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**January 2, 2013**

**REGULAR BOARD MEETING AGENDA**

Notice is hereby given that the Board of Commissioners of Roseau County will meet in session on January 2, 2013 at **9:00** a.m. in the Roseau County Courthouse, Room 110, Roseau, MN, at which time the following matters will come before the Board:

**9:00 Call to Order**

1. Presentation of Colors
2. Approve Agenda
3. Swearing in Ceremony
  - Commissioner Jack Swanson – District 2
  - Commissioner Todd Miller – District 4
4. Election of Officers
5. Comments and Announcements

**9:30 Delegations/Board Appointments/Public Comments\***

**9:30 Consent Agenda**

1. 2013 Mileage Expense Reimbursement
2. 2013 Meal Expense Reimbursement
3. 2013 Pocket Gopher Bounty
4. 2013 Beaver Bounty
5. 2013 Liquor License Fees
6. Authorize Auditor to Pay Routine Bills
7. Advertisement to Hire for General Clerical Worker

**10:00 BREAK**

**10:15 Department Reports**

**10:30 County Board Items**

1. Unpaid Time-Off Policy
2. 2013 Committee Appointments

**11:00 Unfinished Business**

**11:00 Adjourn**

**\*Limited to five minutes**

**ITEM #** Swearing In Ceremony  
**REQUEST FOR BOARD ACTION**  
 \* Required Fields



<b>*Person Responsible for Request</b>	<b>*Department</b>	<b>*Board Meeting Date</b>		
<input type="text"/>	<input type="text"/>	Jan	2	2013

Amount of time being requested:

**\*Subject Title (As it will appear on the agenda):**  
 Swearing in Ceremony

**\*Background (Provide sufficient detail of the subject):**  
 Commissioner Swanson and Commissioner Elect Miller will take their Oath of Office.

**\*Financial Consideration:**

**\*Legal Consideration:**

**\*Other Consideration:**

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

**Coordinator's Office Use (Do Not Write Below)**

<b>Date Received:</b>	<b>Comments:</b>
<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, Coordinator



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

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## **OATH OF OFFICE**

State of: Minnesota

County of: Roseau

I, Jack Swanson, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Minnesota, and that I will faithfully execute and discharge the duties of the office of Commissioner District 2 in the County of **ROSEAU**, Minnesota, according to law and to the best of my ability and understanding.

X \_\_\_\_\_

Subscribed and sworn to on this 2nd Day of January, 2013.

X \_\_\_\_\_



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

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## **OATH OF OFFICE**

State of:           Minnesota

County of:        Roseau

I, Todd Miller, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Minnesota, and that I will faithfully execute and discharge the duties of the office of Commissioner District 4 in the County of **ROSEAU**, Minnesota, according to law and to the best of my ability and understanding.

X \_\_\_\_\_

Subscribed and sworn to on this 2nd Day of January, 2013.

X \_\_\_\_\_

ITEM # Election of Officers  
**REQUEST FOR BOARD ACTION**  
 \* Required Fields



<b>*Person Responsible for Request</b> Pelowski, Jeff	<b>*Department</b> Coordinator	<b>*Board Meeting Date</b> Jan 2 2013
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**\*Subject Title (As it will appear on the agenda):**  
 Election of Roseau County Board of Commissioners Officers

**\*Background (Provide sufficient detail of the subject):**  
 The Board will vote for a Chair and Vice Chair for the year 2013.

**\*Financial Consideration:**

**\*Legal Consideration:**

**\*Other Consideration:**

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

**Coordinator's Office Use (Do Not Write Below)**

<b>Date Received:</b>	<b>Comments:</b>
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**Board Action:**

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

**ATTEST:** Jeff Pelowski, County Coordinator

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



<b>*Person Responsible for Request</b> Monsrud, Martie	<b>*Department</b> Auditor	<b>*Board Meeting Date</b> Jan 2 2013
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**\*Subject Title (As it will appear on the agenda):**  
 Approve 2013 Mileage Expense Reimbursement

**\*Background (Provide sufficient detail of the subject):**  
 The IRS has set its 2013 mileage expense reimbursement rate at 56.5 cents per mile. The county historically follows the IRS rate for mileage reimbursement.

**\*Financial Consideration:**

**\*Legal Consideration:**

**\*Other Consideration:**

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

**Coordinator's Office Use (Do Not Write Below)**

<b>Date Received:</b>	<b>Comments:</b>
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**Board Action:**

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

**ATTEST:** Jeff Pelowski, Coordinator



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## Standard Mileage Rates for 2013

R-2012-95, Nov. 21, 2012

WASHINGTON — The Internal Revenue Service today issued the 2013 optional standard mileage rates used to calculate the deductible costs of operating an automobile for business, charitable, medical or moving purposes.

Beginning on Jan. 1, 2013, the standard mileage rates for the use of a car (also vans, pickups or panel trucks) will be:

- 56.5 cents per mile for business miles driven.
- 24 cents per mile driven for medical or moving purposes.
- 14 cents per mile driven in service of charitable organizations.

The rate for business miles driven during 2013 increases 1 cent from the 2012 rate. The medical and moving rate is also up 1 cent per mile from the 2012 rate.

The standard mileage rate for business is based on an annual study of the fixed and variable costs of operating an automobile. The rate for medical and moving purposes is based on the variable costs.

Taxpayers always have the option of calculating the actual costs of using their vehicle rather than using the standard mileage rates.

A taxpayer may not use the business standard mileage rate for a vehicle after using any depreciation method under the Modified Accelerated Cost Recovery System (MACRS) or after claiming a Section 179 deduction for that vehicle. In addition, the business standard mileage rate cannot be used for more than four vehicles used simultaneously.

These and other requirements for a taxpayer to use a standard mileage rate to calculate the amount of a deductible business, moving, medical, or charitable expense are in Rev. Proc. 2010-51. [Notice 2012-72](#) contains the standard mileage rates, the amount a taxpayer must use in calculating reductions to basis for depreciation taken under the business standard mileage rate, and the maximum standard automobile cost that a taxpayer may use in computing the allowance under a fixed and variable rate plan.

[Follow the IRS on New Media](#)  
[Subscribe to IRS Newswire](#)

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



<b>*Person Responsible for Request</b> Pelowski, Jeff	<b>*Department</b> Coordinator	<b>*Board Meeting Date</b> Jan 2 2013		
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**\*Subject Title (As it will appear on the agenda):**  
 2013 Meal Reimbursement

**\*Background (Provide sufficient detail of the subject):**  
 The proposed 2013 meal reimbursement is \$40 per day for a full day.

**\*Financial Consideration:**

**\*Legal Consideration:**

**\*Other Consideration:**

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

**Coordinator's Office Use (Do Not Write Below)**

<b>Date Received:</b>	<b>Comments:</b>

**Board Action:**

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

**ATTEST:** Jeff Pelowski, Board Clerk

## **APPENDIX C**

### **2013 MEAL AND EXPENSE REIMBURSEMENT POLICY**

#### **MEAL EXPENSE**

The meal expense reimbursement for travel OUTSIDE Roseau County is not to exceed **\$40.00** per day for a full day. Meal reimbursement is made for the exact expenditure(s) and not the maximum amount allowed. Meals are defined according to the standard meal model of breakfast-lunch-supper and do not include snacks in between meals. Tips and alcoholic beverages are not reimbursable. Itemized receipts are required to receive reimbursement for expenses.

Meal reimbursement WITHOUT overnight lodging should be submitted on a GREEN claim form and will be processed through payroll whereby payroll tax and FICA withholding are deducted.

Meal reimbursement WITH overnight lodging should be submitted on a WHITE claim form but is paid as a Commissioner Warrant and does not go through payroll.

ITEM # Consent 3  
**REQUEST FOR BOARD ACTION**  
 \* Required Fields



<b>*Person Responsible for Request</b> Pelowski, Jeff	<b>*Department</b> Coordinator	<b>*Board Meeting Date</b> Jan 2 2013
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**\*Subject Title (As it will appear on the agenda):**  
 Approve 2013 Pocket Gopher Bounty

**\*Background (Provide sufficient detail of the subject):**  
 The 2012 rate was \$2.50 per gopher with an additional \$1.00 reimbursement for gophers trapped in unorganized townships to match the \$1.00 paid by organized townships.

**\*Financial Consideration:**

**\*Legal Consideration:**

**\*Other Consideration:**

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

**Coordinator's Office Use (Do Not Write Below)**

<b>Date Received:</b>	<b>Comments:</b>
-----------------------	------------------

**Board Action:**

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

**ATTEST:** Jeff Pelowski, Coordinator

ITEM # Consent 4  
**REQUEST FOR BOARD ACTION**  
 \* Required Fields



<b>*Person Responsible for Request</b> Pelowski, Jeff	<b>*Department</b> Coordinator	<b>*Board Meeting Date</b> Jan 2 2013
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**\*Subject Title (As it will appear on the agenda):**  
 Approve 2013 Beaver Bounty

**\*Background (Provide sufficient detail of the subject):**  
 The Board will review and set the proposed 2013 beaver bounty. The 2012 bounty was set at \$25.00 per beaver.

**\*Financial Consideration:**

**\*Legal Consideration:**

**\*Other Consideration:**

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

**Coordinator's Office Use (Do Not Write Below)**

<b>Date Received:</b>	<b>Comments:</b>
-----------------------	------------------

**Board Action:**

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

**ATTEST:** Jeff Pelowski, Coordinator

ITEM # Consent 5  
**REQUEST FOR BOARD ACTION**  
 \* Required Fields



<b>*Person Responsible for Request</b> Monsrud, Martie	<b>*Department</b> Auditor	<b>*Board Meeting Date</b>		
		Jan	2	2013

**\*Subject Title (As it will appear on the agenda):**  
 Approve 2013 Liquor License Fees

**\*Background (Provide sufficient detail of the subject):**  
 The annual liquor license fees need to be set. See the following resolution for 2013 proposed rates.

**\*Financial Consideration:**

**\*Legal Consideration:**

**\*Other Consideration:**

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

**Coordinator's Office Use (Do Not Write Below)**

<b>Date Received:</b>	<b>Comments:</b>

**Board Action:**

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

**ATTEST:** Jeff Pelowski, Coordinator



**Board of Commissioners**

606 5<sup>th</sup> Ave. SW, Room #131

Roseau, MN 56751

Phone: 218-463-4248

Fax: 218-463-3252

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**RESOLUTION  
APPROVING LIQUOR LICENSES**

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

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

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

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

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

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

Warroad Area Golf Association, Inc. an On-Sale Intoxicating Liquor License, and a Sunday Liquor License;

BE IT FURTHER RESOLVED that said licenses are effective February 1, 2013, through January 31, 2014, and recommends that said licenses be approved by the Alcohol and Gambling Enforcement Director if applicable.

**RESOLUTION  
APPROVING LIQUOR LICENSE FEES**

BE IT RESOLVED that the Roseau County Board of Commissioners hereby set the 2013 Liquor License Fees as follows:

<u>Type of License</u>	<u>County Fee</u>	<u>Township Fee</u>	<u>Total</u>
3.2 percent Off-Sale	\$15.00	\$15.00	\$30.00
3.2 percent On-Sale	\$62.50	\$62.50	\$125.00
3.2 percent On-Sale (temporary)	\$25.00	\$25.00	\$50.00
Intoxicating Off-Sale	\$500.00	\$100.00	\$600.00
Intoxicating On-Sale	\$500.00	\$100.00	\$600.00
Intoxicating On-Sale Club	\$300.00	\$60.00	\$360.00
Intoxicating On-Sale – Sunday	\$125.00	n/a	\$125.00

ITEM # Consent 6  
**REQUEST FOR BOARD ACTION**  
 \* Required Fields



<b>*Person Responsible for Request</b>	<b>*Department</b>	<b>*Board Meeting Date</b>
Monsrud, Martie ▼	Auditor ▼	Jan ▼ 2 ▼ 2013 ▼

Amount of time being requested:

**\*Subject Title (As it will appear on the agenda):**  
 Authorize Auditor to Pay Routine Bills

**\*Background (Provide sufficient detail of the subject):**  
 Each year the Board authorizes the Auditor to pay routine bills via auditor warrants. The Board, by adoption of its consent agenda, authorizes benefits, and related withholding, flexible spending and VEBA administration; approval appropriations, county contract wages paid to University of Minnesota for Extension Services; custodial contracts, engineering consultant contract; excess PERA Police State Aid; unemployment tax; claims signed by a judge; utility bills, postage, telephone, fuel payments, and freight; contract partial payments; claims approved by other authorized boards, which includes authorization for payments by designated officials where the County is serving as fiscal agent; pass-through grants; tax and miscellaneous refunds; gopher bounty; beaver bounty at a rate of \$25.00 per beaver; claims for the sheriff services fees, garnishments, and miscellaneous legal fees and expenses required by the County Attorney; license and tax on vehicles; and other prior approved transactions for 2013.

**\*Financial Consideration:**

**\*Legal Consideration:**

**\*Other Consideration:**

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

**Coordinator's Office Use (Do Not Write Below)**

<b>Date Received:</b>	<b>Comments:</b>

**Board Action:**

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

**ATTEST:** Jeff Pelowski, Coordinator



ITEM # Consent 7  
**REQUEST FOR BOARD ACTION**  
 \* Required Fields



<b>*Person Responsible for Request</b>	<b>*Department</b>	<b>*Board Meeting Date</b>
Monsrud, Martie ▼	Auditor ▼	Jan ▼ 2 ▼ 2013 ▼

Amount of time being requested:

**\*Subject Title (As it will appear on the agenda):**  
 Advertisement for General Clerical Worker

**\*Background (Provide sufficient detail of the subject):**  
 Requesting Board approval to advertise for a General Clerical Worker.

**\*Financial Consideration:**  
 Included in 2013 budget.

**\*Legal Consideration:**

**\*Other Consideration:**

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

**Coordinator's Office Use (Do Not Write Below)**

<b>Date Received:</b>	<b>Comments:</b>

**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, Coordinator

ITEM #      Cty Bd 1

**REQUEST FOR BOARD ACTION**

\* Required Fields



<b>*Person Responsible for Request</b>	<b>*Department</b>	<b>*Board Meeting Date</b>		
Pelowski, Jeff ▼	Coordinator ▼	Jan ▼	2 ▼	2013 ▼

Amount of time being requested:

**\*Subject Title (As it will appear on the agenda):**  
 Unpaid Time Off Policy

**\*Background (Provide sufficient detail of the subject):**  
 Consider adoption of an Unpaid Time Off Policy, ("draft" Policy attached). This Policy could help fill the "void" left by the elimination of VTO, (ie. if an employee with no vacation, holiday, sick and/or comp time is allowed to take time off work). This would be a stand-alone Policy until it was incorporated into the revised Employee Handbook. If acceptable, we are requesting that this become effective immediately.

**\*Financial Consideration:**

**\*Legal Consideration:**

**\*Other Consideration:**  
 The attached draft Policy is a result of our 12/19/12 Department Heads meeting discussion.

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

**Coordinator's Office Use (Do Not Write Below)**

<b>Date Received:</b>	<b>Comments:</b>

**Board Action:**

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

**ATTEST:** Jeff Pelowski, Interim Coordinator

## Roseau County

### Unpaid Time Off Policy

A regular full-time employee may receive unpaid time off, per the following conditions:

- > Must be pre-approved by the Department Head;
- > Must not exceed ten (10) days per calendar year;
- > Must have exhausted their vacation hours, holiday hours, and comp time balances;
- > The employee will not accrue any vacation or sick holiday time when utilizing unpaid time off;
- > The employee will be responsible to pay all applicable benefit-related costs, (insurance premiums, etc), on a pro-rated basis.

ITEM #      Cty Bd 2

**REQUEST FOR BOARD ACTION**

\* Required Fields



*Person Responsible for Request
Pelowski, Jeff

*Department
Coordinator

*Board Meeting Date		
Jan	2	2013

*Subject Title (As it will appear on the agenda):
2013 Committee Appointments

*Background (Provide sufficient detail of the subject):
The Board will review the existing Committee List and make changes as needed.

*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		
Falk						Passed	
Foldesi							
Miller						Failed	
Phillipe							
Swanson						Tabled	

**ATTEST:** Jeff Pelowski, Coordinator

# 2012 Roseau County Committee Appointments

## Association of MN Counties - Committee of the Whole

005	Committee Members	Alternate(s)	Term	Meeting Schedule
	Commissioner Roger Falk		Annual	Annual Meeting in December
	Commissioner Mark Foldesi		Appointment	
	Commissioner Glenda Phillipe			Legislative Conference in March
	Commissioner Jack Swanson			
	Commissioner Russell Walker			District Meetings Quarterly
	Social Services Director Dave Anderson			
	CC/ESD Jeff Pelowski			
	Auditor Martha Monsrud			

## Agriculture Committee

	Committee Members	Alternate(s)	Term	Meeting Schedule
	Commissioner Mark Foldesi	Commissioner Russell Walker	Annual Appointment	As Needed
	Commissioner Roger Falk			

## AMC Conference Planning Committee

	Committee Members	Alternate(s)	Term	Meeting Schedule
	Commissioner Jack Swanson			Quarterly

## AMC Futures Task Force

	Committee Members	Alternate(s)	Term	Meeting Schedule
	Commissioner Jack Swanson			Quarterly

## AMC General Government Policy Committee

005	Committee Members	Alternate(s)	Term	Meeting Schedule
	Commissioner Jack Swanson		District III Appointment	Quarterly

## AMC Health & Human Services Policy Committee

005	Committee Members		Term	Meeting Schedule
	Social Services Director Dave Anderson		District III Appointment	Quarterly

## AMC Environment and Natural Resources Policy Committee

005	Committee Members		Term	Meeting Schedule
	Commissioner Russell Walker		District III Appointment	Quarterly

## AMC Public Safety Committee

005	Committee Members		Term	Meeting Schedule
	Commissioner Glenda Phillipe		District III Appointment	Quarterly

## AMC Transportation Policy Committee

005	Committee Members	Alternate(s)	Term	Meeting Schedule
	Commissioner Roger Falk		District III Appointment	Quarterly

# 2012 Roseau County Committee Appointments

## Building Committee

005	Committee Members	Alternate(s)	Term	Meeting Schedule
	Commissioner Roger Falk Commissioner Jack Swanson CC/ESD Jeff Pelowski Auditor Martha Monsrud Social Services Director Dave Anderson Sheriff Steve Gust Building Mgmt. Supervisor Lenny Johnson			As Needed

## Cities Counties and Other Government Agencies (COGA)

	Committee Members	Alternate(s)	Term	Meeting Schedule
	HR/Ben Administrator Patty Ignaszewski Fiscal Supervisor Gwynne Roadfelt		Indefinite Appointed by NW Service Coop Advisory Council	Quarterly

## Collaborative Governance Council

	Committee Members	Alternate(s)	Term	Meeting Schedule
	Commissioner Jack Swanson		AMC Appointment	Monthly

## Committee of the Whole

005	Committee Members	Alternate(s)	Term	Meeting Schedule
	Commissioner Roger Falk Commissioner Mark Foldesi Commissioner Glenda Phillipe Commissioner Jack Swanson Commissioner Russell Walker		Annual Appointment	As Needed

## Community Justice Coordinating Committee

	Committee Members	Alternate(s)	Term	Meeting Schedule
	Commissioner Jack Swanson County Attorney Karen Foss Assistant County Attorney Mike Grover Judge Donna Dixon Sheriff Steve Gust Social Services Director Dave Anderson Jail Administrator Janice Anderson Behavioral Health Director Jan Carr Probation Agent Scott Leverington	Commissioner Roger Falk Commissioner Mark Foldesi Commissioner Glenda Phillipe Commissioner Russell Walker		1st Wednesday of Every Month (Noon)

# 2012 Roseau County Committee Appointments

## County Fair Planning Committee

Committee Members	Alternate(s)	Term	Meeting Schedule
Commissioner Jack Swanson Commissioner Russell Walker Commissioner Glenda Phillipe Administrative Assistant Cindy Tangen Auditor Martha Monsrud Administrative Assistant Ann Marie Miller			As Needed

## Courthouse Department Head Committee - Committee of the Whole

005	Committee Members	Alternate(s)	Term	Meeting Schedule
	Commissioner Roger Falk Commissioner Mark Foldesi Commissioner Glenda Phillipe Commissioner Jack Swanson Commissioner Russell Walker Assessor Al Heim Attorney Karen Foss Auditor Martha Monsrud Building M+B79. Supervisor Lenny Johnson CC/ESD Jeff Pelowski Emergency Manager Gracia Nelson IT Administrator Chris Stauffer Recorder Pam Grand Treasurer Diane Gregerson VSO Don Dunn 4H Coordinator Sandi Weiland			Monthly 1st Tuesday

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

Committee Members	Alternate(s)	Term	Meeting Schedule
Commissioner Mark Foldesi Commissioner Russell Walker	Commissioner Roger Falk Commissioner Glenda Phillipe	Annual Appointment	As Needed

## DNR Legacy Advisory Committee

Committee Members	Alternate(s)	Term	Meeting Schedule
Glenda Phillipe			

# 2012 Roseau County Committee Appointments

## Emergency Management

Committee Members	Alternate(s)	Term	Meeting Schedule
Commissioner Russell Walker	Commissioner Mark Foldesi	Annual Appointment	As Needed
Commissioner Roger Falk	Commissioner Glenda Phillipe		
County Assessor Al Heim	Commissioner Jack Swanson		
County Attorney Karen Foss			
Auditor Martha Monsrud			
County Engineer Brian Ketring			
Emergency Manager Gracia Nelson			
CC/ESD Jeff Pelowski			
Recorder Pam Grand			
Social Service Director Dave Anderson			
Treasurer Diane Gregerson			
Sheriff Steve Gust			
Chief Deputy Curt Hauger			

## Flood Plain Map Advisory Committee - Committee of the Whole

Committee Members	Alternate(s)	Term	Meeting Schedule
Commissioner Roger Falk			As Needed
Commissioner Mark Foldesi			
Commissioner Glenda Phillipe			
Commissioner Jack Swanson			
Commissioner Russell Walker			
CC/ESD Jeff Pelowski			
Engineer Brian Ketring			
Emergency Manager Gracia Nelson			
RRWD Todd Miller			
WRWD Rick Battles			
TRWD Dan Money			
PE Brian Schaible			

## Highway Department - Committee of the Whole

Committee Members	Alternate(s)	Term	Meeting Schedule
Commissioner Mark Foldesi		Annual Appointment	
Commissioner Roger Falk			Third Tuesday following Social Services Board Meeting 10:30 a.m.
County Engineer Brian Ketring			
Asst County Engineer Daryl Dahl			
Commissioner Glenda Phillipe			
Commissioner Jack Swanson			
Commissioner Russell Walker			

# 2012 Roseau County Committee Appointments

## Insurance Committee

Committee Members	Alternate(s)	Term	Meeting Schedule
Commissioner Jack Swanson Commissioner Russell Walker Wellness Coordinator Cindy Tangen Social Service Director Dave Anderson Sheriff Steve Gust Deputy Accountant Rhonda Hanson Deputy Auditor Courtney Peters HR/Ben Administrator Patty Ignaszewski Financial Worker Rosalie Isham Fiscal Supervisor Gwynne Roadfelt Heavy Equipment Oper. Jason Monsrud	Commissioner Glenda Phillipe	Annual Appointment	Quarterly

## Joint Ditch Authority

Committee Members	Alternate(s)	Term	Meeting Schedule
<u>Ditch Commissioners</u> Judicial Ditch No. 19 District 3 & 5 Judicial Ditch No. 2 District 1 & 4 Judicial Ditch No. 33 District 2 & 5 State Ditch No. 50 District 2, 3 & 5 State Ditch No. 62 District 3 & 4 Judicial Ditch No. 63 District 2, 3, 4, 5 State Ditch No. 72 District 2, 3 & 5 State Ditch No. 90 District 5 State Ditch No. 95 District 2, 3 & 5	Adjoining County Marshall Lake of the Woods Kittson Kittson Lake of the Woods Marshall Kittson Kittson & Marshall Kittson	Indefinite Unless Changed	As Needed

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

Committee Members	Alternate(s)	Term	Meeting Schedule
Commissioner Mark Foldesi Commissioner Roger Falk	Commissioner Russell Walker	Annual Appointment	As Needed

## Joint Powers Natural Resource Board

610 Committee Members	Alternate(s)	Term	Meeting Schedule
Commissioner Mark Foldesi Commissioner Russell Walker	Commissioner Roger Falk	Annual Appointment	Monthly 3rd Monday in Bemidji

## KaMaR Board

25-392 Committee Members	Alternate(s)	Term	Meeting Schedule
Commissioner Mark Foldesi	Commissioner Jack Swanson	Annual Appointment	As Needed

# 2012 Roseau County Committee Appointments

## Land Asset Pilot Committee - Committee of the Whole

<b>Committee Members</b>	<b>Alternate(s)</b>	<b>Note:</b>
Commissioner Roger Falk Commissioner Mark Foldesi Commissioner Glenda Phillipe Commissioner Jack Swanson Commissioner Russell Walker Assessor Al Heim Auditor Martha Monsrud Engineer Brian Ketring		Commissioners serve on this committee when land in question is in their district or impacts their constituency.  Meets the 2nd Thursday of each month. Locations alternate between Roseau and Bemidji at 10:00 a.m.

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

<b>Committee Members</b>	<b>Alternate(s)</b>	<b>Term: 3, 3 year terms</b>	<b>Meeting Schedule</b>
Commissioner Glenda Phillipe		Appointed 1-2011	March, July, October

## Land of the Dancing Sky Area Agency Advisory NWRDC COMMITTEE

<b>Committee Members</b>	<b>Alternate(s)</b>	<b>Term</b>	<b>Meeting Schedule</b>
Commissioner Glenda Phillipe		Appointed 1-2011	Feb, April, July, October

## Land Use Committee - Committee of the Whole

<b>Committee Members</b>	<b>Alternate(s)</b>	<b>Term</b>	<b>Meeting Schedule</b>
Commissioner Roger Falk Commissioner Glenda Phillipe Commissioner Mark Foldesi Commissioner Jack Swanson Commissioner Russell Walker CC/ESD Jeff Pelowski Assessor Al Heim Engineer Brian Ketring Auditor Martha Monsrud			As Needed

## Tax Forfeited Land Sale Subcommittee - Committee of the Whole

<b>Committee Members</b>	<b>Alternate(s)</b>	<b>Term</b>	<b>Meeting Schedule</b>
Commissioner Glenda Phillipe Commissioner Mark Foldesi Commissioner Jack Swanson Commissioner Russell Walker Commissioner Roger Falk Assessor Al Heim Auditor Martha Monsrud Deputy Auditor Stacy Novak Engineer Brian Ketring			As needed to prepare for tax forfeited land sales.

# 2012 Roseau County Committee Appointments

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

Committee Members	Alternate(s)	Term	Meeting Schedule
Commissioner Jack Swanson Judge Donna Dixon Law Clerk Annie Jenson County Attorney Karen Foss Court Administrator Teresa McDonnell	Commissioner Mark Foldesi	Annual Appointment	As needed.

## Legislative Committee - Committee of the Whole

Committee Members	Alternate(s)	Term	Meeting Schedule
Commissioner Roger Falk Commissioner Mark Foldesi Commissioner Glenda Phillipe Commissioner Jack Swanson Commissioner Russell Walker			As needed.

## LifeCare Medical Center (District)

Committee Members	Alternate(s)	Term	Meeting Schedule
<u>Members/Term Expires May 1</u> Michael Hetteen, 2014 Steve Haugen (Malung) 2012 Peter Helgeson (Roseau) 2015 Carmen Przekwas (Jadis) 2012 Ralph Herseth, MD (Roseau) 2012 Cory Vatnsdal (Roseau) 2013 John Johnson, 2017			The Hospital Board recommends membership and the County Board confirms. There are 12 regular meetings per year, plus committee meetings when called. A \$60 per diem is paid by the Hospital for each meeting. This Board is scheduled to disband in 2011 at the conclusion of the debt service on the bonds. 6 year terms.

# 2012 Roseau County Committee Appointments

## LifeCare Medical Center Full Board

Committee Members	Alternate(s)	Term	Meeting Schedule
Carolyn Eeg (Vice Chair) 2015 Paul Everson 2016 Pete Granger 2015 Steve Haugen (Malung) 2012 Peter Helgeson (Roseau) 2015 Ralph Herseth, MD (Roseau) 2012 Chuck Lindner 2013 Therese McBride (Treasurer) 2015 Carmen Przekwas (Jadis) 2012 (Sec) Brenda Sather 2015 Mark Wilson (Mickinock) 2016 Cory Vatnsdal (Roseau) 2013 (Chair)			One County Board Member participates on a LifeCare Medical Center Recommendation Committee.

## Local Government Innovation Council - Committee of the Whole

Committee Members	Alternate(s)	Term	Meeting Schedule
Commissioner Roger Falk Commissioner Mark Foldesi Commissioner Glenda Phillipe Commissioner Jack Swanson Commissioner Russell Walker			As Needed

## MCCC County Attorney Users Group

Committee Members	Alternate(s)	Term	Meeting Schedule
County Attorney Karen Foss	Diane Roseen	Annual Appointment	Annual Regional Meeting

## Minnesota Association of Professional County Economic Developers

Committee Members	Alternate(s)	Term	Meeting Schedule
Commissioner Jack Swanson			

## Minnesota County Computer Cooperative

Committee Members	Alternate(s)	Term	Meeting Schedule
IT Administrator Chris Stauffer	Auditor Martha Monsrud Treasurer Diane Gregerson Assessor Al Heim Deputy Auditor Stacy Novak IT Tech Chad Wulff	Annual Appointment	Annual Regional Meeting Annual Conference Monthly Meetings

## Minnesota Counties Intergovernmental Trust (MCIT) DELEGATE

Committee Members	Alternate(s)	Term	Meeting Schedule
Auditor Martha Monsrud	Commissioner Russell Walker	Annual Appointment	Annual Meeting

# 2012 Roseau County Committee Appointments

## Minnesota Counties Intergovernmental Trust (MCIT) CONTACT

Committee Members	Alternate(s)	Term	Meeting Schedule
Auditor Martha Monsrud, Primary Contact CC/ESD Jeff Pelowski, Workers Comp Contact			n/a

## Minnesota Rural Counties Caucus (MRCC)

611	Committee Members	Alternate(s)	Term	Meeting Schedule
	Commissioner Russell Walker	All Commissioners	Annual	Every Other Month

## Northern Counties Land Use Coordinating Board

610	Committee Members	Alternate(s)	Term	Meeting Schedule
	Commissioner Jack Swanson	All Commissioners	Annual Appointment	Monthly - 1st Thursday Chisholm or Northome

## Northwest Community Action Board

Committee Members	Alternate(s)	Term	Meeting Schedule
Commissioner Mark Foldesi	Commissioner Roger Falk	Annual Appointment	Every Other Month - 3rd Thursday - 5 p.m.

## Northwest Regional Development Commission

005	Committee Members	Alternate(s)	Term	Meeting Schedule
	Commissioner Mark Foldesi Jim Christianson Buddy Erickson Gerry Schiltz	County Board Rep School Board Rep Township Board Rep Municipality Rep	Commissioned	Meets Quarterly 4th Tuesday 6 p.m

## Northwest Regional Development Commission Executive Board of Directors

Commissioner Mark Foldesi	Buddy Erickson (Alternate)		Meets Monthly 4th Tuesday 6 p.m.
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## Northwest Regional Development Transportation Committee

Committee Members	Alternate(s)	Term	Meeting Schedule
Commissioner Roger Falk County Engineer Brian Ketring	Any Other Commissioner		Quarterly - 1st Monday in Warren

## Northwest Regional Library Board

Committee Members	Alternate(s)	Term	Meeting Schedule
Rod Kjersten	n/a	2011 - 2013 (3 year term)	Monthly 3rd Thursday

## Northwest Minnesota Regional Radio Board

005	Committee Members	Alternate(s)	Term	Meeting Schedule
	Commissioner Jack Swanson	Commissioner Roger Falk	Indefinite	Quarterly

## Noxious Weed Appeal MS 18.83, Subd 3

Committee Members	Alternate(s)	Term	Meeting Schedule
Commissioner Mark Foldesi Curtis Skrutvold Snooky Erickson Tim O'Donnell Arne Heggedal Greg Braaten	Any Other Commissioner	Annual Appointment	As Needed

# 2012 Roseau County Committee Appointments

## NW MN Household Hazardous Waste Joint Powers Board

25-392	<b>Committee Members</b> Commissioner Jack Swanson CC/ESD Jeff Pelowski	<b>Alternate(s)</b> Commissioner Glenda Phillipe		<b>Meeting Schedule</b> Quarterly - Third Wed 10:00 a.m.
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## NW MN Housing & Redevelopment Authority

	<b>Committee Members</b> Commissioner Jack Swanson	<b>Alternate(s)</b>	<b>Term: Five Years</b> 6-30-2011 - 6-30-2016	<b>Meeting Schedule</b> Every Other Month - 3rd Wednesday (meets in Mentor and TRF)
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## NW MN Juvenile Center

	<b>Committee Members</b> Social Service Director Dave Anderson Sheriff Steve Gust	<b>Alternate(s)</b>	<b>Term Expires</b> 2014 (4 year term) 2012 (4 year term)	<b>Meeting Schedule</b> Every Other Month - 3rd Thursday
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## NW Regional Development Arts Council

	<b>Committee Members</b> Aliza Olson Charles Erickson	<b>Alternate(s)</b>	<b>Term</b>	<b>Meeting Schedule</b> Quarterly
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## Pembina Trail R C & D

611	<b>Committee Members</b> Commissioner Glenda Phillipe	<b>Alternate(s)</b> Any Other Commissioner	<b>Term: 2 Years</b> Appointed 1-2011	<b>Meeting Schedule</b> Every other Month beginning in February Red Lake Falls 9:30 a.m.
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## Personnel Appeal Committee MS 375.65

	<b>Committee Members</b> Carol Klotz, LifeCare Medical Center Brooke Coffey, Polaris Industries Mark Watson, Marvin Windows	To be appointed per County Personnel Act: Three non-county employees with Human Resource experience. Terms should be staggered.	<b>Term</b> 3 Years	<b>Meeting Schedule</b> As Needed
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## Public Health Committee

	<b>Committee Members</b> Commissioner Glenda Phillipe Commissioner Jack Swanson County Attorney Karen Foss CC/ESD Jeff Pelowski Emergency Manager Gracia Nelson LifeCare Medical Center Cathy Huss LifeCare Medical Center Julie Pahlen Sheriff Steve Gust Social Services Director Dave Anderson	<b>Alternate(s)</b> Commissioner Mark Foldesi	<b>Term</b>	<b>Meeting Schedule</b> Quarterly
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# 2012 Roseau County Committee Appointments

## Quin County Community Health Advisory Board

005	Committee Members	Alternate(s)	Term	Meeting Schedule
	Commissioner Mark Foldesi	Commissioner Jack Swanson	12/31/2012	Quarterly 3rd Monday 6 p.m. Greenbush or Newfolden Jan, May, Jul and Oct
	Public Health Rep Julie Pahlen		12/31/2012	

## Red River Basin Commission Joint Powers Board

Committee Members	Alternate(s)	Term	Meeting Schedule
Commissioner Roger Falk	Any Other Commissioner		Quarterly

## Red River Development Association

Committee Members	Alternate(s)	Term	Meeting Schedule
Selvin Buddy Erickson, Jr.			Bi-Annual Meetings

## Regional Radio Advisory Board (RAC)

005	Committee Members	Alternate(s)	Term	Meeting Schedule
	Emergency Manager Gracia Nelson			2nd Wednesday 9:30 a.m. TRF
	Pat Novacek - At Large Member			

## Roseau County Affordable Housing Fund Advisory Board

Committee Members	Alternate(s)	Term	Meeting Schedule
Commissioner Jack Swanson	Commissioner Glenda Phillipe	Annual Appointment	Quarterly as needed

## Roseau County Board of Adjustment MS 394

Committee Members	Alternate(s)	Term	Meeting Schedule
Bernard Gonshorowski		Indefinite	As Needed
John Douglas			
Randy Horner			
CC/ESD Jeff Pelowski			

## Roseau County Committee on Aging

Committee Members	Alternate(s)	Appointment Date	Meeting Schedule
Commissioner Glenda Phillipe	Commissioner Jack Swanson		3rd Monday of the month
Richard Otto (City of Roseau)		01/01/95	9:30 a.m. Far North Transit
Bill Cain (District 1)		03/15/11	Headquarters, 215 S. Main,
Sue Lisell (District 2)		12/01/10	Roseau.
Sandi Otto (District 3)		03/15/05	
Jim Hallan (District 4)		08/01/08	
Rachel Green (District 5)		01/15/09	

# 2012 Roseau County Committee Appointments

## Roseau County Extension Committee MS 38.36

Committee Members	Alternate(s)	Term	Meeting Schedule
Auditor Martha Monsrud	Commissioner Mark Foldesi	Standing member by statute	As Needed
Commissioner Roger Falk		Annual Appointment	
Commissioner Jack Swanson		Annual Appointment	
Thor Didrikson		Expires 2012	
Doug Green		Expires 2012	
Rhett Hulst		Expires Jan 2015	
Matt Ulwelling		Expires Jan 2015	
Kari Milner		Expires Jan 2014	
Carmen Przekwas		Expires Jan 2014	

## Roseau County Soil & Water Conservation District

611	Committee Members	Alternate(s)	Term	Meeting Schedule
	Commissioner Mark Foldesi	Commissioner Roger Falk	Annual Appointment	Monthly - 2nd Tuesday (7:00 a.m.)

## Roseau Lake Bottom Water Retention

Committee Members	Alternate(s)	Term	Meeting Schedule
Commissioner Roger Falk			
Commissioner Mark Foldesi			

## Roseau County Operations Committee - Committee of the Whole

Committee Members	Alternate(s)	Term	Meeting Schedule
Commissioner Roger Falk			As Needed
Commissioner Mark Foldesi			
Commissioner Jack Swanson			
Commissioner Glenda Phillipe			
Commissioner Russell Walker			
County Attorney Karen Foss			
County Auditor Martha Monsrud			
CC/ESD Jeff Pelowski			
County Engineer Brian Ketring			
Sheriff Steve Gust			
Social Services Director Dave Anderson			

## Roseau River Watershed District Board

611	Committee Members	Alternate(s)	Term	Meeting Schedule
	Laverne Voll	3 year terms expiring 10-19	expires 10-19-2013	1st Wednesday of the Month 3:00 p.m.
	Aaron Magnusson		expires 10-19-2015	Roseau
	LeRoy Carrier		expires 10-19-14	
	Todd Miller		expires 10-19-14	
	(Kittson County Bd Appt)		expires 10-19-2013	

# 2012 Roseau County Committee Appointments

## Rural Business Enterprise Grant Committee

Committee Members	Alternate(s)	Term	Meeting Schedule
Commissioner Glenda Phillipe Commissioner Roger Falk			As Needed

## Roseau River Watershed District (Commissioner Delegates)

611	Committee Members	Alternate(s)	Term	Meeting Schedule
	Commissioner Jack Swanson Commissioner Roger Falk	Commissioner Mark Foldesi Commissioner Glenda Phillipe Commissioner Russell Walker		1st Wednesday of the Month 3:00 p.m. Roseau

## Safety Committee MS 182.676

Committee Members	Alternate(s)	Term	Meeting Schedule
<u>Highway (3)</u> Brian Ketring Terry Haaby Wilfred Moser <u>Law Enforcement (3)</u> Steve Gust Mary Solberg Kelly Gustafson <u>Courthouse Administration (3)</u> Auditor Martha Monsrud Safety Coordinator Patty Ignaszewski Carmie Stoe <u>Transfer Station (1)</u> CC/ESD Jeff Pelowski <u>Maintenance (1)</u> Lenny Johnson <u>County Board (2)</u> Commissioner Roger Falk Commissioner Jack Swanson <u>Social Services (2)</u> Dave Anderson Julie Hallie <u>Ex-Officio</u> Gracia Nelson Greg Dahl			Quarterly



# 2012 Roseau County Committee Appointments

## Subsurface Sewage Treatment System Advisory Committee

005	Committee Members	Alternate(s)	Term	Meeting Schedule
	CC/ESD Jeff Pelowski Commissioner Glenda Phillipe Commissioner Jack Swanson Attorney Karen Foss		Appointed by Committee	As Needed.

## Trails Committee

Committee Members	Alternate(s)	Term	Meeting Schedule
Commissioner Roger Falk Commissioner Mark Foldesi	Any Other Commissioner		As Needed

## Transportation Alliance

Committee Members	Alternate(s)	Term	Meeting Schedule
Commissioner Roger Falk Engineer Brian Ketring	Glenda Phillipe	Annual Appointment	As Needed

## TV Translator Committee

Committee Members	Alternate(s)	Term	Meeting Schedule
Commissioner Roger Falk Commissioner Jack Swanson Auditor Martha Monsrud Dick Sjoberg (Sjoberg's Cable) Lee Hervey (Voyagers Communication)	Commissioner Russell Walker		As Needed

## Two Rivers Watershed District Board of Managers

611	Committee Members	Alternate(s)	Term	Meeting Schedule
	Dick Novacek Jim Kukowski	3 year terms expiring 10-29	expires 10-29-2012 expires 10-29-2014	First Wednesday of the Month Hallock 8:00 a.m.

## Two Rivers Watershed District (Commissioner Delegates)

611	Committee Members	Alternate(s)	Term	Meeting Schedule
	Commissioner Mark Foldesi	Commissioner Roger Falk		First Wed of the Month Hallock 8:00 a.m.

## Victim Services Advisory Board

Committee Members	Alternate(s)	Term	Meeting Schedule
Commissioner Glenda Phillipe Commissioner Russell Walker			Quarterly

## Warroad River Watershed District Board of Managers

611	Committee Members	Alternate(s)	Term	Meeting Schedule
	Richard Battles Jeff O'Donnell Gerald Phillipe Keith Landin Loren Horner	3 year terms expiring 9-19	2013 2012 2012 2014 2014	Monthly. Third Wednesday, (7:00 p.m.)

# 2012 Roseau County Committee Appointments

## Warroad River Watershed District (Commissioner Delegates)

611	Committee Members	Alternate(s)	Term	Meeting Schedule
	Commissioner Glenda Phillipe Commissioner Russell Walker	Commissioner Mark Foldesi Commissioner Roger Falk Commissioner Jack Swanson		Monthly. Third Wednesday, 7 p.m.

## Wellness Committee

Committee Members	Alternate(s)	Term	Meeting Schedule
Social Worker Lynette Blazek Sheriff Steve Gust Deputy Auditor John Huss Financial Worker Rosalie Isham Ben Admin Patty Ignaszewski Nutrition Education Kristina Kaml Admin Asst Ann Marie Miller Emerg. Mgr. Gracia Nelson VSO Donald Dunn  Fiscal Super. Gwynne Roadfelt Commissioner Jack Swanson Wellness Coordinator Cindy Tangen Commissioner Russell Walker Appraiser Liz Lund IT Technician Chad Wulff			As Needed

## Wetland Appeal Board

Committee Members	Alternate(s)	Term	Meeting Schedule
Commissioner Roger Falk Commissioner Glenda Phillipe Dan Johnston, Member at Large To Be Appointed by SWCD	Any Other Commissioner  If wetland issue is in commissioner district, choice to elect another commissioner to represent.		As Needed

## Wildlife Management Area Planning Committee

Committee Members	Alternate(s)	Term	Meeting Schedule
Commissioner Roger Falk Commissioner Mark Foldesi	Any Other Commissioner		As Needed