



## Board of Commissioners

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

Roseau, MN 56751

Phone: 218-463-4248

Fax: 218-463-3252

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**July 14, 2015**

### **REGULAR BOARD MEETING AGENDA**

Notice is hereby given that the Board of Commissioners of Roseau County will meet in session on July 14, 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 Board Appointments/Public Comments\***

1. Dr. Mary Ann Sens - UND Forensic Pathology

**9:30 Consent Agenda**

1. June 23, 2015 Board Proceedings
2. 2015 Board of Appeal and Equalization Minutes
3. Payroll Change Notice
4. Roseau/LOW Sportsman's Club Request for Reimbursement
5. Warroad River Watershed Board Appointment Advertisement
6. Vanguard Commercial Property Reappraisal Contract Addendum
7. Northern Dental Access Center - Resolution of Support
8. Next Generation 911 System

**9:40 Department Reports**

1. Auditor's Office
  - a. Colleen Hoffman - Hoffman, Philipp and Knutson

**9:50 County Board Items**

1. Commissioner Committee Reports

**10:30 Unfinished Business**

**10:30 Adjourn**

**\*Limited to five minutes**

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

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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





MINNESOTA CORONERS' & MEDICAL EXAMINERS' ASSOCIATION

530 CHICAGO AVENUE MINNEAPOLIS, MN 55415

MNCMEA.ORG

**DATE:** July 10, 2015

**TO:** Minnesota Coroners' and Medical Examiners' Association  
State of Minnesota County Administrators

**FROM:** **Dr. Anne Bracey, President, MNCMEA**

**SUBJECT:** Changes to Minnesota Statutes, section 390

When the new legislative session laws go into effect on **August 1, 2015**, changes to statute 390 will require all coroner and medical examiner offices to comply with the following criteria:

- 1. Every coroner or medical examiner in office on or after July 1<sup>st</sup> in the state of Minnesota must maintain and make publicly available a statement of policy or principles to be used for communicating with families during a death investigation.**
- 2. Section 390.11, subdivision 2b allows for religious objection to autopsy by the representative of the decedent, defined as the person with the right to control disposition of the body, and includes requirements that good faith efforts be made to notify the representative before autopsy is performed and to provide verbal and written information to the representative.**

There are additional details contained within the bill and a copy (SF 1694) is attached. For your convenience, the Minnesota Coroners and Medical Examiner's Association has created a reference area on our website to share documents and information to assist you in meeting the requirements of the statute. You may also want to consult with your county attorney to make sure that you are in compliance with these changes to the statute.

If you have any questions regarding the information in this memo, please feel free to contact any of the offices via the contact information on their respective brochures.

Sincerely,

Dr. Anne Bracey, President  
Minnesota Coroners' and Medical Examiners' Association

530 Chicago Avenue, Minneapolis, MN 55415

Phone: 612-215-6320

Fax: 612-466-9980

Online: [www.mncmea.org](http://www.mncmea.org)

**SENATE**  
**STATE OF MINNESOTA**  
**EIGHTY-NINTH SESSION**

**S.F. No. 1694**

(SENATE AUTHORS: LOUREY, Saxhaug and Skoe)

DATE	D-PG	OFFICIAL STATUS
03/12/2015	779	Introduction and first reading Referred to Health, Human Services and Housing
03/16/2015	910	Author added Saxhaug
03/18/2015	938a	Comm report: To pass as amended and re-refer to Judiciary
03/25/2015	1286a	Comm report: To pass as amended and re-refer to Finance
03/26/2015	1398	Author added Skoe
05/06/2015	3295a	Comm report: To pass as amended
	3298	Second reading
05/12/2015	3540	Special Order
	3540	Third reading Passed
05/17/2015	3603	Returned from House
		Presentment date 05/18/15
		Governor's action Approval 05/19/15
		Secretary of State Chapter 60 05/19/15
		Effective date 08/01/15

1.1 A bill for an act  
 1.2 relating to public safety; providing for religious objections to autopsies in  
 1.3 certain cases; amending Minnesota Statutes 2014, sections 390.005, by adding  
 1.4 a subdivision; 390.11, subdivisions 1, 2, by adding a subdivision; 390.32,  
 1.5 subdivisions 2, 3.

1.6 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF MINNESOTA:

1.7 Section 1. Minnesota Statutes 2014, section 390.005, is amended by adding a  
 1.8 subdivision to read:

1.9 Subd. 6. Communicating with family during a death investigation. Every  
 1.10 coroner or medical examiner in office on or after July 1, 2015, shall maintain and make  
 1.11 publicly available, a statement of policy or principles to be used for communicating with  
 1.12 families during a death investigation.

1.13 Sec. 2. Minnesota Statutes 2014, section 390.11, subdivision 1, is amended to read:

1.14 Subdivision 1. **Reports of death.** All sudden or unexpected deaths and all deaths  
 1.15 that may be due entirely or in part to any factor other than natural disease processes  
 1.16 must be promptly reported to the coroner or medical examiner for evaluation. Sufficient  
 1.17 information must be provided to the coroner or medical examiner. Reportable deaths  
 1.18 include, but are not limited to:

1.19 (1) unnatural deaths, including violent deaths arising from homicide, suicide, or  
 1.20 accident;

1.21 (2) deaths due to a fire or associated with burns or chemical, electrical, or radiation  
 1.22 injury;

1.23 (3) unexplained or unexpected perinatal and postpartum maternal deaths;

1.24 (4) deaths under suspicious, unusual, or unexpected circumstances;

- 2.1 (5) deaths of persons whose bodies are to be cremated or otherwise disposed of so  
2.2 that the bodies will later be unavailable for examination;
- 2.3 (6) deaths of inmates of public institutions and persons in custody of law  
2.4 enforcement officers who have not been hospitalized primarily for organic disease;
- 2.5 (7) deaths that occur during, in association with, or as the result of diagnostic,  
2.6 therapeutic, or anesthetic procedures;
- 2.7 (8) deaths due to culpable neglect;
- 2.8 (9) stillbirths of 20 weeks or longer gestation unattended by a physician;
- 2.9 (10) sudden deaths of persons not affected by recognizable disease;
- 2.10 (11) unexpected deaths of persons notwithstanding a history of underlying disease;
- 2.11 (12) deaths in which a fracture of a major bone such as a femur, humerus, or tibia  
2.12 has occurred within the past six months;
- 2.13 (13) deaths unattended by a physician occurring outside of a licensed health care  
2.14 facility or licensed residential hospice program;
- 2.15 (14) deaths of persons not seen by their physician within 120 days of demise;
- 2.16 (15) deaths of persons occurring in an emergency department;
- 2.17 (16) stillbirths or deaths of newborn infants in which there has been maternal use of  
2.18 or exposure to unprescribed controlled substances including street drugs or in which there  
2.19 is history or evidence of maternal trauma;
- 2.20 (17) unexpected deaths of children;
- 2.21 (18) solid organ donors;
- 2.22 (19) unidentified bodies;
- 2.23 (20) skeletonized remains;
- 2.24 (21) deaths occurring within 24 hours of arrival at a health care facility if death  
2.25 is unexpected;
- 2.26 (22) deaths associated with the decedent's employment;
- 2.27 (23) deaths of nonregistered hospice patients or patients in nonlicensed hospice  
2.28 programs; and
- 2.29 (24) deaths attributable to acts of terrorism.

2.30 The coroner or medical examiner shall determine the extent of the coroner's or medical  
2.31 examiner's investigation, including whether additional investigation is needed by the  
2.32 coroner or medical examiner, jurisdiction is assumed, or an autopsy will be performed,  
2.33 ~~notwithstanding any other statute~~ subject to subdivision 2b.

2.34 Sec. 3. Minnesota Statutes 2014, section 390.11, subdivision 2, is amended to read:

3.1 Subd. 2. **Autopsies.** Subject to subdivision 2b, the coroner or medical examiner  
3.2 may order an autopsy, at the coroner or medical examiner's sole discretion, in the case of  
3.3 any human death referred to in subdivision 1, when, in the judgment of the coroner or  
3.4 medical examiner the public interest would be served by an autopsy. The autopsy shall  
3.5 be performed without unnecessary delay. A report of the facts developed by the autopsy  
3.6 and findings of the person performing the autopsy shall be made promptly and filed in  
3.7 the office of the coroner or medical examiner. When further investigation is deemed  
3.8 advisable, a copy of the report shall be delivered to the county attorney. Every autopsy  
3.9 performed pursuant to this subdivision shall, whenever practical, be performed in the  
3.10 county morgue. Nothing herein shall require the coroner or medical examiner to order an  
3.11 autopsy upon the body of a deceased person if the person died of known or ascertainable  
3.12 causes or had been under the care of a licensed physician immediately prior to death or if  
3.13 the coroner or medical examiner determines the autopsy to be unnecessary.

3.14 Autopsies performed pursuant to this subdivision may include the removal,  
3.15 retention, testing, or use of organs, parts of organs, fluids or tissues, at the discretion of  
3.16 the coroner or medical examiner, when removal, retention, testing, or use may be useful  
3.17 in determining or confirming the cause of death, mechanism of death, manner of death,  
3.18 identification of the deceased, presence of disease or injury, or preservation of evidence.  
3.19 Such tissue retained by the coroner or medical examiner pursuant to this subdivision shall  
3.20 be disposed of in accordance with standard biohazardous hospital or surgical material and  
3.21 does not require specific consent or notification of the legal next of kin. When removal,  
3.22 retention, testing, and use of organs, parts of organs, fluids, or tissues is deemed beneficial,  
3.23 and is done only for research or the advancement of medical knowledge and progress,  
3.24 written consent or documented oral consent shall be obtained from the legal next of kin, if  
3.25 any, of the deceased person prior to the removal, retention, testing, or use.

3.26 Sec. 4. Minnesota Statutes 2014, section 390.11, is amended by adding a subdivision to  
3.27 read:

3.28 Subd. 2b. **Religious objections to autopsy.** (a) For purposes of this subdivision:

3.29 (1) "compelling state interest" means that:

3.30 (i) the autopsy is necessary to investigation of a suspicious death or suspected crime;

3.31 (ii) the autopsy is necessary to prevent a potential public health threat and essential  
3.32 to ascertain the cause or manner of death;

3.33 (iii) the autopsy is necessary to ascertain the cause or manner of death following  
3.34 an unexpected death, regardless of the decedent's underlying disease, in order to protect  
3.35 the public's health;

- 4.1 (iv) the autopsy is necessary to obtain proper toxicologic or other specimens that  
4.2 may represent evidence of a crime and may deteriorate over time;
- 4.3 (v) the death is an unexpected and unexplained death of a child;
- 4.4 (vi) the death is associated with police action;
- 4.5 (vii) the death is unnatural, unattended, or unexpected and occurred within a facility  
4.6 licensed by the Department of Corrections, a secure treatment facility, as defined in section  
4.7 246.71, subdivision 5, or within a facility as defined in section 626.5572, subdivision 6, but  
4.8 excluding deaths that occurred in the home of the decedent or a caregiver of the decedent;
- 4.9 (viii) the death is due to acute workplace injury;
- 4.10 (ix) the death is caused by apparent electrocution;
- 4.11 (x) the death is caused by unwitnessed or suspected drowning;
- 4.12 (xi) the body is unidentified and the autopsy may aid in identification;
- 4.13 (xii) the body is skeletonized but not subject to the provisions of section 307.08;
- 4.14 (xiii) the death appears to be caused by fire or explosion; or
- 4.15 (xiv) the need for an autopsy is otherwise established under paragraph (g);
- 4.16 (2) "religious beliefs" means the recognized tenets, understandings, customs, or  
4.17 rites of any culture or recognized religion as they apply to activities described in section  
4.18 149A.01, subdivision 3, paragraph (b);
- 4.19 (3) "religious grounds" means that performance of an autopsy is contrary to the  
4.20 religious beliefs of the decedent or the decedent included a religious objection to an  
4.21 autopsy in the decedent's health care directive; and
- 4.22 (4) "representative of the decedent" or "representative" means the person or persons  
4.23 with the right to control and duty of disposition of the body of the decedent under section  
4.24 149A.80, subdivision 2.
- 4.25 (b) The coroner or medical examiner shall, as soon as possible, but no more than  
4.26 24 hours after the discovery of the decedent's body, exercise good faith efforts to give  
4.27 verbal or written notice to the representative of the decedent of the intended autopsy.  
4.28 This verbal or written notice must include providing written materials explaining the  
4.29 death investigation process or providing the representative the office's Web site address  
4.30 where this information is located. These written materials and Web site must include  
4.31 information regarding Minnesota's law concerning religious objections to autopsies. A  
4.32 record summarizing verbal communication with a representative must be maintained  
4.33 indefinitely in the coroner or medical examiner's records. If, despite a good faith effort, a  
4.34 representative of the decedent cannot be found within 24 hours of the discovery of the  
4.35 decedent's body, the autopsy may proceed without further delay.

5.1 (c) If the representative of the decedent does not object to the autopsy on religious  
5.2 grounds, the autopsy may be performed without delay.

5.3 (d) If the representative of the decedent objects to the autopsy on religious grounds,  
5.4 an autopsy must not be performed unless the coroner or medical examiner determines  
5.5 that there is a compelling state interest to perform the autopsy. The coroner or medical  
5.6 examiner may require a representative of the decedent or a person representing a class  
5.7 of representatives to present an affidavit stating the person's relationship to the decedent,  
5.8 any religious affiliation of the decedent, that the decedent had a religious objection to an  
5.9 autopsy and the basis for that belief, and that the person will assume responsibility for the  
5.10 lawful disposition of the body of the deceased.

5.11 (e) If the coroner or medical examiner determines that a compelling state interest to  
5.12 perform an autopsy exists under paragraph (a), clause (1), items (i) to (xiii), the autopsy  
5.13 may proceed without further delay.

5.14 (f) The district court may waive the waiting period under paragraph (b) upon ex  
5.15 parte motion if it determines that the delay may prejudice the accuracy of the autopsy  
5.16 or threaten public health.

5.17 (g) If the coroner or medical examiner determines that there is a compelling state  
5.18 interest to perform an autopsy under circumstances not described in paragraph (a), clause  
5.19 (1), items (i) to (xiii), and the representative of the decedent objects based on religious  
5.20 grounds and submits written information to the coroner or medical examiner showing  
5.21 reason to believe that the autopsy is contrary to the religious beliefs of the decedent, the  
5.22 coroner or medical examiner may bring an action in district court for an order authorizing  
5.23 the autopsy. The action must be brought by notice of an order to show cause served on the  
5.24 representative of the decedent or, if the representative is not available, on another party if  
5.25 directed by the court. The proceeding must be determined summarily upon the petition  
5.26 and the oral or written evidence offered by the parties. The court shall grant the relief  
5.27 sought in the petition if it finds that the petitioner demonstrates by a preponderance of  
5.28 the evidence that the autopsy is necessary and that need outweighs the state's interest in  
5.29 observing the decedent's religious beliefs. If the petition is denied and no stay is granted  
5.30 by the court, the body must immediately be released in accordance with chapter 149A.

5.31 (h) Autopsies performed after a religious objection under this subdivision must be  
5.32 the least intrusive procedure consistent with the state's compelling interest in performing  
5.33 the autopsy. This subdivision does not prohibit a coroner or medical examiner from  
5.34 obtaining voluntary permission from a representative of the decedent to conduct an  
5.35 examination and inquiry involving less intrusive means than an autopsy.

6.1 (i) A coroner or medical examiner is not liable for the failure to perform an autopsy  
6.2 if an objection to the autopsy on religious grounds has been made under this subdivision.

6.3 (j) In a court proceeding related to this subdivision, the petitioner may file data that  
6.4 are investigative data under section 13.83, subdivision 4, under seal with the court. The  
6.5 data must be examined by the court in camera. The investigative data filed with the court  
6.6 remain confidential consistent with the provisions of section 13.83, subdivision 4, except  
6.7 where disclosure is ordered as provided by section 13.83, subdivision 7.

6.8 (k) Actions or determinations by the coroner or medical examiner under this  
6.9 subdivision are exempt from chapter 14.

6.10 Sec. 5. Minnesota Statutes 2014, section 390.32, subdivision 2, is amended to read:

6.11 Subd. 2. ~~Violent or mysterious deaths; Autopsies.~~ Subject to section 390.11,  
6.12 subdivision 2b, the medical examiner may conduct an autopsy in the case of any human  
6.13 death of any type referred to in subdivision 1, clause (1) or (2), ~~when in the judgment of the~~  
6.14 ~~medical examiner the public interest requires an autopsy~~ or in section 390.11, subdivision 1.

6.15 Sec. 6. Minnesota Statutes 2014, section 390.32, subdivision 3, is amended to read:

6.16 Subd. 3. **Other deaths; autopsies; exhumation consent.** Subject to section 390.11,  
6.17 subdivision 2b, the medical examiner may conduct an autopsy in the case of any human  
6.18 death of any type referred to in subdivision 1, clause (3) or (4), or may exhume any human  
6.19 body and perform an autopsy in the case of any human death of any type referred to in  
6.20 subdivision 1 when in the judgment of the medical examiner the public interest requires an  
6.21 autopsy. No such autopsy on an exhumed body shall be conducted unless the surviving  
6.22 spouse, or next of kin if there is no surviving spouse, consents, or unless the district court  
6.23 of the county where the body is located or buried, upon notice as the court directs, enters  
6.24 its order authorizing an autopsy or an exhumation and autopsy. Application for an order  
6.25 may be made by the medical examiner or the county attorney of the county where the body  
6.26 is located or buried, upon a showing that the court deems appropriate.



# Roseau County Request for Board Action

<b>Agenda Item #: Consent 1</b> <small>(for office use only)</small>	
<b>Requested Board Date:</b>	July 14, 2015
<b>Originating Department:</b> Coordinator's Office	
<b>Subject Title (as it will appear on the Agenda):</b> June 23, 2015 Board Proceedings	<b>Presenter:</b> Jeff Pelowski
<b>Estimated Amount of Time Needed for Discussion:</b>	
<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	
<b>Board Action Requested:</b> Review and approve the June 23, 2015 Board Proceedings.	
<b>Background:</b>	
<b>Supporting Documentation:</b> <input checked="" type="checkbox"/> Attached <input type="checkbox"/> None	
<b>Agenda Classification for County Board Meeting:</b>	
<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:**

<b>Board Action:</b> Approved as Requested: _____ Denied: _____ Tabled: _____ Other: _____	<b>Distribution/Filing Instructions:</b>
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# PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

June 23, 2015

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, Minnesota on Tuesday, June 23, 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 Roger Falk, Mark Foldesi, Todd Miller, Glenda Phillipe, and Jack Swanson.

## APPROVAL OF AGENDA

A discussion to consider a Gravel and Clay Contract was added to the Highway Department. A motion to approve the amended Agenda was made by Commissioner Miller, seconded by Commissioner Phillipe and carried unanimously.

## COMMENTS AND ANNOUNCEMENTS

Commissioner Phillipe reminded the Board that there will be a Roseau County Committee on Aging meeting on June 24, 2015, in the County Board Room beginning at 10:30 a.m. Coordinator Pelowski shared a MN Department of Natural Resources letter and brochure detailing the DNR's 10-year Strategic Plan.

## APPROVAL OF BILLS

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

### Warrants Approved For Payment 6/11/2015

<u>Vendor Name</u>	<u>Amount</u>
CENTURYLINK	3,201.69
HARDWICK /BRIAN T PC	2,020.69
MN DEPT OF FINANCE -TREAS	2,551.50
ROSEAU CITY	9,434.81
10 Payments less than 2,000.00	6,265.64
<b>Final Total:</b>	<b>23,474.33</b>

### Warrants Approved For Payment 6/17/2015

<u>Vendor Name</u>	<u>Amount</u>
BADGER CITY	57,780.10
GREENBUSH CITY	126,512.30
NW MN MULTI COUNTY HRA	28,747.24
NW REGIONAL DEV COMM	12,893.55
ROOSEVELT CITY	7,357.27
ROSEAU CITY	642,501.07
ROSEAU RIVER WATERSHED DIST	344,389.53
SCHOOL DIST 2358	16,710.99
SCHOOL DIST 2683	147,536.34
SCHOOL DIST 447	7,171.27

SCHOOL DIST 676	163,567.89
SCHOOL DIST 682	1,388,220.31
SCHOOL DIST 690	1,063,178.06
SPRINGSTEEL ISLAND SANITARY DISTRICT	28,812.25
STRATHCONA CITY	2,620.81
TOWN OF BARNETT	14,705.71
TOWN OF BARTO	28,299.13
TOWN OF BEAVER	3,192.04
TOWN OF CEDARBEND	15,041.16
TOWN OF DEER	7,066.54
TOWN OF DEWEY	11,881.90
TOWN OF DIETER	11,501.70
TOWN OF ENSTROM	16,058.74
TOWN OF FALUN	23,425.86
TOWN OF GOLDEN VALLEY	11,854.04
TOWN OF GRIMSTAD	15,947.05
TOWN OF HEREIM	16,435.92
TOWN OF HUSS	12,576.23
TOWN OF JADIS	28,494.83
TOWN OF LAKE	183,954.89
TOWN OF LAONA	22,192.68
TOWN OF LIND	8,187.22
TOWN OF MALUNG	18,047.06
TOWN OF MICKINOCK	12,814.19
TOWN OF MOOSE	9,762.77
TOWN OF MORANVILLE	39,102.68
TOWN OF NERESON	9,200.81
TOWN OF PALMVILLE	4,728.04
TOWN OF POHLITZ	3,105.02
TOWN OF POLONIA	19,617.74
TOWN OF POPLAR GROVE	6,577.87
TOWN OF REINE	11,806.68
TOWN OF ROSS	15,649.29
TOWN OF SKAGEN	18,188.48
TOWN OF SOLER	13,353.69
TOWN OF SPRUCE	23,631.44
TOWN OF STAFFORD	19,569.85
TOWN OF STOKES	13,641.63
TWO RIVER WATERSHED DISTRICT	83,404.15
WARROAD CITY	395,119.04
WARROAD PORT AUTHORITY	136,268.30
WARROAD WATERSHED DISTRICT	15,049.67
4 Payments less than 2,000.00	1,905.50
<b>Final Total:</b>	<b>5,339,358.52</b>

**Warrants Approved For Payment 6/18/2015**

<u>Vendor Name</u>	<u>Amount</u>
ROSEAU/LOW SPORTSMAN CLUB	6,482.65
STOSKOPF INC/STEVEN	16,706.84
WYNNE CONSULTING INC	2,100.00
11 Payments less than 2,000.00	5,455.47
<b>Final Total:</b>	<b>30,744.96</b>

## Warrants Approved On 6/23/2015 For Payment 6/26/2015

<u>Vendor Name</u>	<u>Amount</u>
AVIANDS LLC	10,925.22
CDW GOVERNMENT INC	2,862.27
COLE LOGGING & LIVESTOCK	4,287.50
JOHNSON OIL CO INC	4,939.17
NORTHERN RESOURCES COOPERATIVE	2,479.29
ROSEAU CO HWY DEPT	9,196.86
UND FORENSIC PATHOLOGY	2,587.00
43 Payments less than 2,000.00	14,748.58
<b>Final Total:</b>	<b>52,025.89</b>

In addition, the Board approved a forthwith payment to Mark Wojciechowski, in the amount of \$860.00, for beaver and beaver dam removal; and, to Scott Flaten, in the amount of \$350.00 for beaver removal.

### CONSENT AGENDA

A motion to approve the Consent Agenda was made by Commissioner Phillipe, seconded by Commissioner Falk and carried unanimously. The Board, by adoption of its Consent Agenda, approved the June 9, 2015 Board Proceedings; approved an amendment to the April 14, 2015 Board Proceedings; approved the Minnesota Housing Finance Agency Resolution of Support (#2015-06-01); and, approved the Northstar ATV Club Grant-in-Aid Request for Reimbursement, in the amount of \$1,020.29.

### CONTINUATION OF THE JUNE 16, 2015 BOARD OF APPEAL AND EQUALIZATION

Assessor Liz Lund addressed the Board in order to continue the June 16, 2015 Board of Appeal and Equalization. Lund noted that five appeals had been filed and provided a summary of each adjustment. Board action on the appeals will be summarized in the Board of Appeal and Equalization meeting minutes.

### DEPARTMENT REPORTS

Highway Department

#### City of Warroad/County of Roseau Property Exchange

Engineer Ketring met with the Board to provide a status report on the City of Warroad/County property exchange necessary for the construction of the new County Maintenance Building. Ketring noted that at the Warroad City Council meeting held on June 22, 2015, the Council approved the property exchange and added that the Utilities Commission also approved the Property Exchange Summary. A contract outlining the details of the property exchange will be executed upon completion of the project. A motion to approve the City of Warroad/Roseau County property exchange was made by Commissioner Phillipe, seconded by Commissioner Miller and carried unanimously.

#### Local Road Improvement Program (LRIP) Grant Agreement and Resolution of Support

Engineer Ketring requested the Board consider adopting a Resolution of Support and executing a LRIP Grant Agreement for the CSAH #46 project. A motion to approve the Local Road Improvement Grant Agreement, in the amount of \$203,000.00, and adopt Resolution #2015-06-02 in support of the LRIP Grant Agreement, was made by Commissioner Phillipe, seconded by Commissioner Miller and carried unanimously.

### County Road 18 Gravel and Clay Contract

Engineer Ketring updated the Board on the results of the bid opening for a Gravel and Clay project on County Road 18. Ketring recommended that the low bid be accepted. After further discussion, a motion to award the bid to Thygeson Construction, Inc., in the amount of \$145,138.59, was made by Commissioner Miller, seconded by Commissioner Foldesi and carried unanimously.

## **COMMITTEE REPORTS**

### Law Library Board of Trustees

Assistant County Attorney Mike Grover and Judge Donna Dixon met with the Board to request approval of an agreement that would provide attorney assistance to self-represented (pro se) parties preparing court documents and fulfilling court filing requirements. Mr. Grover explained that the Law Library fund would be used to cover the cost of this service. A motion to enter into agreement with Legal Services of Northwest Minnesota, for two hours per day, one day a week, at a rate of \$60 per hour (+\$3,000.00 annual administrative fee), beginning January 1, 2016 and terminating January 1, 2017, was made by Commissioner Miller, seconded by Commissioner Phillippe and carried unanimously.

## **COUNTY BOARD ITEMS**

### Commissioner Committee Reports

Commissioner Falk reported on the following committee(s): Highway Committee, 6/16/15; Social Services Board, 6/16/15; Roseau County Board of Appeal and Equalization, 6/16/15; Northwest Community Action, 6/18/15; Northwest Community Action 50<sup>th</sup> Anniversary Celebration, 6/19/15.

Commissioner Foldesi reported on the following committee(s): Highway Committee, 6/16/15; Social Services Board, 6/16/15; Roseau County Board of Appeal and Equalization, 6/16/15; Hiring Committee, 6/18/15.

Commissioner Miller reported on the following committee(s): Drainage Work Group, 6/11/15; Minnesota Rural Counties Caucus, 6/15/15; Social Services Board, 6/16/15; Highway Committee, 6/16/15; Roseau County Board of Appeal and Equalization, 6/16/15; Hiring Committee, 6/18/15; Joint Powers Natural Resource Board, 6/22/15; Warroad City Council, 6/22/15.

Commissioner Phillippe reported on the following committee(s): Roseau County Maintenance Garage meeting, 6/11/15; Roseau County Committee on Aging, 6/15/15; Social Services Board, 6/16/15; Highway Committee, 6/16/15; Roseau County Board of Appeal and Equalization, 6/16/15; Lake Township Board, 6/17/15; Warroad City Council, 6/22/15; Public Health Committee, 6/23/15.

Commissioner Swanson reported on the following committee(s): Building Committee, 6/9/15; Roseau School Board, 6/9/15; Roseau Convention and Visitors Bureau, 6/10/15; Jadis Town Board, 6/10/15; Association of Minnesota Counties Executive Committee, 6/15/15; Roseau County Committee on Aging, 6/15/15; Roseau School Board, 6/15/15; Roseau Community Education Committee, 6/16/15; Social Services Board, 6/16/15; Highway Committee, 6/16/15; Roseau County Board of Appeal and Equalization, 6/16/15; Northwest Minnesota Housing and Redevelopment Authority, 6/17/15; Association of Minnesota Counties Governance Committee, 6/18/15; Association of Minnesota Counties Board of Directors, 6/19/15; Public Health Committee, 6/23/15.

Upon motion carried, the Board adjourned the Regular Meeting at 11:40 a.m. The next Regular Meeting of the Board is scheduled for July 14, 2015 at 9:00 a.m.

Attest:

Date: \_\_\_\_\_

\_\_\_\_\_  
Jeff Pelowski, County Coordinator  
Roseau County, Minnesota

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

DRAFT



## PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF APPEAL AND EQUALIZATION

June 16, 2015

The Board of Appeal and Equalization of Roseau County, Minnesota [Board], met in the County Board room in the courthouse in the City of Roseau, Minnesota, on Tuesday, June 16, 2015, at 6:00 p.m. Chair Jack Swanson called the meeting to order at 6:00 p.m. Members present were Commissioners Roger Falk, Glenda Phillipe, Todd Miller, Mark Foldesi and County Auditor Martha Monsrud. Also present was County Assessor Elizabeth Lund, and members of the public.

Board members signed the official oath of the Roseau County Board of Appeal and Equalization and the County Board of Appeal and Equalization Certification Form for 2015.

Additions were made to the Agenda to include appearance of taxpayers William and Debra Scott and Gary Engkjer from Golden Valley.

A motion was made by Commissioner Miller, seconded by Commissioner Foldesi, and carried by unanimous vote for the approval of the Roseau County Board of Appeal and Equalization Agenda with above addition.

There were no correspondences received.

Assessor Lund updated the board on the previous year's sales study. She noted that there were a total of 168 residential sales and 77 agricultural sales. She described the overall trends in the market and the changes made in the 2015 assessment to respond to those market changes.

### Taxpayer Appearances:

**Bryan and Christine Modahl:** (City of Badger-51.0024700) The Modahl's requested a decrease in value of their property. They also stated they did not receive the valuation notice for assessment year 2014 for taxes payable 2015. Their concern was the large increase in taxes from 2014 to 2015 and this was realized when they received their 2015 TnT notice, which was beyond the timeframe for 2014 appeals process. They feel the increase was not justified or fair since no improvements to the property had been made since 2007.

The board requested Assessor Liz Lund make an appointment to view the property prior to the County board meeting on Tuesday, June 23, 2015. Liz will contact the Modahl's and set up an appointment and report back to the board.

**William and Debra Scott and Todd Scott:** (Golden Valley Township-10.0060200, 10.006000, 10.0057900) The Scott's requested a decrease in value of their property. They were under the impression the property classification was recreational. Assessor Lund explained the meaning of the abbreviation of NH Rur Vac Land on the Valuation Notice. The Scotts feel the value of this property is too high because the property continues to get wetter and wetter each year. There is a county ditch on this property that seems to be plugged or full of trees and debris.

**Gary Engkjer:** (Golden Valley Township-10.0058800). Mr. Engkjer requested a decrease in value of his property in Golden Valley Township because the property continues

to get wetter and wetter each year. The county ditch on this property appears to be plugged and full of trees and debris.

Commissioner Miller mentioned ditches in that area are in the plans for cleaning now.

The board requested Assessor Liz Lund make an appointment to view the property prior to the County board meeting on Tuesday, June 23, 2015. Liz will contact the Scott's and Engkjer to set up an appointment and report back to the board.

**Recommendations for changes by Assessor:** Assessor Lund presented to the Board recommendations for changes in values based on review of parcels from the local board of appeals on the following parcels:

26.0044800 Rhonda Hanson-decrease value from \$39,000 to \$36,800. Updated land breakdown, 13.4 acres of tillable to woods.

19.0044800 David Severson- decrease value from \$228,500 to \$208,900. Mickinock converted to CAMA this year. It was unclear if it was a modular home or double wide manufactured home. Property was viewed and verified it is a double wide.

A motion was made by Commissioner Miller, seconded by Commissioner Falk and carried by unanimous vote to accept the recommendation as presented by Assessor Lund.

A motion made by Commissioner Miller, seconded by Commissioner Falk to recess the meeting of the 2015 Roseau County Board of Appeal and Equalization at 7:35 p.m. and to reconvene at 9:45 a.m. on Tuesday, June 23, 2015.

### **June 23, 2015**

The Board of Appeal and Equalization of Roseau County, Minnesota, reconvened the June 23, 2015, in the County Board room in the Courthouse in the City of Roseau, Minnesota. Members present were Commissioners Roger Falk, Mark Foldesi, Todd Miller, Jack Swanson, and Glenda Phillipe. Also, present were County Assessor Elizabeth Lund, Coordinator Jeff Pelowski, Deputy Auditor John Huss and Board Clerk Ann Marie Miller.

Chairman Swanson called the meeting to order at 9:45 a.m. Board members signed the official Reconvened County Board of Appeal and Equalization Certification Form for 2015.

### **Bryan and Christine Modahl:** (City of Badger)

**51.0024700:** Assessor Lund viewed the property and recommends the following change: modify the type and adjust size of basement finish and remove the geothermal heat from the valuation record which would decrease the value from \$210,600 to \$201,200. A motion to approve the recommendation of a decrease in value was made by Commissioner Phillipe, seconded by Commissioner Miller. Commissioners Phillipe, Miller, Swanson and Falk approved, Commissioner Foldesi opposed, motion carries.

### **William and Debra Scott (Scott Trust):** (Golden Valley Township)

**10.0060000:** Assessor Lund viewed the property and recommends the following change: from 237 acres of woods to 103 acres of woods, 30 acres of low brush and 104 acres of waste which would decrease the value from \$161,200 to \$127,100. A motion to approve

the recommendation of a decrease was made by Commissioner Miller, seconded by Commissioner Falk. Commissioners all approved, motion carries.

**10.0057900:** Assessor Lund viewed the property and recommends the following change: from 127 acres of woods, 28 acres low brush and 2 acres waste to 21 acres of woods, 41 acres of low brush and 95 acres of waste which would decrease the value from \$108,300 to \$80,200. A motion to approve the recommendation of a decrease was made by Commissioner Phillipe, seconded by Commissioner Miller. Commissioners all approved, motion carries.

**Todd Scott:** (Golden Valley Township)

**10.0060200:** Assessor Lund viewed the property and recommends the following change: from 80 acres of woods to 4 acres of woods, 61 acres of low brush and 15 acres of waste which would decrease the value from \$54,400 to \$40,100. A motion to approve the recommendation of a decrease was made by Commissioner Phillipe, seconded by Commissioner Miller. Commissioners all approved, motion carries.

**Gary Engkjer:** (Golden Valley Township)

**10.0058800:** Assessor Lund viewed the property and recommends the following change: from 211 acres of woods and 120 acres of low brush to 44 acres of woods, 155 acres of low brush and 132 acres of waste which would decrease the value from \$210,600 to \$167,800. A motion to approve the recommendation of a decrease was made by Commissioner Falk, seconded by Commissioner Miller. Commissioners all approved, motion carries.

Approved: Date \_\_\_\_\_

\_\_\_\_\_  
Martha Monsrud  
County Auditor

\_\_\_\_\_  
Glenda Phillipe  
Commissioner, District 1

\_\_\_\_\_  
Jack Swanson  
Commissioner, District 2

\_\_\_\_\_  
Roger Falk  
Commissioner, District 3

\_\_\_\_\_  
Todd Miller  
Commissioner, District 4

\_\_\_\_\_  
Mark Foldesi  
Commissioner, District 5



# Roseau County Request for Board Action

<b>Agenda Item #: Consent 3</b> <small>(for office use only)</small>	
<b>Requested Board Date:</b>	July 14, 2015
<b>Originating Department:</b> Veterans Service Officer	
<b>Subject Title (as it will appear on the Agenda):</b> Payroll Change Notice	<b>Presenter:</b> Martin Howes
<b>Estimated Amount of Time Needed for Discussion:</b>	
<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	
<b>Board Action Requested:</b> A payroll change request has been submitted for Veterans Service Officer Martin Howes (7A to 7B). Martin was due for an anniversary step on June 24, 2015.	
<b>Background:</b>	
<b>Supporting Documentation:</b> <input type="checkbox"/> Attached <input checked="" type="checkbox"/> None	
<b>Agenda Classification for County Board Meeting:</b> <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:**

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

<b>Agenda Item #: Consent 4</b> <small>(for office use only)</small>	
<b>Requested Board Date:</b>	July 14, 2015
<b>Originating Department:</b> Coordinator's Office	
<b>Subject Title (as it will appear on the Agenda):</b> Roseau/Lake of the Woods Sportsman's Club Request for Reimbursement	<b>Presenter:</b> Jeff Pelowski
<b>Estimated Amount of Time Needed for Discussion:</b>	
<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	
<b>Board Action Requested:</b> Requesting approval of an OHV Trails Assistance Program request for reimbursement in the amount of \$4,739.57.	
<b>Background:</b>          	
<b>Supporting Documentation:</b> <input checked="" type="checkbox"/> Attached <input type="checkbox"/> None	
<b>Agenda Classification for County Board Meeting:</b>	
<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:**

<b>Board Action:</b> Approved as Requested: _____ Denied: _____ Tabled: _____ Other: _____	<b>Distribution/Filing Instructions:</b>   
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 OHV Trails Assistance Program <b>Request for Reimbursement (FORM 5)</b>		<b>7 B DEPARTMENT USE ONLY</b> FY                      Purchase Order Number #	
<b>1. Off-highway Vehicle Trail information</b>			
1A. Trail or trail system name: <i>Ros / Low</i>		1B. Date: <i>6/24/2015</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):	
2. Description of work accomplished: <i>Spring Clean + Startup, Trail Access Maint, Trail Head Maint.</i>			
Development accomplishments)		<i>Marking Trail Routes</i>	
Number of miles constructed to date			
Number of bridges			
Number of parking areas			
Maintenance accomplishments)			
Number of miles maintained (this reimbursement only) <i>80.29.</i>			
Trail width <i>8-12</i>			
Number of miles traveled by grooming equipment (shared winter trails only)			
<b>3. Project Cost Breakdown and Explanation</b>			
3A. Administration			
Explanation: <i>Booking Keeping of Accounting</i>		<i>420.<sup>00</sup></i>	
3B. Acquisition / relocation			
Explanation:			
3C. Construction			
Description:			
3D. Facilities			
Description:			
3E. Trail system map printing			
Explanation: <i>Map Making + Steel Signs "you are here" 10 x 95.<sup>00</sup> = 950.<sup>00</sup></i>		<i>950.<sup>00</sup></i>	
<b>Total cost (Sum 3A - 3E):</b>		<b>Total reimbursable amount of cost (Up to 65% of Total cost sum 3A - 3E):</b>	
<i>1370.<sup>00</sup></i>		<i>890.50</i>	
3F. Maintenance <i>Spring Clean up + opening, Trail access maint.</i>			
Explanation: <i>Trail head Maint, Marking Trail Routes, applying Mulch</i>		<i>2776.74</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:		<i>1500.<sup>00</sup></i>	
<b>Total cost (Sum 3F - 3H):</b>		<b>Total reimbursable amount of cost (Up to 90% of Total cost sum 3F - 3H):</b>	
<i>4 276.74</i>		<i>3849.07</i>	

<b>4. Grant</b>			
4A. Total cost of project Total cost (Sum 3A – 3E) + Total cost (Sum 3F – 3H)  5646.74		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  4739.57	
4C. Balance remaining from previous grants:  FY _____ FY _____		4D. Grant balance after this request for reimbursement	
<b>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.</b>			
5A. Authorized signature of Trail Administrator: 		5B. Date of signature: 6/21/2015	
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 type="checkbox"/> No <input checked="" type="checkbox"/> Invoices Included for Purchases and Services Over \$100.00?			
<b>7. DEPARTMENT USE ONLY This invoice approved for payment by:</b>			
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)

Trail Name: <u>Ros/Loon</u>						Sponsor: <u>Roseau County</u>				Year: <u>2015</u>					
Date Month /Day (1)	Operator Name (2)	Labor			Mode of Transportation (6)	Transportation			Other Equipment Used (include Make & Model) (10)	Other Equipment			TOTAL COST (14)	Work & Location (15)	Expenditure Type Code (16)
		Hours (3)	Rate (4)	Cost (5)		Hours Miles (7)	Rate (8)	Cost (9)		Hours Miles (11)	Rate (12)	Cost (13)			
6/5	Myles Hogenson	6	20. <sup>00</sup>	120.	Ranger	<del>49</del> 49	.58	28.42					148.42		
6/7	Myles Hogenson	3	20. <sup>00</sup>	60	Ranger	52	.58	30.16					90.16		
6/7	Loren Aarvason	3	20. <sup>00</sup>	60	Ranger	60	.58	34.80					94.80		
6/7	Don Jackson	3	20. <sup>00</sup>	60	Ranger	49	.58	28.42					88.42		
6/16	Myles Hogenson	4	20	80	Pickup Trailer	30.5	.58	17.69	Mower	3.5	3.5	12.25	109.94		
6/20	Myles Hogenson	7	20.	140	Pickup	63	.58	36.54	Dump Truck	63 miles	8. <sup>00</sup>	504. <sup>00</sup>	680.54		
6/20	Loren Aarvason	7	20	140					Tractor Loader Backhoe	4.5	65. <sup>00</sup>	292. <sup>50</sup>	432.50		
		\$ 660. <sup>00</sup> Cost (17)			\$ 176.03 Cost (18)			\$ 808.75 Cost (19)			\$ 1644.78 Total Cost (20)				
NOTES										Signature: <u>Myles Hogenson</u> Date: <u>6/21/2015</u> I hereby certify that the materials and/or services shown on this document and the 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.					
EXPENDITURE TYPE CODE A. ADMINISTRATION B. ACQUISITION - RELOCATION C. CONSTRUCTION D. FACILITIES E. TRAIL SYSTEM/MAINTENANCE F. MAINTENANCE G. GROOMING (only used for winter OHV trail maintenance by dragging a trail to re-shape snow) H. LIABILITY INSURANCE (maximum state allowed \$1,500 per year)															



## MINNESOTA OFF-HIGHWAY VEHICLE TRAILS ASSISTANCE PROGRAM

### Operator's Work Log Sheet Hours and Rate (FORM 6)

Trail Name		Sponsor								Year					
Ros/Loon		Roseau County								2015					
Date Month/Day/Year	Operator Name (2)	Labor			Mode of Transportation (6)	Transportation			Other Equipment Used (include Make & Model) (10)	Other Equipment			TOTAL COST (14)	Work Location (15)	Expenditure Type Code (16)
		Hours (3)	Rate (4)	Cost (5)		Hours/miles (7)	Rate (8)	Cost (9)		Hours (11)	Rate (12)	Cost (13)			
5/23	Loren Anderson	7	20. <sup>00</sup>	140. <sup>00</sup>	OHV	93	.58	53.94	Chain Saw	70	3.50	245.00	218.44		
5/23	Don Jackson	7	20. <sup>00</sup>	140. <sup>00</sup>	OHV	82	.58	47.56					187.56		
5/23	Myles Hoyerenson	7	20. <sup>00</sup>	140. <sup>00</sup>	OHV	87	.58	50.46	Chain Saw	7	3.50	24.50	214.96		
5/23	Donna Pederson	3	20. <sup>00</sup>	60. <sup>00</sup>	OHV	42	.58	24.36					84.36		
5/30	Loren Anderson	5	20. <sup>00</sup>	100. <sup>00</sup>	OHV	57	.58	33.06	Chain Saw	5	3.50	17.50	150.56		
5/30	Don Jackson	5	20. <sup>00</sup>	100. <sup>00</sup>	OHV	49	.58	28.42					128.42		
5/31	Myles Hoyerenson	5	20. <sup>00</sup>	100. <sup>00</sup>	OHV	52	.58	30.16	Chain Saw	5	3.50	17.50	147.66		
		Cost (17)			Cost (18)			Cost (19)			Total Cost (20)				
		\$ 780. <sup>00</sup>			\$ 267.96			\$ 84.00			\$ 1131.96				
WATER										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. Myles Hoyerenson Date: 6/21/2015					
EXPENDITURE TYPE CODE															
A. ADMINISTRATION				D. RENT FEES				G. GROOMING (only used for winter OHV trail maintenance by dragging a trail to re-shape snow)							
B. ACQUISITION, RELOCATION				E. TRAIL SYSTEM/MAINTENANCE				H. LIABILITY INSURANCE (maximum state allowed \$1,500 per year)							
C. CONSTRUCTION				F. MAINTENANCE											

# RECEIPT

DATE 6.22.15 NO. 717345

RECEIVED FROM Roseau/LOW Sportsman's

ADDRESS \_\_\_\_\_

\_\_\_\_\_ \$ 4600

FOR balance

ACCOUNT		
AMT. OF ACCOUNT		
AMT. PAID		
BALANCE DUE		

CASH \_\_\_\_\_  
 CHECK \_\_\_\_\_  
 MONEY ORDER \_\_\_\_\_

BY SW

**Warroad Pioneer**

P.O. Box E  
Warroad, MN 56763  
(218)386-3970  
advantage005@centurytel.net  
http://www.warroadpioneer.com



# QUOTE

**ADDRESS**

Roseau-Lake of the Woods Sportsmans  
Club  
PO Box 197  
Warroad, MN 56763

QUOTE # 1102

DATE 02/24/2015

EXPIRATION DATE 03/03/2015

DATE	ACTIVITY	QTY	RATE	AMOUNT
02/24/2015	<b>Sign Shop</b> Sign/Graphics SIZE: W-28" X H - 20" MATERIAL: 3/16" Diebond (aluminum outer core surface) WITH GLOSS UV LAMINATE IMPRINT: 4 color/digital NO HOLES - CUSTOMER TO DRILL HOLES	10	96.21	962.10
02/24/2015	<b>Sign Shop</b> PLUS SHIPPING - TBD			

Labor/cost estimates are minimum. Any delays due to changes or additions by client causing increase in labor/materials will be billed accordingly. Estimated turn-around is TWO WEEKS FROM FINAL PROOF SIGN OFF.

TOTAL

**\$962.10**

Accepted By

Accepted Date





## Board of Commissioners

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

Roseau, MN 56751

Phone: 218-463-4248

Fax: 218-463-3252

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## WATERSHED BOARD APPOINTMENTS NOTICE

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

Two (2) managers to the Warroad River Watershed District for a three year term beginning September 19, 2015 ending September 18, 2018. The terms of Jeff O'Donnell and Gerald Phillipe expire on September 19, 2015.

Persons interested in being appointed to serve as a Watershed District Manager should contact the Roseau County Coordinator, 606 5<sup>th</sup> Avenue SW, Room 131, Roseau, MN 56751 (218-463-4248) or at [annmarie.miller@co.roseau.mn.us](mailto: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 July 31, 2015.

Dated: July 11, 2015

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

An Equal Opportunity Employer



**ADDENDUM TO THE CONTRACT AND REAPPRAISAL SPECIFICATIONS  
FOR THE REVALUATION OF CERTAIN REAL PROPERTY IN  
ROSEAU COUNTY, MINNESOTA  
(CONTINUED)**

XV.: "The company shall submit a list of the qualifications and experience of the commercial, multi-family and industrial appraisers. "Commercial, Multi-family and Industrial Appraiser" shall be defined as those appraisers whose final judgment will establish the values of the commercial, multi-family or industrial properties." shall be changed to "The company shall submit a list of the qualifications and experience of the commercial, multi-family, exempt and industrial appraisers. "Commercial, Multi-family, Exempt and Industrial Appraiser" shall be defined as those appraisers whose final judgment will establish the values of the commercial, multi-family, exempt or industrial properties."

VANGUARD APPRAISALS, INC.

ROSEAU COUNTY, MINNESOTA

  
\_\_\_\_\_  
ROBERT P. EHLER, PRESIDENT

\_\_\_\_\_  
BOARD OF COMMISSIONERS CHAIR

\_\_\_\_\_  
COUNTY ASSESSOR





## Board of Commissioners

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

Roseau, MN 56751

Phone: 218-463-4248

Fax: 218-463-3252

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2015-07-01

### **Resolution to Support the Expansion of Northern Dental Access Center to Serve People in Need, Who Live In and Around Roseau County, with Dental Care**

WHEREAS, lack of access to dental care is a common challenge among people experiencing poverty and other life challenges; and

WHEREAS, the lack of adequate dental care negatively affects the health of individuals and the overall health of the County; and

WHEREAS, lack of access to dental care contributes to challenges in worker productivity, childhood learning, and social success among vulnerable and at risk people; and

WHEREAS, even though many dentists within the region work to meet the need for dental care by all residents, the growing demand among low income and at-risk people, along with reduced Medicaid payments, there remains a significant gap in dental care access in the region; and

WHEREAS, Northern Dental Access Center has successfully served more than 13,000 people in its first six years of operation, with dental care and the patient support services necessary to address barriers to care; and

WHEREAS, growing demographic projections indicate that the number of low income people who live in and around Roseau County will number more than 70,000 in the year 2020; and

WHEREAS, the current Northern Dental Access Center facility is housed in a leased facility that has been expanded multiple times without the capacity to grow in order to adequately meet the growing demand for care. Parking challenges, ADA compliance issues, high energy costs, lack of adequate administrative and storage space, and lack of patient privacy – all contribute to the growing need for a new facility; and

WHEREAS, a new clinic with updated features and room for expansion will provide for greater number of patients served, higher efficiency in the use of public funds, allow for multiple community partnerships to better serve low income families with dental care and access to other resources to improve their overall health.

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

An Equal Opportunity Employer

NOW, BE IT RESOLVED, that the Roseau County Board of Commissioners supports development of a new facility to house Northern Dental Access Center and its community partners to assure the organization's long term sustainability and for the purposes of serving greater numbers of low income people in the region with dental care and support services to address barriers to care.

AND, BE IT FURTHER RESOLVED, that the Roseau County Board of Commissioners encourages adjacent units of government to resolve similar support of Northern Dental Access Center's proposed expansion, as their constituents gain to benefit from increased access to dental care.

STATE OF MINNESOTA     )  
  ) ss  
COUNTY OF ROSEAU     )

I, Jeff Pelowski, County Coordinator in and for Roseau County, Minnesota, do hereby certify that the foregoing is a true and correct copy of a part of the proceedings adopted by the Roseau County Board of Commissioners on July 14, 2015.

(SEAL)

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



## Quote for Roseau County Sheriff's Office, MN

### EMERGITECH IP 9-1-1 SYSTEM

EmergiTech IP9-1-1 is a complete IP-based telecommunications system, capable of supporting 9-1-1 calls delivered on legacy networks and also capable of supporting Next Generation 9-1-1 call types based on the current NENA i3 standards. It also employs the latest stable technologies in order to provide the highest levels of scalability, usability, adaptability, and availability. Consistent with the established goals of NG9-1-1, EmergiTech IP9-1-1 is built on non-proprietary hardware components which provide greater flexibility when choosing hardware.

EmergiTech IP9-1-1 can be extended through numerous options, including an administrative phone system option to provide combined management of 9-1-1 and administrative calls on the same workstation.

### Key Features of the EmergiTech IP9-1-1 System:

- Provides support for CAMA-based legacy 9-1-1 call management, including selective router call transfer
- Native IP platform
- NENA NG9-1-1 i3 compatible platform
- Uses COTS hardware and standard protocols for NG9-1-1
- Uses Session Initiation Protocol (SIP) as the signaling protocol for call establishment, routing, and termination
- Delivers Real-time Protocol (RTP) as the media transport protocol
- Capable of functioning as a terminal ESRP (Back-to-Back User Agent)
- Ability to automatically re-dial abandoned calls
- Integrated map display
- TDD support
- Optional Radio/Telephone headset interface
- 7 x 24 x 365 System Support
- Help Desk Support
- On-line Training Available
- Optional Administrative Line Integration
- Ability to support administrative lines and 9-1-1 lines on the same workstation
- Ability to integrate with qualified foreign PBXs for PBX station appearance on EmergiTech IP 9-1-1 workstations.
- Optional Remote PSAP support
- Support for i3-based voice calls
- Optional support for telematics (automatic crash notification)
- Support for text messaging
- Optional PSAP-in-a-Box support
- ESE Master Clock GPS/NTP
- Optional Backup Services
- Optional training at your site



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June 9, 2015

Sheriff Steve Gust  
Roseau County Sheriff's Office  
604 5th Avenue SW  
Roseau, MN 56751

**RE: EMERGITECH IP9-1-1 SOLUTION QUOTE SO#95462**

**EmergiTech IP9-1-1 System for 4 Trunks and 2 Positions with the following optional items:**

GPS Clock and Accessories

<b>Total First Year Investment</b>	<b>\$125,000</b>
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Estimated 2nd-Year Maintenance Charge to commence one year after system delivery:	\$9,500
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The prices provided include one year of System Support. This initial one-year support period will commence on the date of installation.

EmergiTech recommends that training be provided on a train-the-trainer basis, where the most qualified and computer-literate individuals receive the training and are then responsible for training the remaining users. All training courses will include a class syllabus and training manual.

Training on the EmergiTech software requires a sound understanding of the current Windows operating systems. If the personnel to be trained are not currently proficient in Windows, EmergiTech strongly recommends that they receive Windows training from a local third party prior to the EmergiTech training.

**Stand-Alone System Notes:** This quote does not include the potential costs of linking your administrative phone system. Pricing is based on using a separate phone (which is supplied as part of this proposal) to handle 9-1-1 calls. Please note that not all administrative phone systems are compatible with this 9-1-1 system.

**Notes on Support Type:** EmergiTech offers 9-1-1 system maintenance. First Year support is included in the Total First Year Investment. The full description of 9-1-1 support is contained in EmergiTech's 9-1-1 System Maintenance Agreement.

**Notes on Map Display:** The map display provided with this quotation is not intended to replace a tactical map display. It is for the sole purpose of locating calls. If ESN recommendations are to be based on map data, an ESN layer in ESRI shapefile format must be provided by the customer.

**Notes on Next Generation Call Types Licenses:** This quotation includes support for next generation call types. The call types include SIP calls delivered under the NENA i3 standard and SMS texting to 9-1-1. Other call types not specifically identified here are not included; such call types include video call delivery, automatic crash notification and other call types that are even more distant considerations. Additional fees may apply (and additional hardware may be required) for the support of other call types.

**Notes on ESE Master Clock GPS/NTP:** Installation services provided by EmergiTech are limited to the physical installation of the master clock device and connection to equipment provided by EmergiTech. Connections to the clock from equipment provided by other vendors, such as recorders, radios, etc. must be provided by those individual vendors or another source.

**Payment Terms**

Contract Signing: 50%  
Installation: 50%

**Additional Terms**

The prices quoted are only valid for the agency(ies) listed. Should additional agencies wish to participate in the system, there would be additional costs associated with such a venture.

EmergiTech will only provide the products and services described herein. If there are any questions about other products and/or services that may be required, please contact your EmergiTech sales representative. Any changes to the configuration or installation plan may result in a change of price.

This proposal is valid through and all pricing is subject to change after 9/7/2015.

**Customer Authorization**

The above-named agency/entity authorizes this purchase, subject to review of the final agreements, which will be prepared by EmergiTech and delivered for signature after the signed copy of this quotation is returned. If you have any questions regarding this quote, please contact your EmergiTech sales representative or the sales staff at (614) 339-8300.

Purchase Order Number (if available)

\_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_



# Roseau County Request for Board Action

<b>Agenda Item #:</b> Department Reports 1a <small>(for office use only)</small>		
<b>Requested Board Date:</b>	July 14, 2015	<b>Originating Department:</b> Auditor's Office
<b>Subject Title (as it will appear on the Agenda):</b> Colleen Hoffman – Hoffman, Philipp and Knutson		<b>Presenter:</b> Martie Monsrud
		<b>Estimated Amount of Time Needed for Discussion:</b> <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
<b>Board Action Requested:</b> Brief audit update.		
<b>Background:</b>		
<b>Supporting Documentation:</b> <input type="checkbox"/> Attached <input checked="" type="checkbox"/> None		
<b>Agenda Classification for County Board Meeting:</b>		
<input type="checkbox"/> Delegations	<input type="checkbox"/> Consent Agenda	
<input checked="" type="checkbox"/> Department Reports	<input type="checkbox"/> Committee Reports	
<input type="checkbox"/> County Board Items	<input type="checkbox"/> Other	

**FOR OFFICE USE ONLY:**

<b>Board Action:</b> Approved as Requested: _____ Denied: _____ Tabled: _____ Other: _____	<b>Distribution/Filing Instructions:</b>
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**Roseau County Board**

**July 2015**

**Glenda A. Phillippe**

**District One**

**June 23 – Roseau County Board – Roseau**

**June 23 – Public Health – Roseau**

**June 24 – MnDOT/Paul Bunyan Transit – Roseau**

**June 29 – LDSAA – Moorhead**

**June 30 – RSVP – Crookston**

**July 7 – Operations/COW – Roseau**

## JACK SWANSON COMMITTEE REPORTS

JUNE 23, 2015 - PUBLIC HEALTH COMMITTEE; staffing changes at Lifecare Public Health; emergency preparedness plan

JUNE 24, 2015 - ROSEAU COUNTY COMMITTEE ON AGING; subcommittee appointed to share concerns w/ Paul Bunyan Transit

JUNE 24, 2015 - ROSEAU ECONOMIC DEVELOPMENT AUTHORITY; approved loan for new Roseau coffee shop

JUNE 25, 2015 - SAFETY COMMITTEE; will try a shorter form, mandatory safety training in 2016

JUNE 30, 2015 - SOLID WASTE COMMITTEE; considering fee structure increase, re: increase in county contract w/ MarKit landfill

JUNE 30, 2015 - ROSEAU SCHOOL BOARD

JULY 1, 2015 - COMMUNITY JUSTICE COORDINATING COMMITTEE; medication management

JULY 2, 2015 - U.S. SENATOR AMY KLOBUCHAR; tour of Roseau East Diversion project

JULY 2, 2015 - NORTHLAND COLLEGE; NCTC looking at uses of Roseau City Center space

JULY 6, 2015 - ROSEAU CITY COUNCIL

JULY 7, 2015 - OPERATIONS COMMITTEE

JULY 7, 2015 - COMMITTEE OF THE WHOLE

JULY 8, 2015 - ASSOCIATION OF MINNESOTA COUNTIES COUNTY PROGRAM AID TASK FORCE (ST PAUL)

JULY 9, 2015 - STATEWIDE EMERGENCY COMMUNICATIONS BOARD FINANCE COMMITTEE (ST PAUL)

JULY 10-13, 2015 - NATIONAL ASSOCIATION OF COUNTIES ANNUAL CONFERENCE (CHARLOTTE, NC)