



## 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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**October 8, 2013**

### REGULAR BOARD MEETING AGENDA

Notice is hereby given that the Board of Commissioners of Roseau County will meet in session on October 8, 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. Comments and Announcements
4. Approve Bills

**9:15 Delegations/Board Appointments/Public Comments\***

1. Marc Bloomquist – MN Department of Corrections Annual Update

**9:50 Consent Agenda**

1. September 24, 2013 Board Proceedings
2. Warroad Lost River Sportsmen Complex – State of Minnesota Lawful Gambling Permit
3. Unclaimed Property
4. Funds Commitment
5. 2014-2015 County MFIP Biennial Service Agreement
6. Unpaid Time-Off Policy
7. Final Payment to R & Q Trucking

**10:00 BREAK**

**10:15 Department Reports**

1. Auditor's Office
  - a. Tax Forfeited Land Classification Change

**10:20 Committee Reports**

1. SW Planning Committee
  - a. 2014/2015 SW Fee Schedule (Ordinance No. 31)
  - b. 2014 Market Price

**10:30 County Board Items**

1. Website Management Committee
2. Health Insurance Premium Cost-Share
3. Commissioner Committee Reports

**11:30 Unfinished Business**

**11:30 Adjourn**

**\*Limited to five minutes**





# PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

September 24, 2013

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, Minnesota on Tuesday, September 24, 2013.

## CALL TO ORDER – ROLL CALL – ESTABLISHMENT OF A QUORUM

The meeting was called to order at 9:00 a.m. by Board Chair Roger Falk. The Pledge of Allegiance was recited. Commissioners present were Roger Falk, Mark Foldesi, Todd Miller, Glenda Phillipe, and Jack Swanson.

## APPROVAL OF AGENDA

A Consolidated Conservation Ditch Tax Resolution discussion was added to County Board Items. A motion to adopt the amended Agenda was made by Commissioner Miller, seconded by Commissioner Foldesi and carried unanimously.

## COMMENTS AND ANNOUNCEMENTS

Commissioner Swanson distributed information concerning Roseau County from the Minnesota Housing Partnership.

## APPROVE BILLS

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

### Warrants Approved For Payment 9/12/2013

Vendor Name	Amount
M & J CONSTRUCTION, INC	4,587.49
ROSEAU CITY	10,417.08
<b>12 Payments less than 2,000.00</b>	<b>6,056.45</b>
<b>Final Total:</b>	<b>21,061.02</b>

### Warrants Approved For Payment 9/13/2013

Vendor Name	Amount
STOSKOPF INC/STEVEN	6,939.00
<b>Final Total:</b>	<b>6,939.00</b>

### Warrants Approved For Payment 9/19/2013

MN DEPT OF FINANCE -TREAS	3,489.00
RIVERFRONT STATION	3,909.34
WRIGHT CONSTRUCTION INC	90,250.00
<b>7 Payments less than 2,000.00</b>	<b>2,967.71</b>
<b>Final Total:</b>	<b>100,616.05</b>

### Warrants Approved On 9/24/2013 For Payment 9/27/2013

CDW GOVERNMENT INC	9,075.23
ENVIRONMENTAL SYSTEMS RESEARCH INST	2,027.50
JOHNSON OIL CO INC	6,945.65
LEES WORKSHOP	2,187.50
NORTHERN RESOURCES COOPERATIVE	2,956.73
R & Q TRUCKING INC	11,743.20
SIMPLEX GRINNELL LP	2,671.21
<b>35 Payments less than 2,000.00</b>	<b>13,722.14</b>
<b>Final Total:</b>	<b>51,329.16</b>

In addition, the Board approved a forthwith payment to DW Mechanical in the amount of \$750.00 for dam and sediment removal in the Ditch 91 system.

## **DELEGATIONS/BOARD APPOINTMENTS**

### Myles Hogenson – Roseau/Lake of the Woods Sportsmans Club

Mr. Hogenson met with the Board to request approval of a grant-in-aid reimbursement request for ATV trail maintenance. A motion to approve the Minnesota Off-Highway Vehicle Trails Assistance Program Request for Reimbursement, in the amount of \$4,634.41, was made by Commissioner Miller, seconded by Commissioner Swanson and carried unanimously.

## **CONSENT AGENDA**

A motion to adopt the Consent Agenda was made by Commissioner Foldesi, seconded by Commissioner Miller and carried unanimously. The Board, by adoption of its Consent Agenda, approved the September 10, 2013 Board Proceedings; appointed Tony Wensloff to the Roseau River Watershed Board for a three year term beginning October 19, 2013 through October 19, 2016; approved a benefit payout, due to resignation of employment for the Deputy Auditor/Property Tax Administrator, in the amount of \$1,896.13; approved payment of flu shot expenses at the annual Health and Safety Fair for employees not covered under the County's insurance plan; and, approved a three year Professional Services Agreement for Safety and Health Services with Safety Compliance Services in the amount of \$14,750.00.

## **DEPARTMENT REPORTS**

### Highway Department

Engineer Ketring met with the Board to request final payment on a Ditch 26 project. A motion to approve final payment to Beito Repair in the amount of \$100,586.95 for FEMA PW 1252 – CD 26 Lat 2 was made by Commissioner Miller, seconded by Commissioner Phillipe and carried unanimously.

Engineer Ketring requested the Board consider transferring funds from the Municipal State Aid Construction Fund to the Regular State Aid Construction Fund. A motion was made by Commissioner Swanson, seconded by Commissioner Miller and carried unanimously to adopt the following resolution:

### 2013-09-12

WHEREAS, Minnesota Statute 162.08 subd 4 (3d), provides that accumulated balances in excess of two years of municipal account apportionments may be spent on projects located outside of municipalities under 5,000 population when approved solely by resolution of the County Board.

NOW, THEREFORE BE IT RESOLVED, that the Commissioner of Transportation transfer \$300,000.00, (all funds), in excess of two years apportionment into the Regular Construction Fund.

Engineer Ketring requested the Board discuss resolution #2013-09-10 which previously awarded a bid to Taggart Excavating. Ketring explained that this bid was over estimates by 72.70% and was awarded contingent upon approval from the State and

Federal Transportation authorities. After the State and Federal authorities review, the bid was rejected. Therefore, Ketring requested the Board officially rescind resolution #2013-09-10. A motion to rescind Resolution #2013-09-10 was made by Commissioner Phillippe, seconded by Commissioner Miller and carried unanimously.

Engineer Ketring requested the Board officially reject the bid from Taggart Excavating. A motion was made by Commissioner Miller, seconded by Commissioner Foldesi and carried unanimously to adopt the following resolution:

2013-09-13

**WHEREAS;** bids were received for CSAH 2, SP 068-602-041 (repair damage centerline culvert), and CSAH 5, SP 068-605-009 (repair of a slope failure in the south bound driving lane), and opened on Tuesday, September 10, 2013,

**WHEREAS;** both projects are 2011 Federal Flood Projects administered through the State and Federal Highway authorities,

**WHEREAS;** the low bid was \$372,876.00 which is 72.70% over the engineer's estimate,

**WHEREAS;** the reasons for the overrun in costs were due to project timing and availability of project materials,

**WHEREAS;** it is reasonable to expect low pricing next spring with material readily available and ample time to construct the projects,

**NOW, THEREFORE, BE IT RESOLVED;** the Roseau County Board of Commissioners officially rejects the bids and will rebid the projects in the spring of 2014.

#### County Attorney

County Attorney Karen Foss met with the Board to inform them of her decision to outsource the conflict of interest investigation to the Becker County Attorney's office. Ms. Foss stated that upon completion of their investigation, the Becker County Attorney's office will determine the final decision on this case. Ms. Foss also noted that there may be costs associated with this investigation including Attorney fees, lodging and mileage.

A motion to rescind the August 27, 2013 Board motion, giving Attorney Foss the authority to outsource the conflict of interest case to Clearwater County, was made by Commissioner Phillippe, seconded by Commissioner Swanson and carried unanimously.

Attorney Foss stated that the reason for not sending the conflict of interest investigation to the Clearwater County Attorney's office was because of prior contact with that office by Commissioner Miller.

A motion to outsource the conflict of interest case to a special prosecutor chosen by County Attorney Foss, was made by Commissioner Swanson, seconded by Commissioner Miller and carried by a 4-1 vote with Commissioner Foldesi opposed.

## **COMMITTEE REPORTS**

### Insurance Committee

Gwynne Roadfelt, on behalf of the Insurance Committee, met with the Board to review the 2014 Employee Insurance Plans. The Insurance Committee is recommending

that the County continue to offer the \$2,250/\$4,500 deductible BCBS VEBA Health Plan, the \$5,000/\$10,000 deductible BCBS VEBA/HSA plan, and add a \$6,350/\$12,700 BCBS VEBA/HSA plan as another option for employees.

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

2013-09-14

BE IT RESOLVED, that the Roseau County Board does hereby approve adding an additional \$6,350/\$12,700 deductible BCBS VEBA/HSA health insurance plan as an additional option for employees.

Ms. Roadfelt also requested the Board consider approving the 2014 employee benefit plans.

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

2013-09-15

BE IT RESOLVED that the Roseau County Board does hereby approve the following employee benefit plans for 2014:

**SELECT ACCOUNT – (Flex, VEBA, and HSA Account Administration)**

Select Account's administration fee is increasing from \$1.83 to \$2.11 per participant, per month, for 2014 (*premium saver interest earning account*). The fee covers the administration of Medical Flexible spending accounts, Day Care Flexible spending accounts, VEBA accounts, and HSA accounts for active employees. Inactive employees/retirees pay their own administration fees. The annual cost of administering employees' flex, VEBA, and HSA accounts for 2014 is estimated to be \$ 2,785.

**125 FLEX MEDICAL AND DEPENDENT CARE PLANS:**

- The 2014 plan year maximum medical flex contribution is \$2,500.
- The plan year maximum dependent care flex contribution is \$5,000, (amount set by the IRS).
- Medical Crossover: Automatically enrolled in crossover, but can opt out.
- Debit cards are available to employees who opt out of crossover. (Note: For 2014, Select Account requires that 90% of account holders have Medical Crossover or a Debit Card.)
- We do not allow a "grace period" to incur claims for reimbursement from the previous year's medical flex dollars.
- We do currently offer a "run out" period of three months to submit expenses and recommend that the "run out" period be continued.

**LIFE INSURANCE**

***Prudential: In 2014, the employer paid Basic Life insurance coverage that is provided to benefit eligible employees will increase .16 cents per covered employee/per month***

**(approximately \$242 annual). Rates for Optional Life coverage purchased by employees remain unchanged for 2014.** A \$10,000 basic life insurance policy is provided at no cost to all eligible employees. A \$5,000 dependent life insurance is also provided for the spouse, and \$10,000 for dependent children. **The employer cost for 2014 is \$3.62 per month, per eligible participant for the employee and dependent basic coverage.** Employees may purchase supplemental life coverage of up to \$500,000/EE, and up to \$250,000/Spouse.

**NCPERS Group Decreasing Term Life:** The Insurance Committee recommends continuing to offer the voluntary NCPERS Group Decreasing Term Life Insurance option to employees. The premium remains fixed at \$16.00 per month. This plan is voluntary and 100% employee sponsored.

#### **LONG TERM DISABILITY INSURANCE**

*Hartford* Long Term Disability rates will remain unchanged for 2014. Long Term Disability is voluntary and 100% employee sponsored.

#### **DENTAL INSURANCE**

*Dearborn National* Dental insurance rates will remain unchanged for 2014. Dental Insurance is voluntary and 100% employee sponsored.

#### **SHORT TERM DISABILITY INSURANCE**

*Dearborn National* Short-Term Disability insurance rates will remain unchanged for 2014. Short Term Disability is voluntary and 100% employee sponsored.

#### **LONG TERM CARE INSURANCE**

Long Term Care Insurance is offered to employees and is 100% employee sponsored. Coverage is provided by CNA through the Minnesota Long Term Care Partnership Program.

#### **VISION INSURANCE**

Eye Care coverage is offered to employees through the *Ameritas Group*. It is voluntary and 100% employee sponsored. Premium rates for 2014 are increasing by 5%.

#### **AFLAC:**

*Aflac* coverage is voluntary and 100% employee sponsored. Aflac plans offered are: Accident, Cancer, Critical Care & Recovery, Personal Sickness, and Hospital Indemnity.

#### **DEFERRED COMPENSATION:**

Roseau County offers three deferred compensation plans whereby employees may elect to set aside pre-tax dollars for retirement. Deferred Comp plans are available to employees through *Nationwide Retirement Solutions*, *American Funds (Investment Centers of America)*, and *Mass Mutual (Edward Jones)*. Deferred Compensation is 100% employee sponsored.

#### **WELLNESS NEWSLETTER**

As part of the Employee Wellness Program, Roseau County provides employees monthly health newsletter provided by WELCOA. An electronic version of the newsletter is distributed to employees where County computer access is provided. In work environments where computer access is not provided, the County provides a paper copy that is included with pay stubs. The annual membership cost is \$365.00. The newsletter is provided to us as members.

## **WELLNESS INITIATIVE**

***Incentive:*** We are in *year three* of a Wellness Pilot Program with the NW Service Coop. In 2012, an incentive in the amount of \$200 was provided to each employee who completed a health risk assessment in November of 2011. In 2013, an incentive in the amount of \$240 was provided to each employee who completed a health risk assessment, and participated in biometric screening in 2012.

In 2014, the amount of Incentives paid will be as follows (*total of \$250 possible*):

- \$100 for taking the online health assessment and participating in biometric screening for blood pressure, cholesterol, and blood sugar levels.
- \$50 for normal blood pressure (120/80 or less).
- \$50 for normal cholesterol (total less than 200).
- \$50 for normal blood sugar (70 – 100 mg/dl).

***Application of Incentives:*** Incentives earned by employees shall be applied to: (1) the HSA's of employees who have established HSA's through a custodian selected by employer, or; (2) the individual accounts (VEBA) of employees under the employer's HRA funded through the Minnesota Service Cooperative VEBA Plan and Trust in the manner determined by employer or as otherwise agreed upon. Individual employees are not permitted to determine how incentives will be applied. No amount of incentives shall be payable as taxable cash compensation.

## **COUNTY BOARD ITEMS**

### **State Office for Collaboration and Dispute Resolution: Briefing and Celebration Invitation**

Commissioner Swanson informed the Board that as a member of the Collaborative Governance Council he would like to attend the Grand Opening of the State Office for Collaboration and Dispute Resolution. It was the consensus of the Board to authorize Commissioner Swanson's attendance at this event and approve expenses associate with travel and lodging.

### **CollectMax Implementation**

County Treasurer Diane Gregerson met with the Board to request purchase of CollectMax system software. The CollectMax System must be implemented in order for the County to accept any type of Credit Card payments.

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

**2013-09-16**

BE IT RESOLVED that the Roseau County Board does hereby agree to enter into a multi-phase work agreement with Manatron, (CollectMax Hosting and Content Management Services), for a one-time professional services fee of \$7,200.00 and a first year database/hosting service fee of \$6,695.00.

### **Consolidate Conservation Area Assessment Distribution**

Commissioner Miller presented the Board with a Consolidated Conservation (Con Con) Area ditch assessment distribution formula and sample resolution. Commissioner Miller informed the Board that, at the September Joint Powers Natural Resource Board meeting, that Board agreed to a formula which would calculate the share of the Legislative annual appropriation (\$300,000) owed to Counties possessing Con Con areas.

Commissioner Miller requested the Board pass a resolution in support of this distribution formula.

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

2013-09-11

WHEREAS, Consolidated Conservation area lands provide diverse conservation, agricultural and infrastructure values for Minnesota and are critical assets for the economic stability of the State;

WHEREAS, Counties, through their Ditch Authority, have responsibility to maintain ditch systems as well as assure financial viability of such ditch systems through assessments to all owners on the ditch system;

WHEREAS, Legislative annual appropriation of \$300,000, passed during the 2013 session is intended to pay for ditch assessments for DNR administered land in the Consolidated Conservation Area;

NOW, THEREFORE BE IT RESOLVED; Counties containing Consolidated Conservation area lands hereby agree to a formula that provides a share of the \$300,000 payment as defined here: Individual County assessment, divided by the aggregate assessment of all involved Counties, times \$300,000;

BE IT FURTHER RESOLVED; each County agrees to submit DNR ditch assessments for lands in the Consolidated Conservation Area, and only in the Consolidated Conservation Area, to the Joint Powers Board for compilation and dissemination to the Department of Natural Resources on an annual basis, to be used for calculation and payment of each County's proportionate share.

BE IT FURTHER RESOLVED; Counties will settle the total payment received from the State to the ditches in the same proportion as the aggregate assessment of each ditch was to the DNR Con Con ditch assessment total. Counties will consider all current year State of Minnesota payments on said Con Con ditches completed upon receipt of the payment.

#### Commissioner Committee Reports

Commissioner Falk reported on the following committee(s): Social Services Board, 9/17/13; Highway Committee, 9/17/13; Safety Committee, 9/17/13.

Commissioner Miller reported on the following committee(s): Roseau County Insurance Committee, 9/12/13; Minnesota Rural Counties Caucus Phone Conference, 9/13/13; Social Services Board, 9/17/13; Highway Committee, 9/17/13; Minnesota Rural Counties Caucus Phone Conference, 9/20/13; Northwest Regional Development Commission, 9/20/13; Joint Powers Natural Resource Board, 9/23/13.

Commissioner Phillippe reported on the following committee(s): Roseau County Committee on Aging, 9/16/13; Social Services Board, 9/17/13; Highway Committee, 9/17/13; Warroad City Council, 9/23/13.

Commissioner Swanson reported on the following committee(s): Statewide Radio Board Finance Committee, 9/12/13; Roseau County Insurance Committee, 9/12/13; Roseau County Committee on Aging, 9/16/13; Social Services Board, 9/17/13; Highway Committee, 9/17/13; Safety Committee, 9/17/13; Jadis Town Board, 9/18/13; Roseau School Board, 9/19/13.

Upon motion carried, the Board adjourned the regular meeting at 11:30 a.m. The next regular meeting of the Board is scheduled for October 8, 2013 at 9:00 a.m.

Attest:

Date: \_\_\_\_\_

\_\_\_\_\_  
Jeff Pelowski, County Coordinator  
Roseau County, Minnesota

\_\_\_\_\_  
Roger Falk, Chair  
Board of County Commissioners  
Roseau County, Minnesota

DRAFT



**LG220 Application for Exempt Permit**

<p>An exempt permit may be issued to a nonprofit organization that:</p> <ul style="list-style-type: none"> <li>- conducts lawful gambling on five or fewer days, and</li> <li>- awards less than \$50,000 in prizes during a calendar year.</li> </ul> <p>If total prize value for the year will be \$1,500 or less, contact the licensing specialist assigned to your county.</p>	<p><b>Application fee (non refundable)</b></p> <p>If application is postmarked or received 30 days or more before the event <b>\$50</b>; otherwise <b>\$100</b>.</p>
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**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			
<p><b>Type of nonprofit organization. Check one.</b></p> <p> <input type="checkbox"/> Fraternal            <input type="checkbox"/> Religious            <input type="checkbox"/> Veterans            <input checked="" type="checkbox"/> Other nonprofit organization       </p>				
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. December 27th, 2013				
<p>Check each type of gambling activity that your organization will conduct.</p> <p> <input type="checkbox"/> Bingo*            <input checked="" type="checkbox"/> Raffle            <input type="checkbox"/> Paddlewheels*            <input type="checkbox"/> Pull-tabs*            <input type="checkbox"/> Tipboards*       </p> <p><b>*Gambling equipment</b> 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 <a href="http://www.gcb.state.mn.us">www.gcb.state.mn.us</a> and click on <b>Distributors</b> under the <b>WHO'S WHO? LIST OF LICENSEES</b>, 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 the 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 9/30/13

Print name David Larson

**REQUIREMENTS**

**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 (non refundable). 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](http://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.



# Roseau County Treasurer

Date: October 8, 2013

To: Roseau County Board of Commissioners, Roger Falk, Chairman

From: Diane M. Gregerson, Roseau County Treasurer

RE: Roseau County Unclaimed Property

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Due to the Minnesota Uniform Disposition of Unclaimed Property Act (Minnesota Status 345.31 - 345.60), the following Roseau County warrants will be remitted to the State of Minnesota - Department of Commerce - Unclaimed Property Section:

<u>No.</u>	<u>Date</u>	<u>Amount</u>	<u>Payee</u>
6551	July 14, 2009	\$ 1.05	Jamie Brosdahl
6553	July 14, 2009	\$ 1.05	Justin Fish
6558	August 7, 2009	\$ 2.88	Jared Evans
6569	August 7, 2009	\$ 1.20	Travis Austad
6649	November 17, 2009	\$ 1.47	Ryan Cass
6762	May 19, 2010	\$ 2.64	Gerald Emanuel
6790	June 30, 2010	\$ 1.40	Rodney Nesteby

Total \$11.69



**Board of Commissioners**

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

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

13-10-01

WHEREAS, Minnesota Statutes 345.31-345.60 (MN Uniform Disposition of Unclaimed Property Act) requires counties to remit unclaimed property to the State of MN.

NOW, THEREFORE, BE IT RESOLVED, that Roseau County Treasurer, Diane M. Gregerson, be and is hereby authorized to remit fifteen unclaimed warrants to the State of MN Department of Commerce Unclaimed Property Section in the total amount of \$11.69.

<u>No.</u>	<u>Date</u>	<u>Amount</u>	<u>Payee</u>
6551	July 14, 2009	\$ 1.05	Jamie Brosdahl
6553	July 14, 2009	\$ 1.05	Justin Fish
6558	August 7, 2009	\$ 2.88	Jared Evans
6569	August 7, 2009	\$ 1.20	Travis Austad
6649	November 17, 2009	\$ 1.47	Ryan Cass
6762	May 19, 2010	\$ 2.64	Gerald Emanuel
6790	June 30, 2010	\$ 1.40	Rodney Nesteby
Total		\$11.69	

I, Jeff Pelowski, Board Clerk in and for Roseau County, Minnesota, do hereby certify that the foregoing is a true and correct copy of a part of the proceedings adopted by the Roseau County Board of Commissioners on October 8, 2013.

(SEAL)

\_\_\_\_\_  
Jeff Pelowski  
Roseau County Interim Coordinator



# Roseau County Request for Board Action

<b>Agenda Item #:</b> Consent 4 <small>(for office use only)</small>		
<b>Requested Board Date:</b>	October 8, 2013	<b>Originating Department:</b> Treasurer
<b>Subject Title (as it will appear on the Agenda):</b> Funds Commitment	<b>Presenter:</b> Diane Gregerson	
	<b>Estimated Amount of Time Needed for Discussion:</b> <input checked="" type="checkbox"/> < 5 minutes <input type="checkbox"/> 5 minutes <input type="checkbox"/> 10 minutes <input type="checkbox"/> 15 minutes <input type="checkbox"/> 30 minutes <input type="checkbox"/> >30 minutes	
<b>Board Action Requested:</b> The Roseau County Board of Commissioners, hereby commit the following funds to future projects: \$1,946,000.00 Infrastructure \$1,261,000.00 Equipment \$ 526,000.00 Technology		
<b>Background:</b> <a href="#">Click here to enter text.</a>		
<b>Supporting Documentation:</b> <input type="checkbox"/> Attached <input checked="" type="checkbox"/> None		
<b>Agenda Classification for County Board Meeting:</b> <input type="checkbox"/> Delegations <input checked="" type="checkbox"/> Consent Agenda <input type="checkbox"/> Department Reports <input type="checkbox"/> Committee Reports <input type="checkbox"/> County Board Items <input type="checkbox"/> Other		

**FOR OFFICE USE ONLY:**

<b>Board Action:</b> Approved as Requested: _____ Denied: _____ Tabled: _____ Other: _____	<b>Distribution/Filing Instructions:</b>
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## 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, sick or 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.



# Roseau County Request for Board Action

<b>Agenda Item #:</b> Consent 7 <small>(for office use only)</small>	
<b>Requested Board Date:</b>	10/08/13
<b>Originating Department:</b> Engineer	
<b>Subject Title (as it will appear on the Agenda):</b> Approve Final Payment to R & Q Trucking, Inc. for \$47,069.00.	<b>Presenter:</b> Brian Ketring
	<b>Estimated Amount of Time Needed for Discussion:</b> <input checked="" type="checkbox"/> < 5 minutes <input type="checkbox"/> 5 minutes <input type="checkbox"/> 10 minutes <input type="checkbox"/> 15 minutes <input type="checkbox"/> 30 minutes <input type="checkbox"/> >30 minutes
<b>Board Action Requested:</b> Approve Final Payment.	
<b>Background:</b> Final Payment for DR 1982, PW 1278, CD 7.	
<b>Supporting Documentation:</b> <input type="checkbox"/> Attached <input checked="" type="checkbox"/> None	
<b>Agenda Classification for County Board Meeting:</b>	
<input type="checkbox"/> Delegations	<input checked="" type="checkbox"/> Consent Agenda
<input type="checkbox"/> Department Reports	<input type="checkbox"/> Committee Reports
<input type="checkbox"/> County Board Items	<input type="checkbox"/> Other

**FOR OFFICE USE ONLY:**

<b>Board Action:</b> Approved as Requested: _____ Denied: _____ Tabled: _____ Other: _____	<b>Distribution/Filing Instructions:</b>  
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ORDINANCE NO. 31

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

The County Board of Roseau County ordains:

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

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

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

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

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

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

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

This ordinance shall be in full force and effect from January 1, 2009, through December 31, 2015, following its passage and publication according to law.

PASSED BY THE BOARD OF COUNTY COMMISSIONERS OF ROSEAU COUNTY THE 14<sup>th</sup> DAY OF OCTOBER, 2008; EXTENDED BY COUNTY BOARD RESOLUTION ON THE 26<sup>TH</sup> DAY OF OCTOBER, 2010; BY COUNTY BOARD RESOLUTION THE 25<sup>TH</sup> DAY OF OCTOBER, 2011; BY COUNTY BOARD RESOLUTION THE 11<sup>TH</sup> DAY OF DECEMBER, 2012; AND, BY COUNTY BOARD RESOLUTION THIS 8<sup>TH</sup> DAY OF OCTOBER, 2013.

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Chairman, Roseau County Board

Attest:

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County Coordinator

Approved as to form and execution:

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County Attorney



October 9, 2013

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

Re: 2014 Solid Waste Management Tax Resolution

Dear Commissioner Linc Stine:

Please find enclosed a copy of a Roseau County Board Resolution establishing the "Market Price" which will be used to calculate the Solid Waste Management Tax (SWMT) for Municipal Solid Waste (MSW) generated in Roseau County in 2014.

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

As such, this Resolution sets the Market Price for MSW in Roseau County at \$51.60 per ton, per attached Market Price Worksheet, effective for CY 2014.

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

Sincerely,

Jeff Pelowski  
Roseau County Environmental Services Director

CC: Roseau County Board of Commissioners

Enclosure: 2014 Market Price Resolution

**RESOLUTION**  
**ROSEAU COUNTY BOARD OF COMMISSIONERS**

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

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

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

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

THEREFORE BE IT RESOLVED, the County declares the Market Price for all MSW generated in Roseau County to be \$51.60 per ton, based upon the lowest price available in the area, for CY 2014.

2014 MARKET PRICE DETERMINATION  
ROSEAU COUNTY

<u>FACILITY</u>	<u>TIP FEE</u>	(1) <u>MILEAGE</u>	<u>RATE/MILE</u>	<u>HAULING</u>	<u>MARKET PRICE</u>
FARGO	\$ 30.00	185	\$ 0.12 (2)	\$ 22.20	\$ 52.20
GWINNER	\$ 24.00	260	\$ 0.12	\$ 31.20	\$ 55.20
MAR-KIT	\$ 45.00	55	\$ 0.12	\$ 6.60	\$ 51.60

(1) The distance from the County Seat (Roseau) to the facility --- one-way only, as the rate/mile quote assumes round-trip cost.

(2) WMI quoted price. Roseau County's actual cost for "handling" & "hauling" MSW from the Transfer Station (Salol) to Mar-Kit is approximately \$0.077/mile/ton, (@ 140 miles round-trip = \$0.154 per mile/ton) ---- therefore, the \$0.12 mile/ton WMI quote seems reasonable, if not conservative.







## **Roseau County Board**

**October 2013**

**Glenda A. Phillipe**

**District One**

**September 24 - Roseau County Board - Roseau**

**September 25 - Warroad Watershed - Warroad**

Houston Engineering study completed; subsequent action being considered.

Update next month. Loren Horner selected to serve on LUP panel. Warroad Watershed 2014 budget same as 2013.

**September 26 - Warroad Parks and Rec - Warroad**

Want to continue the summer FAR North bus pass for students; field improvement, possibility of dug-outs being built; winter flyer information due November 21.

**October 1 - COW - Roseau**

**October 2 - Lake Township - Warroad**

WSN Engineering will assess improvements to Parker Addition roads; report by December 18; possible \$14,000-\$15,000 fee; stops signs and culvert for casino; four building permits.

**October 3 - Assessor Presentation - Warroad**

MN eCRV; assessor's public information policy.

**October 4 - Housing Institute/RCAHF - Roseau**

Status of RCAHF funds for GMHF spec houses; greater housing fund for spec housing update; multi-family housing projects.

October 8 - County Board - Roseau

October 10 - Webinar -Warroad/Roseau

October 15 - Social Services - Roseau

October 15 - Highway - Roseau

October 15 - Warroad City Council - Warroad

## JACK SWANSON COMMITTEE REPORTS

SEPT 25, 2013 - HEALTH FAIR PLANNING COMMITTEE; final preparations for October 16 health fair

SEPT 25, 2013 - ROSEAU ECONOMIC DEVELOPMENT AUTHORITY

OCTOBER 1, 2013 - COMMITTEE OF THE WHOLE; health insurance discussion

OCTOBER 2, 2013 - COMMUNITY JUSTICE COORDINATING COMMITTEE; early intervention

OCTOBER 2, 2013 - SHERIFF'S COMMITTEE

OCTOBER 2, 2013 - OPERATIONS COMMITTEE

OCTOBER 2, 2013 - BUILDING COMMITTEE

OCTOBER 2, 2013 - SOLID WASTE COMMITTEE

OCTOBER 4, 2013 - ROSEAU COUNTY AFFORDABLE HOUSING COMMITTEE/  
HOUSING INSTITUTE

OCTOBER 7, 2013 - ROSEAU CONVENTION & VISITORS BUREAU

OCTOBER 7, 2013 - ROSEAU CITY COUNCIL