
December 11, 2012

REGULAR BOARD MEETING AGENDA

Notice is hereby given that the Board of Commissioners of Roseau County will meet in session on December 11, 2012 at **4:00** p.m. in the Roseau County Courthouse, Room 110, Roseau, MN, at which time the following matters will come before the Board:

4:00 Call to Order

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

4:05 Delegations/Board Appointments/Public Comments*

4:05 Consent Agenda

1. November 27, 2012 Proceedings
2. Roseau/LOW Sportsman's Club OHV Trails Assistance Program Grant Funding Application
3. Roseau/LOW Sportsman's Club FY 2013 ATV GIA Maintenance and Grooming Grant Agreement
4. Trailblazers FY 13 Snowmobile Maintenance & Grooming Grant Agreement for Pelan Trail
5. Northstar ATV FY 2012 GIA Reimbursement Request
6. Northstar ATV FY 2013 GIA Request

4:20 Department Reports

1. Auditor's Office
 - a. 2013 Ditch Levy
 - b. Subordination Agreements
2. Environmental Office
 - a. 2013 Market Price Board Resolution - Revised
3. Sheriff
 - a. Multi-Agency Law Enforcement Joint Powers Agreement
 - b. Jail Vending Services Contract

4:45 Committee Reports

1. Solid Waste Planning Committee
 - a. Ordinance #31 Revision

5:00 BREAK

5:15 County Board Items

1. County Coordinator/Environmental Services Director Position
2. Roseau River Watershed Manager Appointment
3. Commissioner Committee Reports

5:45 Unfinished Business

6:00 Adjourn

***Limited to five minutes**

ITEM # Consent 1
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request	*Department	*Board Meeting Date		
Miller, Ann Marie ▼	Administrative Assistant ▼	Dec ▼	11 ▼	2012 ▼

Amount of time being requested:

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

***Background (Provide sufficient detail of the subject):**
 Proceedings from the November 27, 2012 Board meeting are being submitted for Board review and approval.

***Financial Consideration:**

***Legal Consideration:**

***Other Consideration:**

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

Coordinator's Office Use (Do Not Write Below)

Date Received:	Comments:

Board Action:

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

ATTEST: Jeff Pelowski, Interim Coordinator

PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

November 27, 2012

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, on Tuesday, November 27, 2012.

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, Glenda Phillipe, Jack Swanson and Russell Walker. Commissioner Foldesi was excused.

APPROVAL OF AGENDA

A motion to add a discussion about the Coordinator/Environmental Services Director position to the Consent Agenda was made by Commissioner Swanson, seconded by Commissioner Phillipe and failed on a two, two vote with Commissioners Swanson and Phillipe in favor and Commissioners Walker and Falk opposed. A motion to approve the agenda as written was made by Commissioner Phillipe, seconded by Commissioner Falk and carried unanimously.

Commissioner Phillipe inquired as to the reason why this item was removed from the original agenda that was sent out to the Board, and requested further discussion, in closed session, at the conclusion of the meeting.

COMMENTS AND ANNOUNCEMENTS

Interim Coordinator Pelowski reminded the Board of a schedule change for the Department Head and Operations Committee meetings; they will be held on December 6th due to the AMC Conference. In addition, the December 11th Board meeting will begin at 4 p.m. to accommodate the Truth-in-Taxation Hearing.

APPROVE BILLS

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

Warrants Approved For Payment 11/15/2012

Vendor Name	Amount
KNIFE RIVER MATERIALS	16,223.12
SATHER LAW OFFICE	2,991.29
THYGESON CONSTRUCTION INC	3,394.47
TRUE NORTH STEEL	5,739.19
7 Payments less than 2,000.00	5,456.40
Final Total:	33,804.47

Warrants Approved For Payment 11/15/2012

1 Payments less than 2,000.00	466.50
Final Total:	466.50

Warrants Approved For Payment 11/21/2012

Vendor Name	Amount
KNIFE RIVER MATERIALS	420,418.32
MN DEPT OF FINANCE -TREAS	3,829.50
MN ENERGY RESOURCES	2,691.99
10 Payments less than 2,000.00	4,691.49

Final Total: 431,631.30

Warrants Approved On 11/27/2012 For Payment 11/30/2012

Vendor Name	Amount
AMERICAN INSTITUTIONAL SUPPLY	2,658.35
ANOKA COUNTY MEDICAL EXAMINER	2,000.00
ASSN OF MN COUNTIES	2,100.00
AVIANDS LLC	9,014.91
CURTS LOCK & KEY SERVICE INC	3,737.97
JOHNSON OIL CO INC	7,558.13
NORTHERN RESOURCES COOPERATIVE	4,658.01
STAN'S COMMUNICATIONS INC	5,574.44
60 Payments less than 2,000.00	16,826.38
Final Total:	54,128.19

DELEGATIONS/BOARD APPOINTMENTS/PUBLIC COMMENTS

There were none.

CONSENT AGENDA

A motion to adopt the Consent Agenda was made by Commissioner Phillippe, seconded by Commissioner Swanson and carried unanimously. The Board, by adoption of the Consent Agenda, approved the November 13, 2012 Proceedings; approved a Minnesota Lawful Gambling Permit for the Warroad Chamber of Commerce; approved the Nationwide Deferred Compensation Plan Agreement; approved utilizing the existing employment roster for the hire of a Social Worker; and approved amendments to the Roseau County Emergency Plan.

DEPARTMENT REPORTS

County Highway Department

Engineer Ketring requested the Board approve a Master Partnership Contract with the State of Minnesota MnDOT which would allow Ketring to negotiate work order contracts thus improving efficiency and collaboration. A motion to approve Master Partnership Contract #02391, along with County Resolution #2012-11-04 in support of the Contract, was made by Commissioner Falk, seconded by Commissioner Phillippe and carried unanimously.

Engineer Ketring requested the Board approve MnDOT Agency Amendment No. 2, which allows MnDOT to act as the County's agent in accepting federal aid for the Warroad Safe Routes to School Project. A motion to approve Amendment No. 2 to MnDOT Contract No. 98343 was made by Commissioner Phillippe, seconded by Commissioner Walker and carried unanimously.

A motion to approve final payment to Knife River Materials in the amount of \$71,173.70 for shouldering work on CSAH 3 and 6 (SP 068-603-022 and SP 068-606-011), was made by Commissioner Swanson, seconded by Commissioner Falk and carried unanimously.

COUNTY BOARD ITEMS

COMMISSIONER COMMITTEE REPORTS

Commissioner Falk reported on the following committee meeting(s): Canvassing Board, 11/13/12; Red River Basin Commission, 11/15/12; Social Services Board, 11/20/12;

Highway Committee, 11/20/12; HR Informational Meeting, 11/26/12; and Extension Committee, 11/26/12.

Commissioner Phillippe reported on the following committee meeting(s): Canvassing Board, 11/13/12; Warroad City Council 11/13/12; Warroad School Board, 11/13/12; Roseau County Committee on Aging, 11/19/12; Social Services Board, 11/20/12; Highway Committee, 11/20/12; HR Information Meeting, 11/26/12; and Warroad City Council, 11/26/12.

Commissioner Swanson reported on the following committee meeting(s): Northwest Regional Radio Board, 11/14/12; Jadis Town Board, 11/14/12; Roseau County Affordable Housing Committee, 11/15/12; AMC Policy Committee, 11/16/12; Roseau County Committee on Aging, 11/19/12; Social Services Board, 11/20/12; Highway Committee, 11/20/12; Northwest Minnesota Housing and Redevelopment Authority, 11/21/12; Human Resources Informational Meeting, 11/26/12; and Extension Committee, 11/26/12.

Commissioner Walker reported on the following committee meeting(s): Social Services Board, 11/20/12; Highway Committee, 11/20/12; and Joint Powers Natural Resources Board, 11/27/12.

UNFINISHED BUSINESS

The Board continued discussion on the Coordinator/Environmental Services Director agenda item. Commissioner Swanson requested a closed session to discuss this matter further.

A motion to close the regularly scheduled Board meeting pursuant to MN §13D.05 subd 3(a) to discuss a personnel matter was made by Commissioner Falk, seconded by Commissioner Swanson and carried unanimously. Chair Walker recessed the regularly scheduled meeting at approximately 10:15 a.m.

Chair Walker reconvened the regular Board meeting at 11:30 a.m.

Upon motion carried, the Board adjourned the regular meeting at 11:30 a.m. The next regular meeting of the Board is scheduled for December 11, 2012 at 4:00 p.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		
Myles Hogenson ▼	LOW Sportsman's Club ▼	Dec ▼	11 ▼	2012 ▼

Amount of time being requested:

***Subject Title (As it will appear on the agenda):**
LOW Sportsman's Club OHV Trails Assistance Program Application

***Background (Provide sufficient detail of the subject):**
LOW Sportman's Club is requesting Board approval of the Off Highway Vehicle Trails Assistance Program Grant Funding 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)

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



**OHV Trails Assistance Program
Grant Funding Application
(FORM 1)**

7 DEPARTMENT USE ONLY
FY Purchase Order Number #
Grant amount:

Check Type of Off-highway Vehicle Funding Applied for:

All-Terrain Vehicle Trail Off-Highway Motorcycle Trail Off-Road Vehicle Trail

1. Off-highway Vehicle Trail information

1A. Club name: Roseau/Lake of the Woods Sportsmans Club	1B. Date: 12/06/12
1C. Trail or trail system name: Ros/Low Trail System	1D. Miles of existing trail in GIA system: 80.29

2. Trail administrator contact information and approval

2A. Name: Myles Hogenson	2B. Signature:
2C. Address (Street, Box Number, City, State, Zip Code): 68224 Co Rd #140 Roosevelt Mn 56673	
2D. Preferred phone number: 218-689-6889	2E. Alternate phone number or Email Address 218-463-4922

3. Public point of contact information and approval

3A. Name:	3B. Signature:
3C. Address (Street, box number, City, State, Zip Code):	
3D. Phone number (include area code):	3E. Aternate phone number (include area code) or email address - optional:

4. Trail fund request \$10000.00

4. Total grant request (from question 4D project cost breakdown and explanation worksheet): **\$10000.00**

5. Sponsor approval

5A. Local unit of government sponsor/ contact name: /	5B. Telephone number. (include area code):	
5C. Address (Street, Box Number, City, State, Zip Code):		
5D. Authorized signature of sponsor:	5E. Name and Title:	5F. Date:

6. DEPARTMENT USE ONLY [Certification by Department of Natural Resources]

6A. Authorized signature: Area Supervisor	6B. Date:
6C. Authorized signature: Regional Manager	6D. Date:

8. Required Attachments

- 8A. Project Location Map, Including Existing Trail in GIA System, Existing Trail Not in System , and any Trail Facilities and/or Bridges
- 8B. Sponsor Resolution
- 8C. Documentation of Required Permits and Approvals and Additional Project Supporting Information (Optional)

OHV Trails Assistance Program									
Cost Worksheet maintenance/project (FORM 2)									
use with existing and new proposals									
1.1. Club name Roseau/Lake of the Woods Sportsmans Club					1.2. Date 12/06/2012				
1.2. :									
1.3. Trail or trail system name: Ros/Low Trail System					1.4. Miles of existing trail in GIA system: 80.29				
1.5. Local unit of government sponsor:									
1.6. Project Description (Provide a detailed Description of Project):									
2. How project will be accomplished (Describe work needed):									
Expenditures Reimbursable at 65%									
A. ADMINISTRATION Explanation:								=	-
B. ACQUISITION Explanation:									
Labor	+	Mileage	+	Equipment	+	Materials	=	-	
-		-		-		-			
C. CONSTRUCTION Explanation:									
Labor	+	Mileage	+	Equipment	+	Materials	=	-	
-		-		-		-			
D. FACILITIES Description:									
Labor	+	Mileage	+	Equipment	+	Materials	=	-	
-		-		-		-			
E. TRAIL SYSTEM MAP PRINTING								=	-
Explanation:									
Total Cost					(Sum A to E)			=	-
2.1.TOTAL COST REIMBURSEABLE @ 65%					(Sum A to E X 65%)			=	-
Expenditures Reimbursable at 90%									
F. MAINTENANCE Explanation:									
Labor	+	Mileage	+	Equipment	+	Materials	=	-	
-		-		-		-			
G. GROOMING (Only use if trail season is shared with groomed snowmobile use) Explanation:									
Labor	+	Mileage	+	Equipment	+	Materials	=	-	
-		-		-		-			
H. LIABILITY INSURANCE (maximum state allowed \$1,500 per year)								=	-
Explanation:									
Total Cost					(Sum F to H)			=	-
2.2. TOTAL COST REIMBURSEABLE @ 90%					(Sum F to H X 90%)			=	-
3. Grant Request									
3.1.Total Expenditures Reimbursable at 65%					(From 2.1.)			=	-
3.2..Total Expenditures Reimbursable at 90%					(From 2.2)			=	-
3.3.Total Grant Request					(Sum 3.1. & 3.2.)			=	-

3.4..Balance remaining from previous grants	=	-
3.5.Grand Total State Cost (Sum 3.4. - 3.3.)	=	-

ITEM # Consent 3
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request	*Department	*Board Meeting Date		
Myles Hogenson ▼	LOW Sportsman's Club ▼	Dec ▼	11 ▼	2012 ▼

Amount of time being requested:

***Subject Title (As it will appear on the agenda):**
 LOW Sportsman's Club OHV FY2013 Grant Agreement

***Background (Provide sufficient detail of the subject):**
 Approval for OHV FY 2013 GIA grant 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
Phillipe						
Foldesi						Failed
Falk						
Walker						Tabled

ATTEST: Jeff Pelowski, Interim Coordinator

**STATE OF MINNESOTA
ENCUMBRANCE WORKSHEET**

State Accounting Information:

SWIFT PO No. 30172

Contract 55248

Agency R2901	Fiscal Year: FY13	Vendor Number:0000197344
Total Amount of Contract: \$10,000.00	Amount of contract first FY:	Amount of contract second FY:
UNSPSC/Category: 84101501	UNSPSC/Category:	UNSPSC/Category:
Account Code: 441302	Account Code:	Account Code:
Amount: \$10,000.00	Amount:	Amount:
Accounting Chartfield 1:	Accounting Chartfield 2:	Accounting Chartfield 3:
Fund: 2102	Fund:	Fund:
ApprID: R294402	ApprID:	ApprID:
FinDeptID: R2934152	FinDeptID:	FinDeptID:
Agency Cost 1: 29852	Agency Cost 1:	Agency Cost 1:
Agency Cost 2	Agency Cost 2	Agency Cost 2
Amount: \$10,000.00	Bill to:R294100086	Amount:

Contract Purpose: **FY 2013 ATV GIA Maintenance and Grooming Grant**

Contract Start Date: **11/30/2012** Expiration Date: **06/30/14**

Trail/Club Name: Roseau/LOW Sportsman's Trail/Roseau/LOW Sportsman's ATV Club

Sponsor Name and Address: Russel Walker, Board Chair
Roseau County
606 5th Ave WW #140
Roseau, MN 56601

Submitted by: Allen Lego, Area Supervisor Phone: 218-681-0889

**OFF-HIGHWAY VEHICLE TRAIL ASSISTANCE PROGRAM [grant-in-aid]
FY 2013 OHV GRANT CONTRACT AGREEMENT**

Local Government Unit(Sponsor) ROSEAU COUNTY	Trail/Club Name Roseau/LOW Sportsman's Trail/ Roseau/LOW Sportsman's ATV Club	Grant Amount \$10,000.00
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THIS AGREEMENT, is made between the STATE OF MINNESOTA, acting through the Commissioner of Natural Resources, hereinafter referred to as the "State", and the sponsoring Local Government Unit specified above, hereinafter referred to as the "Sponsor", and relates to the establishment of proposed trails specified above.

WHEREAS, the Sponsor desires to establish, construct and rehabilitate public trails; and

WHEREAS, the Minnesota Trails Assistance Program provides grants to Sponsors for the construction of recreational trails pursuant to Minnesota Statutes, Chapter 84.794, 84.803 and 84.927; and under Minn. Stat. Ch. 84.026, subd.2 the State is empowered to enter into this grant.

WHEREAS, the Sponsor has applied to the State for a grant for said trails and has submitted the Minnesota Trails Assistance Program's application form, maps, and resolution of the Sponsor authorizing the proposed trails as outlined in said documents; and said application form, resolution, map or capital improvement proposal are attached hereto as Exhibit "A".

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

A. TRAIL OBLIGATION OF THE SPONSOR.

The Sponsor agrees to construct, operate and maintain the proposed trails in accordance with the guidelines contained within the current **Minnesota Off-Highway Vehicle Trails Assistance Program Manual**, hereinafter referred to as the "Manual" as accepted or amended by the State. All work will be the responsibility of the Sponsor, Sponsor's employees, or the Sponsor's agent.

The Sponsor shall:

- A. 1. Acquire interest in lands on trail for public use.** Proceed to acquire necessary interests in lands on the Trail. The Sponsor must acquire land in fee, easement, lease, permit, or other authorization for said Trail. The term of said interest shall be no less than three (3) months between April 1 of any year and April 1 of the succeeding year. For each parcel of land crossed by the Trail, the Sponsor shall obtain from the owner of said parcel a permit, lease, easement, deed, or other authorization for said crossing and improvements in accordance with Minnesota Statutes Ch. 604A. The Sponsor shall certify that the necessary interests in the land have been obtained and are on file with the Sponsor or the sponsor's agent.
 - (a) A person having personal knowledge of ownership shall sign an affidavit that the person whose name appears on the document of conveyance, lease, or permit is the owner or possessor.
 - (b) Any instrument of conveyance or permit with a consideration exceeding \$500.00 shall be accompanied by an Attorney's Certificate of Title.
- A. 2. Provide trail for public use.** Construct the trails and provide adequate maintenance which shall include keeping the trails reasonably safe for public use; provide sanitation and sanitary facilities when needed; and provide other maintenance as may be required. The Sponsor and not the State is responsible for maintaining signs and all trails. If the Sponsor fails to expedite establishment and construction of trails or fails to provide for adequate maintenance, the State may withhold future payments to the Sponsor and/or terminate this agreement.

B. TECHNICAL ASSISTANCE.

The State shall give technical assistance to the Sponsor in establishing trails upon request.

C. FUNDING.

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

D. REIMBURSEMENT.

The State agrees to reimburse the Sponsor up to sixty-five percent (65%) of the cost of trail acquisition, development, and administration except trail maintenance and liability insurance which shall be reimbursed at the rate of up to ninety percent (90%) for all eligible costs per fund. All costs shall be in accordance with the allowable charges and costs listed in the Manual. This grant shall not exceed the State Cost as specified above.

All services provided by the Sponsor under this grant agreement must be performed to the State's satisfaction, as determined at the sole discretion of the State's Authorized Representative and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. The Sponsor will not receive payment for work found by the State to be unsatisfactory or performed in violation of federal, state, or local law.

E. PAYMENT.

The Sponsor must submit a request for reimbursement and attach worksheets furnished by the State for all costs incurred in acquiring, and developing the trail, all in accordance with the Manual. Additionally, the Sponsor must submit original receipts of actual purchases exceeding \$100.00.

E. 1. First Payment: Upon receipt of the request for reimbursement evidencing acceptable trail costs of \$500.00 or more for acquisition development, or maintenance, the State agrees to reimburse the Sponsor for approved costs in accordance with the Manual. The State shall not be required to pay for any services provided by the Sponsor which the State determines to be unsatisfactory as determined by the State's authorized representative.

E. 2. Subsequent Payments: Each thirty (30) successive days after the first payment, the Sponsor may submit invoices evidencing trail costs. Payments shall be made to the extent of authorized reimbursement, or until this agreement is terminated.

E. 3. Trail Segments: It is understood that if the trail system is developed in segments, the Sponsor may submit requests for reimbursement as soon as continuous and workable segments are completed.

F. GOVERNMENT DATA PRACTICES AND INTELLECTUAL PROPERTY

F.1. Government Data Practices. The Sponsor and State 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 grant contract, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Sponsor under this grant contract. The civil remedies of Minn. Stat. Ch. 13.08 apply to the release of the data referred to in this clause by either the Sponsor or the State.

F. 2. Request to Release Data. If the Sponsor receives a request to release the data referred to in this Clause, the Sponsor must immediately notify the State. The State will give the Sponsor instructions concerning the release of the data to the requesting party before the data is released.

G. STATE AUDITS.

Under Minn. Stat. Ch.16B.98, Subd.8, the Grantee's books, records, documents, and accounting procedures and practices of the Grantee or other party relevant to this grant agreement or transaction are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this grant agreement, receipt and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later. The State, its representative or the legislative auditor shall have the right to examine this evidence and the Sponsor shall make them available at the office at all reasonable times during the record retention period. Records shall be sufficient, as defined in the Manual to reflect significant costs incurred and volunteer donation of time, equipment, and/or materials in performance of this grant.

H. WORKERS COMPENSATION.

The Sponsor certifies that it is in compliance with Minn. Stat. Ch. 176.181, subd. 2, pertaining to workers' compensation insurance coverage. The Sponsor's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the State's obligation or responsibility.

I. LIABILITY.

Each party agrees that it will be responsible for its own acts and the results thereof to the extent authorized by law and shall not be responsible for the acts of the other party and the results thereof. The State's liability shall be governed by the provisions of the Minnesota Tort Claims Act, Minn. Stat. Ch. 3.736 and other applicable law. The Sponsor's liability shall be governed by the provisions of Minnesota political Subdivisions Tort Liability, Minn. Stat. Ch. 466.02 and other applicable law.

J. TERM.

J. 1. *Effective date:* November 30, 2012, or the date the State obtains all required signatures under Minn. Stat. Ch. 16C.05, subdivision 2, whichever is later. **The Sponsor must not begin work under this grant contract until this contract is fully executed and the Sponsor has been notified by the State's Authorized Representative to begin the work.**

J. 2. *Expiration date:* **June 30, 2014**, or until all obligations have been satisfactorily fulfilled, whichever is sooner. [This expiration date includes the certification period as authorized in Minn. Stat. Ch. 16A.28, subd. 6.]

Survival of Terms. The following clauses survive the expiration or cancellation of this grant contract: A. 1. Fee acquisition interest in lands on trail for public use. I. Liability; G. State Audits; F. Government Data Practices; L. Publicity and Endorsement; P. Governing Law, Jurisdiction, and Venue; and O Data Disclosure.

K. TERMINATION.

This Agreement may be terminated by the State in the event of a default by the Sponsor; the legislature appropriates insufficient monies for the program, or the abandonment of the Trail. The State may cancel this grant contract at any time, with or without cause, upon 30 days' written notice to the Sponsor. Upon termination, the Sponsor will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed. It may also be terminated upon mutual agreement by the State and the Sponsor.

L. PUBLICITY AND ENDORSEMENT.

L. 1. *Publicity:* Any publicity regarding the subject matter of this grant contract must identify the State as the sponsoring agency and must not be released without prior written approval from the State's Authorized Representative. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Sponsor individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this grant contract.

L. 2. *Endorsement:* The Sponsor must not claim that the State endorses its products or services.

M. ASSIGNMENT, AMENDMENTS, WAIVER, AND GRANT AGREEMENT COMPLETE

M.1 *Assignment.* The Sponsor may neither assign nor transfer any rights or obligations under this grant agreement without the prior consent of the State and a fully executed Assignment Agreement, executed and approved by the same parties who executed and approved this grant agreement, or their successors in office.

M.2 *Amendments.* Any amendment to this grant agreement 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 grant agreement, or their successors in office.

M.3 *Waiver.* If the State fails to enforce any provision of this grant agreement, that failure does not waive the provision or its right to enforce it.

M.4 *Grant Agreement Complete.* This grant agreement contains all negotiations and agreements between the State and the Sponsor. No other understanding regarding this grant agreement, whether written or oral, may be used to bind either party.

N. CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION - LOWER TIER COVERED TRANSACTIONS

N.1 *Debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded.* The prospective lower tier participant certifies, by submission of this agreement, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

N.2 *Explanation.* Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this agreement.

O. DATA DISCLOSURE.

Under Minn. Stat. Ch. 270C.65, Subd. 3, and other applicable law, the Sponsor consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring the Sponsor to file state tax returns and pay delinquent state tax liabilities, if any.

P. GOVERNING LAW, JURISDICTION, AND VENUE.

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

Q. ACCESSIBILITY.

Structural and nonstructural facilities and programs must meet all state and federal accessibility laws, regulations, and guidelines. Copies of accessibility guidelines can be downloaded off the Americans with Disabilities Act Accessibility Guidelines website at <http://www.access-board.gov>

R. MONITORING

The State's authorized representatives will conduct at least one monitoring visit per grant period. This visit may be in person or by telephone.

S. AUTHORIZED REPRESENTATIVE.

S. 1. The *State's Authorized Representative* is Allen Lego, Area Supervisor, 246 125th Avenue NE, Thief River Falls, MN 218-681-0889, or his/her successor, and has the responsibility to monitor the Sponsors performance and the authority to accept the services provided under this grant contract. If the services are satisfactory, the State's Authorized Representative will certify acceptance on each invoice submitted for payment.

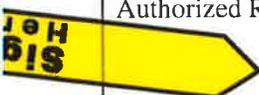
S. 2. The *Sponsor's Authorized Representative* is Russel Walker, Board Chair, Roseau County, 606 5th Ave SW, Room 131, Roseau, MN 56751, 218-689-1000. If the Sponsor's Authorized Representative changes at any time during this grant contract, the Sponsor must immediately notify the State.

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

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

SPONSOR (LOCAL GOVERNMENT UNIT)

(County) (City) (Village) (Town)		
Roseau County		
Authorized Representative Signature	Title	Date
Authorized Representative Signature	Title	Date



STATE (DEPARTMENT OF NATURAL RESOURCES)

Individual certifies that funds have been encumbered as required by M.S. § 16A.15 and 16C.05. <i>Jani Hillman</i>	State Encumbrance Verification CFMS #: <i>PO 30172</i>	Date <i>11.13.12</i>
Signature (Recommend for Approval)	Parks & Trails Regional	Date
Authorized Signature	Parks & Trails Division	Date <i>NOV 27 2012</i>



ITEM # Consent 4
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request	*Department	*Board Meeting Date
Gross, Rich	Trailblazers	Dec 11 2012

Amount of time being requested:

***Subject Title (As it will appear on the agenda):**
 FY 2013 Snowmobile Maintenance & Grooming Grant Agreement Pelan Trail

***Background (Provide sufficient detail of the subject):**
 Approval for FY 2013 Snowmobile Maintenance & Grooming Grant Agreement for Pelan Trail

***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

SNOWMOBILE TRAILS ASSISTANCE PROGRAM MAINTENANCE AND GROOMING

Certification of Trail Completion

1st Benchmark – Due December 15th

Trail Name: Roseau Trailblazers/BISF#1

Club/Organization Name: Roseau County Trailblazers, Inc.

Sponsor Name (Local Unit of Government): Roseau County

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

Sponsor Signature: _____

Sponsor Title: _____

Date: _____

Is there any reason why the Department of Natural Resources should withhold any part of this payment? YES _____ NO _____

If yes, please elaborate-

Amount Requested \$48,723.36 (Up to 40% of the original contract.)

Department Use Only

THIS INVOICE APPROVED FOR PAYMENT BY:

Area Trails & Waterways Supervisor	Date	FY	Amount
		13	\$48,723.36

<input type="checkbox"/> Partial	CFMS Number C#%52034 PO# 3-26534	Signature
----------------------------------	--	-----------

Invoice Number

Benchmark 1

**STATE OF MINNESOTA
ENCUMBRANCE WORKSHEET**

State Accounting Information:

SWIFT PO No. 26534

Swift Contract: 52034

Agency: R29	Fiscal Year: 13	Vendor Number: 0000197344
Total Amount of Contract: \$121,808.40	Amount of contract first FY:	Amount of contract second FY:
UNSPSC/Category: 84101501	UNSPSC/Category:	UNSPSC/Category:
Account Code: 441302	Account Code:	Account Code:
Amount: \$121,808.40	Amount:	Amount:
Accounting Chartfield 1:	Accounting Chartfield 2:	Accounting Chartfield 3:
Fund: 2101	Fund:	Fund:
ApprID: R294401	ApprID:	ApprID:
FinDeptID: R2934152	FinDeptID:	FinDeptID:
Agency Cost 1: 29852	Agency Cost 1:	Agency Cost 1:
Agency Cost 2:	Agency Cost 2:	Agency Cost 2:
Amount: \$121,808.40	Billing Location: R294100086	Amount:

Contract Purpose: FY 2013 Snowmobile GIA Maintenance and Grooming Grant

Contract Start Date: 8/1/2012

Expiration Date: 6/30/2013

Trail/Club Name:

Roseau Trailblazers/BISF#1/Roseau Trailblazers

Sponsor Name and Address:

Russel Walker, Board Chair
Roseau County
606 5th Ave. SW, Room 131
Roseau, MN 56751

Submitted by: Allen Lego, Area Supervisor

Phone: 218-681-0889



Purchase Order



Department of Natural Resource
PAT R1 NW Region

Approved

Phone Dispatch

Purchase Order R2901-3000026534	Date 08/24/2012	Revision	Page 1 of 1
Payment Terms Net 30	Freight Terms FOB PAllow	Ship Via Ground	Event ID
Buyer Aaron A Stodgell	Phone 218/308-2678	Currency USD	Agency Reference

Vendor:
0000197344
ROSEAU COUNTY
606 5TH AVE SW #140
ROSEAU MN 56751
United States

Ship To:
DNR PAT R1 NW REGION
2115 BIRCHMONT BEACH RD
NE
BEMIDJI MN 56601-8571
United States

Attention:
Not Specified

Bill To:
DNR PAT R1 NW REGION
2115 BIRCHMONT BEACH RD NE
BEMIDJI MN 56601-8571
United States

Line - Sch	Item/Description	Tax Exempt?	Tax Exempt ID:	Mfg ID	Quantity	UOM	PO Price	Extended Amt	Due Date
1 - 1	Club: Roseau Trailblazers				1.0000	DO	121808.4000 0	121808.40	08/24/2012

DIST: 1
Charfields

Status	Percentage	PO Qty	Amount
Open	100.0000	1.0000	121808.400

GLUnit	Account	Fund	Dept	Budget Yr
MN001	441302	2101	R2934152	2013

Details/Tax

BaseAmt	BaseCurrency	Currency	Location	Consigned
121808.400	USD	USD	R294100115	N

Contract ID: 000000000000000000052034

Contract Line: 1

Schedule Total 121808.40

Item Total 121808.40

Total PO Amount 121808.40

1. Show the purchase order number on invoice and all tags, packages and correspondence.
2. This purchase order incorporates by reference all terms, conditions and specifications of the Contract, the RFP/RFB and vendor's response. In case of a conflict in terms, the order of precedence shall be: First, this P.O., second the contract, third the RFP/RFB, and fourth the vendor's response.
3. All deliveries hereunder shall comply with all applicable State of Minnesota and Federal laws.
4. Invoicing must match line items on the purchased order.
5. The state of MN holds direct Pay Permit 1114, issued July 1, 1995 and pays tax directly to Revenue. DO NOT CHARGE SALES TAX unless otherwise instructed to do so on this purchase Order or the solicitation document.
6. Payment terms are Net 30 unless a discount is offered for early payment.

Issuer certifies that funds have been encumbered and appropriate approvals have been obtained.

Unauthorized

**MINNESOTA SNOWMOBILE TRAILS ASSISTANCE PROGRAM
SNOWMOBILE FY 2013
MAINTENANCE AND GROOMING GRANT AGREEMENT**

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

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

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

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

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

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

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

1. Proceed to acquire necessary interests in lands on the Trail. The Sponsor must acquire land in fee, easement, lease, permit, or other authorization for said Trail. The term of said interest shall be no less than four (4) months between November 15 of any year and April 1 of the succeeding year. For each parcel of land crossed by the Trail, the Sponsor shall obtain from the owner of said parcel a permit, lease, easement, deed, or other authorization for said crossing in accordance with Minnesota Statutes Chapter 604A. The Sponsor shall certify that the necessary interests in the land have been obtained and are on file with the Sponsor or the sponsor's agent.

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

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

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

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

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

F. PAYMENT.

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

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

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

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

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

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

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

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

G. PENALTIES.

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

- f) If it is determined that the **Grooming Certification benchmark for the period of opening day through January 15** in this Plan has not been satisfactorily completed but was certified as having been completed by the Sponsor, the Sponsor may be assessed a penalty of up to 25% of the Total Annual Grant Amount.
- g) If it is determined that the **Grooming Certification benchmark for the period of January 16 through the end of the season** in this Plan has not been satisfactorily completed but was certified as having been completed by the Sponsor, the Sponsor may be assessed a penalty of up to 25% of the Total Annual Grant Amount.
- h) If it is determined that the **Trail Closure/Application Submission Certification** benchmark in this Plan has not been satisfactorily completed but was certified as having been completed by the Sponsor, the Sponsor may be assessed a penalty of up to 10% of the total annual Grant Amount.

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

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

I. WORKER'S COMPENSATION. The Sponsor shall comply with the provisions for worker's compensation in Minnesota Statutes Chapter 176.181, Subd. 1 and 176.182 and all applicable rules and subsequent amendments thereto.

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

K. TERM.

- K.1 **Effective date: August 1, 2012**, or the date the State obtains all required signatures under Minnesota Statutes Section 16C.05, subdivision 2, whichever is later.
- K.2 **Expiration date: June 30, 2013**, or until all obligations have been satisfactorily fulfilled, whichever is sooner.

L. TERMINATION. This Agreement may be terminated by the State in the event of a default by the Sponsor; the legislature appropriates insufficient monies for the program, or the abandonment of the Trail. The State and the Sponsor may also terminate it upon mutual agreement, upon 30 days' written notice to each entity.

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

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

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

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

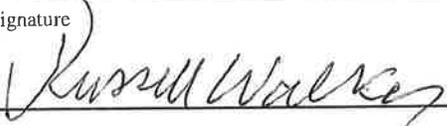
The Sponsor's Authorized Representative is the contact person and individual who provide the authorized signature for the Sponsor, which can be found on the program application (incorporated here into this agreement by reference). If the Sponsor's Authorized Representative changes at any time during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

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

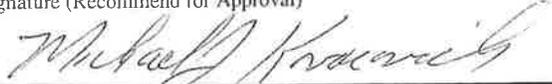
Q. INVASIVE SPECIES PREVENTION. Grantees and subcontractors must follow Minnesota DNR's Operational Order 113, which requires preventing or limiting the introduction, establishment and spread of invasive species during activities on public waters and DNR-administered lands. This applies to all activities performed on all lands under this grant agreement and is not limited to lands under DNR control or public waters. Duties are listed under Sections II and III (p. 5-8) of Operational Order 113 which may be found at http://files.dnr.state.mn.us/assistance/grants/habitat/heritage/oporder_113.pdf.

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

LOCAL UNIT OF GOVERNMENT SPONSOR

Local Unit of Government (Sponsor)		
Roseau County		
Authorized Signature	Title	Date
	Board Chair	9-11-12

DEPARTMENT OF NATURAL RESOURCES

Individual certifies that funds have been encumbered as required by M.S. § 16A.15 and 16C.05. 	State Encumbrance Verification SWIFT PO #: 26534	Date 8/24/12
Signature (Recommend for Approval) 	Parks and Trails Regional Manager	Date 10-12-12
Authorized Signature 	Parks and Trails Division Director	Date 10-22-12

10/19/12
CR

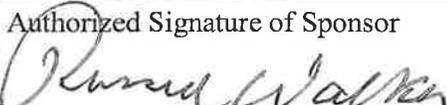
MINNESOTA SNOWMOBILE TRAILS ASSISTANCE PROGRAM MAINTENANCE AND GROOMING APPLICATION

Trail/Area Name /Type of Trail (PRINT or TYPE) Roseau County Trail System & BISF Section 1	Date 5/8/12	
Trail Administrator (PRINT or TYPE) Rich Gross	Trail Administrator Signature	
Address (No. & Street, RFD, Box No., City, State, Zip Code) 43271 Co Road 124, Roseau, MN 56751	Home Phone Number 218-463-0412	Work Phone Number 218-463-3635

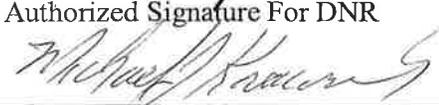
GPS Verified Miles of Trail: 341.32 341.2	Date of Meeting Attended: 5-8-12
---	--

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

SPONSOR APPROVAL

Unit of Government Roseau County	Telephone Number (Include Area Code): 218-463-4248	
Authorized Signature of Sponsor 	Title Board Chair	Date 5-8-12

CERTIFICATION BY DEPARTMENT OF NATURAL RESOURCES

Authorized Signature For DNR 	Area Trails Supervisor	Date 6-27-12
Authorized Signature For DNR 	Regional Parks and Trails Manager	Date 10-12-12

Checklist/Mandatory Attachments:

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



Board of Commissioners
606 5th Ave. SW, Room #131
Roseau, MN 56751
Phone: 218-463-4248
Fax: 218-463-3252

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

2012-05-01

BE IT RESOLVED that Roseau County supports the Roseau County Trailblazers, Inc. Grant in Aid Proposal and agrees to act as legal sponsor for funding received from the State of Minnesota Department of Natural Resources for the maintenance and grooming of the Pelan Trail System and the Beltrami Island State Forest Section 1 Trail.

BE IT FURTHER RESOLVED that upon approval of its application by the state, Roseau County may enter into an agreement with the State of Minnesota and will comply will all applicable federal and state laws and regulations and conditions as stated in the agreement.

BE IT FURTHER RESOLVED that Roseau County hereby agrees to serve as the fiscal agent for the Roseau County Trailblazers, Inc and authorizes the Board Chair to sign all related documents on behalf of Roseau County.

STATE OF MINNESOTA)
) ss
COUNTY OF ROSEAU)

I, Jeff Pelowski, Interim County Coordinator in and for Roseau County, Minnesota, do hereby certify that the foregoing is a true and correct copy of a part of the proceedings adopted by the Roseau County Board of Commissioners on May 8, 2012.

(SEAL)

Handwritten signature of Jeff Pelowski
Jeff Pelowski
Interim County Coordinator

ITEM # Consent 5 & 6
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request	*Department	*Board Meeting Date		
Klein, Mike	Northstar ATV Club	Dec	11	2012

Amount of time being requested:

***Subject Title (As it will appear on the agenda):**
 FY 2012 GIA reimbursement request and FY 2013 GIA grant request

***Background (Provide sufficient detail of the subject):**
 Request \$2,746.38 for reimbursement for trail maintenance for the Bemis Hill area trail system. We performed general trail checks and trail clearing this summer/fall. Total miles monitored was 576. Also requesting approval of the FY 2013 grant application for \$7,460.00

***Financial Consideration:**

***Legal Consideration:**

***Other Consideration:**

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

Coordinator's Office Use (Do Not Write Below)

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



**MINNESOTA TRAIL ASSISTANCE PROGRAM
REQUEST FOR REIMBURSEMENT**

Sponsor <i>ROSEAU COUNTY</i>	Trail/Area Name <i>BEMIS HILL AREA</i>	
Period covered by this statement:	FROM: <i>JUNE 2012</i>	TO: <i>DEC 2012</i>

EXPENDITURES

A. Administration \$ 132⁰⁰

B. Acquisition \$ _____

C. Construction \$ _____

D. Facilities \$ _____

E. Map Printing \$ _____

Sub-Total A through E \$ 132⁰⁰

F. Maintenance \$ 2956²⁰

G. Grooming \$ _____

H. Liability Insurance \$ _____

CHECK LIST

- Any Bids Required?
- Original Signatures on All Copies?
- Signed Work Sheets & Grooming Logs?
- Invoices for Purchases & Services over \$100.00

State Cost 65% \$ 85⁸⁰

(10% limited on shared winter use trails)

Sub-total F and H \$ 2956²⁰

State Cost 90% \$ 2660⁵⁸

Grand Total (State Cost) \$ 2746³⁸

Original Amount and Year of Grant \$ 8000⁰⁰

Expenditures to Date (including this Request) \$ 2746³⁸

Balance Left in Account \$ 5253⁶²

DEVELOPMENT

(Accomplishments)

Number of miles constructed to date _____

Number of bridges _____

Number of parking areas _____

GROOMING (Accomplishments)

Number of miles maintained (this reimbursement only) 576

Trail width _____

Miles traveled by grooming equipment _____

APPROVAL I hereby certify that the materials and/or services shown on attached invoices have been delivered, that this is my only original invoice and is correct and just, and that no part of same has been paid.

	Signature - Administrator	Date
	<i>Mildred Klein</i>	11-28-12
County	Signature - Title Auditor/Clerk	Date

THIS INVOICE APPROVED FOR PAYMENT BY:

Regional Supervisor	Date	FY	Vendor Number	Amount
Area Trails & Waterways Supervisor	Date	Purchase Order Number PO R 29 _____		Line Number
		Invoice Number:		Doc #
		Signature:		

MINNESOTA TRAIL ASSISTANCE PROGRAM WORKSHEET

Trail Name: Bemis Hill Area					Sponsor: Roseau County					Date: 11-28-12					
Date	Operator Name	Labor			Mode of Transportation	Transportation			Other Equipment	Other Equipment			Total Cost	Type of Work & Location	Expenditure Type
		Hours	Rate	Cost		Miles	Rate	Cost		Hours	Rate	Cost			
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)
8/11/2012	Mike Klein	1.50	\$16.00	\$24.00	4x4 Truck	50	\$0.66	\$33.00	Ranger	7.50	\$22.00	\$165.00	\$222.00	Trail Check, 94 miles	Main
9/8/2012	Mike Klein	1.50	\$16.00	\$24.00	4x4 Truck	50	\$0.66	\$33.00	Ranger	6.50	\$22.00	\$143.00	\$200.00	Trail Check, 80 miles	Main
									Chain Saw	0.50	\$7.48	\$3.74	\$3.74		
	Luis Morato	1.50	\$16.00	\$24.00	4x4 Truck	48	\$0.66	\$31.68	Ranger	6.50	\$22.00	\$143.00	\$198.68		
9/22/2012	Rick Warne	6.25	\$16.00	\$100.00	4x4 Truck	144	\$0.66	\$95.04	Prowler	4.00	\$22.00	\$88.00	\$283.04	Trail Check, 49 miles	Main
	Melanie Warne	10.25	\$16.00	\$164.00									\$164.00		
11/13/2012	Keith Myers	2.00	\$12.00	\$24.00									\$24.00	annual DNR mtg, TRF	Admin
11/28/2012	Mike Klein	4.00	\$12.00	\$48.00									\$48.00		Admin
		TOTALS		\$408.00				\$192.72				\$542.74	\$1,143.46		

I certify that the material and/or services shown on this worksheet are correct and just, and that no part of same has been previously submitted for payment.

Authorized signature

Mike Klein

Date

11-28-12

NORTH STAR ATV CLUB
P.O. BOX 152
ROSEAU, MN 56751

75-452/912
424861

No. 969

DATE 11/28/12

Pay to the order of MIKE KLEIN \$203.74
Two hundred three + 74/100



118 MAIN AVENUE SOUTH ROSEAU, MINNESOTA 56751 103 HIGHWAY II SOUTH BADGER, MINNESOTA 56714

MEMO GIA 9/8/12 Michael Klein MP

⑆091204527⑆ ⑈42004861⑈ 0969

NORTH STAR ATV CLUB
P.O. BOX 152
ROSEAU, MN 56751

75-452/912
424861

No. 970

DATE 11/28/12

Pay to the order of LUIS MORATO \$198.68
one hundred ninety eight + 68/100



118 MAIN AVENUE SOUTH ROSEAU, MINNESOTA 56751 103 HIGHWAY II SOUTH BADGER, MINNESOTA 56714

MEMO GIA 9/8/12 Michael Klein MP

⑆091204527⑆ ⑈42004861⑈ 0970

NORTH STAR ATV CLUB
P.O. BOX 152
ROSEAU, MN 56751

75-452/912
424861

No. 971

DATE 11/28/12

Pay to the order of RICK WARNE \$283.04
two hundred eighty three + 04/100



118 MAIN AVENUE SOUTH ROSEAU, MINNESOTA 56751 103 HIGHWAY II SOUTH BADGER, MINNESOTA 56714

MEMO GIA 9/22/12 Michael Klein MP

⑆091204527⑆ ⑈42004861⑈ 0971

NORTH STAR ATV CLUB
P.O. BOX 152
ROSEAU, MN 56751

75-452/912
424861

No. 972

DATE 11/28/12

Pay to the order of MELANIE WARNE \$164.00
one hundred sixty four + 00/100



118 MAIN AVENUE SOUTH ROSEAU, MINNESOTA 56751 103 HIGHWAY II SOUTH BADGER, MINNESOTA 56714

MEMO GIA 9/22/12 Michael Klein MP

⑆091204527⑆ ⑈42004861⑈ 0972

NORTH STAR ATV CLUB
P.O. BOX 152
ROSEAU, MN 56751

75-452/912
424861

No. 973

DATE 11/28/12

Pay to the order of KEITH M. SEARS \$24.00



118 MAIN AVENUE SOUTH ROSEAU, MINNESOTA 56751 103 HIGHWAY II SOUTH BADGER, MINNESOTA 56714

MEMO GIA 9/22/12 Michael Klein MP

⑆091204527⑆ ⑈42004861⑈ 0973

NORTH STAR ATV CLUB
P.O. BOX 152
ROSEAU, MN 56751

75-452/912
424861

No. 974

DATE 11/28/12

Pay to the order of MIKE KLEIN \$48.00



118 MAIN AVENUE SOUTH ROSEAU, MINNESOTA 56751 103 HIGHWAY II SOUTH BADGER, MINNESOTA 56714

MEMO GIA 9/22/12 Michael Klein MP

⑆091204527⑆ ⑈42004861⑈ 0974



118 MAIN AVENUE SOUTH ROSEAU, MINNESOTA 56751 103 HIGHWAY II SOUTH BADGER, MINNESOTA 56714

MEMO GIA 9/22/12 Michael Klein MP

⑆091204527⑆ ⑈42004861⑈ 0969



118 MAIN AVENUE SOUTH ROSEAU, MINNESOTA 56751 103 HIGHWAY II SOUTH BADGER, MINNESOTA 56714

MEMO GIA 9/22/12 Michael Klein MP

⑆091204527⑆ ⑈42004861⑈ 0971



118 MAIN AVENUE SOUTH ROSEAU, MINNESOTA 56751 103 HIGHWAY II SOUTH BADGER, MINNESOTA 56714

MEMO GIA 9/22/12 Michael Klein MP

⑆091204527⑆ ⑈42004861⑈ 0972

NORTH STAR ATV CLUB
P.O. BOX 152
ROSEAU, MN 56751

75-452/912
424861

No. 966

DATE 8/15/12

Pay to the order of RYAN JOHNSON \$ 172⁰⁰
one hundred seventy two & no/100 DOLLARS



118 MAIN AVENUE SOUTH ROSEAU, MINNESOTA 56751
103 HIGHWAY 11 SOUTH BADGER, MINNESOTA 56714

Memo GIA 7/27/12 Michael Klein MP

⑆091204527⑆ ⑆42004861⑆ ⑆0966

REPLACEMENT CHECKS ARE AVAILABLE AT CITIZENS STATE BANK

Security Features Included Details on Back

ARTICLE

NORTH STAR ATV CLUB
P.O. BOX 152
ROSEAU, MN 56751

75-452/912
424861

No. 967

DATE 8/15/12

Pay to the order of MIKE KLEIN \$ 60⁰⁰
sixty & no/100 DOLLARS



118 MAIN AVENUE SOUTH ROSEAU, MINNESOTA 56751
103 HIGHWAY 11 SOUTH BADGER, MINNESOTA 56714

Memo GIA 8/15/12 Michael Klein MP

⑆091204527⑆ ⑆42004861⑆ ⑆0967

REPLACEMENT CHECKS ARE AVAILABLE AT CITIZENS STATE BANK

Security Features Included Details on Back

ARTICLE

NORTH STAR ATV CLUB
P.O. BOX 152
ROSEAU, MN 56751

75-452/912
424861

No. 968

DATE 8/15/12

Pay to the order of MIKE KLEIN \$ 222⁰⁰
two hundred twenty two & no/100 DOLLARS



118 MAIN AVENUE SOUTH ROSEAU, MINNESOTA 56751
103 HIGHWAY 11 SOUTH BADGER, MINNESOTA 56714

Memo GIA 8/14/12 Michael Klein MP

⑆091204527⑆ ⑆42004861⑆ ⑆0968

REPLACEMENT CHECKS ARE AVAILABLE AT CITIZENS STATE BANK

Security Features Included Details on Back

ARTICLE

MINNESOTA TRAIL ASSISTANCE PROGRAM WORKSHEET

Trail Name: Bemis Hill Area					Sponsor: Roseau County					Date: 8-15-12					
Date	Operator Name	Labor			Mode of Transportation	Transportation			Other Equipment	Other Equipment			Total Cost	Type of Work & Location	Expenditure Type
		Hours	Rate	Cost		Miles	Rate	Cost		Hours	Rate	Cost			
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)
6/3/2012	Gene Bourden	1.50	\$16.00	\$24.00					Ranger	6.50	\$22.00	\$143.00	\$167.00	Trail Check, 116 miles	Main
	Bob Moser	1.50	\$16.00	\$24.00	4x4 Truck	50	\$0.66	\$33.00	Ranger	6.50	\$22.00	\$143.00	\$200.00		
	Shane Jobman	2.00	\$16.00	\$32.00	4x4 Truck	50	\$0.66	\$33.00	Ranger	6.00	\$22.00	\$132.00	\$197.00		
									Chain Saw	0.50	\$7.48	\$3.74	\$3.74		
	Partick Jobman	8.00	\$16.00	\$128.00	ATV	116	\$0.50	\$58.00					\$186.00		
6/23/2012	Terry George	4.00	\$16.00	\$64.00	4x4 Truck	36	\$0.66	\$23.76	Ranger	4.00	\$22.00	\$88.00	\$175.76	Trail Check, 60 miles	Main
									Chain Saw	2.00	\$7.48	\$14.96	\$14.96		
	Teri George	8.00	\$16.00	\$128.00									\$128.00		
	Ray Kimble	4.00	\$16.00	\$64.00	4x4 Truck	30	\$0.66	\$19.80	Ranger	4.00	\$22.00	\$88.00	\$171.80		
	Pat Kimble	8.00	\$16.00	\$128.00									\$128.00		
7/14/2012	Mike Klein	2.50	\$16.00	\$40.00	4x4 Truck	50	\$0.66	\$33.00	Ranger	4.00	\$22.00	\$88.00	\$161.00	Trail Check, 57 miles	Main
									Chain Saw	1.00	\$7.48	\$7.48	\$7.48		
7/27/2012	Shane Jobman	2.50	\$16.00	\$40.00	4x4 Truck	50	\$0.66	\$33.00	Ranger	4.50	\$22.00	\$99.00	\$172.00	Trail Check, 120 miles	Main
	Ryan Jobman	7.00	\$16.00	\$112.00	ATV	120	\$0.50	\$60.00					\$172.00		
8/15/2012	Mike Klein	5.00	\$12.00	\$60.00									\$60.00		Admin
		TOTALS		\$844.00				\$293.56				\$807.18	\$1,944.74		

I certify that the material and/or services shown on this worksheet are correct and just, and that no part of same has been previously submitted for payment.

Authorized signature

Mike Klein

Date

8-15-12

NORTH STAR ATV CLUB
P.O. BOX 152
ROSEAU, MN 56751

75-452/912
424861

No.

835

DATE 8-15-12

Pay to the order of GENE BOURDEAU \$ 167⁰⁰
one hundred sixty seven & no/100 DOLLARS



118 MAIN AVENUE SOUTH ROSEAU, MINNESOTA 56751 103 HIGHWAY 11 SOUTH BADGER, MINNESOTA 56714

MEMO GIA 6-3-12 Michael Aklen MP

⑆091204527⑆ ⑆42004861⑆ ⑆0835

NORTH STAR ATV CLUB
P.O. BOX 152
ROSEAU, MN 56751

75-452/912
424861

No.

836

DATE 8-15-12

Pay to the order of BOB MOSEN \$ 200⁰⁰
two hundred & no/100



118 MAIN AVENUE SOUTH ROSEAU, MINNESOTA 56751 103 HIGHWAY 11 SOUTH BADGER, MINNESOTA 56714

MEMO GIA 6-3-12 Michael Aklen MP

⑆091204527⑆ ⑆42004861⑆ ⑆0836

NORTH STAR ATV CLUB
P.O. BOX 152
ROSEAU, MN 56751

75-452/912
424861

No.

837

DATE 8/15/12

Pay to the order of SHANE JOHMAN \$ 200⁷⁴
two hundred & 74/100



118 MAIN AVENUE SOUTH ROSEAU, MINNESOTA 56751 103 HIGHWAY 11 SOUTH BADGER, MINNESOTA 56714

MEMO GIA 6-3-12 Michael Aklen MP

⑆091204527⑆ ⑆42004861⑆ ⑆0837

NORTH STAR ATV CLUB
P.O. BOX 152
ROSEAU, MN 56751

75-452/912
424861

No.

838

DATE 8/15/12

Pay to the order of PATRICK JOHMAN \$ 186⁰⁰
one hundred eighty six & no/100



118 MAIN AVENUE SOUTH ROSEAU, MINNESOTA 56751 103 HIGHWAY 11 SOUTH BADGER, MINNESOTA 56714

MEMO GIA 6-3-12 Michael Aklen MP

⑆091204527⑆ ⑆42004861⑆ ⑆0838

Pay to the order of one hundred twenty seven & 74/100 \$ 190⁷²

NORTH STAR ATV CLUB
P.O. BOX 152
ROSEAU, MN 56751

75-452/912
424861
No. 840
DATE 8-15-12



118 MAIN AVENUE SOUTH ROSEAU, MINNESOTA 56751 103 HIGHWAY 11 SOUTH BADGER, MINNESOTA 56714

MEMO GIA 6/23/12 Michael Aklen MP

⑆091204527⑆ ⑆42004861⑆ ⑆0840

NORTH STAR ATV CLUB
P.O. BOX 152
ROSEAU, MN 56751

75-452/912
424861

No. 961

DATE 8/15/12

Pay to the order of TEM GEORGE \$ 128 ⁰⁰

one hundred twenty eight + 00/100 DOLLARS



118 MAIN AVENUE SOUTH ROSEAU, MINNESOTA 56751 103 HIGHWAY II SOUTH BADGER, MINNESOTA 56714

MEMO GIA 6/23/12

Michael Klein NP

⑆09⑆204527⑆⑆42⑆486⑆⑆0961

NORTH STAR ATV CLUB
P.O. BOX 152
ROSEAU, MN 56751

75-452/912
424861

No. 962

DATE 8/15/12

Pay to the order of RAY KIMBLE \$ 171 ⁸⁰

one hundred seventy one + 80/100 DOLLARS



118 MAIN AVENUE SOUTH ROSEAU, MINNESOTA 56751 103 HIGHWAY II SOUTH BADGER, MINNESOTA 56714

MEMO GIA 6/23/12

Michael Klein NP

⑆09⑆204527⑆⑆42⑆486⑆⑆0962

NORTH STAR ATV CLUB
P.O. BOX 152
ROSEAU, MN 56751

75-452/912
424861

No. 963

DATE 6/23/12

Pay to the order of PAT KIMBLE \$ 128 ⁰⁰

one hundred twenty eight + 00/100 DOLLARS



118 MAIN AVENUE SOUTH ROSEAU, MINNESOTA 56751 103 HIGHWAY II SOUTH BADGER, MINNESOTA 56714

MEMO GIA 6/23/12

Michael Klein NP

⑆09⑆204527⑆⑆42⑆486⑆⑆0963

NORTH STAR ATV CLUB
P.O. BOX 152
ROSEAU, MN 56751

75-452/912
424861

No. 964

DATE 8/15/12

Pay to the order of MIKE KLEIN \$ 168 ⁴⁸

one hundred sixty eight + 48/100 DOLLARS



118 MAIN AVENUE SOUTH ROSEAU, MINNESOTA 56751 103 HIGHWAY II SOUTH BADGER, MINNESOTA 56714

MEMO GIA 9/4/12

Michael Klein NP

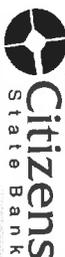
⑆09⑆204527⑆⑆42⑆486⑆⑆0964

Pay to the order of Shane Johnson

\$ 172 ⁰⁰

DATE 8/15/12 No. 965

NORTH STAR ATV CLUB
P.O. BOX 152
ROSEAU, MN 56751



118 MAIN AVENUE SOUTH ROSEAU, MINNESOTA 56751 103 HIGHWAY II SOUTH BADGER, MINNESOTA 56714

MEMO GIA 7/27/12

Michael Klein NP

⑆09⑆204527⑆⑆42⑆486⑆⑆0965

 OHV Trails Assistance Program Maintenance Project Application		7 B DEPARTMENT USE ONLY FY Purchase Order Number #	
Check Type of Off-highway Vehicle Funding Applied for:			
<input checked="" type="checkbox"/> All-Terrain Vehicle Trail		<input type="checkbox"/> Off-Highway Motorcycle Trail	<input type="checkbox"/> Off-Road Vehicle Trail
1. Off-highway Vehicle Trail information			
1A. Club name: North Star ATV Club		1B. Date: 12/3/2012	
1C. Trail or trail system name: Beltrami Island State Forest / Bemis Hill Area		1D. Miles of existing trail in GIA system: 85	
2. Trail administrator contact information and approval			
2A. Trail administrator name: Mike Klein		2B. Trail administrator signature: 	
2C. Address (street, box number, city, state, zip code): 908 3rd ST NE, Roseau, MN, 56751		2D. Preferred phone number (include area code): 218-463-4464	2E. Alternate phone number optional (include area code):
3. Public point of trail contact information and approval. Information provided will be used for the trail maps and on the official MN DNR website.			
3A. Public point of trail contact name: Mike Klein		3B. Public point of trail contact signature: 	
By signing above I approve the use of my name, address and phone information as the public point of contact on published materials produced by the State of Minnesota Department of Natural Resources relating to this trail or trail system. I certify that I am the public contact person for this trail system.			
3C. Address (street, box number, city, state, zip code):		3D. Preferred phone number (include area code):	3E. Alternate phone number optional (include area code):
4. Trail fund request		7A. DEPARTMENT USE ONLY	
4. Total grant request (from question 4F project cost breakdown and explanation worksheet): 7460		7A. Grant award (for DNR use only): \$0.00	
5. Sponsor approval			
5A. Local unit of government sponsor/contact name: Roseau County		5B. Telephone number (include area code): 218-463-4248	
5C. Address (street, box number, city, state, zip code): 606 5th AVE SW, Roseau, MN 56751			
5D. Authorized signature of sponsor:		5E. Name and Title:	5F. Date of signature:
6. DEPARTMENT USE ONLY [Certification by Department of Natural Resources]			
6A. Recommended grant amount: \$0.00		6B. Explanation if different from request (or attach):	
6C. Authorized signature Area Supervisor:			6D. Date of signature:
6E. Authorized signature Regional Manager:			6F. Date of signature:
8. Required Attachments			
8A. <input checked="" type="checkbox"/> Project location map, including existing trail in gia system, existing trail not in system, and any trail facilities and/or bridges			
8B. <input checked="" type="checkbox"/> Sponsor Resolution			
8C. <input type="checkbox"/> Documentation of required permits and approvals and additional project supporting information (optional)			



Project Cost Break Down and Explanation Worksheet

Trail or trail system name: **Beltrami Island State Forest / Bemis Hill Area** Date: **12-3-12**

1. Project Description (Provide a detailed description of the project):
Maintain and monitor ORV trails within the western area of Beltrami Island State Forest

2. How project will be accomplished (Describe work needed.):
Miscellaneous trail maintenance

3. Project Cost Breakdown and Explanation

3A. ADMINISTRATION Explanation: Miscellaneous office supplies, computer and clerk activities	TOTAL \$ 400
---	-----------------

3B. RELOCATION
Explanation:

Labor \$	Mileage \$	Equipment \$	Materials \$	TOTAL \$
-------------	---------------	-----------------	-----------------	-------------

3C. CONSTRUCTION
Explanation:

Labor \$	Mileage \$	Equipment \$	Materials \$	TOTAL \$
-------------	---------------	-----------------	-----------------	-------------

3D. FACILITIES
Description:

Labor \$	Mileage \$	Equipment \$	Materials \$	TOTAL \$
-------------	---------------	-----------------	-----------------	-------------

3E. TRAIL SYSTEM MAP PRINTING Explanation:	TOTAL \$
---	-------------

Total cost (Sum 3A – 3E): \$ 400	Total reimbursable amount of cost (Up to 65% of sum 3A – 3E): \$ 260
---	---

3F. MAINTENANCE
Explanation: Routine brushing, tree clearing, trail monitoring, stump removal, etc

Labor \$ 2600	Mileage \$ 1300	Equipment \$ 2600	Materials \$	TOTAL \$ 6500
------------------	--------------------	----------------------	-----------------	------------------

3G. GROOMING
Explanation:

Labor \$	Mileage \$	Equipment \$	Materials \$	TOTAL \$
-------------	---------------	-----------------	-----------------	-------------

3H. LIABILITY INSURANCE (maximum state allowed \$1,500 per year) Explanation:	TOTAL \$ 1500
--	------------------

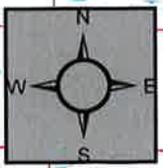
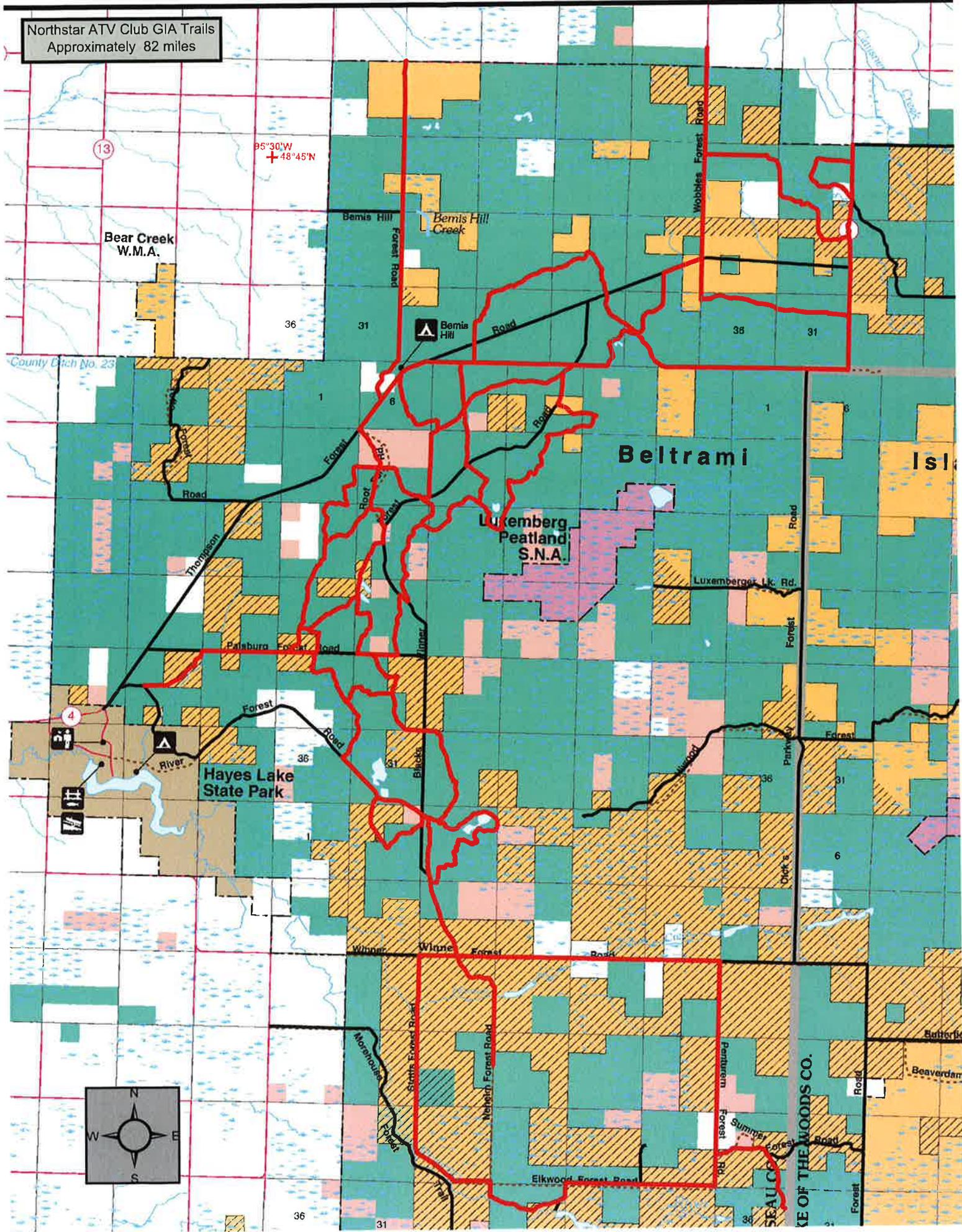
Total cost (Sum 3F – 3H): \$ 8000	Total reimbursable amount of cost (Up to 90% of sum 3F – 3H): \$ 7200
--	--

4. Grant Request

4A. Total cost of project (Sum 3A – 3E) + (Sum 3F – 3H) \$ 8400	4B. Total Grant Request (Up to 65% of Total cost sum 3A – 3E) + (Up to 90% of Total cost sum 3F – 3H) \$ 7460
---	---

4C. Balance remaining from previous grants: \$	4D. Grant request total state cost \$
---	--

Northstar ATV Club GIA Trails
Approximately 82 miles



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



*Person Responsible for Request	*Department	*Board Meeting Date		
Monsrud, Martie ▼	Auditor ▼	Dec ▼	11 ▼	2012 ▼

Amount of time being requested:

***Subject Title (As it will appear on the agenda):**
 Set 2013 Ditch Levy

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

***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 1b
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request	*Department	*Board Meeting Date
Monsrud, Martie ▼	Auditor ▼	Dec ▼ 11 ▼ 2012 ▼

Amount of time being requested:

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

***Background (Provide sufficient detail of the subject):**
 Wynne Consulting sent Subordination Agreements on four Repayment Agreements for Citizens State Bank and Border State Bank.

***Financial Consideration:**

***Legal Consideration:**

***Other Consideration:**
 Authorize need for chairman to sign the agreements.

***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

Sample



SUBORDINATION AGREEMENT

WHEREAS, Roseau County possesses a valid and enforceable lien against the following described real property located in the County of Roseau, State of Minnesota, to wit:

See Exhibit A

as evidenced by a Repayment Agreement dated October 15, 2008, and filed of record in the Office of the Roseau County Recorder on February 9, 2010, as Document Number 266784, and

WHEREAS, [REDACTED] husband and wife and fee owners of the above-described real property, have applied for a mortgage loan from Citizens State Bank and

WHEREAS, Citizens State Bank has indicated that it is unwilling to accept a mortgage upon the above-described real property in security for said loan unless Roseau County shall subordinate its mortgage to the lien to be created by said Citizens State Bank on said property;

NOW THEREFORE, in consideration of the premises and as an inducement to Citizens State Bank to accept said mortgage, Roseau County hereby agrees to subordinate, and hereby does subordinate, its lien against the above described real property to the mortgage lien of Citizens State Bank against said property, said mortgage to have the same validity, force and effect as if executed, delivered, and recorded prior to the date of execution of said Roseau County Mortgage.

IN TESTIMONY WHEREOF, Roseau County has caused these present-to be executed by _____, County Board Chairman.

This _____ day of November, 2012.

STATE OF MINNESOTA) ss
COUNTY OF ROSEAU)

By: _____
County Board Chairman

The foregoing instrument was acknowledged before me this _____ day of November, 2012, by _____, County Board Chairman, a body corporate and politic of the State of Minnesota.

Notary Public

Roseau County, Minnesota
My Commission expires:

DOCUMENT DRAFTED BY WYNNE CONSULTING, INC. P.O. BOX 33 WANNASKA,
MN 56761 EXEMPT FROM REGISTRATION TAX UNDER MINNESOTA STATUTE
287.01 Reason Code 9.

ITEM # Env Office 2a

REQUEST FOR BOARD ACTION

* Required Fields



*Person Responsible for Request
Pelowski, Jeff

*Department
Environmental Services

*Board Meeting Date
Dec 11 2012

*Subject Title (As it will appear on the agenda):
2013 Market Price Board Resolution - REVISED

*Background (Provide sufficient detail of the subject):
Attached is a REVISED Board Resolution & letter to MPCA Commissioner Linc Stine establishing the 2013 Market Price for delivery of solid waste management services in Roseau County, (ie. purpose is to determine sales tax liability for 2013).

*Financial Consideration:
The 2013 Budget will need to be revised to incorporate the change in Market Price from \$45.00 per ton to \$51.60 per ton, if approved by the Board.

*Legal Consideration:

*Other Consideration:
The Board will be required to rescind the Market Price Resolution (2012-10-03) and MPCA Letter approved at the 10/9/12 Board meeting.

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

Coordinator's Office Use (Do Not Write Below)

Date Received:

Comments:

Board Action:

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

ATTEST: Ann Marie Miller, Board Clerk



Board of Commissioners

606 5th Ave. SW, Room #131

Roseau, MN 56751

Phone: 218-463-4248

Fax: 218-463-3252

A motion was made by Commissioner XXXXXX, seconded by Commissioner XXXXXX and carried unanimously to approve the following resolution:

2012-12-01

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

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

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

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

THEREFORE BE IT RESOLVED, the County declares the Market Price for all MSW generated in Roseau County to be \$51.60 per ton, based upon the lowest price available in the area (ie. direct haul price to the Mar-Kit Sanitary Landfill), for CY 2013.

I, Jeff Pelowski, Board Clerk in and for Roseau County, Minnesota, do hereby certify that the foregoing is a true and correct copy of a part of the proceedings adopted by the Roseau County Board of Commissioners on December 11, 2012.

(SEAL)

Jeff Pelowski
Roseau County Interim Coordinator

December 14, 2012

Commissioner John Linc Stine
Minnesota Pollution Control Agency
520 Lafayette Road North
St. Paul, MN 55155

Re: 2013 Solid Waste Management Tax Resolution - REVISED

Dear Commissioner Linc Stine:

Please find enclosed a copy of a Roseau County Board Resolution establishing/revising the "Market Price" which will be used to calculate the Solid Waste Management Tax (SWMT) for Municipal Solid Waste (MSW) generated in Roseau County in 2013. It is important to note that this Resolution replaces the Board Resolution previously submitted on October 14, 2012.

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

As such, this Resolution sets the Market Price for MSW in Roseau County at \$51.60 per ton, per attached Market Price Worksheet, effective for CY 2013.

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

Sincerely,

Jeff Pelowski
Roseau County Environmental Services Director

CC: Roseau County Board of Commissioners

Enclosure: 2013 Market Price Resolution

ITEM # Sheriff 3a
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request	*Department	*Board Meeting Date
Gust, Steve ▼	Sheriff ▼	Dec ▼, 11 ▼, 2012 ▼

Amount of time being requested:

***Subject Title (As it will appear on the agenda):**
 Multi-Agency Law Enforcement Joint Powers Agreement

***Background (Provide sufficient detail of the subject):**
 Need approval of County Board to renew Minnesota Internet Crimes Against Children Task Force Multi-Agency Law Enforcement Joint Powers agreement. Also need signed resolution to accompany contracts.

***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



Alcohol
and Gambling
Enforcement

Bureau of Criminal
Apprehension

Driver
and Vehicle
Services

Emergency
Communication
Networks

Homeland
Security and
Emergency
Management

Minnesota
State Patrol

Office of
Communications

Office of
Justice Programs

Office of
Traffic Safety

State Fire
Marshal

Office of
Pipeline Safety

Bureau of Criminal Apprehension

1430 Maryland Avenue East • Saint Paul, Minnesota 55106-2802
Phone: 651.793.7000 • Fax: 651.793.7001 • TTY: 651.282.6555
<http://bca.dps.mn.gov>

August 24, 2012

Roseau County Sheriff's Office
Investigator Nathan Adams
604 Fifth Ave SW
Roseau, MN 56751

Dear Task Force Member:

Once again, it is time to renew our Joint Powers Agreement (JPA). Our current JPA has expired. The new JPA will cover the 2012–13 grant cycle.

Enclosed you will find three copies of the Joint Powers Agreement (JPA) from the State of Minnesota. All three copies must be signed by a representative of your jurisdiction's governing body, i.e., designated city council member, city manager, county commissioner, etc. **All three copies must be signed and returned to the Minnesota Bureau of Criminal Apprehension (BCA).**

Also, before the JPA can be implemented, the MMB (Minnesota Management and Budget) **requests a signed RESOLUTION** in addition to the signed JPA. The resolution grants legal authority for signing contracts for the cities and counties identified. **Failure to provide the RESOLUTION in addition to the three copies of the JPA will result in a delay.** Upon final review and approval of the signed agreements, the BCA will return a copy of the approved and signed JPA to your agency.

In closing, I would like to thank you for your agency's dedication and commitment to the Minnesota Internet Crimes Against Children Taskforce (MICAC). Your agency has joined over 100 other state and federal law enforcement agencies throughout the state of Minnesota who have made the formal commitment to protect our children from exploitation by online sexual predators.



MINNESOTA DEPARTMENT OF PUBLIC SAFETY



Bureau of Criminal Apprehension

1430 Maryland Avenue East • Saint Paul, Minnesota 55106-2802

Phone: 651.793.7000 • Fax: 651.793.7001 • TTY: 651.282.6555

<http://bca.dps.mn.gov>

Last year, through our combined efforts, we arrested over 150 online predators, conducted over 703 investigations (both proactive and reactive), and conducted over 808 computer forensic examinations. Your agency's dedication made these accomplishments possible.

Regards,

A handwritten signature in black ink, appearing to read "Donald Cheung". The signature is written over the typed name and title.

Donald Cheung
MICAC Commander

Enclosures
DC/so

Alcohol
and Gambling
Enforcement

Bureau of Criminal
Apprehension

Driver
and Vehicle
Services

Emergency
Communication
Networks

Homeland
Security and
Emergency
Management

Minnesota
State Patrol

Office of
Communications

Office of
Justice Programs

Office of
Traffic Safety

State Fire
Marshal

Office of
Pipeline Safety



Minnesota Internet Crimes Against Children Task Force

Multi-Agency Law Enforcement Joint Powers Agreement

This Multi-Agency Law Enforcement Joint Powers Agreement, and amendments and supplements thereto, (“Agreement”) is between the State of Minnesota, acting through its Commissioner of Public Safety, Bureau of Criminal Apprehension (“Grantee”), empowered to enter into this Agreement pursuant to Minn. Stat. § 471.59, Subd. 10 & 12, and County of Roseau, acting through its Roseau County Sheriff’s Office located at 604 Fifth Ave SW, Roseau, MN 56751, (“Undersigned Law Enforcement Agency”), empowered to enter into this Agreement pursuant to Minn. Stat. § 471.59, subd. 10,

Whereas, the above subscribed parties have joined together in a multi-agency task force intended to investigate and prosecute crimes committed against children and the criminal exploitation of children that is committed and/or facilitated by or through the use of computers, and to disrupt and dismantle organizations engaging in such activity; and

Whereas, the undersigned agencies agree to utilize applicable state and federal laws to prosecute criminal, civil, and forfeiture actions against identified violators, as appropriate; and

Whereas, the Grantee is the recipient of a federal grant (attached to this Agreement as Exhibit A) disbursed by the Office of Juvenile Justice and Delinquency Prevention (“OJJDP”) in Washington, D.C. to assist law enforcement in investigating and combating the exploitation of children which occurs through the use of computers by providing funding for equipment, training, and expenses, including travel and overtime funding, which are incurred by law enforcement as a result of such investigations; and

Whereas, the OJJDP Internet Crimes Against Children (“ICAC”) has established a Working Group of Directors representing each of the existing ICAC Task Forces to oversee the operation of the grant and sub-grant recipients; and the State of Minnesota, acting through its Commissioner of Public Safety, Bureau of Criminal Apprehension has designated Donald Cheung as the Commander of the Minnesota ICAC Task Force.

Now Therefore, the parties agree as follows:

1. The Undersigned Law Enforcement Agency approves, authorizes, and enters into this Agreement with the purpose of implementing a three-pronged approach to combat Internet Crimes Against Children: **prevention, education and enforcement**; and
2. The Undersigned Law Enforcement Agency shall adhere to the Minnesota ICAC Task Force Program Standards contained in Exhibit B attached to this Agreement, in addition to complying with applicable Minnesota state and federal laws in the performance of this Agreement, including conducting undercover operations relative to ICAC, ; a list of Regional ICAC Task Force, Minnesota State Affiliate Agency and Training & Technical Assistance

Program contact information is contained in Exhibit C attached to this Agreement; and

3. Exhibits A and B are incorporated into this Agreement and made a part thereof. In the event of a conflict between this Agreement and the Exhibits, the terms of the Exhibits prevail; and
4. The Undersigned Law Enforcement Agency and the Grantee agree that each party will be responsible for its own acts and the results thereof to the extent authorized by law and shall not be responsible for the acts of any others and the results thereof. The Grantee's liability shall be governed by the provisions of the Minnesota Tort Claims Act, Minnesota Statutes, Section 3.736, and other applicable law. The Undersigned Law Enforcement Agency's liability shall be governed by the provisions of the Municipal Tort Claims Act, Minnesota Statutes, Section 466.01 - 466.15, and other applicable law; and
5. All members of the Undersigned Law Enforcement Agency shall continue to be employed and directly supervised by the same Law Enforcement Agency employer which currently employs the member performing Minnesota ICAC Task Force assignments; and all services, duties, acts or omissions performed by the member will be within the course and duty of that employment, and therefore, are covered by the Workers Compensation programs of that employer; will be paid by that employer and entitled to that employer's fringe benefits; and
6. The Undersigned Law Enforcement Agency must first submit a written request for funds and receive approval for the funds from the Grantee to receive any funds from the Grantee; and
7. The Undersigned Law Enforcement Agency must supply original receipts to be reimbursed on pre-approved requests. Approved reimbursement will be paid directly by the Grantee to the Undersigned Law Enforcement Agency within 30 days of the date of invoice, with payment made out to the County of Roseau, and mailed to the Roseau County Sheriff's Office, 604 Fifth Ave SW, Roseau, MN 56751.
8. The Undersigned Law Enforcement Agency shall maintain accurate records pertaining to prevention, education, and enforcement activities, to be collected and forwarded monthly to the Minnesota ICAC Task Force Commander or his designee for statistical reporting purposes; and
9. The Undersigned Law Enforcement Agency shall participate fully in any audits required by the OJJDP. In addition, under Minn. Stat. § 16C.05, subd. 5, the Undersigned law Enforcement Agency's books, records, documents, and accounting procedures and practices relevant to this Agreement are subject to examination by the Grantee and/or the Minnesota State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end date of this Agreement; and
10. The Undersigned Law Enforcement Agency shall make a reasonable good faith attempt to be represented at any scheduled regional meetings in order to share information and resources amongst the multiple entities; and

11. The Undersigned Law Enforcement Agency shall be solely responsible for forwarding information relative to investigative targets to the Child Pornography Pointer System (CPPS) pursuant to the OJJDP guidelines; and
12. The Undersigned Law Enforcement Agency shall provide the Minnesota ICAC Task Force Commander in a timely manner all investigative equipment that was acquired through OJJDP grant funding; in the event that future federal funding is no longer available, the Undersigned Law Enforcement Agency decides to dissolve its binding relationship with the Minnesota ICAC Task Force and the State of Minnesota Department of Public Safety, or the Undersigned Law Enforcement Agency breaches the Agreement.
13. That the Grantee may reimburse, the Undersigned Law Enforcement Agency for the following duties:
 - A. Investigations by the Undersigned Law Enforcement Agency under this agreement should be conducted in accordance with the OJJDP ICAC Task Force Program Standards contained in Exhibit B, and concluded in a timely manner. The Undersigned Law Enforcement Agency will only be reimbursed by the Grantee for overtime hours inclusive of fringe benefits of actual hours and/or actual expenses incurred related to performing Minnesota ICAC Task Force assignments and/or training approved by the Minnesota ICAC Task Force Commander through the term of this agreement or until all Federal funds under the OJJDP grant have been expended, whichever comes first.
 - B. The Grantee has a **TOTAL** Expense Budget of \$320,000.00 that was approved under the OJJDP Internet Crimes Against Children ("ICAC") Grant for investigative hours and expense reimbursement. The Undersigned Law Enforcement Agency participating in the Minnesota ICAC Task Force investigations will be reimbursed by the Grantee for actual costs as defined in Clause 13, Section A., to the extent such actual costs have been reviewed and approved by the Minnesota ICAC Task Force Commander.
14. Any amendment to this Agreement 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 agreement, or their successors in office.
15. The Undersigned Law Enforcement Agency and the Grantee may terminate this Agreement at any time, with or without cause, upon 30 days' written notice to the other party.
16. **Terms of this agreement:**

This Agreement shall be effective on the date the Undersigned Law Enforcement Agency obtains all required signatures under Minn. Stat. § 16C.05, Subd. 2, and shall remain in effective through May 31, 2013, unless terminated or canceled. Nothing in this Agreement shall otherwise limit the jurisdiction, powers, and responsibilities normally possessed by an employee as a member of the Undersigned Law Enforcement Agency.

ITEM # Sheriff 3b

REQUEST FOR BOARD ACTION

* Required Fields



*Person Responsible for Request	*Department	*Board Meeting Date		
Gust, Steve ▼	Sheriff ▼	Dec ▼	11 ▼	2012 ▼

Amount of time being requested:

***Subject Title (As it will appear on the agenda):**
Contract with Turnkey Corrections for jail vending service

***Background (Provide sufficient detail of the subject):**
Need County Board approval for the Jail vending service contract effective 2/1/2013.

***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



**COUNTY OF Roseau
JAIL VENDING SERVICE AGREEMENT**

THIS AGREEMENT, by and between the County of Roseau, Minnesota, a political subdivision of the State of Minnesota, hereinafter referred to as the "County," and TurnKey Corrections a Minnesota corporation, hereinafter referred to as "Provider."

WHEREAS, the County seeks to enter into an agreement for inmate commissary vending service, and

WHEREAS, Provider is capable of providing such service to the County and desires to do so according to the terms and conditions stated herein.

NOW THEREFORE, in consideration of the mutual undertakings and agreements contained within this agreement, the County and Provider hereby agrees as follows:

1. Effective Date of Contract

This agreement shall be effective 2/1/2013.

2. Term of Contract

This agreement shall be in effect for thirty-six (36) months with **three (3)**, one (1) year renewable options and may be extended further upon mutual consent of both parties.

There will be no monthly lease premium for equipment usage.

3. Scope of Services

The parties agree to the following services during the term of the agreement;

Provider shall continue to maintain equipment in place in the facility and TEAM software system at the Roseau County Jail. Commissary will be delivered in the same means and schedule as it is being done today.

Trust Accounting Software: provider shall furnish, install, repair, and maintain all trust accounting software and all features of the system. The following is an overview of the TEAM trust accounting software features available to the County;

Equipment:

- a. The existing equipment, services and fees, in the facility will remain the same.
- b. The county reserves a price of \$1495 each to purchase additional kiosks for the facility for the length of the contract. Or, for each additional kiosk the county wishes to purchase one additional kiosk only, Provider will sell the county that kiosk for \$995 and charge a \$1 fee at the lobby kiosk for cash deposits. This fee still in place for one year for each kiosk discounted. Thus, if two additional kiosks are purchased, Provider will charge the \$1 fee for two years.
- c. The County reserves the right to request additional features at any time at no cost to the Facility.

Account Management.

- Easy-to-use Interface steps users through Account Creation (booking) and Account Close (release) processes.
- Account Creation process gathers inmate information, accepts numerous deposit types, assigns Smart Card to inmate, and allows site charges to be applied against the account.
- Account Release process refunds money from Smart Card, allows site charges to be applied against the account, and returns money to the inmate through numerous withdrawal options.
- Track general inmate information including name, Inmate# (Criminal History Number), Unit#, language, status, audit information (user and date/time stamp of record creation and the last time the account was altered).
- Search for Accounts based on any combination of the following: inmate#, first/middle/last name, unit#, language, status, account group and soundex searches.
- Account Groups – each site has the ability to setup unlimited account groups. There are three types of account groups: (1) Accounting – Control maximum allowable smart-card and/or lien balance and maximum active smart-cards per account. Additional transaction limit controls allow one to define minimum and maximum allowable transaction dollar amounts; (2) Commissary – Defines product availability, pricing and commission on product sales (e.g. restrict commissary product list for Indigent Inmates and bill products to indigents at different rate); and (3) Access – Define access to specific modules by Account Group (e.g. grant/restrict access to cashless services, commissary, kiosk mail, etc.)
- Cashless Smart Card.
 - The smart card has an electronically imbedded serial number and is programmed with a site code and a personal PIN number that can only be utilized with the assigned card. The smart cards are reusable. These smart cards are used in the kiosks and vending machines. Each inmate will be issued a smart card when booked in. If one is lost they can be re-created for a nominal charge to the inmate for the lost card.

- The vending machines utilize state-of-the-art MDB technology in accepting the smart card.
- Inmates are given a smart card when they are booked in and when they are released their account is closed with use of the smart card also.

Currency Handling

- Cash-receiving (via bill acceptors/lock boxes), also referred to as “Money-In”.
- “Money-In” machine receives cash into a secured locked box and automatically records the transaction to the Inmates account.
- Cash is primarily deposited to accounts through the “Money-In” acceptor. The system also has the ability to access a cash, check or money order deposit entered manually.
- Secure bill-acceptor reduces counting time associated with cash and removes cash-handling responsibility from jail staff.
- Electronically counts bills received to ensure the deposited amount is 100% accurate.
- Eliminates theft of cash due to locked box acceptors.
- Eliminates errors with postings of cash transactions via use of the “Money-In” acceptors.
- Checks for counterfeit bills and will not accept them if a counterfeit bill is detected.
- Cash no longer needs to be counted. The “Money-In” acceptor does it all now.
- Lobby kiosk functions similar to the “Money-In” or an ATM machine to receive cash deposits for Inmates in public areas. This feature again eliminates cash handling by the jail staff.

Site Charges.

- Unlimited site charges may be created.
- Variable site charge options – Define minimum and maximum amounts for site charges.
- The site charges also have a default amount set with every charge for ease of appliance.
- Recovery of negative site charges.

Accounting

- Management of Inmate Trust Account.
- Double-entry accounting.
- Check Book and Bank Statement reconciliation
- Control accounts for AP Inmate, AP Vendor, and Lien.
- Custom-defined transaction types – Use pre-built transaction types to create your own types that are labeled using your own wording. Configure which transaction types will have per transaction and/or per-day limits.
- Negative balances/liens - Accounts can be configured to run a negative balance/lien for specific designated accounts. A deposit is first applied against an outstanding lien with any remaining balance available to the inmate.
- Recovered funds (funds received on an account that is carrying a lien balance) are allocated to the jail site charge account associated with the lien.
- Check signatures can be printed using an authorized scanned signature.

- Write checks to third parties (i.e. Vendors) from the inmate trust account.
- Detailed audit trail of all transactions.
- Manual notes can be entered for each transaction.
- Ability to track and report on site charges.

Reports

- Customization available.
- Automatically generates Account Balance Summary, Deposit Transactions, Cash-in Transactions, System Balance, Transaction History, Refund Transactions, Check Register, Void Checks, Daily Balance, Daily Shift, Inmate Deposits, Inmate Detail, Inactive Accounts, Closed Accounts, Event Log, Kiosk Status, Site Charge Detail, and Site Charge Grouping reports and many more additional reports.
- Export reports to Adobe Acrobat, Microsoft Excel formats, CSV, HTML and Comma Delineated.

Equipment and Maintenance: Provider shall furnish, install, repair and maintain all equipment and software. Provider agrees to keep all equipment in good order and operating condition.

Each of the parties agrees to cooperate with the other and to perform all tasks necessary or desirable for the mutual benefit of both of the parties to operate a well operated inmate commissary service for the Roseau County Jail.

Provider shall supply all products that are to be sold through the commissary system that are pre-approved by the County.

Additional modules, such as additional vending machines, kiosks, and money in units may be added in the future to ensure efficient daily operations as well as to support future growth of Provider services and County expansion.

Provider agrees to train all Jail staff in vending services, software and account reporting as needed.

Provider agrees to assist the County with customized inmate account reports needed by the County for tracking, bookkeeping and auditing purposes and training on the same.

Provider agrees to provide one (1) printer for the issuance of checks from inmate accounts for inmates released from custody.

4. Compensation and Terms of Payment

A. Compensation

Provider shall conform to the schedule of initial prices as agreed upon by both parties. Prices may change for economic reasons such as inflation.

B. Terms of Payment

The County will continue to operate commissary services. The county will purchase all commissary items from Provider and be invoiced on each delivery. The county will set prices within the facility and keep all profits from those sales. The County's authorized agent shall have the authority to review the invoices, and no payment shall be made without the approval of the authorized agent. Payments shall be made within thirty (30) days after receipt of invoices for services performed and acceptance of such services by the authorized agent of the County.

5. Condition of Payment

All services provided by Provider pursuant to this agreement shall be performed to the satisfaction of the County, and in accordance with all applicable federal, state and local laws, ordinances, rules and regulations. Payment shall be withheld for work found by the County to be unsatisfactory, or performed in violation of federal, state and local laws, ordinances, rules or regulations. If Provider and the County agree, any controversy or claim arising out of or relating to this agreement shall be settled between the parties by arbitration in accordance with the Commercial Arbitration Rules of the American Arbitration Association. Each party shall pay its own costs resulting from the utilization of the arbitration process. The fees and costs charged by the American Arbitration Association shall be borne equally by the parties.

6. Authorized Agents

The County shall appoint an authorized agent for the purpose of administration of this agreement. The County is notified the authorized agents for Provider are as follows:

Patrick McMullan – General Information
Phone – 612-267-8277
Ben Halberg – IT Information
Phone: 715-386-5700

7. County and State Audit

Pursuant to Minnesota State Law , the books, records, documents, and accounting procedures and practices of Provider relative to this agreement shall be subject to examination by the County and the State Auditor. Complete and accurate records of the work performed pursuant to this agreement shall be kept by Provider for a minimum of six (6) years following termination of this agreement for such auditing purposes. The retention period shall be automatically extended during the course of any administrative or judicial action involving the County of Roseau regarding matters to which the records are relevant. The retention period shall be automatically extended until the administrative or judicial action is finally completed or until the authorized agent of the County notifies Provider in writing that the records need no longer be kept.

8. **Indemnity**

Provider agrees to defend, indemnify, and hold the County, its employees and officials harmless from any claims, demands, actions or causes of action, including reasonable attorney's fees and expenses resulting directly or indirectly from any negligent act or omission on the part of Provider, or its subcontractors, partners or independent contractors or any of their agents or employees, in the performance of or with relation to any of the work or services to be performed or furnished by Provider or the subcontractors, partners or independent contractors or any of their agents or employees under the agreement.

Provider shall be responsible for the professional quality, technical accuracy, and the coordination of all services furnished by Provider under this agreement. Provider shall, without additional compensation, correct or revise any errors or deficiencies in Provider's final reports and services.

9. **Insurance**

Provider shall not commence work under this agreement until it has obtained at its own cost and expense all insurance required herein. All insurance coverage is subject to approval of the County and shall be maintained by Provider throughout the duration of this agreement.

A. **Workers' Compensation**

- a. State: Minnesota - Statutory
- b. Employer's Liability with minimum limits of:
 - Bodily Injury by Accident: \$100,000 each Accident
 - Bodily Injury by Disease: \$100,000 each Employee
 - Bodily Injury by Disease: \$500,000 policy limit
- c. Benefits required by union labor contracts: As applicable

B. **Commercial General Liability**

Including Premises, Operations, Products, Completed Operations, Advertising and Personal Injury Liability, with the following minimum limits of liability:

- \$1,500,000 Aggregate
- \$1,000,000 Products & Completed Operations Aggregate
- \$1,500,000 Personal Injury & Advertising Injury
- \$1,500,000 Occurrence
- \$ 100,000 Fire Damage Limit
- \$ 20,000 Medical Expense

Policy should be written on an occurrence basis and include explosion, collapse and underground.

C. Commercial Auto Liability

Minimum limits of liability shall be:

If split limits: \$1,500,000 each person/\$1,500,000 each occurrence
\$1,500,000 each occurrence for Property Damage

If combined single limit: \$1,000,000 per occurrence

D. Proof of Insurance

Insurance certificates evidencing that the above insurance is in force with companies acceptable to County and in the amounts required shall be submitted to County for examination and approval prior to the execution of the agreement, after which they shall be filed with County. The insurance certificate shall name the County as an additional insured and specifically provide that a certificate shall not be modified, canceled or nonrenewal except upon thirty (30) days prior written notice to County. Neither County's failure to require or insist upon certificates or other evidence of insurance showing a variance from the specified coverage changes Provider's responsibility to comply with the insurance specifications.

10. **Subcontracts**

Provider shall not subcontract any portion of the work to be performed under this agreement nor assign this agreement without the prior written approval of the authorized agent of the County. Provider shall ensure and require that any subcontractor agrees to and complies with all of the terms of this agreement. Any subcontractor of Provider used to perform any portion of this agreement shall report to and bill Provider directly. Provider shall be solely responsible for the breach, performance or nonperformance of any subcontractor.

11. **Force Majeure**

The County and Provider agree that Provider shall not be liable for any delay or inability to perform this agreement, directly or indirectly caused by or resulting from strikes, labor troubles, accidents, fire, flood, breakdowns, war, riot, civil commotion, lack of material, delays of transportation, acts of God or other cause beyond reasonable control of Provider and the County.

12. **Data Practices**

Provider, its agents, employees and any subcontractors of Provider in providing all services hereunder, agree to abide by the provisions of the Minnesota Government Data Practices Act. Provider understands that it must comply with these provisions as if it were a government entity. Provider agrees to indemnify and hold the County, its officers, department heads and employees harmless from any claims resulting from Provider's unlawful disclosure or use of data protected under state and federal laws.

13. **Access to Premises**

The County shall arrange access as necessary to work sites for Provider for the purpose of performing the work described in this agreement.

14. **Termination**

The agreement may be terminated by either party, with cause, upon (90) days written notice to one of the authorized agents of the Provider or the Authorized Agent of the County.

15. **Independent Contractor**

It is agreed that nothing contained in this agreement is intended or should be construed as creating the relationship of a partnership, a joint venture, or an association with the County and Provider. Provider is an independent contractor and neither it, its employees, agents, subcontractors nor representatives shall be considered employees, agents or representatives of the County. Except as otherwise provided herein, Provider shall maintain, in all respects, its present control over the means and personnel by which this agreement is performed. From any amounts due Provider, there shall be no deduction for federal income tax or FICA payments nor for any state income tax, nor for any other purposes which are associated with an employer/employee relationship unless otherwise required by law. Payment of federal income tax, FICA payments, state income tax, unemployment compensation taxes, and other payroll deductions and taxes are the sole responsibility of Provider.

16. **Notices**

Any notices to be given under this agreement shall be given by enclosing the same in a sealed envelope, postage prepaid, and depositing the same in the United States Postal Service, addressed to one of the authorized agents of Provider at its address stated herein, and to the authorized agent of the County at the address stated herein.

17. **Controlling Law**

The laws of the State of Minnesota shall govern all questions and interpretations concerning the validity and construction of this agreement and the legal relations between the herein parties and performance under it. The appropriate venue and jurisdiction for any litigation hereunder will be those courts located with the County of Roseau, State of

Minnesota. Litigation, however, in the federal courts involving the herein parties will be in the appropriate federal court within the State of Minnesota. If any provision of this agreement is held invalid, illegal or unenforceable, the remaining provisions will not be affected.

18. **Successors and Assigns**

The County and Provider, respectively, bind themselves, their partners, successors, assigns, and legal representatives to the other party to this agreement and to the partners, successors, assigns, and legal representatives of such other party with respect to all covenants of this agreement. Neither the County nor Provider shall assign, sublet, or transfer any interest in this agreement without the prior written consent of the other.

19. **Equal Employment and Americans with Disabilities**

In connection with the work under this agreement, Provider agrees to comply with the applicable provisions of state and federal equal employment opportunity and nondiscrimination statutes and regulations. In addition, upon entering into this agreement, Provider certifies that it has been made fully aware of Roseau County's Equal Employment Opportunity and Americans with Disabilities Act Policy.

20. **Changes**

The parties agree that no change or modification to this agreement, or any attachments hereto, shall have any force or effect unless the change is reduced to writing, dated, and made part of this agreement. The execution of the change shall be authorized and signed in the same manner as for this agreement.

21. **Severability**

In the event any provision of this agreement shall be held invalid and unenforceable, the remaining provisions shall be valid and binding upon the parties unless such invalidity or non-enforceability would cause the agreement to fail its purpose. One or more waivers by either party of any provision, term, condition or covenant shall not be construed by the other party as a waiver of a subsequent breach of the same by the other party.

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

COUNTY OF Roseau

TURNKEY CORRECTIONS

By [Signature]
Roseau COUNTY SHERIFF

By _____
TODD WESTBY, CEO

Date 12-6, 20 12

Date _____, 20__

Approved as to form and execution:

Roseau COUNTY ATTORNEY

Date _____, 20__

By _____
Roseau COUNTY BOARD



Date _____, 2012

ITEM # Comm Rep 1

REQUEST FOR BOARD ACTION

* Required Fields



*Person Responsible for Request
Swanson, Jack

*Department
Solid Waste Planning Comm

*Board Meeting Date
Dec 11 2012

***Subject Title (As it will appear on the agenda):**
 Consider adoption of Ordinance No. 31.

***Background (Provide sufficient detail of the subject):**
 The Solid Waste Planning Committee recommends the Board adopt this Ordinance which will establish the 2013 tip fee / service fee schedule for the County --- the Ordinance basically "rolls over" the 2012 Fee Schedule, (ie. no changes proposed for 2013).

***Financial Consideration:**
 The proposed 2013 Environmental Budget reflects the fee schedule contained in the Ordinance.

***Legal Consideration:**
 Attorney Foss will need to approve the "form and execution".

***Other Consideration:**
 After passage by the Board, the Ordinance must be published.

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

Coordinator's Office Use (Do Not Write Below)

Date Received:

Comments:

Board Action:

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

ATTEST: Jeffery Pelowski, Interim County Coordinator

ORDINANCE NO. 31

AN ORDINANCE OF THE COUNTY OF ROSEAU, MINNESOTA, ENTITLED
“AN ORDINANCE ESTABLISHING RATES AND CHARGES FOR SOLID WASTE
MANAGEMENT SERVICES”.

The County Board of Roseau County ordains:

That Ordinance No. 31 of Roseau County, Minnesota, be amended as follows:

That the County of Roseau, State of Minnesota, has established solid waste management facilities on property located in Enstrom Township, Roseau County, Minnesota, and that anyone using said facilities shall pay to the Roseau County Treasurer the following fees, plus all applicable Minnesota sales tax and surcharges:

A. Residential Haulers	:	\$ 37.50 per ton
B. Commercial Haulers	:	\$ 37.50 per ton
C. Demolition-Debris Waste	:	\$ 7.50 per cubic yard
D. Out-of-County Waste	:	\$ 75.00 per ton
E. Pickup Trucks	:	\$ 11.00 per load
F. Automobiles	:	\$ 5.00 per load
G. Car Tires	:	\$ 3.00 per tire
H. > 20” Tires	:	\$ 5.00 per tire
I. Tractor Tires	:	\$ 10.00 per tire
J. Appliances/CRTs	:	\$ 5.00 per unit

In addition to the above user fees, each resident and commercial entity residing in the County shall pay an annual solid waste assessment according to the following service fee schedule:

A. Residential Fee	:	\$ 60.00
B. Seasonal Recreation Fee (County Resident)	:	\$ 0.00
C. Seasonal Recreation Fee (Non-County Resident)	:	\$ 33.00
D. Category #1 Commercial	:	\$ 75.00
E. Category #2 Commercial	:	\$ 125.00
F. Category #3 Commercial	:	\$ 250.00
G. Category #4 Commercial	:	\$ 375.00
H. Category #5 Commercial	:	\$ 550.00
I. Category #6 Commercial	:	\$ 700.00
J. Category #7 Commercial	:	\$ 925.00
K. Category #8 Commercial	:	\$1,250.00
L. Category #9 Commercial	:	\$1,650.00
M. Category #10 Commercial	:	\$2,100.00
N. Category #11 Commercial	:	\$2,500.00
O. Category #12 Commercial	:	\$12,500.00

That if an entity fails or neglects to pay said charges or fees, including all applicable Minnesota sales tax and surcharges, the Board of Commissioners can certify the same to real estate owned by the entity, and the same shall be collected with other

taxes. In the case of any village or governmental unit failing to pay the fees, including the applicable Minnesota sales tax and surcharges, the Board of County Commissioners can certify said amount to the County Auditor who shall levy a sufficient amount on all property in said governmental unit to pay said amount.

This ordinance shall be in full force and effect from January 1, 2009, through December 31, 2013, following its passage and publication according to law.

PASSED BY THE BOARD OF COUNTY COMMISSIONERS OF ROSEAU COUNTY THE 14TH DAY OF OCTOBER, 2008; EXTENDED BY COUNTY BOARD RESOLUTION ON THE 26TH DAY OF OCTOBER, 2010; BY COUNTY BOARD RESOLUTION THIS 25TH DAY OF OCTOBER, 2011; AND, BY COUNTY BOARD RESOLUTION THIS 11TH DAY OF DECEMBER, 2012.

Chairman, Roseau County Board

Attest:

Interim County Coordinator

Approved as to form and execution:

County Attorney

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



*Person Responsible for Request	*Department	*Board Meeting Date
Walker, Russ ▼	District 4 Commissioner ▼	Dec ▼, 11 ▼, 2012 ▼

Amount of time being requested:

***Subject Title (As it will appear on the agenda):**
 County Coordinator/Environmental Services Director Position

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

***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 # Cty Bd 2

REQUEST FOR BOARD ACTION

* Required Fields



*Person Responsible for Request	*Department	*Board Meeting Date
Pelowski, Jeff ▼	Interim Coordinator ▼	Dec ▼ 11 ▼ 2012 ▼

Amount of time being requested:

***Subject Title (As it will appear on the agenda):**
Roseau River Watershed Manager Appointment

***Background (Provide sufficient detail of the subject):**
The Board will review applications submitted for the Roseau River Manager position and appoint a Manager to fill the remaining term of newly elected Commissioner Todd Miller.

***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

ROSEAU RIVER WATERSHED MANAGER APPOINTEE QUESTIONNAIRE

Name of Nominating Agency:	Roseau County Board of Commissioner
Name of Nominee:	Tony Wensloff

Mailing Address	26780 County Road 129	Work Phone	218-242-0655
City	Roseau	Home Phone	218-424-8351
Zip Code	56751	Cell Phone	218-242-0655
County	Roseau	E-Mail Address	tonywensloff@yahoo.com

1. Are you a resident of the Roseau River Watershed District? YES NO
2. How long have you been a resident of the Roseau River Watershed District?

3. What is your physical address? *entire life*
 26780 County Road 129
 Roseau, MN 56751

4. Is that the address where you receive your mail? YES NO

5. Is that the address on your driver's license? YES NO

6. Are you a registered voter? YES NO

7. In which precinct are you registered to vote?
 Malong township

8. Why are you interested in serving on the watershed board?
 I am interested in helping solve water issue in the district.



ROSEAU RIVER WATERSHED MANAGER APPOINTEE QUESTIONNAIRE

9. If appointed, how do you feel you could positively affect the watershed?

I would look at all issues and view topics
Fairly.

10. How would you/do you respond to issues that come before the watershed board that effect you personally?

If elected by excuse yourself from
the vote, ~~not~~ vote ~~on~~ impartial

11. Water is a controversial topic. How will you/do you handle disputes on the watershed board and with other entities such as county, state, or other watersheds?

listen to all points of view and make a
decision based on the facts.

12. What in your opinion is the Roseau River Watershed currently doing well? How could the Roseau River Watershed improve?

Doing projects to help solve future flooding in
Roseau county, also working with the smaller drainage issue
with the farmers / people. / Future projects to solve issues,

Do you have any other comments you wish to share?

THANK-YOU FOR TAKING THE TIME TO COMPLETE THIS QUESTIONNAIRE

ROSEAU RIVER WATERSHED MANAGER APPOINTEE QUESTIONNAIRE

Name of Nominating Agency:	Roseau County Board of Commissioner
Name of Nominee:	FLOYD HAUGEN

Mailing Address	25241 CTY Rd 16	Work Phone	528-3774
City	Badger	Home Phone	528-3774
Zip Code	56714	Cell Phone	218-469-2884
County	Roseau	E-Mail Address	

1. Are you a resident of the Roseau River Watershed District? YES NO
2. How long have you been a resident of the Roseau River Watershed District? Life
3. What is your physical address?
25241 COUNTY Road 16
Badger, MN
56714
4. Is that the address where you receive your mail? YES NO
5. Is that the address on your driver's license? YES NO
6. Are you a registered voter? YES NO
7. In which precinct are you registered to vote? Moose township
8. Why are you interested in serving on the watershed board?



To continue to work with the board having the harmony we have had the last three years. Having lived in the county all my life, I have good general knowledge of the Roseau River Watershed. I would like to be able to apply that knowledge to help solve problems within the watershed.

ROSEAU RIVER WATERSHED MANAGER APPOINTEE QUESTIONNAIRE

9. If appointed, how do you feel you could positively affect the watershed?

Have the ability to hear and listen to peoples complaints and work with board or boards to solve the problems. I am willing to take the time necessary to go and meet with anyone who may have a concern or question and see the situation first hand.

10. How would you/do you respond to issues that come before the watershed board that effect you personally?

Present the facts that I have, and let the other board members respond.

11. Water is a controversial topic. How will you/do you handle disputes on the watershed board and with other entities such as county, state, or other watersheds?

Look and listen to all the material and facts from all entities involved. I would hope and we need to work closer with the county board with more harmony. We need to take a proactive approach and solve the problems, not shove them under the table.

12. What in your opinion is the Roseau River Watershed currently doing well? How could the Roseau River Watershed improve?

Have built and are talking and planing retention areas upstream, which is important to hold back water at peak flows for a short period of time. Need to get debris out of main channel (Roseau River), where needed to move the water more freely. Working to restore dams in Beltrami area, also the Roseau Wildlife area to move water west out of Pool Three, rather than south to the Roseau River and Big Swamp, plus working on the Arpin Impoundment

Do you have any other comments you wish to share? *Have served on FSA board for 10 years, most as Chairman, worked to get national changes that saved millions, been field reporter, been assessor, served on Township Board many years, worked with FEMA to get money in for counties, townships, and had good working relationships. Helped to organize and are a member on the RRIW Board.*

THANK-YOU FOR TAKING THE TIME TO COMPLETE THIS QUESTIONNAIRE

I have had a large numbers of calls and requests for me to file for appointment. We have no board member on the Roseau River Watershed all the way from Roseau west, till we get into Kittson county, which that area has a large amount of flooding and no representation

ITEM # Cty Bd 3

REQUEST FOR BOARD ACTION

* Required Fields



*Person Responsible for Request

*Department

*Board Meeting Date
Dec 11 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:

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

**Roseau County Board
December 2012 Committee Report
Glenda A. Phillipe**

November 27 – County Board – Roseau – COW

November 28 – Warroad Community Park – Warroad

November 29 – RBEG – Roseau

Adopted revolving loan committee guidelines; awarded \$50,000 loan to applicant.

December 2 - December 4 – AMC Conference – St. Cloud

Attended several workshops. Updates for commissioners will be disseminated.

December 6 – Sheriffs’ Department – Roseau

COW

December 6 – Courthouse Heads – Roseau

COW

December 6 – Operations Committee – Roseau

COW

December 10 – Warroad City Council – Warroad

December 10 – Lake Township – Warroad

December 10 – Warroad School Board – Warroad

December 11 – County Board – Roseau

December 11 – Truth in Taxation

December 13 – Land Asset – Roseau

December 17 – RCCoA – Roseau

December 18 – Social Services – Roseau

December 18 – Highway Department – Roseau

December 26 – County Board – Roseau

December 26 – Warroad Watershed - Warroad

JACK SWANSON COMMITTEE REPORTS

NOV 28, 2012 – SOLID WASTE COMMITTEE; recommend leaving service fee at current level for another year.

NOV 30, 2012 – NW REGIONAL RADIO BOARD; met w/ Pat Novacek, Steve Gust, Curt Hauger and Gracia Nelson re: ARMER resolution.

DEC 2, 2012 – ASSOCIATION OF MINNESOTA COUNTIES BOARD OF DIRECTORS (ST CLOUD); I'll be taking Bill Montague's place on this board in January.

DEC 2, 2012 – A.M.C. AG & RURAL DEVELOPMENT TASK FORCE (ST CLOUD); discussed legislative initiatives for 2013.

DEC 3, 2012 – A.M.C. ANNUAL CONFERENCE; moderated two workshop sessions (one on county websites) and the other on county management options.

DEC 4, 2012 – A.M.C. ANNUAL CONFERENCE

DEC 4, 2012 – NORTHERN COUNTIES LAND USE COORDINATING BOARD (ST CLOUD); met w/ Joint Powers Natural Resources board on land asset management, PILT, wetlands, shoreland rulemaking and other issues of mutual interest; 8th District Congressman Rick Nolan told the group he'll be an advocate for rural Minnesota.

DEC 4, 2012 – GREATER MINNESOTA ADVISORY PANEL (ST CLOUD); Sen. LeRoy Stumpf, Rep. Dan Fabian and Rep-Elect Roger Erickson joined our group for discussion of agenda items for 2013 ... March meeting will feature a discussion of state land holdings in Greater Minnesota. Future topics will include tax reform, ARMER sales tax and others.

DEC 5, 2012 – ROSEAU RIVER WATERSHED BOARD; public information meeting on proposed CR 112 ditch project; discussion of BISF dams and water impoundment.

DEC 6, 2012 – SHERIFF'S COMMITTEE

DEC 6, 2012 – COURTHOUSE DEPARTMENT HEADS

DEC 6, 2012 – OPERATIONS COMMITTEE

DEC 10, 2012 – COMMUNITY JUSTICE COORDINATING COMMITTEE; drug fr