



Board of Commissioners

606 5th Ave. SW, Room #131

Roseau, MN 56751

Phone: 218-463-4248

Fax: 218-463-3252

February 10, 2015

REGULAR BOARD MEETING AGENDA

Notice is hereby given that the Board of Commissioners of Roseau County will meet in session on February 10, 2015, 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

9:05 Delegations/Board Appointments/Public Comments*

9:30 Consent Agenda

1. January 27, 2015 Board Proceedings
2. Roseau County Nuisance Policy
3. Five (5) Year Bridge Plan
4. MnDOT Highway 11 Detour Agreement
5. Motor Grader/Packer Purchase
6. Mower Purchase
7. Final Payment – 2014 Bituminous Projects
8. Clay Material Lease Agreement
9. Child Support Officer & Enforcement Aide Advertisement for Hire/Testing
10. Domestic Violence Court Memorandum of Understanding
11. Northwest Regional Library Board Appointment
12. Job Description Re-evaluation Policy
13. Roseau County Employee & Safety Handbook

9:45 BREAK

10:00 Department Reports

10:10 County Board Items

1. Senior Medical Travel Appropriations
2. Minnesota Power Transmission Line Project
3. 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, Roseau County Home Page Address: <http://www.co.roseau.mn.us/>

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

PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

January 27, 2015

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, Minnesota on Tuesday, January 27, 2015 at 9:00 a.m.

CALL TO ORDER

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

APPROVAL OF AGENDA

A Resolution in support of a Drug Free Communities Grant application and authorization to submit the County Pay Equity report were added to the Consent Agenda. A motion to approve the amended Agenda, was made by Commissioner Miller, seconded by Commissioner Phillipe and carried unanimously.

COMMENTS AND ANNOUNCEMENTS

Coordinator Pelowski shared correspondence from the Roseau Area Food Shelf thanking County employees for their holiday donation, and reminded Commissioners of the Public Health Committee meeting following today's Board meeting. Commissioner Swanson noted his appreciation for Commissioner Miller's attendance at the upcoming MRCC meetings in St. Paul.

APPROVAL OF BILLS

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

Warrants Approved For Payment 1/15/2015

<u>Vendor Name</u>	<u>Amount</u>
COMMITTEE ON AGING	7,220.00
DEARBORN NATIONAL LIFE INSURANCE	2,497.51
MN DEPT OF FINANCE –TREAS	2,640.00
NW MN SERV COOP-BLUE CROSS BLUE	84,634.50
NW REGIONAL LIBRARY	97,500.00
PRUDENTIAL	2,127.87
ROSEAU CITY	7,526.62
ROSEAU CO AGRICULTURAL SOCIETY	15,000.00
ROSEAU CO HISTORICAL SOCIETY	47,500.00
ROSEAU CO MEDICAL TRAVEL	15,000.00
ROSEAU CO SOIL & WATER CONS	65,000.00
18 Payments less than 2,000.00	9,491.41
Final Total:	356,137.91

Warrants Approved For Payment 1/21/2015

<u>Vendor Name</u>	<u>Amount</u>
BADGER CITY	4,911.08
GREENBUSH CITY	9,782.57
ROSEAU CITY	30,339.48

ROSEAU RIVER WATERSHED DIST	15,882.02
SCHOOL DIST 2683	10,557.18
SCHOOL DIST 676	9,359.17
SCHOOL DIST 682	56,833.36
SCHOOL DIST 690	39,076.63
TOWN OF BARTO	2,103.44
TOWN OF LAKE	8,838.34
TWO RIVER WATERSHED DISTRICT	5,287.25
WARROAD CITY	21,641.12
WARROAD PORT AUTHORITY	5,121.03
41 Payments less than 2,000.00	28,671.04
Final Total:	248,403.71

Warrants Approved For Payment 1/22/2015

<u>Vendor Name</u>	<u>Amount</u>
MN ENERGY RESOURCES	2,981.65
ROSEAU CO SOIL & WATER CONS	41,944.00
12 Payments less than 2,000.00	5,826.00
Final Total:	50,751.65

Warrants Approved On 1/27/2015 For Payment 1/30/2015

<u>Vendor Name</u>	<u>Amount</u>
BERGSTROM ELECTRIC INC	31,584.00
CDW GOVERNMENT INC	5,201.74
HOFFMAN PHILIPP & KNUTSON	3,375.00
ICS,INC	3,500.00
JOHNSON OIL CO INC	6,362.32
MN COUNTIES INTERGOVERNMENTAL	106,317.00
NORTHERN RESOURCES COOPERATIVE	3,221.62
REESE RENTAL-DBA	35,506.50
ROSEAU CO COOP ASSN	2,432.33
ROSEAU CO TREASURER	2,420.00
UND FORENSIC PATHOLOGHY	2,587.00
WEST CENTRAL INDEXING LLC	2,000.00
39 Payments less than 2,000.00	17,758.16
Final Total:	222,265.67

DELEGATIONS/BOARD APPOINTMENTS/PUBLIC COMMENTS

Jim Atkinson of Minnesota Power met with the Board to provide an update on the Great Northern Transmission Line Project. Mr. Atkinson introduced members of the project right-of-way team, Matt Hagelin of Allete, Aimie Mims of HDR and project Attorney Eric Swanson of Winthrop & Weinstine, PA. Mr. Atkinson requested the Board consider adopting a Resolution of Support for the power line project as well as actively advocate for Minnesota Power's preferred route during the Environmental Impact Statement (EIS) process. The Board will further discuss the project at the Committee of the Whole meeting scheduled for February 3, 2015.

CONSENT AGENDA

A motion to approve the Consent Agenda was made by Commissioner Miller, seconded by Commissioner Phillipe and carried unanimously. The Board, by adoption of its Consent Agenda, approved the January 13, 2015 Board Proceedings; approved an A'viands Food Service Contract effective January 1, 2015 through December 31, 2015; approved the Roseau County Trailblazers

2nd Benchmark in the amount of \$30,506.36; authorized the submission of the Roseau County Pay Equity Report; and, approved Resolution #2015-01-05 in support of submitting a Drug Free Communities Grant application.

DEPARTMENT REPORTS

Auditor's Office

Auditor Monsrud requested the Board pass a Resolution in support of issuing County liquor licenses. A motion was made by Commissioner Miller, seconded by Commissioner Phillipe and carried unanimously to adopt the following resolution:

2015-01-04

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

Pine Ridge Liquor Inc. (Pine Ridge Liquor), an Off-sale Intoxicating Liquor License;

Salol 1 Stop, LLC, an Off-sale Intoxicating Liquor License;

Skime Store, LLC, an Off-sale 3.2 percent malt liquor license;

Springsteel Resort Inc. (Springsteel Resort), an On-sale Intoxicating Liquor License, a Sunday liquor license, and an Off-sale 3.2 percent Malt Liquor License;

Fraternal Order of Eagles Aerie No. 4195 (Warroad Eagles), an On-sale Intoxicating Liquor License, and a Sunday Liquor License;

Warroad Estates, LLC (Warroad Estates Golf Course), an On-sale Intoxicating Liquor License, and a Sunday Liquor License;

BE IT FURTHER RESOLVED that said licenses are effective February 1, 2015, through January 31, 2016, and that said licenses be approved by the Alcohol and Gambling Enforcement Director if applicable.

COUNTY BOARD ITEMS

Commissioner Committee Reports

Commissioner Miller reported on the following committee(s): Highway Committee, 1/13/15; Minnesota Pollution Control Agency Professional Judgment committee, 1/15/14; Joint Powers Natural Resource Board, 1/26/15.

Commissioner Phillipe reported on the following committee(s): Highway Committee, 1/13/15; Lake Township Board, 1/14/15; Roseau County Committee on Aging, 1/19/15; Social Services Board, 1/20/15; Roseau County Committee on Aging, 1/23/15; Warroad City Council, 1/26/15.

Commissioner Swanson reported on the following committee(s): Highway Committee, 1/13/15; Association of MN Counties, MACO Task Force, 1/13/15; Association of MN Counties, CPA Task Force, 1/13/15; NW Minnesota Emergency Communications Board, 1/14/15; Association of MN Counties Executive Committee, 1/15/15; Association of MN Counties Board of Directors,

1/16/15; Roseau County Committee on Aging, 1/19/15; Social Services Board, 1/20/15; Sheriff/Emergency Communications, 1/20/15; NW Minnesota Housing and Redevelopment Authority, 1/21/15; Roseau County Committee on Aging, 1/23/15; Team "EPIC", 1/23/15.

Upon motion carried, the Board adjourned the Regular Meeting at 10:15 a.m. The next Regular Meeting of the Board is scheduled for February 10, 2015 at 9:00 a.m.

Attest:

Date: _____

Jeff Pelowski, County Coordinator
Roseau County, Minnesota

Jack Swanson, Chair
Board of County Commissioners
Roseau County, Minnesota

DRAFT

ROSEAU COUNTY NUISANCE

Policy and Procedure

Approved: _____, 2015

POLICY

It is the policy of Roseau County to respond to public health nuisance reports following MN. Statute 145A.04.

PURPOSE

To provide a framework for the Roseau County Public Health Team in responding to complaints regarding a public health nuisance. A public health nuisance is any activity or failure to act that adversely affects the public's health.

PUBLIC HEALTH TEAM

The Public Health Team shall comprise of one member of each of the following departments or agencies: Public Health, Social Services, Environmental Services, Law Enforcement and designated municipality official if applicable.

JURISDICTION

This Policy shall apply to all areas in Roseau County, Minnesota including areas within the incorporated limits of any city, however organized, (more stringent municipality policies are allowed) except as provided by law and except as otherwise provided by law.

PROCEDURE

1. Complaints will be documented on the public health nuisance complaint form. (See Attachment A)
2. All complaints will be addressed through the "Public Health Nuisance Determination Questionnaire." (See Attachment B)
3. Complaints will be reviewed and assessed by the Public Health Team as to what, if any, action is required. Public Health Team may give any local government entity notice and opportunity to participate in the public nuisance complaint specific to their jurisdiction.

4. To enforce Public Health laws, policies or rules, (MN Statute 145A.04) Public Health Team may enter a building, conveyance or place where contagion, infection, filth or other source or cause of preventable disease exists or is reasonably suspected. The Public Health Team shall attempt to notify the owner of the property prior to making the inspection either by phone or written letter. If access is verbally denied or if access is physically impossible (chain link fence, locked homes), Do Not Go Any Further. Contact the County Attorney's office for an administrative search warrant for execution in conjunction with local law enforcement.
5. When making the inspection, the Public Health Team may take pictures of the property and shall document in writing the condition of the site. If samples are required from the site, ensure to document where, when and how the sample was obtained.
6. The Public Health Team shall make and keep a written record of the inspection of the site and whether the site was determined to be a public health nuisance. The Public Health Team makes the determination of public health nuisance based on the amount, location and amount of time the contagion, infection, filth, or other source or cause of preventable disease has been on the site.
7. If a case warrants potential abatement, Public Health Team may call an abatement meeting with the County Public Health Committee. The County Public Health Committee is made up of two County Commissioners, County Attorney, County Coordinator, County Emergency Manager, Social Service Director, County Sheriff, County Auditor, CEO from LifeCare Medical Center and Public Health Director.
8. If the Public Health Team and the County Public Health Committee determines that the site is a public health nuisance, the appropriate Public Health Team member, determined by the Public Health Team shall send a notice for abatement or removal to the owner, occupant, or agent of the property by registered or certified mail. If the threat to the public health is not removed or abated within a period of 10 days, the Board will have the threat abated or removed at the expense of the owner under section 145A.08 of Minnesota Statute or other applicable state or local law. The written notice of abatement shall contain the same stipulation. Information regarding abatement or removal of a public health nuisance will be offered, if requested by the property owner.
9. The Public Health Team shall inspect the property after the 30th day following the notice of abatement.
10. If the Public Health Team determines that the public health nuisance has not been abated, the Public Health Team shall arrange to remove or abate the nuisance, source of filth or cause of sickness described in the notice.
11. If applicable, Roseau County shall send the bill for removal to the property owner or his agent. If the bill is unpaid at the end of the year, or if the owner or his agent is unknown, the agent will certify the costs to the County Auditor as a special assessment against the real property as provided in the law.

Public Health Nuisance Determination Questionnaire

Attachment B

The following questions can be used in determining whether a nuisance is a public health nuisance. This is not a legal judgment; it is a professional judgment, based on public health principles and is normally made by a public health professional. While the answers to the following questions do not provide hard and fast answers to all problems, they may be used as a guide in making professional judgments about nuisance complaints.

1. Does the condition affect the “Public?”

This question is intended to help determine whether something is either a private or a public nuisance. If a problem affects even one individual, it is reasonable to expect that other public will be affected. It is the rare exception that a condition is so isolated as to not affect anyone other than the one individual.

___ NO: If the answer to this question is no, then the problem is of a private nature, and not within the scope of the board’s authority.

___ YES: If the answer is yes, go to the next question.

2. Does the condition affect “Health” (i.e., is there a potential health risk)?

This question is intended to help determine whether the problem is affecting health.

- a. Can the condition cause or be expected to cause transmission of disease?
- b. Does the condition cause or is there a potential for the condition to cause trauma or injury to the public?
- c. Does the condition constitute or is there a potential for the condition to constitute an exposure to hazardous elements or substances that could adversely affect the health of the public?
- d. Is the subject of the complaint an unsafe or potentially unsafe structural or environmental condition?

___ NO: If the answer to this question is no, the problem is not of a health nature and is not a public health nuisance.

___ YES: If the answer is yes,

What is the specify nature of the health risk -describe the risk as completely as possible including the level of risk? _____

Once you have completed this, go to **Using a Variety of Tools.**

USING A VARIETY OF TOOLS

Properly categorizing the nuisance complaint will determine which set of tools to use in resolving the nuisance problem.

A legal remedy is not the only remedy to a nuisance problem. Public information, education, and consultation can be used to remind people that certain actions or conditions, if allowed to exist, can become a nuisance to others. This approach can encourage a “be kind to your neighbor” environment, may improve voluntary compliance with the law, and may prevent problems from developing. For example, uncontrolled dogs can become a serious problem. However, a friendly reminder or an informal warning is often all that is needed to assure that a careless dog owner will be more careful in the future.

It is necessary to distinguish between problems that are common and easily handled informally, and those that are potentially serious and not willingly resolved by the violators. If a nuisance does not pose a public health threat, the board is not required to take action. The board may find, however, that the nuisance may become a public health threat if nothing is done to correct the problem. Such a problem may be considered a *potential public health nuisance* and the board may act to prevent a public health nuisance from developing (through education and consultation).

The following questions can be used in determining whether a nuisance complaint requires a legal remedy, or if education or consultation may get the same result.

3. Does the problem require enforcement action?

This question is intended to determine if non-legal remedies may be used.

___ NO: If the answer to this question is no, the board may use public information, education, or consultation to relieve the problem.

___ YES: If the answer is yes, it will be important to clarify the board’s ability to enforce nuisance abatement authority. Go to **Clarifying Authority for Enforcement**.

CLARIFYING AUTHORITY FOR ENFORCEMENT

Cities, towns, and county boards of health all have the ability to establish local policies for the purposes of controlling nuisances. In some cases this policy authority includes specific provisions for the control of nuisances that affect health. Therefore, it is entirely possible for a town, city or county, within a community health board’s jurisdiction to have public health nuisance control authority and responsibility. However, only a community health board or board of health has the authority to base its public health nuisance enforcement activity on the State statutory authority contained in the Local Public Health Act (Minn. Stat. 145A).

It is important that the board and its staff understand the authority it is choosing to exercise in controlling nuisance problems. If a board is enforcing Minn. Stat. 145A.04, Subd. 8, it must recognize the obligations and procedural requirements of that statute. If it is using local policies it must recognize that such authority is given as separate statutes with separate obligations and

procedural requirements. Having these differences clear will assure that local policy is consistent with State statute and promote due process in the control of nuisance problems.

The “Table of Board Organization” in the “Examples and Illustrations” section may help the board clarify its scope of authority and the specific sources of authority it may use to abate public health nuisance problems. Additionally, the following questions may be helpful in clarifying the board’s authority relative to the authority possessed by towns, cities, or counties within its jurisdiction.

4. Is the problem specifically addressed in a local policy or in State statute other than Minn. Stat. 145A?

This question is intended to help determine which specific provision of state law is most appropriate to the particular problem. Without answering the fourth question, a board of health, for example, might take enforcement action that could have been taken by another unit of government within its jurisdiction, using separate and more specific statutory authority for the enforcement.

___ NO: If the answer to this question is no, (but the answers to the previous questions are yes) the problem is a public health nuisance. It is also determined that if this problem will require enforcement action and the Minn. Stat. 145A is the appropriate source of that authority for enforcement. It is also important to remember that the board of health is the only entity authorized to base its enforcement activity on this particular statutory provision.

___ YES: If the answer to this question is yes, the legal entity responsible for the enforcement of the specific provision must be identified. Go to the next question.

5. Is the specific provision enforceable by the legal entity other than the board of health?

The purpose of this question is to identify the legal entity (i.e. town, city, county) with the authority to enforce the specific provision identified in question four.

___ NO: If the answer to this question is no, the board of health is the only legal entity with the ability to enforce the abatement authority. The board should prepare and serve the abatement order, specifically citing the authority in the order.

___ YES: If the answer is yes, the board should refer the complaint to the legal entity with the ability to enforce the abatement authority. Go to **Using Teamwork**.

USING TEAMWORK

Commitment and teamwork among the board, its attorney, law enforcement and public health professionals are critical to a successful public health nuisance control program. This teamwork can help assure that the board responds to public health nuisance problems in a professional and efficient manner. It is also important that the board and its staff work closely with the other local governments within its jurisdiction. A close working relationship is critical in finding the most appropriate solution.

Public health nuisances are both a legal matter and a public health matter. A board should rely on its Public Health Team to determine whether a nuisance is a public health nuisance, and rely on its legal counsel for advice as it determines suitable remedies. Furthermore, the board should reverse or modify staff decisions only after careful consideration. If the board equivocates on staff decisions, it will weaken its staff's – and its own – ability to deal with such problems in the future.

Having a functional team requires having a working definition of a *public health nuisance* that is agreed to by all members of the nuisance control team. This agreement does not come easily. It comes with experience and a continuing dialogue among the team members. With experience, however, a board will demonstrate convincing competence and efficiency in its nuisance control efforts.

As indicated in earlier sections of this Guide, nuisance problems are often the responsibility of another legal entity (city, town, county) within the board's jurisdiction. For example, if a nuisance problem is determined **not** to pose a threat to the public health; it may be considered a "public nuisance" and be referred to a town, city or county under separate statutory authority or policy. It is important, in these situations, to realize that the applicable statutory authorities are different from those given to boards of health. The staff must understand these relationships and assure that their enforcement activities are consistent with state law. For example, a staff person acting on the city's authority to control a general nuisance problem should not be issuing an abatement order using the board of health's authority to control public health nuisances.

Finally, public health nuisance control efforts may also be frustrated by the assumption that once the nuisance is abated the job is done. Public health nuisances are often the symptom of a larger or deeper problem. For example, a garbage house is often the sign of some other problem that may require action on the part of other agencies (e.g., social services). A public health nuisance control team that uses the full scope of resources to control a problem will have greater success in the long run.

6. Will the board refer the problem to another entity (or abate the problem using its legal authority to do so)?

This question recognizes that a board of health may choose to either abate the problem, using Minn. Stat. 145A, or other specific authority, or it may choose to refer the problem to another agency or legal entity. The decision will depend on the circumstances of the complaint and on the relationship the board has with other entities or agencies.

___ NO: If the board chooses not to refer the problem to another agency or entity, it must enforce the authority it has identified.

___ YES: If the board chooses to refer the problem, it may be helpful to specify the authority it has identified as enforceable by the entity to which it is referring the problem.

7. Is the problem resolved?

This question is intended to determine whether the abatement activity was effective. Whether the abatement activity included enforcement activity, or involved education and consultation exclusively, it is important that the nuisance has in fact been abated.

___ NO: If the answer to this question is no, the board has several possible Responses.

___ YES: If the answer is yes, the board should document or acknowledge the resolution of the complaint.

ROSEAU COUNTY NUISANCE

Under the direction of Roseau County Board of Health

606 5th Avenue SW, Room #160
Roseau, MN 56751
(218) 463-1282

ORDER TO ABATE A PUBLIC HEALTH NUISANCE

Name:

Address:

**PURSUANT TO AUTHORITY GRANTED IN MINNESOTA
STATUTES SECTION 145A.04, BE ADVISED THAT THE
ROSEAU COUNTY BOARD OF HEALTH OFFICIALS
HAVE FOUND A PUBLIC HEALTH NUISANCE EXISTS AT:**

Address:

Parcel Number:

The findings were:

Corrective Actions:

MEMORANDUM OF UNDERSTANDING

9TH Judicial District Court of MN – Beltrami and Roseau Counties

The 9th Judicial District Court of Minnesota – Beltrami County (Judiciary) is the recipient of the Court Training and Improvements Program Grant number 2012-WC-AX-0004 for project period 10/1/2012 to 09/30/2015 and will coordinate the Justice for Families Project OVW-2015-4035 for Beltrami and Roseau Counties. The Judiciary will collaborate with the following agencies from Beltrami and Roseau Counties and Cities of Bemidji, Roseau and Warroad to carry out specific components of the grant: Sheriff’s Office, City Police Department, County Attorney’s Office, Court Administration, Health and Human Services, Family Advocacy Center of Northern Minnesota, Legal Services of Northwest Minnesota, Minnesota Department of Corrections, North Homes Children and Family Services, Bemidji Area Program for Recovery, Northwoods Coalition for Family Safety, Red Lake Offender Re-Education Programs, Leech Lake Family Violence Program, Leech Lake Behavioral Health Men’s Domestic Abuse Re-Education (DAR) Program, LifeCare Behavioral Health in Roseau, and the Violence Intervention Project in Thief River Falls, MN. This Multi-Disciplinary Partnership hereinafter will be collectively referred to as “Project Partners”. The above listed Project Partners have committed to designate at least one individual from their agency to participate on a Multi-Disciplinary Advisory Team (Team). One Advisory Team will meet in Beltrami County and one Team will meet in Roseau County. The Team will supplement already established collaborations with many of the same Project Partners as well as continued participation on the already established DV Court Advisory Team. The Team is fortunate to build on these existing relationships.

History

The Beltrami County DV Court Team was formed in 2012 and heard its first case in DV Court on September 6th, 2013. In late 2014, Roseau County contacted Beltrami County regarding implementing a DV Court dedicated docket in that county. The Team has collaborated on grants in the past related to domestic violence, sexual assault, dating violence and stalking, as well as countywide and regional endeavors such as The Beltrami Area Service Collaborative, ISD #31 School Board, Northwoods Coalition for Family Safety, Leech Lake SART/DAART Collaborative, Minnesota Coalition for Battered Women, Mending the Sacred Hoop Coalition, Minnesota Indian Women's Sexual Assault Coalition, Family Advocacy Center of Northern Minnesota Board, Beltrami County Children's Justice Initiative, Bemidji Area Sexual Assault Multidisciplinary Response Team, Beltrami County Child Protection Committee, Legal Service of NW MN Board, DUI Court Teams, Children's Mental Health Advisory Councils, and the Roseau County Community Justice Coordinating Committee. We are also fortunate to have one of our Beltrami County DV Court Judges serve twice on the faculty of the National Council of Juvenile and Family Court Judges' *Enhancing Judicial Skills in Domestic Violence Workshop*. Throughout the past three years, members of the Team have met consistently each month to develop and implement the current DV Court in Beltrami County and agree to continue to meet monthly, or more often if need arises, in Beltrami and Roseau County to ensure this project's success.

Planning and Development Participation and Partnerships

The Judiciary and the Project Partners have collaboratively developed the grant. There have been numerous phone calls, emails, meeting and reviews of grant narratives and budgets. Each Project Partner also provided commentary and/or statistical data for inclusion. Each

agency fully supports and endorses all aspects of this grant application. Project Partners agree to develop and continue to meet as an Advisory Team focused on intimate partner domestic violence, sexual assaults, dating violence and stalking.

Agency Roles and Responsibilities

The Judiciary will serve as the administrative and fiscal agent of the grant and ensure compliance with the reporting requirements of the Office on Violence Against Women. The Judiciary has hired a full-time staff person to carry out the duties associated with a Domestic Violence Coordinator position in Beltrami County. This position (DV Court Coordinator) will continue as the DV Court Coordinator for Beltrami and Roseau Counties. This position will be responsible for oversight of the project through facilitation of meetings, ensuring completion of appropriate evaluations, assisting in the preparation of reports as required by the grant, coordination of planning and developing the Dedicated Domestic Violence Court and Team. This individual will obtain information from intervention programs and government agencies on compliance of offenders with court-ordered conditions, track victim service access, serve as a conduit for emergency information from agencies to the judge, and provide case status information. The Judiciary will contribute office space, furniture, computer, printer and telephone along with support consisting of clerical assistance and supervision.

Roseau County has one District Court Judge. The Judiciary will commit the Roseau County District Judge to assist in planning, developing and implementing the Dedicated Domestic Violence Court for Roseau County. The Judiciary will commit all three Beltrami County District Court Judges to continue to preside over the Beltrami County Domestic Violence Court, rotating each week to hear their assigned cases. The Roseau Court Judge will commit to attending a National Workshop of “Enhancing Judicial Skills in Domestic Violence” through the

National Judicial Institute on Domestic Violence sponsored by the National Council of Juvenile and Family Court Judges, Family Violence Prevention Fund, and the U.S. Department of Justice, Office on Violence Against Women. The Judiciary agrees to fully participate in the development, implementation and continuation of any and all Domestic Violence Court policies, procedures, and protocols set forth by the Team. The Judiciary commits to providing swift incarceration when deemed appropriate to hold the offender accountable. The Judiciary commits to using a trauma-informed approach to victims and their families, assessing danger to the victim when considering bail amount and jail time and will issue No Contact Orders when necessary.

Law Enforcement will record all 911 calls and retain calls for prosecution, use a trauma-informed approach with victims and their families, collect evidence from the scene and/or secure the scene as needed, make an arrest if probable cause exists, coordinate investigation with appropriate agencies, conduct interview with victim if they are willing, using an approved danger assessment and submit danger assessments to the county attorney, coordinate crisis intervention and referrals with victim advocates, assure victims are advised of their rights and services, train officers regarding domestic violence, sexual assaults and stalking, conduct follow-up investigation as necessary and obtain follow-up photographs of victim injuries.

District/County Attorneys will be trained and use a trauma-informed approach with victims, coordinate victim advocacy and support services during investigation and court proceedings with victims and their family, inform victims and advocates of court proceedings, work to hold offenders accountable, maintain current training on issues related to intimate partner domestic violence, sexual assault, dating violence and stalking.

Department of Corrections/Probation will provide specialized agents to attend DV Court, Batterer Intervention Programs, and Pre-Trial Supervision. Agents will assure that the defendant

abides by the terms of probation, ensure timely filing of violation reports and progress reports and maintain current training on issues related to intimate partner domestic violence, sexual assault, dating violence and stalking. Agents will commit to using a trauma-informed approach with victims and their children.

Advocates will be available 24/7 for crisis calls and will also commit to attending meetings, as needed, with law enforcement, prosecution and other Project Partners. Advocates will provide crisis intervention for victims and their children, ongoing support and referrals when needed, provide court advocacy and assistance during DV Court and OFP hearings, monitor court cases, provide education and information to the public regarding intimate partner domestic violence, sexual assault, dating violence and stalking, commit to using a trauma-informed approach to victims and their children and recruit and train volunteer advocates.

Project Partners will designate at least one Team member to participate in all planning meetings and trainings and be involved in developing and implementing program and system accountability. The Project Partners agree to conduct cross-training for victim service organizations, governmental agencies, courts, law enforcement and nonprofit/non-governmental organizations working with domestic violence victims throughout Beltrami and Roseau Counties during the project. The cross-training will help to develop a better understanding of the role each agency plays in addressing domestic violence within Beltrami and Roseau Counties.

The Project Partners will fully participate in the development and implementation of any and all Domestic Violence Court policies and protocols. All Project Partners share fundamental values and goals, including the promotion of victim safety and offender accountability. The Project Partners will maintain appropriate confidentiality and guarantee that both offenders' and victims' rights are protected.

All Project Partners agree to participate in the Project as outlined in the MOU and the grant proposal. All Project Partners agree to their roles, responsibilities, and resources as listed above and are committed to collaborating to achieve the goals outlined in this proposal. All Project Partners agree to provide required data needed for evaluation efforts. Each partner is committed to working together to achieve project goals, submit financial documentation for accounting as needed, and maintain a project that is focused on victim safety and offender accountability. All Project Partners agree to abide by federal and state guidelines regarding Equal Opportunity, Drug-Free Workplace, and financial reporting.

Approval

We, the undersigned, have read and agree with the Memorandum of Understanding. We agree to abide by the terms and conditions contained in the MOU between the 9th Judicial District Court of Minnesota and my agency for the purpose of the proposed project.

Paul Maatz District Court Administrator for the 9 th Judicial Court of Minnesota Bemidji, MN	Date
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Assistant Chief Judge Paul T. Benshoof Beltrami County for the 9 th District Court of Minnesota	Date
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Judge Shari R. Schluchter Beltrami County for the 9 th District Court of Minnesota	Date
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Judge John Melbye Beltrami County for the 9 th District Court of Minnesota	Date
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Annie Claesson-Huseby Beltrami County Attorney	Date
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Andrea Kingbird; Executive Director Northwoods Coalition for Family Safety Bemidji, MN	Date
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Robert Sommerville Beltrami County and Cass County Court Administrator	Date
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Sheriff Phil Hodapp Beltrami County Sheriff's Department	Date
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Chief Michael Mastin Bemidji Police Department	Date
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Trisha Hansen; District Supervisor Minnesota Department of Corrections Bemidji, MN	Date
Becky Secore; Director Beltrami County Health and Human Services	Date
Kim Anderson; West Director North Homes Children and Family Services Bemidji, MN	Date
Terri Buscher; Owner/Business Manager Bemidji Area Program for Recovery	Date
Sharon Finn; Director Leech Lake Family Violence Program	Date
Aria Trudeau; Director Family Advocacy Center of Northern Minnesota Bemidji, MN	Date
Sheriff Steve Gust Roseau County Sheriff's Department	Date
Chief Ward Anderson Roseau City Police	Date
Judge Donna Dixon Roseau County for the 9 th District Court of Minnesota	Date
Karen Foss Roseau County Attorney	Date

Chief Wade Steinbring
Warroad City Police

Date

Erica Austad
Warroad City Attorney

Date

Michelle E. Moren
Asst. Roseau City Attorney

Date

Dave Anderson; Director
Roseau County Health and Human Services

Date

Anne Hoefgen; Executive Director
Legal Services of Northwest MN
Moorhead and Bemidji, MN

Date

Darlene Lussier; Director
Red Lake Women's Shelter
Red Lake Offender Re-Education Program

Date

Bruce Slinkman; Coordinator
Leech Lake Behavioral Health Men's Domestic Abuse Re-Education Program

Date

Jan Carr; Director of Social Services
LifeCare Behavioral Health
Roseau, MN

Date

Sandra Bently; Director
Violence Intervention Project; Thief River Falls, MN

Date

Teresa McDonnell
Roseau County Court Administrator

Date

Jack Swanson; Chairperson
Roseau County Commissioners

Date



Roseau County Request for Board Action

Agenda Item #: Consent 11 <small>(for office use only)</small>		
Requested Board Date:	February 10, 2015	Originating Department: County Board
Subject Title (as it will appear on the Agenda): Northwest Regional Library Board Appointment		Presenter: Jeff Pelowski
Estimated Amount of Time Needed for Discussion:		
<input checked="" type="checkbox"/> < 5 minutes <input type="checkbox"/> 5 minutes <input type="checkbox"/> 10 minutes <input type="checkbox"/> 15 minutes <input type="checkbox"/> 30 minutes <input type="checkbox"/> >30 minutes		
Board Action Requested: Requesting approval to appoint a County Representative to the Northwest Regional Library Board.		
Background: Library Board applications were reviewed at the February 3 rd Committee of the Whole meeting. The Committee is recommending Gracia Nelson for this appointment.		
Supporting Documentation: <input type="checkbox"/> Attached <input checked="" type="checkbox"/> None		
Agenda Classification for County Board Meeting:		
<input type="checkbox"/> Delegations <input checked="" type="checkbox"/> Consent Agenda <input type="checkbox"/> Department Reports <input type="checkbox"/> Committee Reports <input type="checkbox"/> County Board Items <input type="checkbox"/> Other		

FOR OFFICE USE ONLY:

Board Action: Approved as Requested: _____ Denied: _____ Tabled: _____ Other: _____	Distribution/Filing Instructions:
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Roseau County Request for Board Action

Agenda Item #: Consent 12 <small>(for office use only)</small>	
Requested Board Date:	February 10, 2015
Originating Department: County Coordinator	
Subject Title (as it will appear on the Agenda): Job Description Re-evaluation Policy	Presenter: Jeff Pelowski
Estimated Amount of Time Needed for Discussion:	
<input checked="" type="checkbox"/> < 5 minutes <input type="checkbox"/> 5 minutes <input type="checkbox"/> 10 minutes <input type="checkbox"/> 15 minutes <input type="checkbox"/> 30 minutes <input type="checkbox"/> >30 minutes	
Board Action Requested: Requesting approval to revise the existing Job Description Re-evaluation Policy.	
Background: The revised policy, as presented at the February 3, 2015 Committee of the Whole meeting is attached ("marked-up" version).	
Supporting Documentation: <input checked="" type="checkbox"/> Attached <input type="checkbox"/> None	
Agenda Classification for County Board Meeting:	
<input type="checkbox"/> Delegations <input checked="" type="checkbox"/> Consent Agenda <input type="checkbox"/> Department Reports <input type="checkbox"/> Committee Reports <input type="checkbox"/> County Board Items <input type="checkbox"/> Other	

FOR OFFICE USE ONLY:

Board Action: Approved as Requested: _____ Denied: _____ Tabled: _____ Other: _____	Distribution/Filing Instructions:
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JOB DESCRIPTION RE-EVALUATION POLICY

Effective Date: ~~February 10, 2015~~ July 26, 2011

- 1) The County Board shall review the County's pay structure plan in its entirety every 3 to 5 years.
- 2) If a ~~De~~partment ~~H~~ead determines that an employees' job description has changed, the ~~De~~partment ~~H~~ead may submit a written request for a re-evaluation of the position. The request shall include an explanation of the changes the ~~De~~partment ~~H~~ead has determined warrants a re-evaluation, the revised standard job description and/or questionnaire form, and must be submitted to the Coordinator.
 - > The Coordinator and the ~~De~~partment ~~H~~ead shall present the request to the Committee of the Whole, (COW). ~~Human Resources Committee.~~
 - > The COW ~~Human Resources Committee~~ shall either approve or deny the request for a re-evaluation. If the request is approved, the Coordinator shall immediately forward the request to the consultant for re-evaluation. If the request is denied, the ~~De~~partment ~~H~~ead may appeal the decision directly to the County Board.
 - > The consultant shall return the results to the Coordinator. The Coordinator shall review the results with the ~~De~~partment ~~H~~ead. The Coordinator and ~~De~~partment ~~H~~ead shall present the results to the COW ~~Human Resources Committee.~~
 - > In the event the re-evaluation warrants a grade increase or decrease, the COW ~~Human Resources Committee~~ shall make a recommendation to the County Board for action.

ROSEAU COUNTY RESOLUTION # ____ - ____

TO THE MINNESOTA PUBLIC UTILITIES COMMISSION

SUPPORTING MINNESOTA POWER'S GREAT NORTHERN TRANSMISSION LINE PROPOSED ROUTE
ALTERNATIVES

MPUC DOCKET NO. E015/TL-14-21

OAH CASE NO. 65-2500-31637

DOE OE DOCKET NO. PP-398

Resolution Offered by Commissioner _____

Whereas, Minnesota Power is proposing to construct the 500 kV Great Northern Transmission Line from the Manitoba/Minnesota international border in Roseau County to the Blackberry Substation in Itasca County by June 1, 2020; and

Whereas, Minnesota Power is partnering with Manitoba Hydro to build this line that will deliver, clean renewable hydropower from northern Manitoba to Minnesota and the upper Midwest; and

Whereas, Minnesota Power has been working with Roseau County and residents and landowners in Roseau County for over three years to develop and refine a route for this project that provides the least impact to residents and landowners; and

Whereas, this voluntary outreach has included multiple open houses in Roseau County and multiple meetings updating Roseau County Commissioners in addition to the required legal notices to Roseau County and multiple public hearings on the need for the Great Northern Transmission Line and the scope of the environmental impact statement for the state route permit and federal Presidential Permit; and

Whereas, in September 2014 the Minnesota Public Utilities Commission approved a working group to gather additional public input and two Roseau County Commissioners participated in these working group meetings and provided input on the proposed routes and border crossing; and

Whereas, in October 2014 Minnesota Power submitted to the United States Department of Energy an amendment to its border crossing based on consultation with landowners and stakeholders in Roseau County that the originally proposed border crossing was no longer feasible given constraints from the future expansion of the Piney-Pinecreek Border Airport and the Roseau River Wildlife Management Area; and

Whereas, with this new information, Minnesota Power and Manitoba Hydro reached an agreement on a new border crossing that would originate at the Minnesota-Manitoba border roughly 2.9 miles east of Highway 89 in Roseau County. It would proceed southeast 0.2 miles and then travel south 2.3 miles to

390th Street and turn east following Minnesota Power's proposed Blue and Orange Routes as proposed in its April 15, 2014 Route Permit and Presidential Permit applications; and

Whereas, during the scoping process for the environmental impact statement additional border crossings were proposed by the Minnesota Department of Natural Resources and private landowners and four of these additional border crossings were carried forward by the Minnesota Department of Commerce into the scope of the draft environmental impact statement; and

Whereas, Roseau County supports the amended border crossing proposed by Minnesota Power as the one that minimizes impacts on private landowners, maximizes use of state lands, and is the only feasible border crossing given the agreement between Minnesota Power and Manitoba Hydro; and

Whereas, Roseau County opposes the proposed route alternatives in Roseau County submitted by the Minnesota Department of Natural Resources and the United States Fish and Wildlife Service that were done without input from Roseau County, including the Roseau Lake WMA Alternative, due to more impacts on private landowners and agricultural land use and increasing the length of the line in Roseau County by ten miles and interfering with a private airstrip; and

Whereas, it is in the best interests of Roseau County that impacts to agricultural land uses and human settlements be minimized and Minnesota Power's proposed route accomplishes those objectives; and

Whereas, the route alternatives submitted by the Minnesota Department of Natural Resources and the United States Fish and Wildlife Service effectively negate the over three years of good faith participation by Roseau County and its residents in working collaboratively with Minnesota Power to route the Great Northern Transmission Line in a manner that provides the least impact to residents and landowners;

Now Therefore Be It Resolved:

Roseau County endorses Minnesota Power's preferred route as submitted on April 15, 2014 in the above-referenced dockets and endorses Minnesota Power's proposed border crossing as submitted in October 2014 to the United States Department of Energy; and

Roseau County designates Commissioner _____ or another designee to fully participate in the public information meetings on the draft environmental impact statement and the state route permit public hearings and to provide written and oral testimony consistent with this resolution.

Approved and adopted on this ___ day of _____ 2015.

JACK SWANSON COMMITTEE REPORTS

JANUARY 27, 2015 - PUBLIC HEALTH COMMITTEE - County nuisance policy discussion

JANUARY 28, 2015 - ASSOCIATION OF MINNESOTA COUNTIES NEW COMMISSIONER TRAINING (ST PAUL); AMC Executive Committee attends to meet newly elected county commissioners; training included Roberts Rules of Order, Open Meeting Law, Ethics, etc.

JANUARY 29, 2015 - ASSOCIATION OF MINNESOTA COUNTIES NEW COMMISSIONER TRAINING (ST PAUL)

FEBRUARY 2, 2015 - NORTHLAND COLLEGE COMMITTEE; met w/ NCTC and DEED on Northland programming/presence at the Roseau City Center.

FEBRUARY 2, 2015 - MINNESOTA DNR FORESTRY - Swanson and Kyle DeMolee (Roseau County EM) met w/ Adam Munstenteiger (MN DNR) on wildland fire presentation

FEBRUARY 2, 2015 - ROSEAU CITY COUNCIL - transfer of Far North building from city to Roseau Economic Development Authority (which can sell to Roseau County Committee on Aging)

FEBRUARY 3, 2015 - ROSEAU COUNTY OPERATIONS COMMITTEE

FEBRUARY 3, 2015 - ROSEAU COUNTY COMMITTEE OF THE WHOLE

FEBRUARY 4, 2015 - RED RIVER VALLEY DEVELOPMENT ASSOCIATION - Valley Farmer/Homemaker Award

FEBRUARY 4, 2015 - SAFETY TRAINING

FEBRUARY 4, 2015 - COMMUNITY JUSTICE COORDINATING COMMITTEE - domestic violence court

FEBRUARY 6, 2015 - NORTHWEST EMERGENCY COMMUNICATIONS BOARD - teleconference on administrative contract with Headwaters RDC

Roseau County Board
February 2015
Glenda A. Phillipe
District One

January 27 – County Board – Roseau

January 27 – Public Health – Roseau

Nuisance policy presented by Julie Pahlen.

January 28 – North Star 4-H – Warroad

Letter of support for AMC Leadership Award

February 3 – Operations – Roseau

February 3 – COW – Roseau

February 4 – Land of the Dancing Sky Agency on Aging – Thief River Falls

Phillipe elected chair of Region One LDS AAA; presentation from Act on Alzheimer's program; information regarding Live-at-Home grants (will contact Wynne); discussed SMT/additional dollars in 2016 not probable; stats for persons served in our region.

February 9 – Warroad City Council – Warroad

February 9 – Warroad School Board – Warroad

February 10 – County Board – Roseau

February 11 – Lake Township – Warroad

February 16 – RCCoA – Roseau

February 17 – Social Services – Roseau

February 17 – Highway Dept. – Roseau

February 17 – Land Divesture – Roseau

February 17 – Township Officers Annual Meeting - Roseau

February 18 – Waste Management – Roseau