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## **REGULAR BOARD MEETING AGENDA**

Notice is hereby given that the Board of Commissioners of Roseau County will meet in session on July 12, 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\***

**9:15 Consent Agenda**

1. June 28, 2016 Board Proceedings
2. Whitetails Unlimited, Warroad Area Chapter – Application for Exempt Permit
3. 2016 Board of Appeal and Equalization Minutes
4. Warroad River Watershed Board Appointment – Advertisement
5. Eligibility Worker Hire

**9:20 Department Reports**

1. Highway
  - a. Greenbush Shop Joint Maintenance Bids

**9:30 County Board Items**

1. Commissioner Committee Reports

**10:15 Unfinished Business**

**10:15 Adjourn**

**\*Limited to five minutes**



# Roseau County Request for Board Action

|   |                                 |
|---|---------------------------------|
| <b>Agenda Item #: Consent 1</b><br><small>(for office use only)</small>   |                                 |
| <b>Requested Board Date:</b>  | July 12, 2016                   |
| <b>Originating Department:</b> Coordinator  |                                 |
| <b>Subject Title (as it will appear on the Agenda):</b><br>June 28, 2016 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<br><input type="checkbox"/> 15 minutes <input type="checkbox"/> 30 minutes <input type="checkbox"/> >30 minutes                          |                                 |
| <b>Board Action Requested:</b><br>Review and approve the June 28, 2016 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<br><input type="checkbox"/> Department Reports <input type="checkbox"/> Committee Reports<br><input type="checkbox"/> County Board Items <input type="checkbox"/> Other |                                 |

**FOR OFFICE USE ONLY:**

|  |  |
|--|--|
| <b>Board Action:</b><br>Approved as Requested: _____<br>Denied: _____<br>Tabled: _____<br>Other: _____ | <b>Distribution/Filing Instructions:</b> |
|--|--|

## PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

June 28, 2016

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, Minnesota on Tuesday, June 28, 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 Warroad River Watershed funding request was added to Delegations and a forthwith payment was added to bills. A motion to approve the amended Agenda was made by Commissioner Miller, seconded by Commissioner Swanson and carried unanimously.

### COMMENTS AND ANNOUNCEMENTS

Coordinator Pelowski distributed correspondence regarding Law Library staffing.

### CONTINUATION OF THE JUNE 21, 2016 BOARD OF APPEAL AND EQUALIZATION

Assessor Liz Lund addressed the Board in order to continue the June 21, 2016 Board of Appeal and Equalization. Lund summarized the appeals 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.

### DELEGATIONS

#### Warroad River Watershed Funding Request

Warroad River Watershed Manager Keith Landin met with the Board to request matching funds needed in order to conduct a study on sedimentation patterns in both branches of the Warroad River. Mr. Landin explained that a State of MN Clean Water Fund grant, in the amount of \$97,000.00, has been awarded to the Watershed but matching funds are needed in order to meet grant requirements. A motion to approve authorizing the expenditure of Con Con funds, in the amount of \$8,000.00, for the purpose of assisting in funding a study of sedimentation patterns in the Warroad River, was made by Commissioner Phillipe, seconded by Commissioner Miller and carried unanimously.

### APPROVE BILLS

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

#### **Warrants Approved For Payment 6/16/2016**

Vendor Name  
BADGER CITY

Amount  
59,753.29

|                                      |              |
|--------------------------------------|--------------|
| GREENBUSH CITY                       | 153,355.21   |
| NW MN MULTI COUNTY HRA               | 29,906.68    |
| NW REGIONAL DEV COMM                 | 11,327.58    |
| ROOSEVELT CITY                       | 7,648.47     |
| ROSEAU CITY                          | 659,408.88   |
| ROSEAU RIVER WATERSHED DIST          | 267,047.33   |
| SCHOOL DIST 2358                     | 16,225.43    |
| SCHOOL DIST 2683                     | 157,245.69   |
| SCHOOL DIST 447                      | 10,357.13    |
| SCHOOL DIST 676                      | 159,678.31   |
| SCHOOL DIST 682                      | 1,469,816.18 |
| SCHOOL DIST 690                      | 997,417.45   |
| SPRINGSTEEL ISLAND SANITARY DISTRICT | 30,430.82    |
| TOWN OF BARNETT                      | 12,284.55    |
| TOWN OF BARTO                        | 28,295.64    |
| TOWN OF BEAVER                       | 2,985.46     |
| TOWN OF CEDARBEND                    | 15,584.59    |
| TOWN OF DEER                         | 6,853.84     |
| TOWN OF DEWEY                        | 11,256.12    |
| TOWN OF DIETER                       | 12,720.69    |
| TOWN OF ENSTROM                      | 15,231.41    |
| TOWN OF FALUN                        | 24,150.07    |
| TOWN OF GOLDEN VALLEY                | 11,847.50    |
| TOWN OF GRIMSTAD                     | 14,417.19    |
| TOWN OF HEREIM                       | 11,406.54    |
| TOWN OF HUSS                         | 11,625.18    |
| TOWN OF JADIS                        | 28,438.69    |
| TOWN OF LAKE                         | 175,408.31   |
| TOWN OF LAONA                        | 22,157.95    |
| TOWN OF LIND                         | 8,032.28     |
| TOWN OF MALUNG                       | 21,361.29    |
| TOWN OF MICKINOCK                    | 13,576.70    |
| TOWN OF MOOSE                        | 10,018.03    |
| TOWN OF MORANVILLE                   | 41,214.21    |
| TOWN OF NERESON                      | 8,355.75     |
| TOWN OF PALMVILLE                    | 4,752.32     |
| TOWN OF POHLITZ                      | 2,615.75     |
| TOWN OF POLONIA                      | 21,106.34    |
| TOWN OF POPLAR GROVE                 | 6,529.05     |
| TOWN OF REINE                        | 11,953.47    |
| TOWN OF ROSS                         | 14,726.72    |
| TOWN OF SKAGEN                       | 19,924.28    |
| TOWN OF SOLER                        | 14,399.85    |
| TOWN OF SPRUCE                       | 20,846.81    |
| TOWN OF STAFFORD                     | 18,552.78    |
| TOWN OF STOKES                       | 14,952.58    |
| TWO RIVER WATERSHED DISTRICT         | 84,997.04    |
| WARROAD CITY                         | 400,079.44   |
| WARROAD PORT AUTHORITY               | 102,043.87   |
| WARROAD WATERSHED DISTRICT           | 14,530.13    |
| 5 Payments less than 2,000.00        | 3,348.96     |

**Final Total:**

**5,292,199.83**

**Warrants Approved For Payment 6/16/2016**

| <u>Vendor Name</u>               | <u>Amount</u>    |
|----------------------------------|------------------|
| LIFECARE MEDICAL CENTER          | 25,800.00        |
| MN DEPT OF FINANCE -TREAS        | 2,236.50         |
| ROSEAU CITY                      | 10,032.61        |
| WARROAD AMBULANCE & RESCUE SQUAD | 27,000.00        |
| 6 Payments less than 2,000.00    | 3,427.51         |
| <b>Final Total:</b>              | <b>68,496.62</b> |

**Warrants Approved For Payment 6/23/2016**

| <u>Vendor Name</u>             | <u>Amount</u>     |
|--------------------------------|-------------------|
| MINN-DAK ASPHALT INC           | 194,195.00        |
| ROSEAU CO SOIL & WATER CONS    | 20,000.00         |
| 13 Payments less than 2,000.00 | 6,184.17          |
| <b>Final Total:</b>            | <b>220,379.17</b> |

In addition, the Board approved a forthwith payment to M & J Construction of Holt, Inc., in the amount of \$45,000.00, for the purchase of a generator.

**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 June 14, 2016 Board Proceedings; approved advertising for the hire of a regular full-time Deputy Sheriff; approved a Social Services employee personal leave of absence request; approved the hire of Nicole Lewis as an Office Support Specialist/Social Worker (OSS 4A, SW 7A); approved a Lake of the Woods Sportsman's Club Request for Reimbursement, in the amount of \$2,803.56, for spring clean-up and insurance expenses; approved a Lake of the Woods Sportsman's Club Request for Reimbursement, in the amount of \$4,053.00, for rock added to the Grover Trail; and, approved a Northstar ATV Club request for reimbursement, in the amount of \$6,912.00, for rock added to the Orchard Trail.

**DEPARTMENT REPORTS**

Highway Department

Engineer Ketring met with the Board to request a final payment. A motion to approve a final payment to Northwest Concrete Products, Inc., in the amount of \$57,362.24, for ditch brushing project No. 1512, was made by Commissioner Foldesi, seconded by Commissioner Miller and carried unanimously.

**COUNTY BOARD ITEMS**

Commissioner Committee Reports

Commissioner Falk reported on the following committee(s): Northwest Community Action, 6/16/16; Social Services Board, 6/21/16; Highway Committee, 6/21/16; Roseau County Board of Appeal and Equalization, 6/21/16; Building Committee, 6/27/16.

Commissioner Miller reported on the following committee(s): Beltrami Island State Forest Open House, 6/14/16; Warroad River Watershed District, 6/16/16; Social Services Board, 6/21/16; Highway Committee, 6/21/16; Roseau County Board of Appeal and Equalization, 6/21/16; Joint Powers Natural Resources Board, 6/27/16.

Commissioner Phillippe reported on the following committee(s): Beltrami Island State Forest Open House, 6/14/16; Lake Township Board, 6/15/16; Land of the Dancing Sky Area Agency on Aging, 6/20/16; Social Services Board, 6/21/16; Highway Committee, 6/21/16; Roseau County Board of Appeal and Equalization, 6/21/16.

Commissioner Swanson reported on the following committee(s): NACo Community Economic Development and Workforce Committee, 6/14/16; Jadis Town Board, 6/14/16; Association of Minnesota Counties (AMC) District 1 meeting, 6/16/16; AMC Governance Committee, 6/17/16; AMC Board of Directors, 6/17/16; Social Services Board, 6/21/16; Highway Committee, 6/21/16; Roseau County Board of Appeal and Equalization, 6/21/16.

Upon motion carried, the Board adjourned the regular Meeting at 11:30 a.m. The next Regular Meeting of the Board is scheduled for July 12, 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



# LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

## Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

## ORGANIZATION INFORMATION

Organization Name: Whitetails Unlimited Warroad Area Chapter Previous Gambling Permit Number: X-93451

Minnesota Tax ID Number, if any: 39-1415070 Federal Employer ID Number (FEIN), if any: 3891694

Mailing Address: 31701 630th Ave

City: Warroad State: MN Zip: 56763 County: Roseau

Name of Chief Executive Officer (CEO): Leonard Miller

Daytime Phone: 218-202-0610 Email: \_\_\_\_\_

## NONPROFIT STATUS

Type of Nonprofit Organization (check one):

Fraternal     Religious     Veterans     Other Nonprofit Organization

### Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

**A current calendar year Certificate of Good Standing**  
 Don't have a copy? Obtain this certificate from:  
 MN Secretary of State, Business Services Division    Secretary of State website, phone numbers:  
 60 Empire Drive, Suite 100    [www.sos.state.mn.us](http://www.sos.state.mn.us)  
 St. Paul, MN 55103    651-296-2803, or toll free 1-877-551-6767

**IRS income tax exemption (501(c)) letter in your organization's name**  
 Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

**IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**  
 If your organization falls under a parent organization, attach copies of both of the following:  
 1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and  
 2. the charter or letter from your parent organization recognizing your organization as a subordinate.

## GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Springsteel Resort & Marina

Address (do not use P.O. box): 38004 Beach St

City or Township: Warroad Zip: MN County: Roseau

Date(s) of activity (for raffles, indicate the date of the drawing): Saturday August 13, 2016

Check each type of gambling activity that your organization will conduct:

Bingo\*     Paddlewheels\*     Pull-Tabs\*     Tipboards\*

Raffle (total value of raffle prizes awarded for the calendar year: \$ 15,000.00)

\* **Gambling equipment** for bingo paper, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to [www.mn.gov/gcb](http://www.mn.gov/gcb) and click on **Distributors** under **List of Licensees**, or call 651-539-1900.

**LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)**

|  |   |
|--|---|
| <p style="text-align: center;"><b>CITY APPROVAL<br/>for a gambling premises<br/>located within city limits</b></p> <p><input type="checkbox"/> The application is acknowledged with no waiting period.</p> <p><input type="checkbox"/> The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).</p> <p><input type="checkbox"/> The application is denied.</p> <p>Print City Name: _____</p> <p>Signature of City Personnel: _____</p> <p>Title: _____ Date: _____</p> <div style="border: 1px solid black; padding: 5px; text-align: center; margin-top: 20px;"> <p><b>The city or county must sign before submitting application to the Gambling Control Board.</b></p> </div> | <p style="text-align: center;"><b>COUNTY APPROVAL<br/>for a gambling premises<br/>located in a township</b></p> <p><input type="checkbox"/> The application is acknowledged with no waiting period.</p> <p><input type="checkbox"/> The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.</p> <p><input type="checkbox"/> The application is denied.</p> <p>Print County Name: _____</p> <p>Signature of County Personnel: _____</p> <p>Title: _____ Date: _____</p> <p><b>TOWNSHIP (if required by the county)</b><br/>On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)</p> <p>Print Township Name: _____</p> <p>Signature of Township Officer: _____</p> <p>Title: _____ Date: _____</p> |
|--|---|

**CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)**

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: *Leonard Miller* Date: June 30, 2016

(Signature must be CEO's signature; designee may not sign)

Print Name: Leonard Miller

|  |  |
|--|--|
| <p><b>REQUIREMENTS</b></p> <p><b>Complete a separate application for:</b></p> <ul style="list-style-type: none"> <li>• all gambling conducted on two or more consecutive days, or</li> <li>• all gambling conducted on one day.</li> </ul> <p>Only one application is required if one or more raffle drawings are conducted on the same day.</p> <p><b>Financial report to be completed within 30 days after the gambling activity is done:</b><br/>A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.</p> <p>Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).</p> | <p><b>MAIL APPLICATION AND ATTACHMENTS</b></p> <p><b>Mail application with:</b></p> <p><input type="checkbox"/> a copy of your proof of nonprofit status, and</p> <p><input type="checkbox"/> application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is <b>\$100</b>; otherwise the fee is <b>\$150</b>. Make check payable to <b>State of Minnesota</b>.</p> <p><b>To:</b> Minnesota Gambling Control Board<br/>1711 West County Road B, Suite 300 South<br/>Roseville, MN 55113</p> <p><b>Questions?</b><br/>Call the Licensing Section of the Gambling Control Board at 651-539-1900.</p> |
|--|--|

|   |  |  |
|---|--|--|
| <p>Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the</p> | <p>application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Depart-</p> | <p>ment of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management &amp; Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.</p> |
|---|--|--|

This form will be made available in alternative format (i.e. large print, braille) upon request.

Internal Revenue Service  
District Director

Department of the Treasury

Date: NOV - 9 1984

Our Letter Dated: October 22, 1982

Person to Contact: Mr. E. Kelley

Contact Telephone Number:

(312) 886 1278

WHITE TAILS UNLIMITED INC  
PO BOX 422  
STURGEON BAY, WI 54235

Gentlemen:

This modifies our letter of the above date in which we stated that you would be treated as an organization which is not a private foundation until the expiration of your advance ruling period.

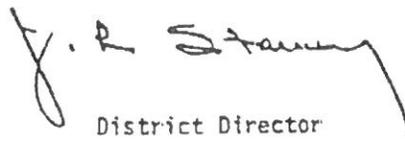
Based on the information you submitted, we have determined that you are not a private foundation within the meaning of section 509(a) of the Internal Revenue Code, because you are an organization of the type described in section 509(a)(2). Your exempt status under section 501(c)(3) of the code is still in effect.

Grantors and contributors may rely on this determination until the Internal Revenue Service publishes notice to the contrary. However, a grantor or a contributor may not rely on this determination if he or she was in part responsible for, or was aware of, the act or failure to act that resulted in your loss of section 509(a)(2) status, or acquired knowledge that the Internal Revenue Service had given notice that you would be removed from classification as a section 509(a)(2) organization.

Because this letter could help resolve any questions about your private foundation status, please keep it in your permanent records.

If you have any questions, please contact the person whose name and telephone number are shown above.

Sincerely yours,

  
District Director

**Internal Revenue Service**

**Date:** September 2, 2004

Whitetails Unlimited Inc. National Headquarters  
% Jeffrey Schinkten  
P O. Box 720  
Sturgeon Bay, WI 54235-0720

**Department of the Treasury**  
**P. O. Box 2508**  
**Cincinnati, OH 45201**

**Person to Contact:**  
Yvette Davis 31-07751  
Customer Service Representative

**Toll Free Telephone Number:**  
8:00 a.m. to 6:30 p.m. EST  
877-829-5500

**Fax Number:**  
513-263-3756

✓ **Federal Identification Number:**  
39-1415070

✓ **Group Exemption Number:**  
9362

Dear Sir or Madam:

This is in response to your request of September 2, 2004, regarding your organization's tax-exempt status.

In June 1986 we issued a determination letter that recognized your organization as exempt from federal income tax. Our records indicate that your organization is currently exempt under section 501(c)(3) of the Internal Revenue Code.

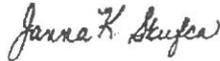
Our records indicate that your organization is also classified as a public charity under section 509(a)(2) of the Internal Revenue Code.

Based on the information supplied, we recognized the subordinates named on the list your organization submitted as exempt from federal income tax under section 501(c)(3) of the Code.

Our records indicate that contributions to your organization are deductible under section 170 of the Code, and that you are qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Internal Revenue Code.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely,



Janna K. Skufca, Director, TE/GE  
Customer Account Services



**WHITETAILS  
UNLIMITED**  
Est. 1982

*Working for an American Tradition*  
Education • Habitat Conservation • Hunting Tradition

July 15, 2014

This letter is to confirm that the organization known as Warroad, MN event to be held in Warroad, MN is a subordinate of the parent non-profit organization of Whitetails Unlimited, Inc. located in Sturgeon Bay, Wisconsin, Federal ID #39-1415070.

Wm. E Gerl, Jr  
Executive Vice President

National Headquarters  
PO Box 720  
2100 Michigan St.  
Sturgeon Bay, WI 54235

Phone: (920) 743-6777  
Fax: (920) 743-4658  
[www.whitetailsunlimited.com](http://www.whitetailsunlimited.com)  
[nh@whitetailsunlimited.com](mailto:nh@whitetailsunlimited.com)



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

June 21, 2016

The Roseau County Board of Appeal and Equalization of Roseau County [Board], met in the County Board room at the courthouse in the City of Roseau, Minnesota, on Tuesday, June 21, 2016, at 6:00 p.m. Chair Roger Falk called the meeting to order at 6:00 p.m. Board Present at the meeting were Commissioners Glenda Phillipe, Mark Foldesi, Jack Swanson. Also, present were County Assessor Elizabeth Lund, Deputy Auditor John Huss 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 2016.

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

**Correspondence:** A letter was received from David Borowicz-(Spruce Township-31.0055901). An email was received by Assessor Lund from Tyler Johnson-(Lake Township-15.0069100).

**Roseau County Assessor:** Assessor Lund showed a PowerPoint presentation explaining mass appraisal and how the annual sale study works as well as the parameters with which they need to have their assessment ratios. She explained how CAMA (Computer Assisted Mass Appraisal) is used to value properties and adjusted to attempt to replicate what is occurring in the market. Along with this she described the Overbuilt Factor and how that is used in Roseau County. An explanation of the time trend was given and she reported that this year Roseau County had a positive 10% time trend in the residential market and a negative 8% in the agricultural market. She stated that Residential Sales have been up in quantity and price while agricultural sales have been down in quantity, but have not changed significantly in price. Assessor Lund also explained two statistical measures used to analyze quality of assessment: The Price Related Differential and The Coefficient of Dispersion. She explained that the Roseau County Assessment has improved in both of these areas so that they are now in the acceptable range for these measurements of quality. She attributed this improvement to the conversion to CAMA and also to the increase in the overbuilt threshold.

### **Taxpayer Appearances:**

**Norman Berg:** (Jadis Township-14.0029601). Mr. Berg requested a decrease in value of his property. Assessor Lund reported that Mr. Berg appealed at the open book meeting and she viewed his property which resulted in a decrease from \$346,000 to \$338,600. He felt this value was still too high and presented a fee appraisal he had recently received which valued his property at \$290,000. He stated that if the county assessment must be between 90% to 105% he feels his property should be valued at \$275,000.

**Debra Forst:** (City of Roseau-54.0201904). Ms. Forst requested a decrease in value of her property. Assessor Lund reported that Ms. Forst appealed at the open book meeting and she viewed her property which resulted in a decrease from \$157,000 to \$150,600. She felt this value was still too high because this is a starter home and other homes in the neighborhood have sold for less. She feels her property should be valued at \$134,000.

**Bryan Modahl:** (City of Badger-51.0024700). Mr. Modahl requested a decrease in value of his property. He stated this is the 3<sup>rd</sup> year his property has increased in value. Assessor Lund viewed his property during the 2015 appeals process and the condition of his home and the sales study supports the value of \$226,500. His value increase was a 15% increase on the residential building value which was applied to the entire City of Badger.

**Christina Steel:** (City of Warroad-56.0154726). Ms. Steel requested a decrease in value of her property. Assessor Lund reported that Ms. Steel appealed at the open book meeting and she viewed her property which resulted in a decrease from \$313,300 to \$307,400. She felt this value was still too high because she purchased the property for \$270,000 in November 2015 the previous owner purchased it for \$249,000 from the bank.

**Tom Jacobson:** (Palmville Township-23.0017800). Mr. Jacobson asked some questions about the change in value this year but did not appear at the Palmville Township Local Board of Appeal and is therefore not allowed to appeal at the County level.

**Floyd Haugen:** (various parcels). Mr. Haugen feels all of his property is valued too high because of inadequate drainage.

**Loren Horner:** (Cedarbend Township-04.0001000). Mr. Horner requested his Commercial Classification be removed. He stated the county has no policy defining what constitutes the commercial classification and also based his appeal on the fact that other individuals within the county are conducting some type of business out of their homes and not being classed commercial.

**Faye Hamerl:** (Lake Township-15.0092403). Ms. Hamerl is appealing her value of \$242,600. Assessor Lund has not viewed this property and stated that she and Will Hulst will make an appointment with Ms. Hamerl to view the property and give an update to the board at the re-convene meeting.

**Tyler Johnson:** (Lake Township-15.0069100). Mr. Johnson sent an email to Assessor Lund appealing his value of \$160,400, and that he was not able to attend the meeting because of his farming priorities. He recently had an appraisal for mortgage loan purposed valuing his property at \$118,000.

**Dave Borowicz:** (Spruce Township-31.0055901). Mr. Borowicz submitted a letter and requested a decrease in value of his property. Assessor Lund reported that Mr. Borowicz appeared at the Spruce Township meeting and she has since viewed his property which resulted in no change to the current assessment of \$338,600 based on the condition of his home and the sales study.

The board requested Assessor Lund make an appoint to view the property prior to the County board meeting on Tuesday, June 28, 2016. Assessor Lund will contact Faye Hamerl and Tyler Johnson to set up an appointment and report back to the board.

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

|            |   |
|------------|---|
| 18.0121900 | Michael Hass-decrease value from \$348,200 to \$341,400.              |
| 19.0022700 | Patricia & Cliff Block-decrease value from \$357,600 to \$330,000.    |
| 31.0030500 | Brad Fevold-decrease value from \$208,200 to \$206,000.               |
| 31.0033105 | Jolie Hulst-decrease value from \$281,600 to 263,700.                 |
| 31.0051700 | Carole Kveen-decrease value from \$264,700 to \$259,300.              |
| 31.0059000 | Daniel Drown-decrease value from \$268,600 to \$259,600.              |
| 31.0068000 | Jerry Endrizzi-decrease value from \$264,400 to \$234,800             |
| 31.0076902 | Richard Fredrickson-decrease value from \$307,100 to \$291,200        |
| 31.0080100 | Bill and Ann Marie Miller-decrease value from \$321,500 to \$306,800. |

A motion made by Commissioner Swanson, seconded by Commissioner Foldesi to recess the meeting of the 2016 Roseau County Board of Appeal and Equalization at 9:00 p.m. and to reconvene at 9:05 a.m. on Tuesday, June 28, 2016.

#### **June 28, 2016**

The Roseau County Board of Appeal and Equalization, reconvened on June 28, 2016 in the County Board room at 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, Auditor Martha Monsrud and Board Clerk Ann Marie Miller.

Chairman Falk called the meeting to order at 9:05 a.m. Board members signed the official Reconvened County Board of Appeal and Equalization Certification Form for 2016.

A motion was made by Commissioner Swanson, seconded by Commissioner Phillipe and carried by unanimous vote to accept the recommendations as presented by Assessor Lund as follows:

|            |  |
|------------|--|
| 18.0121900 | Michael Hass-decreased value from \$348,200 to \$341,400.              |
| 19.0022700 | Patricia & Cliff Block-decreased value from \$357,600 to \$330,000.    |
| 31.0030500 | Brad Fevold-decreased value from \$208,200 to \$206,000.               |
| 31.0033105 | Jolie Hulst-decreased value from \$281,600 to 263,700.                 |
| 31.0051700 | Carole Kveen-decreased value from \$264,700 to \$259,300.              |
| 31.0059000 | Daniel Drown-decreased value from \$268,600 to \$259,600.              |
| 31.0068000 | Jerry Endrizzi-decreased value from \$264,400 to \$234,800             |
| 31.0076902 | Richard Fredrickson-decreased value from \$307,100 to \$291,200        |
| 31.0080100 | Bill and Ann Marie Miller-decreased value from \$321,500 to \$306,800. |

Additional discussions were held by the Commissioners and Assessor Lund for all of the individuals who appeared either in person or by submitting written correspondence. The following motions were made after the discussion:

**Dave Borowicz**: (Spruce Township-31.0055901). A motion was made by Commissioner Swanson, seconded by Commissioner Phillipe and carried by unanimous vote to make no change in value, motion passes.

**Tyler Johnson**: (Lake Township-15.0069100). A motion was made by Commissioner Phillipe, seconded by Commissioner Miller to decrease the value to \$145,700, motion passes.

**Norman Berg**: (Jadis Township-14.0029601). A motion was made by Commissioner Swanson, seconded by Commissioner Phillipe and carried by unanimous vote to make no change in value, motion passes.

**Debra Forst**: (City of Roseau-54.0201904). A motion was made by Commissioner Swanson, seconded by Commissioner Phillipe and carried by unanimous vote to make no change in value, motion passes.

**Bryan Modahl**: (City of Badger-51.0024700). A motion was made by Commissioner Foldesi, seconded by Commissioner Miller to return the value of the property back to the 2015 value of \$201,200 based on the location, quality and overall grade of the structure. Motion failed with Commissioners Foldesi and Miller voted in favor and Commissioners Falk, Swanson and Phillipe voted against.

A motion was then made by Commissioner Swanson, seconded by Commissioner Phillipe to make no change and keep the value at \$226,500. Motion passed with Commissioners Falk, Swanson and Phillipe voted in favor and Commissioners Foldesi and Miller voted against.

**Christina Steel** (City of Warroad-56.0154726). A motion was made by Commissioner Phillipe, seconded by Commissioner Miller and carried by unanimous vote to make no change in value, motion passes.

**Floyd Haugen** (various parcels). A motion was made by Commissioner Swanson, seconded by Commissioner Phillipe and carried by unanimous vote to make no change in value, motion passes.

**Loren Horner**: (Cedarbend Township-04.0001000). A motion was made by Commissioner Swanson, seconded by Commissioner Miller and carried by unanimous vote to make no change in value, motion passes.

**Faye Hamerl**: (Lake Township-15.0092403). A motion was made by Commissioner Swanson, seconded by Commissioner Miller and carried by unanimous vote to make no change in value, motion passes.

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





## 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 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 Joe Olafson expires September 18, 2016.

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 August 1, 2016.





# Roseau County Request for Board Action

|   |  |
|---|--|
| <b>Agenda Item #:</b> Department Reports 1a<br><small>(for office use only)</small>   |  |
| <b>Requested Board Date:</b>  | July 12, 2016  |
| <b>Originating Department:</b> Highway  |  |
| <b>Subject Title (as it will appear on the Agenda):</b><br>Greenbush Joint Maintenance Facility Bids                          | <b>Presenter:</b> Brian Ketring  |
|   | <b>Estimated Amount of Time Needed for Discussion:</b><br><input type="checkbox"/> < 5 minutes <input type="checkbox"/> 5 minutes <input checked="" type="checkbox"/> 10 minutes<br><input type="checkbox"/> 15 minutes <input type="checkbox"/> 30 minutes <input type="checkbox"/> >30 minutes |
| <b>Board Action Requested:</b><br>Review of the Bids opened on July 7, 2016, for the Joint Maintenance Facility in Greenbush. |  |
| <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><br>Approved as Requested: _____<br>Denied: _____<br>Tabled: _____<br>Other: _____ | <b>Distribution/Filing Instructions:</b> |
|--|--|



**Roseau County Board  
July 2016 Meetings**

**Glenda A. Phillippe**  
**District One**

**June 29: TEAM EPIC - Warroad**  
**July 11: Warroad City Council – Warroad**  
**July 12: County Board – Roseau**  
**July 12: Lake Township – Warroad**

## **JACK SWANSON COMMITTEE REPORTS**

**JUNE 28, 2016 - DOMESTIC VIOLENCE ADVISORY COMMITTEE;** heard a report on strangulation seminar attended by Asst County Attorney Mike Grover

**JUNE 29, 2016 - ROSEAU ECONOMIC DEVELOPMENT AUTHORITY;** housing/workforce update

**JUNE 30, 2016 - SUNSHINE MEMORIAL FOUNDATION;** nonprofit effort to build a Ronald McDonald-type house near Altru Hospital in Grand Forks

**JULY 1, 2016 - LAOTIAN COMMUNITY MEETING;** meeting with leaders and members of Lao Community at the Lao Temple in Warroad

**JULY 5, 2016 - OPERATIONS COMMITTEE**

**JULY 5, 2016 - COMMITTEE OF THE WHOLE**

**JULY 6, 2016 - COMMUNITY JUSTICE COORDINATING COMMITTEE**

**JULY 7, 2016 - ASSOCIATION OF MINNESOTA COUNTIES GOVERNANCE COMMITTEE**

**JULY 11, 2016 - ROSEAU CITY COUNCIL**