
July 24, 2012

REGULAR BOARD MEETING AGENDA

Notice is hereby given that the Board of Commissioners of Roseau County will meet in session on July 24, 2012 at 8:30 a.m. in the Roseau County Courthouse, Room 110, Roseau, MN, at which time the following matters will come before the Board:

8:30 Call to Order

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

8:45 Delegations/Board Appointments/Public Comments*

1. Lee Meier MN Housing & Redevelopment Authority
 - a. HRA 2012 Levy and Program Review

9:00 Consent Agenda

1. Canvassing Board Date
2. Minnesota Lawful Gambling Permit for Warroad Lost River Sportsmen Complex
3. Northwest Minnesota Regional Radio Board Preliminary Budget
4. Employee Resignation

9:15 County Committee Reports

9:15 Department Reports

1. Auditor's Office
 - a. 2013 Budget
2. Highway Department
 - a. Contract Approval – SAP 068-677-006 and CR 137
3. County Attorney
 - a. Victim Services Funding

10:00 BREAK

10:15 County Board Items

1. Commissioner Committee Reports

10:15 Unfinished Business

11:00 Adjourn

*Limited to five minutes

ITEM # Appt
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request	*Department	*Board Meeting Date
Meier, Lee		Jul 24 2012

Amount of time being requested:

***Subject Title (As it will appear on the agenda):**
 Minnesota Housing & Redevelopment Authority

***Background (Provide sufficient detail of the subject):**
 MN HRA Executive Director Lee Meier will present a 2012 levy and program 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						Passed
Phillipe						
Foldesi						Failed
Falk						
Walker						Tabled

ATTEST: Jeff Pelowski, Interim Coordinator



HRA
P.O. Box 128
Mentor, MN 56736

Phone:
218-637-2431

Fax:
218-637-2433

Web:
www.nwmnhra.org

July 18, 2012

Russell Walker, Chair
Roseau County Commissioners
606 5th Avenue SW, Room 160
Roseau, MN 56751-1477

Dear Mr. Walker,

In 2008 the Northwest Minnesota Multi County HRA implemented a levy approved by the legislature. As I've indicated in the past, the goal of the HRA is to use the levy funds to add leverage to applications to various funding sources that may benefit the county and cover development costs associated with the HRA operations.

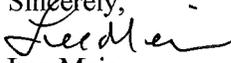
This is to bring you up to date since we last met with your board in September 2011. The HRA joined with Unity Bank of Red Lake Falls to apply for a \$292,500 homeowner rehab grant in an 8 county region that will assist with rehabbing 45 homes. We are completing the current Federal Home Loan Bank rehab grant in the amount of \$487,500 funded in 2009 to rehab 75 homes. The funding from the FHLB was matched with other revenue sources to accomplish the rehab activities in the region.

In addition, MN Housing Finance Agency has awarded over 1.3 million dollars for first time homebuyers in our 7 northwestern MN counties. These funds will be available to local lenders who participate in the MHFA first time homebuyers program. The funding was made available April 2011 at a competitive interest rate.

The HRA, which was founded by Bill Seeger, has served northwestern Minnesota since 1972. For 40 years the HRA has been instrumental in creating numerous housing opportunities for the region. Such as; 637 units of Section 8 rental assistance funded by HUD and payments made directly to private/public landlords, rental, commercial and owner occupied rehabilitation increasing the value of their properties and help increase the tax base, down payment assistance that has benefited over 850 families in buying a home, development of market rate housing allowing area residents with more housing options and community development projects which have improved the living conditions for its residents.

The HRA continues to search for opportunities to improve the quality of life for our residents in the region. We look forward to working with county leaders on future projects and we thank you for allowing the HRA to hold a vital role in the housing industry for the past 40 years.

We've attached a brief overview of HRA programs operated in the region. Contact me at 218-637-2431 with questions or need additional information.

Sincerely,

Lee Meier
Executive Director

Cc: County Auditor/Administrator
HRA Board

To: Roseau County Board of Commissioners

**From: Jack Swanson, Marshall County HRA Board Member
Lee Meier, HRA Executive Director**

Date: July 18, 2012

Re: HRA 2012 levy and program review

www.nwmnhra.org

**Northwest Minnesota Multi-County
Housing and Redevelopment Authority**
205 Garfield Ave – PO Box 128 – Mentor, MN 56736
www.nwmnhra.org

Our Mission

“To improve the lives of residents in our service area
through affordable housing and community development.”

Our Vision

"To be an innovative leader, creating affordable housing opportunities and
strengthening northwest Minnesota communities

History of the HRA

After much effort and persistence by Bill Seeger, the HRA was organized in September 1972. The area of operation included the counties of Kittson, Polk, Marshall, Pennington, and Red Lake. In September of 1973, Roseau County was added making up the present six county area of Northwestern Minnesota. In addition, we contracted with various counties to operate housing programs on their behalf.

On August 29, 1975, the HRA began with a program called Section 8 Existing Housing Rental Assistance. This program made assistance available to elderly and low-income families who live in existing standard approved rented houses or apartments. Very often these are the homes that they already occupy. We now operate over 750 units for rent assistance to low-income families in our seven county area.

In 1979 and 1980, HUD authorized the HRA to construct Public Housing units. The HRA constructed 24 scattered site three-bedroom homes and 50 units of one-bedroom elderly apartments located in Fertile, Fisher, & Climax.

In 1982, approval was received for 44 additional elderly units sited in Badger, Fosston, and Middle River. The Public Housing project differs from the Section 8 program in that the HRA actually owns the project units as opposed to private ownership. Presently the HRA owns and operates 118 Public Housing units.

The HRA also has been very active with pursuing and operating Minnesota Housing Finance Agency funds. The HRA uses MHFA funds to do numerous rental and homeowner grant programs. In addition, we have received funds for the Community Revitalization Fund program where private and public investors team with MHFA to assist with down payment to prospective homeowners.

In 1996, the HRA established a 501C4 Community Organization Development Organization to assist area residents with homeownership and create new housing opportunities for our citizens. Also, in 1997 the HRA organized a management company by creating a 501C3 for that specific purpose. The company was organized to manage the affordable rental units that were funded by essential function bonds. Summerfield Apartments, as they are called today, are located in 17 communities. Greater Minnesota Management Company has increased their portfolio other than Summerfield and manages over 600 rental units in the region.

In 2005, 2008, 2011 and 2012 the HRA also acquired and completed extensive rehab on rental properties located in Fosston, Mentor, Bagley and Thief River Falls. The HRA continues to work with cities and counties to assist with their economic and community development needs.

Resolution 5-12-2

**RESOLUTION APPROVING 2012 NORTHWEST MINNESOTA
MULTI-COUNTY HRA LEVY in ROSEAU COUNTY**

WHEREAS, the NW MN Multi-County (HRA) Board of Commissioners has determined that the availability of accessible affordable housing is a necessary component of a vital, sustainable economy in NW Minnesota; and

WHEREAS, there continues to be a substantial gap between the need for affordable housing in NW Minnesota and availability of such units; and

WHEREAS, the HRA is authorized by statute to levy an amount up to 25% of 0.0185 per cent of taxable market value, with the approval of the HRA Board of Commissioners; and

WHEREAS, the additional levy authorized by state law would provide leverage funds for other public and private sector investments in housing and economic development in NW Minnesota; and

NOW, THEREFORE, BE IT RESOLVED, that for taxes payable in 2013, the HRA Board of Commissioners hereby approves the adoption of a levy of 25% of 0.0185 percent of taxable market value for the purpose of leveraging additional funds for housing and economic development activities in Roseau County;

BE IT FURTHER RESOLVED, that the NW MN Multi-County HRA will at least annually report to the Roseau County Board of Commissioners on use of levy funds.

Ayes: Commissioners Gentry, Finstad, Strand, Genereux,
Johnson

Nays: None

SIGNED:


Chairman, Elden Johnson

WITNESSED:


Secretary, Kermit Genereux

Date: May 16, 2012

Equal Opportunity Employer

HRA & County Approved Levy 2007-2012						
Levy						
Levy Amount	Amt Rec	Committed/ Leveraged	Spent	Developers Costs	Available Levy	
Kittson	119,316	104,227	12,500	22,500	47,128	22,099
Marshall *	193,458	167,678	32,000	40,000	74,213	21,464 **
Polk	412,927	353,691	82,125	11,967	159,384	100,214
Pennington *	168,057	152,103	0	20,000	67,305	64,798
Red Lake *	65,413	58,458	5,000	3,000	26,198	24,260 **
Roseau	185,859	160,802	47,700	30,000	71,875	11,226
Total	1,145,030	996,958	179,325	127,467	446,104	244,062

Levy	
Return on Investment	
Potential Benefit to County	Return on Investment
1,535,425	15
2,509,997	15
649,829	2
496,680	3
0	0
1,684,364	10
6,876,295	7

* Includes 2007 Levy

**FHLB funding in included in potential benefit

HRA & County Projected Levy					
2012 Levy Payable in 2013					
Levy Amount	Amt Rec	Committed/Lev eraged	Spent	Developers Costs-50%	Available Levy
Kittson	37,436	7,500		-	29,936
Marshall	66,924	22,500		-	44,424 *
Polk	124,753	-	-	-	124,753
Pennington	39,456	15,000		-	24,456
Red Lake	17,843	10,000		-	7,843
Roseau	44,326	12,500		-	31,826
Total	330,738	67,500	-	-	263,238

2012	
Return on Investment	
Potential Benefit to County	Return on Investment
	0
	0
	0
	0
	0
	0
	0
	0
	0

Goals for 2012 Levy Request payable in 2013

Kittson	7.5 G for NWCAA grant writing-Assist businesses with rehab and energy efficiency needs.
Marshall	Grant writing 7.5G, 15G DEED applications for Stephen & Warren
Polk	Fosston O/O & Comm. Rehab 10G (funded in 2011)
Pennington	Grant application for Thief River Falls - owner & rental rehab \$15G (26 total units)
Red Lake	Red Lake County home owner rehab application 10G
Roseau	JW 7.5G, Leverage funding for 2012 RD application 5G

NW MN Multi-County HRA
Mentor, MN

2011 Taxable Market Values

County	Value	Maximum Levy	25% of Max Levy	25% of possible assessment for:	
				\$100,000 House	\$150,000 House
Kittson	\$809,427,600	\$149,744	\$37,436	\$3.60	\$5.40
Marshall	\$1,447,051,300	\$267,704	\$66,926	\$3.60	\$5.40
Pennington	\$853,092,200	\$157,822	\$39,456	\$3.60	\$5.40
Polk	\$2,697,362,200	\$499,012	\$124,753	\$3.60	\$5.40
* Crookston	\$206,685,600	\$38,237		\$3.60	\$5.40
* East Grand Forks	\$432,979,500	\$80,101		\$3.60	\$5.40
Red Lake	\$385,796,100	\$71,372	\$17,843	\$3.60	\$5.40
Roseau	\$958,389,600	\$177,302	\$44,326	\$3.60	\$5.40
Totals	\$7,151,119,000	\$1,322,957	\$330,739		

4/16/2012

* Crookston and East Grand Forks amounts are not included in the Polk County value.

The calculation uses the 2008 levy rate of 0.0185 approved by the 2008 legislature

Kittson County July 2011 - June 2012

Month	# of Vouchers Used Per Month	Housing Assistance Payments
July-11	10	\$ 2,273.00
Aug-11	9	\$ 1,749.00
Sep-11	8	\$ 1,419.00
Oct-11	8	\$ 1,419.00
Nov-11	8	\$ 1,421.00
Dec-11	7	\$ 1,421.00
Jan-12	7	\$ 1,413.00
Feb-12	7	\$ 1,414.00
Mar-12	7	\$ 1,414.00
Apr-12	7	\$ 1,341.00
May-12	7	\$ 1,341.00
Jun-12	8	\$ 1,479.00
Total	93	\$ 18,104.00

Marshall County July 2011 - June 2012

Month	# of Vouchers Used Per Month	Housing Assistance Payments
July-11	34	\$ 9,521.00
Aug-11	33	\$ 9,159.00
Sep-11	35	\$ 9,838.00
Oct-11	38	\$ 10,376.00
Nov-11	37	\$ 9,485.00
Dec-11	35	\$ 9,027.00
Jan-12	33	\$ 8,113.00
Feb-12	32	\$ 8,190.00
Mar-12	38	\$ 10,206.00
Apr-12	40	\$ 11,607.00
May-12	38	\$ 11,232.00
Jun-12	37	\$ 11,232.00
Total	430	\$ 117,986.00

Pennington County July 2011 - June 2012

Month	# of Vouchers Used Per Month	Housing Assistance Payments
July-11	193	\$ 57,077.00
Aug-11	194	\$ 56,592.00
Sep-11	194	\$ 57,639.00
Oct-11	196	\$ 56,817.00
Nov-11	192	\$ 55,328.00
Dec-11	199	\$ 56,484.00
Jan-12	199	\$ 56,940.00
Feb-12	195	\$ 55,148.00
Mar-12	190	\$ 52,485.00
Apr-12	189	\$ 51,813.00
May-12	183	\$ 49,058.00
Jun-12	181	\$ 48,566.00
Total	2305	\$ 653,947.00

Polk County July 2011 - June 2012

Month	# of Vouchers Used Per Month	Housing Assistance Payments
July-11	165	\$ 48,725.00
Aug-11	168	\$ 48,572.00
Sep-11	166	\$ 49,028.00
Oct-11	165	\$ 49,252.00
Nov-11	166	\$ 49,861.00
Dec-11	161	\$ 47,952.00
Jan-12	159	\$ 48,421.00
Feb-12	164	\$ 49,478.00
Mar-12	166	\$ 50,363.00
Apr-12	170	\$ 52,239.00
May-12	175	\$ 54,542.00
Jun-12	175	\$ 53,498.00
Total	2000	\$ 601,931.00

Red Lake County July 2011 - June 2012

Month	# of Vouchers Used Per Month	Housing Assistance Payments
July-11	24	\$ 5,767.00
Aug-11	24	\$ 5,767.00
Sep-11	22	\$ 5,102.00
Oct-11	24	\$ 5,898.00
Nov-11	25	\$ 6,000.00
Dec-11	25	\$ 5,872.00
Jan-12	26	\$ 6,040.00
Feb-12	26	\$ 6,205.00
Mar-12	28	\$ 6,316.00
Apr-12	29	\$ 6,489.00
May-12	28	\$ 6,468.00
Jun-12	29	\$ 7,240.00
Total	310	\$ 73,164.00

Roseau County July 2011 - June 2012

Month	# of Vouchers Used Per Month	Housing Assistance Payments
July-11	89	\$ 25,174.00
Aug-11	91	\$ 24,961.00
Sep-11	92	\$ 24,334.00
Oct-11	93	\$ 24,808.00
Nov-11	92	\$ 23,940.00
Dec-11	93	\$ 23,759.00
Jan-12	92	\$ 23,309.00
Feb-12	95	\$ 23,837.00
Mar-12	95	\$ 23,972.00
Apr-12	94	\$ 23,899.00
May-12	92	\$ 23,792.00
Jun-12	91	\$ 22,787.00
Total	1109	\$ 288,572.00

Norman County July 2011 - June 2012

Month	# of Vouchers Used Per Month	Housing Assistance Payments
July-11	62	\$ 17,051.00
Aug-11	63	\$ 16,929.00
Sep-11	61	\$ 16,389.00
Oct-11	61	\$ 16,830.00
Nov-11	64	\$ 17,530.00
Dec-11	61	\$ 16,234.00
Jan-12	64	\$ 16,488.00
Feb-12	63	\$ 15,557.00
Mar-12	63	\$ 15,254.00
Apr-12	61	\$ 15,233.00
May-12	62	\$ 15,774.00
Jun-12	64	\$ 16,259.00
Total	749	\$ 195,528.00

Lake of the Woods County July 2011 - June 2012

Month	# of Vouchers Used Per Month	Housing Assistance Payments
July-11	13	\$ 4,154.00
Aug-11	13	\$ 4,218.00
Sep-11	12	\$ 3,308.00
Oct-11	11	\$ 2,815.00
Nov-11	10	\$ 2,539.00
Dec-11	9	\$ 2,303.00
Jan-12	11	\$ 2,957.00
Feb-12	11	\$ 2,949.00
Mar-12	11	\$ 3,366.00
Apr-12	11	\$ 3,366.00
May-12	12	\$ 3,312.00
Jun-12	12	\$ 3,344.00
Total	136	\$ 38,631.00

Ports July 2011- June 2012

Month	# of Vouchers Used Per Month	Housing Assistance Paym with/admin	Admin.	HAP Only
July-11	11	\$ 7,528.64	\$ 482.35	\$ 7,046.29
Aug-11	10	\$ 6,372.35	\$ 482.35	\$ 5,890.00
Sep-11	12	\$ 6,853.20	\$ 526.20	\$ 6,327.00
Oct-11	11	\$ 7,410.20	\$ 482.35	\$ 6,927.85
Nov-11	11	\$ 8,103.35	\$ 482.35	\$ 7,621.00
Dec-11	9	\$ 5,431.65	\$ 394.65	\$ 5,037.00
Jan-12	8	\$ 4,924.65	\$ 350.80	\$ 4,573.85
Feb-12	8	\$ 2,992.10	\$ 306.95	\$ 2,685.15
Mar-12	8	\$ 3,893.23	\$ 230.23	\$ 3,663.00
Apr-12	9	\$ 6,988.94	\$ 296.01	\$ 6,692.93
May-12	9	\$ 4,535.72	\$ 315.72	\$ 4,220.00
Jun-12	9	\$ 4,800.72	\$ 315.72	\$ 4,485.00
Total	115	\$ 69,834.75	\$ 4,665.68	\$ 65,169.07

Breakdown by County Federal Home Loan Bank

November 11th, 2009 - June 30th, 2012

<u>County</u>	<u>No. Project</u>	<u>FHLB funds</u>	<u>Other funds</u>
Polk	22	\$ 132,000.00	\$ 475,154.62
Marshall	13	\$ 78,000.00	\$ 314,558.22
Roseau	11	\$ 66,000.00	\$ 173,063.22
Penn	12	\$ 72,000.00	\$ 289,950.00
Kittson	7	\$ 42,000.00	\$ 87,515.44
LOW	9	\$ 48,000.00	\$ 152,520.05
Total	74	\$ 438,000.00	\$1,492,761.55

All Counties CRF Funds					
County	CRF Funds	Investor Dollars	Levy	New & Existing Construction	Number of Units
Beltrami	\$ 168,221	\$ 123,795	\$ -	\$ 2,238,497	26
Kittson	\$ 169,208	\$ 93,450	\$ -	\$ 2,719,798	46
Marshall	\$ 412,794	\$ 192,900	\$ 70,150	\$ 8,083,689	90
Norman	\$ 176,273	\$ 91,500	\$ -	\$ 2,461,722	31
LOW	\$ -	\$ 38,200	\$ -	\$ 499,052	8
Pennington	\$ 275,468	\$ 85,000	\$ 114,640	\$ 8,673,781	90
Polk	\$ 413,110	\$ 235,575	\$ -	\$ 9,224,592	100
Red Lake	\$ 883,695	\$ 433,350	\$ 23,109	\$ 13,332,305	135
Roseau	\$ 952,948	\$ 849,946	\$ -	\$ 28,934,168	336
Totals	\$ 3,451,717	\$ 2,143,716	\$ 207,899	\$ 76,167,604	862

06/30/12

Note: \$22.07 private dollars for every \$1.00 invested by the state
862 units of housing completed

**Total Funds Disbursed Throughout the Region
By the Northwest Minnesota Multi-County HRA**

BENEFITS RECEIVED PER COUNTY

Beltrami County *	\$ 336,600
Clearwater County *	600,000
Kittson County	1,520,373
Lake of the Woods County *	223,653
Marshall County	4,772,427
Norman County *	8,363,123
Pennington County	5,794,714
Polk County	16,099,789
Red Lake County	8,743,722
Roseau County	11,086,266
Total	<u><u>\$ 57,540,667</u></u>

Total CRF program included in total above 7,973,369
(Down Payment Assistance - 862 Loans to Date)

County & HRA Levy

ADDITIONAL BENEFITS RECEIVED FOR SEVEN COUNTY AREA

Total Section 8 Rental Assistance (HUD)

Since 1975 Inception 43,006,352
620 units assisted monthly with an
average of 280 landlords per yer

Total Low Rent Public Housing (HUD)

Since 1979 Inception 6,168,747
79 1-bedroom units and 24 3-bedroom homes

Total MHFA HOME Program

Since 2001 3,879,877

Essential Function Revnue Bonds

Phase I - 320 Market Rate Rentals 23,635,000
Phase II - 174 Market Rate Rentals 12,615,000
Tri-County Correctional Facility 3,200,000

Foxtail - 40 Town homes 1,250,000

Other Bonding

First Time Home Buyers 1995-2011 25,005,301

Total 118,760,278

Grand Total 176,300,945

* Contract for services. Not part of the HRA area of operations.

CRF - Community Revitalization Fund
SCDG - Small Cities Development Grant
MHFA - Minnesota Housing Finance Agency
MURL - Minnesota Urban & Rural Homesteading Program
HPG - Housing Preservation Grant - USDA
FHLB - Federal Home Loan Bank

Levy included in other report

ITEM # Consent 1
REQUEST FOR BOARD ACTION
 * Required Fields



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

Amount of time being requested:

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

***Background (Provide sufficient detail of the subject):**
 Set Primary Election Canvassing Board Date and Time, for Thursday, August 16, 2012 at 3:00 pm. Appoint Two Commissioners to Serve on Primary Election Canvassing Board.

***Financial Consideration:**

***Legal Consideration:**

***Other Consideration:**

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

Coordinator's Office Use (Do Not Write Below)

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 # Consent 2
REQUEST FOR BOARD ACTION
 * Required Fields



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

Amount of time being requested:

***Subject Title (As it will appear on the agenda):**
 Minnesota Lawful Gambling Permit

***Background (Provide sufficient detail of the subject):**
 The Warroad Lost River Sportsmen Complex is requesting Board approval on a Minnesota Lawful Gambling Permit for a raffle to be held at Springsteel on September 26, 2012.

***Financial Consideration:**

***Legal Consideration:**

***Other Consideration:**

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

Coordinator's Office Use (Do Not Write Below)

Date Received:	Comments:

Board Action:

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

ATTEST: Jeff Pelowski, Interim Coordinator

LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that: - conducts lawful gambling on five or fewer days, and - awards less than \$50,000 in prizes during a calendar year. If total prize value for the year will be \$1,500 or less, contact the licensing specialist assigned to your county.	Application fee	
	<u>If application posted or received:</u>	
	less than 30 days before the event \$100	more than 30 days before the event \$50

ORGANIZATION INFORMATION

Organization name Warroad Lost River Sportsmen Complex	Previous gambling permit number X-36361
---	--

Minnesota tax ID number, if any	Federal employer ID number (FEIN), if any 34-2017604
---------------------------------	---

Type of nonprofit organization. Check one.

Fraternal
 Religious
 Veterans
 Other nonprofit organization

Mailing address PO Box 205	City Warroad	State MN	Zip code 56763	County Roseau
-------------------------------	-----------------	-------------	-------------------	------------------

Name of chief executive officer [CEO] David Larson	Daytime phone number 218-386-3170	E-mail address dblarson@mncable.net
---	--------------------------------------	--

NONPROFIT STATUS

Attach a copy of ONE of the following for proof of nonprofit status.

Nonprofit Articles of Incorporation OR a current Certificate of Good Standing.
 Don't have a copy? This certificate must be obtained each year from:
 Secretary of State, Business Services Div., 60 Empire Drive, Suite 100, St. Paul, MN 55103
 Phone: 651-296-2803

IRS income tax exemption [501(c)] letter in your organization's name.
 Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS at 877-829-5500.

IRS - Affiliate of national, statewide, or international parent nonprofit organization [charter]
 If your organization falls under a parent organization, attach copies of **both** of the following:
 a. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and
 b. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted. For raffles, list the site where the drawing will take place. Springsteel Resort
--

Address [do not use PO box] 28004 Beach St.	City or township Lake Township	Zip code 56763	County Roseau
--	-----------------------------------	-------------------	------------------

Date[s] of activity. For raffles, indicate the date of the drawing. September 26th, 2012

Check each type of gambling activity that your organization will conduct. <input type="checkbox"/> Bingo* <input checked="" type="checkbox"/> Raffle <input type="checkbox"/> Paddlewheels* <input type="checkbox"/> Pull-tabs* <input type="checkbox"/> Tipboards*
<p>*Gambling equipment for bingo paper, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo.</p> <p>To find a licensed distributor, go to www.gcb.state.mn.us and click on Distributors under the WHO'S WHO? LIST OF LICENSEES, or call 651-639-4000.</p>

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT

**CITY APPROVAL
for a gambling premises
located within city limits**

The application is acknowledged with no waiting period.
 The application is acknowledged with a 30 day waiting period, and allows the Board to issue a permit after 30 days [60 days for a 1st class city].
 The application is denied.

Print city name _____

Signature of city personnel _____

Title _____ Date _____

Local unit of government must sign

**COUNTY APPROVAL
for a gambling premises
located in a township**

The application is acknowledged with no waiting period.
 The application is acknowledged with a 30 day waiting period, and allows the Board to issue a permit after 30 days.
 The application is denied.

Print county name _____

Signature of county personnel _____

Title _____ Date _____

TOWNSHIP -If required by county. On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. [A township has no statutory authority to approve or deny an application, per Minnesota Statutes 349.166.]

Print township name _____

Signature of township officer _____

Title _____ Date _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief executive officer's signature David Larson Date 7/18/12
 Print name David Larson

Print form and have CEO sign

REQUIREMENTS

Reset form

Complete a separate application for:
 - all gambling conducted on two or more consecutive days, or
 - all gambling conducted on one day.
 Only one application is required if one or more raffle drawings are conducted on the same day.

Send application with:
 a copy of your proof of nonprofit status, and
 application fee. Make check payable to "State of Minnesota."

To: Gambling Control Board
 1711 West County Road B, Suite 300 South
 Roseville, MN 55113

Financial report and recordkeeping required
 A financial report form and instructions will be sent with your permit, or use the online fill-in form available at www.gcb.state.mn.us.

Within 30 days of the event date, complete and return the financial report form to the Gambling Control Board.

Questions?
 Call the Licensing Section of the Gambling Control Board at 651-639-4000.

This form will be made available in alternative format (i.e. large print, Braille) upon request.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the application. Your organization's name and address will be public information when received by the Board.

All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to: Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney

General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

ITEM # Consent 3
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request Nelson, Gracia	*Department Emergency Management	*Board Meeting Date Jul 24 2012		
--	--	---	--	--

***Subject Title (As it will appear on the agenda):**
 Approve the Northwest Regional Radio Board Preliminary Budget

***Background (Provide sufficient detail of the subject):**
 The Northwest Regional Radio Board has submitted a 2013 preliminary budget for Board review and approval.

***Financial Consideration:**

***Legal Consideration:**

***Other Consideration:**

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

Coordinator's Office Use (Do Not Write Below)

Date Received:	Comments:
-----------------------	------------------

Board Action:

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

ATTEST: Ann Marie Miller, Board Clerk



July 17, 2012

MEMO

TO: NW Regional Radio Board Membership

FROM: Mary Thompson, Contracted Administrative Staff

SUBJECT: 2013 Budget

As stipulated in the Joint Powers Agreement the Radio Board approved the attached budget at its July meeting and is certifying it to each of the governing bodies that are party to the agreement. You have until August 1st to approve or object to the proposed budget and your financial contribution and give notice of your action to the Board.

Please note that the proposed budget includes a member contribution of \$3,000 for 2013 and will be payable in January, 2013.

The budget shall be deemed approved in the absence of action by September 1, 2012.

Please feel free to contact me should you have any questions on this matter.

Northwest Minnesota Regional Radio Board
2013 Preliminary Budget

	<u>Agency</u>	<u>Pass Through</u>	<u>Total Budget</u>
<u>Revenues</u>			
Member Contributions	48,000		48,000
Department of Public Safety	2,500		2,500
Region 3 HSEM	-		-
Other Revenues	6,000		6,000
Total Revenues	56,500	-	56,500
 <u>Expenditures</u>			
Contracted Staff Expenses	48,000		48,000
Insurance Expense	4,000		4,000
Supplies	500		500
Internet	500		500
Committee Travel	2,500		2,500
Meeting Expense	1,000		1,000
Equipment			-
Training			-
Total Expenditures	56,500	-	56,500
Balance	-	-	-

Note: The member contribution amounts to \$3,000 per member.

ITEM # Consent 4
REQUEST FOR BOARD ACTION
 * Required Fields



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

Amount of time being requested:

***Subject Title (As it will appear on the agenda):**
 Request to Accept Resignation of Elizabeth Froese

***Background (Provide sufficient detail of the subject):**
 Elizabeth (Ellie) Froese has turned in her resignation as Victim Services Coordinator. Request for Board Approval.

***Financial Consideration:**

***Legal Consideration:**

***Other Consideration:**

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

Coordinator's Office Use (Do Not Write Below)

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

June 7, 2012

Ms. Karen Foss
Roseau County Attorney
Roseau County Attorney's Office
606 5th Ave SW, Room 10
Roseau, MN 56751

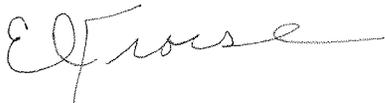
Re: Letter of Resignation

Dear Ms. Foss,

I am writing to formally notify you that I am resigning from my position as Program Coordinator with Roseau County Victim Services. My last day of employment will be June 20th, 2012.

I greatly appreciate the opportunities and experience that have gained within this position. I would also like to thank you for your professional guidance and support. I wish you and the program great success in the future.

Sincerely,

A handwritten signature in cursive script that reads "Elizabeth Froese". The signature is written in black ink and is positioned above the printed name.

Elizabeth Froese

ITEM # Auditor
REQUEST FOR BOARD ACTION
 * Required Fields



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

Amount of time being requested:

***Subject Title (As it will appear on the agenda):**
 Discuss the 2013 Budget preparations.

***Background (Provide sufficient detail of the subject):**
 The Auditor's office will be sending worksheets to Department Heads to begin their 2013 budget preparations.

***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 # Highway 1
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request	*Department	*Board Meeting Date
Ketring, Brian ▼	Engineer ▼	Jul ▼ 24 ▼ 2012 ▼

Amount of time being requested:

***Subject Title (As it will appear on the agenda):**
 Approve Contracts for SAP 068-677-006 and CR 137

***Background (Provide sufficient detail of the subject):**
 Approve Contracts for SAP 068-677-006 and CR 137.

***Financial Consideration:**

***Legal Consideration:**

***Other Consideration:**

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

Coordinator's Office Use (Do Not Write Below)

Date Received:	Comments:

Board Action:

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

ATTEST: Jeff Pelowski, Interim Coordinator

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



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

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

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

***Financial Consideration:**

***Legal Consideration:**

***Other Consideration:**

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

Coordinator's Office Use (Do Not Write Below)

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

Board Action:

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

ATTEST: Jeff Pelowski, Interim Coordinator

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

June 25 – Warroad City Council – Warroad

Letter of support for housing approved; paving runway at airport.

June 26 – Roseau County Board – Roseau

COW

June 27 – Warroad Watershed – Warroad

Beltrami Island LUP pre-discussion

June 27 - Beltrami Island LUP Project – Warroad

Public hearing at Public Safety building

July 9 – Warroad City Council - Warroad

July 9 – Warroad School Board - Warroad

July 10 - Roseau County Board – Roseau

COW

July 11 – Sheriff’s Department – Roseau

July – Courthouse Heads – Roseau

July 11 – Operations – Roseau

July 12 – DNR – ITV – Roseau

July 15 – Roseau County Fair Banquet – Roseau

Attended banquet.

July 16 – RCCoA – Roseau

FAR North: ridership up 792 rides (5.30%) ytd – Warroad, Roseau, Baudette; possibility of grant for disabled riders – application being sent; bus drivers for Roseau and Warroad needed. New bus October or November.

SMT: State veterans’ grant not available in 2013; considering a policy change re: funding sources for riders; policy book being reviewed.

RCCoA: bylaws amended to include more language regarding purpose – service to elderly.

Performance reviews for staff: Butler/August; Sundahl/January.

July 17 – Social Services – Roseau

COW

July 17 – Highway Department – Roseau

COW

July 18 – Fair Booth – Roseau

Manned booth with Al Heim.

July 18 – Lake Township Board – Warroad

Considering purchase of truck and tractor; approved three building permit applications; questions about sand/salt purchase from county; DOT requirements; Phillipe will check.

July 23 – Warroad City Council – Warroad

July 24 – County Board – Roseau

July 24 – DWI Court - Roseau

July 24 – Roseau Watershed - Roseau

July 26 – Election Training – Roseau

JACK SWANSON COMMITTEE REPORTS

JULY 6, 2012 - GRACIA NELSON/ PAT NOVACEK - ON NW REGIONAL RADIO BOARD

JULY 11, 2012 - SHERIFF'S COMMITTEE - reminded Sheriff Gust to create a hiring roster

JULY 11, 2012 - COURTHOUSE DEPARTMENT HEADS

JULY 11, 2012 - NORTHWEST REGIONAL RADIO BOARD (T.R.F.) - set revenue request from county partners; will form committee to consider budget items for 2013

JULY 11, 2012 - JADIS TOWN BOARD - talked about chloride application pilot project; talked about open book process for Board of Appeal

JULY 12, 2012 - LAND ASSET MANAGEMENT MEETING - with DNR and Northern Minn legislators on the cumbersome process for land exchanges

JULY 16, 2012 - ROSEAU COUNTY COMMITTEE ON AGING - discussed sustainability of senior medical travel

JULY 17, 2012 - SOCIAL SERVICES BOARD

JULY 17, 2012 - HIGHWAY COMMITTEE

JULY 17, 2012 - ROSEAU COMMUNITY MEETING - Polaris still looking for 100-200 employees; RCAHF to conduct countywide affordable housing study; Lifecare-Altru recruiting physicians (currently 9; would like 12-13 in Roseau & Warroad); city of Roseau needs another 2 million federal dollars to finish East Diversion Project

JULY 18, 2012 - NORTHWEST MINNESOTA HOUSING & REDEVELOPMENT AUTHORITY (T.R.F.)

JULY 18, 2012 - ROSEAU COUNTY FAIR BOOTH

JULY 19, 2012 - ROSEAU COUNTY FAIR BOOTH

JULY 23, 2012 - NORTHERN COUNTIES LAND USE BOARD/ JOINT POWERS NATURAL RESOURCES BOARD (BEMIDJI) - wolf season

JULY 23, 2012 - ROSEAU SCHOOL BOARD MEETING