

ITEM # Public Hearing
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request	*Department	*Board Meeting Date		
Monsrud, Martie	Auditor	Apr	10	2012

Amount of time being requested:

***Subject Title (As it will appear on the agenda):**
 Re-Districting Public Hearing

***Background (Provide sufficient detail of the subject):**
 Re-establishment of Commissioner Districts, per attached "Notice"

***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

NOTICE
ROSEAU COUNTY REDISTRICTING PLAN

Notice is hereby given that, following a public hearing on April 10, 2012 at 8:45 am, and receiving no written or oral comments, the Roseau County Board of Commissioners approved the Roseau County Redistricting Plan.

The five commissioner districts are established, as follows:

Commissioner District No. 1 shall consist of the City of Warroad and the Township of Lake, for a total population of 3,871 as determined by the Year 2010 Census. (4-year term, 2010 Election.)

Commissioner District No. 2 shall consist of the City of Roseau and the Township of Jadis, for a total population of 3,201 as determined by the Year 2010 Census. (4-year term, 2012 Election.)

Commissioner District No. 3 shall consist of the Townships of Dieter, Enstrom, Grimstad, Malung, Palmville, Ross, Spruce, Stafford, Stokes, and Unorganized Townships 164N. Rg. 40W., 163N. Rg. 40W, 164N. Rg. 39W. and 163N. Rg. 39W. (Spruce Valley), 164N. Rg. 38W. and 163N. Rg. 38W. (Norland), and 164N, Rg. 41 W for a total population of 2,866 as determined by the Year 2010 Census. (4-year term, 2010 Election)

Commissioner District No. 4 shall consist of the City of Roosevelt, and the Townships of Beaver, Cedarbend, Falun, Golden Valley, Laona, Mickinock, Moranville, Reine, and Unorganized Townships 161N. Rg. 37W. (America), 161N. Rg. 36W. (Clear River), 161N. Rg. 35W. (Oaks), 160N. Rg. 37W., and 159N. Rg. 37W. (Elkwood), for a total population of 2,723 as determined by the Year 2010 Census. (4-year term, 2012 Election)

Commissioner District No. 5 shall consist of the Cities of Badger, Greenbush, and Strathcona, and the Townships of Barnett, Barto, Deer, Dewey, Hereim, Huss, Lind, Moose, Nereson, Pohlitz, Polonia, Poplar Grove, Skagen, Soler, and Unorganized Townships 164N. Rg. 44W. and 163N. Rg. 44W. (Blooming Valley), 164N. Rg. 43W., 163N. Rg. 43W. 162N. Rg. 44W. (Juneberry), and 164N. Rg. 42W for a total population of 2,723 as determined by the Year 2010 Census. (4-year term, 2010 Election.)

This Redistricting Plan shall be filed in the Office of the Roseau County Auditor and the Minnesota Secretary of State, shall be effective on the 31st day after filing, and shall be in effect for filing affidavits of candidacy for the terms heretofore stated.

Roseau County is wholly contained within Congressional District No. 7, State Senate District No. 1, and State Representative District No. 1A.

Witness my hand and official seal at Roseau, Minnesota, this _____ day of _____ 2012.

Roseau

Martha Monsrud
County Auditor

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



*Person Responsible for Request	*Department	*Board Meeting Date		
Pelowski, Jeff	Coordinator	Apr	10	2012

Amount of time being requested:

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

***Background (Provide sufficient detail of the subject):**
 Proceedings from the March 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

March 27, 2012

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

CALL TO ORDER – ROLL CALL – ESTABLISHMENT OF A QUORUM

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

APPROVAL OF AGENDA

Approval of the 2012 Seal Coat Projects was added to the Highway Department report. A motion to approve the revised agenda was made by Commissioner Swanson, seconded by Commissioner Falk and carried unanimously.

COMMENTS AND ANNOUNCEMENTS

The Board acknowledged the thank you note sent from Warroad Rescue. The Board was reminded of the LiDaR meeting scheduled for 1:00 p. m., March 27th, at the Roseau River Watershed District Office, and the Department Head meeting scheduled for 8:30 a.m. on March 28th. Commissioners Foldesi and Swanson shared the positive comments received from constituents with regard to the work of Highway Engineer Brian Ketring.

APPROVE BILLS

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

Warrants Approved For Payment 3/15/2012

Vendor Name	Amount
FLEET SERVICES DIVISION	9,500.00
MN DEPT OF FINANCE -TREAS	3,615.00
MOREN/PATRICK	3,000.00

5 Payments less than 2,000 779.33
Final Total: 16,894.33

Warrants Approved For Payment 3/22/2012

Vendor Name	Amount
MN ENERGY RESOURCES	3,567.46
SELECT ACCOUNT-VEBA	9,887.29

7 Payments less than 2,000 5,125.51
Final Total: 18,580.26

Warrants Approved On 3/27/2012 For Payment 3/30/2012

Vendor Name	Amount
AMERICAN SOLUTIONS FOR BUSINESS	2,253.09
AVIANDS LLC	5,971.19
DELL MARKETING LP	4,688.10
GARTNER REFRIGERATION CO	2,182.16
MSOP-MN SEX OFFENDER PROGRAM-D 462	3,677.20
MTI DISTRIBUTING, INC	8,641.63
NORTHERN RESOURCES COOPERATIVE	4,008.14

ROSEAU CO HWY DEPT	8,283.94
STAN'S COMMUNICATIONS INC	8,482.80
WASTE NOT RECYCLING LLC	4,978.80
41 Payments less than 2,000	17,253.27
Final Total:	70,420.32

The Board approved forthwith payments to Solutions Granted in the amount of \$3,377.50; Federal Signal Corp in the amount of \$1,935.83 and CenturyLink in the amount of \$2,227.68; (all expense related to the MotoBridge project).

DELEGATIONS/BOARD APPOINTMENTS/PUBLIC COMMENTS

Carolyn Drude, Ehlers and Associates, Inc., met with the Board to discuss jail bond re-financing options. Ms. Drude explained that some lending interest rates are at the lowest point since 1967, and that interest income is also at historic lows. The savings potential to the County, should we choose to refinance, is estimated to be about \$235,000 from 2015 to 2027. Discussion on this matter will continue at a future Board meeting.

PUBLIC HEARING – SMALL CITIES GRANT

Chair Walker recessed the regular Board meeting to conduct a Public Hearing regarding the development of a Small Cities Grant application.

A motion to open the Public Hearing was made by Commissioner Foldesi, seconded by Commissioner Falk and carried unanimously.

Chair Walker called for public comment. There were no written or oral comments.

The Board discussed the Small Cities Grant application with grant writer John Wynne.

A motion to close the public hearing was made by Commissioner Foldesi, seconded by Commissioner Falk and carried unanimously.

Commissioner Walker reconvened the regularly scheduled Board Meeting.

A motion was made by Commissioner Foldesi, seconded by Commissioner Swanson and carried unanimously to adopt the following Citizen Participation Plan (as required for the Small Cities Grant Application):

2012-03-04

Pursuant to Section 10 4(a)(3) of the Housing and Community Development Act of 1974, as amended, this Citizen Participation Plan is hereby adopted to ensure that the citizens of Roseau County, Minnesota (hereinafter referred to as the Applicant), particularly persons of low and moderate income residing in slum and blight areas and in areas in which CDBG funds are proposed to be used, are encouraged to participate in the planning and implementation of CDBG-funded activities.

Public Hearing

A public hearing or public hearings will be the primary means of obtaining citizen views and responding to proposals and questions related to community development and housing needs, proposed CDBG activities and past CDBG performance.

Prior to submitting a CDBG application to the State of Minnesota, the Applicant will need to conduct at least one public hearing to identify community development and housing needs, including the needs of very low and low income persons, as well as other needs in the community that might be addressed through the CDBG program. At the hearing, the Applicant must also, at minimum, review the proposed CDBG activities, their benefiting location(s), overall cost and proposed financing, and the implementation schedule. In addition, the past performance of the Applicant in carrying out CDBG responsibilities should be reviewed.

Formal notice of the public hearing must be provided, which follows the posting/publication requirement(s) of the Applicant. As circumstances warrant and as the Applicant determine necessary or appropriate, participation may additionally be specifically solicited from persons of low and moderate income, those benefiting from or affected by CDBG activities and/or representatives of such persons. Hearings will be held at times and in locations convenient to potential and actual beneficiaries and with accommodation for the handicapped. In case of public hearings where a significant number of non-English speaking residents can be reasonably expected to participate, arrangements will be made to have an interpreter present. Citizens must be provided the opportunity to comment upon the original Citizen Participation Plan and on substantial amendments to it, or to the activities for which CDBG funds will be used.

Public Information and Records

Information and records regarding the proposed and past use of CDBG funds will be available at the County Auditor's Office during regular office hours. The public will be so informed of this by public notice. Special communication aids can be made available to persons upon request.

Written Comments and Response

The Applicant will respond to written complaints and grievances, in writing, in a timely manner. When at all possible, such written responses shall be made within fifteen (15) working days.

A motion was made by Commissioner Falk, seconded by Commissioner Swanson and carried unanimously to adopt the following sponsorship resolution (necessary for the Small Cities Grant Application):

2012-03-05

BE IT RESOLVED that Roseau County act as the legal sponsor for the project contained in the Application to be submitted on April 12, 2012 and that the Chairman of the Roseau County Board of Commissioners and the Roseau County Coordinator are hereby authorized to apply to the Department of Employment and Economic Development for funding of this project on behalf of Roseau County.

BE IT FURTHER RESOLVED that Roseau County has the legal authority to apply for financial assistance, and the institutional, managerial and financial capability to ensure adequate construction, operation, maintenance and replacement of the proposed project for its design life.

BE IT FURTHER RESOLVED that Roseau County has not violated any Federal, State or local laws pertaining to fraud, bribery, graft, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice.

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 for the approved project, and that Roseau County certifies that it will comply with all applicable laws and regulations as stated in all contract agreements.

NOW, THEREFORE BE IT RESOLVED that the Chairman of the Roseau County Board of Commissioners and the Roseau County Coordinator, or their successors in office, are hereby authorized to execute such agreements, and amendments thereto, as are necessary to implement the project on behalf of the Applicant.

CONSENT AGENDA

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

The Board, by adoption of its Consent Agenda, approved the March 13, 2012 Proceedings; approved the Northstar ATV Club OHV FY2012 Grant Agreement; approved a Minnesota Lawful Gambling Permit for the Lake of the Woods Chapter of the Ruffed Grouse Society; approved Karla Langaas as the new Social Service Supervisor; approved advertising for a Social Worker; accepted the resignation of Eligibility Worker Mary Halvorson effective April 6, 2012 and approved the 2012 State of Minnesota Annual County Boat and Water Safety Grant Agreement in the amount of \$2,181.00 effective January 1, 2012 through June 30, 2013.

COUNTY COMMITTEE REPORTS

Auditor Monsrud met with the Board on behalf of the Roseau County Extension Committee. Monsrud stated that the committee has found it challenging to fill member positions but have Committee members willing to serve longer terms. The Committee is recommending an extension to the current term limits. A motion to approve extending the Extension Committee term limits to three, three year terms was made by Commissioner Foldesi, seconded by Commissioner Falk and carried unanimously.

DEPARTMENT REPORTS

Environmental Officer Jeff Pelowski met with the Board to discuss renewing the County's Soil Verification Contract. A motion to approve the 2012 Soil Verification Contract with Keith Block was made by Commissioner Swanson, seconded by Commissioner Falk and carried unanimously.

The Board allowed for the required public comment period for the MPCA Feedlot Expansion Permit. There was no public comment.

The Board discussed setting the 2012 Board of Appeal and Equalization dates. The Board agreed to change the time of their regular meeting on June 12, 2012 to begin at 4:30 p.m. and to conclude at 6:30 p.m. The Board of Appeal and Equalization meeting will begin at 6:30 p.m., immediately following the Board Meeting, and will reconvene during the regularly scheduled Board Meeting on June 26, 2012.

Engineer Brian Ketring requested the Board approve two bridge bond resolutions; the purchase of a snow plow truck; the purchase of a motor grader; and, approve the 2012 highway seal coat contracts.

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

2012-03-06

WHEREAS, Roseau County has applied to the Commissioner of Transportation for a grant from the Minnesota State Transportation Fund for construction of SAP 68-598-34, Bridge No. L-9063; and

WHEREAS, the Commissioner of Transportation has given notice that funding for this bridge is available; and

WHEREAS, the amount of the grant has been determined to be \$136,276.00 by reason of the lowest responsible bid;

NOW THEREFORE, be it resolved that Roseau County does hereby agree to the terms and conditions of the grant consistent with Minnesota Statutes, Section 174.50, Subdivision 5, Clause (3), and will pay any additional amount by which the cost exceeds the estimate, and will return to the Minnesota State Transportation Fund any amount appropriated for the bridge, but not required.

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

2012-03-07

WHEREAS, Roseau County has applied to the Commissioner of Transportation for a grant from the Minnesota State Transportation Fund for construction of SAP 68-598-33, Bridge No. 7511; and

WHEREAS, the Commissioner of Transportation has given notice that funding for this bridge is available; and

WHEREAS, the amount of the grant has been determined to be \$86,586.00 by reason of the lowest responsible bid;

NOW THEREFORE, be it resolved that Roseau County does hereby agree to the terms and conditions of the grant consistent with Minnesota Statutes, Section 174.50, Subdivision 5, Clause (3), and will pay any additional amount by which the cost exceeds the estimate, and will return to the Minnesota State Transportation Fund any amount appropriated for the bridge, but not required.

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

2012-03-08

BE IT RESOLVED, that the Roseau County Board does hereby approve the purchase of one Tandem Axle Mack Sterling Snowplow Truck with Townermaster box and equipment in the amount of \$178,398.20 from Nuss Truck and Equipment.

2012-03-09

BE IT RESOLVED, that the Roseau County Board does hereby approve the purchase of a Caterpillar 140M all-wheel drive motor grader in the amount of \$223,876.41 from Ziegler, Inc.

BE IT FURTHER RESOLVED, that this contract includes a guaranteed repurchase price of \$140,000.00.

A motion to approve the 2012 Highway Seal Coat Project #SAP 068-602-039 with Asphalt Preservation Company in the amount of \$153,741.20 was made by Commissioner Foldesi, seconded by Commissioner Walker and carried unanimously.

COUNTY BOARD ITEMS

The Board discussed plans for the 2012 Roseau County Fair. The Board agreed to this year's booth theme of "Healthy Counties, Healthy Families", (to coincide with NACo's National theme). The Coordinator's Office will schedule a Fair Booth Planning Committee meeting to begin preparations for this event.

COMMITTEE REPORTS

Commissioner Falk reported on the following committee meeting(s): Roseau County Extension Committee, 3/19/12; Social Services Board, 3/20/12; Highway Committee, 3/20/12; AMC Legislative Conference, 3/21-3/22/12.

Commissioner Foldesi reported on the following committee meeting(s): Social Service Interviews, 3/19/12; Social Service Board, 3/20/12; Highway Committee, 3/20/12

Commissioner Phillippe submitted the following committee meeting(s): Land of the Dancing Sky Area Agency on Aging, 3/19/12; Lake Township Board, 3/22/12.

Commissioner Swanson reported on the following committee meeting(s): Jadis Town Board, 3/13/12; Hamline University Law Journal Symposium, 3/16/12; Roseau County Committee on Aging, 3/19/12; Roseau County Extension Committee, 3/19/12; Social Service Board, 3/20/12; Highway Committee, 3/20/12; Minnesota Rural Counties Caucus, 3/20/12; AMC Legislative Conference 3/21-3/22/12; Northern Counties Land Use Coordinating Board, 3/21/12; AMC Conference Planning Committee, 3/21/12; Greater Minnesota Advisory Panel, 3/22/12.

Commissioner Walker reported on the following committee meeting(s): Social Services Board, 3/20/12; Highway Committee, 3/20/12; Minnesota Rural Counties Caucus, 3/20/12; AMC Legislative Conference, 3/21-3/22/12; Northern Counties Land Use Coordinating Board, 3/21/12.

Upon motion carried, the Board adjourned the regular meeting at 11:00 a.m. The next regular meeting of the Board is scheduled for April 10, 2012 at 8:30 a.m.

Attest:

Date: _____

Jeff Pelowski, Interim County Coordinator
Roseau County, Minnesota

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

DRAFT

ITEM # Consent #2
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request	*Department	*Board Meeting Date		
Monsrud, Martie	Auditor	Apr	10	2012

Amount of time being requested:

***Subject Title (As it will appear on the agenda):**
 Recommend Matt Ulwelling and Rhett Hulst as Extension Committee members

***Background (Provide sufficient detail of the subject):**
 Matt Ulwelling has agreed to replace Tom Lund on the Extension Committee. Rhett Hulst has agreed to serve a new term.

***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 # Comm. Report
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request	*Department	*Board Meeting Date		
Pelowski, Jeff	Operations Committee	Apr	10	2012

Amount of time being requested:

***Subject Title (As it will appear on the agenda):**
Jail Bond Re-financing Process

***Background (Provide sufficient detail of the subject):**
 The attached Resolution must be passed by the Board in order to initiate the Jail Bond re-financing process.

***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



Board of Commissioners

606 5th Ave. SW, Room #131

Roseau, MN 56751

Phone: 218-463-4248

Fax: 218-463-3252

**RESOLUTION PROVIDING FOR THE SALE OF
\$4,490,000 GENERAL OBLIGATION JAIL REFUNDING BONDS, SERIES 2012A**

A motion was made by Commissioner _____, seconded by Commissioner _____, and carried unanimously that the following resolution be adopted:

2012-04-

WHEREAS, the Board of County Commissioners of Roseau County, Minnesota, has heretofore determined that it is necessary and expedient to issue the County's \$4,490,000 General Obligation Jail Refunding Bonds, Series 2012A (the "Bonds"), to crossover advance refund the County's \$6,100,000 General Obligation Jail Bonds, Series 2006A, dated April 20, 2006, and

WHEREAS, the County has retained Ehlers & Associates, Inc., in Roseville, Minnesota ("Ehlers"), as its independent financial advisor for the Bonds and is therefore authorized to solicit proposals in accordance with Minnesota Statutes, Section 475.60, Subdivision 2(9);

NOW, THEREFORE, BE IT RESOLVED, by the Board of County Commissioners of Roseau County, Minnesota, as follows:

1. Authorization; Findings. The Board of County Commissioners hereby authorizes Ehlers to solicit proposals for the sale of the Bonds.
2. Meeting; Proposal Opening. The Board of County Commissioners shall meet at 11:30 a.m. on Tuesday, May 8, 2012, for the purpose of considering sealed proposals for and awarding the sale of the Bonds.
3. Official Statement. In connection with said sale, the officers and employees of the County are hereby authorized to cooperate with Ehlers and participate in the preparation of an official statement for the Bonds and to execute and deliver it on behalf of the County upon its completion.

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 April 10, 2012.

(SEAL)

Ros

Jeff Pelowski
Roseau County Interim Coordinator

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

An Equal Opportunity Employer

ITEM # Comm. Report
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request	*Department	*Board Meeting Date		
Phillipe, Glenda	District 1 Commissioner	Apr	10	2012

Amount of time being requested: _____

***Subject Title (As it will appear on the agenda):**
Allocation of residual funds from dissolution of Pembina Trail RC&D

***Background (Provide sufficient detail of the subject):**
 The Pembina Trail RC&D was dissolved in 2011. Residual funds from the RC&D were transferred to the Northwest Regional Development Commission. Each participating RC&D county will receive approximately \$4,500 from the Commission. Once the residual funds are earmarked by the Roseau County Board, documentation of the allocation of the funds will be needed by the Commission before the funds will be released. Minutes of the decision will suffice. Please consider the following proposal which was solicited from Sandi Weiland, 4-H Program Coordinator:
 After meeting with the 4-H financial committee all agree the best use for the money would be in salary. Salary would provide more programming in our county, which in turn gives back to the county. If the board agrees to designate the funds to salary, the Roseau County 4-H program would like to hire a summer intern. We would suggest 3 summers of \$1500 each which equates to \$4500.
 There would be an option to hire the summer intern as a county employee or we could hire through a short term hire with the University of MN Extension. We would get more for our money by hiring through the county.

***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 # Dept. Reports
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request	*Department	*Board Meeting Date		
Nelson, Gracia	Emergency Management	Apr	10	2012

Amount of time being requested:

***Subject Title (As it will appear on the agenda):**
 Support Service Contract with AVI Systems for ITV

***Background (Provide sufficient detail of the subject):**
 Our service contract for the ITV has ended. Request permission to purchase a contract with AVI Systems as it is being used by Roseau County for other ITV Contracts

***Financial Consideration:**
 \$2,493.00 for a three year contract.

***Legal Consideration:**
 None

***Other Consideration:**
 Chris Stauffer researched several venders and found that AVI would work best for Roseau County.

***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



9675 West 76th Street, Suite 200
 Eden Prairie, MN 55344
 Phone: (952) 949-3700
 Fax: (952) 949-6000

Retail Sales Agreement

Proposal Number: 05-061-000700.1

Bill To		Ship To		Project Location	
Attn: Chris Stauffer Roseau County 606 5th Avenue Southwest Roseau, MN 56751 Phone: (218) 463-4247 Email: chris.stauffer@co.roseau.mn.us Customer Number: 4120		Attn: Chris Stauffer Roseau County 606 5th Avenue Southwest Roseau, MN 56751 Phone: (218) 463-4247 Email: chris.stauffer@co.roseau.mn.us		Attn: Chris Stauffer Roseau County 606 5th Avenue Southwest Roseau, MN 56751 Phone: (218) 463-4247 Email: chris.stauffer@co.roseau.mn.us	
Date: December 09, 2011	OE#:	Sales Rep: Craig Tollefson - 61		Tax Terms: Add	
Customer PO#:	Terms: Net 30	Ship Via: Ground		Freight Terms: Add	
Support Agreement Start Date:		Support Agreement End Date:		TSM Approval:	
Comments: The following AVI ProSupport agreement covers helpdesk phone support, software upgrades and replacement of covered hardware for a period of three-years. Onsite professional services and hourly technician time are invoiced on demand and are not included. This contract covers the video conference codec and camera only. Repair of additional components associated with the video conference system will be performed "Time & Materials". Sales tax and freight are not included. AVI Systems will invoice the actual freight charges associated and applicable sales tax.					

Products and Services Summary

Line #	Model #	Type	Mfg	Description	Qty	List	Discounted	Extended
1	C3S41079	Pro	AVI	VC Support Edge 75 MXP - Incl NPP and full Bandwidth, PrecisionHD Cam – Three Years AVI Pro Support Standard (8am-5pm, M-F) - Includes toll free phone support, replacement parts for covered equipment, and software upgrades. (Serial #26A86801 Contract Dates 01/15/2012 - 01/14/2015)	1	\$3,378.67	\$2,493.00	\$2,493.00

Products and Services Total \$2,493.00

The prices quoted reflect a discount for a cash payment (i.e., check, wire transfer) made by Customer in full within Net 30 days of each invoice. Discount only applies to new items included on the invoice, and only applies if the balance on the invoice is paid in full. All returned equipment is subject to a 25% restocking charge.

Invoicing

AVI uses progress billing, and invoices for equipment allocated to the contract when it is received by AVI. Unless otherwise specified, all items quoted (goods and services) as well as applicable out of pocket expenses (permits, licenses, shipping, etc.) are invoiced in detail (including applicable sales taxes due for each category of invoiced items) on a monthly basis, with payment in full required within Net 30 days of the date of the invoice. Customer is to make payments to the following "Remit to" address:

AVI Systems
 NW8393 PO Box 1450
 Minneapolis, MN 55485-8393.

Full payment is due before any support coverage or prepaid block begins. Overdue balances are subject to a finance charge of 1.5% per month, or interest at the highest rate permitted by applicable law. In the event AVI must pursue collection of unpaid invoices, Customer agrees to pay all of AVI's costs of collection, including its attorneys' fees.

Taxes and Delivery

Unless stated otherwise in the "Products and Services Summary" above, AVI will include all applicable taxes, permit fees, license fees, and delivery charges to the amount of each invoice. Taxes will be calculated according to the state law in which the product(s) and/or service(s) are provided. Customer should provide applicable tax exempt certificate for state exemption(s), otherwise AVI shall invoice for and collect all applicable taxes in accordance with state(s) law.

Agreement of Quotation and Contract Formation

Customer hereby accepts the above quote for goods and/or services from AVI. When duly executed and returned to AVI, AVI's Credit Department will check Customer's credit and approve the terms. After approval by AVI's Credit Department and signature by AVI, this Retail Sales Agreement will, together with the AVI General Terms & Conditions which are found at www.avisystems.com/AVITermsOfSale.pdf, form a binding agreement between Customer and AVI. (This Retail Sales Agreement and the AVI General Terms & Conditions are referred to collectively as the "Agreement"). Should AVI's Credit Department determine at any point prior to AVI commencing work that Customer's credit is not adequate, or should it otherwise disapprove of the commercial terms, AVI reserves the right to terminate the Agreement without cause and without penalty to AVI.

AGREED AND ACCEPTED BY:

Customer:	AVI Systems, Inc
Signature:	Signature:
Printed Name:	Printed Name:
Date:	Date:

Services to be Provided

Video Conferencing Support Services To Be Provided

Phone Support

- Provides Priority Service call handling
- Provides Remote Diagnostics and troubleshooting
- Toll Free help desk support (M – F, 8am – 5pm Local Time)
- Help Desk phone number: 866-836-8277 Help Desk email: prosupport@avisystems.com

Equipment Failure Support

- Provides Customer with an advance replacement of Video Conferencing Infrastructure Equipments that Customer may setup and use while Customer's Video Conferencing Infrastructure Equipment is being repaired.
- Video Screens and peripherals are not covered under this video conferencing support service, however coverage is available under a Systems Support Agreement, where selected.

Software Updates and Upgrades

- Includes Software Updates and Upgrades
- Provide pro-active notification of the availability of new manufacturer software upgrades
- Upon request, provide remote assistance with the implementation of Software Updates and Upgrades

Coverage Dates – Unless otherwise stated, the service coverage start date for Video Conferencing Support Services for new Video Conferencing Infrastructure equipment will be the shipped date from the manufacturer and coverage will extend for the duration of time specified by the corresponding line item description found in the Product and Services Detail section of this Agreement. The start date for Video Conferencing Support Services purchased to cover existing Video Conferencing Infrastructure equipment are established by the manufacturer and the coverage will extend for the duration specified by the corresponding line item description found in the Product and Services Detail section of this Agreement.

Video Conferencing Support Definitions

Priority Service – Means all work under AVI support agreements with Customers is scheduled ahead of any other on-demand work.

Remote Diagnostics – Means a service whereby remote calls made to communications and terminal equipment via Customer provided analog line or IP connection to determine network and/or board-level failures and remedies. Only available where equipment is capable and configured by AVI to provide same.

Equipment Failure Support – Support services provided under this Agreement are limited to specific video conferencing equipment specified in the above equipment list unless otherwise noted. Non-covered items could include flat panel displays, control systems, external speakers, document cameras, etc.

Video Conferencing Infrastructure – Includes the codec (a device or computer program capable of encoding and/or decoding a digital data stream or signal) as well as any related bridges and infrastructure, as listed in the related product detail line.

Software Updates & Upgrades – Defined as Software Updates provide maintenance revisions which correct software errors, and, Software Upgrades provide releases which offer major feature and functional capabilities. Software and features which require additional licensing are not included under this Agreement.

ITEM # Dept. Reports
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request	*Department	*Board Meeting Date		
Ketring, Brian	Engineer	Apr	10	2012

Amount of time being requested:

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

***Background (Provide sufficient detail of the subject):**
 Every three years we update our disc mowers for our roadside ditch mowing program. A couple of years ago we added the bat-wing mowers to our operation with great success. We still have the need for the disc mowers on the low volume roads...so, we are requesting approval to purchase the 3-disc mowers off the state bid through Titan. The mowers are in this years budget and we need to order soon to recieve delivery by the June mowing season. We feel that with the addition of the batwing mowers, the need to upgrade these disc mowers will get pushed out to every 5-6 years.

***Financial Consideration:**
 Budget: 3 mowers @ \$11,500/ unit with Trade-in for a total of: \$34,500.
 State Bid amount: 3 mower @ \$5,500/unit with trade-in for a total of: \$16,500.
 We would purchase this through our local Titan dealer off the State Bid for: \$17,634.38 tax included.

***Legal Consideration:**
 none

***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 # Dept. Reports
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request	*Department	*Board Meeting Date		
Ketring, Brian	Engineer	Apr	10	2012

Amount of time being requested:

***Subject Title (As it will appear on the agenda):**
 Contract for: SP068-603-022 and SP068-606-011

***Background (Provide sufficient detail of the subject):**
 MnDOT central office has approved the bid of Knife River for the above federal bituminous overlay projects.

***Financial Consideration:**
 CSAH #3: \$775,066.07
 CSAH #6: \$617,902.10 Total Contract Amount: \$1,392,968.17
 21.8% under the engineers estimate

***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 # Co Brd Appt.
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request	*Department	*Board Meeting Date		
Ketring, Brian	Engineer	Apr	10	2012

Amount of time being requested:

*Subject Title (As it will appear on the agenda):
Appointment - Lou Tasa and Holly Kostrzewski (MnDOT)

*Background (Provide sufficient detail of the subject):
 Present information concerning the *Toward Zero Deaths Program*.

*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 # Co. Brd. Items
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request	*Department	*Board Meeting Date		
<input type="text"/>	<input type="text"/>	Apr	10	2012

Amount of time being requested:

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

*Background (Provide sufficient detail of the subject):
 Commissioners Phillipe and Swanson have submitted Committee reports for Board review.

*Financial Consideration:

*Legal Consideration:

*Other Consideration:

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

Coordinator's Office Use (Do Not Write Below)

Date Received:	Comments:
<input type="text"/>	<input type="text"/>

Board Action:

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

ATTEST: Jeff Pelowski, Interim Coordinator

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

April 3 – Sheriff’s Department – Roseau

COW

April 3 - Courthouse Department Heads – Roseau

COW

April 3 – Warroad School Board – Warroad

Presentation and stats regarding 4-day school week. District 690 will be submitting an application for a 3-year extension of its 4-day school week.

April 4 – Operations – Roseau

COW

April 4 – RCCoA - Roseau

Planning committee meeting with Carl Sunsdahl for driver appreciation dinner 4/27.

April 4 – Warroad Watershed – Warroad

Drainage proposal by Cedarbend landowners; permit granted contingent upon culvert size approval by county engineer; Warroad Watershed is very pleased with the assistance they have received from the Roseau County Highway Department.

April 6 - Building Committee – Roseau

COW

April 9 – Warroad City Council – Warroad

April 9 – Warroad School Board - Warroad

April 10 – Roseau County Board - Roseau

April 11 – Lake Township – Warroad

April 12 – DNR Land Exchange - Roseau

April 16 – RCCoA – Roseau

April 23 – Warroad City Council - Warroad

April 24 – Roseau County Board- Roseau

April 24 – Public Health – Roseau

April 25 – Warroad Watershed - Warroad

April 27 – RCCoA – Driver Appreciation Dinner – Warroad

JACK SWANSON COMMITTEE REPORTS

MARCH 27, 2012 - LIDAR TECHNOLOGY PRESENTATION; with Chuck Fritz, International Water Institute

MARCH 28, 2012 - COUNTY DEPARTMENT HEADS

MARCH 28, 2012 - ROSEAU ECONOMIC DEVELOPMENT AUTHORITY

APRIL 2, 2012 - ROSEAU CONVENTION & VISITORS BUREAU

APRIL 2, 2012 - ROSEAU CITY COUNCIL; Northern Resources Cooperative TIF request

APRIL 3, 2012 - SHERIFF'S COMMITTEE

APRIL 3, 2012 - COURTHOUSE DEPARTMENT HEADS

APRIL 4, 2012 - OPERATIONS COMMITTEE

APRIL 4, 2012 - COMMUNITY JUSTICE COORDINATING COMMITTEE; Victoria Reinhard presentation on Ramsey County ACE program

APRIL 4, 2012 - ROSEAU RIVER WATERSHED BOARD

APRIL 6, 2012 - BUILDING COMMITTEE