



## Board of Commissioners

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

Roseau, MN 56751

Phone: 218-463-4248

Fax: 218-463-3252

---

**September 23, 2014**

### **REGULAR COUNTY BOARD MEETING AGENDA**

Notice is hereby given that the Board of Commissioners of Roseau County will meet in session on September 23, 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\***

**9:15 Consent Agenda**

1. September 9, 2014 Board Proceedings
2. EDMS Hosting Agreement
3. Liquor License Resolution

**9:20 Department Reports**

1. Highway Department
  - a. Bridge Bonding Resolution
  - b. MnDOT Letter – CSAH 7

**9:30 Committee Reports**

1. Insurance Committee
  - a. 2015 Employee Insurance Plan Recommendations

**9:45 BREAK**

**10:00 County Board Items**

1. 2015 Unorganized Township Levies/Budgets
2. 2015 Preliminary County Levy
3. 2015 Preliminary County Budget
4. 2015 Budget Hearing Date
5. Commissioner Committee Reports

**11:00 Unfinished Business**

**11:00 Adjourn**

**\*Limited to five minutes**

County Coordinator's Office e-mail address: [anmarie.miller@co.roseau.mn.us](mailto: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

September 9, 2014

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, Minnesota on Tuesday, September 9, 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

Consideration of a gravel purchase contract was added to Highway Department Reports. A motion to approve the amended Agenda was made by Commissioner Falk, seconded by Commissioner Miller and carried unanimously.

### APPROVAL OF BILLS

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

#### Warrants Approved For Payment 8/28/2014

Vendor Name	Amount
AFLAC	3,668.16
SCHOOL DIST 682	39,751.44
SCHOOL DIST 690	59,042.86
TOWN OF BEAVER	9,795.35
TOWN OF CEDARBEND	2,055.26
TOWN OF LAKE	6,110.66
TOWN OF LAONA	2,991.49
TOWN OF NERESON	2,402.24
TOWN OF PALMVILLE	3,987.40
TOWN OF POHLITZ	6,137.30
TOWN OF POPLAR GROVE	4,296.93
TOWN OF REINE	2,140.72
24 Payments less than 2,000.00	10,086.87
<b>Final Total:</b>	<b>152,466.68</b>

#### Warrants Approved For Payment 9/04/2014

Vendor Name	Amount
DEARBORN NATIONAL LIFE INSURANCE	2,132.80
JOHNSON/LAURE A	3,526.88
NW MN SERV COOP-BLUE CROSS BLUE	76,394.00
PRUDENTIAL	2,217.05
TAGGART CONTRACTING, INC	225,245.95
12 Payments less than 2,000.00	5,779.12
<b>Final Total:</b>	<b>315,295.80</b>

## Warrants Approved On 9/09/2014 For Payment 9/12/2014

Vendor Name	Amount
AVIANDS LLC	9,186.48
HOUSTON ENGINEERING	2,694.00
INGALLS/TERRY	10,812.50
MAR-KIT LANDFILL	38,388.30
MSOP-MN SEX OFFENDER PROGRAM-D	4,228.40
NORTHERN RESOURCES COOPERATIVE	15,719.10
NORTHLAND TIRE	4,108.10
ROSEAU CO HWY DEPT	18,062.22
SJOBORG'S INC	2,435.25
THE MASTER'S TOUCH LLC	5,070.00
TRUE NORTH STEEL	4,352.22
ZIEGLER INC	278,201.62
76 Payments less than 2,000.00	30,183.19
<b>Final Total:</b>	<b>423,441.38</b>

## DELEGATIONS/BOARD APPOINTMENTS/PUBLIC COMMENTS

### Minnesota Power

Jim Atkinson of Minnesota Power met with the Board to provide an update on the Great Northern Transmission Line project. Mr. Atkinson stated that the permitting process is on track with both the State and the Federal Government. The Department of Natural Resources and the U.S. Fish and Wildlife Service have proposed additional routes which will be considered as part of the final Environmental Impact Statement process.

## CONSENT AGENDA

A motion to adopt the Consent Agenda was made by Commissioner Foldesi, seconded by Commissioner Miller and carried unanimously. The Board, by adoption of its Consent Agenda, approved the August 26, 2014 Regular Board Proceedings; approved advertising for the Two Rivers Watershed Board appointment; and, approved contracting for general services with ICS, per the hourly rate structure provided (valid through 12-31-14).

## DEPARTMENT REPORTS

### Highway Department

Engineer Ketring requested the Board consider authorizing final payment to R & Q Trucking for completion of the City of Roseau Bike Trail Phase III. A motion to authorize final payment to R & Q Trucking for SP 068-090-005, in the amount of \$1,933.02, was made by Commissioner Swanson, seconded by Commissioner Miller and carried unanimously.

Engineer Ketring requested the Board consider a gravel purchase contract. A motion to enter into a Gravel Purchase Contract with Arlan and Nancy Tveit beginning September 1, 2014 through December 31, 2019, for a purchase price of \$1.15 per cubic yard, was made by Commissioner Falk, seconded by Commissioner Miller, and carried unanimously.

### Sheriff's Department

Sheriff Gust requested the Board consider a job status change for Dispatch/Correctional Officer Stephanie Schwartz. A motion to change the status of Dispatch/Correctional Officer

Stephanie Schwartz from regular part-time to regular full-time was made by Commissioner Falk, seconded by Commissioner Foldesi and carried unanimously.

Sheriff Gust requested the Board consider a status change for Dispatch/Correctional Officer Karol Savage. A motion to change the job status of Dispatch/Correctional Officer Karol Savage from temporary to regular part-time was made by Commissioner Miller, seconded by Commissioner Foldesi and carried unanimously.

Sheriff Gust requested the Board consider the 2015 LifeCare Medical Center Contract. A motion to approve the 2015 LifeCare Medical Center contract for the purpose of providing community nursing services to the inmates of the Roseau County Jail, in the amount of \$55.00 per hour, was made by Commissioner Miller, seconded by Commissioner Foldesi and carried unanimously.

Sheriff Gust requested the Board consider approving the sale of two squad cars. A motion to authorize the sale of two squad cars via Mid-State Auto Auction in New York Mills, MN, was made by Commissioner Miller, seconded by Commissioner Swanson and carried unanimously.

Sheriff Gust requested the Board consider approving the purchase of two new squad cars. A motion to purchase two new Chevrolet Impalas from Lake County Chevrolet in the amount of \$23,500.00 each, (one vehicle will be purchased with Stonegarden grant funds and the purchase price of the second vehicle will be less the trade-in value of a four place Ranger), was made by Commissioner Miller, seconded by Commissioner Falk and carried unanimously.

## **COUNTY BOARD ITEMS**

### **Warroad River Watershed District Appointments**

The Board discussed appointing two Managers to the Warroad River Watershed District Board. Two applications were submitted for consideration. A motion to appoint Keith Landin and William Thompson to three-years terms on the Warroad River Watershed District Board, commencing September 19, 2014, was made by Commissioner Phillippe, seconded by Commissioner Miller and carried unanimously.

The Board discussed appointing two Managers to the Roseau River Watershed District. Five applications were submitted for consideration. The Board agreed to use a tally sheet to select these positions. After the tallies were reviewed, three Commissioners selected LeRoy Carrier while two Commissioners selected Carter Diesen, Floyd Haugen and Laverne Voll and one Commissioner selected Steve Lee.

A motion to appoint LeRoy Carrier to the Roseau River Watershed District Board for a three-year term commencing October 19, 2014, was made by Commissioner Swanson, seconded by Commissioner Falk and carried unanimously.

The Board agreed to continue with the tally system for the remaining appointment. After the tallies were reviewed, three Commissioners selected Carter Diesen, two Commissioners selected Laverne Voll and no Commissioners selected Floyd Haugen.

A motion to appoint Carter Diesen to the Roseau River Watershed District Board for a three-year term commencing October 19, 2014, was made by Commissioner Miller, seconded by Commissioner Falk and carried unanimously.

Commissioner Committee Reports

Commissioner Falk reported on the following committee(s): Operations Committee/Committee of the Whole, 9/2/14; Association of MN Counties Fall Policy Committee meetings, 9/3 – 9/4/14.

Commissioner Foldesi reported on the following committee(s): Meeting with Huss Township; and, Meeting with Greenbush Elevator.

Commissioner Miller reported on the following committee(s): Meeting with Assistant County Attorney Mike Grover - draft Army Corp of Engineers letter, 8/27/14; Reine Township meeting, 8/28/14; Operations Committee/Committee of the Whole, 9/2/14; Association of MN Counties Fall Policy Committee meetings, 9/3 – 9/4/14; Meeting with Assistant County Attorney Mike Grover – final draft of Army Corp of Engineers letter, 9/5/14.

Commissioner Phillipe reported on the following committee(s): Association of Minnesota Counties Fall Policy Committee meetings, 9/3 – 9/4/14; Warroad City Council, 9/8/14.

Commissioner Swanson reported on the following committee(s): Roseau Economic Development Authority, 8/27/14; Operations Committee/Committee of the Whole, 9/2/14; Association of MN Counties Fall Policy Committee meetings, 9/3 – 9/4/14; Roseau City Council, 9/8/14.

Upon motion carried, the Board adjourned the Regular Meeting at 10:30 a.m. The next Regular Meeting of the Board is scheduled for September 23, 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



**Agreement Governing Participation in an Electronic Document Management System Implementation Project for Income Maintenance Programs Hosted by Clay County**

This agreement is entered into by and between the County of Clay, a body corporate and politic existing under the laws of the State of Minnesota, acting through its Human Services Division, 715 11th Street North, Suite 502, Moorhead, MN 56560, hereinafter referred to as the "Host", and Roseau County Social Services, 208 6th Street SW, Roseau, MN 56751; hereinafter referred to as "Member".

**WITNESSETH:**

WHEREAS, current public funding allocated to the provision of human services is out of alignment with the quantitative and qualitative demand for services, making the current manual system unsustainable for the near future; and

WHEREAS, Roseau County desires to implement an Electronic Document Management System within their Social Services Department consisting of document scanning, electronic document management, electronic forms, and activity management, with one standard for work flow and business process across the counties, insuring a negotiation of shared resources, authority, and accountability for human services programs; and

WHEREAS, Clay County will provide the technological "Host Environment" with a centrally located server in Moorhead, and a Steering Committee will be responsible for all work flow decisions; and

WHEREAS, a means of financing both the anticipated startup costs and anticipated annual maintenance costs has been identified in the proposed terms and conditions set forth in this Agreement; and

WHEREAS a vendor for software, software maintenance, and professional services has been selected, Next Chapter Technology, Inc. (NCT) hereinafter referred to as "NCT", and a vendor for project management, MJS Consulting Inc., has been selected hereinafter referred to as the "MJS", has been chosen as a project consultant;

NOW THEREFORE, in consideration of the mutual covenants and promises between the parties set forth herein, it is hereby agreed that:

## **I. DEFINITIONS**

Annual maintenance costs – annual costs necessary for maintenance of the Software.

Activity Management – a client flow and schedule management tool that improves the assignment, coordination, and communication of scheduled and non-scheduled appointments.

Business Managers – Financial Assistance supervisors and managers.

Business Process – the collection of related, structured activities and tasks that result in determination of eligibility for Income Maintenance public assistance programs.

Case Banking – teams of workers divided by job function rather than individual cases, grouped according to program.

Consultant – an independent contractor providing project management and implementation direction until such time as the program is fully operational in all Counties; the contract with the Consultant shall end upon completion of the project.

Electronic Document Management System (EDMS) – utilization of electronic systems and methods to store and route case information rather than traditional paper files.

Go Live – the first productive use of the Software on Host Environment, by the Member, after completion of Software installation, testing and training.

Host – Clay County

Host Environment – test and production servers on which applications, databases, and documents reside and connectivity to those servers.

Member – Roseau County and any additional Counties that become part of the multi-County EDMS.

Participating User - projected estimate of each actual seat or users who access the system.

Product Updates and Upgrade - those improvements and/or modifications to the software that the Vendor generally makes available as part of the Annual Software Support Agreement.

New Product Modules - any product releases, including added functionality or major enhancement of the software, which the Vendor markets and licenses for additional fees separately from updates and upgrades. The term includes new modules and applications marketed by Vendor that pertain to the electronic document management system.

Project Sponsor – Social Services Director from Roseau County.

Project Manager – Consultant hired under contract until the County system is fully implemented.

Software - Caseworks and related software provided by Next Chapter Technology, Inc.

Startup costs – funds used to develop and implement the Income Maintenance EDMS scanning, document management, electronic forms, and activity management across the multi-County environment.

Statement of Work (SOW) - a signed document between the Vendor and the Member.

Steering Committee – a project governing committee with representatives from all participating counties

Users – Human Services workers.

Work flow - a sequence of operations declared as work of a person, a group of persons, or an organization of staff.

## **II. DESIGNATED REPRESENTATIVES**

The Clay County Director of Human Services (HS), Rhonda Porter, at telephone number (218) 299-7134, is the representative of Clay County and will administer this Agreement for and on behalf of the Host.

Representatives of Members are as follows:

Dave Anderson, Director, Roseau County Social Services, 208 6th Street SW, Roseau, MN 56751;

Changes in designated representatives shall be restricted to Directors/Director Level Administrators of charter counties.

To assist the parties in the day-to-day performance of this Agreement and to develop service, ensure compliance, and provide ongoing consultation, liaisons shall be designated by Host and each Member. The parties shall keep each other continually informed, in writing, of any change in the designated liaison.

### **III. VENDORS**

#### **A. Software:**

Next Chapter Technology, Inc. 14701 Pioneer Trail, Suite 105, Eden Prairie, MN 55347. The Designated Representative of the Vendor is Vaughn Mulcrone, President.

#### **B. Consultant: Start-Up Project Management**

MJS Consulting, Inc., PO Box 26115, St. Louis Park, MN, 55426. The Designated Representative of the Consultant is Mike Sexe.

### **IV. NOTICES**

All notices and demands pursuant to this Agreement shall be directed in writing to the Host and to each Member.

### **V. SHARED ASSUMPTIONS AND ASSURANCES**

In entering into this Agreement, the Host and Member Counties have shared assumptions and give shared assurances. These shared assumptions and assurances include:

- A. The business development approach is to establish a common infrastructure which will be used as a catalyst to redesign and streamline business processes across all Members.
- B. Clay County will provide the host and test environments for the electronic document management system software.
- C. Agreed upon technical findings and recommendations will be implemented by each impacted Member.
- D. Governance shall be by a Steering Committee, to be made up of representatives of all Members.
- E. The Member will identify one person to be the liaison to the Host County. That individual will be the point person for the end users and will in turn relay technical issues to Host County. This person will assist the vendor with local installations and system support for training, go-live, and related activities.
- F. If at some point a request is made to Host to change the Functional Specifications, the Host IT Director will:
  - 1) Determine if a solution will meet the requesting Member's business requirements exactly without impacting Host or other Members;
  - 2) Determine if a current business process can be changed to accommodate the requesting Member's needs; and
  - 3) Decide, with the approval of the Host HS Director and the steering committee to initiate a change to the Functional Specifications or to deny the request.
- G. If a request to change the Functional Specifications is denied pursuant to the above paragraph I, the decision may be appealed by the Member to the Steering Committee. If the Steering Committee approves the proposed change(s), the Software will be modified for all Members. Costs for changes may be assessed to the requesting Member only.

## VI. COST ALLOCATIONS

In entering into this Agreement, the Host and Member Counties agree to purchase and maintain Software licenses, support, maintenance, and training as follows:

### A. Initial Costs

- 1) **License** – Host and Members must obtain and maintain, at their own cost, a limited, non-exclusive, perpetual license to the Software and Interfaces, including all future revisions, Product Upgrades and Product Updates. Any additional software licenses acquired by a Member are the financial responsibility of the individual acquiring Member. The invoice for the licenses purchased, as well as the associated ongoing maintenance should be billed directly to the acquiring Member by the Vendor.
- 2) **Annual Software Support** – Host and Members must obtain and continue, at their own cost, maintenance services from the Vendor to comply with the License requirements above.

### B. Start-up Costs:

- 1) All Members will be charged a one-time “Set-up” Fee which will cover the labor necessary to register the Member on the Host County environment. Each Member shall be responsible for their individual client hardware and infrastructure improvements. The Members allocation for the one-time set up fee is \$5,000
- 2) There shall be no net increase in costs to Host. Clay County will be responsible for costs related to the establishment of a Hosting Environment and a Test Environment prior to full implementation in the Member Counties.
- 3) All training for the Start-up of the Members is defined as Initial Training. The cost allocation to the Members for Initial Training is based on the NCT contract between the Member and Next Chapter Technology, Inc

### C. Ongoing Costs:

- 1) Each member will be charged an Annual Clay County EDMS Support charge of \$4,500.
- 2) The Ongoing Cost charge is in place in order to cover infrastructure upgrades, costs associated with support of the infrastructure, and replacement of hardware.
- 3) Ongoing costs do not include costs incurred by a Member to meet its individual needs (i.e. not intended to be shared by or to benefit other Members), such as consulting, implementation, customization, education and training-related services, service to other products; maintenance of software that has been modified or repaired by someone other than Vendor; and modification or repair of damage to hardware or software caused by failure to

continually provide a suitable operating environment (regardless of cause) or by using the software for other than the purposes for which licensed. Such costs shall be paid directly by the Member receiving such services.

- 4) Host will prepare quarterly invoices for costs. Members shall remit payment to Host for invoices within thirty (30) days unless other arrangements are agreed upon by the Host and Member Counties.

**D. Database and Server Costs**

- 1) The server and database licenses have been purchased by Host with software assurance so as to keep both the server operating system and the database software up to date and supported. Costs for licenses and maintenance are included in the fee defined in C1 above.
- 2) The production server hardware has been purchased and will be maintained by Host IT.
- 3) The backup server hardware has been purchased and will be maintained by Host IT.
- 4) Host IT will be responsible for initial load and ongoing maintenance and support of all server hardware and server operating and database management software.
- 5) Member service requests to the Vendor shall pass through the Host IT Help Desk as identified by Clay County.

**VII. FILES NOT NECESSARY FOR “GO LIVE”**

Back file conversion is not in the scope of this project and therefore not considered. However, the preparation of the manual case file and the scanning of the manual case files into the Electronic Data Management System (referred to as File Prep and File Scanning) are the responsibility of each of the Members as they prepare for their individual EDMS “Go Live”.

**VIII. GOVERNANCE**

Governance of the Project will be assumed by a Steering Committee, subject to the bylaws attached as Exhibit B. The Steering Committee members shall be the Directors of Health and Human Services from each of the Members, the Department Head of Clay County Information Technology, the Income Maintenance Supervisors from each of the Members.

## **IX. DURATION**

The term of the Agreement shall be in effect from November 1, 2014 through December 31, 2015. This Agreement may be supplemented, amended or revised only in writing by agreement of all parties. The term of this Agreement shall automatically renew for successive one (1) year renewal terms on January 1, 2017 unless either party delivers written Notice of Termination as defined below.

## **X. NOTICE OF TERMINATION**

Written notice of termination shall be made by certified mail or personal delivery directed to the each party specified in the Notice section of this Agreement. Notices are deemed effective upon delivery to the Host and each Member's authorized representative. Written notice is required 90 days prior to renewal to be effective for the following year.

## **XI. EFFECT OF TERMINATION**

Termination of this Agreement shall not discharge any liability, responsibility, or right of any party which arises from the performance or failure to adequately perform the terms of this Agreement prior to the effective date of termination, nor shall termination discharge any obligation which by its nature would survive after the date of termination. Early termination prior to the termination terms herein will not absolve any parties from the funding obligations set forth in this Agreement.

## **XII. FUTURE MEMBERS**

The Project may be expanded in the future to include other counties. The Host, as the IT support, and Members must agree to the addition of new Members, subject to approval by the appropriate county boards. New Members will be held to the same requirements, policies, governance, financial obligations, and duties for all other matters as they relate to this Agreement. New Members will be incorporated into this written Agreement and into all other legal documents related to this project.

## **XIII. ASSIGNMENT**

No party may assign this Agreement without the prior written consent of every other party, and such consent shall not be unreasonably withheld.

#### **XIV. NEUTRAL CONSTRUCTION**

The parties to this Agreement agree that this Agreement was negotiated fairly between them at arm's length and that the final terms of this Agreement are the product of the parties' negotiations. Each party warrants and represents that it has sought and has received legal counsel of its own choosing with regard to the contents of this Agreement and the rights and obligations affected hereby. The parties agree that this Agreement shall be deemed to have been jointly and equally drafted by them and that the provisions of this Agreement therefore should not be construed against a party or parties on the grounds that the party or parties drafted or was more responsible for drafting the provision.

#### **XV. DATA PRACTICES**

Pursuant to Minnesota Statutes Chapter 13 (the Minnesota Government Data Practices Act, or MGDPA), Host and Members agree that they will continue to be responsible authorities for data created by their agency. Nothing in this Agreement shall result in any change in responsibilities for data practices requests, data access procedures, and compliance responsibilities of the individual agencies. Host and Members agree that the originator of the data continues to own the data and responsibilities attendant to creation and maintenance of such data. All requests for data under the MGDPA will be forwarded to the agency that created the data.

#### **XVI. SEVERABILITY**

If any one or more of the provisions contained herein shall for any reason be held to be invalid, illegal, or unenforceable in any respect, then such provision or provisions shall be deemed severable from the remaining provisions hereof, and such invalidity, illegality, or unenforceability shall not affect any other provision hereof, and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.

#### **XVII. ENTIRE AGREEMENT AND REMEDY**

In conjunction with the matters considered herein, this Agreement contains the entire understanding and agreement of the parties and there have been no promises, representations, agreements, warranties, or undertakings by any of the parties, either oral or written, of any character or nature hereafter binding except as set forth herein. This Agreement may be altered, amended or modified only by an instrument in writing executed by the parties to this Agreement and by no other means. Each party waives its future right to claim, contest or assert that this Agreement was modified, canceled, superseded, or changed by any oral agreements, course of conduct, waiver or estoppel.

#### **XVIII MINNESOTA LAW**

This Agreement shall be governed by the laws of the State of Minnesota. Any litigation regarding this Agreement or its contents shall be filed in the County of Clay, if in state court, or in the federal district court nearest to Clay County, if in federal court.

**XIX. AUTHORITY**

All parties to this Agreement warrant and represent that they have the power and authority to enter into this Agreement in the names, titles, and capacities herein stated and on behalf of any entities, persons, or firms represented or purported to be represented by such entity(ies), person(s), or firm(s) and that all formal requirements necessary or required by any state and/or federal law in order to enter into this Agreement have been fully complied with.

**XX. INDEMNIFICATION**

Each party will be responsible for its own acts and behavior and the results thereof.

**IN WITNESS WHEREOF**, the parties have caused this Agreement to be duly executed intending to be bound thereby.

**MEMBER**

<p><b>COUNTY OF ROSEAU</b></p> <p>_____</p> <p>Board Chair</p> <p>Attest _____</p> <p>Administrator</p> <p>Date: _____</p>	<p>By: _____</p> <p>Dave Anderson, Director of Social Services</p> <p>Date: _____</p>	<p>As to form:</p> <p>By _____</p> <p>Roseau County Attorney</p> <p>Date: _____</p>
--	---	---

**HOST**

<p><b>COUNTY OF CLAY</b></p> <p>_____</p> <p>Board Chair</p> <p>Attest _____</p> <p>Administrator</p> <p>Date: _____</p>	<p>By: _____</p> <p>Rhonda Porter, Director of Human Services</p> <p>Date: _____</p>	<p>As to form:</p> <p>By _____</p> <p>Clay County Attorney</p> <p>Date: _____</p>
--	--	---







**From:** Tasa, Luane (DOT) [<mailto:luane.tasa@state.mn.us>]  
**Sent:** Monday, September 15, 2014 12:14 PM  
**To:** Glenda A. Phillippe  
**Subject:** CSAH 7 Gravel Maintenance

Glenda:

I am emailing you to address maintenance concerns on CSAH 7 that have been raised by several Roseau County residents.

As I understand, aggregate surfacing was placed on CSAH 7 this year around the end of June and early July. After it was placed, some large pieces of glass were found on the road which has some locals living on that route concerned as well as some who do not live along the road. I also understand that there were some smaller pieces of glass (< 1") found on the road that were in only a couple localized areas of the road. These pieces may have been left over from the aggregate pile that was produced in 1996.

Another county in our District currently utilizes crushed glass in some of their aggregates and are using it for shouldering material. It has not been a problem for them. On a research project in the 90's, crushed glass was incorporated into a class 5 material. On that project, it was noted that the crushed glass was smaller than ¾" and the edges were rounded so that a person could walk barefoot without getting a scratch. It is likely that these unusually large pieces of glass found on CSAH 7 were not processed through a crusher. There are other likely possibilities for glass pieces larger than 1" such as breakage from bottles being thrown from a vehicle, or a bottle on the road being driven over and crushed, or bottles used as targets in the pit.

I drove over CSAH 7 on September 2<sup>nd</sup> and did notice some smaller pieces of glass (<1") at the west and east ends of the road. I did not notice any glass in the remainder of the road. It appeared to be in good condition. County personnel have been out on CSAH 7 in various locations between the east and west ends. They sent me pictures showing a few small pieces of glass less than 1" in only 2 locations and none in 4 others.

It is my opinion that CSAH 7 is being maintained in a safe and reasonable manner at this time. I do not have any concern with the minor amount of small glass pieces that have been processed through a crusher and are in the aggregate surfacing on CSAH 7. If you have any questions, please call or email me.



**INSURANCE COMMITTEE**  
**2015 REPORT AND RECOMMENDATION TO ROSEAU COUNTY BOARD**  
*Presented: September 23, 2014*

**HEALTH INSURANCE**

Insurance Pool minimum/maximums are reviewed and voted on annually by the Northwest Service Cooperative CCOGA Advisory Council. For **2015**, the Advisory Council selected the range of a minimum premium increase of 0%, and a maximum premium increase of 7.5% for pool members. Blue Cross Blue Shield (BCBS) of Minnesota calculated a 7.5% INCREASE for Roseau County's group for 2015. The impact of the 7.5% premium increase is listed below.

*(Note: Our actual calculated change in rate would have been 8.7% if we were not part of the insurance pool. The 2014 Health Insurance Increase for Roseau County medical plans was 29%.)*

		<u>2014</u>	<u>2015</u>	<u>Increase</u> <u>Per Month</u>
\$2,250 Deductible VEBA:	Single	\$ 467.50	\$ 502.50	+\$ 35.00
	Family	\$1,099.00	\$1,181.50	+\$ 82.50
\$5,000 Deductible HSA/VEBA:	Single	\$ 391.00	\$ 420.50	+\$ 29.50
	Family	\$ 918.00	\$ 987.00	+\$ 69.00
\$6,350 Deductible HSA/VEBA:	Single	\$ 372.00	\$ 400.00	+\$ 28.00
	Family	\$ 873.00	\$ 938.50	+\$ 65.50

Per Board action on October 8, 2013, the **2014** employer premium contributions were set as follows: **\$2,250 deductible VEBA plan**, \$317.76 per month toward a single plan, and \$764.50 per month toward a family plan; **\$5,000 deductible HSA/VEBA plan**, \$308.76 per month toward a single plan, and \$742.75 per month toward a family plan; and **\$6,350 deductible HSA/VEBA plan**, \$334.80 per month toward a single plan, and \$785.70 per month toward a family plan.

The current employer contribution to the employee's VEBA or HSA account is: \$100.00 per month/single plan, and \$200.00 per month/family plan.

The Board also approved (on October 8, 2013), fixed percentage health insurance premium cost shares for the years 2015 and 2016 as follows:

**\$2,250 Deductible VEBA Plan:** The County will pay 75% of the premium, and participating employees will pay 25%.

**\$5,000 Deductible HSA/VEBA Plan:** The County will pay 85% of the premium, and participating employees will pay 15%.

**\$6,350 Deductible HSA/VEBA Plan:** The County will pay 90% of the premium, and participating employees will pay 10%.

Roseau County currently carries **34** active single contracts (13 - \$2,250 deductible plan, 10 - \$5,000 deductible plan, 11 - \$6,350 deductible plan); **64** active family contracts (22 - \$2,250 deductible plan, 12 - \$5,000 deductible plan, and 30 - \$6,350 deductible plan); and **6** COBRA contracts (4 retiree single, 1 retiree family, and 1 non-retiree single). Retiree and non-retiree COBRA participants pay their own premiums. Per current policy, retired COBRA participants on Roseau County's health insurance, receive the same VEBA or HSA contribution as active employees. Non-retiree COBRA participants do not receive a VEBA or HSA contribution.

In 2015, the \$6,350 Deductible HSA/VEBA Plan will no longer be Medicare Creditable, so Medicare eligible members currently participating in that plan will need to change their coverage to either the \$2,250 or \$5,000 deductible plan; otherwise, they will need to purchase Medicare Parts B and D.

**The Insurance Committee recommends that the County continue to offer the \$2,250/\$4,500 deductible BCBS VEBA Health Plan, the \$5,000/\$10,000 deductible BCBS VEBA/HSA plan, and the \$6,350/\$12,700 VEBA/HSA plan.**

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

Select Account's administration will remain \$2.11 per participant, per month, (*premium saver interest earning account*). The fee covers the administration of Medical Flexible spending accounts, Day Care Flexible spending accounts, VEBA accounts, and HSA accounts for active employees. Inactive employees/retirees pay their own administration fees. The annual cost of administering employees' flex, VEBA, and HSA accounts for 2015 is estimated to be \$ 2,698.

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

**The Insurance Committee recommends continuing with *Select Account* to handle our 125 Medical FLEX accounts.**

The Insurance Committee recommends that we continue with the same Flex Plan design:

- The 2015 plan year **maximum medical flex contribution is \$2,500** (*amount set by the IRS*).
- The plan year **maximum dependent care flex contribution is \$5,000**, (*amount set by the IRS*).
- **Medical Crossover**
- **Debit Cards** are available to employees who opt out of crossover. (*Note: For 2015, Select Account requires that **90%** of account holders have Medical Crossover or a Debit Card.*)
- **Direct Deposit (ACH)** (***New Requirement:*** In 2015, 60% of our members must be signed up for direct deposit; in 2016, 70% must be signed up for direct deposit; and in 2017, 90% must be signed up for direct deposit or a higher administration fee will be applied.)
- We **do not allow a "grace period"** to incur claims for reimbursement from the previous year's medical flex dollars. (*We cannot have a "grace period" with a rollover option.*)
- We do currently offer a **"run out" period of three months** to submit expenses and recommend that the "run out" period be continued.
- **Rollover Option** (*Our plan was amended last December to offer a rollover of up to \$500 for the years 2014 and 2015.*)

## **LIFE INSURANCE**

***Prudential: Rates for Basic Life, Dependent Life, AD&D, and Optional Life coverage will all remain unchanged for 2015.*** A \$10,000 basic life insurance policy is provided at no cost to all eligible employees. A \$5,000 dependent life insurance is also provided for the spouse, and \$10,000 for dependent children. ***The employer cost for 2015 remains at \$3.62 per month, per eligible participant, for the employee and dependent basic coverage.*** Employees may purchase supplemental life coverage of up to \$500,000/EE, and up to \$250,000/Spouse. **The Insurance Committee recommends continuing life insurance coverage through Prudential.**

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

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

***Hartford Long Term Disability rates will remain unchanged for 2015.*** Long Term Disability is voluntary and 100% employee sponsored. **The Insurance Committee recommends continuing with Hartford for Long Term Disability Insurance coverage.**

## **DENTAL INSURANCE\***

***Dearborn National Dental insurance rates will remain unchanged for 2015.*** Dental Insurance is voluntary and 100% employee sponsored. **The Insurance Committee recommends continuing with Dearborn National for Dental Insurance coverage for 2014.**

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

***Dearborn National Short-Term Disability insurance rates will remain unchanged for 2015.*** Short Term Disability is voluntary and 100% employee sponsored. **The Insurance Committee recommends continuing with Dearborn National for Short-Term Disability Insurance coverage for 2014.**

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

Long Term Care Insurance is offered to employees and is 100% employee sponsored. Coverage is provided by CNA through the Minnesota Long Term Care Partnership Program. *(Note: Participants in the Long Term Care Plan are direct billed.)* **The Insurance Committee recommends continuing the Long Term Care coverage offering.**

## **VISION INSURANCE\***

**Last year, we received a two-year rate guarantee, so premium rates remain unchanged for 2015.** Eye Care coverage is offered to employees through the *Ameritas Group*. The plan includes a Low Option that can be used at any vision clinic, but the employee must submit claims on their own; and a High Option where the greatest benefit applies if you go to an in-network VSP provider. It is voluntary and 100% employee sponsored. **The Insurance Committee recommends continuing with the Ameritas vision insurance plan.**

***\*No County dollars are involved.***

### **AFLAC\***

*Aflac* coverage is voluntary and 100% employee sponsored. Aflac plans offered are: Accident, Cancer, Critical Care & Recovery, Personal Sickness, and Hospital Indemnity. **The Insurance Committee recommends continuing the current coverage offering through AFLAC.**

### **DEFERRED COMPENSATION\***

Roseau County offers three deferred compensation plans whereby employees may elect to set aside pre-tax dollars for retirement. Deferred Comp plans are available to employees through *Nationwide Retirement Solutions, American Funds, and Edward Jones*. Deferred Compensation is 100% employee sponsored. **The Insurance Committee recommends continuing with the deferred compensation plan offerings for 2015.**

***\*No County dollars are involved.***

### **WELLNESS NEWSLETTER**

As part of the Employee Wellness Program, Roseau County provides employees monthly health newsletter provided by WELCOA. An electronic version of the newsletter is distributed to employees where County computer access is provided. In work environments where computer access is not provided, the County provides a paper copy that is included with pay stubs. The annual membership cost is \$365.00. The newsletter is provided to us as a member of WELCOA. (The WELCOA newsletter is the least expensive newsletter available.) **The Insurance Committee recommends continuing to provide the WELCOA newsletter to employees.**

### **WELLNESS INITIATIVE**

***Incentive:*** The NW Service funds that have been used for the past three years for the Pilot Wellness Incentive program have been depleted. There will be no Wellness Incentive Funds available for 2015. The NW Service Cooperative Wellness Incentive Program is on hold until adequate Reserve Funds are available.

The Wellness Committee will be sponsoring a Mini Health Fair to be held on October 15, 2014 at the Roseau City Center. Flu shots and biometric screenings will be available for all County employees, at no charge.

### **DEADLINE DATES**

Blue Cross Blue Shield requires our plan renewal confirmation no later than October 1, 2014, in order for Blue Cross Blue Shield to prepare our Summary of Benefits and Coverage in time for benefits open enrollment (BCBS requires 30 days). A requirement of the Affordable Care Act is that we must distribute a *Summary of Benefits and Coverage* to employees at the start of open enrollment, which we project to run from November 3<sup>rd</sup> to November 18th.

# Health Insurance Employer/Employee Cost Share

## \$2,250 SINGLE/\$4,500 FAMILY DEDUCTIBLE - VEBA:

**3 Year Cost-Share Plan Adopted by the Board in October, 2014**

2014: 50%/50% on \$2,250 & \$5,000 plans, 90%/10% on \$6,350 plan; 2015 & 2016: Fixed Split 75%/25%, 85%/15%, & 90%/10%

	15% Increase	2.5% Decrease	1% Increase	29% Increase	7.5% Increase
SINGLE PLAN	50% 50% split increase	100% decrease to Employees	County Absorbed 1% Increase	50% 50% Split Increase	Fixed % Split 75%/25%
	<b>2011</b> 71%/29% <i>Premium Split</i>	<b>2012</b> 73%/27% <i>Premium Split</i>	<b>2013</b> 73.2%/26.8% <i>Premium Split</i>	<b>2014</b> 68%/32% <i>Premium Split</i>	<b>2015</b> 75%/25% <i>Premium Split</i>
# of Contracts	18		17	13	13
Monthly Premium	\$ 368.00	\$ 359.00	\$ 362.50	\$ 467.50	\$ 502.50
Employer Contribution	\$ 261.76	\$ 261.76	\$ 265.26	\$ 317.76	\$ 376.88
<i>Employee Share</i>	<i>\$ 106.24</i>	<i>\$ 97.24</i>	<i>\$ 97.24</i>	<i>\$ 149.74</i>	<i>\$ 125.62</i>
VEBA Acct. Contribution	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00

	50% 50% split increase	100% decrease to Employees	County Absorbed 1% Increase	50% 50% Split Increase	Fixed % Split 75%/25%
FAMILY PLAN	50% 50% split increase	100% decrease to Employees	County Absorbed 1% Increase	50% 50% Split Increase	Fixed % Split 75%/25%
	<b>2011</b> 73%/27% <i>Premium Split</i>	<b>2012</b> 75%/25% <i>Premium Split</i>	<b>2013</b> 75.2%/24.8% <i>Premium Split</i>	<b>2014</b> 69.6%/30.4% <i>Premium Split</i>	<b>2015</b> 75%/25% <i>Premium Split</i>
# of Contracts	33		32	22	22
Monthly Premium	\$ 865.00	\$ 843.50	\$ 852.00	\$ 1,099.00	\$ 1,181.50
Employer Contribution	\$ 632.50	\$ 632.50	\$ 641.00	\$ 764.50	\$ 886.12
<i>Employee Share</i>	<i>\$ 232.50</i>	<i>\$ 211.00</i>	<i>\$ 211.00</i>	<i>\$ 334.50</i>	<i>\$ 295.38</i>
VEBA Acct. Contribution	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00

## \$5,000 SINGLE/\$10,000 FAMILY DEDUCTIBLE - VEBA / HSA:

		2.5% Decrease	1% Increase	29% Increase	7.5% Increase
SINGLE PLAN	New Plan in 2011	100% decrease to Employees	County Absorbed 1% Increase	50% 50% Split Increase	Fixed % Split 85%/15%
	<b>2011</b> 85%/15% <i>Premium Split</i>	<b>2012</b> 87%/13% <i>Premium Split</i>	<b>2013</b> 87.4%/12.6% <i>Premium Split</i>	<b>2014</b> 79%/21% <i>Premium Split</i>	<b>2015</b> 85%/15% <i>Premium Split</i>
# of Contracts	20		19	10	10
Monthly Premium	\$ 307.50	\$ 300.00	\$ 303.00	\$ 391.00	\$ 420.50
Employer Contribution	\$ 261.76	\$ 261.76	\$ 264.76	\$ 308.76	\$ 357.42
<i>Employee Share</i>	<i>\$ 45.74</i>	<i>\$ 38.24</i>	<i>\$ 38.24</i>	<i>\$ 82.24</i>	<i>\$ 63.08</i>
VEBA or HSA Contribution	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00

		100% decrease to Employees	County Absorbed 1% Increase	50% 50% Split Increase	Fixed % Split 85%/15%
FAMILY PLAN	New Plan in 2011	100% decrease to Employees	County Absorbed 1% Increase	50% 50% Split Increase	Fixed % Split 85%/15%
	<b>2011</b> 88%/12% <i>Premium Split</i>	<b>2012</b> 90%/10% <i>Premium Split</i>	<b>2013</b> 89.9%/10.1% <i>Premium Split</i>	<b>2014</b> 80.9%/19.1% <i>Premium Split</i>	<b>2015</b> 85%/15% <i>Premium Split</i>
# of Contracts	38		37	12	12
Monthly Premium	\$ 722.50	\$ 704.50	\$ 711.50	\$ 918.00	\$ 987.00
Employer Contribution	\$ 632.50	\$ 632.50	\$ 639.50	\$ 742.75	\$ 838.94
<i>Employee Share</i>	<i>\$ 90.00</i>	<i>\$ 72.00</i>	<i>\$ 72.00</i>	<i>\$ 175.25</i>	<i>\$ 148.06</i>
VEBA or HSA Contribution	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00

**\$6,350 SINGLE/\$12,700 FAMILY -EMBEDDED VEBA/HSA PLAN  
(OPEN FORMULARY MINIMUM VALUE PLAN)**

**3 Year Cost-Share Plan Adopted  
by the Board In October, 2014**

2014: 50%/50% on \$2,250 & \$5,000 plans, 90%/10% on \$6,350 plan; 2015 & 2016: Fixed Split 75%/25%, 85%/15%, & 90%/10%

New Plan 2014      7.5% Increase

SINGLE PLAN	2011	2012	2013	Fixed % Split 90%/10%	Fixed % Split 90%/10%
				2014 90%/10% Premium Split	2015 90%/10% Premium Split
# of Contracts	N/A	N/A	N/A	11	11
Monthly Premium				\$ 372.00	\$ 400.00
Employer Contribution				\$ 334.80	\$ 360.00
<i>Employee Share</i>				<i>\$ 37.20</i>	<i>\$ 40.00</i>
VEBA or HSA Contribution				\$ 100.00	\$ 100.00

FAMILY PLAN	2011	2012	2013	Fixed % Split 90%/10%	Fixed % Split 90%/10%
				2014 90%/10% Premium Split	2015 90%/10% Premium Split
# of Contracts	N/A	N/A	N/A	30	30
Monthly Premium				\$ 873.00	\$ 938.50
Employer Contribution				\$ 785.70	\$ 844.64
<i>Employee Share</i>				<i>\$ 87.30</i>	<i>\$ 93.86</i>
VEBA or HSA Contribution				\$ 200.00	\$ 200.00

**Projected Cost to County:**

2014	2015
\$ 722,451.36	\$ 808,017.12

2013 Estimated County Cost: \$644,560.32

**Projected Cost to Employees:**

2014	2015
\$ 183,110.64	\$ 165,536.88

2013 Estimated Employee Cost: \$141,547.68





**Board of Commissioners**

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

Roseau, MN 56751

Phone: 218-463-4248

Fax: 218-463-3252

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

2014-09-03

**RESOLUTION**

**ADOPTION OF THE 2015 Unorganized Township Levies and Budgets**

WHEREAS, the Roseau County Board of Commissioners has reviewed and considered budgets for the unorganized townships located in Commission District No. 3, 4, and 5, and;

WHEREAS, the Roseau County Board of Commissioners deems it necessary that the following amounts be levied on all taxable property in specified unorganized townships in Roseau County;

NOW, THEREFORE, BE IT RESOLVED that the year 2015 unorganized township budgets are hereby approved and the following amounts shall be levied upon all taxable property in unorganized townships in Roseau County for the year 2015:

<b>Township</b>	<b>Range</b>		
161	36	Clear River	\$ 6,000
161	37	America	\$ 3,000
162	44	Juneberry	\$ 4,250
163	38	Norland	\$12,000
163	39	Spruce Valley	\$ 8,000
163	40	Jadis	\$ 700
163	43		\$ 125
163	44	Blooming Valley	\$ 1,500
164	38	Norland (north)	\$ 50
164	39	Spruce Valley (north)	\$ 200
164	40		\$ 700
164	44	Blooming Valley (north)	\$ 500

A copy of the year 2015 unorganized township budgets is on file in the County Auditor's office.

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 September 23, 2014.

(SEAL)

\_\_\_\_\_  
Jeff Pelowski  
County Coordinator

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





## Board of Commissioners

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

Roseau, MN 56751

Phone: 218-463-4248

Fax: 218-463-3252

---

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

2014-09-01

BE IT RESOLVED, that the payable 2015 Preliminary Property Tax Levy for Roseau County is hereby approved, as follows:

<u>Fund</u>	<u>Levy</u>
Revenue	\$3,293,653
Road & Bridge	1,200,000
Welfare	1,630,000
Debt Service	473,800
<u>Total</u>	<u>\$6,597,453</u>

I, Jeff Pelowski, County Coordinator 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 September 23, 2014.

(SEAL)

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

---

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

An Equal Opportunity Employer





## Board of Commissioners

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

Roseau, MN 56751

Phone: 218-463-4248

Fax: 218-463-3252

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

2014-09-02

BE IT RESOLVED, that the 2015 Preliminary Budget - incorporating the 2015 Preliminary Levy - is hereby approved, as follows:

Fund	Revenues	Expenditures	Net Budget
Revenue	\$6,049,918	\$6,212,012	-\$162,094
Road & Bridge	8,797,932	8,949,458	-151,526
Welfare	3,721,854	3,828,685	-106,831
Debt Service	484,712	446,274	38,438
Tax Supported			
Funds - Total	\$19,054,416	\$19,436,429	-\$382,013
Environmental	\$1,109,002	\$1,136,882	-\$27,880
Total - All Funds	\$20,163,418	\$20,573,311	-\$409,893

I, Jeff Pelowski, County Coordinator 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 September 23, 2014.

(SEAL)

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

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





Roseau County Board  
September 2014  
Glenda A. Phillipe  
District One

September 2/3 – AMC Conference – Alexandria  
September 8 – Warroad City Council – Warroad  
September 9 – County Board – Roseau

September 9 – Performance Review – Roseau  
September 9 – Public Health – Roseau  
September 10 – Land of the Dancing Sky – Mahnomen  
September 11 – County Insurance Committee – Roseau  
September 15 – RCCoA – Roseau  
September 16 – Social Services - Roseau  
September 16 – Highway – Roseau  
September 16 – COW – Roseau  
September 22 – Warroad City Council – Warroad

September 23 – County Board – Roseau  
September 23 – Performance Review – Roseau  
September 25 – Warroad Parks and Rec – Warroad

## JACK SWANSON COMMITTEE REPORTS

SEPT 9, 2014 - PUBLIC HEALTH COMMITTEE; continued discussion of county nuisance ordinance

SEPT 10, 2014 - SECB STRATEGIC PLANNING (MINNEAPOLIS); offered input on SECB initiatives related to ARMER, NG911, FirstNet, etc

SEPT 11, 2014 - SECB STRATEGIC PLANNING (MINNEAPOLIS); considered future costs of emergency communications, and how they might be funded

SEPT 15, 2014 - ROSEAU COUNTY COMMITTEE ON AGING; merger discussions w/ Paul Bunyan Transit (Bemidji) and how that might affect Senior Medical Travel

SEPT 15, 2014 - BUILDING COMMITTEE; talked about ICS contract - decided to ask for options on three projects; will talk about county shops at Highway Committee

SEPT 16, 2014 - SOCIAL SERVICES BOARD

SEPT 16, 2014 - HIGHWAY COMMITTEE

SEPT 16, 2014 - LAND ASSET PILOT PROJECT

SEPT 16, 2014 - COMMITTEE OF THE WHOLE

SEPT 17, 2014 - LOCAL GOVERNMENT WATER ROUNDTABLE (ST PAUL); talked about one watershed, one plan & groundwater management, among other things

SEPT 18, 2014 - SAFETY COMMITTEE

SEPT 19, 2014 - ROSEAU COUNTY COMMITTEE ON AGING; hiring advertisement

SEPT 19, 2014 - TEAM "EPIC"