
REGULAR BOARD MEETING AGENDA

Notice is hereby given that the Board of Commissioners of Roseau County will meet in session on January 9, 2018, 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*

9:10 Consent Agenda

1. January 2, 2018 Board Proceedings
2. Request for Reimbursement - Roseau County Trailblazers
3. Jail Medical Service Contract

9:15 Department Reports

1. Auditor
 - a. 2018 Official Newspaper Bids

9:20 Committee Reports

9:25 County Board Items

1. Commissioner Committee Reports

10:00 Unfinished Business

10:00 Adjourn

***Limited to five minutes**

PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

January 2, 2018

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, Minnesota on Tuesday, January 2, 2018.

CALL TO ORDER

The meeting was called to order at 9:00 a.m. by Board Chair Mark Foldesi. The Pledge of Allegiance was recited. Commissioners present were Roger Falk, Mark Foldesi, Glenda Phillippe, Jack Swanson and Russell Walker. Others present were Martie Monsrud, Jeff Pelowski, Ann Marie Miller and Sue Grafstrom.

ELECTION OF OFFICERS

Coordinator Pelowski called for nominations for Chair of the Roseau County Board for 2018. Commissioner Swanson nominated Commissioner Phillippe as Chair. Coordinator Pelowski called for further nominations. A motion to cease nominations and cast a unanimous ballot for Commissioner Phillippe as Chair was made by Commissioner Foldesi, seconded by Commissioner Falk and carried unanimously. The meeting was turned over to Chair Phillippe. Chair Phillippe called for nominations for Vice-Chair. A motion to nominate Commissioner Swanson as Vice-Chair was made by Commissioner Falk, seconded by Commissioner Walker and carried unanimously.

APPROVAL OF AGENDA

A Resolution to support local Motor Vehicle License Bureaus and a discussion on Minnesota Rural Counties Legislative Priorities was added to County Board Items. A motion to approve the amended Agenda was made by Commissioner Swanson, seconded by Commissioner Walker and carried unanimously.

COMMENTS AND ANNOUNCEMENTS

Commissioner Foldesi expressed gratitude to the Board, during his tenure as Board Chair, for working well together and getting things done. Coordinator Pelowski informed the Board of a Rinke Noonan Drainage and Water Conference to be held on February 15, 2018.

CONSENT AGENDA

A motion to approve the Consent Agenda was made by Commissioner Foldesi, seconded by Commissioner Walker, and carried unanimously. The Board, by adoption of its Consent Agenda, approved the December 27, 2017, Regular Board Meeting Proceedings; set the 2018 Mileage Expense Reimbursement rate at 54.5 cents per mile; set the 2018 meal expense reimbursement rate at a maximum of \$40.00 per day; set the 2018 pocket gopher bounty at \$2.50 per gopher with an additional \$1.00 reimbursement paid for gophers trapped in unorganized Townships, (this matches the additional \$1.00 that organized Townships pay for gopher bounty); set the 2018 beaver bounty at \$50.00 per beaver; and, authorized the County Auditor to pay routine bills, (a comprehensive list is available in the Auditor's Office - Resolution #2018-01-01).

DEPARTMENT REPORTS

Highway

Coordinator Pelowski, on behalf of Engineer Ketring, requested the Board approve a final payment to Roseau Roofing & Remodeling, LLC for the Greenbush Shop project. A motion to approve a

final payment to Roseau Roofing & Remodeling, LLC, in the amount of \$36,191.50, as final payment, including the funds retained for the General Contractor portion of the Greenbush Maintenance Facility project, was made by Commissioner Foldesi, seconded by Commissioner Walker and carried unanimously.

COUNTY BOARD ITEMS

2018 Committee Appointments

The Board reviewed the 2018 Committee Appointments. A motion to approve the 2018 Committee Appointment List was made by Commissioner Walker, seconded by Commissioner Falk and carried unanimously, as follows:

| | |
|--|------------------------------|
| Association of MN Counties Agriculture & Rural Task Force | |
| Committee Members | Alternate(s) |
| Commissioner Roger Falk | Commissioner Mark Foldesi |
| Commissioner Russell Walker | Commissioner Jack Swanson |
| Association of MN Counties - Big Four | |
| Committee Members | Alternate(s) |
| Commissioner Jack Swanson | |
| Association of MN Counties - Broadband Sub-Committee | |
| Committee Members | Alternate(s) |
| Commissioner Jack Swanson | Commissioner Glenda Phillipe |
| Association of MN Counties - County Delegates | |
| Committee Members | Alternate(s) |
| Commissioner Roger Falk | |
| Commissioner Mark Foldesi | |
| Commissioner Russell Walker | |
| Commissioner Glenda Phillipe | |
| Commissioner Jack Swanson | |
| Social Services Director Dave Anderson | |
| CC/ESD Jeff Pelowski | |
| Auditor Martha Monsrud | |
| Association of MN Counties Futures Task Force | |
| Committee Members | Alternate(s) |
| Commissioner Jack Swanson | |
| Association of MN Counties General Government Policy Committee | |
| Committee Members | Alternate(s) |
| Commissioner Glenda Phillipe | |
| Association of MN Counties Health & Human Services Policy Committee | |
| Committee Members | Alternate(s) |
| Social Services Director Dave Anderson | |
| Association of MN Counties Environment and Natural Resources Policy Committee | |
| Committee Members | Alternate(s) |
| Commissioner Russell Walker | |
| Association of MN Counties Extension Committee | |
| Committee Members | Alternate(s) |
| Commissioner Jack Swanson | |
| Association of MN Counties Finance Committee | |
| Committee Members | Alternate(s) |
| Commissioner Jack Swanson | |

Association of MN Counties Public Safety Policy Committee**Committee Members**

Commissioner Jack Swanson

Alternate(s)**Association of MN Counties Research Committee****Committee Members**

Commissioner Jack Swanson

Alternate(s)**Association of MN Counties Transportation & Infrastructure Policy Committee****Committee Members**

Commissioner Roger Falk

Alternate(s)**Audit/Finance Committee****Committee Members**

Commissioner Roger Falk

Commissioner Russell Walker

Auditor Martha Monsrud

Treasurer Diane Gregerson

Tobi Eidsmoe

Alternate(s)**Buffer Program Advisory Committee - Committee of the Whole****Committee Members**

Commissioner Roger Falk

Commissioner Mark Foldesi

Commissioner Glenda Phillipe

Commissioner Jack Swanson

Commissioner Glenda Phillipe

SWCD Administrator Scott Johnson

Engineer Brian Ketring

SWCD Chair John Gaukerud

CC/ESD Jeff Pelowski

Alternate(s)**Building Committee****Committee Members**

Commissioner Roger Falk

Commissioner Jack Swanson

CC/ESD Jeff Pelowski

Auditor Martha Monsrud

Social Services Director Dave Anderson

Sheriff Steve Gust

IT Administrator Chris Stauffer

Engineer Brian Ketring

Building Mgmt. Supervisor Lenny Johnson

Alternate(s)

Commissioner Mark Foldesi

Commissioner Russell Walker

Commissioner Glenda Phillipe

Cities Counties and Other Government Agencies (COGA)**Committee Members**

HR/Ben Administrator Patty Ignaszewski

Fiscal Supervisor Kerri Byfuglien

Alternate(s)

CC/ESD Jeff Pelowski

Committee of the Whole**Committee Members**

Commissioner Roger Falk

Commissioner Mark Foldesi

Commissioner Russell Walker

Commissioner Glenda Phillipe

Commissioner Jack Swanson

Alternate(s)**Community Justice Coordinating Committee****Committee Members**

Commissioner Jack Swanson

Alternate(s)

Commissioner Roger Falk

Attorney Karen Foss
Assistant County Attorney Mike Grover
Judge Donna Dixon
Sheriff Steve Gust
Social Services Director Dave Anderson
Jail Administrator Matt Restad

Commissioner Mark Foldesi
Commissioner Russell Walker
Commissioner Glenda Phillipe

County Fair Planning Committee

Committee Members
Commissioner Jack Swanson
Commissioner Glenda Phillipe
Administrative Assistant Cindy Tangen
Auditor Martha Monsrud
Administrative Assistant Ann Marie Miller

Alternate(s)

Credit Card Committee

Committee Members
Commissioner Roger Falk
Commissioner Jack Swanson
Engineer Brian Ketring
Auditor Martha Monsrud
Treasurer Diane Gregerson

Alternate(s)

DNR County Road Planning Committee per MN Statute 89.01 subd. 7/Unorganized Road Planning Committee

Committee Members
Commissioner Mark Foldesi
Commissioner Russell Walker

Alternate(s)
Commissioner Roger Falk
Commissioner Glenda Phillipe

Emergency Management

Committee Members
Commissioner Mark Foldesi
Commissioner Glenda Phillipe
Assessor Liz Lund
Attorney Karen Foss
Auditor Martha Monsrud
Engineer Brian Ketring
HSEM Director Sue Grafstrom
CC/ESD Jeff Pelowski
Recorder Pam Grand
Social Services Director Dave Anderson
Treasurer Diane Gregerson
Sheriff Steve Gust

Alternate(s)
Commissioner Roger Falk
Commissioner Russell Walker
Commissioner Jack Swanson

Greater Minnesota Parks & Trails Coalition

Committee Members
Commissioner Roger Falk
Commissioner Glenda Phillipe

Alternate(s)

Highway Department - Committee of the Whole

Committee Members
Commissioner Roger Falk
Commissioner Mark Foldesi
Commissioner Russell Walker
Commissioner Glenda Phillipe
Commissioner Jack Swanson
Asst County Engineer Daryl Dahl
Engineer Brian Ketring

Alternate(s)

Asst County Engineer Ryan Murray

Insurance Committee

Committee Members

Commissioner Russell Walker
Commissioner Jack Swanson
Wellness Coordinator Cindy Tangen
Civil Process Clerk Tara Halvorson
Deputy Accountant Rhonda Hanson
Auditor Martie Monsrud
HR/Ben Administrator Patty Ignaszewski
CC/ESD Jeff Pelowski
Fiscal Supervisor Kerri Byfuglien
Heavy Equipment Oper. Jason Monsrud

Alternate(s)

Commissioner Glenda Phillipe

Joint Ditch Authority

Committee Members

Ditch Commissioners
Judicial Ditch No. 19 District 5
Judicial Ditch No. 22 District 1 & 4
Judicial Ditch No. 33 District 2 & 5
State Ditch No. 50 District 5
State Ditch No. 62 District 3 & 4
Judicial Ditch No. 63 District 2, 3, 4 & 5
State Ditch No. 72 District 2, 3 & 5
State Ditch No. 90 District 5
State Ditch No. 95 District 1, 2, 3, & 5

Alternate(s)

Adjoining County
Marshall
Lake of the Woods
Kittson
Kittson
Lake of the Woods
Marshall
Kittson
Kittson & Marshall
Kittson

Joint RRWD/TRWD & Kittson County & Roseau County Ditch Committee

Committee Members

Commissioner Mark Foldesi
Commissioner Roger Falk

Alternate(s)

Commissioner Russell Walker

Joint Counties Natural Resource Board

Committee Members

Commissioner Roger Falk
Commissioner Russell Walker

Alternate(s)

Commissioner Mark Foldesi

Lake of the Woods Fisheries Input Group

Committee Members

Commissioner Roger Falk

Alternate(s)

Land of the Dancing Sky Area Agency on Aging (NWRDC) 21 County BOARD

Committee Members

Commissioner Glenda Phillipe

Alternate(s)

Land of the Dancing Sky Area Agency Advisory NWRDC COMMITTEE

Committee Members

Commissioner Glenda Phillipe

Alternate(s)

Land Use Committee - Committee of the Whole

Committee Members

Commissioner Roger Falk
Commissioner Mark Foldesi
Commissioner Russell Walker
Commissioner Glenda Phillipe
Commissioner Jack Swanson
CC/ESD Jeff Pelowski
Assessor Liz Lund
Engineer Brian Ketring

Alternate(s)

Auditor Martha Monsrud
Deputy Auditor Kathy Jensen

Law Library Board of Trustees MS 134A.10 Sub 4

| Committee Members | Alternate(s) |
|---------------------------------------|---------------------------|
| Commissioner Jack Swanson | Commissioner Mark Foldesi |
| Judge Donna Dixon | |
| Law Clerk Laurel Lawson | |
| Attorney Karen Foss | |
| Assistant County Attorney Mike Grover | |
| Court Administrator Pam Shaw | |

Legislative Committee - Committee of the Whole

| Committee Members | Alternate(s) |
|------------------------------|--------------|
| Commissioner Roger Falk | |
| Commissioner Mark Foldesi | |
| Commissioner Russell Walker | |
| Commissioner Glenda Phillipe | |
| Commissioner Jack Swanson | |
| CC/ESD Jeff Pelowski | |

Minnesota Association of Professional County Economic Developers

| Committee Members | Alternate(s) |
|------------------------------|-------------------|
| Commissioner Glenda Phillipe | All Commissioners |

Minnesota County Computer Cooperative

| Committee Members | Alternate(s) |
|---------------------------------|---------------------------|
| IT Administrator Chris Stauffer | Treasurer Diane Gregerson |
| Auditor Martha Monsrud | Assessor Liz Lund |
| | IT Tech Chad Wulff |

Minnesota Counties Intergovernmental Trust (MCIT) DELEGATE

| Committee Members | Alternate(s) |
|------------------------|-----------------------------|
| Auditor Martha Monsrud | Commissioner Russell Walker |

Minnesota Counties Intergovernmental Trust (MCIT) CONTACT

| Committee Members | Alternate(s) |
|--|--------------|
| Auditor Martha Monsrud, Primary Contact | |
| CC/ESD Jeff Pelowski, Workers Comp Contact | |

Minnesota Rural Counties (MRC)

| Committee Members | Alternate(s) |
|------------------------------|-------------------|
| Commissioner Glenda Phillipe | All Commissioners |
| Commissioner Russell Walker | |

Northern Counties Land Use Coordinating Board

| Committee Members | Alternate(s) |
|---------------------------|-------------------|
| Commissioner Jack Swanson | All Commissioners |

Northwest Community Action Board

| Committee Members | Alternate(s) |
|-------------------------|--------------|
| Commissioner Roger Falk | Mark Foldesi |

Northwest MN Household Hazardous Waste Joint Powers Board

| Committee Members | Alternate(s) |
|------------------------------|---------------------------|
| Commissioner Glenda Phillipe | Commissioner Jack Swanson |

Northwest MN Housing & Redevelopment Authority

| Committee Members | Alternate(s) |
|---------------------------|--------------|
| Commissioner Jack Swanson | |

Northwest MN Juvenile Center

| Committee Members | Alternate(s) |
|--|--------------|
| Social Services Director Dave Anderson | |

Sheriff Steve Gust

Northwest MN Regional Development Transportation Committee

Committee Members

Commissioner Roger Falk
Engineer Brian Ketring

Alternate(s)

Any Other Commissioner

Northwest MN Regional Library Board

Committee Members

Gracia Nelson

Alternate(s)

Northwest Regional Development Commission

Committee Members

Commissioner Mark Foldesi
Jim Christianson
Buddy Erickson

County Board Rep
School Board Rep
Township Board Rep

Northwest Regional Development Commission Arts Council

Committee Members

Aliza Olson
Charles Erickson

Alternate(s)

Northwest Regional Development Commission Executive Board of Directors

Committee Members

Commissioner Mark Foldesi

Alternate(s)

Buddy Erickson (Alternate)

Northwest Regional Emergency Communications Board

Committee Members

Commissioner Jack Swanson

Alternate(s)

Commissioner Roger Falk

Noxious Weed Appeal MS 18.83, Subd 3

Committee Members

Commissioner Mark Foldesi
Curtis Skrutvold
Tim O'Donnell
Arne Heggedal
Greg Braaten

Alternate(s)

Any Other Commissioner

Operations/COW Committee

Committee Members

Commissioner Roger Falk
Commissioner Mark Foldesi
Commissioner Russell Walker
Commissioner Glenda Phillipe
Commissioner Jack Swanson
Assessor Liz Lund
Attorney Karen Foss
Auditor Martha Monsrud
Building Mgmt Supervisor Lenny Johnson
CC/ESD Jeff Pelowski
HSEM Director Sue Grafstrom
Engineer Brian Ketring
IT Administrator Chris Stauffer
Recorder Pam Grand
Sheriff Steve Gust
Social Services Director Dave Anderson
Treasurer Diane Gregerson
VSO Martin Howes
4H Coordinator Sandi Weiland

Alternate(s)

Personnel Appeal Committee MS 375.65

Committee Members

LifeCare Medical Center HR Rep
 Polaris Industries HR Rep
 Marvin Windows HR Rep

To be appointed per County Personnel Act: Three non-county employees with Human Resource experience.

Public Health Committee**Committee Members**

Commissioner Glenda Phillipe
 Commissioner Jack Swanson
 Attorney Karen Foss
 CC/ESD Jeff Pelowski
 HSEM Director Sue Grafstrom
 LifeCare Medical Center Rep Cathy Huss
 LifeCare Medical Center Rep Julie Pahlen
 Sheriff Steve Gust
 Social Services Director Dave Anderson
 Auditor Martha Monsrud

Alternate(s)

Commissioner Mark Foldesi

Quin County Community Health Advisory Board**Committee Members**

Commissioner Mark Foldesi
 Public Health Rep Julie Pahlen

Alternate(s)

Commissioner Glenda Phillipe
 HSEM Director Sue Grafstrom

Red River Basin Commission Joint Powers Board**Committee Members**

Commissioner Roger Falk

Alternate(s)

Any Other Commissioner

Red River Development Association**Committee Members**

Richard Magnusson

Alternate(s)**Regional Radio Advisory Committee (RAC)****Committee Members**

HSEM Director Sue Grafstrom

Alternate(s)

Jail Administrator Matt Restad
 IT Administrator Chris Stauffer

Retired Senior Volunteer Program**Committee Members**

Commissioner Glenda Phillipe

Alternate(s)**Roseau County Affordable Housing Fund Advisory Board****Committee Members**

Commissioner Jack Swanson

Alternate(s)

Commissioner Glenda Phillipe

Roseau County Board of Adjustment MS 394**Committee Members**

Bernard Gonshorowski
 John Douglas
 Randy Horner
 CC/ESD Jeff Pelowski - Ex Officio

Alternate(s)**Roseau County Committee on Aging****Committee Members**

Commissioner Glenda Phillipe
 Richard Otto (City of Roseau)
 Bill Cain (District 1)
 Sue Lisell (District 2)
 Sandi Otto (District 3)
 Jim Hallan (District 4)
 _____ (District 5)

Alternate(s)

Commissioner Jack Swanson

Roseau County Extension Committee MS 38.36

Committee Members

Auditor Martha Monsrud
 Commissioner Roger Falk
 Commissioner Jack Swanson
 Thor Didrikson
 Robby Christianson
 Brita Comstock
 Matt Ulwelling
 Rachal Erickson
 Pat Hockstedler

Alternate(s)

Commissioner Mark Foldesi

Roseau County Revolving Loan Committee**Committee Members**

Commissioner Roger Falk
 Commissioner Glenda Phillipe
 Auditor Martha Monsrud
 Aaron Rislov - Security State Bank
 Robert Foley, Jr. - Citizens State Bank
 Joe Ulwelling - Border State Bank

Alternate(s)**Roseau County Soil & Water Conservation District****Committee Members**

Commissioner Russell Walker

Alternate(s)

Commissioner Mark Foldesi

Roseau River International Watershed Board**Committee Members**

Commissioner Mark Foldesi
 Commissioner Roger Falk

Alternate(s)**Roseau River Trail Committee****Committee Members**

Commissioner Roger Falk

Alternate(s)

Commissioner Jack Swanson

Roseau River Watershed District Board**Committee Members**

Tony Wensloff
 Jason Braaten
 LeRoy Carrier
 Carter Diesen
 Cody Schmalz

Alternate(s)**Roseau River Watershed District (Commissioner Delegates)****Committee Members**

Commissioner Roger Falk
 Commissioner Russell Walker

Alternate(s)

Commissioner Mark Foldesi
 Commissioner Glenda Phillipe
 Commissioner Jack Swanson

Safety Committee MS 182.676**Committee Members**

Highway (3)
 Engineer Brian Ketring
 Senior Highway Technician Allen Brandt
 Asst County Engineer Ryan Murray
Law Enforcement (3)
 Sheriff Steve Gust
 Sergeant Kevin Becker
 Jail Administrator Matt Restad
Courthouse Administration (3)
 Auditor Martha Monsrud

Alternate(s)

HR/Ben Admin Patty Ignaszewski
 Deputy Recorder Brenda McMillin
Transfer Station (1)
 CC/ESD Jeff Pelowski
Maintenance (1)
 Building Mgmt Supervisor Lenny Johnson
County Board (2)
 Commissioner Roger Falk
 Commissioner Jack Swanson
Social Services (3)
 Social Services Director Dave Anderson
 Office Support Specialist Janelle Verbout
 Social Worker Allison Fillmore
HSEM (Ex-officio)
 HSEM Director Sue Grafstrom

Social Services Board - Committee of the Whole

| | |
|--|---------------------|
| Committee Members | Alternate(s) |
| Commissioner Roger Falk | |
| Commissioner Mark Foldesi | |
| Commissioner Russell Walker | |
| Commissioner Glenda Phillipe | |
| Commissioner Jack Swanson | |
| Social Services Director Dave Anderson | |
| Fiscal Supervisor Kerri Byfuglien | |
| Member at Large - Colleen Lorensen | |
| Member at Large - Jared Gustafson | |

Solid Waste Planning Committee

| | |
|---------------------------------------|------------------------|
| Committee Members | Alternate(s) |
| Commissioner Roger Falk | Any Other Commissioner |
| Commissioner Jack Swanson | |
| CC/ESD Jeff Pelowski, ex-officio | |
| Marsha Yates - Badger | |
| Ronald Jacobson -Twp. Officers Assoc. | |
| Brenda Sather - Greenbush | |
| Elliott Larson - Marvin Windows | |
| David Drown - Roseau | |
| Jim Pederson - Polaris | |
| Dick Soderberg - Warroad | |

Statewide Radio Board Finance Committee

| | |
|--------------------------|---------------------|
| Committee Members | Alternate(s) |
| Jack Swanson | |

Trails Committee

| | |
|-----------------------------|------------------------|
| Committee Members | Alternate(s) |
| Commissioner Russell Walker | Any Other Commissioner |
| Commissioner Mark Foldesi | |

Transportation Alliance Committee

| | |
|--------------------------|------------------------------|
| Committee Members | Alternate(s) |
| Commissioner Roger Falk | Commissioner Glenda Phillipe |
| Engineer Brian Ketring | |

TV Translator Committee

| | |
|--------------------------|-----------------------------|
| Committee Members | Alternate(s) |
| Commissioner Roger Falk | Commissioner Russell Walker |

Commissioner Jack Swanson
Auditor Martha Monsrud
Dick Sjoberg - Sjoberg's Cable
Lee Hervey - Voyagers Communication

Two Rivers Watershed District Board of Managers

| Committee Members | Alternate(s) |
|-------------------|--------------|
| Al Brazier | |
| Bruce Anderson | |

Two Rivers Watershed District (Commissioner Delegates)

| Committee Members | Alternate(s) |
|---------------------------|-------------------------|
| Commissioner Mark Foldesi | Commissioner Roger Falk |

Victim Services Advisory Board

| Committee Members | Alternate(s) |
|------------------------------|--------------|
| Commissioner Glenda Phillipe | |
| Commissioner Russell Walker | |

Warroad River Watershed District Board of Managers

| Committee Members | Alternate(s) |
|-------------------|--------------|
| Joe Olafson | |
| Jeff O'Donnell | |
| Gerald Phillipe | |
| Keith Landin | |
| William Thompson | |

Warroad River Watershed District (Commissioner Delegates)

| | | |
|-----|------------------------------|---------------------------|
| 611 | Committee Members | Alternate(s) |
| | Commissioner Glenda Phillipe | Commissioner Mark Foldesi |
| | Commissioner Russell Walker | Commissioner Roger Falk |
| | | Commissioner Jack Swanson |

Website Management Committee

| Committee Members | Alternate(s) |
|---|--------------|
| IT Administrator Chris Stauffer | |
| Social Services Director Dave Anderson | |
| Administrative Assistant Ann Marie Miller | |
| Commissioner Russell Walker | |
| Commissioner Glenda Phillipe | |

Wellness Committee

| Committee Members | Alternate(s) |
|---|--------------|
| Social Worker Lynette Blazek | |
| Sheriff Steve Gust | |
| Deputy Auditor Kathy Jenson | |
| Heavy Equip Operator Jason Monsrud | |
| HR/Ben Admin Patty Ignaszewski | |
| Administrative Assistant Ann Marie Miller | |
| HSEM Director Sue Grafstrom | |
| VSO Martin Howes | |
| Fiscal Supervisor Kerri Byfuglien | |
| Commissioner Jack Swanson | |
| Wellness Coordinator Cindy Tangen | |
| Commissioner Roger Falk | |
| Social Worker Erica Bergstrom | |
| IT Technician Chad Wulff | |

Wetland Appeal Board

| Committee Members | Alternate(s) |
|-------------------|--------------|
|-------------------|--------------|

Commissioner Roger Falk
Commissioner Glenda Phillipe
Dan Johnston - Member-at-Large
To Be Appointed by SWCD

Any Other Commissioner

If wetland issue is in Commissioner district,
choice to elect another Commissioner to
represent.

Wildlife Management Area Planning Committee

Committee Members

Commissioner Roger Falk
Commissioner Mark Foldesi

Alternate(s)

Any Other Commissioner

Motor Vehicle License Bureau Resolution

Commissioner Swanson requested the Board adopt a Resolution in support of the State of Minnesota enacting legislation in 2018 to provide proper compensation to local Deputy Registrar Offices. A motion was made by Commissioner Swanson, seconded by Commissioner Foldesi and carried unanimously to adopt the following Resolution:

2018-01-02

WHEREAS, the State of Minnesota established a Deputy Registrar Network to provide our citizens with motor vehicle titling and registration services, including driver license transactions; and,

WHEREAS, Deputy Registrars are required to operate as agents on behalf of the State of Minnesota without compensation from the State for the services they offer; and,

WHEREAS, in 1949, the State of Minnesota established in statute a user-based filing fee on motor vehicles and driver license transactions to be retained by the Deputy Registrar to defray all their costs to provide this localized service to our citizens for the State; and,

WHEREAS, the State of Minnesota now receives over \$1 billion annually in State fees and taxes collected through the Deputy Registrar Network; and,

WHEREAS, the State of Minnesota has now shifted substantial clerical and auditing responsibilities on the Deputy Registrar Network due to the State's conversion to their new MNLARS (Minnesota Licensing and Registration System) program; and,

WHEREAS, the new MNLARS regimen is now documented to have multiple shortcomings which have severely strained normal Deputy Registrar operations with longer processing times that greatly limit their typical volume of daily business; and,

WHEREAS, other MNLARS shortcomings have frequently forced deputies to conduct "no-(filing) fee" services for customers which acerbates the Deputy business model; and,

WHEREAS, Deputy Registrar Offices are now forced to invest in additional staff, office equipment, and more space to meet customer demand due to the MNLARS conversion; and,

WHEREAS, the filing fee no longer covers the operational costs to maintain Deputy Registrar Offices such that many local government-based Deputies are seeking local property tax subsidies and private operators are applying for lines of credit to stave off complete closure;

NOW, THEREFORE, BE IT RESOLVED that Roseau County calls upon the State Legislature and our Governor to enact legislation in 2018 to provide Deputy Registrars with proper compensation by re-allocating from existing state fee structures or other appropriate filing fee

adjustments to ensure their valued service and continued presence remains in our local community to serve our citizens and the State.

Minnesota Rural Counties (MRC) Legislative Priorities

Commissioner Walker distributed a list of MRC's 2018 Legislative priorities for Board review. Board consensus was to support the proposed initiatives.

Upon motion carried, the Board adjourned the regular meeting at 10:00 a.m. The next regular meeting of the Board is scheduled for January 9, 2018 at 9:00 a.m.

Attest:

Date: _____

Jeff Pelowski, County Coordinator
Roseau County, Minnesota

Mark Foldesi, Chair
Board of County Commissioners
Roseau County, Minnesota

DRAFT



Roseau County Law Enforcement Center and LifeCare Medical Center

Roseau County Law Enforcement Center and LifeCare Medical Center herein enter into joint agreement for the purpose of providing community nursing services to inmates of the Roseau County Jail.

The Law Enforcement Center (LEC) agrees to:

1. Provide a contact person through whom staff can contact LifeCare Medical Center.
2. Reimburse LifeCare Medical Center at the rate of \$55.00 per hour for in-house nursing services and follow-up time; attendance at regional meetings and trainings related to Jail Health.
3. Follow-up on referrals and recommendations made by the Public Health nursing staff, and document such follow-up activities.
4. Reimburse LifeCare Medical Center at the IRS rate of mileage to and from the office for regional meetings and training.

LifeCare Medical Center agrees to:

1. Provide health care services by a Public Health Nurse for approximately 16 hours per week. This would allow for the RN to be on-site each day Monday-Friday, or as mutually agreed. Exception: Holiday on weekday will be an on-call phone triage RN. M-F during the day there will be a designated nurse to call. After 4:30 PM and weekends there will be an on-call phone triage RN. The services will include the following:
 - a. Perform tuberculosis screening as needed. Order and maintain PPD and supplies needed for administration.
 - b. The RN will review the screening/booking screening information as directed by the LEC staff and provide the nursing assessments in a timely manner.
 - c. The nurse will provide general nursing assessments (blood pressure, temperature, heart and lung auscultation), laboratory assessments such as blood sugar checks, venipuncture for blood draws for laboratory testing, specimen collections, suture removal, nursing assessments of health complaints of inmates, and consultation on health issues.

- The nurse will notify the Corrections Center Staff of individuals that may need to be referred for further care by a physician, dentist, or other health care professional.
 - All recommendations by the RN will be made verbally at the time of visit and documentation will be completed.
 - If needed, the nurse will communicate with the healthcare provider regarding health care concerns, telemedicine and clinic visits, diagnostic testing, etc., responsible to report to the Corrections Center staff the follow up.
 - RN will maintain health records in compliance with the HIPAA regulations.
 - RN will notify the Minnesota Department of Health of any reportable infectious diseases according to appropriate protocols.
- d. To be available to train the LEC staff for medication pass during the day shift
 - e. The specific orientation program for new jailers will be provided as requested and annual training for all jailers as determined by the RN and the jail supervisory staff.
 - f. RN will attend and lead a weekly meeting of the jail team to review any of the inmates pertinent health concerns and issues as a preventive measure for decreasing Emergency Room and medical provider visits.
2. Provide for on-site visits by a behavioral health specialist as requested by the LEC staff, RN, or medical provider.
 3. RN and Behavioral Health Specialist will participate with the Pre-Release Team (when organized with a Social Worker Coordinator as the lead). LifeCare will consider providing a Social Worker as the Pre-Release Team coordinator, if requested by Roseau County.
 4. The nurses scheduled for the duties at the jail facility will review, revise, and develop the policies and procedures for the medical care in collaboration with the medical providers to meet federal and state regulations for correctional care.
 5. Monthly, a detailed invoice of the services provided by LifeCare Medical Center will be submitted to LEC.
 6. Fees for RN will be \$55/hour, to include preparation visits and documentation time. The Behavioral Health Specialist time will be billed according to the LifeCare Behavioral Health/Roseau County Social Services agreement.
 7. Seek to have an RN obtain the CHHP (Certified Correctional Healthcare Professional) Certification through the National Commission on Correctional HealthCare (NCCHC)

CONFIDENTIALITY AND NON-DISCLOSURE

Each of the parties shall hold in confidence the information contained in this Agreement and each of them hereby acknowledges and agrees that all information related to this Agreement (including its existence), not otherwise known to the public, is confidential and proprietary and is not to be disclosed to third persons without the prior written consent of the other party except: (i) to the extent necessary to comply with any law, rule, or regulation or the valid order of any governmental agency or any court of competent jurisdiction; (ii) as part of a party's normal reporting or review procedure, to its auditors and its attorneys; (iii) to the extent necessary to obtain appropriate insurance, to a party's insurance agent; or (iv) as necessary to enforce their rights and

perform their agreements and obligations under this Agreement. The parties intend that the obligations and rights contained herein relating to confidentiality of information exchanged by the parties shall be binding and enforceable even in the event of the termination or cancellation of this Agreement.

HIPPA

The parties intend that all services performed hereunder shall fully comply with all applicable federal, state, and local laws, rules, and regulations. Specifically, but not by way of limitation, the parties intend that the provision of services shall comply with requirements imposed by the Health Insurance Portability and Accountability Act of 1996, as amended (“HIPAA”), including the confidentiality provisions attached hereto as Exhibit A. Both parties further agree that, if deemed necessary by the other party, it will require each individual receiving services hereunder to execute such forms, releases, waivers, or similar documentation as Hospital deems necessary.

INDEMNIFICATION AND INSURANCE

LifeCare Medical Center agrees it will defend, indemnify and hold the County, its employees and officials harmless from any claims, demands, actions or causes of action, including reasonable attorney’s fees and expenses arising out of any act or omission on the part of LifeCare Medical Center, or its subcontractors, partners or independent contractors or any of their agents or employees in the performance of or with relation to any of the work or services to be performed or furnished by LifeCare Medical Center.

Comprehensive General Liability Coverage:

LifeCare must obtain and maintain primary insurance coverage for the complete term of the contract. LifeCare’s insurance must meet the following minimum required liability limits:

| | |
|---|-------------|
| Each Occurrence | \$1,500,000 |
| Personal Injury & Advertising Injury | \$1,500,000 |
| General Aggregate | \$3,000,000 |
| Products and Completed Operations Aggregate | \$3,000,000 |
| Fire Damage Limit | \$ 100,000 |
| Medical Expense | \$ 5,000 |

Professional Liability Coverage

| | |
|-----------------|-------------|
| Each Occurrence | \$1,500,000 |
| Aggregate | \$3,000,000 |

LifeCare may utilize Excess Umbrella/Liability coverage to reach the total required limits. Prior to the effective date of this contract, and as a condition precedent to this contract, LifeCare shall furnish the County with an original Certificate of Insurance, from an insurance company acceptable to the County and signed by a person authorized by the insurer to bind coverage, as evidence of the required primary insurance coverage. The Certificate of Insurance must name Roseau County as an additional insured for all relevant coverage. Contractor's insurance policy must contain a provision that states that coverage will not be cancelled without 60 days prior written notice to the County.

LifeCare shall be responsible for any deductible for self-insured retention contained within the insurance policy.

MERGER AND MODIFICATION

It is understood and agreed upon that the entire Agreement between the parties is contained here and that this agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter. All items referred to in this agreement are incorporated or attached and are deemed to be part of this agreement.

Any material alterations, variations, modification, or waivers of provisions of this Agreement shall be valid only when they have been reduced to writing as an amendment and signed by the parties.

DEFAULT AND CANCELLATION

If LifeCare fails to perform any of the provision of the agreement or fails to administer the work as to endanger the performance of the agreement, this shall constitute default. Unless LifeCare's default is excused, the County may, upon written notice, immediately cancel this agreement in its entirety. This agreement may be cancelled without cause by either party upon ninety days written notice.

Terms of Agreement:

This contract shall be in effect from _____ and will be an ongoing agreement with a yearly review by both parties.

Contract may be broken upon ninety days written notice by either party.

Dated this _____ day of _____, 20_____.

Steve Gust, Roseau County Sheriff

Keith Okeson, President/CEO



Board of Commissioners

606 5th Ave. SW, Room #131

Roseau, MN 56751

Phone: 218-463-4248

Fax: 218-463-3252

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

2018-01-03

BE IT RESOLVED, that the _____ be designated as the Official County Newspaper to publish the County Board Proceedings, all legal notices of the County, first publication of the 2017 Financial Statement Summary pursuant to M.S. §375.17, list of Delinquent Taxes, all pursuant to M.S. § 375.12, 375.17, 279.05, 279.07, 279.08, and 279.09, in 2018, at the rate of _____ per column inch.

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 January 9, 2018.

(SEAL)

Jeff Pelowski
Roseau County Coordinator



Board of Commissioners

606 5th Ave. SW, Room #131

Roseau, MN 56751

Phone: 218-463-4248

Fax: 218-463-3252

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

2018-01-04

BE IT RESOLVED, that _____ be designated to publish the second publication of the 2017 Financial Statement Summary, pursuant to M.S. §375.17, at the rate of _____ per column inch.

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 January 9, 2018.

(SEAL)

Jeff Pelowski
Roseau County Coordinator

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

An Equal Opportunity Employer



Roseau County Request for Board Action

| | |
|---|--|
| Agenda Item #: County Board Item 1 <small>(for office use only)</small> | |
| Requested Board Date: | January 9, 2018 |
| Originating Department: Coordinator | |
| Subject Title (as it will appear on the Agenda): Commissioner Committee Reports | Presenter: Jeff Pelowski |
| | Estimated Amount of Time Needed for Discussion: <input checked="" type="checkbox"/> < 5 minutes <input type="checkbox"/> 5 minutes <input type="checkbox"/> 10 minutes <input type="checkbox"/> 15 minutes <input type="checkbox"/> 30 minutes <input type="checkbox"/> >30 minutes |
| Board Action Requested: Commissioners will present their Committee Reports. | |
| Background: | |
| Supporting Documentation: <input checked="" type="checkbox"/> Attached <input type="checkbox"/> None | |
| Agenda Classification for County Board Meeting: | |
| <input type="checkbox"/> Delegations | <input type="checkbox"/> Consent Agenda |
| <input type="checkbox"/> Department Reports | <input type="checkbox"/> Committee Reports |
| <input checked="" type="checkbox"/> County Board Items | <input type="checkbox"/> Other |

FOR OFFICE USE ONLY:

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

**Roseau County Board
January 2018 Meetings**

**Glenda A. Phillippe
District One**

**January 2: Roseau County Board – Roseau
January 2: Operations – Roseau
January 2: COW – Roseau
January 4: City of Warroad – Warroad
January 8: Warroad City Council – Warroad
January 9: Roseau County Board - Roseau**