
REGULAR BOARD MEETING AGENDA

Notice is hereby given that the Board of Commissioners of Roseau County will meet in session on August 9, 2016, 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*

1. Lee Meier, Director, NW MN Housing & Rehabilitation Authority – Annual Program Update

9:20 Consent Agenda

1. July 26, 2016 Board Proceedings
2. Warroad River Watershed Board Appointment
3. County Vehicle Policy
4. Roseau/LOW Sportsman's Club – Reimbursement Request
5. Ditch System Loan Repayment – Annual Interest Rates
6. Advertise for Hire – Jailer/Dispatch

9:25 Department Reports

1. Highway
 - a. Final Payment Request – CSAH 72 Bridge Deck Project
 - b. GIS Technician

9:45: County Board Items

1. CGI Communications Agreement
2. Topics Discussion – MnDNR Commissioner Landwehr Meeting (8/30/16)
3. Commissioner Committee Reports

10:45 Unfinished Business

10:45 Adjourn

***Limited to five minutes**



Main Office:
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August 9, 2016

Roger Falk, Chair
Roseau County Commissioners
606 5th Avenue SW
Roseau, MN 56751-1477

Dear Mr. Falk,

Another year has passed and we're looking forward to meeting with the Roseau County Board to give an update of activities the HRA is involved with in the county. As you are aware the HRA has levied a portion of the taxable market value since 2008 with a goal to use the levy funds to add leverage when applying to various funding sources that may benefit the county and cover development costs associated with the HRA operations.

The HRA, which was founded by Bill Seeger, has served northwestern Minnesota with housing needs since 1972. For over 40 years the HRA has been instrumental in creating numerous housing opportunities for the region. Such as; 969 units of Section 8 rental assistance funded by HUD with payments made directly to private/public landlords; rental, commercial and owner occupied rehabilitation increasing the value of their properties and help increase the tax base; down payment assistance that has benefited over 900 families in buying a home; development of market rate housing allowing area residents with more housing options and community development projects improving the living conditions for its residents.

The HRA continues to search for opportunities to improve the quality of life for our residents in the region. We look forward to working with county leaders on future projects and we thank you for allowing the HRA to play a vital role in the housing industry for the past 40+ years.

We've attached a brief overview of HRA programs operated in the region. Contact me at 218-637-2431 with questions or need additional information.

Sincerely,

Lee Meier
Executive Director

Cc: County Auditor/Administrator
HRA Board



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To: Roseau County Board of Commissioners

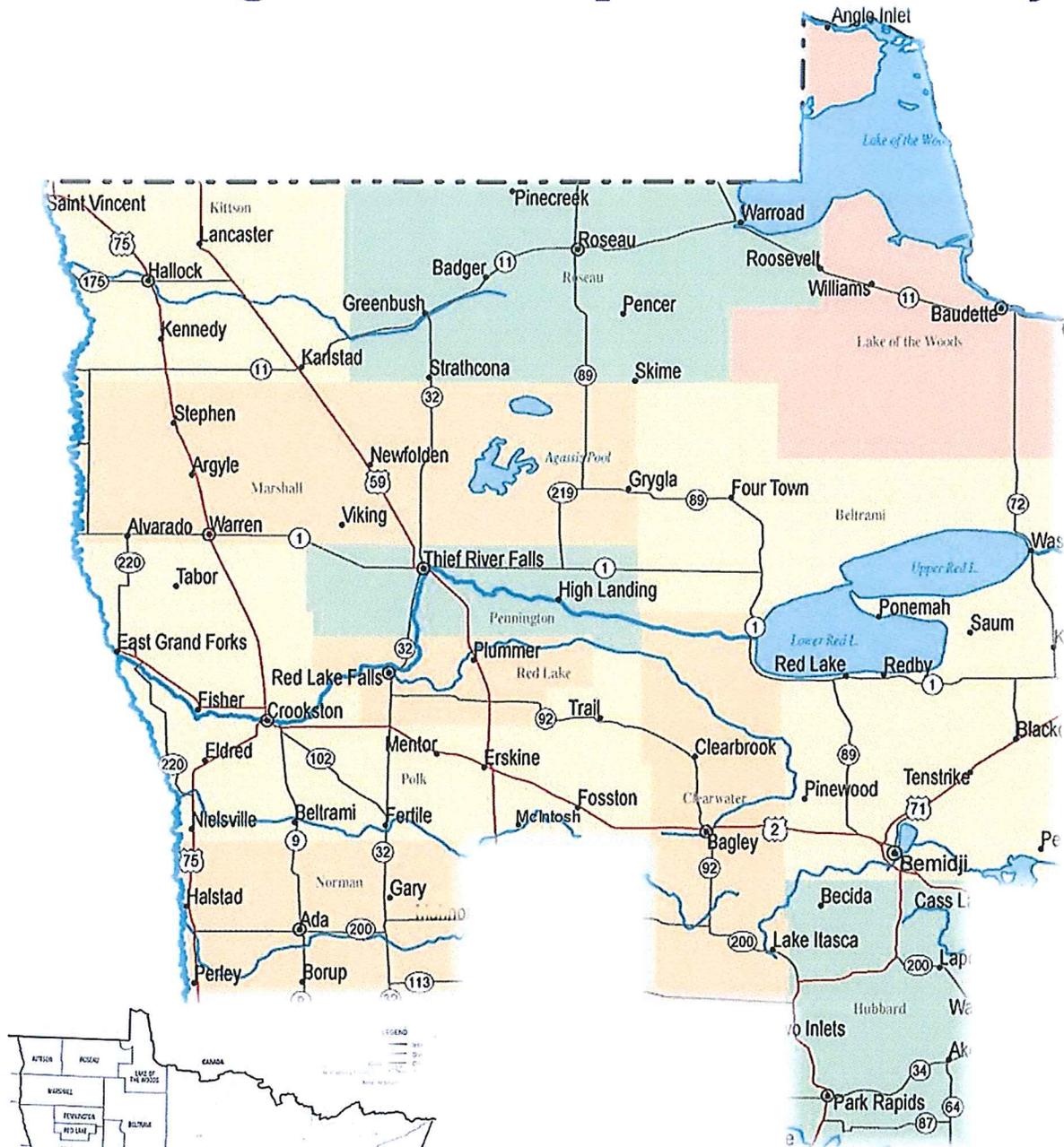
From: Jack Swanson, Roseau County HRA Board Member
Lee Meier, HRA Executive Director

Date: August 9, 2016

Re: HRA 2016 levy and program review

www.nwmnhra.org

Northwest Minnesota Multi-County Housing & Redevelopment Authority



**Building Opportunity...
One Community
at a Time**

**Northwest Minnesota Multi-County
Housing and Redevelopment Authority**
205 Garfield Ave – PO Box 128 – Mentor, MN 56736
www.nwmnhra.org

Our Mission

“To improve the lives of residents in our service area
through affordable housing and community development.”

Our Vision

"To be an innovative leader, creating affordable housing opportunities and
strengthening northwest Minnesota communities

History of the HRA

After much effort and persistence by Bill Seeger, the HRA was organized in September 1972. The area of operation included the counties of Kittson, Polk, Marshall, Pennington, and Red Lake. In September of 1973, Roseau County was added making up the present six county area of Northwestern Minnesota. In addition, we contracted with various counties to operate housing programs on their behalf.

On August 29, 1975, the HRA began with a program called Section 8 Existing Housing Rental Assistance. This program made assistance available to elderly and low-income families who live in existing standard approved rented houses or apartments. Very often these are the homes that they already occupy. We now operate 969 units for rent assistance to low-income families in our seven county area.

In 1979 and 1980, HUD authorized the HRA to construct Public Housing units. The HRA constructed 24 scattered site three-bedroom homes and 50 units of one-bedroom elderly apartments located in Fertile, Fisher, & Climax.

In 1982, approval was received for 44 additional elderly units sited in Badger, Fosston, and Middle River. The Public Housing project differs from the Section 8 program in that the HRA actually owns the project units as opposed to private ownership. Presently the HRA owns and operates 103 Public Housing units.

The HRA also has been very active with pursuing and operating Minnesota Housing Finance Agency funds. The HRA uses MHFA funds to do numerous rental and homeowner grant programs. In addition, we have received funds for the Community Revitalization Fund program where private and public investors team with MHFA to assist with down payment to prospective homeowners.

In 1996, the HRA established a 501C4 Community Organization Development Organization to assist area residents with homeownership and create new housing opportunities for our citizens. Also, in 1997 the HRA organized a management company by creating a 501C3 for that specific purpose. The company was organized to manage the affordable rental units that were funded by essential function bonds. Summerfield Apartments, as they are called today, are located in 17 communities. Greater Minnesota Management Company has increased their portfolio other than Summerfield and manages over 600 rental units in the region.

In 2005, 2008, 2011 and 2012 the HRA also acquired and completed extensive rehab on rental properties located in Bagley, Fosston, Mentor and Thief River Falls. In 2015 the HRA completed a refinance of the Summerfield Properties to reduce finance costs and improve efficiencies. Also the HRA sold a property May 2016 in Thief River Falls to a local foundation to increase housing opportunities for area college students and the NCTC. The HRA continues to work with cities and counties to assist with their economic and community development needs.



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June 1, 2016

Martie Monsrud
Roseau County Auditor
606 5th Avenue SW, Room 160
Roseau, MN 56751-1477

Dear Martie,

As you are aware the HRA board of commissioners can approve up to 25% of the maximum levy allowed with discretion from the County Board of Commissioners to levy any additional funds as they deem appropriate.

I've attached a copy of the 2016 HRA levy resolution passed by the HRA board at its May 2016 meeting. I will contact you by the end of July to schedule a time to meet with the county board to review the levy and what the HRA is accomplishing in the region to address community and housing development needs.

If you have any questions or comments please call me at 218-637-2431 or email lee@nwmnhra.org.

Sincerely,

Lee Meier
Executive Director

Cc: HRA Board

Resolution 5-16-2

**RESOLUTION APPROVING 2016 NORTHWEST MINNESOTA
MULTI-COUNTY HRA LEVY in ROSEAU COUNTY**

WHEREAS, the NW MN Multi-County (HRA) Board of Commissioners has determined that the availability of accessible affordable housing is a necessary component of a vital, sustainable economy in NW Minnesota; and

WHEREAS, there continues to be a substantial gap between the need for affordable housing in NW Minnesota and availability of such units; and

WHEREAS, the HRA is authorized by statute to levy an amount up to 25% of 0.0185 per cent of taxable market value, with the approval of the HRA Board of Commissioners; and

WHEREAS, the additional levy authorized by state law would provide leverage funds for other public and private sector investments in housing and economic development in NW Minnesota; and

NOW, THEREFORE, BE IT RESOLVED, that for taxes payable in 2017, the HRA Board of Commissioners hereby approves the adoption of a levy of 25% of 0.0185 percent of taxable market value for the purpose of leveraging additional funds for housing and economic development activities in Roseau County;

BE IT FURTHER RESOLVED, that the NW MN Multi-County HRA will at least annually report to the Roseau County Board of Commissioners on use of levy funds.

Ayes: Gustafson, Johnson, Genereux, Finstad, Lerohl, Swanson

Nays: None

SIGNED:


Chairman, Kermit Genereux

WITNESSED:


Secretary, Tammy Johnson

Date: May 18, 2016

Equal Opportunity Employer

NW MN Multi-County HRA
Mentor, MN

2015 Taxable Market Values

County	Value	Maximum Levy	25% of Max Levy	25% of possible assessment for:	
				\$100,000 House	\$150,000 House
Kittson	\$1,248,129,200	\$230,904	\$57,726	\$4.63	\$6.94
Marshall	\$2,810,377,424	\$519,920	\$129,980	\$4.63	\$6.94
Pennington	\$1,380,283,100	\$255,352	\$63,838	\$4.63	\$6.94
Polk	\$4,630,673,000	\$856,675	\$214,169	\$4.63	\$6.94
* Crookston	\$277,380,500	\$51,315		\$4.63	\$6.94
* East Grand Forks	\$566,038,500	\$104,717		\$4.63	\$6.94
Red Lake	\$663,147,211	\$122,682	\$30,671	\$4.63	\$6.94
Roseau	\$1,224,647,700	\$226,560	\$56,640	\$4.63	\$6.94
Totals	\$11,957,257,635	\$2,212,093	\$553,023		

3/24/2016

* Crookston and East Grand Forks amounts are not included in the Polk County value.

The calculation uses the 2008 levy rate of 0.0185 approved by the 2008 legislature

HRA & Legislation Approved Levy 2008-2013					
Levy					
Levy Amount	Amt Rec	Committed/ Leveraged	Spent	Developers Costs	Available Levy
156,752	156,029	0	76,200	73,029	6,800
228,382	228,368	15,000	51,466	107,724	54,178
537,680	536,488	0	272,902	250,783	12,903
182,513	184,179	0	62,929	85,854	35,396
74,256	75,386	0	23,330	35,555	16,502
230,185	234,322	0	113,625	108,635	12,061
1,409,768	1,414,772	15,000	600,452	661,580	137,740

HRA & County Levy					
2014 - 2016 Levy					
Levy Amount	Amt Rec	Committed/ Leveraged	Spent	Developers Costs- 50%	Available Levy
158,028	130,777	-	-	65,388	65,388
333,028	258,429	25,000	-	129,214	104,214
558,577	413,355	30,000	68,540	206,679	108,139
163,888	128,326	14,000	-	64,163	50,163
77,619	69,676	71,000	-	34,838	(36,162)
158,307	131,743	15,000	-	65,871	50,871
1,449,447	1,132,308	155,000	68,540	566,154	342,614

2 Funding Cycles (2008-2013 & 2014-2019)	
Total available levy	
\$ 72,166.11	
\$ 158,392.16	
\$ 120,941.67	
\$ 85,558.89	
\$ (19,660.08)	
\$ 62,932.71	
\$ 480,353.46	

Goals for 2014 Levy Request payable in 2015	
Kitson	\$7500 Grant Writing, \$20,000 Lancaster
Marshall	\$20,000 Oslo application & \$5000 RBEG & \$7500 grant writing
Polk	\$5000 Climax (handicap access in city facility & \$25,000 Fosston deed rental rehab
Pennington	\$12,000 City of TRF Revolving Funds & \$30,000 towards 2016 deed grant
Red Lake	\$5000 RBEG, \$30,000 City of Oklee, \$16,000 RL Co Deed, \$20,000 Plummer
Roseau	Badger/Greenbush \$15,000 SCDG leverage & \$7500 grant writing



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To: County Board of Commissioners

In 2008 the MN Legislature voted to approve and Governor Pawlenty signed a bill that included the Multi County HRA tax levy legislation. The MN legislature again approved legislation in 2013 to extend the HRA levy through 2019. The legislation allows the HRA board of commissioners to approve up to 25% of the allowable levy in the respective counties. The HRA board has one member per county in the 6 county area, appointed by the respective County Commissioners. The counties included are; Kittson, Roseau, Marshall, Pennington, Red Lake and Polk. (Excluding the cities of Crookston and East Grand Forks) The HRA meets annually with the County Boards to update and review the HRA activities over the past year and report on the use of the levy funds.

The HRA board and regional public and private businesses along with numerous non-profits strongly supported an extension of the HRA levy legislation in order to continue the HRA levy which assists with leverage commitments to strengthen applications and offer grant writing for economic and community development activities throughout the northwest Minnesota region. It's our belief that grants received provide economic benefit to the entire region regardless which county receives the funds.

I've attached a breakout of levies collected through June 30, 2016 and the return on investment from the use of the levy. In most applications funders require matching dollars that are short in supply due to state and federal shortfalls. The HRA levy funds fill that needed gap.

The levy funds allow the HRA to assist cities and counties with the cost of writing grants for various projects and bring expertise in obtaining funding to the region.

Thank you for your continued support as we work together to create housing and community development opportunities that benefit our region.

Sincerely,

Lee Meier
Executive Director

Cc: HRA Board of Commissioners

List of funding in the following Counties:

Year **Activity/Source of Funding** **Total Project Funding**

Kittson County- The HRA levy contributes \$7,500 per year towards grant writing services from the NW Community Action Agency, located in Badger, MN for Kittson County. In addition the HRA levy can pledge leverage funds for grant applications if available.

2009	City of Karlstad/Greenbush - Housing Rehab (DEED)	\$ 191,862
2010	Kittson County - Acquisition/Demolition (DEED) (1 Home)	\$ 87,505
2011	County wide single family Owner Rehab (13 homes) (DEED)	\$ 346,375
2011	Lancaster-Community Center (DEED-other)	\$ 822,100
2012	City of Hallock Application for Owner/Commercial rehab	\$ 949,176
2012	City of Karlstad Application for water system & Housing rehab	not funded
2013	City of Karlstad Application - Housing Rehab	not funded
2013	City of Kennedy Application - Housing Rehab Will reapply in 2014	not funded
2014	Friends of the Park, Lake Bronson	\$ 24,918
2015	Cities of Karlstad/Kennedy-Housing Rehab	\$ 572,000
2016	City of Lancaster-Owner/Rental/Commercial rehab	\$ 572,125

Year **Activity/Source of Funding** **Total Project Cost**

Marshall County-The HRA levy contributes \$7,500 annually to Wynne Consulting to assist county with costs associated with grant writing services.

2008	City of Newfolden-Commercial/Rental Rehab (DEED)	\$ 279,900
2010	City of Oslo/Alvarado-Home Owner Housing Rehab (DEED)	\$ 386,550
2010	City of Middle River-Sewer Treatment Upgrade (DEED)	\$ 538,028
2011	Marshall County-Acquisition/Demo. (DEED) 16 homes	\$ 972,608
2012	City of Stephen/Argyle-Housing/Commercial Rehab (DEED)	\$ 625,704
2012	City of Warren-Housing/Commercial Rehab (DEED)	\$ 997,464
2012	Cities of Alvarado/Oslo Application for Rental/Comm. rehab	\$ not funded
2014	City of Oslo Commercial/rental/housing	\$ 533,308
2014	RBEG-Business loans- USDA	\$ 99,900

Pennington County- The HRA also manages program income from past housing grants on behalf of the City of Thief River Falls and Pennington County.

2009	City of Thief River Falls/Goodridge-Homeowner/Rental Rehab 18 units TRF 4 units Goodridge	\$ 496,680
2012	City of Thief River Falls-Homeowner/Rental Rehab (DEED)	\$ 750,520
2014	Pennington County rehab-Using levy funds from match	\$ 150,000
2016	Thief River Falls DEED home owner, rental & comm. rehab App.	\$ 556,600

Polk County- The HRA contracts with various cities to write housing grants and administer funded grants in the county and communities. The HRA is administering grants for the City of Crookston (who received DEED funds in 2017 to do rental/commercial rehab in a downtown target area) but do not use Levy funds as leverage in the cities of Crookston and East Grand Forks since they have City HRA's and are excluded from the HRA levy.

2010	City of Winger-Commercial Rehab (6 Businesses) (DEED)	\$ 278,063
2010	Cities of McIntosh and Erskine- Housing Rehab-24 homes (DEED)	\$ 667,600
2011	City of Fosston-Housing & Commercial Rehab- (DEED)	\$ 400,000
2013	City of Fosston Application for Homeowner rehab	not funded
	Re-apply 2014	\$
2014	City of Climax Application for sanitary sewer improvements	\$ 320,000
2014	City of Fosston Downtown Redevelopment	\$ 900,000
2014	City of Fosston Single Family Home (spec Home)	\$ 195,000
2015	Rural Trail- single family home rehab-(MHFA-HPG-FHLB)	\$ 50,000
2015	City of Fosston DEED grant-Rental rehab	\$ 252,770
2016	City of Crookston DEED grant –Rental & Comm. rehab (App.)	\$ 600,875

Year Activity/Source of Funding Total Project Cost

Red Lake County-

2014	RBEG-County wide business loans from USDA	\$ 119,900
2014	City of Oklee – DEED 15 housing rehab	\$ 380,000
2014	Homeowner rehab using program income	\$ 200,000
2015	Plummer-DEED application for 18 HO rehab	\$ 568,000

Roseau County-The HRA levy contributes \$7,500 annually to Wynne Consulting to assist the county with costs associated with grant writing services.

2008	City of Roseau Rental Rehab-Sunburst Acres (DEED)	\$ 53,400
2010	Badger Fire Dept.-Firefighting gear & equipment (FEMA)	\$ 86,800
2010	Badger Community Hall-Heating system (DOE-EECBG)	\$ 26,555
2010	Warroad Library- Window replacement (DOE-EECBG)	\$ 170,590
2010	Warroad City Hall-Historical Society-Painting & repairs	\$ 36,000
2011	Badger Commercial Rehab-(DEED)	\$ 407,861
2012	Roseau County (non-City) (RBEG) Business loans	\$ 104,300
2012	Roseau County housing study \$4,000 share w/NWMNF/MNHP	\$ 18,000
2012	City of Wannaska-Community Center (local)	\$ 100,000
2012	Roseau County-Crime Victim Services Grant	\$ 40,000
2012	City of Roseau Application for Rental rehab	not funded
2012	City of Warroad Application for com./Rental/HO rehab	not funded
2012	Roseau County application for Homeowner/Rental rehab	not funded
2013	City of Roseau Rental rehab and conversion	\$ 817,500
2013	City of Warroad Comm./Rental/OO rehab	\$ 1,315,532
2013	City of Warroad-USDA-RBEG-Business loans	\$ 145,270
2014	Badger/Greenbush DEED grant Rental rehab (12 units)	\$ 223,104
2014	Roseau County, Down Payment Assistance	\$ 20,000

2014	Roseau River Water shed district (mapping)	\$ 25,000
2014	Warroad Fire Department (equipment)	\$ 22,800
2015	City of Roosevelt-Hsg. Rehab	\$ 218,175
2016	Roseau County \$5,200 Homeowner rehab loan	\$ 31,000

Total funds leveraged from 2008-2016 using HRA levy funds \$18,647,188

\$12.02 return for every \$1 levy funds invested

(Levy funds spend + developers costs = \$1,550,754 thru 6-30-16)

- Estimated 2016/2017-HRA applications to be submitted including FHLB, DEED and other resources using levy leveraged funding \$ 500,000

The HRA covers an 8 county area (including Norman and Lake of the Woods) with other HUD and non HUD financed housing programs that serve the low and moderate income residents. The HRA has been in existence since 1973 serving the region that had a humble beginning in a converted garage on Maple Lake a few miles from Mentor, MN and has grown to have a major impact with creating housing and community development throughout the region. Due to state and federal funding reductions the region has greatly benefited from the approval by the 2008 legislature to allow the NW MN Multi County HRA Board to levy. This levy authority was again approved by the MN legislature in the 2013 session.

Federal Home Loan Bank	2008 Homeowner Rehab 74 units	\$ 495,000
Federal Home Loan Bank	2012 Homeowner Rehab 45 units	\$ 295,000
Federal Home Loan Bank	2014 Homeowner Rehab 30 units	\$ 195,000
Federal Home Loan Bank	2016 Homeowner Rehab application 30 units	\$ 255,000

The HRA is blessed and thankful to have had the opportunity to serve the residents of northwest Minnesota since its inception in 1972. We look forward to continue our service with future funding opportunities enhanced by the HRA levy.

All Counties CRF Funds

County	CRF Funds	Investor Dollars	Levy	New & Existing Construction	Number of Units
Beltrami	\$ 168,221	\$ 123,795	\$ -	\$ 2,238,497	26
Kittson	\$ 169,208	\$ 93,450	\$ -	\$ 2,903,060	49
Marshall	\$ 412,794	\$ 192,900	\$ 70,150	\$ 8,584,283	96
Norman	\$ 176,273	\$ 91,500	\$ -	\$ 2,461,722	31
LOW	\$ -	\$ 38,200	\$ -	\$ 1,055,169	13
Pennington	\$ 275,468	\$ 85,000	\$ 114,640	\$ 10,948,135	117
Polk	\$ 413,110	\$ 235,575	\$ -	\$ 10,072,367	112
Red Lake	\$ 883,695	\$ 433,350	\$ 23,109	\$ 12,924,611	139
Roseau	\$ 952,948	\$ 849,946	\$ -	\$ 33,441,471	388
Totals	\$ 3,451,717	\$ 2,143,716	\$ 207,899	\$ 84,629,315	971

06/30/16

Note: \$24.52 private dollars for every \$1.00 invested by the state
971 units of housing completed

HRA Properties Managed by Greater Minnesota Management

July 18, 2016

COUNTY/CITY	PROPERTY NAME	STATUS	NUMBER OF BEDROOMS			
			1 Bdrm	2 Bdrm	3 Bdrm	4 Bdrm
Clearwater County:						
Bagley	OtterKill Gardens	Subsidized	28	2		
City of Clearbrook	Summerfield Place	Market Rate	4	10	2	
Hubbard County:						
City of Park Rapids	Summerfield Place	Market Rate	28	64	4	
Lake of the Woods County:						
City of Baudette	Summerfield Place	Market Rate	11	27	4	
Norman County:						
City of Ada	Summerfield Place	Market Rate	7	24		
City of Shelly	Summerfield Place	Market Rate		8		
Pennington County:						
City of Thief River Falls	Summerfield Place	Market Rate	23	52	8	
Polk County:						
City of Crookston	Summerfield Place	Market Rate	21	45	4	
City of Erskine	Summerfield Place	Market Rate	2	8		
City of Fertile	Summerfield Place	Market Rate	8	6	2	
City of Fisher	Summerfield Place	Market Rate		12	2	
City of Fosston	Summerfield Place	Market Rate	6	16		
Marshall County:						
City of Argyle	Summerfield Place	Market Rate		8		
City of Newfolden	Summerfield Place	Market Rate	2	6		
City of Warren	Summerfield Place	Market Rate	4	12		
Roseau County:						
City of Badger	Summerfield Place	Market Rate	2	6		
City of Greenbush	Summerfield Place	Market Rate	2	10		
City of Roseau	Summerfield Place	Market Rate	6	27	8	
TOTAL APARTMENTS = 531			154	343	34	0

Properties Managed by Northwest Minnesota Multi-County HRA

July 18, 2016

COUNTY/CITY	PROPERTY NAME	STATUS	NUMBER OF BEDROOMS		
			1 Bdrm	2 Bdrm	3 Bdrm
Kittson County:					
Lancaster, Hallock	11 - 3 Bdrm Homes	Subsidized			11
Kennedy & Lake Bronson					
Marshall County:					
Oslo, Newfolden	4 - 3 Bdrm Homes	Subsidized			4
Middle River	Royal Manor Apts	Subsidized	20		
Pennington County:					
St. Hilaire	2 - 3 Bdrm Homes	Subsidized			2
Polk County:					
Climax, Erskine	5 - 3 Bdrm Homes	Subsidized			5
Fertile	2 - 3 Bdrm Homes	Subsidized			2
Fertile	Sunshine Court Apts	Subsidized	20		
Fisher	Prairie View Apts	Subsidized	15		
Fosston	Evergreen Apts	Subsidized	12		
Fosston	Fosston Homes (7 Duplex)	Market Rate	12	2	
Mentor	Maplewood Apts	Subsidized	8		
Mentor	2 Office Buildings				
Mentor	Maintenance Bldg				
Roseau County:					
Badger	Badger Creek Apts	Subsidized	12		
TOTAL UNITS = 125			99	2	24

Kittson County July 2015 - June 2016

Month	# of Vouchers Used Per Month	Housing Assistance Payments
July-15	8	\$ 1,471.00
Aug-15	8	\$ 1,471.00
Sep-15	7	\$ 1,332.00
Oct-15	6	\$ 1,467.00
Nov-15	5	\$ 996.00
Dec-15	4	\$ 970.00
Jan-16	4	\$ 970.00
Feb-16	4	\$ 970.00
Mar-16	4	\$ 1,038.00
Apr-16	4	\$ 1,038.00
May-16	4	\$ 1,038.00
Jun-16	4	\$ 1,038.00
Total	62	\$ 13,799.00

Marshall July 2015 - June 2016

Month	# of Vouchers Used Per Month	Housing Assistance Payments
July-15	44	\$ 12,620.00
Aug-15	44	\$ 12,829.00
Sep-15	44	\$ 12,061.00
Oct-15	42	\$ 10,772.00
Nov-15	42	\$ 11,652.00
Dec-15	41	\$ 11,383.00
Jan-16	42	\$ 12,537.00
Feb-16	43	\$ 13,085.00
Mar-16	42	\$ 13,122.00
Apr-16	42	\$ 13,206.00
May-16	41	\$ 13,012.00
Jun-16	40	\$ 12,061.00
Total	507	\$ 148,340.00

Pennington County July 2015 - June 2016

Month	# of Vouchers Used Per Month	Housing Assistance Payments
July-15	133	\$ 39,912.00
Aug-15	130	\$ 37,033.00
Sep-15	129	\$ 35,675.00
Oct-15	133	\$ 36,316.00
Nov-15	133	\$ 36,100.00
Dec-15	131	\$ 35,722.00
Jan-16	131	\$ 36,250.00
Feb-16	132	\$ 37,120.00
Mar-16	134	\$ 38,391.00
Apr-16	132	\$ 39,554.00
May-16	133	\$ 39,990.00
Jun-16	136	\$ 40,978.00
Total	1587	\$ 453,041.00

Polk County July 2015 - June 2016

Month	# of Vouchers Used Per Month	Housing Assistance Payments
July-15	545	\$ 210,705.00
Aug-15	552	\$ 210,259.00
Sep-15	552	\$ 211,433.00
Oct-15	552	\$ 211,925.00
Nov-15	552	\$ 213,290.00
Dec-15	554	\$ 214,262.00
Jan-16	557	\$ 217,389.00
Feb-16	558	\$ 217,297.00
Mar-16	557	\$ 215,618.00
Apr-16	549	\$ 214,885.00
May-16	551	\$ 218,574.00
Jun-16	552	\$ 220,468.00
Total	6631	\$ 2,576,105.00

Red Lake County July 2015 - June 2016

Month	# of Vouchers Used Per Month	Housing Assistance Payments
July-15	20	\$ 5,586.00
Aug-15	20	\$ 5,510.00
Sep-15	19	\$ 5,133.00
Oct-15	20	\$ 5,517.00
Nov-15	20	\$ 5,457.00
Dec-15	18	\$ 4,789.00
Jan-16	19	\$ 4,868.00
Feb-16	20	\$ 5,544.00
Mar-16	21	\$ 5,403.00
Apr-16	21	\$ 5,089.00
May-16	20	\$ 4,756.00
Jun-16	21	\$ 5,457.00
Total	239	\$ 63,109.00

Roseau County July 2015 - June 2016

Month	# of Vouchers Used Per Month	Housing Assistance Payments
July-15	79	\$ 19,525.00
Aug-15	79	\$ 19,917.00
Sep-15	75	\$ 19,318.00
Oct-15	78	\$ 19,226.00
Nov-15	77	\$ 19,104.00
Dec-15	76	\$ 19,151.00
Jan-16	77	\$ 19,743.00
Feb-16	78	\$ 19,956.00
Mar-16	81	\$ 21,182.00
Apr-16	82	\$ 22,167.00
May-16	82	\$ 22,835.00
Jun-16	80	\$ 22,705.00
Total	944	\$ 244,829.00

Norman County July 2015 - June 2016

Month	# of Vouchers Used Per Month	Housing Assistance Payments
July-15	70	\$ 20,659.00
Aug-15	71	\$ 20,983.00
Sep-15	72	\$ 21,148.00
Oct-15	71	\$ 20,811.00
Nov-15	74	\$ 21,860.00
Dec-15	71	\$ 20,292.00
Jan-16	71	\$ 19,775.00
Feb-16	73	\$ 20,086.00
Mar-16	72	\$ 19,709.00
Apr-16	68	\$ 18,089.00
May-16	66	\$ 18,406.00
Jun-16	66	\$ 18,555.00
Total	845	\$ 240,373.00

Lake of the Woods County July 2015 - June 2016

Month	# of Vouchers Used Per Month	Housing Assistance Payments
July-15	6	\$ 1,669.00
Aug-15	5	\$ 1,400.00
Sep-15	5	\$ 1,086.00
Oct-15	5	\$ 1,086.00
Nov-15	5	\$ 1,558.00
Dec-15	5	\$ 1,558.00
Jan-16	5	\$ 1,570.00
Feb-16	5	\$ 1,405.00
Mar-16	5	\$ 1,405.00
Apr-16	5	\$ 1,405.00
May-16	5	\$ 1,382.00
Jun-16	5	\$ 1,266.00
Total	61	\$ 16,790.00

Ports July 2015- June 2016

Month	# of Vouchers Used Per Month	Housing Assistance Pa	Admin.	HAP Only
		with/admin		
July-15	11	\$ 6,423.04	\$ 381.04	\$ 6,042.00
Aug-15	13	\$ 7,663.32	\$ 450.32	\$ 7,213.00
Sep-15	13	\$ 7,819.99	\$ 450.32	\$ 7,369.67
Oct-15	15	\$ 9,571.27	\$ 519.60	\$ 9,051.67
Nov-15	17	\$ 11,625.21	\$ 588.88	\$ 10,382.60
Dec-15	20	\$ 14,043.40	\$ 710.40	\$ 13,333.00
Jan-16	22	\$ 14,793.44	\$ 781.44	\$ 14,012.00
Feb-16	23	\$ 15,107.96	\$ 816.96	\$ 14,291.00
Mar-16	20	\$ 14,159.60	\$ 810.60	\$ 13,349.00
Apr-16	24	\$ 17,199.72	\$ 972.72	\$ 16,227.00
May-16	28	\$ 21,856.84	\$ 1,094.31	\$ 20,762.53
Jun-16	29	\$ 22,185.37	\$ 1,134.84	\$ 21,050.53
Total	235	\$ 162,449.16	\$ 8,711.43	\$ 153,084.00

PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

July 26, 2016

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, Minnesota on Tuesday, July 26, 2016 at 9:00 a.m.

CALL TO ORDER

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

APPROVAL OF AGENDA

A County Veterans Services Officer (CVSO) Operational Enhancement Grant Agreement was added to the Consent Agenda, and a CGI Communications discussion was added to County Board Items. A motion to approve the amended Agenda was made by Commissioner Miller, seconded by Commissioner Swanson and carried unanimously.

COMMENTS AND ANNOUNCEMENTS

Commissioner Phillipe recognized the efforts of Auditor Martha Monsrud and Linda Vatnsdal in providing election training. Auditor Monsrud noted future election training dates and times. In addition, Auditor Monsrud distributed correspondence from Hoffman, Philipp & Knutson regarding the 2015 financial audit.

APPROVE BILLS

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

Warrants Approved For Payment 7/14/2016

<u>Vendor Name</u>	<u>Amount</u>
CENTURYLINK	2,587.80
CO-OP SERVICE WEST	2,138.60
MINN-DAK ASPHALT INC	27,807.58
MN DEPT OF EMPLOYMENT	2,592.00
MN DEPT OF FINANCE -TREAS	2,710.00
MN DEPT OF FINANCE -TREAS	2,502.00
RIVERFRONT STATION	2,180.71
ROSEAU CITY	10,553.41
SATHER LAW OFFICE	3,440.34
12 Payments less than 2,000.00	4,650.96
Final Total:	61,163.40

Warrants Approved For Payment 7/21/2016

<u>Vendor Name</u>	<u>Amount</u>
JOHNSON OIL CO INC	3,086.99
NW CONCRETE PRODUCTS INC	64,186.89
ROSEAU CO SOIL & WATER CONS	19,417.50

11 Payments less than 2,000.00	6,930.92
Final Total:	93,622.30

Warrants Approved On 7/26/2016 For Payment 7/29/2016

<u>Vendor Name</u>	<u>Amount</u>
JOHNSON OIL CO INC	9,121.71
MSOP-MN SEX OFFENDER PROGRAM-D	8,393.60
NORTHERN RESOURCES COOPERATIVE	2,256.18
ROSEAU CO TREASURER	5,655.00
ROSEAU DIESEL SERVICE INC	4,072.96
SHORT ELLIOT HENDRICKSON INC	3,270.76
UND FORENSIC PATHOLOGY	2,939.25
WARROAD WATERSHED DISTRICT	8,000.00
43 Payments less than 2,000.00	13,422.29
Final Total:	57,131.75

CONSENT AGENDA

A motion to approve the Consent Agenda was made by Commissioner Foldesi, seconded by Commissioner Swanson and carried unanimously. The Board, by adoption of its Consent Agenda, approved the July 12, 2016 Board Proceedings; approved the 2016 Homeland Security Emergency Management Performance Grant, effective January 1, 2016 through December 31, 2016, in the amount of \$16,843.00; approved a Bureau of Criminal Apprehension (BCA) Joint Powers Agreement for the Internet Crimes Against Children Task Force (Resolution #2016-07-02); re-appointed Jared Gustafson to a two-year term on the Social Services Board, effective July, 2016-July, 2018; and, approved the CVSO Operational Enhancement Grant Agreement, effective July 1, 2016 through June 30, 2017, in the amount of \$10,000.00.

DEPARTMENT REPORTS

Highway

County Engineer Brian Ketring met with the Board to request approval to hire a GIS Technician and to request authorization to advertise for the hire of a Heavy Equipment Operator.

A motion to promote Highway Technician Allen Brandt to the GIS Technician position (Grade 7, Step C), effective July 31, 2016, was made by Commissioner Swanson, seconded by Commissioner Miller and carried unanimously. Commissioner Falk abstained from voting.

A motion to authorize advertising for the hire of a Heavy Equipment Operator was made by Commissioner Miller, seconded by Commissioner Foldesi and carried unanimously.

COMMITTEE REPORTS

Social Services Building Renovation

Building Committee Chair Dave Anderson met with the Board to request approval of the Kraus-Anderson proposal for interior office renovations within the Social Services Building. A motion to approve the Kraus-Anderson proposal, in the amount not to exceed \$49,000.00, was

made by Commissioner Swanson, seconded by Commissioner Phillippe and carried unanimously.

COUNTY BOARD ITEMS

CGI Communications

Commissioner Swanson requested the Board consider the services offered by CGI Communications. CGI is a marketing firm that could provide Roseau County with video production(s) which would highlight Roseau County tourism, workforce, etc., for use on the County Website. CGI would not charge the County for this service but would request letters of reference from area businesses and organizations concerning possible future advertising opportunities. The Board, by consensus, approved working with CGI to explore options available to the County.

Commissioner Committee Reports

Commissioner Falk reported on the following committee(s): Public Meeting Management Training, 7/13/16; Social Services Board, 7/19/16; Highway Committee, 7/19/16.

Commissioner Foldesi reported on the following committee(s): Social Services Board, 7/19/16; Highway Committee, 7/19/16.

Commissioner Miller reported on the following committee(s): Social Services Board, 7/19/16; Highway Committee, 7/19/16; Drainage Work Group, 7/20/16; Army Corp of Engineers meeting, 7/21/16.

Commissioner Phillippe reported on the following committee(s): BackPack Program, 7/13/16; Roseau County Fair – Senior Volunteer, 7/14/16; Social Services Board, 7/19/16; Highway Committee, 7/19/16; Wynne Consulting meeting, 7/25/16; Election Judge Training, 7/25/16.

Commissioner Swanson reported on the following committee(s): National Association of Counties (NACo) Community, Economic and Workforce Development Committee Teleconference, 7/12/16; Jadis Town Board, 7/12/16; Roseau Convention and Visitors Bureau, 7/13/16; NW MN Emergency Communications Board, 7/13/16; Team EPIC, 7/13 & 7/14/16; Juvenile Detention Alternatives Initiative, 7/18/16; Social Services Board, 7/19/16; Highway Committee, 7/19/16; Roseau County Fair Booth, 7/19/16; NW MN Housing and Redevelopment Authority, 7/20/16; Local Government Roundtable, 7/20/16; NACo Annual Conference, 7/21-7/24/16; Emergency Communications Board Regional Inter-Operability Conference, 7/25/16.

Upon motion carried, the Board adjourned the regular Meeting at 10:30 a.m. The next Regular Meeting of the Board is scheduled for August 9, 2016 at 9:00 a.m.

Attest:

Date: _____

Jeff Pelowski, County Coordinator
Roseau County, Minnesota

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



Board of Commissioners

606 5th Ave. SW, Room #131

Roseau, MN 56751

Phone: 218-463-4248

Fax: 218-463-3252

WATERSHED BOARD APPOINTMENT NOTICE

The Roseau County Board of Commissioners is accepting nominations for the following Watershed Board Appointment:

One (1) manager to the Warroad River Watershed for a three year term beginning September 19, 2016 ending September 18, 2019. The term of Richard Battles expires September 18, 2016.

Persons interested in being appointed to serve as a Watershed District Manager should contact the Roseau County Coordinator, 606 5th Avenue SW, Room 131, Roseau, MN 56751 (218-463-4248) or at annmarie.miller@co.roseau.mn.us to obtain an application. To be considered, interested persons must submit completed applications no later than 4:30 pm August 1, 2016.

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

An Equal Opportunity Employer

From:

WARROAD RIVER WATERSHED MANAGER APPOINTEE QUESTIONNAIRE

Name of Nominating Agency:	Roseau County Board of Commissioners
Name of Nominee:	JOE OLAFSON

Mailing Address	716 MAIN AVE NE PO BOX 312	Work Phone	
City	WARROAD	Home Phone	
Zip Code	56763	Cell Phone	218-242-3602
County	Roseau	E-Mail Address	joe389@centurytel..

1. Do you reside within the boundaries of the watershed? YES NO
2. How long have you been a resident of the Warroad River Watershed District? 37 yrs.
3. What is your physical address? 716 MAIN AVE NE
WARROAD, MN 56763
4. Is this the address where you receive mail? YES NO
ALSO P.O. BOX 312
5. What is the address on your driver's license?
716 MAIN AVE NE
WARROAD, MN 56763
6. Are you a registered voter? YES NO
7. In which precinct are you registered to vote? WARROAD
8. Why are you interested in serving on the watershed board? I WAS APPROACHED about filling an upcoming vacancy on the Warroad River watershed board. My interest in watershed matters started when Mr. Miller was on the Roseau Board and we would discuss water issues at length and I came to understand the need for more local input into managing this important resource.

WARROAD RIVER WATERSHED MANAGER APPOINTEE QUESTIONNAIRE

9. What qualifies you to serve as a manager of the watershed district?

many years of public service/involvement.
Decision making that affects many and an
interest in doing the right thing.

10. How would you/do you respond to issues that come before the watershed board that personally affect your situation?

I probably would not see much that would affect me personally other than flood mitigation but in past situations my personal feelings have never influenced an outcome. I spent many years making decisions not affected by personal gain and/or bias.

11. Water is a controversial topic. How will you/do you handle disputes on the watershed board and with other entities such as county, state, or other watersheds?

It is always better to work with than against and realizing other parties interests is a part of that. My record of working with multiple entities will carry on. However the outcome should always be on the side of the Warroad River watershed.

12. What in your opinion is the Warroad River Watershed currently doing well? How could the Warroad River Watershed improve?

Funding is always an issue and I understand that Warroad watershed has received some significant monies toward projects. I think there is good long term vision on the current board. As far as improvement that will be a learning curve on my behalf.

Do you have any other comments you wish to share?

I'll let you know after I get my feet wet!



THANK-YOU FOR TAKING THE TIME TO COMPLETE THIS QUESTIONNAIRE

ROSEAU COUNTY VEHICLE USE POLICY

It is the policy of Roseau County to make County-owned vehicles available for County business purposes.

County vehicles may be used only for authorized County business, including personal use that is clearly incidental (meals, entertainment, etc.) to County business.

All users who engage in the use of County vehicles are required to have a valid and appropriate driver's license. It is the employee's responsibility to notify his/her supervisor immediately if the employee's license has been revoked or suspended or if there is any other reason why the employee cannot drive a County vehicle or equipment.

When using a County vehicle or equipment, seat belts must be worn at all times and all laws followed.

No operation of County vehicles or equipment after consumption of alcohol is allowed.

No smoking is allowed in any County vehicle or equipment.

When driving a County Vehicle, employees shall be aware that driving is their primary responsibility and cellular phone usage is discouraged. Employees are advised to pull off the road and be parked before making or answering a call.

Failure to report accidents can be cause for disciplinary action, per County Policy.

The driver is responsible for fines and towing charges for moving and parking violations that are under the control and discretion of the driver. Tickets received while operating county vehicles or equipment must be reported immediately to the employee's supervisor.

Department heads are authorized to make decisions concerning unforeseen situations that are not addressed by this policy, provided the decision meets the general intent of this policy.

The County reserves the right to prohibit any employee from operating a County vehicle or equipment.

The Sheriff's Office may promulgate supplemental policies which will supersede the application of this policy for licensed law enforcement employees.

 OHV Trails Assistance Program Request for Reimbursement (FORM 5)		7 B DEPARTMENT USE ONLY FY _____ Purchase Order Number # _____	
1. Off-highway Vehicle Trail information			
1A. Trail or trail system name: <i>Ros / Low</i>		1B. Date: <i>7/23/2016</i>	
1C. Club name: <i>Roseau / Low Sportsman Club</i>		1D. Sponsor name: <i>Roseau County</i>	
Reimbursement period start date (for this request): _____		Reimbursement period end date (for this request): <i>7/31/2016</i>	
2. Description of work accomplished: <i>Filled In Rock on Trail 1173</i>			
Development accomplishments) Number of miles constructed to date _____ Number of bridges _____ Number of parking areas _____			
Maintenance accomplishments) Number of miles maintained (this reimbursement only) _____ Trail width _____ Number of miles traveled by grooming equipment (shared winter trails only) _____			
3. Project Cost Breakdown and Explanation			
3A. Administration Explanation:		<i>240.⁰⁰</i>	
3B. Acquisition / relocation Explanation:			
3C. Construction Description:			
3D. Facilities Description:			
3E. Trail system map printing Explanation:			
Total cost (Sum 3A – 3E): <i>240.⁰⁰</i>		Total reimbursable amount of cost (Up to 65% of Total cost sum 3A – 3E): <i>156.⁰⁰</i>	
3F. Maintenance Explanation: <i>Filled In Low Spots Trail 1173</i>		<i>2106.³²</i>	
3G. Grooming (only used for winter OHV trail maintenance to re-shape snow) Explanation:			
3H. Liability insurance (maximum state allowed \$1,500 per year) Explanation:			
Total cost (Sum 3F – 3H): <i>2106.³²</i>		Total reimbursable amount of cost (Up to 90% of Total cost sum 3F – 3H): <i>1985.⁶⁹</i>	

4. Grant			
4A. Total cost of project Total cost (Sum 3A – 3E) + Total cost (Sum 3F – 3H) <i>2346.37</i>		4B. Total Grant Request Total grant request (Up to 65% of Total cost sum 3A – 3E) +Total Grant request (Up to 90% of Total cost sum 3F – 3H) State's Cost <i>2141.69</i>	
4C. Balance remaining from previous grants: FY _____ FY _____		4D. Grant balance after this request for reimbursement	
5. Sponsor approval. I hereby certify that the materials and/or services shown on this document and/or attached invoices have been delivered, that this is my only original invoice and is correct and just and that no part of same has been paid.			
5A. Authorized signature of Trail Administrator: <i>Myles Hagen</i>		5B. Date of signature: <i>8/1/2016</i>	
5C. Authorized signature of sponsor:	5D. Name and Title:	5E. Date of signature:	
6. Required Attachments. Check if applicable.			
6A. Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Any Bids Required?			
6B. Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Original Signatures on all copies?			
6C. Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Signed Work Logs?			
6D. Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Invoices Included for Purchases and Services Over \$100.00?			
7. DEPARTMENT USE ONLY This invoice approved for payment by:			
Parks and Trails Area Supervisor (print name)			Date of signature:
Payment Status	Date	FY	Amount
<input type="checkbox"/> Final	Vendor Number:		CFMS Number:
<input type="checkbox"/> Partial			Parks and Trails Area Supervisor signature
	Invoice Number		
Notes:			



MINNESOTA OFF-HIGHWAY VEHICLE TRAILS ASSISTANCE PROGRAM
Operator's Work Log Sheet Hours and Rate (FORM 6)

Revised Dec. 2010

Trail Name		Sponsor										Year			
Reservoir		Recreation Authority										2015			
Date Month /Day (1)	Operator Name (2)	Labor			Mode of Transportation (6)	Transportation			Other Equipment Type/Include Make & Model (16)	Other Equipment			TOTAL COST (14)	Work-A Location (15)	Expenditure Type Code (16)
		Hours (3)	Rate (4)	Cost (5)		Hours (7)	Rate (8)	Cost (9)		Hours (11)	Rate (12)	Cost (13)			
7/03 2016	Myles Hogson	11	20.00	220.00	Pickup Truck	8.5	16.00	136.00	Bob Cat	6 hrs	90.00	540.00	926.32		
7/03 2016	Louren Overson	6.5	20.00	130.00	Truck Trailer	7.5	20.00	150.00					130.00		
				Cost (17)				Cost (18)				Cost (19)	\$ 1206.32	Total Cost (20)	

Date (22) _____
 Signature: _____
 I hereby certify that the materials and/or services shown on this document and/or attached invoices have been delivered, that this is my only original invoice and is correct and just and that no part of same has been paid.

A. ADMINISTRATION
 B. ACQUISITION - RELOCATION
 C. CONSTRUCTION

D. FACILITIES
 E. TRAIL SYSTEM MAINTENANCE
 F. MAINTENANCE

G. OTHER (Must only be used for winter OHV trail maintenance by dragging a trail to re-shape snow)
 H. TRAILITY TRANSFER (maximum fee allowed \$1,500 per year)

103E.655 PAYMENT OF DRAINAGE SYSTEM COSTS.

Subdivision 1. **Payment made from drainage system account.** The costs for a drainage project proceeding and construction must be paid from the drainage system account by drawing on the account.

Subd. 2. **Insufficient funds; transfer from other accounts.** If money is not available in the drainage system account on which the warrant is drawn, the board may, by unanimous resolution, transfer funds from any other drainage system account under its jurisdiction or from the county general revenue fund to the drainage system account. If the board transfers money from another account or fund to a drainage system account, the money plus interest must be reimbursed from the proceeds of the drainage system that received the transfer. The interest must be computed for the time the money is actually needed at the same rate per year charged on drainage liens and assessments.

Subd. 3. **Warrant on account with insufficient funds; interest on warrant.** If a warrant is issued by the auditor under this chapter and there is not enough money in the drainage system account to pay the warrant when it is presented, the county treasurer shall endorse the warrant "Not paid for want of funds" with the date and treasurer's signature. Interest on the warrant must be at the rate of six percent per year and paid annually from available funds until the warrant is called in and paid by the treasurer. Interest may not be paid on a warrant after money is available to the treasurer to pay the warrants. The warrant is a general obligation of the county issuing the warrant.

History: 1990 c 391 art 5 s 88

103E.611 PAYMENT OF DRAINAGE LIENS AND INTEREST.

Subdivision 1. **Payment of drainage lien principal.** (a) Drainage liens against property benefited under this chapter are payable to the treasurer of the county in 20 or less equal annual installments. The first installment of the principal is due on or before November 1 after the drainage lien statement is recorded, and each subsequent installment is due on or before November 1 of each year afterwards until the principal is paid.

(b) The drainage authority may, by order, direct the drainage lien to be paid by 1/15 of the principal on or before five years from November 1 after the lien statement is recorded, and 1/15 on or before November 1 of each year afterwards until the principal is paid.

(c) The drainage authority may order that the drainage lien must be paid by one or two installments, notwithstanding paragraphs (a) and (b), if the principal amount of a lien against a lot or tract of property or against a county or municipality is less than \$500.

Subd. 2. **Interest.** (a) Interest is an additional drainage lien on all property until paid. The interest rate on the drainage lien principal from the date the drainage lien statement is recorded must be set by the board but may not exceed the rate determined by the state court administrator for judgments under section 549.09.

(b) Before the tax lists for the year are given to the county treasurer, the auditor shall compute the interest on the unpaid balance of the drainage lien at the rate set by the board. The amount of interest must be computed on the entire unpaid principal from the date the drainage lien was recorded to August 15 of the next calendar year, and afterwards from August 15 to August 15 of each year.

(c) Interest is due and payable after November 1 of each year the drainage lien principal or interest is due and unpaid.

Subd. 3. **Collection of payments.** Interest and any installment due must be entered on the tax lists for the year. The installment and interest must be collected in the same manner as real estate taxes for that year by collecting one-half of the total of the installment and interest with and as a part of the real estate taxes.

Subd. 4. **Prepayment of interest.** Interest may be paid at any time, computed to the date of payment, except that after the interest is entered on the tax lists for the year, it is due as entered, without a reduction for prepayment.

Subd. 5. **Payment of drainage liens with bonds.** The board may direct the county treasurer to accept any outstanding bond that is a legal obligation of the county under this chapter issued on account of a drainage lien in payment of drainage liens under the provisions of this chapter. The bonds must be accepted at their par value plus accrued interest.

Subd. 6. **Drainage lien record.** The auditor shall keep a drainage lien record for each drainage project and system showing the amount of the drainage lien remaining unpaid against each tract of property.

Subd. 7. **Collection and enforcement of drainage liens.** The enforcement, collection, penalty, and interest provisions relating to real estate taxes apply to the payment of drainage liens.

History: 1990 c 391 art 5 s 79; 1996 c 471 art 3 s 1; 2010 c 298 s 6

549.09 INTEREST ON VERDICTS, AWARDS, AND JUDGMENTS.

Subdivision 1. **When owed; rate.** (a) When a judgment or award is for the recovery of money, including a judgment for the recovery of taxes, interest from the time of the verdict, award, or report until judgment is finally entered shall be computed by the court administrator or arbitrator as provided in paragraph (c) and added to the judgment or award.

(b) Except as otherwise provided by contract or allowed by law, preverdict, preaward, or prereport interest on pecuniary damages shall be computed as provided in paragraph (c) from the time of the commencement of the action or a demand for arbitration, or the time of a written notice of claim, whichever occurs first, except as provided herein. The action must be commenced within two years of a written notice of claim for interest to begin to accrue from the time of the notice of claim. If either party serves a written offer of settlement, the other party may serve a written acceptance or a written counteroffer within 30 days. After that time, interest on the judgment or award shall be calculated by the judge or arbitrator in the following manner. The prevailing party shall receive interest on any judgment or award from the time of commencement of the action or a demand for arbitration, or the time of a written notice of claim, or as to special damages from the time when special damages were incurred, if later, until the time of verdict, award, or report only if the amount of its offer is closer to the judgment or award than the amount of the opposing party's offer. If the amount of the losing party's offer was closer to the judgment or award than the prevailing party's offer, the prevailing party shall receive interest only on the amount of the settlement offer or the judgment or award, whichever is less, and only from the time of commencement of the action or a demand for arbitration, or the time of a written notice of claim, or as to special damages from when the special damages were incurred, if later, until the time the settlement offer was made. Subsequent offers and counteroffers supersede the legal effect of earlier offers and counteroffers. For the purposes of clause (2), the amount of settlement offer must be allocated between past and future damages in the same proportion as determined by the trier of fact. Except as otherwise provided by contract or allowed by law, preverdict, preaward, or prereport interest shall not be awarded on the following:

- (1) judgments, awards, or benefits in workers' compensation cases, but not including third-party actions;
- (2) judgments or awards for future damages;
- (3) punitive damages, fines, or other damages that are noncompensatory in nature;
- (4) judgments or awards not in excess of the amount specified in section 491A.01; and

(5) that portion of any verdict, award, or report which is founded upon interest, or costs, disbursements, attorney fees, or other similar items added by the court or arbitrator.

(c)(1)(i) For a judgment or award of \$50,000 or less or a judgment or award for or against the state or a political subdivision of the state, regardless of the amount, or a judgment or award in a family court action, regardless of the amount, the interest shall be computed as simple interest per annum. The rate of interest shall be based on the secondary market yield of one year United States Treasury bills, calculated on a bank discount basis as provided in this section.

On or before the 20th day of December of each year the state court administrator shall determine the rate from the one-year constant maturity treasury yield for the most recent calendar month, reported on a monthly basis in the latest statistical release of the board of governors of the Federal Reserve System. This yield, rounded to the nearest one percent, or four percent, whichever is greater, shall be the annual interest rate during the succeeding calendar year. The state court administrator shall communicate the interest rates

to the court administrators and sheriffs for use in computing the interest on verdicts and shall make the interest rates available to arbitrators.

This item applies to any section that references section 549.09 by citation for the purposes of computing an interest rate on any amount owed to or by the state or a political subdivision of the state, regardless of the amount.

(ii) The court, in a family court action, may order a lower interest rate or no interest rate if the parties agree or if the court makes findings explaining why application of a lower interest rate or no interest rate is necessary to avoid causing an unfair hardship to the debtor. This item does not apply to child support or spousal maintenance judgments subject to section 548.091.

(2) For a judgment or award over \$50,000, other than a judgment or award for or against the state or a political subdivision of the state or a judgment or award in a family court action, the interest rate shall be ten percent per year until paid.

(3) When a judgment creditor, or the judgment creditor's attorney or agent, has received a payment after entry of judgment, whether the payment is made voluntarily by or on behalf of the judgment debtor, or is collected by legal process other than execution levy where a proper return has been filed with the court administrator, the judgment creditor, or the judgment creditor's attorney, before applying to the court administrator for an execution shall file with the court administrator an affidavit of partial satisfaction. The affidavit must state the dates and amounts of payments made upon the judgment after the most recent affidavit of partial satisfaction filed, if any; the part of each payment that is applied to taxable disbursements and to accrued interest and to the unpaid principal balance of the judgment; and the accrued, but the unpaid interest owing, if any, after application of each payment.

(d) This section does not apply to arbitrations between employers and employees under chapter 179 or 179A. An arbitrator is neither required to nor prohibited from awarding interest under chapter 179 or under section 179A.16 for essential employees.

(e) For purposes of this subdivision:

(1) "state" includes a department, board, agency, commission, court, or other entity in the executive, legislative, or judicial branch of the state; and

(2) "political subdivision" includes a town, statutory or home rule charter city, county, school district, or any other political subdivision of the state.

Subd. 2. **Accrual of interest.** During each calendar year, interest shall accrue on the unpaid balance of the judgment or award from the time that it is entered or made until it is paid, at the annual rate provided in subdivision 1. The court administrator shall compute and add the accrued interest to the total amount to be collected when the execution is issued and compute the amount of daily interest accruing during the calendar year. The person authorized by statute to make the levy shall compute and add interest from the date that the writ of execution was issued to the date of service of the writ of execution and shall direct the daily interest to be computed and added from the date of service until any money is collected as a result of the levy.

Subd. 3. **Deductions.** If an affidavit is filed pursuant to subdivision 4, a judgment creditor, or the judgment creditor's attorney or agent, is entitled to deduct from any payment made upon a judgment, whether the payment is made voluntarily by or on behalf of the judgment debtor, or is collected by legal process, all disbursements that are made taxable by statute or by rule of court, that have been paid or incurred by the judgment creditor or the judgment creditor's attorney, after the entry of judgment. Any remaining portion

of the payment must be applied to the interest that has accrued upon the unpaid principal balance of the judgment before any remaining part is applied to reduce the unpaid principal balance of the judgment.

Subd. 4. **Affidavit.** A judgment creditor, or the judgment creditor's attorney, may file an affidavit specifying the nature and amount of taxable disbursements paid or incurred by the judgment creditor, or the judgment creditor's attorney, after the entry of judgment. An execution issued by the court administrator must include increased disbursements as are included in the affidavit filed with the court administrator.

History: (9477) *RL s 4344; 1909 c 371 s 1; 1979 c 105 s 1; 1980 c 509 s 179; 1984 c 399 s 1; 1984 c 472 s 2; 1986 c 455 s 81; 1Sp1986 c 3 art 1 s 82; 1987 c 273 s 3; 1988 c 503 s 1; 1991 c 266 s 10; 1991 c 321 s 7; 1992 c 363 art 1 s 8; 1993 c 321 s 5; 1994 c 465 art 1 s 58; 2002 c 247 s 1; 2009 c 83 art 2 s 35; 2010 c 249 s 1; 2010 c 385 s 8; 2015 c 30 art 1 s 12*

Jeffrey D. Pelowski

From: Cristy Sheremeta <csheremeta@cgicomunications.com>
Sent: Wednesday, August 03, 2016 12:34 PM
To: Jeffrey D. Pelowski
Cc: Jack J. Swanson; Cynthia M. Tangen
Subject: CGI - Roseau County Cost Free Video Program Follow Up
Attachments: Roseau County, MN Agreement.pdf; Roseau County, MN Intro Letter.doc; County FAQ's.pdf

Importance: High

Good Afternoon,

Thank you for taking the time to speak with Nicole Rongo regarding our cost-free County Showcase Video Program.

You will find three documents attached. The first document is our one page agreement. Please keep for your records. The second is the letter of introduction that we ask to be placed on your official letterhead. To reserve your spot in our production queue, please sign the Letter and either scan and email or fax it to 866-429-8611. I have also included our frequently asked questions sheet for your review.

Nicole will follow up with you shortly to see if you have any questions. You can also contact her at 800-398-3029 x 203 or nicoler@cgicomunications.com.

We look forward to speaking with you further about this exciting opportunity!

Best Regards,



Cristy Sheremeta
Marketing Associate
CGI Communications Inc.
130 E Main Street 1st Floor
Rochester, NY 14604
Office: 800.398.3029 ext. 415
Fax: 866.429.8611
Email: csheremeta@cgicomunications.com
www.cgicompany.com

2016 County Video Program

CGI Communications, Inc.
 130 East Main Street, 5th Floor
 Rochester, NY 14604
 (800) 398-3029 phone
 (866) 429-8611 fax

Name:	Jack Swanson
Title:	Commissioner
Address:	1606 5th Ave SW
City, State, Zip:	Roseau, MN 56757
Phone:	218 463-2691 218 463-4248
Email:	Jack.Swanson@Co.Roseau.MN.US
Website:	www.co.roseau.mn.us

This agreement is between CGI Communications, Inc. ("CGI") and the County of Roseau (the "County") and shall remain in effect from the date it is signed by both parties until the third anniversary of the date that the completed and approved County Video Program is made available for viewer access on different devices via a link on the www.co.roseau.mn.us homepage, including any alternate versions of that homepage.

During the term of this Agreement, CGI shall:

- Produce video content with subject matter that includes but is not limited to: *Welcome, Education,* and two additional videos with County's choice of subject matter
- Provide one Community Organizations chapter to promote charities, nonprofits and community development organizations
- Provide script writing and video content consultation
- Send a videographer to County locations to shoot footage for the videos
- Reserve the right to use still images and photos for video production
- Provide all aspects of video production and editing, from raw footage to final video including professional voiceovers and background music
- Provide a final draft of County Video Program content subject to County's approval (up to 3 sets of revisions allowed). CGI's request for approval of content or revision, including final draft, shall be deemed approved if no response is received by us within 30 days of request
- Provide our patented OneClick™ Technology and encode all videos into multiple streaming digital formats to play on all computer systems, browsers, and Internet connection speeds; recognized player formats include WindowsMedia™ and QuickTime™
- Store and stream all videos on CGI's dedicated server
- Feature business sponsors around the perimeter of video panels
- Be solely responsible for sponsorship fulfillment including all related aspects of marketing, production, printing, and distribution
- Facilitate viewer access of the County Video Program from County website, including any alternate versions of County's homepage, for different devices, by providing HTML source code for a graphic link to be prominently displayed on the www.co.roseau.mn.us website homepage as follows: "Coming Soon" graphic link designed to coordinate with existing website color theme to be provided within 10 business days of execution of this agreement. "County Video Program" graphic link to be provided to replace the "Coming Soon" link upon completion and approval of videos
- Grant to County a license to use CGI's Line of Code to link to and/or stream the videos
- Own copyrights of the master County Video Program
- Assume all costs for the County Video Program
- Afford businesses the opportunity to purchase various digital media products and services from CGI and its affiliates

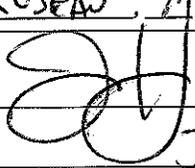
Program add-ons will include:

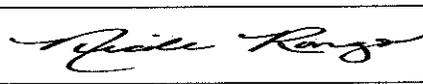
- NACo Conference sign up: CGI will produce one additional chapter for signing up at the NACo Conference in Long Beach, CA

During the term of this Agreement, the County shall:

- Provide a letter of introduction for the program on County's letterhead
- Assist with the content and script for the County Video Program
- Grant CGI the right to use County's name in connection with the preparation, production, and marketing of the Program
- Display the "Coming Soon" graphic link prominently on the www.co.roseau.mn.us homepage within 10 business days of receipt of HTML source code
- Display the "County Video Program" link prominently on its www.co.roseau.mn.us homepage, including any alternate versions of your home page, for viewer access on different devices for the entire term of this agreement
- Ensure that this agreement remains valid and in force until the agreed upon expiration date, regardless of change in administration
- Grant full and exclusive streaming video rights for CGI and its subsidiaries, affiliates, successors and assigns to stream all video content produced by CGI for the County Video Program only
- Agree that CGI and the County each represent and warrant that any and all photographs, videos, and other content it submits for use in any video or other display does not infringe on any third party's copyrighted material, trademark or other intellectual privacy or publicity rights and shall defend and indemnify the other from any such claim or action

This Agreement constitutes the entire agreement of the parties and supersedes any and all prior communications, understandings and agreements, whether oral or written. No modification or claimed waiver of any provision shall be valid except by written amendment signed by the parties herein. County warrants that it is a tax exempt entity. The undersigned, have read and understand the above information and have full authority to sign this agreement.

The County of	Roseau, MN
Signature:	
Name (printed):	JACK SWANSON
Title:	County Commissioner
Date:	7/23/16

CGI Communications, Inc.

Name (printed): Nicole Rongo
Title: Vice President of Marketing and Acquisitions
Date: 7/23/16

DATE

Dear Valued Business Owner:

Roseau County is excited to announce a new partnership with CGI Communications, Inc. to create a series of professionally produced online videos to highlight everything our community offers residents, visitors, and business owners.

In addition to creating the videos, CGI is ensuring they are seen. For many businesses, getting noticed online can be a challenge, however, **utilizing video dramatically improves visibility and drives more action to your website** than static pages, with the demand for video climbing even higher for users on mobile devices.

With an easily viewable interface on the official county website, this video program will encourage viewers to learn more about area attractions, economic development opportunities, quality of life, and the businesses supporting the program. In addition, the county's official website will backlink to CGI's www.elocallink.tv, which hosts the Video Tour.

We are dedicated to highlighting the advantages of living and working in Roseau County; advantages that include access to our wonderful business community; and we feel that this video program can be widely successful. We encourage you to consider participating in this county-wide program as it provides an exciting opportunity to showcase your business and utilize the power of video on your own websites and social media pages.

To learn more about sponsorship opportunities or to request an appointment please e-mail BrandonB@cgicommunications.com.

Best Regards,

Signatory
Title



Frequently Asked Questions

- ◆ **Who is CGI Communications, Inc.?**
Formed in 1987, CGI Communications, Inc. is the leading provider of high-impact marketing solutions to counties nationwide. CGI is one of Upstate New York's top growth companies, receiving multiple Top 100 Awards in the Greater Rochester Area.
- ◆ **Are there any hidden costs?**
No, there is never a point where our county participants ever see an invoice for any services we provide.
- ◆ **What if no businesses sign up for sponsorship?**
Even if zero sponsors participate, your county will still receive the program at no cost. There is no threshold or minimum sponsorship requirement.
- ◆ **How long is the production time line?**
The welcome video can be completed with in a few weeks. The entire video production is typically about 12 -14 weeks, but can vary depending on what time of year filming is preferred.
- ◆ **What is the relationship between CGI and the National Association of Counties?**
CGI is a proud Premier Corporate Member of NACo and provide a myriad of digital marketing tools to showcase and promote many NACo members. Our County Showcase Program is an opportunity that both members and non-members can participate in.
- ◆ **Who fulfills the sponsorship element of the County Video Program?**
CGI takes care of all sponsorship fulfillment, however if your county would like to recommend businesses to have first right of refusal, we encourage and welcome you to do so.
- ◆ **Do we have a choice of what season we are filmed in?**
Absolutely! It is our goal to film counties in the season you feel best represents your county as a whole. In addition if you have existing video content you would like us to incorporate, feel free to submit the content to us.
- ◆ **Do we need an official representative in our Welcome video?**
Absolutely not! It is your community's choice on whether or not you would like to have a civic leader represented in the welcome video.
- ◆ **Does our county have a choice in what type of establishments can participate in the sponsorship fulfillment?**
Of course! Your county has a say in the types of businesses that are featured. We simply need to know prior to the beginning of the sponsorship fulfillment campaign. For further information, please request CGI's Sponsor Policy for your records.
- ◆ **Is there a special rate for non-profit organizations that want to get involved?**
We provide a Community Organizations chapter that creates an opportunity for local non-profits to garner exposure on our program at no-cost.

**Roseau County Board
August 2016 Meetings**

Glenda A. Phillippe
District One

July 26: Lake Township – Warroad
August 2: Committee of the Whole – Roseau
August 2: Operations – Roseau
August 4: Backpack Program – Warroad
August 8: Warroad City Council – Warroad
August 8: Warroad School Board – Warroad

JACK SWANSON COMMITTEE REPORTS

JULY 26, 2016 - BECOMING WELCOMING COMMUNITIES; teleconference with Christina Pope, Welcoming America

JULY 27, 2016 - ROSEAU ECONOMIC DEVELOPMENT AUTHORITY

JULY 28, 2016 - SUNSHINE MEMORIAL FOUNDATION; working toward construction of a Ronald McDonald-type house in Grand Forks

AUGUST 1, 2016 - ROSEAU CITY COUNCIL

AUGUST 2, 2016 - OPERATIONS COMMITTEE

AUGUST 2, 2016 - COMMITTEE OF THE WHOLE

AUGUST 3, 2016 - COMMUNITY JUSTICE COORDINATING COMMITTEE

AUGUST 4, 2016 - ASSOCIATION OF MINNESOTA COUNTIES GOVERNANCE COMMITTEE; teleconference on proposed bylaws changes