

April 9, 2013

REGULAR BOARD MEETING AGENDA

Notice is hereby given that the Board of Commissioners of Roseau County will meet in session on April 9, 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. Maria Pahlen - DUI Court Coordinator
2. Mary Hilbrand – MN Homeland Security and Emergency Management

10:00 BREAK

10:15 Consent Agenda

1. March 26, 2013 Proceedings
2. Roseau County Trailblazers 2nd Benchmark
3. Boat and Water Safety Grant
4. County Land Lease Agreement
5. SSTS Soil Verification Contract
6. Trusight Pay Plan
7. EPA Connectivity Study Resolution
8. Board of Appeal and Equalization Date
9. Next Generation 911 Grant Agreement
10. Advertise to Hire Emergency Manager

10:30 Department Reports

1. Highway Department
 - a. Contracts for Bituminous Projects
 - b. Contracts for Seal Coat Projects

10:45 County Board Items

1. Legislative Update
2. Commissioner Committee Reports

11:30 Unfinished Business

11:30 Adjourn

***Limited to five minutes**

ITEM # Appt 1
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request	*Department	*Board Meeting Date
Pahlen, Maria		Apr 9 2013

Amount of time being requested:

***Subject Title (As it will appear on the agenda):**
 DUI Court Update

***Background (Provide sufficient detail of the subject):**
 Maria Pahlen will meet with the Board to give an update on the DUI Court Program.

***Financial Consideration:**

***Legal Consideration:**

***Other Consideration:**

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

Coordinator's Office Use (Do Not Write Below)

Date Received:	Comments:

Board Action:

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

ATTEST: Jeff Pelowski, Coordinator

ITEM # Appt 2
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request	*Department	*Board Meeting Date
<input type="text"/>	<input type="text"/>	Apr <input type="text"/> 9 <input type="text"/> 2013 <input type="text"/>

Amount of time being requested:

*Subject Title (As it will appear on the agenda):
 Mary Hilbrand - MN Homeland Security Emergency Management

*Background (Provide sufficient detail of the subject):
 Mary will meet with the Board to discuss Emergency Management requirements needed for Roseau County.

*Financial Consideration:

*Legal Consideration:

*Other Consideration:

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

Coordinator's Office Use (Do Not Write Below)

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

Board Action:

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

ATTEST: Jeff Pelowski, Coordinator

ITEM # Consent 1
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request	*Department	*Board Meeting Date
Miller, Ann Marie ▼	Admin Asst ▼	Apr ▼ 9 ▼ 2013 ▼

Amount of time being requested:

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

***Background (Provide sufficient detail of the subject):**
 Requesting approval of the March 26, 2013 Board Meeting proceedings.

***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

PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

March 26, 2013

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, Minnesota on Tuesday, March 26, 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

Approval of a Rural Business Enterprise Grant Application was added to the Consent Agenda; a discussion on beaver bounty was added to County Board items. A motion to approve the amended agenda was made by Commissioner Swanson, seconded by Commissioner Phillipe and carried unanimously.

COMMENTS AND ANNOUNCEMENTS

Auditor Monsrud informed the Board of an upcoming Land Asset meeting on April 2, 2013 at 2:00 p.m.

CC/ESD Pelowski informed the Board that due to a decline in revenue caused by low snow levels in the 2011/2012 winter season, the MnDNR will be reducing GIA Trail Reimbursement for the Roseau County Trailblazers by 10%. This reduction will be taken from the fourth benchmark payment.

Commissioner Phillipe recognized Commissioner Miller for testifying on March 12, 2013 in support of ditch tax legislation and thanked Commissioner Swanson for the work he does with the Association of Minnesota Counties.

Commissioner Falk also recognized Commissioner Miller for testifying on March 12, 2013 and acknowledged Commissioner Swanson's candidacy for 2nd Vice President of the Association of Minnesota Counties Board of Directors.

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 3/14/2013

Vendor Name	Amount
MN DEPT OF FINANCE –TREAS	2,398.50
5 Payments less than 2,000.00	942.57
Final Total:	3,341.07

Warrants Approved For Payment 3/21/2013

8 Payments less than 2,000.00	4,821.62
Final Total:	4,821.62

Warrants Approved On 3/26/2013 For Payment 3/29/2013

Vendor Name	Amount
AMERICAN SOLUTIONS FOR BUSINESS	2,605.57

AVIANDS LLC	6,890.12
NORTHERN RESOURCES COOPERATIVE	4,205.54
RATWIK, ROSZAK & MALONEY, PA	2,293.50
ROSEAU CITY	2,611.19
ROSEAU CO HWY DEPT	4,754.63
37 Payments less than 2,000.00	14,776.51
Final Total:	38,137.06

DELEGATIONS/BOARD APPOINTMENTS

Debra Sletten, Minnesota Counties Intergovernmental Trust Risk Consultant

Ms. Sletten met with the Board to present the 2012 MCIT Report. (A copy of this report is available in the Coordinator's office.)

Rod Kjersten, Northwest Regional Library Board Representative

Mr. Kjersten met with the Board to provide an annual update on the three Roseau County libraries and summarized activities within the regional library system. Mr. Kjersten noted interviews have been conducted for the open NWRLB Director position and that the committee anticipates filling this position in the near future.

CONSENT AGENDA

A motion to adopt the Consent Agenda was made by Commissioner Phillippe, seconded by Commissioner Swanson and carried unanimously. The Board, by adoption of its Consent Agenda, approved the March 12, 2013 Board Proceedings; approved a Subordination Agreement on a Small Cities Development Program-Repayment Agreement; approved a three (3) year Fire Protection Agreement between the City of Roseau and Unorganized Townships (159-37,160-37, 163-38, 163-39, 163-40, 164-38, 164-39, 164-40) in the amount of \$2,344.00 per year; approved the transfer of title on Roseau County's permanent easement along the Railroad Corridor to the Roseau County Trailblazers; acknowledged the March, 2013 Comp Activity Report, and approved resolution #2013-03-01 in support of submitting an application for a USDA Rural Business Enterprise Grant in the amount of \$99,900.00.

COUNTY BOARD ITEMS

Commissioner Swanson has agreed to run for Second Vice President of the Association of Minnesota Counties Board of Directors. Board support is required for Commissioner Swanson to pursue this position. A motion was made by Commissioner Miller, seconded by Commissioner Foldesi and carried unanimously to adopt the following resolution:

2013-03-03

BE IT RESOLVED, that the Roseau County Board supports the efforts of Commissioner Jack Swanson as he pursues the Association of Minnesota Counties Office of Second Vice President.

The Board discussed representation during the 2013 labor negotiations. A motion to appoint Commissioners Falk and Foldesi as the Board Representatives to the County's Labor Negotiation Committee was made by Commissioner Swanson, seconded by Commissioner Miller and carried unanimously.

Commissioner Foldesi requested the Board consider increasing the amount of reimbursement allowed for trapping beaver in the County. Foldesi informed the Board that surrounding Counties have a larger reimbursement per beaver and would like to pay trappers within the County fairly, in an effort to adequately control the beaver population. A

motion to increase the bounty from \$25.00 to \$40.00, per beaver trapped, was made by Commissioner Foldesi, seconded by Commissioner Miller and carried unanimously.

A motion to further amend the agenda to consider a legislative support letter and a Board resolution was made by Commissioner Miller, seconded by Commissioner Swanson and carried unanimously.

Commissioner Phillipe requested the Board approve drafting a letter in support of the Greater Minnesota Parks and Trails funding formula. The Board, by consensus, approved this request. CC/ESD Pelowski will draft the letter for Board Chair Falk's signature.

The Board discussed a resolution in support of legislative action which would provide adequate funding for the Minnesota Statewide Transportation System. A motion was made by Commissioner Miller, seconded by Commissioner Phillipe and carried unanimously to adopt the following resolution:

2013-03-02

Whereas, Minnesota counties have had to rely increasingly on the property tax to maintain roads and bridges; and

Whereas, the annual funding gap for counties has resulted in deferring basic maintenance, delaying expansion projects with resulting safety concerns, mounting congestion, and missed economic growth for businesses and commuters; and

Whereas, the rural road networks in the state must be adequate to bring goods to market; and

Whereas, transportation-related jobs put over \$2.8 billion in the pockets of Minnesotans and generated almost \$195 million in income tax revenue in 2011; and

Whereas, according to the Federal Highway Administration (FHWA), every \$1 billion invested in highway construction would support approximately 27,800 jobs; and

Whereas, the overall transportation and transit needs for Minnesota exceed \$2.5 billion dollars per year for the next twenty years; and

Whereas, transportation funding comes primarily from user fees and are constitutionally dedicated to transportation purposes; and

Whereas, the wheelage fee and local option sales tax for transportation should be options for all County Boards to implement to meet their specific County needs; and

Whereas, a comprehensive transportation solution should include funding for roads, bridges and transit, and address the varying needs in different parts of the state;

Now, Therefore Be It Resolved, that the Roseau County Board of Commissioners encourages the Minnesota Legislature to pass, and the Governor to sign, a bill that brings adequate funding to Minnesota's statewide transportation system.

COMMISSIONER COMMITTEE REPORTS

Commissioner Falk reported on the following committee(s): Social Services Board, 3/19/13; AMC Legislative Conference, 3/19 – 3/21/13; Hazard Readiness Webinar, 3/25/13.

Commissioner Foldesi reported on the following committee(s): Social Services Board, 3/19/13.

Commissioner Miller reported on the following committee(s): Legislative Committee Hearing, 3/12/13; Minnesota Rural Counties Caucus, 3/19/13; AMC Legislative Conference, 3/19 – 3/21/13; Ditch Tax meeting with Senator Marty, 3/21/13.

Commissioner Phillipe reported on the following committee(s): Roseau County Committee on Aging, 3/12/13; Lake Township Board, 3/12/13; AMC Legislative Conference, 3/19 – 3/21/13; Warroad City Council, 3/25/13; Warroad School Board, 3/25/13.

Commissioner Swanson reported on the following committee(s): Northwest Regional Radio Board, 3/13/13; Statewide Radio Finance Committee, 3/14/13; CJCC Coalition meeting, 3/14/13; Legislative Committee (St. Paul) 3/15/13; Association of Minnesota Counties Board of Director's (St. Paul), 3/15/13; Roseau County Committee on Aging, 3/18/13; Public Health Committee, 3/18/13; Roseau County Extension Committee, 3/18/13; Social Services Board, 3/19/13; Highway Committee, 3/19/13; Northern Counties Land Use Coordinating Board, 3/20/13; Greater Minnesota Advisory Panel (St. Paul) 3/20/13; AMC Legislative Conference, 3/19 - 3/21/13; Volunteer Workforce Meeting, 3/25/13.

Upon motion carried, the Board adjourned the regular meeting at 12:00 p.m. The next regular meeting of the Board is scheduled for April 9, 2013 at 9:00 a.m.

Attest:

Date: _____

Jeff Pelowski, County Coordinator
Roseau County, Minnesota

Roger Falk, Board 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 ▼	Admin Asst ▼	Apr ▼ 9 ▼ 2013 ▼

Amount of time being requested:

***Subject Title (As it will appear on the agenda):**
 Roseau County Trailblazers 2nd Benchmark

***Background (Provide sufficient detail of the subject):**
 The Roseau County Trailblazers request Board approval of their 2nd Benchmark in the amount of \$30,452.10. Note: The 3rd benchmark was approved and sent on February 12, 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)

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

SNOWMOBILE TRAILS ASSISTANCE PROGRAM MAINTENANCE AND GROOMING

Certification of Satisfactory Grooming

 2nd Benchmark – Due By February 15th
 3rd Benchmark – Due By April 15th

Trail Name: Roseau Trailblazers/BISF#1

Club/Organization Name: Roseau County Trailblazers, Inc.

Sponsor Name (Local Unit of Government): Roseau County

By signing this form, the Sponsor certifies that the above snowmobile trail has been satisfactorily groomed

from opening day through January 15th; or
 from January 16th through the end of the season or April 1st.

Sponsor Signature: _____

Sponsor Title: _____

Date: _____

Is there any reason why the Department of Natural Resources should withhold any part of this payment? YES _____ NO _____

If yes, please elaborate-

Amount requested \$30,452.10 (Up to 25% of the original contract.)

Department Use Only

THIS INVOICE APPROVED FOR PAYMENT BY:

Area Trails & Waterways Supervisor	Date	FY	Amount
		13	\$30,452.10

<input type="checkbox"/> Partial	CFMS Number C#% 52034 PO#3-26534	Signature
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Invoice Number (Circle One) <div style="display: flex; justify-content: space-around; margin-top: 5px;">  Benchmark 2 Benchmark 3 </div>

ITEM # Consent 3
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request Gust, Steve	*Department Sheriff	*Board Meeting Date Apr 9 2013
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***Subject Title (As it will appear on the agenda):**
 2013 Boat and Water Grant

***Background (Provide sufficient detail of the subject):**
 Need approval for the Boat and Water Safety Grant from January 1, 2013 through June 30, 2014.

***Financial Consideration:**
 \$1,730.00

***Legal Consideration:**

***Other Consideration:**
 None

***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

**2013 STATE OF MINNESOTA
ANNUAL COUNTY BOAT AND WATER SAFETY
GRANT AGREEMENT**

Contract #: 57847

Receipt ID:

State Accounting Information:

Dept. ID R29	PC Bus. Unit R2901	Fiscal Year 2013	Source Type Match	Vendor Number 0000197344
Total Amount \$1,730	Project ID R29G80110127		Billing Location A50	DUNS 051818920

Accounting Distribution:

Fund 2100	Fin. Dept. ID R2937714	Approp. ID R297400	Category 84101501	Account 441302	Activity A800002 - Enforcement
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P.O. # 30000 325 35	Grant Begin Date January 1, 2013	Grant End Date June 30, 2014
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Grantee Name and Address:

Roseau Co. Sheriff's Office
604 - 5th Ave. SW
Roseau, MN 56751

Fiscal Agent and Address:

Roseau Co. Treasurer
Courthouse
606 - 5th Ave. SW, Rm. 140
Roseau, MN 56751

**2013 STATE OF MINNESOTA
ANNUAL COUNTY BOAT AND WATER SAFETY
GRANT AGREEMENT**

This grant agreement is between the State of Minnesota, acting through its Commissioner of Natural Resources, Enforcement Division ("State") and Roseau Co. Sheriff's Office, 604 - 5th Ave. SW, Roseau, MN 56751 ("Grantee"). The Fiscal Agent for this grant agreement is Roseau Co. Treasurer, Courthouse, 606 - 5th Ave. SW, Rm. 140, Roseau, MN 56751.

Recitals

1. Under Minnesota Statutes § 86B.701 & .705 the State is empowered to enter into this grant.
2. The State is in need of Sheriff's duties to carry out the provisions of Chapter 86B and the Boat and Water Safety Rules, hereinafter referred to as the "Minnesota Rules", including patrol, enforcement, search and rescue, watercraft inspection, issuance of temporary structure & event permits, waterway marking and accident investigation, all hereinafter referred to as the "Sheriff's Duties".
3. The Grantee represents that it is duly qualified and agrees to perform all services described in this grant agreement to the satisfaction of the State.

Grant Agreement

1 Term of Grant Agreement

- 1.1 **Effective date:** January 1, 2013. Once this grant agreement is fully executed, the Grantee may claim reimbursement for 2013 grant expenditures incurred back to the effective date. Reimbursements will only be made for expenditures made according to the terms of this grant.
- 1.2 **Expiration date:** As allowed under Minnesota Statute § 16A.28, Subdivision 6, the expiration date of the grant is certified through June 30, 2014 (one year beyond the fiscal year in which the funds were originally appropriated), or until all obligations have been satisfactorily fulfilled, whichever occurs first. Reimbursement requests for 2013 funds must also be received no later than that date, unless an extension is approved in writing by the State.
- 1.3 **Survival of Terms.** The following clauses survive the expiration or cancellation of this grant agreement: 8. Liability; 9. State Audits; 10. Government Data Practices and Intellectual Property; 12. Publicity and Endorsement; 13. Governing Law, Jurisdiction, and Venue; and 15. Data Disclosure.

2 Grantee's Duties

The Grantee, who is not a state employee, will provide county sheriff services for boat and water safety activities. As stated in Minnesota Statute § 86B.701, the Grantee will submit to the State a spending plan (Exhibit "A" to this grant) along with this form to carry out the Sheriff's Duties. Boat and water safety activities are those outlined in Minnesota Statutes § 86B, Minnesota Rules, Chapter 6110, search and recovery operations in the waters of the State and the portions of Chapter 169A that are applicable to motorboats. Exhibit "B" to this grant further defines the allowable expenditures.

Reporting Requirements: The Grantee must satisfactorily submit all activity and financial reports by the date(s) requested by the State, unless the State grants an extension in writing.

3 Time

The Grantee must comply with all the time requirements described in this grant agreement. In the performance of this grant agreement, time is of the essence.

4 Consideration and Payment

4.1 **Consideration.** The State will pay for all services performed by the Grantee under this grant agreement as follows:

- (1) **Compensation.** The Grantee will be paid for all boat and water safety activities performed by the Grantee during the term of the grant up to One thousand seven hundred thirty dollars (\$1,730).
- (2) **Total Obligation.** The total obligation of the State for all compensation and reimbursements to the Grantee under this grant agreement will not exceed One thousand seven hundred thirty dollars (\$1,730).

4.2 **Payment**

- (1) **Invoices.** The State will promptly pay the Grantee after the Grantee presents an itemized invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services. Invoices shall be submitted in a form prescribed by the State within the dates previously noted in "Term of Grant Agreement" in this contract.
- (2) **Federal funds.** (Where applicable, if blank this section does not apply) Payments under this grant agreement will be made from federal funds obtained by the State through Title NA CFDA number _____ of the _____ Act of _____. The Grantee is responsible for compliance with all federal requirements imposed on these funds and accepts full financial responsibility for any requirements imposed by the Grantee's failure to comply with federal requirements.

5 Conditions of Payment

All services provided by the Grantee under this grant agreement must be performed to the State's satisfaction, as determined at the sole discretion of the State's Authorized Representative and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. The Grantee will not receive payment for work found by the State to be unsatisfactory or performed in violation of federal, state, or local law.

6 Authorized Representative

The State's Authorized Representative is Jim Konrad, Director, Enforcement Division – Central Office, Minnesota Department of Natural Resources (DNR), 500 Lafayette Rd., St. Paul, MN 55155-4047, (651) 259-5042, jim.konrad@state.mn.us or his/her successor, and has the responsibility to monitor the Grantee's performance and the authority to accept the services provided under this grant agreement. If the services are satisfactory, the State's Authorized Representative will certify acceptance on each invoice submitted for payment.

The Grantee's Authorized Representative is the County Sheriff or designee. If the Grantee's Authorized Representative changes at any time during this grant agreement, the Grantee must immediately notify the State.

7 Assignment, Amendments, Waiver, and Grant Agreement Complete

- 7.1 **Assignment.** The Grantee may neither assign nor transfer any rights or obligations under this grant agreement without the prior written consent of the State, approved by the same parties who executed and approved this grant agreement, or their successors in office.
- 7.2 **Amendments.** Any amendments to this grant agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original grant agreement, or their successors in office.
- 7.3 **Waiver.** If the State fails to enforce any provision of this grant agreement, that failure does not waive the provision or the State's right to enforce it.
- 7.4 **Grant Agreement Complete.** This grant agreement, including Exhibits "A" and "B," contains all negotiations and agreements between the State and the Grantee. No other understanding regarding this grant agreement, whether written or oral, may be used to bind either party.

8 Liability

The Grantee must indemnify, save, and hold the State, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the State, arising from the performance of this grant agreement by the Grantee or the Grantee's agents or employees. This clause will not be construed to bar any legal remedies the Grantee may have for the State's failure to fulfill its obligations under this grant agreement.

9 State Audits

Under Minnesota Statute § 16B.98, Subdivision 8, the Grantee's books, records, documents, and accounting procedures and practices of the Grantee or other party relevant to this grant agreement or transaction 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 agreement, receipt and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later.

10 Government Data Practices and Intellectual Property

10.1 **Government Data Practices.** The Grantee and State must comply with the Minnesota Government Data Practices Act, Minnesota Statute § 13, as it applies to all data provided by the State under this grant agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this grant agreement. The civil remedies of Minnesota Statute § 13.08 apply to the release of the data referred to in this clause by either the Grantee or the State.

If the Grantee receives a request to release the data referred to in this Clause, the Grantee must immediately notify the State. The State will give the Grantee instructions concerning the release of the data to the requesting party before the data is released. The Grantee's response to the request shall comply with applicable law.

11 Workers' Compensation

The Grantee certifies that it is in compliance with Minnesota Statute § 176.181, Subdivision 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.

12 Publicity and Endorsement

- 12.1 **Publicity.** Any publicity regarding the subject matter of this grant agreement 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 agreement.
- 12.2 **Endorsement.** The Grantee must not claim that the State endorses its products or services.

13 Governing Law, Jurisdiction, and Venue

Minnesota law, without regard to its choice-of-law provisions, governs this grant agreement. Venue for all legal proceedings out of this grant agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

14 Termination

14.1 **Termination by the State.** The State may immediately terminate this grant agreement with or without cause, upon 30 days' written notice to the Grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

14.2 **Termination for Cause.** The State may immediately terminate this grant agreement if the State finds that there has been a failure to comply with the provisions of this grant agreement, that reasonable progress has not been made or that the purposes for which the funds were granted have not been or will not be fulfilled. The State may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.

14.3 **Termination for Insufficient Funding.** The State may immediately terminate this grant agreement if:

(a) Funding for Agreement No. NA is withdrawn by the NA;

(b) It does not obtain funding from the Minnesota Legislature,

(c) Or, if funding cannot be continued at a level sufficient to allow for the payment of services covered here. Termination must be by written or fax notice to the Grantee. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. The State must provide the Grantee notice of the lack of funding within a reasonable time of the State's receiving that notice.

15 Data Disclosure

Under Minnesota Statute § 270C.65, Subdivision 3, 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.

1. STATE ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minnesota Statutes § 16A.15 and 16C.05.

Signed: Adele C Marchetti

Date: 01-28-2013

SWIFT Contract/PO No(s) 59847 / 30000 32535

2. GRANTEE:

The Grantee certifies that the appropriate person(s) have executed the grant agreement on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

By: [Signature]

Title: County Sheriff

Date: _____

By: _____

Title: Chairman of County Board

Date: _____

By: _____

Title: County Auditor or Administrator

Date: _____

3. STATE AGENCY: NATURAL RESOURCES

By: _____
(with delegated authority)

Title: Director, Enforcement Division – Central Office

Date: _____

Attachments: Exhibits "A" & "B"

Distribution:

- 1. DNR - OMBS
- 2. Grantee - 2 (Sheriff's Office & Co. Board)
- 3. State's Authorized Representative - Photo Copy

ITEM # Consent 4
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request Monsrud, Martie	*Department Auditor	*Board Meeting Date Apr 9 2014
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***Subject Title (As it will appear on the agenda):**
 Lease Agreement on County Owned Property

***Background (Provide sufficient detail of the subject):**
 Lease agreement on pasture land in Section 6, Township 162, Range 44 with Sikorski for a 7 month lease with a payment of \$432.00.

***Financial Consideration:**

***Legal Consideration:**

***Other Consideration:**
 Approval for Chairman and Auditor to execute Lease Agreement.

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

Coordinator's Office Use (Do Not Write Below)

Date Received:	Comments:
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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

AGRICULTURAL LEASE
AGREEMENT

This Agreement is made this ____ day of _____, 2013, by and between **Roseau County**, (LESSOR) and **Rodney Sikorski**, (LESSEE).

The parties agree as follows:

1. **DEMISE & DESCRIPTION**: LESSOR demises and lets to LESSEE, to occupy and to use for agricultural purposes and for no other purposes, the following described real estate located in the County of Roseau, State of Minnesota, consisting of 240.53 acres of pasture land, and legally described as follow:

Government Lot One (1), Two (2), East Half of the Southwest Quarter (E½ SW¼), Southeast Quarter of the Northeast Quarter (SE¼ NE¼), and the Northeast Quarter of the Southeast Quarter (NE¼ SE¼) in Section Six (6), Township One Hundred Sixty-two (162) North, Range Forty-four (44) West.

2. **TERM**: The term of this lease agreement shall be for a period of seven (7) months from April 1, 2013, to October 31, 2013.

3. **BINDING EFFECT**: The provisions of the lease agreement shall be binding on the heirs, executors, administrators and assigns of both LESSOR and LESSEE in like manner as upon the original parties.

4. **RENT**: LESSEE agrees to pay LESSOR, as annual cash rent for the use of the above-described pasture land, the sum of \$432.00 at the time of signing.

5. **DEFAULT**: LESSEE agrees that in the event he should be in default of the performance of any of the terms of this lease agreement, or have otherwise breached this lease agreement, LESSOR may in addition to any remedy now or hereafter available at law or in equity have the rights and remedies set forth in this lease agreement, which shall be deemed cumulative and not exclusive of those available at law or in equity.

6. **LESSEE'S DUTIES**: LESSEE agrees to faithfully keep said land and the improvements thereon in as good condition of repairs as the same now are, reasonable by the elements alone excepted or Lessee shall pay Lessor for any damage to said land resulting from the use.

7. **ASSIGNMENT AND SUBLETTING**: LESSEE will neither assign this lease nor sublet any part of said land without the consent of said LESSOR.

8. **PLOWBACK**: LESSEE is not responsible to plow, chisel plow or deep disking the tillable acres at the termination of this lease.

9. **GOVERNING LAW**: It is agreed that this lease agreement shall be governed by the laws of the State of Minnesota.

10. **ATTORNEY FEES:** In the event that any action is filed in relation to this lease agreement, the unsuccessful party in the action shall pay to the successful party, in addition to all the sums that either party may be called upon to pay, a reasonable sum for the successful party's attorney fees.

11. **EFFECT OF PARTIAL INVALIDITY:** The invalidity of any provision of this lease agreement will not and shall not be deemed to affect the validity of any other provision.

12. **ENTIRE AGREEMENT:** This agreement shall constitute the entire agreement between the parties.

13. **MODIFICATION:** Any modification of this lease agreement shall be binding only if evidenced in writing.

14. **LIABILITY:** This lease shall not be construed as imposing any liability on the Lessor for injury to person or property or any other person or property, arising from Lessee's use of the leased lands under this lease or any other license, lease, easement or other encumbrances. Lessee agrees to indemnify and hold harmless the Lessor from all claims arising out of the use of the lease lands, whether such claims are asserted by civil action or otherwise.

15. **OTHER TERMS:** None.

IN WITNESS HEREOF, each party to this lease agreement has caused it to be executed on the date first written.

LESSOR

LESSEE

COUNTY OF _____

BY: _____
Name/Title

BY: _____
Chairperson

Date of signature: _____

Date of Signature: _____

BY: _____
Auditor

APPROVED AS TO FORM & EXECUTION

BY: _____
County Attorney

Date of Signature: _____

ITEM # Consent 5

REQUEST FOR BOARD ACTION

* Required Fields



*Person Responsible for Request	*Department	*Board Meeting Date
Pelowski, Jeff	Environmental Services	Apr 9 2013

Amount of time being requested:

***Subject Title (As it will appear on the agenda):**
Soil Verification Service Contract

***Background (Provide sufficient detail of the subject):**
Request to renew our contract with Keith Block for soil verification duties for 2013.

***Financial Consideration:**
See attached contract.

***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							
Millier						Failed	
Phillipe							
Swanson						Tabled	

ATTEST: Jeff Pelowski, Coordinator

SERVICE CONTRACT

THIS AGREEMENT is made and entered into by and between the County of Roseau, Minnesota, (County), 606 5th Ave SW Roseau, Minnesota 56751, and Keith Block (contractor), 848 29th Avenue SW, Baudette, MN 56623.

RECITALS

WHEREAS, the County desires to purchase services of Contractor to perform Subsurface Sewage Treatment System (SSTS) soil verification and complaint investigation duties; and

WHEREAS, there are funds available for the purchase of these services;

NOW, THEREFORE, in consideration of the mutual undertakings and agreements hereinafter set forth, the County and the Contractor agree as follows:

1) Term and Cost of Agreement

Contractor agrees to furnish SSTS soil verification and complaint investigation services on behalf of the County during the period commencing January 1, 2013, and terminating December 31, 2013.

Contractor shall be paid \$200.00 for each on-site soil verification visit, and \$225.00 for each on-site complaint investigation. Contractor shall be entitled to reimbursement for vehicle expenses/mileage at the rate of 56.5 cents per mile.

2) Services to be Provided and Locations

Contractor shall provide all requested services at locations throughout Roseau County, as directed by the Roseau County Environmental Office.

3) Independent Contractor

Nothing contained in the Agreement is intended or should be construed as creating the relationship of joint ventures within the County or the Department. No tenure or any rights or benefits, including Workers' Compensation, Unemployment Insurance, medical care, sick leave, vacation leave, severance pay, PERA, or other benefits available to County employees, shall accrue to the Contractor or employees of the Contractor performing services under this Agreement.

4) Indemnification and Insurance

The contractor agrees it will defend, indemnify and hold the County, its employees and officials harmless from any claims, demands, actions or causes of action, including reasonable attorney's fees and expenses arising out of any act or omission on the part of the Contractor, or its

subcontractors, partners or independent contractors or any of their agents or employees in the performance of or with relation to any of the work or services to be performed or furnished by the Contractor or the subcontractors, partners, or independent contractors or any of their agents or employees under the agreement.

Comprehensive General Liability Coverage:

Contractor must obtain and maintain primary insurance coverage for the complete term of the contract. Contractor’s insurance must meet the following minimum required liability limits:

Each Occurrence	\$1,500,000
Personal Injury & Advertising Injury	\$1,500,000
General Aggregate	\$3,000,000
Products and Completed Operations Aggregate	\$3,000,000
Fire Damage Limit	\$ 100,000
Medical Expense	\$ 5,000

Contractor may utilize Excess Umbrella/Liability coverage to reach the total required limits.

Prior to the effective date of this contract, and as a condition precedent to this contract, Contractor shall furnish the County with an original Certificate of Insurance, from an insurance company acceptable to the County and signed by a person authorized by the insurer to bind coverage, as evidence of the required primary insurance coverage. The Certificate of Insurance must name Roseau County as an additional insured for all relevant coverages. Contractor’s insurance policy must contain a provision that states that coverage will not be cancelled without 60 days prior written notice to the County.

Contractor shall be responsible for any deductible or self-insured retention contained within the insurance policy.

Workers’ Compensation Coverage

Contractor must obtain and maintain workers’ compensation coverage in accordance with applicable state and federal laws for the complete term of this contract. Prior to the effective date of this contract, Contractor shall furnish the County with an original Certificate of Insurance, from an insurance company acceptable to the County and signed by a person authorized by the insurer to bind coverage, as evidence of the required workers’ compensation coverage.

5) Data Practices

All data collected, created, received, maintained, or disseminated for any purposes by the activities of Contractor because of this contract is governed by the Minnesota Government Data

Practices Act, Minnesota Statutes Chapter 13, as amended, the Minnesota Rules implementing such act now in force or as adopted, as well as federal regulations on data privacy.

6) Records – Availability and Retention

Pursuant to Minn. Statute 16B.06, subd. 4, the Contractor agrees that the County, the State Auditor, or any other of their duly authorized representatives at any time during normal business hours and as often as they may reasonably deem necessary, shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, etc., which are pertinent to the accounting practices and procedures of this Contractor and involve transactions relating to this Agreement.

7) Merger and Modification

It is understood and agreed upon that the entire Agreement between the parties is contained here and that this Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter. All items referred to in this Agreement are incorporated or attached and are deemed to be part of this Agreement.

Any material alterations, variations, modification, or waivers of provisions of this Agreement shall be valid only when they have been reduced to writing as an amendment and signed by the parties.

8) Default and Cancellation

If the Contractor fails to perform any of the provisions of the Agreement or so fails to administer the work as to endanger the performance of the Agreement, this shall constitute default.

Unless the Contractor's default is excused, the County, through the Department, may, upon written notice, immediately cancel this Agreement in its entirety.

This agreement may be cancelled without cause by either party upon thirty days' written notice.

9) Nondiscrimination

During the performance of this Agreement, the Contractor agrees to the following:

No person shall, on the grounds of race, color, religion, age, sex, disability, marital status, public assistance status, criminal record, creed or national origin be excluded from full employment rights in, participation in, be denied benefits of or be otherwise subjected to discrimination under any and all applicable federal and state laws against discrimination.

10) Subcontracting and Assignment

Contractor shall not enter into any subcontract for performance of any service contemplated under this contract without the prior written approval of the County and subject to such conditions and provisions as the County may deem necessary. The contractor shall be responsible for the performance of all subcontractors.

Dated this ____ day of _____, 2013.

COUNTY OF ROSEAU

CONTRACTOR

BY: _____
Roger Falk
Roseau County Board Chairman

BY: _____
Keith Block,
KB Bobcat Service

BY: _____
Jeff Pelowski
Roseau County Coordinator

Approved as to Form and Execution:

BY: _____
Karen Foss
Roseau County Attorney

ITEM # Consent 6
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request	*Department	*Board Meeting Date
Falk, Roger ▼	Commissioner ▼	Apr ▼ 9 ▼ 2013 ▼

Amount of time being requested:

***Subject Title (As it will appear on the agenda):**
 Trusight Pay Plan

***Background (Provide sufficient detail of the subject):**
 Per COW Meeting discussion: 1) Adopt the Trusight Pay Plan, effective 4/9/13; including the completed Job Descriptions, and points designated per position. 2) No adjustment to existing position grades, (except IT Administrator position); 3) Revise the IT Administrator position grade/step from 8G to 11D.

***Financial Consideration:**
 The intent is to use the Trusight Study as a "tool", that is, only positions out-of-line with existing "market" will be adjusted, (ex: IT Administrator).

***Legal Consideration:**

***Other Consideration:**
 The Final Pay Plan will be made available upon receipt from Trusight.

***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

ITEM # Consent 7
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request	*Department	*Board Meeting Date
<input type="text"/>	Commissioner	Apr 9 2013

Amount of time being requested:

*Subject Title (As it will appear on the agenda):
EPA Connectivity Study Resolution

*Background (Provide sufficient detail of the subject):
 Consider the attached Resolution in support of Larry Kramka's appointment to the EPA Connectivity Study Panel.

*Financial Consideration:
 None

*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	
Falk	<input type="text"/>	Passed <input type="text"/>				
Foldesi	<input type="text"/>					
Miller	<input type="text"/>	Failed <input type="text"/>				
Phillipe	<input type="text"/>					
Swanson	<input type="text"/>	Tabled <input type="text"/>				

ATTEST: **Jeff Pelowski, Coordinator**

2013-04-01

WHEREAS, the United States Environmental Protection Agency is in search of experts to review how man made ditches can possibly connect wetlands to navigable waters, and

WHEREAS, this study could result in broader regulation of earthwork projects related to road construction and farmland drainage projects by the US Army Corps of Engineers, and

WHEREAS, Roseau County requests input on this decision process, and

WHEREAS, Larry Kramka from Houston Engineering has the proper background and is willing to participate on this panel of experts to be selected by the EPA,

THEREFORE BE IT RESOLVED, Roseau County supports the nomination and acceptance of Larry Kramka – Environmental Service Sector Lead for Houston Engineering in Maplewood, Minn.

STATE OF MINNESOTA)

) ss

COUNTY OF ROSEAU)

I, Jeff Pelowski, Board Clerk in and for Roseau County, Minnesota, do hereby certify that the foregoing is a true and correct copy of a part of the proceedings adopted by the Roseau County Board of Commissioners on April 9, 2013.

(SEAL)

Jeff Pelowski
Roseau County Board Clerk

ITEM # Consent 8

REQUEST FOR BOARD ACTION

* Required Fields



*Person Responsible for Request
Heim, Al

*Department
Assessor

*Board Meeting Date		
Apr	9	2013

*Subject Title (As it will appear on the agenda):
County Board of Appeal and Equalization

*Background (Provide sufficient detail of the subject):
Setting time, date, and location for 2013 County Board of Appeal and Equalization

*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

MINNESOTA · REVENUE

Memo

Date: February 12, 2013
To: County Assessors
From: **John Hagen**, Director
Property Tax Division
Re: 2013 County Board of Appeal and Equalization

Please provide a copy of this memo to the Chairperson of the County Board of Commissioners.

This memorandum is intended to specify the dates that the County Board of Appeal and Equalization (CBAE) may convene so all CBAEs meet on dates that comply with state law.

Board Meeting Dates/Times

Minnesota Statutes, section 274.14, states:

“The board must meet after the second Friday in June on at least one meeting day and may meet for up to ten consecutive meeting days. The actual meeting dates must be contained on the valuation notices mailed to each property owner in the county as provided in section 273.121. For this purpose, “meeting days” is defined as any day of the week excluding Sunday. At the board’s discretion, “meeting days” may include Saturday. No action taken by the county board of review after June 30 is valid, except for corrections permitted in sections 273.01 and 274.01. The county auditor shall keep an accurate record of the proceedings and orders of the board. The record must be published like other proceedings of county commissioners. A copy of the published record must be sent to the commissioner of revenue, with the abstract of assessment required by section 274.16.”

In other words, the County Board of Appeal and Equalization may meet on any meeting day in June after the second Friday in June. The board may meet up for ten meeting days. This means that for 2013, the board may convene on any day after Friday, June 14 (including Saturday, June 15 if the county recognizes Saturday as a meeting day; but not including Sunday, June 16 as Sunday is not a business day).

JUNE 2013						
SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Another important reminder is that M.S. 274.14, subdivision 2 requires that:

“...for counties that conduct either regular board of review meetings or open book meetings, at least one of the meeting days must include a meeting that does not end before 7:00 p.m. For counties that require taxpayer appointments for the board of review, appointments must include some available times that extend until at least 7:00 p.m. The county may have a Saturday meeting in lieu of, or in addition to, the extended meeting times under this paragraph.”

Therefore, for County Board of Appeal and Equalization meetings convened in 2013, the board must also hold at least one meeting that does not recess or adjourn prior to 7 p.m. If the board does not offer a meeting until 7 p.m., the board must meet on a Saturday. For county boards that require appointments, appointments must be allowed as late as 7:00 p.m. or on a Saturday.

Training/Quorum Requirements

County and Special Boards of Appeal and Equalization are both held to the same training and quorum requirements as are outlined in Minnesota Statutes, section 274.135. For both county and special boards of appeal and equalization, at least one member of the board must have completed Department of Revenue training and received certification, and a quorum of members must be present at each meeting.

For appeals beginning in 2013, if a board attempts to convene but does not have a quorum or trained member present, the taxpayers are not to be unduly disenfranchised and shall be allowed to appeal to the Commissioner of Revenue.

Minnesota Statutes, section 274.135, subdivision 3, paragraph (d) provides that in the case of either a county or special board failing to meet training or quorum requirements, property owners and taxpayers who would have appealed to that board will be allowed to appeal to the Commissioner of Revenue. This same law provides that a fee of \$500 **per tax parcel** will be assessed to the county for these appeals.

If you have any questions or concerns, please contact us at proptax.questions@state.mn.us.



Roseau County 2013 Board Meeting Schedule

<u>DATE:</u>	<u>TIME</u>
January 2, 2013	9:00 a.m.
January 15, 2013	9:00 a.m.
January 29, 2013	9:00 a.m.
February 12, 2013	9:00 a.m.
February 26, 2013	9:00 a.m.
March 12, 2013	9:00 a.m.
March 26, 2013	9:00 a.m.
April 9, 2013	9:00 a.m.
April 23, 2013	9:00 a.m.
May 14, 2013	9:00 a.m.
May 28, 2013	9:00 a.m.
June 11, 2013	9:00 a.m.
June 25, 2013	4:00 p.m.
July 9, 2013	9:00 a.m.
July 23, 2013	9:00 a.m.
August 13, 2013	9:00 a.m.
August 27, 2013	9:00 a.m.
September 10, 2013	9:00 a.m.
September 24, 2013	9:00 a.m.
October 8, 2013	9:00 a.m.
October 22, 2013	9:00 a.m.
November 12, 2013	9:00 a.m.
November 26, 2013	9:00 a.m.
December 3, 2013	4:00 p.m.
December 23, 2013 (<i>Monday</i>)	9:00 a.m.

****This schedule is subject to change.**

ALL MEETINGS ARE OPEN TO THE PUBLIC

For a copy of this schedule, please contact the Roseau County Coordinator at 463-4248 or check the Roseau County Web Site at <http://www.co.roseau.mn.us>

Approved: 11/13/2012

Rev: 4-9-13

ITEM # Consent 9

REQUEST FOR BOARD ACTION

* Required Fields



*Person Responsible for Request Gust, Steve	*Department Sheriff	*Board Meeting Date Apr 9 2013
---	-------------------------------	--

***Subject Title (As it will appear on the agenda):**
NG911 Grant

***Background (Provide sufficient detail of the subject):**
This is the Next Generation 911 Grant which is from the State of Minnesota for implementing and or updating the 911 system to accept data calls(examples-text messsaging, images) for emergencies over the wireless network.

***Financial Consideration:**
\$10,000 grant issued by the state of Minnesota to cover cost to implement. Pat Novacek indicated that it would not cost this much to us.

***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

**STATE OF MINNESOTA
GRANT CONTRACT**

This grant contract is between the State of Minnesota, acting through its Commissioner of Public Safety, Emergency Communication Networks, 445 Minnesota Street, Suite 137, St. Paul, MN 55101 ("State") and Roseau County, 604 Fifth Avenue SW, Roseau, MN 56751 ("Grantee").

Recitals

- 1 Under Minn. Stat. § 299A.01, Subd 2 (4) the State is empowered to enter into this grant contract.
- 2 State funds for this grant contract were provided under Laws of Minnesota Stat. 403.113 Subdivision 3.
- 3 All Public Safety Answering Points (PSAPs) in Minnesota are converting to the Next Generation 911 (NG911) high speed voice and data network for routing and delivering emergency calls.
- 4 The Grantee represents that it is duly qualified and agrees to perform all services described in this grant contract to the satisfaction of the State.

Grant Contract

1 Term of Grant Contract

- 1.1 **Effective date:** February 1, 2013, or the date the State obtains all required signatures under Minnesota Statutes Section 16C.05, subdivision 2, whichever is later. Once this grant contract is fully executed, the Grantee may claim reimbursement for expenditures incurred pursuant to Clause 4.2 of this grant contract. Reimbursements will only be made for those expenditures made according to the terms of this grant contract.
- 1.2 **Expiration date:** June 30, 2013, or until all obligations have been satisfactorily fulfilled, whichever occurs first.
- 1.3 **Survival of Terms.** The following clauses survive the expiration or cancellation of this grant contract: 8. Liability; 9. State Audits; 10. Government Data Practices; 12. Publicity and Endorsement; 13. Governing Law, Jurisdiction, and Venue; and 15. Data Disclosure.

2 Grantee's Duties

The Grantee, who is not a state employee, will:

- 2.1 Purchase and install necessary equipment and/or network requirements for conversion from the Legacy 911 Network to the NG911 Network to meet PSAP readiness specifications as identified within the Enterprise Visions PSAP Site Survey document.
- 2.2 Ensure that all expenditures incurred meet PSAP NG911 readiness specifications. Expenses are limited to being explicitly related to minimum requirements for NG911 PSAP readiness and may not be extended for purchases that relate to PSAP needs outside the scope of NG 911 PSAP readiness.
- 2.3 Submit estimated expenses and/or quotes for expected work to Dana Wahlberg, 911 Program Manager, MN Department of Public Safety, Division of Emergency Communication Networks (DECN), prior to commencing the work.
- 2.4 Complete all specified acquisitions of equipment, network installation, or other identified ancillary improvements according to the DECEN approved, PSAP specified project timeline to meet installation, pre-migration and migration scheduled deadlines.
- 2.5 Administer the grant according to the following budget:

Budget Category	Budget Amount
Equipment (including installation)	\$10,000.00

- 2.6 Expend and request for reimbursement for only the amount required for the necessary installation costs, up to the grant amount. When project is complete, unused funds will revert to the state and may not be used for other purposes by the grantee.

3 Time

The Grantee must comply with all the time requirements described in this grant contract. In the performance of this grant contract, time is of the essence.

4 Consideration and Payment

4.1 **Consideration.** The State will pay for all services performed by the Grantee under this grant contract as follows:

Compensation. The Grantee will be reimbursed an amount not to exceed \$10,000.00 according to the breakdown of costs in Section 2.5.

- (1) **Travel Expenses.** Reimbursement for travel and subsistence expenses actually and necessarily incurred by the Grantee as a result of this grant contract will be paid in the same manner and in no greater amount than provided in the current "Commissioner's Plan" promulgated by the commissioner of Employee Relations which is incorporated into this grant contract by reference. The Grantee will not be reimbursed for travel and subsistence expenses incurred outside Minnesota unless it has received the State's prior written approval for out of state travel. Minnesota will be considered the home state for determining whether travel is out of state.
- (2) **Matching Requirements.** (If Applicable.) Grantee certifies that the following matching requirement, for the grant contract, will be met by the Grantee: \$0,000.00.
- (3) **Total Obligation.** The total obligation of the State for all compensation and reimbursements to the Grantee under this grant contract will not exceed \$10,000.00

4.2 Payment

- (1) **Invoices.** The State will promptly pay the Grantee after the Grantee presents an itemized invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services. Invoices must be submitted timely and according to the following schedule:

After migration to NG911, and not later than 30 days after the end of this contract, the Grantee will submit a single, detailed invoice and supporting documentation for reimbursement of costs associated with this contract.

- (2) **Federal funds.** (Where applicable, if blank this section does not apply) Payments under this grant contract will be made from federal funds obtained by the State through Title _____ CFDA number _____ of the _____ Act of _____. The Grantee is responsible for compliance with all federal requirements imposed on these funds and accepts full financial responsibility for any requirements imposed by the Grantee's failure to comply with federal requirements.

5 Conditions of Payment

All services provided by the Grantee under this grant contract must be performed to the State's satisfaction, as determined at the sole discretion of the State's Authorized Representative and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. The Grantee will not receive payment for work found by the State to be unsatisfactory or performed in violation of federal, state, or local law.

6 Authorized Representative

The State's Authorized Representative is Dana Wahlberg, 911 Program Manager, Division of Emergency Communication Networks, Minnesota Department of Public Safety, 445 Minnesota Street, Suite 137, St. Paul, MN 55101-5137, phone: 651-201-7546, email: dana.wahlberg@state.mn.us, or her successor, and has the responsibility to monitor the Grantee's 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.

The Grantee's Authorized Representative is Sheriff Steve Gust, Roseau County, 604 Fifth Avenue SW, Roseau, MN 56751, phone: 218-463-1421, email: steve.gust@co.roseau.mn.us. If the Grantee's Authorized Representative changes at any time during this grant contract, the Grantee must immediately notify the State.

7 Assignment, Amendments, Waiver, and Grant Contract Complete

- 7.1 **Assignment.** The Grantee may neither assign nor transfer any rights or obligations under this grant contract without the prior consent of the State and a fully executed Assignment Agreement, executed and approved by the same parties who executed and approved this grant contract, or their successors in office.
- 7.2 **Amendments.** Any amendment to this grant contract must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original grant contract, or their successors in office.
- 7.3 **Waiver.** If the State fails to enforce any provision of this grant contract, that failure does not waive the provision or its right to enforce it.
- 7.4 **Grant Contract Complete.** This grant contract contains all negotiations and agreements between the State and the Grantee. No other understanding regarding this grant contract, whether written or oral, may be used to bind either party.

8 Liability

The Grantee must indemnify, save, and hold the State, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the State, arising from the performance of this grant contract by the Grantee or the Grantee's agents or employees. This clause will not be construed to bar any legal remedies the Grantee may have for the State's failure to fulfill its obligations under this grant contract.

9 State Audits

Under Minn. Stat. § 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.

10 Government Data Practices

Government Data Practices. The Grantee and State must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, as it applies to all data provided by the State under this grant contract, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this grant contract. The civil remedies of Minn. Stat. § 13.08 apply to the release of the data referred to in this clause by either the Grantee or the State.

If the Grantee receives a request to release the data referred to in this Clause, the Grantee must immediately notify the State. The State will give the Grantee instructions concerning the release of the data to the requesting party before the data is released.

11 Workers' Compensation

The Grantee certifies that it is in compliance with Minn. Stat. § 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.

12 Publicity and Endorsement

- 12.1 **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.
- 12.2 **Endorsement.** The Grantee must not claim that the State endorses its products or services.

Next Generation 9-1-1

From Wikipedia, the free encyclopedia

Next Generation 9-1-1 (abbreviated **NG9-1-1**) refers to an initiative aimed at updating the 9-1-1 service infrastructure in the United States and Canada to improve public emergency communications services in a wireless mobile society. In addition to calling 9-1-1 from a phone, it intends to enable the public to transmit text, images, video and data to the 9-1-1 center (referred to as a Public Safety Answering Point, or PSAP). The initiative also envisions additional types of emergency communications and data transfer.

^[1] This NG9-1-1 infrastructure is intended to replace the current services over time. The National Emergency Number Association (NENA) first identified the need for NG9-1-1 in 2000, and started development actions in 2003, and is nearing full definition and standards for NG9-1-1.^[2] Since 2006, the US Department of Transportation (DOT) in the United States and the Canadian Radio-television and Telecommunications Commission (CRTC) in Canada have been leading their respective initiatives, research and development projects aimed at advancing NG9-1-1.^[3] ^[4] On January 24, 2013, the CRTC announced the first global implementation of NG9-1-1.^[5]

Contents

- 1 Purpose and history
- 2 Enabling technology
- 3 Statutory authorization
- 4 Today's 9-1-1 vs. Next Generation 9-1-1
 - 4.1 Example scenarios
 - 4.2 Stakeholders and technologies involved
- 5 Public network infrastructure impacts
- 6 PSAP infrastructure impacts
 - 6.1 Local PSAP network impacts
 - 6.2 Local wireless infrastructure impacts
 - 6.3 Communications recording system impacts
 - 6.4 Human resource impacts
- 7 Accessibility
- 8 See also
- 9 References
- 10 External links

Purpose and history

Planning for NG9-1-1 started in 2000 and was published in NENA's Future Path Plan in 2001.^[6] NENA's NG9-1-1 Project began in 2003 and continues to an ultimate goal of establishing national standards and implementation plans to accomplish advanced 9-1-1 systems and services. Public safety communications experts recognized that the nation's current 9-1-1 system was not capable of handling the text, data, images and video that are increasingly common in personal communications. The stated goal of the USDOT project is to: "To enable the general public to make a 9-1-1 "call" (any real-time

communication – voice, text, or video) from any wired, wireless, or IP-based device, and allow the emergency services community to take advantage of advanced call delivery and other functions through new internetworking technologies based on open standards."^[7]

The project is aimed at ultimately establishing a national architecture for an NG9-1-1 system that would meet these goals, and to create a transition plan for NG9-1-1.

The "Proof of Concept" phase of the DOT project was completed in 2008, and a report was issued on the results of a proof of concept demonstration conducted over the course of that year.^[8] That report has served as the basic blueprint for planning and implementation of these capabilities. Actual implementation of these capabilities is expected to take several years, and will require changes to existing communications infrastructure, as well as changes to the way PSAPs operate.^[9]

Enabling technology

The NG9-1-1 vision relies on an Emergency Services IP Network (ESInet) to deliver voice, video, text and data "calls" to the PSAP. The protocol used for delivering these "calls" will be the Session Initiation Protocol (SIP), or IP Multimedia Subsystem (IMS, which incorporates SIP).^[10] The functional and interface standards developed by NENA describe general SIP and IMS-based architectures that allow responsible agencies flexibility in developing an infrastructure to support the envisioned features of NG9-1-1.^[11]

Statutory authorization

The 911 Improvement Act of 2008^[12] requires IP-enabled voice service providers to provide 9-1-1 service, allows state and tribal fees to pay for such services, and directs the Federal Communications Commission to gather information to facilitate these services. The Act also provides for grants to public agencies, and requires the E-911 Implementation Coordination Office to develop a national plan for migrating to a national IP-enabled emergency network.

Today's 9-1-1 vs. Next Generation 9-1-1

In today's 9-1-1 environment, the public can primarily make only emergency voice calls and Teletype calls (by deaf or hearing impaired persons). Only minimal data is delivered with these calls, such as Automatic Number Identification, subscriber name and Automatic Location Identification, when available.

In the Next Generation 9-1-1 environment, the public will be able to make voice, text, or video emergency "calls" from any communications device via Internet Protocol-based networks. The PSAP of the future will also be able to receive data from personal safety devices such as Advanced Automatic Collision Notification systems, medical alert systems, and sensors of various types. The new infrastructure envisioned by the NG9-1-1 project will support "long distance" 9-1-1 services, as well as transfer of emergency calls to other PSAPs—including any accompanying data. In addition, the PSAP will be able to issue emergency alerts to wireless devices in an area via voice or text message, and to highway alert systems.^[13]

Example scenarios

- Deaf and hearing impaired persons in the U.S. today sometimes use telecommunications devices for the deaf (TTYs or TDDs) or interpreting services to contact 9-1-1. Many deaf people use text messaging and instant messages to communicate with others, but unfortunately, today's 9-1-1 is not equipped to accept this media. This under-served demographic accounts for approximately 10% of the general population in Canada and the US (20% of those over 65 and 40% of those over 75).^[14] In the NG9-1-1 environment, hearing and speech impaired individuals will be able to place such a call by sending a text message from their cell phone. They will be able to carry on a text conversation with a 9-1-1 operator, and even send pictures or video when necessary.^[15] In 2013, the Canadian Radio-television and Telecommunications Commission (CRTC) in Canada, announced the first phase of the country's NG9-1-1 services, implementation of Text with 911 (T911) for the deaf, hard of hearing and speech impaired community.^[16]
- In the event of a major highway accident involving multiple vehicles, including a hazardous material vehicle, the local 9-1-1 center may receive many calls from different motorists. This can cause the center to be overloaded with calls, leading to initial confusion of the locations of the multiple crashes. The confusion can delay response times for the necessary equipment and services, which can, in turn, cost lives and delay return to normal traffic flow. In the NG9-1-1 environment, everyone in the vicinity with an internet-connected device can be automatically notified to avoid the area. Highway message signs, and the 5-1-1 system can also display the warning. Any involved vehicle with an Advanced Automatic Collision Notification system automatically sends important crash data to the 9-1-1 center, which can dispatch emergency responders even if the passengers are unable to respond.^[17]

Stakeholders and technologies involved

Many pieces of the existing communications and data infrastructure will require modification to make NG9-1-1 a reality. The private companies and public agencies that provide these goods and services will be significantly affected. Chief among these are:

- Telecommunications equipment and service providers
- Information technology equipment and service providers
- Telematics, including Advanced Automatic Collision Notification
- Hazmat (Hazardous materials) security alerts to or from commercial motor carriers or rail carriers
- Integration of Intelligent transportation systems with public safety communications systems^[18]
- Security alarm notification system providers

Other major stakeholders include:

- State and local 9-1-1 agencies
- Public safety and emergency management agencies
- Emergency services industry
- Federal departments, including Transportation, Commerce, Homeland Security, Justice and the Federal Communications Commission
- National organizations with active interests in 9-1-1
- IT research community
- Standards community

Major contributors and stakeholders in the standards community include:

- National Emergency Number Association (NENA)
- National Academy of Emergency Dispatch (NAED)
- Association of Public-Safety Communications Officials-International (APCO))
- Internet Engineering Task Force (IETF)
- Telecommunications Industry Association (TIA)

The DOT's NG9-1-1 Initiative looks to facilitate the involvement of all these stakeholders going forward in order to develop the architecture and migration plan necessary to make NG9-1-1 a functional reality.^[19]

Public network infrastructure impacts

In order for a useful connection to be made between the Public Safety Answering Point and person reporting the emergency, a number of changes need to be made to the existing infrastructure. For example, if a user is sending a text message, perhaps with video attached, the data needs to be routed to the PSAP that serves the area where the person is currently, and the location of the wireless device must accompany the message. The person's wireless carrier will receive the message first, then forward the message to the appropriate PSAP along with the location information. Since several different protocols may be used by the wireless device (SMS or XMPP text messaging, MMS (Multimedia Messaging Service) or Wireless Application Protocol for multimedia), translation to a common protocol may be required prior to forwarding. In the case of Advanced Automatic Collision Notification data, the service provider must be able to similarly route this data, along with location data to the PSAP serving the area where the collision occurred. For the PSAP to be able to send out automatic notifications to all wireless devices currently operating in the area of an emergency, a similar routing mechanism must exist in the opposite (outgoing) direction. Here again, the wireless carrier will be forwarding information.^[20]

PSAP infrastructure impacts

Local PSAP network impacts

A High availability IP infrastructure interface will be needed at the PSAP for it to be able to send and receive all this data. A key element of this will be equipment and software to support VoIP communications. Internal routing of the emergency communications to the appropriate systems (i.e., text, picture and video data to the Computer-assisted dispatch system, and simultaneously to the communications recording system) will require modifications to the existing PSAP network equipment and software. Some of these changes will be non-trivial.

Local wireless infrastructure impacts

Since some of the emergency communications data will have to be forwarded to field units such as police and fire vehicles, changes will be required to the software running on the terminals that receive the data, and on those that transmit the data.^[3] If the existing wireless communications system is Project 25 compliant, little or no change will be required to the transmit/receive equipment itself, since it already supports transmission of any type of data.^[21]

Communications recording system impacts

The NG9-1-1 test plan requires that these new types of emergency communications (text, pictures, video) be recorded along with the voice communications that have traditionally been recorded. Most existing communications recorders are not capable of recording anything other than audio, and major changes may be required to bring these devices into NG9-1-1 compliance. This may require a significant investment on the part of the PSAP if the existing equipment cannot be modified to support the new requirements.

Human resource impacts

There will also be significant operational impacts on the PSAP "call takers", dispatchers (those who dispatch emergency vehicles and personnel), and on their managers. Workloads are expected to increase, and significant new training will be required for those responsible for responding to these new communication types. Similar impacts on both public and private emergency response providers, and on Telematics and medical services providers are also anticipated.^{[3][22]}

Accessibility

Various features of NG9-1-1, including text-messaging and picture messaging, provide accessible features for those who cannot use a regular telephone. It is also considered as a long term replacement for the use of TDD/TTY devices for the deaf, currently in use with 9-1-1. TDD/TTY devices are considered legacy systems, and may be replaced by other real-time text technologies that transmit text as it is being typed. In Europe, real-time text is used in Reach 112 emergency service trials (<http://www.reach112.eu>). Reach 112 is a European equivalent of the accessible features of NG9-1-1.

See also

- 9-1-1
- Enhanced 911
- PSAP

References

- [^] U.S. Dept. Of Transportation NG9-1-1 initiative (<http://www.its.dot.gov/ng911/index.htm>)
- [^] NENA NG9-1-1 Project (<http://www.nena.org/ng911-project>)
- [^] ^a ^b ^c *Mission Critical Magazine*: "Greater Expectations" (http://www.its.dot.gov/press/pdf/911_network.pdf)
- [^] "T9-1-1 CRTC INTERCONNECTION STEERING COMMITTEE REPORT" (<http://www.crtc.gc.ca/public/cisc/es/ESRE0061.pdf>)
- [^] "CRTC announces enhancements to 911 services for Canadians with hearing or speech impairments" (<http://crtc.gc.ca/eng/com100/2013/r130124.htm>)
- [^] NENA NG9-1-1 Future Path Plan (<http://www.nena.org/ng911-project>)
- [^] NG9-1-1 Initiative Overview (<http://www.its.dot.gov/ng911/docs/NG2007.ppt>)
- [^] NG9-1-1 Proof Of Concept Test Report (http://www.its.dot.gov/ng911/pdf/NG911_POCTesTReport091708.pdf)
- [^] DOT NG9-1-1 Overview (http://www.its.dot.gov/ng911/ng911_overview.htm)

10. ^ NENA i3 TECHNICAL REQUIREMENTS DOCUMENT (<http://www.nena.org/standards/technical/voip/i3-requirements>)
11. ^ NENA Functional and Interface Standards for Next Generation 9-1-1 (<http://www.nena.org/standards/technical/voip/functional-interface-NG911-i3>)
12. ^ 911 Improvement Act of 2008 (<http://www.govtrack.us/congress/bill.xpd?tab=summary&bill=h110-3403%7CNET>)
13. ^ Today's 9-1-1 vs. Future 9-1-1 (http://www.its.dot.gov/ng911/ng911_future.htm)
14. ^ *World Health Organization*: "Global burden of hearing loss" (http://www.who.int/healthinfo/statistics/bod_hearingloss.pdf)
15. ^ Next Generation 9-1-1 System Preliminary Concept of Operations (http://www.its.dot.gov/ng911/next_gen_911_sys.htm)
16. ^ *Cellular News*: "Canada's Wireless Industry Commends CRTC Decision to Implement Text with 911" (<http://www.cellular-news.com/story/58305.php>)
17. ^ NG9-1-1 Examples and Scenarios (http://www.its.dot.gov/ng911/ng911_ex.htm)
18. ^ NG9-1-1 technologies (http://www.its.dot.gov/ng911/ng911_tech.htm)
19. ^ NG9-1-1 stakeholder involvement (http://www.its.dot.gov/ng911/ng911_stake.htm)
20. ^ NG9-1-1 Operational Needs (http://www.its.dot.gov/ng911/next_gen_911_sys.htm#need)
21. ^ Telecommunications Industry Association standard "TIA.102" (series) (<http://www.tiaonline.org/standards/>)
22. ^ Operational Impacts and Needs (http://www.its.dot.gov/ng911/next_gen_911_sys.htm#operate)

External links

- US DOT Next Generation 9-1-1 Initiative (<http://www.its.dot.gov/NG911>)
- NENA (National Emergency Number Association) NG9-1-1 Page (<http://www.nena.org/ng911-project>)

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Categories: Emergency communication

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ITEM # Consent 10
REQUEST FOR BOARD ACTION
 * Required Fields



*Person Responsible for Request	*Department	*Board Meeting Date
Falk, Roger ▼	District 3 Commissioner ▼	Apr ▼ 9 ▼ 2013 ▼

Amount of time being requested:

***Subject Title (As it will appear on the agenda):**
 Emergency Manager Advertisement to Hire

***Background (Provide sufficient detail of the subject):**
 Requesting approval to advertise for the hire of a regular part-time (80%)
 Emergency Manager.

***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



Employment Opportunity

POSITION: Homeland Security Emergency Manager

Roseau County is accepting applications for a regular part-time (32 hours per week) **Homeland Security and Emergency Management Director**. This is a benefited (pro-rated) Grade 9 position with a wage range of \$23.74 to \$29.99 per hour, depending on qualifications and experience. This position provides management and direction for the County's response to a wide range of natural and man-made emergencies.

The position requires Emergency Management Certification and interested candidates must be certified or have the ability to become certified. Candidate must also have a valid Minnesota driver's license and be available for occasional night and weekend work. Preferred candidates would have an undergraduate degree in Emergency Management or an associated field and a minimum of five (5) years related experience.

The successful candidate must have demonstrated grant writing and administrative experience, excellent verbal and written communication skills, competency in meeting management and group facilitation, a high level of computer proficiency, and possess strong leadership ability.

For more information or to receive an application, contact the Roseau County Coordinator at (218) 463-4248. Applications and a detailed job description may be downloaded from the Roseau County web site at <http://co.roseau.mn.us/>. Completed applications, along with resume and cover letter should be sent to: Homeland Security and Emergency Management Director Position, Roseau County Coordinator, 606 5th Ave SW, Room 131, Roseau, MN 56751. Closing date is May 17, 2013.

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



*Person Responsible for Request Ketring, Brian	*Department Engineer	*Board Meeting Date Apr 9 2013
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***Subject Title (As it will appear on the agenda):**
 Contract for 2013 Bituminous Projects

***Background (Provide sufficient detail of the subject):**
 SAP 068-613-021 (CSAH 13), SAP 068-620-008 (CSAH 20), and SAP 068-635-006 (CSAH 35)

***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:
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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

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



*Person Responsible for Request Ketring, Brian	*Department Engineer	*Board Meeting Date Apr 9 2013
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***Subject Title (As it will appear on the agenda):**
 Contract for 2013 Seal Coat Projects

***Background (Provide sufficient detail of the subject):**
 SAP 068-602-042 (CSAH 2), SAP 068-615-006 (CSAH 15), and SAP 068-622-005 (CSAH 22)

***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:
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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

ITEM # Cty Bd 2

REQUEST FOR BOARD ACTION

* Required Fields



*Person Responsible for Request	*Department	*Board Meeting Date
<input type="text"/>	<input type="text"/>	Mar <input type="text"/> 26 <input type="text"/> 2013 <input type="text"/>

Amount of time being requested:

*Subject Title (As it will appear on the agenda):
Commissioner 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	
Falk	<input type="text"/>	Passed <input type="text"/>				
Foldesi	<input type="text"/>					
Miller	<input type="text"/>	Failed <input type="text"/>				
Phillipe	<input type="text"/>					
Swanson	<input type="text"/>	Tabled <input type="text"/>				

ATTEST: **Jeff Pelowski, Coordinator**

Roseau County Board
April 2013 Committee Report
Glenda A. Phillipe
District One

April 2 – Working Session – Roseau
April 2 – DNR Land Exchange – Roseau
April 3 – Sheriff’s Committee – Roseau
April 3 – Operations – Roseau
April 3 – CJCC – Roseau
April 4 – Greater MN Parks and Trail Coalition – Roseau
April 5 – County Garage – Warroad
April 9 – Roseau County Board - Roseau

JACK SWANSON COMMITTEE REPORTS

MARCH 26, 2013 - HIGHWAY COMMITTEE

MARCH 26, 2013 - EXTENSION COMMITTEE; re-elected Kari Millner and Carmen Przekwas Chair and Vice-Chair; report from Sandi Weiland; presentation by Kristina Kaml

MARCH 27, 2013 - NW MINNESOTA HOUSING & REDEVELOPMENT AUTHORITY (TRF); approved Exec Dir Lee Meier researching bonding possibilities for multi-family housing in Roseau

MARCH 27, 2013 - ROSEAU ECONOMIC DEVELOPMENT AUTHORITY; housing discussion

APRIL 1, 2013 - ROSEAU CONVENTION & VISITORS BUREAU

APRIL 1, 2013 - ROSEAU CITY COUNCIL; presentation from architect Richard Rude on possible municipal liquor store expansion project

APRIL 2, 2013 - ROSEAU COUNTY COMMITTEE OF THE WHOLE

APRIL 2, 2013 - LAND ASSET PILOT PROJECT; met w/ DNR to talk about strategies for round 3 ... will start with identifying parcels Roseau County and State of Minnesota are willing to exchange or sell

APRIL 3, 2013 - SHERIFF'S COMMITTEE; met w/ Sheriff's Association representatives on courtroom safety renovations

APRIL 3, 2013 - OPERATIONS COMMITTEE

APRIL 3, 2013 - COMMUNITY JUSTICE COORDINATING COMMITTEE; discussion of Toward Zero Deaths initiative