
August 14, 2012

REGULAR BOARD MEETING AGENDA

Notice is hereby given that the Board of Commissioners of Roseau County will meet in session on August 14, 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*

9:00 Consent Agenda

1. Proceedings from July 10 and July 24, 2012 Board Meetings
2. DNR Trails Proposal Support Letter
3. Transfer Station Hire
4. 2013 Trailblazers Snowmobile Capital Improvement Grant
5. Contract for Audit Services

9:15 County Committee Reports

1. **Extension Committee**
 - a. Discuss County Educator Position

9:25 Department Reports

1. **Sheriff's Department**
 - a. Civil Process Clerk Resignation
 - b. Advertise for Hire

9:45 BREAK

10:00 County Board Items

1. Warroad River Watershed Board Appointments
2. Commissioner Committee Reports

10:30 Unfinished Business

10:30 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 ▼	Aug ▼	14 ▼	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 July 10, 2012 and July 24, 2012 Board meetings are being submitted for Board review and approval.

***Financial Consideration:**

***Legal Consideration:**

***Other Consideration:**

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

Coordinator's Office Use (Do Not Write Below)

Date Received:	Comments:

Board Action:

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

ATTEST: Jeff Pelowski, Interim Coordinator

PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

July 10, 2012

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, on Tuesday, July 10, 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, Glenda Phillipe, Jack Swanson and Russell Walker.

APPROVAL OF AGENDA

A Highway Department appointment was added to Department Reports and an approval of a forthwith claim was added to the payment of bills. A motion to approve the revised agenda was made by Commissioner Falk, seconded by Commissioner Foldesi and carried unanimously.

COMMENTS AND ANNOUNCEMENTS

Commissioner Swanson acknowledged Social Service Director Dave Anderson's appointment to the Minnesota Association of County Social Service Directors Vulnerable Children and Adults Act Formula Committee.

APPROVE BILLS

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

Warrants Approved For Payment 6/28/2012

Vendor Name	Amount
AFLAC	3,713.10
ASPHALT PRESERVATION COMPANY	130,503.76
8 Payments less than 2000	4,306.81
Final Total:	138,523.67

Warrants Approved For Payment 7/05/2012

Vendor Name	Amount
CENTURYLINK	2,830.61
JOHNSON/LAURE A	3,526.88
MN DEPT OF FINANCE -TREAS	6,136.50
NW MN SERV COOP-BLUE CROSS BLUE SHIELD	62,773.50
RIVERFRONT STATION	5,957.73
12 Payments less than 2000	7,452.29
Final Total:	88,677.51

Warrants Approved On 7/10/2012 For Payment 7/13/2012

Vendor Name	Amount
AVIANDS LLC	7,394.99
BORDER STATES ELECTRIC SUPPLY	2,096.09
INTRADYN	6,356.71
MAR-KIT LANDFILL	35,632.95

MSOP-MN SEX OFFENDER PROGRAM-D 462	3,930.80
REGENTS OF U OF MINNESOTA	16,224.99
SJOBERG'S INC	2,718.20
SYNERGY GRAPHICS	10,505.21
UND FORENSIC PATHOLOGY	2,000.00
47 Payments less than 2000	16,586.30
Final Total:	103,446.24

The Board approved a forthwith payment in the amount of \$860.00 to Blaine Thompson for mowing in Clear River Township.

DELEGATIONS/BOARD APPOINTMENTS

Lori Dowling, Minnesota Department of Natural Resources, Northwest Regional Director; Gary Schneider, Acquisition Development Specialist for the Northwest Region with the DNR Division of Parks and Trails and the Honorable former State Senator Bob Lessard met with the Board to review the regional Grant-in-Aid ATV proposal for the Beltrami Island State Forest (BISF). The proposed trail exists in the form of existing designated ATV routes. With this effort, the trail would be added to the grant-in-aid trail system. The Roseau/Lake of the Woods Sportsman's Club would partner with Roseau County and the DNR to administer this program. The proposal has gone through the seven step review process within the DNR and will be sent out for a 30 day public comment period concluding August 15, 2012. At the conclusion of the 30 day public comment period, there will be an additional internal review prior to final adoption.

Ms. Dowling addressed the Board with regard to trail access issues (outside of the grant-in-aid system) in the BISF as requested by Commissioner Walker. Ms. Dowling noted that she is committed to allowing more public access in the BISF and conveyed that the Governor, the DNR Commissioner and conservation networks are all committed to making trail access a priority. Members of the Board questioned whether or not signage in the forest is up-to-date. Dowling noted that signage can be researched to see if still applicable to present day conditions but stated that the DNR has policies and guidelines that are used to justify the placing of signs. Commissioner Phillippe suggested compiling a list of concerns with regard to gates and signage in order for these issues to be addressed at a separate meeting.

Ms. Dowling stated she would appreciate a letter of support for the ATV grant-in-aid trail proposal from the Board.

Ms. Dowling addressed the Board with regard to the Thompson Road logging project stating that this was a \$600,000 capital bonding project which is designed to improve access to market for 125,000 public acres of forestry. Dowling noted that communication to the public was not what it should have been and will take this into consideration for future projects.

Former Senator Lessard requested that a Board member attend a meeting regarding Elk management in the State. The Board agreed to have representation at this meeting.

CONSENT AGENDA

A motion to adopt the Consent Agenda was made by Commissioner Falk, seconded by Commissioner Phillippe and carried unanimously. The Board, by adoption of its Consent Agenda, approved the June 26, 2012 proceedings; approved the June 12, 2012 and June

26, 2012 Board of Appeal and Equalization Minutes; and, approved advertising for Roseau, Warroad and Two Rivers Watershed appointments.

DEPARTMENT REPORTS

Social Services

A motion to approve Dave Anderson's request to grant an employee a personal leave was made by Commissioner Swanson, seconded by Commissioner Falk and carried unanimously.

A motion to approve the appointment of Bryan Erickson to the Social Services Board for a two year term beginning June 30, 2012 was made by Commissioner Phillippe, seconded by Commissioner Falk and carried unanimously.

Highway Department

Engineer Ketring met with the Board to discuss the US Army Corp of Engineers proposed General Permit for Agricultural drainage activities in Minnesota. A draft resolution to this proposed plan was distributed for review. The Board directed Engineer Ketring and Interim Coordinator Pelowski to draft a revised resolution for Board review on July 24, 2012.

COMMISSIONER COMMITTEE REPORTS

Commissioner Falk reported on the following committee meeting(s): Beltrami Island LUP Project, 6/27/12.

Commissioner Foldesi had no meetings to report.

Commissioner Phillippe reported on the following committee meeting(s): Warroad City Council, 6/25/12; Warroad River Watershed Board, 6/27/12; Beltrami Island LUP Project, 6/27/12.

Commissioner Swanson reported on the following committee meeting(s): Roseau Convention and Visitors Bureau, 7/2/12; Community Justice Coordinating Committee, 7/2/12; Roseau River Watershed Board, 7/2/12; Roseau City Council, 7/2/12.

Commissioner Walker had no meetings to report.

Upon motion carried, the Board adjourned the regular meeting at 10:30 a.m. The next regular meeting of the Board is scheduled for July 24, 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

PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

July 24, 2012

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, on Tuesday, July 24, 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, Glenda Phillipe, Jack Swanson and Russell Walker.

APPROVAL OF AGENDA

Request for approval of a forthwith claim was added to the payment of bills and approval for road maintenance costs in Clearwater and America Townships was added to the Consent Agenda. A motion to approve the revised agenda was made by Commissioner Swanson, seconded by Commissioner Falk and carried unanimously.

COMMENTS AND ANNOUNCEMENTS

Interim Coordinator Pelowski informed the Board that the Minnesota Department of Management and Budget sent notification that Roseau County is in full compliance with the Local Government Pay Equity Act.

Interim Coordinator Pelowski informed the Board of the Great Northern Transmission Line workshops being put on by Minnesota Power with regard to planning for a new high-voltage transmission line.

Commissioner Swanson thanked Paula Hedlund, Kristina Kaml, Ann Marie Miller and Cindy Tangen for their work on this year's County Fair Booth.

APPROVE BILLS

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

Warrants Approved For Payment 7/12/2012

Vendor Name	Amount
DEPT OF NATURAL RESOURCES	2,000.00
JOHNSON OIL CO INC	2,174.51
ROSEAU CITY	9,819.81
13 Payments less than 2000	6,599.69
Final Total:	20,594.01

Warrants Approved For Payment 7/16/2012

1 Payments less than 2000	860.00
Final Total:	860.00

Warrants Approved For Payment 7/19/2012

12 Payments less than 2000	7,082.75
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Final Total: **7,082.75**

Warrants Approved On 7/24/2012 For Payment 7/27/2012

Vendor Name	Amount
ACS	4,835.83
GARTNER REFRIGERATION CO	4,534.68
JOHNSON OIL CO INC	7,278.80
M & R SIGN CO INC	6,903.75
NORTHERN RESOURCES COOPERATIVE	17,321.90
ROSEAU CO COOP ASSN	13,707.59
ROSEAU CO MEDICAL TRAVEL	3,251.95
ROSEAU CO SOIL & WATER CONS	14,342.50
SANITATION PRODUCTS INC	28,898.00
TRUE NORTH STEEL	5,103.28
58 Payments less than 2000	23,847.39
Final Total:	130,025.67

The Board approved a forthwith payment to Pete Grafstrom in the amount of \$3,850.20 for painting at the Roseau River Watershed building.

DELEGATIONS/BOARD APPOINTMENTS

Northwest Minnesota Housing & Redevelopment Authority

Executive Director Lee Meier met with the Board to provide a 2012 program review and financial information. Meier noted that the HRA has made many housing opportunities available for the region with assistance in rental payments, home loan down-payments and housing rehabilitation loans. Meier thanked Commissioner Swanson for his service on the HRA Board.

CONSENT AGENDA

A motion to adopt the Consent Agenda was made by Commissioner Foldesi, seconded by Commissioner Swanson and carried unanimously. The Board, by adoption of its Consent Agenda, approved setting the Primary Election Canvassing Board date of August 16, 2012 at 3:00 p.m., and appointed Commissioner Foldesi and Commissioner Phillipe to serve on this Board; approved a Minnesota Lawful Gambling Permit for the Warroad Lost River Sportsmen Complex for a September 26th event; approved the Northwest Minnesota Regional Radio Board Preliminary Budget of \$3,000 for 2013; accepted the resignation of the Victim Services Coordinator effective June 20, 2012; and approved road maintenance costs for Clearwater and America Townships.

DEPARTMENT REPORTS

Highway Department

A motion to approve awarding contract SAP 068-677-006 (CSAH 77) to Knife River Materials in the amount of \$286,393.00 was made by Commissioner Swanson, seconded by Commissioner Falk and carried unanimously.

Engineer Ketring discussed bids received on a project for County Road 137 stating that bids were higher than expected and will not seek a contract for this project at this time.

County Attorney

County Attorney Karen Foss informed the Board that notification on the grant used to fund the Victim Services program has been received and has been reduced from \$70,000 to \$40,000. Foss suggested future planning for the Victim Services program should be discussed at the upcoming Criminal Justice Coordinating Committee meeting.

COMMISSIONER COMMITTEE REPORTS

Commissioner Falk reported on the following committee meeting(s): Sheriff's Committee, 7/11/12; Courthouse Department Head meeting, 7/11/12; Operations Committee, 7/11/12; Land Asset Management meeting, 7/12/12; Social Services Board, 7/17/12; Highway Committee, 7/17/12.

Commissioner Foldesi had no meetings to report.

Commissioner Phillipe reported on the following committee meeting(s): Sheriff's Committee, 7/11/12; Courthouse Department Head meeting, 7/11/12; Operations Committee, 7/11/12; Land Asset Management meeting, 7/12/12; Roseau County Fair Banquet, 7/15/12; Roseau County Committee on Aging, 7/16/12; Social Services Board, 7/17/12; Highway Committee, 7/17/12; Roseau County Fair Booth, 7/18/12; Lake Township Board, 7/18/12; Warroad City Council, 7/23/12.

Commissioner Swanson reported on the following committee meeting(s): Sheriff's Committee, 7/11/12; Courthouse Department Head meeting, 7/11/12; Northwest Regional Radio Board, 7/11/12; Jadis Town Board, 7/11/12; Land Asset Management meeting, 7/12/12; Roseau County Committee on Aging, 7/16/12; Social Services Board, 7/17/12; Highway Committee meeting, 7/17/12; Roseau Community meeting, 7/17/12; Northwest Minnesota Housing & Redevelopment Authority, 7/18/12; Roseau County Fair Booth, 7/18-7/19/12; Northern Counties Land Use Board/Joint Powers Natural Resources Board, 7/23/12; Roseau School Board, 7/23/22.

Commissioner Walker reported on the following committee meeting(s): Sheriff's Committee, 7/11/12; Courthouse Department Head meeting, 7/11/12; Operations Committee, 7/11/12; Land Asset Management meeting, 7/12/12; Roseau County Fair Banquet, 7/15/12; Social Services Board, 7/17/12; Highway Committee, 7/17/12.

Upon motion carried, the Board adjourned the regular meeting at 10:30 a.m. The next regular meeting of the Board is scheduled for August 14, 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

ITEM # Consent 2
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request	*Department	*Board Meeting Date		
Miller, Ann Marie ▼	Administrative Assistant ▼	Aug ▼	14 ▼	2012 ▼

Amount of time being requested:

***Subject Title (As it will appear on the agenda):**
 Letter in Support of DNR Trails Proposal

***Background (Provide sufficient detail of the subject):**
 Interim Coordinator Pelowski has submitted a letter in support of the DNR Trails Proposal 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



Board of Commissioners

606 5th Ave. SW, Room #131
Roseau, MN 56751

Phone: 218-463-4248
Fax: 218-463-3252

August 14, 2012

Mr. Allen Lego
Area Supervisor, MnDNR Parks & Trails
246 125th Avenue SE
Thief River Falls, MN 56701

RE: Letter of Support – Roseau/LOW ATV Trail GIA Funding Proposal

Dear Mr. Lego:

I am submitting this letter, on behalf of the Roseau County Board of Commissioners, concerning the proposal presented to the Board at our July 10, 2012 meeting.

We believe, based on the information provided at that meeting, that the Roseau/Lake of the Woods ATV Trail funding proposal will provide the opportunity for additional trail signage, maintenance, monitoring and repair of the existing trail system; therefore, the Roseau County Board hereby supports the proposal as presented.

Thank you for the opportunity to provide input. Please contact us if you have any questions or require additional information.

Sincerely,

Russell Walker
Chair, Roseau County Board of Commissioners

Cc: Ms. Lori Dowling – NW Regional Director, MnDNR
Roseau County Board of Commissioners

ITEM # Consent 3
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request	*Department	*Board Meeting Date
Pelowski, Jeff ▼	Environmental Services ▼	Aug ▼, 14 ▼, 2012 ▼

Amount of time being requested:

***Subject Title (As it will appear on the agenda):**
 Transfer Station Hire

***Background (Provide sufficient detail of the subject):**
 Requesting Board approval to hire an Assistant Transfer Station Operator at a grade 5 step D.

***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 4
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request	*Department	*Board Meeting Date		
Pelowski, Jeff ▼	Environmental Services ▼	Aug ▼	14 ▼	2012 ▼

Amount of time being requested:

***Subject Title (As it will appear on the agenda):**
 2013 Roseau County Trailblazers Snowmobile Capital Improvement Grant

***Background (Provide sufficient detail of the subject):**
 The MN DNR Division of Parks and Trails is submitting the FY13 Snowmobile Capital Improvement Grant 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

Minnesota Department of Natural Resources

Division of Parks and Trails
246 125th Avenue NE, Thief River Falls, MN 56701



July 26, 2012

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

Re: Snowmobile Capital Improvement Grant Approval for FY13

Dear Russel:

Enclosed with this letter are three (3) copies of the agreement, in the amount of \$65,747.00, between the State of Minnesota and Roseau Trailblazers for a capital improvement grant. **Please review this agreement and have the appropriate individual(s) sign all three (3) copies and return the signed copies to this office for processing.**

Once the appropriate DNR signatures have been affixed to the agreement, an executed agreement will be sent to you. Please note that no charges may be made against this agreement until all signatures have been obtained and you have been notified of this grant's effective date.

If you have any questions, and or need clarification, please contact our office.

Thank you.

Sincerely,

A handwritten signature in black ink that reads "Pam Murphy". The signature is written in a cursive style.

Pam Murphy
OAS, PAT Area Office

Cc: Rich Gross
43271 County Road 124
Roseau, MN 56751

MINNESOTA SNOWMOBILE TRAIL ASSISTANCE PROGRAM
FY 2013 CAPITAL IMPROVEMENT
GRANT AGREEMENT

Local Unit of Government (Sponsor) Roseau County	Trail/Club Name Roseau County Trailblazers/BISF#1/Roseau County Trailblazers	Grant Amount \$65,747.00
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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 Unit of Government specified above, and relates to the establishment of proposed trails specified above.

WHEREAS, the local unit of government desires to establish, construct and rehabilitate public trails; and

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

WHEREAS, the local unit of government 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 local unit of government 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 maintain the proposed trails in accordance with the guidelines contained within the current **Minnesota Snowmobile Trails Assistance Program Capital Improvement 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. Construct, establish, and rehabilitate the trails or facilities as outlined in Exhibit A. If the local unit of government fails to expedite establishment and construction of trails, the State may withhold future payments to the local unit of government and/or terminate this agreement.

B. **TECHNICAL ASSISTANCE.** The State shall give technical assistance to the local unit of government in establishing trails upon request.

C. **FUNDING.** The state's sole responsibility under this Agreement is to provide funds to the local unit of government. 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 local unit of government 65 percent of the cost of trail acquisition, development, and other capital improvements. 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.

E. PAYMENT. The local unit of government 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 local unit of government must submit original receipts of actual purchases exceeding \$100.00. Further, the first request for reimbursement for costs incurred by grooming must be made by January 31, and the last day of every month thereafter while costs are incurred during the grooming season.

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

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

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

F. STATE AUDITS. Under Minnesota Statutes § 16C.05, subd. 5, the Grantee's books, records, documents, and accounting procedures and practices relevant to this grant contract 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 contract. 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.

G. WORKERS COMPENSATION. The Grantee certifies that it is in compliance with Minnesota Statutes § 176.181, subd. 2, pertaining to workers' compensation insurance coverage. The Grantee'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.

H. 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, Minnesota Statutes § 3.736 and other applicable law. The Sponsor's liability shall be governed by the provisions of Minnesota political Subdivisions Tort Liability, Minnesota Statutes § 466.02 and other applicable law.

I. TERM.

I.1 **Effective date: September 1, 2012**, or the date the State obtains all required signatures under Minnesota Statutes Section 16C.05, subdivision 2, whichever is later. The Grantee must not begin work under this grant contract until this contract is fully executed and the Grantee has been notified by the State's Authorized Representative to begin the work.

I.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. 16A.28, subd. 6.

J. 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. It may also be terminated upon mutual agreement by the State and the Sponsor, upon 30 days' written notice to each entity.

K. PUBLICITY AND ENDORSEMENT. 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 Grantee individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this grant contract. Endorsement: The Grantee must not claim that the State endorses its products or services.

L. 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 all parties on this Agreement.

M. 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.

N. 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.

O. 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/xc_ski/taw_sites.pdf).

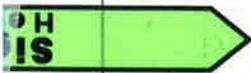
The Sponsor's Authorized Representative is the contact person and individual who provide the authorized signature for the Sponsor, which can be found on the program application (incorporated here into this agreement by reference). If the Sponsor's Authorized Representative changes at any time during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

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

LOCAL UNIT OF GOVERNMENT

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



DEPARTMENT OF NATURAL RESOURCES

Individual certifies that funds have been encumbered as required by M.S. § 16A.15 and 16C.05. <i>[Signature]</i>	State Encumbrance Verification SWIFT PO #: 23127	Date 7/18/12
Signature (Recommend for Approval)	Parks and Trails Regional Manager	Date
Authorized Signature	Parks and Trails Division Director	Date



ITEM # Consent 5
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request	*Department	*Board Meeting Date
Monsrud, Martie ▼	Auditor ▼	Aug ▼, 14 ▼, 2012 ▼

Amount of time being requested:

***Subject Title (As it will appear on the agenda):**
 Approve 5 year contract for 2012 to 2016 Audit for Roseau County

***Background (Provide sufficient detail of the subject):**
 The Operations and Planning Committee recommends that Roseau County enter into a 5 year contract for the annual audit with Hoffman, Dale & Swenson.

***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



Colleen Hoffman, Manager
Gordon Dale, CPA
Audrey Swenson, CPA

GOVERNMENTAL AUDIT SERVICES

1541 Hwy. 59 South
Thief River Falls, MN 56701
Phone: 218-681-4078
Fax: 218-681-4079
choffman@mncable.net

MULTI-YEAR AUDIT AGREEMENT

This constitutes a written agreement for audit services as described in the annual engagement letter between Roseau County and the auditing firm of Hoffman, Dale, & Swenson, PLLC.

The maximum annual fee for the audit of Roseau County for years ended December 31, 2012, 2013, 2014, 2015, and 2016, will remain at \$24,500 per year, provided activities and expenditures remain approximately the same and unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

 5.24.12

Colleen L. Hoffman date
Hoffman, Dale, & Swenson, PLLC

Chair of Board date
Roseau County

County Auditor date

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



*Person Responsible for Request	*Department	*Board Meeting Date		
Swanson, Jack ▼	District 1 Commissioner ▼	Aug ▼	14 ▼	2012 ▼

Amount of time being requested:

***Subject Title (As it will appear on the agenda):**
 Discuss County Educator Position

***Background (Provide sufficient detail of the subject):**
 Commissioner Swanson will discuss the attached.

***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

Commodity Crops County Educator Position

Objective: Create full time position to meet research and education needs of producers

Potential partners: Kittson, Roseau, and Red Lake Counties & MN wheat and soybean growers.

Strengths of partnership:

1. Invest in local research and education to help improve local agriculture economic engine
2011 wheat acres: harvested 114,600 – produced 4,921,000 bu.
2011 soybean acres: harvested 119,000 – produced 3,576,000 bu.
2. Receive access to fulltime position with only 20% investment
3. Work with local commodity groups to identify producer research needs
4. Access to equipment and finances from commodity groups to implement research across counties
5. Coordinate research with others within the region
6. Wheat and Soybean growers cover office supplies, cell costs and mileage

Change from traditional model:

1. Will not be responsible for local tree, lawn, garden questions and similar traditional work
2. Will not be housed in local office or have scheduled office hours- position would be housed in the wheat grower office Red Lake Falls and supported there

Contract price for .2 fte position: 2013 - \$16,847

ITEM # Sheriff's Off
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request	*Department	*Board Meeting Date		
Gust, Steve ▼	Sheriff ▼	Aug ▼	14 ▼	2012 ▼

Amount of time being requested:

***Subject Title (As it will appear on the agenda):**
 Civil Process Clerk Resignation and Advertisement for Hire

***Background (Provide sufficient detail of the subject):**
 Sheriff Gust is requesting the Board accept the resignation of Civil Process Clerk Brandy Christian and approve an advertisement to hire for this position.

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



*Person Responsible for Request	*Department	*Board Meeting Date
<input type="text"/>	<input type="text"/>	Aug <input type="text"/> 14 <input type="text"/> 2012 <input type="text"/>

Amount of time being requested:

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

*Background (Provide sufficient detail of the subject):
 The Board will review applications for the two Warroad River Watershed Board vacancies which will expire on September 19, 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)

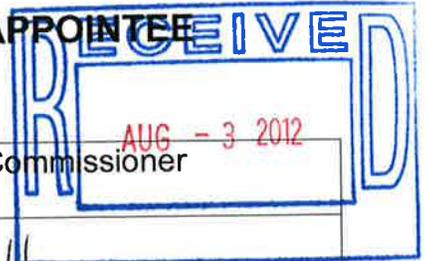
Date Received:	Comments:
<input type="text"/>	<input type="text"/>

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**

WARROAD RIVER WATERSHED MANAGER APPOINTEE QUESTIONNAIRE



Name of Nominating Agency:	Roseau County Board of Commissioner
Name of Nominee:	Jeff O'Donnell

Mailing Address	30589 600 th Ave.	Work Phone	218 689-1346
City	Warroad, Mn.	Home Phone	218 386-1686
Zip Code	56763	Cell Phone	
County	Roseau	E-Mail Address	odonnell@wiktel.com

1. Do you reside within the boundaries of the watershed? YES NO

2. How long have you been a resident of the Warroad River Watershed District?
55

3. What is your physical address?
30589 600th Avenue
Warroad, Mn. 56763

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

5. What is the address on your driver's license?
same

6. Are you a registered voter? YES NO

7. In which precinct are you registered to vote?
Moranville

8. Why are you interested in serving on the watershed board?

to benefit my community.

WARROAD RIVER WATERSHED MANAGER APPOINTEE QUESTIONNAIRE



Name of Nominating Agency:	Roseau County Board of Commissioners
Name of Nominee:	Gerald Phillippe

Mailing Address	59729 CR134	Work Phone	218 386 2863
City	Warroad, MN	Home Phone	SAME
Zip Code	50763	Cell Phone	218 469 1762
County	Roseau	E-Mail Address	wrwatershed@inbox.com

1. Do you reside within the boundaries of the watershed? YES NO
2. How long have you been a resident of the Warroad River Watershed District?
55 years
3. What is your physical address?
SAME
4. Is this the address where you receive mail? YES NO
5. What is the address on your driver's license?
same
6. Are you a registered voter? YES NO
7. In which precinct are you registered to vote?
Moranville
8. Why are you interested in serving on the watershed board?

I know the area, and I have served on the WRW for several years.

ITEM # Cty Board 2
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request	*Department	*Board Meeting Date		
<input type="text"/>	<input type="text"/>	Aug	▼	14
		▼		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"/>					
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

JACK SWANSON COMMITTEE REPORTS

JULY 24, 2012 - ROSEAU COUNTY AFFORDABLE HOUSING COMMITTEE; met w/ Mary Bujold from Maxfield Research on a countywide housing study. funding for the \$18,000 study is coming from grants and the NW Mn HRA.

JULY 31, 2012 - ROSEAU CONVENTION & VISITORS BUREAU; on promotion of the Scenic Byway (with Troy Schroeder, Dave Bergman of Minn Tourism, Pam Hetteen, Betty Younggren of Kittson County, and Pete Schultz from the Rainy Lake CVB).

AUGUST 1, 2012 - SHERIFF'S COMMITTEE

AUGUST 1, 2012 - COURTHOUSE DEPARTMENT HEADS

AUGUST 1, 2012 - OPERATIONS COMMITTEE

AUGUST 1, 2012 - COMMUNITY JUSTICE COORDATING COMMITTEE; on future of Victim Services Coordinator position, given reduced grant funding

AUGUST 6, 2012 - EXTENSION COMMITTEE; 2013 budget

AUGUST 6, 2012 - ROSEAU CONVENTION & VISITORS BUREAU

AUGUST 6, 2012 - ROSEAU CITY COUNCIL

AUGUST 8, 2012 - ASSOCIATION OF MINNESOTA COUNTIES 'LEAN' TRAINING (ST CLOUD)

AUGUST 9, 2012 - A.M.C. 'LEAN' TRAINING (ST CLOUD)

AUGUST 10, 2012 - A.M.C. 'LEAN' TRAINING (ST CLOUD)

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

July 24 – County Board – Roseau - COW

July 24 – DWI Court – Roseau

Graduation for one student; cook-out at Roseau Park.

July 24 – Election Training – Roseau

Election judge for primary and general elections in Warroad

July 25 – Warroad Watershed

Approved letter for DNR/Beltrami; Scott Johnson (soil and water) will help with administration of grant from BWSR et al; board approved Johnson's proposal for admin duties and charges.

August 1 – Sheriff's Committee – Roseau

COW

August 1 – Department Heads – Roseau

COW

August 1 – Operations Committee – Roseau

COW

August 1 – CJCC – Roseau

Victim Services position discussed.

August 8 – Lake Township – Warroad

Township may have county sand this winter; one building permit application approved; looking for replacement truck and/or tractor.

August 13 – City Council – Warroad

August 13 – School Board – Warroad

August 14 – County Board – Roseau

August 14 – Election Judge – Warroad

August 16 – Canvass Board – Roseau

August 21 – Social Services – Roseau

August 21 – Highway Department – Roseau

August 21 – Wynne – Warroad

August 23 – Legacy

August 28 – County Board – Roseau

August 29 – LDS Agency on Aging – TRF