



Board of Commissioners

606 5th Ave. SW, Room #131

Roseau, MN 56751

Phone: 218-463-4248

Fax: 218-463-3252

November 10, 2014

REGULAR COUNTY BOARD MEETING AGENDA

Notice is hereby given that the Board of Commissioners of Roseau County will meet in session on November 10, 2014 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*

9:20 Consent Agenda

1. October 28, 2014 Board Proceedings
2. Roseau County Trailblazers Maintenance and Grooming Grant Agreement
3. Roseau County Trailblazers Benchmark
4. County Coroner Appointment
5. DEED Grant Pre-Application
6. Final Payment Request - Highway Department
7. Northstar ATV Club Request for Reimbursement

9:25 Department Reports

9:30 BREAK

9:45 County Board Items

1. CSAH 7 Complaint Investigation - Update
2. Commissioner Committee Reports

10:30 Unfinished Business

10:30 Adjourn

***Limited to five minutes**

County Coordinator's Office e-mail address: anmarie.miller@co.roseau.mn.us, Roseau County Home Page Address: <http://www.co.roseau.mn.us/>

District 1, Glenda Phillipe, Chair ** District 2, Jack Swanson, Vice-Chair ** District 3, Roger Falk
District 4, Todd Miller ** District 5, Mark Foldesi
An Equal Opportunity Employer

PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

October 28, 2014

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, Minnesota on Tuesday, October 28, 2014.

CALL TO ORDER – ROLL CALL – ESTABLISHMENT OF A QUORUM

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

APPROVAL OF AGENDA

A Building Committee report was added to Committee Reports and a visit with Congressman Collin Peterson was added to County Board Items. Approval of three forthwith payments was added to the payment of bills. A motion to approve the amended Agenda was made by Commissioner Falk, seconded by Commissioner Foldesi and carried unanimously.

COMMENTS AND ANNOUNCEMENTS

The Board reviewed a County preliminary budget and levy comparison report provided by the Association of Minnesota Counties.

APPROVAL OF BILLS

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

Warrants Approved For Payment 10/16/2014

Vendor Name	Amount
LAKE COUNTRY CHEVROLET-BUICK INC	11,000.00
MN DEPT OF FINANCE -TREAS	2,785.50
SWINGEN CONSTRUCTION CO	26,078.65
8 Payments less than 2,000.00	2,189.60
Final Total:	42,053.75

Warrants Approved For Payment 10/23/2014

Vendor Name	Amount
MINN-DAK ASPHALT INC	112,697.58
MN ENERGY RESOURCES	2,121.62
ROSEAU CITY	9,348.63
WYNNE CONSULTING INC	3,900.00
10 Payments less than 2,000	3,620.12
Final Total:	131,687.95

Warrants Approved On 10/28/2014 For Payment 10/31/2014

Vendor Name	Amount
CRIMESTAR CORPORATION	2,700.00

GEO-COMM CORPORATION	2,100.00
GOVERNMENT MANAGEMENT GROUP IN	3,750.00
GRAINGER INC	2,552.79
H & J DISPLAYS INC	2,450.00
INGALLS/TERRY	10,437.50
JOHNSON OIL CO INC	9,805.76
LIFECARE MEDICAL CENTER	2,025.00
MAR-KIT LANDFILL	12,679.00
NORTHERN RESOURCES COOPERATIVE	3,109.42
R & Q TRUCKING INC	6,840.00
REGENTS OF U OF MINNESOTA	16,632.51
ROSEAU CO MEDICAL TRAVEL	2,000.00
ROSEAU CO TREASURER	5,585.00
53 Payments less than 2,000.00	19,778.98
Final Total:	102,445.96

In addition, the Board approved the following forthwith payments: Brian Kjos, in the amount of \$800.00, for mowing in Unorganized Blooming Valley Township; Mark Gonshorowski, in the amount of \$1,025.00, for 1.5 miles of tree and brush removal in unorganized Blooming Valley Township; and, Roseau County Ford, in the amount of \$15,592.33 for a 2015 Ford Explorer, including trade-in.

PUBLIC COMMENTS

Mr. Richard Sikorski requested the Board's assistance with regard to removing a culvert from a ditch that runs along his property in Unorganized Blooming Valley Township. Mr. Sikorski stated that he followed the Roseau River Watershed District protocol for requesting removal of the culvert but the request was denied. Removal of the culvert was discussed at the most recent County Highway Committee meeting, and because removing the culvert would not jeopardize the road, the Highway Department does not oppose removing the culvert. Mr. Sikorski noted that the culvert was installed in 1997 and believes that it may have never been permitted. The Board directed Mr. Sikorski to verify with the Roseau River Watershed District that the culvert was never permitted. The Board consensus was that, upon final verification that the culvert installation was not permitted, the culvert can then be removed by Mr. Sikorski.

CONSENT AGENDA

A motion to adopt the Consent Agenda was made by Commissioner Foldesi, seconded by Commissioner Falk and carried unanimously. The Board, by adoption of its Consent Agenda, approved the October 14, 2014 proceedings with the revision: flying UAV's over "County-owned property"; and authorized Chair Phillipe to sign the Public Health Preparedness Plans.

COMMITTEE REPORTS

Building Committee

Building Committee Chair Dave Anderson met with the Board to request approval of a quote to replace lighting on the exterior of the Courthouse. The Building Committee is recommending replacing all exterior lighting with LED fixtures which have an estimate payback of 3.3 years along with a 10 year operating savings of \$55,000.00. A motion to approve a quote from Bergstrom Electric to replace exterior lighting on the Courthouse building, in the amount of \$27,264.00 (\$31,584.00, less rebates and incentives of \$4,320.00), was made by Commissioner Swanson, seconded by Commissioner Miller and carried unanimously.

In addition, Mr. Anderson requested the Board consider obtaining a quote from Kraus-Anderson for repair of the exterior finish on the Courthouse building. The Board, by consensus, approved this request.

DEPARTMENT REPORTS

Auditor's Office

Auditor Martha Monsrud met with the Board to request setting a basic sale price for tax forfeited City of Roseau parcel # 54.3202300, which is scheduled for a November 18, 2014 public sale. A motion to set the basic sale price of \$12,000.00, which includes City of Roseau special assessments, was made by Commissioner Swanson, seconded by Commissioner Falk and carried unanimously.

Sheriff's Office

The Board requested an update from Sheriff Gust on the CSAH 7 investigation. Sheriff Gust was not available for this discussion. The Board discussed what action should be taken at this time. Commissioner Foldesi informed the Board that in a conversation with Mr. Jim Jenson, Jenson admitted to digging the trenches on CSAH 7 in order to show how deep the loose gravel was on the road but did not fill them back in. Commissioner Foldesi added that he did not "file" a complaint but called the Sheriff's Department to have the damage to CSAH 7 investigated. Therefore, a motion to direct Commissioner Phillipe to file an official complaint with the Sheriff's Department regarding a public safety issue on CSAH 7, due to trenches dug by Mr. Jim Jenson on September 12, 2014, was made by Commissioner Swanson, seconded by Commissioner Miller and carried unanimously.

COUNTY BOARD ITEMS

Congressman Collin Peterson

Congressman Collin Peterson met with the Board for a question and answer session on pertinent Federal, State and local issues.

Commissioner Committee Reports

Commissioner Falk reported on the following committee(s): Building Committee, 10/21/14; Social Service Board, 10/21/14; Highway Committee, 10/21/14; Joint Powers Natural Resource Board, 10/27/14.

Commissioner Foldesi reported on the following committee(s): Greenbush City Council, 10/20/14; Social Services Board, 10/21/14; Highway Committee, 10/21/14.

Commissioner Miller reported on the following committee(s): Army Corp of Engineers Conference Call, 10/14/14; MRCC Administrative Team Conference Call, 10/17/14; Social Services Board, 10/21/14; Highway Committee, 10/21/14; Annual MRCC meeting, 10/22-23/2014.

Commissioner Phillipe reported on the following committee(s): Land of the Dancing Sky Area Agency on Aging, 10/20/14; Social Services Board, 10/21/14; Highway Committee, 10/21/14; Warroad City Council, 10/27/14; Warroad Community Education meeting, 10/28/14.

Commissioner Swanson reported on the following committee(s): Public Health Committee, 10/14/14; Roseau County Health Fair, 10/15/14; Roseau County Affordable Housing Fund Committee, 10/16/14; Association of Minnesota Counties Executive Committee, 10/17/14; Association of Minnesota Counties Board of Directors, 10/17/14; Roseau County Committee on Aging, 10/20/14; Building Committee, 10/21/14; Social Services Board, 10/21/14; Highway Committee, 10/21/14; Roseau School Board, 10/21/14; Roseau Community meeting, 10/22/14.

Upon motion carried, the Board adjourned the Regular Meeting at 11:45 a.m. The next Regular Meeting of the Board is scheduled for November 10, 2014 at 9:00 a.m.

Attest:

Date: _____

Jeff Pelowski, County Coordinator
Roseau County, Minnesota

Glenda Phillipe, Chair
Board of County Commissioners
Roseau County, Minnesota

DRAFT

**MINNESOTA SNOWMOBILE TRAILS ASSISTANCE PROGRAM
SNOWMOBILE FY 2015
MAINTENANCE AND GROOMING GRANT AGREEMENT**

Local Unit of Government (Sponsor) Roseau County	Trail/Club Name Roseau Trailblazers/BISF #1	Grant Amount \$122,025.44
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THIS AGREEMENT is made between the STATE OF MINNESOTA, acting by and through the Commissioner of Natural Resources, hereinafter referred to as the "State," and Local Unit of Government, hereinafter referred to as the "Sponsor" relating to the maintenance and grooming of the trails specified above; and

WHEREAS, the Sponsor desires to maintain trails for the enjoyment of the public; and

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

WHEREAS, the Sponsor has applied to the State for a grant for said trails and has submitted the Minnesota Snowmobile Trails Assistance Program Maintenance and Grooming application form, required attachments, and resolution of the Sponsor authorizing the proposed maintenance and grooming. The submitted application form and required attachments are hereinafter referred to as the "Plan", and the sponsor resolution is attached and incorporated into this agreement as Exhibit A; and

NOW THEREFORE, it is agreed between the parties as follows:

A. TRAIL OBLIGATION OF THE SPONSOR. The Sponsor agrees to maintain the proposed trails in accordance with the guidelines contained within the current **Minnesota Snowmobile Trails Assistance Program Maintenance and Grooming Manual**, hereinafter referred to as the "Manual" as accepted or amended by the State. All work will be the responsibility of the Sponsor, its employees, or the sponsor's agent provided the agent is registered as a nonprofit corporation with the State of Minnesota. The Sponsor shall:

1. Proceed to acquire necessary interests in lands on the Trail. The Sponsor must acquire land in fee, easement, lease, permit, or other authorization for said Trail. The term of said interest shall be no less than four (4) months between November 15 of any year and April 1 of the succeeding year. For each parcel of land crossed by the Trail, the Sponsor shall obtain from the owner of said parcel a permit, lease, easement, deed, or other authorization for said crossing in accordance with Minnesota Statutes Chapter 604A. The Sponsor shall certify that the necessary interests in the land have been obtained and are on file with the Sponsor or the sponsor's agent.
2. Provide adequate maintenance and grooming on the Trail, which shall include keeping it reasonably safe for public use; provide sanitation and sanitary facilities when needed; and provide other maintenance and grooming as may be required. The Sponsor and not the State is responsible for maintaining signs and maintenance and grooming of the Trail.

B. TECHNICAL ASSISTANCE. Upon the request of the Sponsor to the extent possible, the State will provide technical assistance with major problems encountered in the maintenance and grooming of the Trail.

C. FUNDING. The State's sole responsibility under this Agreement is to provide funds to the Sponsor. In the event that state funds become unavailable because of legislative or executive action or restraints, the grant amount may be reduced or canceled by the State.

D. DISBURSEMENT. The State agrees to disburse funds to the Sponsor pursuant to this Agreement based upon the satisfactory completion of significant performance benchmarks as identified in section F. This grant shall not exceed the Grant Amount as specified above. Funds not earned and paid out will be canceled annually at the end of the State's fiscal year (June 30).

E. GROOMING. In order to receive maximum disbursement from this Agreement, the Sponsor agrees to groom the entire Trail referred to within the Plan in accordance with the Trail Grooming Guidelines established in the Manual.

F. PAYMENT.

1. Trail Completion Benchmark, 45% of Total Grant Amount

Disbursement of these funds is contingent on the sponsor providing a high quality map that shows the final alignment of the trail and a Trail Completion Certification Form that the trail is open and available for use. The certification must be received by December 15th of that year. This includes having the trail brushed, bridges in repair, signs installed, gates were capable of being open (snow permitting), and any other additional work needed. Also the Sponsor ensures that interest in lands to operate a snowmobile trail have been acquired through fee, easement, lease, permit, or other authorizations of interest throughout the entire Trail.

2. Grooming Certification Benchmark, Opening – January 15, 25% of Total Grant Amount

A portion of the grooming monies will be disbursed to the Sponsor by the DNR based upon the Certification of Satisfactory Grooming Form received from the Sponsor that the trails have been properly groomed from opening day through January 15th. The certification must be received by February 15th of that year. The Sponsor in coordination with the Club must maintain sufficient records to document the activity.

3. Grooming Certification Benchmark, January 16 – Closing, 25% of Total Grant Amount

The second disbursement of the grooming monies will be made to the Sponsor by the DNR based upon the Certification of Satisfactory Grooming Form received from the Sponsor and verification that the trails were groomed to the satisfaction of the Sponsor from January 16th through the end of the season. The certification must be received by April 15th of that year. The Sponsor in coordination with the Club must maintain sufficient records to document the activity.

4. Trail Closure/Application Submission Benchmark, 5% of Total Grant Amount

The final payment will be based upon the Trail Closure/Application Submission Certification form received from the Sponsor. The certification must be received by May 15th. A completed application for the next year must accompany the certification. Must provide evidence that Sponsor and Club attended spring training session conducted by DNR. A map indicating the "anticipated" alignment of the trail must also be submitted. A back-up grooming plan must also be provided.

G. PENALTIES.

1. If it is determined that the **Trail Completion Certification benchmark** in this Plan has not been satisfactorily completed but was certified as having been completed by the Sponsor, the Sponsor may be assessed a penalty of up to 45% of the Total Annual Grant Amount.

2. If it is determined that the **Grooming Certification benchmark for the period of opening day through January 15** in this Plan has not been satisfactorily completed but was certified as having been completed by the Sponsor, the Sponsor may be assessed a penalty of up to 25% of the Total Annual Grant Amount.
3. If it is determined that the **Grooming Certification benchmark for the period of January 16 through the end of the season** in this Plan has not been satisfactorily completed but was certified as having been completed by the Sponsor, the Sponsor may be assessed a penalty of up to 25% of the Total Annual Grant Amount.
4. If it is determined that the **Trail Closure/Application Submission Certification** benchmark in this Plan has not been satisfactorily completed but was certified as having been completed by the Sponsor, the Sponsor may be assessed a penalty of up to 5% of the total annual Grant Amount.

In addition to the above penalties, the State reserves the right to reduce payment in the following year's agreement or to exclude the Sponsor from participation in the Trails Assistance Program.

H. ACCOUNTING AND AUDIT. The Sponsor shall maintain books, records, documents, and other evidence relevant to this grant and in such detail that will accurately reflect the benchmarks that have been reached in this program and that have received payment. The Sponsor shall use generally accepted accounting principles and these records shall be retained for six years after this grant terminates. The State, its representative or the legislative auditor shall have the right to examine this evidence and the Sponsor shall make them available at the office at all reasonable times during the record retention period. Records shall be sufficient, as defined in the Manual to reflect significant costs incurred and volunteer donation of time, equipment, and/or materials in performance of this grant.

I. WORKER'S COMPENSATION. The Sponsor shall comply with the provisions for worker's compensation in Minnesota Statutes Chapter 176.181, Subd. 2 and 176.182 and all applicable rules and subsequent amendments thereto.

J. LIABILITY. Each party agrees that it will be responsible for its own acts and the results thereof to the extent authorized by law and shall not be responsible for the acts of the other party and the results thereof. The provisions of the Minnesota Tort Claims Act, Minnesota Statutes Chapter 3.736 and other applicable law shall govern the State's liability. The provisions of Minnesota Political Subdivisions Tort Liability, Minnesota Statutes Chapter 466.02 and other applicable law shall govern the Sponsor's liability.

K. TERM.

1. **Effective date: July 1, 2014.** Per MN Statute 16B.98, Subd. 5 and Subd. 7, this agreement is not valid and no payments will be made to the Grantee until this grant contract is fully executed, however, eligible expenses may be incurred the date the appropriation becomes available.
2. **Expiration date: June 30, 2015,** or until all obligations have been satisfactorily fulfilled, whichever is sooner.

L. TERMINATION. This Agreement may be terminated by the State in the event of a default by the Sponsor; the legislature appropriates insufficient monies for the program, or the abandonment of the Trail. The State and the Sponsor may also terminate it upon mutual agreement, upon 30 days' written notice to each entity.

M. ASSIGNMENT OR MODIFICATION. The Sponsor may not assign any of its rights or obligations under this Agreement without the prior written consent of the State. No change or modification of the terms or provisions of this Agreement shall be binding unless such change or modification is in writing and signed by both parties to this Agreement.

N. DATA DISCLOSURE. Under Minn. Stat. § 270C.65, Subd. 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.

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

P. AUTHORIZED REPRESENTATIVE. The State's Authorized Representative is the Trail Area Supervisor from the Parks and Trails Division of the Department of Natural Resources for the area where the trail is located, or his/her successor, and has the responsibility to monitor the Sponsors performance and the authority to accept the services provided under this grant contract. If the services are satisfactory, the State's Authorized Representative will certify acceptance on each invoice submitted for payment. A list of the Trail Area Supervisors can be found on the program webpage (http://files.dnr.state.mn.us/assistance/grants/recreation/ohv/area_sups.pdf).

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

The authorized representative of the sponsor is prohibited from being an officer or bookkeeper/accountant of the club or organization receiving this grant on behalf of the State.

Q. INVASIVE SPECIES PREVENTION. The DNR requires active steps to prevent or limit the introduction, establishment, and spread of invasive species during work. The Grantee and/or contractor shall prevent invasive species from entering into or spreading within a project site by cleaning equipment prior to arriving at the project site.

If the equipment, vehicles, gear, or clothing arrives at the project site with soil, aggregate material, mulch, vegetation (including seeds) or animals, it shall be cleaned by Grantee and/or contractor furnished tool or equipment (brush/broom, compressed air or pressure washer) at the staging area. If the material cannot be disposed of onsite, secure material prior to transport (sealed container, covered truck, or wrap with tarp) and legally dispose of offsite. Note that transporting noxious weeds requires a permit from the Minnesota Department of Agriculture.

The Grantee and/or contractor shall ensure that all equipment and clothing used for work in infested waters has been adequately decontaminated for invasive species (ex. zebra mussels) prior to being used in non-infested waters. All equipment and clothing including but not limited to waders, tracked vehicles, barges, boats, turbidity curtain, sheet pile, and pumps that comes in contact with any infested waters must be thoroughly decontaminated.

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

LOCAL UNIT OF GOVERNMENT SPONSOR

Local Unit of Government (Sponsor)		
Authorized Signature	Title	Date
Authorized Signature	Title	Date

DEPARTMENT OF NATURAL RESOURCES

Individual certifies that funds have been encumbered as required by M.S. § 16A.15 and 16C.05. 	State Encumbrance Verification SWIFT PO #: 67498	Date 10/27/14
Authorized Signature	Parks and Trails Division Director or Deputy Director	Date

SNOWMOBILE TRAILS ASSISTANCE PROGRAM MAINTENANCE AND GROOMING

Certification of Trail Completion

1st Benchmark – Due By December 15th

Trail Name: Roseau County Trailblazers/BISF 1

Club/Organization Name: Roseau County Trailblazers, Inc.

Trail Administrator Signature: *Myles Soyars* Date: 11/4/2014

By signing this form, the Sponsor certifies that the snowmobile trail was open and available for use by December 1. This means that the trail was satisfactorily brushed, bridges were in good repair, signs were installed (including MnUSA corridor trail signs if appropriate), gates were capable of being open (snow permitting), permission was granted for all private lands and that the trail meets the guidelines of the Minnesota Snowmobile Trails Assistance Program Manual.

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

If YES, please elaborate: _____

Sponsor Name (Local Unit of Government): _____

Sponsor Signature: _____ Date: _____

Title: _____

Amount requested \$54,911.45 (Up to 45% of the original contract.)

DEPARTMENT USE ONLY

THIS INVOICE APPROVED FOR PAYMENT BY:

Parks and Trails Area Supervisor – OK TO PAY	Date	FY	Amount \$
SWIFT PO:	RECEIPT #		
VENDOR #:0000197344	LINE #		
SERVICE BEGIN DATE: <u>JULY 1, 2014</u>	SERVICE END DATE: <u>NOVEMBER 30, 2014</u>		
INVOICE #: <u>BM1</u>	Vendor Name and Address: <u>Roseau County</u> <u>606 5th Ave SW, Room 131 Roseau, MN 56751</u>		

390.005 ELECTION OR APPOINTMENT, ELIGIBILITY; VACANCIES; REMOVAL.

Subdivision 1. **Selection of coroner or medical examiner.** Each county must have a coroner or medical examiner. A coroner may be elected, as prescribed by section 382.01, or appointed in each county. A medical examiner must be appointed by the county board. The term of an appointed coroner or medical examiner must not be longer than four years.

Subd. 2. **Appointment by resolution.** The board of county commissioners may, by resolution, state its intention to fill the office of coroner by appointment. The resolution must be adopted at least six months before the end of the term of the incumbent coroner, if elected. After the resolution is adopted, the board shall fill the office by appointing a person not less than 30 days before the end of the incumbent's term. The appointed coroner shall serve for a term of office determined by the board beginning upon the expiration of the term of the incumbent. The term must not be longer than four years.

If there is a vacancy in the elected office, the board may by resolution, state its intention to fill the office by appointment. When the resolution is adopted, the board shall fill the office by appointment immediately. The coroner shall serve for a term determined by the board. The term must not be longer than four years.

Subd. 3. **Qualifications.** (a) The medical examiner must be a forensic pathologist who is certified or eligible for certification by the American Board of Pathology. The medical examiner is an appointed public official in a system of death investigation in which the administrative control, the determination of the extent of the examination, need for autopsy, and the filing of the cause and manner of death information with the state registrar pursuant to section 144.221 are all under the control of the medical examiner.

(b) The coroner must be a physician with a valid license in good standing under chapter 147, to practice medicine as defined under section 147.081, subdivision 3. The coroner is a public official, elected or appointed, whose duty is to make inquiry into deaths in certain categories, determine the cause and manner of death, and file the information with the state registrar pursuant to section 144.221. The coroner must obtain additional training in medicolegal death investigation, such as training by the American Board of Medicolegal Death Investigators, within four years of taking office, unless the coroner has already obtained this training.

(c) The coroner or medical examiner need not be a resident of the county.

Subd. 4. **Certain incumbents.** An incumbent coroner or medical examiner in office on July 1, 2006, is hereby deemed to meet the qualifications prescribed by this section for the purpose of continuance in the office of coroner until the end of the current term of office, after which this statute will apply.

Subd. 5. **Vacancies, removal.** Vacancies in the office of coroner or medical examiner shall be filled according to sections 375.08 and 382.02, or under subdivision 1. The medical examiner or appointed coroner may be removed by the county board during a term of office for cause shown after a hearing upon due notice of written charges. The hearing shall be conducted in accordance with that county's human resources policy.

History: 1965 c 761 s 1; 1983 c 114 s 1; 1985 c 265 art 7 s 1; 1994 c 445 s 1; 2006 c 260 art 8 s 1

AGREEMENT FOR SERVICES

This Agreement for Services ("Agreement"), entered into by and between the University of North Dakota School of Medicine and Health Sciences, an institution of higher education and an arm of the state of North Dakota ("University"), and Roseau County, a political subdivision of the State of Minnesota ("County").

WHEREAS, University has certain expertise, capabilities and facilities, including for the purposes of providing professional autopsy examination services (the "Services");

WHEREAS, University is desirous of providing the Services to others;

WHEREAS, County has a demonstrable need for procuring the Services, in accordance with and pursuant to Chapter 390 of the Minnesota Statutes;

AND WHEREAS, County is desirous of procuring the Services from University.

THE PARTIES HEREBY AGREE AS FOLLOWS:

1. TERM AND TERMINATION

1.1 This Agreement shall commence as of January 1, 2015 and shall remain in force for a period of one (1) year, unless otherwise terminated or extended as provided in this contract.

1.2 This Agreement will automatically renew for additional one (1) year periods, unless otherwise terminated by the parties as provided herein, provided that no more than sixty (60) days prior to expiration, University may communicate to County its intent to renew subject to a revised annual fee. No renewal shall be effective unless either (a) University affirmatively elects not to propose a revised annual fee, or (b) the parties agree to a revised annual fee.

1.3 Either party may terminate the Agreement for any reason by providing sixty (60) days' written notice to the other party.

1.4 In the event of expiration or termination, University shall notify County of the last date on which a request for Services will be received, as well as the last date on which Services will be performed. For Services that are in progress at the time this Agreement expires or terminates, those Services shall be fully performed by University. Outstanding balances and refunds shall be handled in accordance with section 8 herein.

2. FACILITIES AND TRANSPORTATION

2.1 University shall provide a suitable facility for the performance of the Services. For each such facility, University shall be solely responsible for obtaining and maintaining any and all mandatory accreditations, permits, licenses, and other requirements.

2.2 Unless otherwise specified, the Services shall be performed at the UND Forensic Sciences Center in Grand Forks, North Dakota. University shall communicate to County any changes in location as soon as practicable and County may confirm the specific location where the Services are to be performed at the time such Services are requested. Maps and directions will be made available to County as needed. In the unlikely event no suitable facility is available, and subject to section 11.2 below, University shall so notify County preferably in advance but no later than the time such Services are requested.

2.3 County shall be solely responsible for transportation to the facility where the Services are to be performed.

2.4 Removal of the deceased must occur within seventy-two (72) hours following notice to County by University that the postmortem examination is complete, unless other arrangements are made. If a body is unclaimed, County shall be solely responsible for final disposition.

3. PERSONNEL

3.1 The Services shall be performed by University's faculty pathologists and may include, and may be attended or observed by, supervised medical or health professional students, residents or similar workers.

3.2 University shall be responsible for maintaining for its personnel any and all mandatory accreditations, licenses, continuing education, and other requirements for the lawful provision of the Services.

4. REQUESTS FOR SERVICES; LIMITATIONS

4.1 Cases for autopsy examination shall be reported by County to University's medical examiner investigator ("ME") on duty. County shall be responsible for basic first response to death by law enforcement, except in the case of hospice deaths with prior clearance and approval. County shall designate the appropriate individual(s) for communications and reporting for each case.

4.2 As appropriate, all pertinent investigative and medical records are to accompany the body to the morgue facility. Contact information for the agency and/or officer/agent in charge of investigation shall be provided, including the agency/individual(s) who will receive the preliminary and final report. Contact information for the clinician(s) involved in the care of the deceased must also be provided as part of the medical records. Completed investigative reports from law enforcement or other agency investigating the death will be sent to the University as they are available. The medical and County investigative records provided will not be disclosed to other parties without a court order.

4.3 The ME may, in his or her sole discretion, decline to perform any examination that, in the professional judgment of the ME, does not comport with generally accepted standards of scientific, medical or pathological practices.

4.4 University does not have the facility to autopsy individuals with known or suspected prion disease (Creutzfeldt-Jakob Disease or variant Creutzfeldt-Jakob Disease) and cannot perform postmortem examinations in these cases.

5. **SERVICES AND REPORTING**

5.1 The following services shall be provided by University:

5.1.1 Performance and reporting of all medicolegal autopsies as ordered by authorized County officials pursuant to Chapter 390 of the Minnesota Statutes.

5.1.2 Basic toxicology and alcohol screen services.

5.1.3 Histologic sections for microscopic autopsy analysis including special stains at the sole discretion of the University for case performance.

5.1.4 Routine cardiac, toxicology or neuropathology consultations required for death certification. This includes microbiology testing and metabolic testing where appropriate, i.e. sudden unexplained deaths in infancy or "SIDS" deaths.

5.1.5 Consultation with law enforcement and prosecuting attorneys on cases as desired. If criminal charges are initiated, this shall include consultations with public defenders and private defense attorneys.

5.1.6 Court testimony, travel and preparation for criminal cases, provided, if travel is required outside County's boundaries, the court or County will be responsible for any additional travel expenses.

5.1.7 Coordination of all medical examiner functions within County, such as death certification and review; cremation request review and certification; coordination of hospice registration; and review of death certification as required by Chapter 390 of the Minnesota Statutes and regulations concerning Minnesota vital statistics.

5.1.8 Support for County's medicolegal death investigation, including 24-hour phone availability to answer questions and consult about cases. This may also include scene investigation in select cases, to be mutually decided by University and County on a case by case basis.

5.1.9 Consultation and communication with family of deceased, subject in the case of active criminal investigations to clearance with prosecuting attorney prior to communication.

5.1.10 Death scene re-enactment as appropriate for investigation and training in select cases, to be mutually decided by University and County on a case by case basis.

5.1.11 Periodic consultation with County regarding opportunities for training County's law enforcement, first responders and healthcare providers in medicolegal death investigation.

5.2 The following non-exclusive and non-exhaustive services are not within the scope of this Agreement:

5.2.1 Genetic testing for inheritable family diseases, provided that appropriate samples can be saved at County's request where appropriate. Notwithstanding the foregoing, University may in its sole discretion work with families regarding the availability of insurance coverage. In cases where genetic testing / toxicology results or testing may significantly alter criminal proceedings, County may request and authorize additional testing.

5.2.2 DNA testing.

5.2.3 Paternity testing.

5.2.4 Non-routine toxicology testing, such tests for "designer drugs" or unusual toxins, provided that County may request and authorize additional testing.

5.2.5 Non-routine medical or pathologic consultation, including requests for transfer of organs or tissues to a medical consultant or for research study.

5.2.6 Testimony and consultation in civil proceedings where County is not a party of record.

5.3 University will take reasonable steps to ensure that bodies received at or before 12:00 noon will be examined on the day of receipt. Those received later than 12:00 noon will generally not be examined until the following day, unless prior arrangements have been made. Provided, nothing in this sub-section shall be construed as a promise or a guarantee that any particular Services shall be performed on any particular date.

5.4 University will take reasonable steps to ensure that a Preliminary Autopsy Diagnosis ("Preliminary") is provided to County's designated contact within twenty-four (24) hours following completion of the examination (seventy-two (72) hours if the examination occurred during the weekend or over a holiday period). The final autopsy report will be provided to County usually within thirty (30) days of the examination. Upon request, digital images taken at autopsy will be provided to authorized agencies as allowed by MN law. Upon written request, University may provide copies of the final autopsy report without images to individuals and agencies authorized to receive such reports under MN law. Disclosure of images from an autopsy to agencies or individuals outside of law enforcement or attorneys in trial which the County is a party of record will require a court order.

5.5 Subject in the case of active criminal investigations to clearance with prosecuting attorney prior to communication, University can discuss case findings with health providers and family members of the decedent. The University may send a letter to the family explaining, primarily in layman's terms, major autopsy findings. A copy of any such letter will be sent to County's designated contact.

5.6 Cases requiring outside consultation, neuropathology or other complex studies may be delayed beyond thirty (30) days. In such cases, County will be notified and non-final findings in addition to the Preliminary may be provided.

6. DISPOSITION OF TISSUES AND MATERIALS

6.1 The ME may retain any organ(s) and/or tissues as well as prosthetic or implantable devices for further examination as deemed appropriate.

6.2 Organs and/or tissues shall be disposed as biomedical waste according to University's normal schedule following completion of autopsy report or as required by law or facility accreditation standards. Generally, biomedical waste disposition at University is by incineration, but University reserves the right to elect another suitable method of disposal.

6.3 Specimens of a unique nature, as solely determined by University, may be retained indefinitely as de-identified teaching specimens.

6.4 Blood and /or other biologic material will be obtained for toxicological analysis and will be held by University for a period of two years. These specimens will be returned to the County upon request. University shall have the right to maintain FTA Bloodspot Cards.

6.5 Tissues retained for examination, paraffin blocks and glass slides will be retained and stored by University. A duplicate set of routinely stained (hematoxylin and eosin) histology slides may be provided to the County upon request. Also, unstained recuts of histology slides will be provided to the County upon request.

7. ORGAN DONATION

7.1 University will take reasonable steps to accommodate pre-mortem or family requests for organ and tissue donation, including corneal donation, except where, in University's sole discretion, donation would compromise investigation. University will coordinate with organ and tissue procurement agencies as needed to accommodate donations desired by the next-of-kin. University shall not be responsible for notifying or requesting involvement of organ and tissue procurement agencies.

8. FEES AND BILLING

8.1 University shall invoice County for, and County shall pay to University, an annual fee of **\$31,040.00** based on a charge of \$2.00 for each person in the County population

in the current US census (2013 US census population for Roseau County is 15,520). Additional charges for services not included in section 5.1 shall be invoiced separately.

8.2 The annual fee shall be payable in 11 installments of **\$2,587.00** and a 12th installment of **\$2,587.00**, due and payable beginning thirty (30) days after receipt by County of the invoice and every thirty (30) days thereafter until such annual fee is paid in full.

8.3 In the event this Agreement is terminated at any time other than on an anniversary date, the annual fee for the partial contract year will be pro-rated, and any amounts then outstanding shall be due and payable to University immediately, and any unearned fees shall be refunded to County as soon as practicable in accordance with University's accounting procedures.

9. **NON-EXCLUSIVITY**

9.1 This Agreement is not exclusive to either party.

9.2 University may provide the Services to any other party. University is not obligated to prioritize Services for County over any other party, provided that University may do so voluntarily without the same constituting a waiver under this section.

9.3 The parties anticipate that County will primarily utilize University's Services, but nothing in this Agreement shall be construed to prevent County from securing comparable Services from any other party.

10. **CHOICE OF LAW AND VENUE**

10.1 Except as otherwise specified, this Agreement is governed by and construed in accordance with the laws of the State of Minnesota. However, the parties acknowledge and agree that University will comply with all laws of the State of North Dakota that govern its actions as a North Dakota state entity.

11. **LIABILITY**

11.1 Each party shall be responsible for its own acts and omissions. University's employees shall be employees of the State of North Dakota and covered by the North Dakota Risk Management Fund. University's tort liability shall be determined in accordance with Chapter 32-12.2 of the North Dakota Century Code, and subject to the conditions and limitations contained therein. County's tort liability shall be determined in accordance with applicable Minnesota law, and subject to the conditions and limitations contained therein.

11.2 University shall not be liable nor held responsible for delay or default caused by events beyond University's reasonable control, including but not limited to unavailability of personnel, disruption of utility service, weather, fire, flood, riot, acts of God, or war, provided University gives timely notice to County upon occurrence of the event causing the delay or default or that is reasonably expected to cause a delay or default.

12. MISCELLANEOUS

12.1 In addition to state and federal privacy laws concerning medical information, this Agreement is subject to North Dakota's open records. In order to remain confidential, information concerning this Agreement or the Services must qualify for at least one exception to North Dakota's open records laws. Additionally, pursuant to Minn. Stat. Chapter 13, commonly referred to as the Minnesota Government Data Practices Act (MGDPA), University agrees to maintain and protect data as required by the MGDPA, including but not limited to maintaining and protecting data on individuals received, or to which University has access, according to the requirements of the MGDPA applicable to that data. No private, public, or confidential data developed, maintained, or reviewed by University or its employees under this Agreement may be released to the public by University or its employees unless specifically authorized by the MGDPA and approved in writing by County. University agrees to indemnify and hold County, its agents and employees, harmless from any and all claims or causes of action arising from or in any manner attributed to any violation of any provisions of the MGDPA by University, its agents or employees, including legal fees and disbursements paid or incurred to enforce this provision of the Agreement.

12.2 This Agreement, together with any Appendices hereto, constitutes the entire agreement between the parties. There are no understandings, agreements, or representation, oral or written, not specified within this Agreement.

12.3 This Agreement may not be modified, supplemented or amended, in any manner, except by written agreement signed by both parties.

12.4 If any term of this Agreement is declared by a court having jurisdiction to be illegal or unenforceable, the validity of the remaining terms will not be affected and, if possible, the rights and obligations of the parties are to be construed and enforced as if the Agreement did not contain that term.

12.5 Neither party may subcontract, assign or otherwise transfer or delegate any right or duty hereunder without the express written consent of the other party.

12.6 Notice herein shall not supersede any statute or court rule pertaining to the notice of claims or service of legal process. In the event of a conflict between this Agreement and any such statute or court rule, the statute or court rule shall govern.

12.7 The parties are independent contractors, and no employment relationship or formal agency should be implied or inferred.

12.8 Any notice to be provided to a party hereunder, as well as any and all correspondence concerning this Agreement, shall be directed as follows:

If to University:

If to County:

Business/Contractual Matters

Randy Eken, MPA
Associate Dean, Finance and Administration
UNDSMHS
501 N. Columbia Rd
Grand Forks, ND 58202
(701) 777-3078
(701) 777-4874
randy.eken@med.und.edu

Roseau County Board Chair and
Martha (Martie) Monsrud
County Auditor
606 5th Ave. SW, Rm. 160,
Roseau, MN 56751
218-463-1282
218-463-4283
martie@co.roseau.mn.us

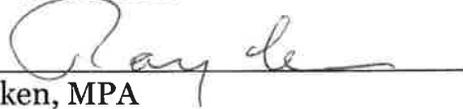
Scientific/Medical Matters

Mary Ann Sens, MD, PhD
Chair of Pathology
UNDSMHS Room 3133
501 N Columbia Rd
Grand Forks, ND, 58202
(701)-777-2561
(701)-777-3108
mary.sens@med.und.edu

Steve Gust
Roseau County Sheriff
604 5th Ave. SW. Roseau,
MN 56751
218-463-1421
218-463-2805
Steve.gust@co.roseau.mn.us

IT IS SO AGREED

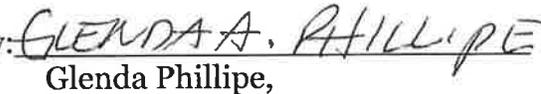
UNIVERSITY OF NORTH DAKOTA
SCHOOL OF MEDICINE AND
HEALTH SCIENCES

By: 
Randy Eken, MPA

Its: Associate Dean, Finance and Administration

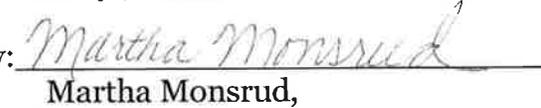
Date: 7-09-14

ROSEAU COUNTY

By: 
Glenda Phillippe,

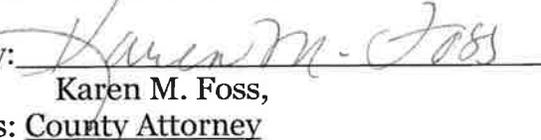
Its: Board Chair

Date: July 7, 2014

By: 
Martha Monsrud,

Its: County Auditor

Approved as to form and execution

By: 
Karen M. Foss,
Its: County Attorney



**MINNESOTA TRAIL ASSISTANCE PROGRAM
REQUEST FOR REIMBURSEMENT**

Sponsor ROSEAU COUNTY	Trail/Area Name BELTRAMI ISLAND STATE FOREST	
Period covered by this statement:	FROM: 7-19-14	TO: 10-10-14

EXPENDITURES

- A. Administration \$ 84⁰⁰
- B. Acquisition \$ _____
- C. Construction \$ _____
- D. Facilities \$ _____
- E. Map Printing \$ _____
- Sub-Total A through E \$ 84⁰⁰
- F. Maintenance \$ 4856.58
- G. Grooming \$ _____
- H. Liability Insurance \$ _____
- Sub-total F and H \$ 4856.58

CHECK LIST

- 1. Any Bids Required?
- 2. Original Signatures on All Copies?
- 3. Signed Work Sheets & Grooming Logs?
- 4. Invoices for Purchases & Services over \$100.00

State Cost 65% \$ 54.60

(10% limited on shared winter use trails)

State Cost 90% \$ 4370.92

Grand Total (State Cost) \$ 4425.52

Original Amount and Year of Grant \$ 7975.00
 Expenditures to Date (including this Request) \$ 4425.52
 Balance Left in Account \$ 3549.48

DEVELOPMENT

(Accomplishments)

Number of miles constructed to date _____
 Number of bridges _____
 Number of parking areas _____

GROOMING (Accomplishments)

Number of miles maintained (this reimbursement only) 385
 Trail width _____
 Miles traveled by grooming equipment _____

APPROVAL I hereby certify that the materials and/or services shown on attached invoices have been delivered, that this is my only original invoice and is correct and just, and that no part of same has been paid.

	Signature - Administrator <i>Mahmud Akleli</i>	Date 10-10-14
County	signature - Title Auditor/Clerk	Date

THIS INVOICE APPROVED FOR PAYMENT BY:

Regional Supervisor	Date	FY	Vendor Number	Amount
Area Trails & Waterways Supervisor	Date	Purchase Order Number PO R 29 _____		Line Number
		Invoice Number:		Doc #
		Signature:		

MINNESOTA TRAIL ASSISTANCE PROGRAM WORKSHEET

Trall Name: Bemis Hill Area					Sponsor: Roseau County					Date: 9-1-14					
Date	Operator Name	Labor			Mode of Transportation	Transportation			Other Equipment	Other Equipment			Total Cost	Type of Work & Location	Expenditure Type
		Hours	Rate	Cost		Miles	Rate	Cost		Hours	Rate	Cost			
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)
7/19/2014	Mike Klein	0.50	\$16.00	\$8.00	4x4 Truck	50	\$0.66	\$33.00	Chain Saw	0.50	\$7.48	\$3.74	\$44.74	34 miles-trail maint.	Main
	Mike Klein				Ranger	4.5	\$22.00	\$99.00					\$99.00		Main
	Caitlyn Klein	5.00	\$16.00	\$80.00				\$0.00					\$90.00		Main
7/25/2014	Jeff Lovold	10.50	\$16.00	\$168.00	4x4 Truck	50	\$0.66	\$33.00	Chain Saw	1.00	\$7.48	\$7.48	\$208.48	Trail Brushing	Main
	Jeff Lovold				ATV	30	\$0.50	\$15.00					\$15.00		
	Janine Lovold	10.50	\$16.00	\$168.00	ATV	30	\$0.50	\$15.00					\$183.00		Main
9/1/2014	Mike Klein	1.00	\$12.00	\$12.00									\$12.00		Admin
		TOTALS		\$348.00				\$63.00				\$7.48	\$642.22		

I certify that the material and/or services shown on this worksheet are correct and just, and that no part of same has been previously submitted for payment.

Authorized signature

Michael A. Klein

Date

9-1-14

MINNESOTA TRAIL ASSISTANCE PROGRAM WORKSHEET

Trail Name: Bemis Hill Area					Sponsor: Roseau County					Date: 10-10-14					
Date	Operator Name	Labor			Mode of Transportation	Transportation			Other Equipment	Other Equipment			Total Cost	Type of Work & Location	Expenditure Type
		Hours	Rate	Cost		Miles	Rate	Cost		Hours	Rate	Cost			
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)
9/1/2014	Jeff Lovold	8.50	\$16.00	\$136.00	4x4 Truck	50	\$0.66	\$33.00	Chain Saw	1.00	\$7.48	\$7.48	\$176.48	Agassiz Trail Brushing	Main
	Jeff Lovold				ATV	10	\$0.50	\$5.00					\$5.00		
	Janine Lovold	8.50	\$16.00	\$136.00	ATV	10	\$0.50	\$5.00					\$141.00		
	Keith Myer	7.00	\$16.00	\$112.00	4x4 Truck	174	\$0.66	\$114.84				\$0.00	\$226.84		
					ATV	5	\$0.50	\$2.50					\$2.50		
9/5/2014	Janine Lovold	8.50	\$16.00	\$136.00	4x4 Truck	50	\$0.66	\$33.00				\$0.00	\$169.00	Agassiz Trail Brushing	Main
	Janine Lovold			\$0.00	ATV	5	\$0.50	\$2.50				\$0.00	\$2.50		
													\$0.00		
9/6/2014	Janine Lovold	8.00	\$16.00	\$128.00	4x4 Truck	50	\$0.66	\$33.00				\$0.00	\$161.00	Agassiz Trail Brushing	Main
	Janine Lovold				ATV	26	\$0.50	\$13.00					\$13.00		
													\$0.00		
9/7/2014	Janine Lovold	8.50	\$16.00	\$136.00	4x4 Truck	50	\$0.66	\$33.00				\$0.00	\$169.00	Agassiz Trail Brushing	Main
	Janine Lovold				ATV	10	\$0.50	\$5.00					\$6.00		
													\$0.00		
9/13/2014	Jeff Lovold	9.00	\$16.00	\$144.00	4x4 Truck	50	\$0.66	\$33.00	Chain Saw	0.50	\$7.48	\$3.74	\$180.74	Agassiz Trail/Hammer Hills	Main
	Jeff Lovold				ATV	48	\$0.50	\$24.00					\$24.00		
	Janine Lovold	9.00	\$16.00	\$144.00	ATV	48	\$0.50	\$24.00					\$168.00		
9/14/2014	Jeff Lovold	5.00	\$16.00	\$80.00	4x4 Truck	50	\$0.66	\$33.00	Chain Saw	0.50	\$7.48	\$3.74	\$116.74	wood chips on Stotts road	Main
	Jeff Lovold				ATV	57	\$0.50	\$28.50					\$28.50		
	Janine Lovold	5.00	\$16.00	\$80.00	ATV	57	\$0.50	\$28.50					\$108.50		
													\$48.00		Admin
10/10/2014	Mike Klein	4.00	\$12.00	\$48.00									\$48.00		
		TOTALS		\$1,280.00				\$450.84				\$14.96	\$1,745.80		

I certify that the material and/or services shown on this worksheet are correct and just, and that no part of same has been previously submitted for payment.

Authorized signature

Michael A. Klein

Date

10-10-14

P.O. BOX 152
ROSEAU, MN 56751

DATE 10-10-14

Pay to the order of JEFF LOVOLD \$ 531.46
five hundred-thirtyone + 46/100 DOLLARS



118 MAIN AVENUE SOUTH ROSEAU, MINNESOTA 56751
103 HIGHWAY 11 SOUTH BADGER, MINNESOTA 56714

DATE 6/19 SEPT

Michael Sklar NP

⑆09⑆204527⑆ ⑆42⑆486⑆1⑆ ⑆036

NORTH STAR ATV CLUB
P.O. BOX 152
ROSEAU, MN 56751

75-452/912 424861 No. 1041

DATE 10-10-14

Pay to the order of JAYNE LOVOLD \$ 937.00
nine hundred-thirtyseven + 00/100 DOLLARS



118 MAIN AVENUE SOUTH ROSEAU, MINNESOTA 56751
103 HIGHWAY 11 SOUTH BADGER, MINNESOTA 56714

DATE 6/19 SEPT

Michael Sklar NP

⑆09⑆204527⑆ ⑆42⑆486⑆1⑆ ⑆041

NORTH STAR ATV CLUB
P.O. BOX 152
ROSEAU, MN 56751

75-452/912 424861 No. 1038

DATE 10-10-14

Pay to the order of KEITH MYERS \$ 229.34
two hundred-twenty-nine + 34/100 DOLLARS



118 MAIN AVENUE SOUTH ROSEAU, MINNESOTA 56751
103 HIGHWAY 11 SOUTH BADGER, MINNESOTA 56714

DATE SEPT 1, 6/14

Michael Sklar NP

⑆09⑆204527⑆ ⑆42⑆486⑆1⑆ ⑆038

NORTH STAR ATV CLUB
P.O. BOX 152
ROSEAU, MN 56751

75-452/912 424861 No. 1039

DATE 10-10-14

Pay to the order of MIKE KLEIN \$ 98.00
fortyeight + 00/100 DOLLARS



118 MAIN AVENUE SOUTH ROSEAU, MINNESOTA 56751
103 HIGHWAY 11 SOUTH BADGER, MINNESOTA 56714

DATE 6/14 SEPT

Michael Sklar NP

⑆09⑆204527⑆ ⑆42⑆486⑆1⑆ ⑆039

MINNESOTA TRAIL ASSISTANCE PROGRAM WORKSHEET

Trail Name: Bemis Hill Area					Sponsor: Roseau County					Date: 9-1-14					
Date	Operator Name	Labor			Mode of Transportation	Transportation			Other Equipment	Other Equipment			Total Cost	Type of Work & Location	Expenditure Type
		Hours	Rate	Cost		Miles	Rate	Cost		Hours	Rate	Cost			
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)
8/16/2014	Jeff Lovold	10.00	\$16.00	\$160.00	4x4 Truck	50	\$0.66	\$33.00	Chain saw	1.00	\$7.48	\$7.48	\$200.48	Trail Main on Stotts RD	Main
	Jeff Lovold				ATV	40	\$0.50	\$20.00					\$20.00		
	Janine Lovold	10.00	\$16.00	\$160.00	ATV	40	\$0.50	\$20.00					\$180.00		
8/26/2014	Jeff Lovold	11.00	\$16.00	\$176.00	4x4 Truck	50	\$0.66	\$33.00	Chain saw	1.00	\$7.48	\$7.48	\$216.48	Trial Brushing	Main
	Jeff Lovold				ATV	33	\$0.50	\$16.50					\$16.50		
	Janine Lovold	11.00	\$16.00	\$176.00	ATV	33	\$0.50	\$16.50					\$192.50		
8/27/2014	Jeff Lovold	8.00	\$16.00	\$128.00	4x4 Truck	64	\$0.66	\$42.24	Chain saw	1.00	\$7.48	\$7.48	\$177.72	Trail Main to Pent Church	Main
	Jeff Lovold				ATV	34	\$0.50	\$17.00					\$17.00		
	Janine Lovold	8.00	\$16.00	\$128.00	ATV	34	\$0.50	\$17.00					\$145.00		
8/28/2014	Jeff Lovold	8.00	\$16.00	\$128.00	4x4 Truck	50	\$0.66	\$33.00	Chain saw	2.00	\$7.48	\$14.96	\$175.96	Brushing on Hammer Hills	Main
	Jeff Lovold				ATV	10	\$0.50	\$5.00					\$5.00		
	Janine Lovold	8.00	\$16.00	\$128.00	ATV	10	\$0.50	\$5.00					\$133.00		
	Larry Lovold	8.00	\$16.00	\$128.00	ATV	10	\$0.50	\$5.00					\$133.00		
8/29/2014	Jeff Lovold	9.00	\$16.00	\$144.00	4x4 Truck	50	\$0.66	\$33.00	Chain saw	2.00	\$7.48	\$14.96	\$191.96	Brushing on Hammer Hills	Main
	Jeff Lovold				ATV	12	\$0.50	\$6.00					\$6.00		
	Janine Lovold	9.00	\$16.00	\$144.00	ATV	12	\$0.50	\$6.00					\$150.00		
8/30/2014	Jeff Lovold	10.00	\$16.00	\$160.00	4x4 Truck	50	\$0.66	\$33.00	Chain saw	2.00	\$7.48	\$14.96	\$207.96		Main
	Jeff Lovold				ATV	25	\$0.50	\$12.50					\$12.50		
	Janine Lovold	10.00	\$16.00	\$160.00	ATV	25	\$0.50	\$12.50					\$172.50		
	Larry Lovold	7.50	\$16.00	\$120.00	Ranger	2.5	\$22.00	\$55.00					\$175.00		
9/1/2014	Mike Klein	2.00	\$12.00	\$24.00									\$24.00		Admin
		TOTALS		\$2,064.00				\$421.24				\$67.32	\$2,552.56		

I certify that the material and/or services shown on this worksheet are correct and just, and that no part of same has been previously submitted for payment.

Authorized signature 	Date 9-1-14
---	----------------

NORTH STAR ATV CLUB
P.O. BOX 152
ROSEAU, MN 56751

75-452/912
424861

No. 1029

DATE 10/10/14

Pay to the order of JEFF LOWOLD \$ 2220.56
two thousand two hundred twenty & 56/100 DOLLARS



118 MAIN AVENUE SOUTH ROSEAU, MINNESOTA 56751
103 HIGHWAY 11 SOUTH BADGER, MINNESOTA 56714

MP JEFF SPANINE CIA 9/16-2/30 Michael Klein

⑆091204527⑆ ⑆420486⑆ ⑆1029

NORTH STAR ATV CLUB
P.O. BOX 152
ROSEAU, MN 56751

75-452/912
424861

No. 1030

DATE 10/10/14

Pay to the order of LARRY LOWOLD \$ 308.00
three hundred eight & 00/100 DOLLARS



118 MAIN AVENUE SOUTH ROSEAU, MINNESOTA 56751
103 HIGHWAY 11 SOUTH BADGER, MINNESOTA 56714

MP CIA 8/28, 8/30 Michael Klein

⑆091204527⑆ ⑆420486⑆ ⑆1030

NORTH STAR ATV CLUB
P.O. BOX 152
ROSEAU, MN 56751

75-452/912
424861

No. 1031

DATE 10/10/14

Pay to the order of MIKE KLEIN \$ 24.00
twenty four & 00/100 DOLLARS



118 MAIN AVENUE SOUTH ROSEAU, MINNESOTA 56751
103 HIGHWAY 11 SOUTH BADGER, MINNESOTA 56714

MP CIA ADMIN AUGUST Michael Klein

⑆091204527⑆ ⑆420486⑆ ⑆1031

Roseau County Board
November 2014
Glenda A. Phillipe
District One

October 28 – County Board - Roseau
October 28 – Warroad Community Ed – Warroad
October 29 – Warroad Parks and Rec – Warroad
October 30 – WACC – Nutrition Assessment/LDSAAA – Warroad
November 4 – Operations – Roseau
November 4 – COW – Roseau
November 4 – Four Seasons – Nutrition Assessment/LDSAAA – Roseau
November 5 – LDS Agency on Aging – TRF
November 10 – County Board – Roseau
November 10 – Warroad City Council - Warroad

JACK SWANSON COMMITTEE REPORTS

OCTOBER 28, 2014 - BUILDING COMMITTEE; recommended Kraus Anderson visit for courthouse exterior inspection

OCTOBER 29, 2014 - NW MINNESOTA MANUFACTURERS BREAKFAST

OCTOBER 29, 2014 - ROSEAU ECONOMIC DEVELOPMENT AUTHORITY; presentations on proposed Cobblestone Hotel in Roseau, and on Roseau's economic snapshot

OCTOBER 30, 2014 - ASSOCIATION OF MINNESOTA COUNTIES DISTRICT III FALL MEETING (NEWFOLDEN); voted on priority issues for 2015 legislative session

NOVEMBER 3, 2015 - LOCAL GOVERNMENT INNOVATION AWARDS TELECONFERENCE; chose 5 county winners

NOVEMBER 3, 2015 - ROSEAU COUNTY COMMITTEE ON AGING; looked at lease for Far North Transit building, related to the transfer to Paul Bunyan Transit

NOVEMBER 3, 2015 - ROSEAU CITY COUNCIL; 2015 budget

NOVEMBER 4, 2014 - OPERATIONS COMMITTEE

NOVEMBER 4, 2014 - COMMITTEE OF THE WHOLE

NOVEMBER 5, 2014 - LAW LIBRARY COMMITTEE; part-time pro se attorney

NOVEMBER 5, 2014 - COMMUNITY JUSTICE COORDINATING COMMITTEE

NOVEMBER 7, 2014 - LOCAL GOVERNMENT WATER ROUNDTABLE (ST PAUL)