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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 May 22, 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. May 8, 2018 Board Proceedings
2. Roseau County Trailblazers – FY2018 Grant Application and Resolution of Support
3. Final Payment - Bergstrom Electric (Greenbush Maintenance Facility)

**9:15 Department Reports**

**9:20 Committee Reports**

**9:25 County Board Items**

1. County-Owned Land Sale - Greenbush Highway Shop (Old)
2. Commissioner Committee Reports

**10:00 Unfinished Business**

**10:05 Adjourn**

**\*Limited to five minutes**



# PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

May 8, 2018

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, Minnesota on Tuesday, May 8, 2018.

## CALL TO ORDER

The meeting was called to order at 9:00 a.m. by Board Chair Glenda Phillipe. The Pledge of Allegiance was recited. Commissioners present were Roger Falk, Glenda Phillipe, Jack Swanson Russell Walker. Mark Foldesi was absent. Others present were Jeff Pelowski, Brian Ketring, Ann Marie Miller, Joleen Kezar, Martie Monsrud, Dave Anderson, Kristine Goddard-Anderson, and Monique Duray.

## APPROVAL OF AGENDA

A request to advertise for the hire of an Eligibility Worker was added to the Consent Agenda. A motion to approve the Agenda was made by Commissioner Walker, seconded by Commissioner Swanson and carried unanimously.

## COMMENTS AND ANNOUNCEMENTS

Coordinator Pelowski introduced new employee, Administrative Assistant Joleen Kezar, to the Board.

## APPROVE BILLS

A motion was made by Commissioner Swanson, seconded by Commissioner Falk, and carried unanimously to approve the payment of the following warrants (warrant #'s: 137316 to 137427):

### Warrants Approved For Payment 4/26/2018

<u>Vendor Name</u>	<u>Amount</u>
AFLAC	3,698.50
4 Payments less than 2,000.00	2,154.06
<b>Final Total:</b>	<b>5,852.56</b>

### Warrants Approved For Payment 4/27/2018

<u>Vendor Name</u>	<u>Amount</u>
1 Payments less than 2,000.00	1,383.50
<b>Final Total:</b>	<b>1,383.50</b>

### Warrants Approved For Payment 5/03/2018

<u>Vendor Name</u>	<u>Amount</u>
DEARBORN NATIONAL LIFE INSURANCE	3,388.56
JOHNSON/LAURE A	3,526.88
LIFECARE MEDICAL CENTER	21,196.88
MN JUDICIAL BRANCH	20,776.57
SUN LIFE ASSURANCE COMPANY OF CANADA	2,184.72
11 Payments less than 2,000.00	8,010.93
<b>Final Total:</b>	<b>59,084.54</b>

### Warrants Approved On 5/08/2018 For Payment 5/11/2018

<u>Vendor Name</u>	<u>Amount</u>
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CDW GOVERNMENT INC	13,323.20
COUNTRYSIDE TIRE	4,143.50
DLT SOLUTIONS INC	4,127.80
FARMERS UNION OIL CO-WARROAD	2,087.23
HOTSYMINNESOTA.COM	9,856.42
KRIS ENGINEERING INC	7,010.88
LEES WORKSHOP	16,089.00
MIDSTATES EQUIPMENT & SUPPLY	25,599.21
NORTRAX INC	54,454.00
ROSEAU CO TREASURER	7,062.62
ROSEAU TIMES REGION INC	2,517.66
SJOBORG'S INC	2,668.25
TRUE NORTH STEEL	47,827.74
WATCH GUARD VIDEO	10,040.00
76 Payments less than 2,000.00	31,242.03
<b>Final Total:</b>	<b>238,049.54</b>

In addition, the Board approved a forthwith payment to Stevens County Commissioner Jeanne Ennen in the amount of \$263.78, for mileage reimbursement (CJCC meeting - May 2, 2018).

## DELEGATIONS

### Northwest Private Industry Council

Kristine Goddard-Anderson, Executive Director of the Northwest Private Industry Council (NWPIC), met with the Board to provide a summary of their programs and activities. Ms. Goddard-Anderson also requested the Board approve a Joint Powers Agreement related to local oversight and coordination of State and Federal workforce development programs. A motion to approve the Northwest Workforce Service Area Joint Powers Agreement was made by Commissioner Walker, seconded by Commissioner Falk and carried unanimously.

In addition, Ms. Goddard-Anderson requested the Board submit recommendations from Roseau County for an open position to serve on the Workforce Development Board.

### Lutheran Social Services

Monique Duray, Lutheran Social Services (LSS) Caregiver Support and Respite Program Coordinator, met with the Board to present information on the programs available through LSS.

## CONSENT AGENDA

A motion to approve the Consent Agenda was made by Commissioner Walker, seconded by Commissioner Swanson, and carried unanimously. The Board, by adoption of its Consent Agenda, approved the April 24, 2018 Board Proceedings; approved the hire of a regular full-time Office Support Specialist at Social Services (Grade 4, Step A); approved the hire of a regular part-time (32-39 hrs/week) Administrative Assistant in the County Coordinator's Office (Grade 5, Step C); approved a Roseau County Trailblazers Maintenance and Grooming 4<sup>th</sup> Benchmark, in the amount of \$5,930.93; approved an "Other Waters" Resolution for the Soil and Water Conservation District (Resolution No. 2018-05-01); approved a "Stepping up Day of Action" Resolution (No. 2018-05-02); and, approved advertising to hire a regular full-time Social Services Eligibility Worker.

## DEPARTMENT REPORTS

### Veterans Service Officer – Oath of Office

Per Minnesota Statute 197.60, the Veterans Service Officer (VSO) must be re-appointed every four (4) years. Board Chair Glenda Phillipe administered the Oath of Office to VSO Martin Howes.

## **COUNTY BOARD ITEMS**

### Commissioner Committee Reports (April 24, 2018 – May 8, 2018)

Commissioner Falk reported on the following committee(s): DNR Fisheries meeting; Operations/Committee of the Whole meetings; Roseau River Watershed District Board.

Commissioner Phillipe reported on the following committee(s): Warroad Community Education; Operations/Committee of the Whole meetings; Land of the Dancing Sky Area Agency on Aging; Warroad Community Development.

Commissioner Swanson reported on the following committee(s): Roseau Economic Development Authority; Paul Bunyan Expressway Task Force; Association of Minnesota Counties Research Committee; Operations/Committee of the Whole meetings; Community Justice Coordinating Committee; Roseau City Council.

Commissioner Walker reported on the following committee(s): Operations/Committee of the Whole meetings; Minnesota Rural Caucus.

Upon motion carried, the Board adjourned the meeting at 10:25 a.m. The next Regular meeting of the Board is scheduled for May 22, 2018 at 9:00 a.m.

Attest:

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

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

\_\_\_\_\_  
Glenda Phillipe, Chair  
Board of County Commissioners  
Roseau County, Minnesota





**MINNESOTA SNOWMOBILE TRAILS ASSISTANCE PROGRAM  
MAINTENANCE AND GROOMING APPLICATION**

Trail/Area Name /Type of Trail (PRINT or TYPE) <i>Pelan Roseau County Trail blazer</i>		Date <i>5/11/2018</i>	
Trail Administrator (PRINT or TYPE) <i>Myles Hogensen</i>		Trail Administrator Signature <i>Myles Hogensen</i>	
Address (No. & Street, RFD, Box No., City, State, Zip Code) <i>68724 Co Rd #40 Roosevelt MN 56673</i>		Home Phone Number <i>218-689-6889</i>	Work Phone Number <i>218-689-6889</i>
GPS Verified Miles of Trail:  <i>348.7</i>			Date of Meeting Attended:  <i>3-26-18</i>

Department Use Only

Verified Miles:	Mileage Rate:	Amount:	Recommended:  \$ _____
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**SPONSOR APPROVAL**

Unit of Government		Telephone Number (Include Area Code):	
Authorized Signature of Sponsor	Title	Date	

**CERTIFICATION BY DEPARTMENT OF NATURAL RESOURCES**

Authorized Signature For DNR	Area Trails Supervisor	Date
Authorized Signature For DNR	Regional Parks and Trails Manager	Date

**Checklist/Mandatory Attachments:**

- |  |   |
|--|---|
| <input checked="" type="checkbox"/> Certification of Trail Closure/4 <sup>th</sup> Benchmark | <input checked="" type="checkbox"/> Proof of Club Non-Profit Status |
| <input checked="" type="checkbox"/> Grooming Logs from the Previous Year                     | <input checked="" type="checkbox"/> Trail Contact Information       |
| <input checked="" type="checkbox"/> Sponsor Resolution                                       | <input checked="" type="checkbox"/> Sign Order (if applicable Form) |
| <input checked="" type="checkbox"/> Update of Current Trail Alignments                       |   |
| <input checked="" type="checkbox"/> Backup Grooming Plan                                     |   |



# MINNESOTA SNOWMOBILE TRAILS ASSISTANCE PROGRAM

## OPERATOR'S GROOMING LOG SHEET

Trail Name		Type of Groomer		Sponsor	Year		
Aelan Roseau County Trailblazer		Aisten Bully		Roseau County	2018		
Date (Month/Day)	Operator Signature	Time (AM/PM)		Total Grooming Hours	Total Miles Groomed	Remarks: name of trail or section of trail groomed; additional comments	
		Start	Ending				
12-1-17	Mad Dog Contract	10	trips	298	mi	Contracted Grooming	
12-30-18	Grooming			/hr	/mi		
				/hr	/mi		
East side	Grooming			/hr	/mi		
Snowmobiles & Grooming	Beltrami	3	trips	77	/hr	231 /mi	used Snowmobile & Drag
Snowmobiles & Grooming	Lost River	2	trips	24.5	/hr	49 /mi	" "
				/hr	/mi		
Signing Clearing brush	East side			304.50	/hr	/mi	Brushing, Signing, Packing
Signing Maint, Clearing & Packing	Westside			186	/hr	/mi	
Eastside to Roseau	Grooming				/hr	2121 /mi	11.5 Trips
				/hr	/mi		
Westside	Roseau Grooming				/hr	1917 /mi	13.5 Trips
				/hr	/mi		
				/hr	/mi		
				/hr	/mi		
				/hr	/mi		
				/hr	/mi		
<b>TOTALS</b>				/hr	4616 /mi	Total Groomed	

INTERNAL REVENUE SERVICE  
DISTRICT DIRECTOR  
P. O. BOX 2508  
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: **NOV 09 1999**

ROSEAU COUNTY TRAILBLAZERS INC  
PO BOX 62  
ROSEAU, MN 56751

Employer Identification Number:  
41-1605761  
DLN:  
17053280038019  
Contact Person:  
MARC J MORGAN ID# 31189  
Contact Telephone Number:  
(877) 829-5500  
Internal Revenue Code  
Section 501(c)(4)  
Accounting Period Ending:  
March 31  
Form 990 Required:  
Yes  
Addendum Applies:  
No

Dear Applicant:

Based on information supplied, and assuming your operations will be as stated in your application for recognition of exemption, we have determined you are exempt from Federal income tax under section 501(a) of the Internal Revenue Code as an organization described in the section indicated above.

Unless specifically excepted, you are liable for taxes under the Federal Insurance Contributions Act (social security taxes) for each employee to whom you pay \$100 or more during a calendar year. And, unless excepted, you are also liable for tax under the Federal Unemployment Tax Act for each employee to whom you pay \$50 or more during a calendar quarter if, during the current or preceding calendar year, you had one or more employees at any time in each of 20 calendar weeks or you paid wages of \$1,500 or more in any calendar quarter. If you have any questions about excise, employment, or other Federal taxes, please address them to this office.

If your sources of support, or your purposes, character, or method of operation change, please let us know so we can consider the effect of the change on your exempt status. In the case of an amendment to your organizational document or bylaws, please send us a copy of the amended document or bylaws. Also, you should inform us of all changes in your name or address.

In the heading of this letter we have indicated whether you must file Form 990, Return of Organization Exempt From Income Tax. If Yes is indicated, you are required to file Form 990 only if your gross receipts each year are normally more than \$25,000. However, if you receive a Form 990 package in the mail, please file the return even if you do not exceed the gross receipts test. If you are not required to file, simply attach the label provided, check the box in the heading to indicate that your annual gross receipts are normally \$25,000 or less, and sign the return.

If a return is required, it must be filed by the 15th day of the fifth month after the end of your annual accounting period. A penalty of \$20 a day is charged when a return is filed late, unless there is reasonable cause for the delay. However, the maximum penalty charged cannot exceed \$10,000 or 5

Letter 948 (DO/CG)

ROSEAU COUNTY TRAILBLAZERS INC

percent of your gross receipts for the year, whichever is less. For organizations with gross receipts exceeding \$1,000,000 in any year, the penalty is \$100 per day per return, unless there is reasonable cause for the delay. The maximum penalty for an organization with gross receipts exceeding \$1,000,000 shall not exceed \$50,000. This penalty may also be charged if a return is not complete, so please be sure your return is complete before you file it.

You are not required to file Federal income tax returns unless you are subject to the tax on unrelated business income under section 511 of the Code. If you are subject to this tax, you must file an income tax return on Form 990-T, Exempt Organization Business Income Tax Return. In this letter we are not determining whether any of your present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

The law requires you to make your annual return available for public inspection without charge for three years after the due date of the return. You are also required to make available for public inspection a copy of your exemption application, any supporting documents and this exemption letter to any individual who requests such documents in person or in writing. You can charge only a reasonable fee for reproduction and actual postage costs for the copied materials. The law does not require you to provide copies of public inspection documents that are made widely available, such as by posting them on the Internet (World Wide Web). You may be liable for a penalty of \$20 a day for each day you do not make these documents available for public inspection (up to a maximum of \$10,000 in the case of an annual return).

You need an employer identification number even if you have no employees. If an employer identification number was not entered on your application, a number will be assigned to you and you will be advised of it. Please use that number on all returns you file and in all correspondence with the Internal Revenue Service.

Donors may not deduct contributions to you because you are not an organization described in section 170(c) of the Code. Under section 6113, any fundraising solicitation you make must include an express statement (in a conspicuous and easily recognizable format) that contributions or gifts to you are not deductible as charitable contributions for Federal income tax purposes. This provision does not apply, however, if your annual gross receipts are normally \$100,000 or less, or if your solicitations are made to no more than ten persons during a calendar year. The law provides penalties for failure to comply with this requirement, unless failure is due to reasonable cause.

If we have indicated in the heading of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

Because this letter could help resolve any questions about your exempt status, you should keep it in your permanent records.

ROSEAU COUNTY TRAILBLAZERS INC

If you have any questions, please contact the person whose name and telephone number are shown in the heading of this letter.

Sincerely yours,

A handwritten signature in dark ink, appearing to read "C. Shelby Husted". The signature is written in a cursive style with a large initial "C" and a long, sweeping underline.

District Director

## Roseau County Trailblazers

Grooming backup equipment

We have access for a rental ASV groomer and drag which would be used for small trail back up (Mainly Beltrami , and Lost River Trails.

We also have Mad Dog grooming who is contracted with us for 29.4 miles of trail that would back us up in the West side of the county.

With two Groomers a Trail Bully and a Pisten Bully 400 we have additional drivers to back up our own trails as sometimes needed

Thank You, Roseau County Trailblazers

Myles Hogenson Trail Coordinator

05/11/2018

# Landowners

ANDERSON	DANNY	31227 STATE H	BADGER	MN	56714 (218) 469-3472	LO
ANDERSON	GREG & DIANN	61125 340TH S	WARROAD	MN	56763 (218) 386-3262	1997 F-LO-L
ANDERSON	PAT	30711 STATE H	BADGER	MN	56714 (215) 528-3538	LO
ANDERSON	RUSS	12739 STATE H	GREENBUSH	MN	56726 (218) 782-2825	LO
ARNESEN FARM	EDDIE ARNESEI	8942 64TH STR	ROOSEVELT	MN	56673 (218) 442-5501	LO
BEITO	DONALD & KAF	35324 170TH S	WANNASKA	MN	56761 (218) 425-7632	F-LO
BRAZIER	DENNIS	20622 160TH S	GREENBUSH	MN	56726 (218) 782-3136	LO
COUNTY OF RC	ANNE GRANITZ		ROSEAU	MN	56751	LO
DOCKEN	MARY LOU	116 STUART DF	JORDAN	MN	55352	LO
DOUGLAS	JOHN	315 3RD AVE N	ROSEAU	MN	56751 (218) 463-3111	LO
DURAY	PAUL & BREND	19710 170TH A	GREENBUSH	MN	56726 (218) 782-2950	LO
ERICKSON	HILDA	19688 CTY RD	( STRATHCONA	MN	56759 (218) 781-2655	LO
ESTLING	SPENCER	31863 690TH A	ROOSEVELT	MN	56673 (218) 442-7162	LO
GREEN	TAY	56072 350TH	WARROAD	MN	56763 (218) 386-2382	LO
HAGEN	LUVERNE	30284 CTY RD	: BADGER	MN	56714 (218) 528-3523	LO
HAGEN	GLEN	28800 310TH A	BADGER	MN	56714 (218) 528-3525	LO
HANSON	DAVID	18486 CTY RD	: GREENBUSH	MN	56726 (218) 782-2898	LO
HOLLRAH	GORDON	61287 KIRKWO	WARROAD	MN	56763 (218) 386-1987	LO
HOVERSON	TOM & JOANN	12745 STATE H	STRATHCONA	MN	56759 (218) 781-2709	LO
HOVERSON	VICTOR	12839 STATE H	STRATHCONA	MN	56759 (218) 781-2863	LO
JACOBSON	RONALD	18375 160TH A	GREENBUSH	MN	56726 (218) 782-2442	LO
JOHNSON	CURTISS	116 1ST LAKEW	WARROAD	MN	56763	LO
JUHL	IVAN	14783 CTY RD	: GREENBUSH	MN	56726 (218) 782-2163	LO
KARLSEN	NORMA	224 BIRCH DR	I WARROAD	MN	56763 (218) 386-1528	LO
KUJAVA	DEBBIE	31773 310TH A	BADGER	MN	56714 (218) 528-1682	LO
KVEEN	AL					LO
KVEEN	NORMAN			WI		LO
KVEEN	TERRY			WI		LO

LANDIN	GORDON	32590 630TH A WARROAD	MN	56763 (218) 386-1346	LO
LEE	KRAIG & BONN	PO BOX 85 WANNASKA	MN	56761 (218) 425-7719	1992 LO
LIEN	TOM & HEIDI	61785 KIRKWO WARROAD	MN	56763 (218) 386-1947	1992 F-LO
OLSEN	DUANE	10860 NATHAN MAPLE GROVE	MN	55369	LO
RICE	BRIAN	39650 320TH A ROSEAU	MN	56751 (218) 463-3794	LO
SCHALLER	RAYMOND	16708 STATE H GREENBUSH	MN	56726 (218) 782-2517	LO
STOSKOPF	ALF	39380 STATE H WARROAD	MN	56763 (218) 386-1377	LO
STOSKOPF	STEVE & SHEIL	PO BOX 623 WARROAD	MN	56763 (218) 386-1354	2002 F-LO
TILLBERG	GARY	28479 CTY RD : BADGER	MN	56714 (218) 528-3021	LO
TVIET	DAVE	69913 350TH S ROOSEVELT	MN	56673 (218) 442-5652	LO
TVIET	LAWRENCE	5706 ROCKY PC ROOSEVELT	MN	56673	LO
WAAGE FARM:	TODD WAAGE	15432 STATE H GREENBUSH	MN	56726 (218) 782-2652	LO
WAHL	JEFF & TAMMY	16471 STATE H GREENBUSH	MN	56726 (218) 782-2186	LO
WELIN	JUNE				LO
WOLLIN	BOB	PO BOX 100 GREENBUSH	MN	56726 (218) 782-2338	LO







**Roseau County Board**

**May 2018 Meetings**

**Glenda A. Phillippe**

**District One**

**May 8: Roseau County Board – Roseau**

**May 8: Highway Department – Roseau**

**May 9: Warroad Parks and Rec – Warroad**

**May 9: Warroad Public Safety Commission – Warroad**

**May 14: Warroad City Council – Warroad**

**May 15: Social Services – Roseau**

**May 15: Ann Marie Miller's Farewell Party - Roseau**

**May 16: Hazardous Waste – Roseau**

## JACK SWANSON COMMITTEE REPORTS

MAY 8, 2018 - HIGHWAY COMMITTEE

MAY 9, 2018 - ROSEAU CONVENTION & VISITORS BUREAU

MAY 9, 2018 - NORTHWEST EMERGENCY COMMUNICATIONS BOARD (ITV)

MAY 9, 2018 - NATIONAL ASSOCIATION OF COUNTIES COMMUNITY WORKFORCE & ECONOMIC DEVELOPMENT (TELECONFERENCE); UPDATE ON FEDERAL FARM BILL

MAY 10, 2018 - NORTHERN COUNTIES LAND USE COORDINATING BOARD (GRAND RAPIDS); PRESENTATION FROM DAVE DAHL (DNR MINERALS); DISCUSSED WHITE HOUSE INVITATION FOR COMMISSIONERS

MAY 15, 2018 - SOCIAL SERVICES BOARD

MAY 15, 2018 - ANNMARIE MILLER RE-LOCATION RALLY

MAY 16, 2018 - NORTHWEST MINNESOTA HOUSING REDEVELOPMENT AUTHORITY (THIEF RIVER FALLS); STAFF CHANGES

MAY 17, 2018 - ASSOCIATION OF MINNESOTA COUNTIES FINANCE COMMITTEE (ST PAUL); A.M.C. DUES FORMULA & 2019 BUDGET

MAY 17, 2018 - ASSOCIATION OF MINNESOTA COUNTIES FUTURES TASK FORCE (ST PAUL)

MAY 18, 2018 - ASSOCIATION OF MINNESOTA COUNTIES FUTURES TASK FORCE (ST PAUL)