minnesota on Tuesday, January 10, 2012 at 9:00 a.m.

CALL TO ORDER – ROLL CALL – ESTABLISHMENT OF A QUORUM

The meeting was called to order at 9:00 a.m. by Board Chair Russell Walker. The Pledge of Allegiance was recited. Commissioners present were Roger Falk, Mark Foldesi, Glenda Phillippe, Jack Swanson and Russell Walker.

APPROVAL OF AGENDA

A motion to approve the agenda as written was made by Commissioner Swanson, seconded by Commissioner Falk and carried unanimously.

APPROVE BILLS

A motion was made by Commissioner Foldesi, seconded by Commissioner Phillippe and carried unanimously to approve the payment of the following bills:

Warrants Approved For Payment 12/29/2011

Vendor Name	Amount
AFLAC	2,234.91
DARREL'S PLUMBING	2,521.00
MN ENERGY RESOURCES	2,394.88
ROSEAU CO TREASURER	13,518.00
STOSKOPF REDI MIX ROSEAU INC	5,000.00
VANGUARD APPRAISALS, INC	7,750.00
WYNNE CONSULTING INC	15,400.00

18 Payments less than 2,000 9,286.91

Final Total: 58,105.70

Warrants Approved For Payment 12/30/2011

Vendor Name	Amount
NINTH JUDICIAL DISTRICT	7,196.00
ROSEAU CO SOIL & WATER CONS	39,369.00

1 Payments less than 2,000 852.00

Final Total: 47,417.00

Warrants Approved For Payment 1/05/2012

Vendor Name	Amount
JOHNSON/LAURE A	3,526.88

10 Payments less than 2,000 1,903.47

Final Total: 5,430.35

Warrants Approved On 1/10/2012 For Payment 1/13/2012

Vendor Name	Amount
ASSN OF MN COUNTIES	9,670.00
DELL MARKETING LP	3,493.74
E-911	5,635.14
HOUSTON ENGINEERING	19,835.00
MAR-KIT LANDFILL	31,189.20
MN COUNTIES COMPUTER COOP	34,613.72
MN COUNTIES INTERGOVERNMENTAL TRUST	247,614.00

MN DEPT OF TRANSPORTATION	5,025.97
MN SHERIFF'S ASSN	3,536.39
NORTHERN COUNTIES LAND USE COORD BOARD	2,000.00
NORTHERN RESOURCES COOPERATIVE	4,952.04
POWER PLAN	2,660.24
ROSEAU CO COOP ASSN	2,635.10
ROSEAU CO HOMELAND SECURITY	3,332.24
ROSEAU CO SOIL & WATER CONS	10,156.00
SJOBORG'S INC	2,718.20
TRUE NORTH STEEL	3,118.61
ZIEGLER INC	17,571.53

70 Payments less than 2,000 24,286.69
Final Total: 434,043.81

DELEGATIONS – BOARD APPOINTMENTS

Sealed bids were received until 4:00 p.m., January 9, 2012, per advertised notice, for year 2012 publishing. Bids were received from the Greenbush Tribune and the Roseau Times-Region, as follows:

- 1) First publication of the 2011 Financial Statement Summary pursuant to M.S. §375.17 in the year 2012.

The Tribune	\$1.29 per column inch
Roseau Times-Region	\$1.30 per column inch

- 2) Second publication of the 2011 Financial Statement Summary pursuant to M.S. §375.17 in the year 2012.

The Tribune	\$2.99 per column inch
Roseau Times-Region	\$2.25 per column inch

- 3) Publication of the County Board Proceedings pursuant to M.S. §375.12, and the publication of all legal notices of the County, including bid and public hearing notices, sample ballots, boxed employment ads, and all other publishing requests, needs or requirements of the County, regardless of size, type and/or format, known or unknown, during the year 2012.

The Tribune	\$1.29 per column inch
Roseau Times-Region	\$1.30 per column inch

- 4) Two publications of the list of delinquent taxes pursuant to M.S. §279.05, 279.06, 279.07, 279.08, and 279.09.

The Tribune	\$1.29 per column inch
Roseau Times-Region	\$1.30 per column inch

After review and discussion of the bids, a motion was made by Commissioner Swanson, seconded by Commissioner Phillippe and carried by a 4-1 vote with Commissioners Falk, Swanson, Phillippe and Walker in favor and Commissioner Foldesi opposed, to adopt the following resolution:

BE IT RESOLVED, that **The Roseau Times Region** be designated to publish the first publication of the year 2011 Financial Statement Summary at the rate of \$1.30 per column inch.

BE IT FURTHER RESOLVED, that **The Roseau Times Region** be designated as the official county newspaper to publish the County Board Proceedings pursuant to M.S.

§375.12, and publication of all legal notices of the County, including bid and public hearing notices, sample ballots, boxed employment ads, and all other publishing requests, needs or requirements of the County, regardless of size, type and/or format, known or unknown, during 2012, at the rate of \$1.30 per column inch, and that a contract will be awarded.

BE IT FURTHER RESOLVED, that **The Roseau Times Region** be designated to publish the notice and list of real estate taxes remaining delinquent pursuant to M.S. §279.05, 279.06, 279.07, 279.08, and 279.09, at the rate of \$1.30 per column inch.

BE IT FURTHER RESOLVED, that **The Tribune** be designated to publish the second publication of the 2011 Financial Statement Summary at the rate of \$2.99 per column inch.

CONSENT AGENDA

A motion to adopt the Consent Agenda was made by Commissioner Foldesi, seconded by Commissioner Falk and carried unanimously. The Board, by adoption of its consent agenda, approved the December 27, 2011 Proceedings; approved the 2009-2013 Minnesota Department of Natural Resources Grant-in-Aid Trail Permit for the Pelan Trail System; Passed Resolution #2012-01-01 supporting the DNR GIA Permit; approved the Recorder's Office Compliance Report; authorized Auditor Monsrud to sign the Voyageur Communications Permit application for a Special Temporary Authority six month extension with the FCC and approved the State of Minnesota Public Safety State Patrol Division Joint Powers Agreement for police communication systems.

DEPARTMENT REPORTS

Social Service Director Dave Anderson requested the Board accept the resignation of Social Service Supervisor Pat Roth and approve beginning the hiring process for a replacement. The Board discussed the possibility of absorbing this position with another position or department. Anderson stated that the specific expertise needed for this position along with large case-loads would not support combining the position.

A motion to accept the resignation of Pat Roth and to begin the process for hiring a replacement Social Service Supervisor was made by Commissioner Swanson, seconded by Commissioner Foldesi and carried unanimously

Action on the Policy for Data Access and Fee Schedule was delayed until the January 24, 2012 Board meeting.

The Board was presented with a Drainage Easement Agreement for Richard Sikorski which would allow him to maintain the drainage ditch on and through County property. A motion to authorize Auditor Martha Monsrud to sign the Drainage Easement was made by Commissioner Foldesi, seconded by Commissioner Swanson and carried unanimously.

COUNTY BOARD ITEMS

After discussion, the Board approved the "One Woman 2012" nominee as Toots (Addie) Streiff of Clear River Township.

UNFINISHED BUSINESS

Commissioner Foldesi updated the Board on the potential for harvesting the timber in Juneberry Township stating that he would like to postpone any official action on this matter until the summer or fall of 2012. Foldesi noted that he has contacted Shane Delaney of the DNR and is awaiting a response.

COMMITTEE REPORTS

Commissioner Falk reported on the following committee meeting(s): Sheriff's Department Committee, 1/3/12; Operations Committee, 1/4/12; Roseau River Watershed District Board, 1/4/12.

Commissioner Foldesi reported on the following committee meeting(s): Sheriff's Department Committee, 1/3/12; Northwest Regional Development Commission, 1/3/12; Operations Committee, 1/4/12.

Commissioner Phillipe reported on the following committee meeting(s): Sheriff's Department Committee, 1/3/12; Operations Committee, 1/4/12.

Commissioner Swanson reported on the following committee meeting(s): Roseau Economic Development Authority, 12/28/11; Sheriff's Department Committee, 1/3/12; Operations Committee, 1/4/12; Community Justice Coordinating Committee, 1/4/12; Roseau River Watershed Board, 1/4/12; Northern Counties Land Use Coordinating Board, 1/5/12; Roseau Convention and Visitor's Bureau, 1/9/12; Roseau City Council, 1/9/12.

Commissioner Walker reported on the following committee meeting(s): Sheriff's Department Committee, 1/3/12; Operations Committee, 1/4/12.

Upon motion carried, the Board adjourned the regular meeting at 11:35 a.m. The next regular meeting of the Board is scheduled for January 24, 2012 at 9:00 a.m.

Attest: _____ Date: _____

Jeff Pelowski, Interim County Coordinator
Roseau County, Minnesota

Russell Walker, 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		
Monsrud, Martie ▼	Auditor ▼	Jan ▼	24 ▼	2012 ▼

Amount of time being requested:

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

***Background (Provide sufficient detail of the subject):**
 I am asking for board approval on the attached Election Services Agreement and authorization to execute said 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)

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: Jeff Pelowski, Interim Coordinator

**SYNERGY GRAPHICS
ELECTION SERVICES AGREEMENT**

This Agreement is made as of the date it is executed by the last of the parties named below (the "Effective Date"),

BETWEEN: Synergy Graphics, a Minnesota corporation ("Synergy Graphics" or "SG")

AND: Roseau County, Minnesota ("Customer")

RECITALS:

A. Customer has agreed to purchase certain election-related services from Synergy Graphics for use in Roseau County (the "Jurisdiction"). The terms and conditions under which such services shall be provided are set forth in the **GENERAL TERMS** attached hereto.

B. The following Exhibits are incorporated into, and constitute an integral part of, this Agreement (check all that apply):

 Exhibit A (Summary of Services)

 Exhibit B (Ballot Layout and Related Services)

 Exhibit C (Ballot Printing Services)

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, each of the parties hereto:

- Agrees to the **GENERAL TERMS** and the terms and conditions set forth in each Exhibit.
- Agrees that at all times, this Agreement shall be governed by and construed in accordance with the laws of the State of Minnesota.
- Represents and warrants to the other party that as of its signature date indicated below it has full power and authority to enter into and perform this Agreement, and that the person signing below on its behalf has been properly authorized to execute this Agreement.
- Acknowledges that it has read this Agreement, understands it and intends to be bound by it.

SYNERGY GRAPHICS
Attn: Doug Sunde
14505 27th Avenue North
Plymouth, MN 55447
Phone No.: (763) 586-3751
Fax No.: (320) 203-1290

Roseau County
Martie Monsrud
606 5th Avenue SW / Room 160
Roseau, MN 56751-1477



Signature

Signature

Douglas T. Sunde

Name (Printed or Typed)

Name (Printed or Typed)

Vice-President, Government Division

Title

Title

12-20-2011

Date

Date

**ARTICLE I
GENERAL TERMS AND CONDITIONS**

1. **Consideration.** The consideration to be paid by Customer to Synergy Graphics for the services provided hereunder is set forth on the accompanying Exhibits.

2. **Limitation of Liability.** Neither party shall be liable for any indirect, incidental, punitive, exemplary, special or consequential damages of any kind whatsoever arising out of or relating to this Agreement. Neither party shall be liable for the other party's negligent or willful misconduct. Synergy Graphics' total liability to Customer arising out of or relating to this Agreement shall not exceed the aggregate amount to be paid to Synergy Graphics hereunder. Any action by Customer against Synergy Graphics must be commenced within one (1) year after the cause of action has accrued. Synergy Graphics shall not be liable under this Agreement for any claim, damage, loss, judgment, penalty, cost, amount paid in settlement or fee that is caused by Customer's failure to comply with election deadlines as set forth by Minnesota Rules, Statutes and the production calendar provided by Synergy Graphics for each and every election.

3. **Excusable Nonperformance.** Except for a delay or failure in the payment of money, if either party is delayed or prevented from performing its obligations under this Agreement due to any cause beyond its reasonable control, including natural disaster, fire, flood, unusually severe weather, terrorism, insurrection, war, Acts of God, labor disputes and governmental regulations, the delay shall be excused during the continuance of, and to the extent of, such cause, and the period of performance shall be extended to the extent necessary to allow performance after the cause of delay has been removed. Synergy Graphics agrees to work with Customer, at Customer's request, to develop mutually agreeable alternatives in order to minimize the negative impact of any such delay.

4. **Exclusive Service Provider.** Customer hereby agrees to use Synergy Graphics as its exclusive provider for the products and services set forth on Exhibits B and C attached hereto from Synergy Graphics for the Term of this Agreement at the pricing set forth on each applicable Exhibit. Customer's agreement to purchase all of such products and services from Synergy Graphics for the entire Term entitles Customer to receive the preferred pricing for each product or service as provided herein. In the event that Customer terminates its purchase commitment prior to expiration of the Term of this Agreement for any reason other than for cause pursuant to Article I, Section 5, of this Agreement, or purchases any such products or services from a provider other than Synergy Graphics, or does not pay for such products or services provided by Synergy Graphics pursuant to the payment terms in Exhibit A during the Term, Customer shall no longer be entitled to receive the pricing set forth on Exhibits B-C, as applicable, and shall pay Synergy Graphics its then current rates for future products and services and pay the recovery amount described in Exhibit A.

5. **Term; Termination.** This Agreement shall be in effect for a four year period beginning on the Effective Date, covering all elections within the Jurisdiction beginning sixty (60) days after the Effective Date (the "Term"). This Agreement may be terminated, in writing, at any time by either party if the other party breaches any material provision hereof and does not cure such breach within thirty (30) days after it receives written notification thereof from the non-breaching party.

6. **Assignment.** In the event of the sale, transfer or assignment of all or substantially all of the ownership interest or assets of Synergy Graphics, or the complete termination of the Government Division of Synergy Graphics, either of which shall be substantiated with reasonably sufficient documentation of the same, either party may terminate this agreement by providing sixty (60) calendar days prior written notice.

7. **Entire Agreement.** This Agreement, including all Exhibits hereto (all of which are incorporated herein by this reference), contains the entire agreement of the parties with respect to the subject matter hereof and shall supersede and replace any and all other prior or contemporaneous discussions, negotiations, agreements or understandings between the parties, whether written or oral, regarding the subject matter hereof. Any provision of any purchase order, form or other agreement which conflicts with or is in addition to the provisions of this Agreement shall be of no force or effect. In the event of any conflict between a provision contained in an Exhibit to this Agreement and these General Terms, the provision contained in the Exhibit shall control. No waiver, amendment or modification of any provision of this Agreement shall be effective unless in writing and signed by the party against whom such waiver, amendment or modification is sought to be enforced. No consent by either party to, or waiver of, a breach by either party shall constitute a consent to or waiver of any other different or subsequent breach by either party.

8. **Notice.** Any notice or other communication required or permitted hereunder shall be in writing, and will be deemed given when delivered personally, sent by confirmed fax, sent by commercial overnight courier (with written verification of receipt) or sent by registered or certified mail, return receipt requested, postage prepaid, when the return receipt is received. All communications shall be sent to the attention of the persons listed on the signature page to this Agreement and at the addresses or fax numbers set forth on such signature page unless other names, addresses or fax numbers are provided by either or both parties.

9. **Disputes.**

Remedies for Past Due Payments. If any payment to Synergy Graphics is past due more than thirty (30) days, Synergy Graphics may suspend performance under this Agreement until such amount is paid.

Dispute Resolution Process. Time is of the essence in resolving disputes. The initiating party shall notify the responding party of any dispute, including all relevant information (e.g., the nature of the dispute, dates, times, persons involved). The responding party shall respond to the notification within five (5) business days. Thereafter, the parties shall use their good faith efforts to resolve the dispute within a reasonable period of time. Notwithstanding anything in this Section 9 to the contrary, either party may apply to any court having jurisdiction over the subject matter of the dispute for a temporary restraining order, preliminary injunction, or other appropriate legal remedy at any time.

10. **Other.** In performing its obligations or enjoying its rights under this Agreement, each party shall comply with all applicable laws and regulations. Synergy Graphics is providing its services to Customer as an independent contractor, and shall not be deemed to be a "state actor" for purposes of 42 U.S.C. § 1983. Synergy Graphics will not be responsible for (a) user errors, (b) voter errors or (c) problems encountered by any individual in voting. Synergy Graphics may engage subcontractors to provide certain of the services, but shall remain fully responsible for such performance. The provisions of Sections 1-4, 6, 8 and this Section 10 shall survive the termination of this Agreement, to the extent applicable.

[END OF GENERAL TERMS]

**EXHIBIT A
SUMMARY OF SERVICES**

<u>Sale Summary:</u>	
Description	Refer to
Ballot Layout and File Management Services	Exhibit B
Ballot Printing Services	Exhibit C
<u>Terms & Conditions:</u>	
Note 1: Any applicable state and local taxes are not included, and are the responsibility of Customer.	
Note 2: Payment terms: Ballot Layout and Ballot Printing Services will be invoiced as Services are provided. 100% of invoice total due within 30 calendar days of invoice date.	
Note 3: Customer understands, acknowledges and agrees that Synergy Graphics' discounted fees for the products and services described on the accompanying exhibits are based upon (a) a contractual commitment by Customer to exclusively subscribe for and purchase such products and services for a period of at least four (4) years, (b) Synergy Graphics' dedication of sufficient resources during the Term to provide such products, perform such services and provide associated prioritization of Customer in its service deliveries, and (c) the descriptions of such products and services in the accompanying exhibits. In the event that Customer either (a) changes its commitment to a period of less than four (4) years for any reason other than a termination "for cause" pursuant to Article I, Section 5, of this Agreement, or (b) elects to purchase Synergy Graphics' products and/or services on a non-exclusive basis, Customer hereby agrees to promptly pay to Synergy Graphics a fee in an amount equal to the difference between (i) the amount paid or to be paid by Customer for the products and services provided by Synergy Graphics during the immediately preceding twelve month period computed by using the Discounted Fees and (ii) the amount that would have been paid by Customer for such products and services during the same period computed by using the Non-Discounted Fees (the "Recovery Amount"). For purposes of clarification, the Recovery Amount is an amount in addition to (and not in lieu of) any and all other costs, expenses and fees owed by Customer to Synergy Graphics pursuant to the terms of this Agreement.	

Note 4: The fees set forth in Exhibit B and Exhibit C apply to the original order at the time of Customer submission. Any changes, alternations, re-prints or additional ballots are not subject to the fees as set forth in Exhibit B and Exhibit C.

Note 5: Synergy Graphics may increase the per unit fees as set forth in the accompanying exhibits in 2016 by not more than 8% of the amount of the most recent per unit fees paid by Customer.

Note 6: The fees set forth in this agreement are for services provided to the Customer. In the event the Customer acts as a facilitator of services for other jurisdictions within their county, in whole or in part, and is the billing entity for the services provided, the fees in the accompanying exhibits would apply.

**EXHIBIT B
BALLOT LAYOUT SERVICES**

Ballot Layout Service Pricing		
Description	Non-Discounted Fees	Discounted Fees
Paper Ballot Layout		
English only:		
1 to 500 Ballot Styles	\$90.00 per style	\$55.00 per style
501 or more Ballot Styles	\$70.00 per style	\$45.00 per style
Languages other than English:		
1 to 500 Faces, per Language	\$120.00 per style	\$65.00 per style
501 or more Faces, per Language	\$110.00 per style	\$55.00 per style
Other Layout Related Services		
UOCAVA Extracted PDF files	\$10.00 per style	\$5.00 per style
SOS Web Formatted Electronic PDF files	\$10.00 per style	\$5.00 per style
Publication Ballot – Federal, State, & County Offices Only	\$350.00	\$175.00
Publication Ballot – All Offices for given election	\$700.00	\$350.00

Note 1: Prices are exclusive of freight which will be billed separately.

Note 2: Any applicable state and local taxes are not included, and are the responsibility of Customer.

Note 3: Payment terms are 100% of invoice total due within 30 calendar days of invoice date.

[END OF EXHIBIT B]

**EXHIBIT C
BALLOT PRINTING SERVICES**

Service Description	Price per Ballot (Based on Ballots Ordered)	
	< 100,000	> 100,000
Optical Scan Ballots:		
Base ballot charge – 14" Ballot	\$0.25	\$0.24
Base ballot charge – 17" Ballot	\$0.28	\$0.27
Backside of ballot	\$0.03	\$0.03
Stub and / or numbering	\$0.03	\$0.03
Folding (Set-up charge of \$30 also applies)	\$0.03	\$0.03
Imprinting of Absentee oval	\$0.01	\$0.01
Packaging (if other than 100's)	\$0.01	\$0.01
Prices are exclusive of freight, which will be billed separately.		
19" ballots are quoted separately.		

Note 1: Special requests, including watermarking, unique packaging requirements and expedited delivery requirements are not included in the table above, and will be priced separately.

Note 2: Unexpected and material changes in costs, such as paper, may result in changes to the fees reflected above.

Note 3: Synergy Graphics may increase the per unit fees in years 2016 by not more than 8% of the amount of the most recent per unit fees paid by Customer.

[END OF EXHIBIT C]

ITEM # Consent 3
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request	*Department	*Board Meeting Date		
Heim, Allen ▼	▼	Jan ▼	24 ▼	2012 ▼

Amount of time being requested: 10 minutes

***Subject Title (As it will appear on the agenda):**
 Assessment contract for the City of Roseau

***Background (Provide sufficient detail of the subject):**
 This is a renewal of the previous assessment agreement between Roseau County and The City of Roseau. The City has approved the new three year contract. With the County Boards approval the County Assessor's Office would continue to be responsible for the assessment of the City for the assessment years of 2012, 2013, and 2014.

***Financial Consideration:**
 Any costs associated with the assessment of the City of Roseau are part of the County Assessor's Office budget. The County will receive \$14,518 for the 2012 assessment. This fee is determined annually and is based on parcel count.

***Legal Consideration:**
 Legal considerations are addressed in the contract

***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: Jeff Pelowski, Interim Coordinator

ASSESSMENT AGREEMENT FOR THE CITY OF ROSEAU

This agreement made and entered into by and between the County of Roseau, a political subdivision of the State of Minnesota, herein after referred to as the "County", and the City of Roseau, a political subdivision of the state of Minnesota, herein after referred to as the "City", under authority granted to them by Minnesota Statutes Chapter 273.072 and Minnesota Statutes Chapter 471.59.

PURPOSE

Pursuant to the terms and conditions of this agreement the County shall provide for the assessment of all property lying within the corporate boundaries of the City. The assessment of said property shall be done in accordance with all applicable Laws of Minnesota and rules and regulations promulgated by the Commissioner of Revenue.

SERVICE TO BE PROVIDED

The County shall provide all assessment services as set forth in Minnesota Statutes Chapter 273 and specifically 273.08, which requires the assessor to actually view, and determine the market value of each tract or lot of real property listed for taxation in the City, including the value of all improvements and structures thereon, and shall enter the value opposite each description.

INSURANCE

The County shall maintain and pay the premiums for the following policies of insurance which shall cover the operation hereunder during the effective period of this Agreement:

1. Workman's Compensation covering the employees of the County.
2. Liability insurance to cover the actions of employees providing assessment services.

INDEPENDENT CONTRACTOR

The County guarantees that it has full legal right to render the services provided for in this Agreement and that it will defend, indemnify and save the City entirely harmless from any and all claims, demands, damages, actions, and or causes of action arising or to arise against the County or its employees or the City by reason of the County's equipment, machinery, or material in furnishing of the same.

The County agrees that its status under this agreement is that of independent contractor, and City agrees that County shall have full control of the method and manner of performing the services set forth herein, in accordance with the terms hereof.

The County further agrees that any persons or firms it may employ are the employees of the County and are not the employees of the City; County further agrees to purchase and provide any and all required policies of insurance for liability, unemployment and worker's compensation and agrees not to make any claims against the City therefore in its own behalf, and further agrees to indemnify and hold the City harmless for any claims made against the City or County by County's employees, or by any person claiming benefits as an employee of the County and to defend the City from any and all such claims.

LICENSING REQUIREMENTS

The County agrees to comply with all the licensing or certification requirements, ordinances and laws of the State of Minnesota as they pertain to the provision of services pursuant to this agreement.

TERM OF THE AGREEMENT

The parties hereto agree that the term of this Agreement shall be for a period of thirty-six (36) months commencing January 1, 2012 and terminating December 31, 2014.

It is understood and agreed by both parties that ninety (90) days prior to the expiration of this agreement a new multiple year agreement may be negotiated.

The City may cancel this agreement upon ninety (90) days written notice to the County.

COMPENSATION

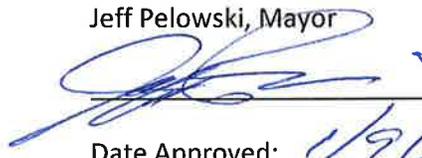
The City agrees to pay the County for services rendered under this agreement for the year 2012 the amount of \$14,518. The compensation to be provided to the County for the year 2013 shall be negotiated in the last quarter of 2012, and for the year 2014 shall be negotiated in the last quarter of 2013. Said compensation shall be due and payable thirty (30) days after the submission of a verified claim to the City Clerk by the County.

City of Roseau

County of Roseau

Jeff Pelowski, Mayor

Russell Walker, Board Chair

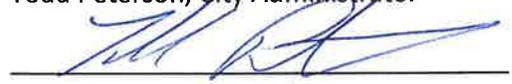


Date Approved: _____

Date Approved: 1/9/12

Todd Peterson, City Administrator

Allen Heim, County Assessor





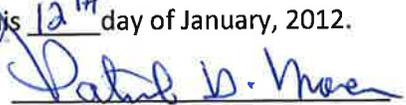
Date Approved: 1/9/12

Date Approved: 12-30-11

Approved as to form, execution and content, this _____ day of January, 2012.

Karen Foss, County Attorney

Approved as to form, execution and content, this 12TH day of January, 2012.



Patrick D. Moren, City Attorney

ITEM # Bldg Comm Rep
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request	*Department	*Board Meeting Date		
Building Committee ▼	▼	Jan ▼	24 ▼	2012 ▼

Amount of time being requested:

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

***Background (Provide sufficient detail of the subject):**
 The Building Committee is recommending implementation of proposed improvements to the jail heating and cooling system per attached quote.

***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: Jeff Pelowski, Interim Coordinator

GARTNER TEMPERATURE CONTROLS

A Division of Gartner Refrigeration Co.

2331 W. Superior St.
Duluth, MN. 55806
Phone: 218-722-4439
Fax: 218-722-3422
www.gartner1.com

HVAC Energy Conservation Measure
County Jail Cell AHU-J2
Roseau County Jail
Roseau, MN
October 2011

Specializing in:

Temperature Control

Building Automation

New Construction

Design Build

Remodel / Retrofits

L.E.E.D.®
Construction

Service &
Maintenance

Energy Conservation

Indoor Air Quality

Honeywell
WEBs-AX™
Spyder™
DDC Technology



Existing Conditions:

The air handling unit serving the jail cells and day rooms is a multizone unit with six zones. The zones are divided into groups of cells and day rooms as follows:

Zone 1 – Serves two cells and one day room on the lower level and two cells and one day room on the upper level.

Zone 2 – Serves two cells and one day room on the lower level and two cells and one day room on the upper level.

Zone 3 – Serves two cells and one day room on the lower level and two cells and one day room on the upper level.

Zone 4 – Serves two cells and one day room on the lower level.

Zone 5 – Serves two cells and one day room on the lower level.

Zone 6 – Serves two cells and one day room on the lower level.

Many times several of the cells are empty and during these times the air handling unit continues to deliver air at the design rate. The design rate is for full occupancy delivering the code required amount of outdoor air for ventilation and maintaining the code required space temperatures for heating and cooling.

Proposed Improvements:

Modify the air handling system to be reactive to occupancy levels in the cells. This is an energy conservation opportunity to reduce the power needs for the AHU fans by decreasing airflow and speed and to reduce the overall heating and cooling load by not conditioning the outdoor ventilation air. The temperature in the unoccupied cells could be allowed to float with the surrounding area temperature further reducing the overall heating and cooling load.

Isolation of Unoccupied Zones:

Install motorized isolation dampers on each of the six zones and close them when the group of cells and day rooms served by the zone are unoccupied. The indexing of these isolation dampers can be done from the building automation system's user interface or through an interface to the security system indicating when a group of cells are unoccupied.

Fan Variable Speed Drives:

Install a variable speed drive (VSD) on the supply fan and reduce the fan speed and airflow as the zones are isolated. The air handling unit heating and cooling has the ability to automatically modulate down in reaction to the reduced air flow.

Install a VSD on the exhaust fan and reduce the fan speed and air flow as the zones are isolated to prevent over pressurization of the unoccupied cells.

Pricing:

All prices include start-up, training and one year warranty on all controls installed. The Honeywell variable speed drives carry a two year product warranty. These prices are valid until January 1, 2012 and after that are subject to revision to reflect current costs.

Jail AHU-J2 Modifications Price:

Includes installation of motorized isolation dampers, supply and exhaust fan variable speed drives, duct static pressure sensors and programming for "Unoccupied Space Air Management" ventilation control and energy efficient temperature control sequences.

\$14,800.00

Steve Scott
Energy Conservation and IAQ Solutions
Direct Phone: (218) 740-1126 Fax: (218) 722-3422
Email: steve@gartner1.com


Honeywell
AUTHORIZED CONTROLS INTEGRATOR

ITEM # Treasurer 1
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request	*Department	*Board Meeting Date
Gregerson, Diane ▼	County Treasurer ▼	Jan ▼ 24 ▼ 2012 ▼

Amount of time being requested:

***Subject Title (As it will appear on the agenda):**
 Purchase of Canon Copier

***Background (Provide sufficient detail of the subject):**
 Upgrading of current copier for printing tax statements and color printing.

***Financial Consideration:**
 \$7,600.00 plus maintenance agreement.

***Legal Consideration:**
 N/A

***Other Consideration:**
 Current copier will be moved to Assessor's Office.

***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: Jeff Pelowski, Interim Coordinator

ITEM # Coordinator #1
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request	*Department	*Board Meeting Date		
Pelowski, Jeff ▼	Coordinator ▼	Jan ▼	24 ▼	2012 ▼

Amount of time being requested:

***Subject Title (As it will appear on the agenda):**
 2012 Pay Equity Report

***Background (Provide sufficient detail of the subject):**
 The Coordinator's Office will have the 2012 Pay Equity Report 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: Jeff Pelowski, Interim Coordinator

Part A: Jurisdiction Identification

Jurisdiction: Roseau County
Roseau County
606 5th Ave. SW, #131
Roseau, MN 56751

Jurisdiction Type: CTY

Contact: County Coordinator
Jeff Pelowski

Phone: 218-463-4248

E-Mail: pelowski@co.roseau.mn.us

Part B: Official Verification

- 1. The job evaluation system used measured skill, effort responsibility and working conditions and the same system was used for all classes of employees.

The system used was:

Description: Modified Alpha Associates

- 2. Health Insurance benefits for male and female classes of comparable value have been evaluated and:

There is no difference.

- 3. An official notice has been posted at:

All employee bulletin boards.
(prominent location)

informing employees that the Pay Equity Implementation Report has been filed and is available to employees upon request. A copy of the notice has been sent to each exclusive representative, if any, and also to the public library.

The report was approved by:

County Board
(governing body)

Russell Walker
(chief elected official)

Board Chair
(title)

Part C: Total Payroll

\$6,107,360.44

is the annual payroll for the calendar year just ended December 31.

- Checking this box indicates the following:

- signature of chief elected official
- approval by governing body
- all information is complete and accurate, and
- all employees over which the jurisdiction has final budgetary authority are included

Date Submitted:

ITEM # Cty Atty 1
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request	*Department	*Board Meeting Date		
Foss, Karen	Attorney	Jan	24	2012

Amount of time being requested:

***Subject Title (As it will appear on the agenda):**
 Request for Board Action to Amend Dangerous Dog Annual Fee

***Background (Provide sufficient detail of the subject):**
 Chief Deputy Curt Hauger requests that the Board amend the dangerous dog annual fee. The request is to allow the Sheriff's department to have the discretion to set the fee up to \$500 based on a case by case basis based on the circumstances of each case.

***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: Jeff Pelowski, Interim Coordinator

ITEM # Auditor #1
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request	*Department	*Board Meeting Date
Monsrud, Martie ▼	Auditor ▼	Jan ▼ 24 ▼ 2012 ▼

Amount of time being requested:

***Subject Title (As it will appear on the agenda):**
 Approve 2012 Liquor Licenses

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

***Financial Consideration:**

***Legal Consideration:**

***Other Consideration:**

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

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: Jeff Pelowski, Interim Coordinator



Board of Commissioners

606 5th Ave. SW, Room #131

Roseau, MN 56751

Phone: 218-463-4248

Fax: 218-463-3252

**RESOLUTION
APPROVING LIQUOR LICENSES**

BE IT RESOLVED that the Roseau County Board of Commissioners hereby grant the following liquor licenses to:

Judy Olson (Olson's Skime Store) an Off-sale 3.2 percent malt liquor license;

Springsteel Resort Inc. (Springsteel Resort) an On-sale intoxicating liquor license, a Sunday liquor license, and an Off-sale 3.2 percent malt liquor license;

Fraternal Order of Eagles Aerie No. 4195 (Warroad Eagles) an On-sale intoxicating liquor license, and Sunday liquor license;

Pine Ridge Liquor Inc. (Pine Ridge Liquor) an Off-sale intoxicating liquor license;

Donald G. Jackson (DJ's Salol Store) an Off-sale intoxicating liquor license;

BE IT FURTHER RESOLVED that said licenses are effective February 1, 2012, through January 31, 2013, and recommends that said licenses be approved by the Alcohol and Gambling Enforcement Director if applicable.

ITEM # Cty Board
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request	*Department	*Board Meeting Date		
<input type="text"/>	<input type="text"/>	Jan	24	2012

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

***Background (Provide sufficient detail of the subject):**
 Commissioners Phillipe and Swanson 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:
<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"/>	Failed <input type="text"/>				
Foldesi	<input type="text"/>					
Falk	<input type="text"/>	Tabled <input type="text"/>				
Walker	<input type="text"/>					

ATTEST: Jeff Pelowski, Interim Coordinator

**Roseau County Board
January 2012 Committee Report
Glenda A. Phillippe**

January 3 – Sheriff’s Meeting – Roseau

COW

January 3 – Roseau County Board – Roseau

COW

January 4 – Operations Board – Roseau

COW

January 9 – Warroad City Council – Warroad

Warroad Pioneer designated as official newspaper; committee, commission and board member list distributed; police presented annual department numbers and 3-year comparison; Farmer’s Union Oil addressed council regarding fuel bids; 2012 cigarette license fees (\$30.00) approved; One Woman 2012 nomination approved; 2012 fee schedule presented.

January 9 – Warroad School Board – Warroad

Daniels reelected chair; new board member Larry Richert; enlisted services MJ Architectural Studios/Bemidji for building movement; committee appointments were made.

January 10 – Roseau County Board – Roseau

COW

January 11 – Lake Township Board – Warroad

Set meeting dates for annual meeting, election, board of canvas, budget, and audit.

January 12 – Land Asset – Roseau

Discussion regarding land exchange with DNR. Next meeting February 9 in Bemidji.

January 13 – Warroad City Council – Warroad

Property in Warroad housing 28 dogs and two cats declared a public nuisance. Animals moved to Humane Society in TRF.

January 16 – RCCoA – Roseau

Senior Medical Travel: Director Nicole Broten has resigned; her schedule will allow for training of replacement; job ads in place; Phillippe on hiring committee; program \$1,352.00 in black/December; 126 one-way trips/10,460 miles; discussed foregoing LDS grant (\$8,000 annually); may be difficult to get grant back if suspended. Will review second quarter.

FAR North Transit: discussed possible bus storage in Warroad; received \$350.00 anonymous donation to be used for tables; total ridership up 7.65% (28,475/2011; 26,294/2010); LOW ridership 9% decrease from 2010; LOW interested in using bus for spring sports practices; suspending grocery receipt coupons for second quarter. Friday driver needed in Roseau.

January 17 – Social Services – Roseau

COW

January 23 – Warroad City Council – Warroad

January 24 – Roseau County Board – Roseau

COW

January 26 – January 28 – AMC Leadership Council – St. Paul

January 31 – Operations Committee - Roseau

JACK SWANSON COMMITTEE REPORTS

JANUARY 10, 2012 - HIGHWAY COMMITTEE

JANUARY 11, 2012 - NORTHWEST REGIONAL RADIO BOARD (T.R.F.); gracia, pat and i attended via ITV ... heard that about half the counties in the region (incl. Roseau) are ready for narrowbanding requirements in 2012

JANUARY 11, 2012 - JADIS TOWNSHIP BOARD; talked about gravel tax; township road costs

JANUARY 12, 2012 - LAND ASSET PILOT PROJECT; shared possible parcels for exchange with MN DNR; will continue in Feb in Bemidji

JANUARY 16, 2012 - ROSEAU COUNTY COMMITTEE ON AGING; reluctantly accepted resignation of Nicole Broten, will advertise for replacement

JANUARY 16, 2012 - ROSEAU CIVIC AND COMMERCE ASSOCIATION BANQUET; heard reports from Mark Karl (Polaris), Keith Okeson (Lifecare Medical Center) and Kelly Christianson (Northern Resources Cooperative)

JANUARY 17, 2012 - SOCIAL SERVICES BOARD

JANUARY 17, 2012 - BUILDING COMMITTEE; heard from Wikstrom Telephone Co on issues with caller ID; heard that Lenny Johnson can institute energy saving methods at the county jail

JANUARY 18, 2012 - NORTHWEST HOUSING AND REDEVELOPMENT AUTHORITY (T.R.F.); talked about possible opportunities for housing and commercial rehabilitation in the region

JANUARY 19, 2012 - LEGISLATIVE COMMITTEE; Bob Lessard on Roseau/Kittson/Marshall legacy dollars application re: elk

JANUARY 19, 2012 - A.M.C. CONFERENCE PLANNING COMMITTEE; Jeff Pelowski and Jack Swanson are panelists for Jan 27 leadership training event in St Paul

JANUARY 19, 2012 - ROSEAU SCHOOL BOARD; approved a new two year agreement with Roseau Teachers Association