
REGULAR BOARD MEETING AGENDA

Notice is hereby given that the Board of Commissioners of Roseau County will meet in session on July 10, 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. June 26, 2018 Board Proceedings
2. Warroad River Watershed District Board Appointment(s) – Authorization to Advertise
3. North Star Trail Alliance – Request for Reimbursement
4. Appraiser Trainee – Advertisement for Hire
5. Application for Exempt Permit – Whitetails Unlimited, Inc

9:15 Department Reports

1. Auditor
 - a. Joint Powers Agreement(s) – Minnesota Secretary of State
 - b. Government Management Group Contract
 - c. Election Clerk Hire
2. Emergency Manager
 - a. Emergency Manager Position Proposal
3. Highway Department
 - a. County Road 129 Ditch Cleaning Project
 - b. County Road 139 Centerline Culvert Issue

9:45 Committee Reports

9:50 County Board Items

1. Commissioner Committee Reports

10:30 Unfinished Business

10:30 Adjourn

***Limited to five minutes**

PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

June 26, 2018

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, Minnesota on Tuesday, June 26, 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 Glenda Phillipe, Roger Falk, Jack Swanson, Russell Walker, and Mark Foldesi. Others present were Jeff Pelowski, Brian Ketring, Joleen Kezar, Martie Monsrud, Sue Grafstrom, Dave Anderson, Jeremy Benson, Janine Lovold, Daryle Dahl, RoseAnn Strandlund, Dennis Strandlund, Donald Strandlund, and Vernon Emery.

APPROVAL OF AGENDA

Donald Strandlund and Vernon Emery were added to Delegations; a salary step increase request was added to the Consent Agenda; and, a discussion concerning a roadside ditch along County Road 129 was added to Department Reports. A motion to approve the amended Agenda was made by Commissioner Swanson, seconded by Commissioner Walker and carried unanimously.

COMMENTS AND ANNOUNCEMENTS

Commissioner Swanson reminded the Board to sign up to work at the County fair booth. Board Chair Phillipe noted that long time Director of Far North Transit, Sandy Otto, had just recently passed away.

APPROVE BILLS

A motion was made by Commissioner Falk, seconded by Commissioner Foldesi, and carried unanimously to approve the payment of the following warrants (#'s: 137647 to 137800):

Warrants Approved For Payment 6/14/2018

<u>Vendor Name</u>	<u>Amount</u>
BADGER CITY	74,976.39
GREENBUSH CITY	168,879.58
NW MN MULTI COUNTY HRA	34,364.99
NW REGIONAL DEV COMM	13,699.45
ROOSEVELT CITY	8,947.49
ROSEAU CITY	667,155.68
ROSEAU RIVER WATERSHED DIST	369,138.83
SCHOOL DIST 2358	10,367.46
SCHOOL DIST 2683	188,766.72
SCHOOL DIST 447	7,615.96
SCHOOL DIST 676	175,391.73
SCHOOL DIST 682	1,376,344.03
SCHOOL DIST 690	1,091,619.12
SPRINGSTEEL ISLAND SANITARY DISTRICT	41,902.53
STRATHCONA CITY	2,968.16
TOWN OF BARNETT	15,023.97
TOWN OF BARTO	24,594.68
TOWN OF BEAVER	4,778.24
TOWN OF CEDARBEND	17,017.12
TOWN OF DEER	6,729.75

TOWN OF DEWEY	11,362.61
TOWN OF DIETER	11,293.51
TOWN OF ENSTROM	14,713.61
TOWN OF FALUN	22,927.68
TOWN OF GOLDEN VALLEY	10,743.65
TOWN OF GRIMSTAD	14,430.22
TOWN OF HEREIM	15,783.90
TOWN OF HUSS	11,730.09
TOWN OF JADIS	28,758.78
TOWN OF LAKE	180,390.35
TOWN OF LAONA	27,011.13
TOWN OF LIND	8,178.48
TOWN OF MALUNG	22,657.38
TOWN OF MICKINOCK	16,654.69
TOWN OF MOOSE	9,888.41
TOWN OF MORANVILLE	43,252.07
TOWN OF NERESON	8,760.56
TOWN OF PALMVILLE	5,303.50
TOWN OF POHLITZ	2,771.51
TOWN OF POLONIA	19,679.21
TOWN OF POPLAR GROVE	5,078.83
TOWN OF REINE	12,187.59
TOWN OF ROSS	14,839.96
TOWN OF SKAGEN	20,345.62
TOWN OF SOLER	14,087.34
TOWN OF SPRUCE	23,177.29
TOWN OF STAFFORD	25,115.63
TOWN OF STOKES	15,526.60
TWO RIVERS WATERSHED DISTRICT	113,676.68
WARROAD CITY	469,697.75
WARROAD PORT AUTHORITY	21,388.08
WARROAD WATERSHED DISTRICT	15,853.98
5 Payments less than 2,000.00	1,671.43
Final Total:	5,539,220.00

Warrants Approved For Payment 6/14/2018

<u>Vendor Name</u>	<u>Amount</u>
CO-OP SERVICE INC	2,292.34
COULOMBE CONSULTING	2,600.00
HORNER PLUMBING & EXCAVATION	2,880.00
ROSEAU CITY	11,510.85
VOYAGEURS COMTRONICS CORPORATION	4,918.50
14 Payments less than 2,000.00	7,184.25
Final Total:	31,385.94

Warrants Approved For Payment 6/20/2018

<u>Vendor Name</u>	<u>Amount</u>
TRANSPORT LEASING COMPANY LLP	95,500.00
Final Total:	95,500.00

Warrants Approved For Payment 6/21/2018

<u>Vendor Name</u>	<u>Amount</u>
BITZER TRUCKING INC	18,000.00
9 Payments less than 2,000.00	4,480.48
Final Total:	22,480.48

Warrants Approved On 6/26/2018 For Payment 6/29/2018

<u>Vendor Name</u>	<u>Amount</u>
CDW GOVERNMENT INC	4,487.08
CONDUENT ENTERPRISE SOLUTIONS, LLC	5,695.92
FARMERS UNION OIL CO-WARROAD	2,650.38
GOVERNMENT MANAGEMENT GROUP INC	3,750.00
HORNER PLUMBING & EXCAVATION	2,524.23
HOUSTON ENGINEERING	3,937.25
MSOP-MN SEX OFFENDER PROGRAM-D	4,612.80
NORTHERN RESOURCES COOPERATIVE	10,021.87
ROSEAU DIESEL SERVICE INC	3,074.03
SEACHANGE	2,911.26
SUMMIT FOOD SERVICE-DBA	20,160.48
UNIVERSITY OF NORTH DAKOTA	3,092.65
50 Payments less than 2,000.00	19,028.36
Final Total:	85,946.31

In addition, the Board approved two forthwith payments for beaver trapping: Alex Stoskopf for \$125.00 and Lyle Roseen for \$250.00; and a forthwith payment for gravel to Blooming Valley Services for \$4,212.00.

DELEGATIONS/BOARD APPOINTMENTS/PUBLIC COMMENTS

Jeremy Benson, Kittson County Soil & Water Conservation District – Two Rivers One Watershed One Plan (1W1P) Memorandum of Agreement (MOA).

Jeremy Benson, along with Roseau County SWCD District Technician Janine Lovold, met with the Board to discuss a 1W1P Grant Application and MOA. The intent is to seek State funding to establish a 1W1P for the Two Rivers/Joe River Watershed District(s). An executed MOA is a required component of the funding application. A motion to approve the Memorandum of Agreement was made by Commissioner Swanson, seconded by Commissioner Walker and carried unanimously.

Vernon Emery – Culvert Issue

Mr. Emery met with the Board to discuss a culvert issue in the City of Greenbush. He believes the culvert put in at the new Greenbush County maintenance facility entrance is too small. After a recent rain, the culvert backed up and he had water in his yard. Engineer Ketring stated that, when they were planning for the new facility, they had an analysis done to determine the appropriate culvert size and had secured a permit from the Two Rivers Watershed District prior to installation. Mr. Emery acknowledged that the County went through the correct procedure but when the culvert backs up his property is flooded with water. It was noted that the Two Rivers Watershed would have to approve any change in the culvert size. Engineer Ketring agreed to meet with the Two Rivers Watershed Board to further discuss this matter.

Donald Strandlund – CD7 Bridge Repair

Donald Strandlund met with the Board to discuss a bridge over CD7 (Hay Creek) which is located on his property. The bridge is in poor condition and needs repair. In addition, there is a large washout in the approach leading to the bridge caused by erosion. Mr. Strandlund requested the County repair the bridge and the washout as it is his understanding that the bridge is a part of the CD7 system which the County is responsible to maintain. Engineer Ketring contacted the County ditch attorney (Rinke-Noonan) on this matter and provided the Board a copy of their legal opinion. In short, the unresolved issue is whether the bridge is

publicly owned (ie. part of the CD7 system), or whether the bridge is owned by Donald Strandlund. Board consensus was to do additional research prior to making a decision at a future Board meeting.

CONSENT AGENDA

A motion to approve the Consent Agenda was made by Commissioner Walker, seconded by Commissioner Foldesi, and carried unanimously. The Board, by adoption of its Consent Agenda, approved the June 12, 2018 Board Proceedings; approved the Grant Agreement Amendment (2017 SSTS Upgrade #2); approved the hire of a regular full-time Eligibility Worker (Grade 6, Step A); approved the Lutheran Social Services Group Respite Program Grant Application Letter of Support; and, approved the payroll change (step increase) for County Veterans Services Officer Martin Howes, effective May 20, 2018.

DEPARTMENT REPORTS

Emergency Management Director

The State-required Oath of Loyalty was acknowledged by the Board. The Oath was signed by County Emergency Manager Sue Grafstrom and Board Chair Glenda Phillipe.

Highway

Engineer Ketring met with the Board to request approval of a Resolution for Bridge Bonding for Bridge 68542, S.P. 068-598-035. A motion was made by Commissioner Falk, seconded by Commissioner Walker, and carried unanimously to approve the Bridge Bonding Resolution.

Engineer Ketring requested the Board approve the final payment to D.W. Mechanical for the Greenbush Maintenance Facility. A motion was made by Commissioner Foldesi, seconded by Commissioner Swanson, and carried unanimously to approve the final payment to D.W. Mechanical in the amount of \$2,999.50.

Commissioner Falk discussed the proposed ditching project to be done along County Road 129. The proposed project is in a road ditch which is not part of a specific ditch system. There have already been quotes received from contractors for this project; however, Commissioner Falk suggested that the current quotes be rejected and the project "re-bid". Upon further discussion, a motion was made by Commissioner Falk, seconded by Commissioner Walker, and carried unanimously to reject the current quotes received and to "re-bid" the project.

COMMITTEE REPORTS

Building Committee

Dave Anderson met with the Board to request revisiting the Space Utilization Study proposal which was tabled at the March 13, 2018 Board meeting. There has been continued discussion at the Committee level concerning the lack of work space for certain departments. The original proposal to conduct the Study was approximately \$20,000. The scope of the Study will include the Courthouse, Law Enforcement, and Social Services buildings. A motion was made by Commissioner Swanson, seconded by Commissioner Falk, and carried unanimously to hire MJ Architectural Studios, Inc. to continue with the Space Utilization Study with a revised timeline.

COUNTY BOARD ITEMS

2018 Board of Appeal and Equalization Minutes

A motion was made by Commissioner Walker, seconded by Commissioner Swanson, and carried unanimously to approve the minutes from the June 12, 2018 Board of Appeal and Equalization meeting.

Commissioner Committee Reports (June 13, 2018 – June 26, 2018)

Commissioner Falk reported on the following committee(s): Highway Committee; Social Services Board; Building Committee; Whitney Lake Project meeting; Northwest Community Action meeting; Joint Powers Natural Resources Board meeting; County Board of Appeal and Equalization meeting.

Commissioner Foldesi reported on the following committee(s): Highway Committee; Social Services Board; County Board of Appeal and Equalization meeting.

Commissioner Phillipe reported on the following committee(s): Highway Committee; County Board of Appeal and Equalization meeting; Warroad School Memorial Committee meeting; Lake Township meeting; Warroad Public Safety Commission meeting; RSVP Advisory Board meeting; Land of the Dancing Sky Area Agency on Aging meeting; Warroad City Council meeting.

Commissioner Swanson reported on the following committee(s): Highway Committee; Roseau River Water Trail Committee meeting; Roseau River Water Trail teleconferences (2); Social Services Board; Jadis Town Board meeting; County Board of Appeal and Equalization meeting; Association of Minnesota Counties (AMC) District III meeting; Building Committee; Team 'EPIC'; AMC Board of Directors meetings.

Commissioner Walker reported on the following committee(s): Highway Committee; Social Services Board; County Board of Appeal and Equalization meeting; Joint Powers Natural Resources Board meeting.

Upon motion carried, the Board adjourned the meeting at 11:10 a.m. The next Regular meeting of the Board is scheduled for July 10, 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



Board of Commissioners

606 5th Ave. SW, Room #131

Roseau, MN 56751

Phone: 218-463-4248

Fax: 218-463-3252

WATERSHED BOARD APPOINTMENT NOTICE

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

Two (2) managers to the Warroad River Watershed Board for a three year term beginning September 19, 2018 ending September 18, 2021. The terms of Jeff O'Donnell and Gerald Phillipe will expire on September 18, 2018.

Persons interested in being appointed to serve as a Watershed District Manager should contact the Roseau County Coordinator, 606 5th Avenue SW, Room 131, Roseau, MN 56751 (218-463-4248) or joleen.kezar@co.roseau.mn.us to obtain an application. To be considered, interested persons must submit completed applications no later than 4:30 pm, August 3, 2018.

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

An Equal Opportunity Employer



Roseau County Request for Board Action

Agenda Item #: Consent 3 <small>(for office use only)</small>		
Requested Board Date:	July 10, 2018	Originating Department: North Star Trail Alliance
Subject Title (as it will appear on the Agenda): North Star Trail Alliance – Request for Reimbursement	Presenter: Myles Hogenson	
	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: Requesting reimbursement of \$5,631.41, per attached documentation, for clearing and signing Bemis Hill Trails.		
Background:		
Supporting Documentation: <input checked="" type="checkbox"/> Attached <input type="checkbox"/> None		
Agenda Classification for County Board Meeting:		
<input type="checkbox"/> Delegations/Board Appointments <input checked="" type="checkbox"/> Consent Agenda <input type="checkbox"/> Department Reports <input type="checkbox"/> Committee Reports <input type="checkbox"/> County Board Items <input type="checkbox"/> Other _____		

*RBA's and supporting information should be submitted to the Coordinator's Office by noon, the Wednesday prior to the scheduled Board meeting. Thank you!

 OHV Trails Assistance Program Request for Reimbursement (FORM 5)		7 B DEPARTMENT USE ONLY FY Purchase Order Number #	
1. Off-highway Vehicle Trail information			
1A. Trail or trail system name: <i>Bemis Hill Trails (Ros Low)</i>		1B. Date: <i>7/2/18</i>	
1C. Club name: <i>North Star Trail Alliance</i>		1D. Sponsor name: <i>Roseau County</i>	
Reimbursement period start date (for this request):		Reimbursement period end date (for this request):	
2. Description of work accomplished: <i>Cleared & Signed Trails</i>			
Development accomplishments) Number of miles constructed to date Number of bridges Number of parking areas			
Maintenance accomplishments) Number of miles maintained (this reimbursement only) <i>70 miles</i> Trail width Number of miles traveled by grooming equipment (shared winter trails only)			
3. Project Cost Breakdown and Explanation			
3A. Administration			
Explanation: <i>Grant Writing & Accounting</i>		<i>\$ 256.00</i>	
3B. Acquisition / relocation			
Explanation:			
3C. Construction			
Description:			
3D. Facilities			
Description:			
3E. Trail system map printing			
Explanation:			
Total cost (Sum 3A – 3E): <i>256.00</i>		Total reimbursable amount of cost (Up to 65% of Total cost sum 3A – 3E): <i>166.40</i>	
3F. Maintenance <i>Cleared, Signed Bemis Hill Trails</i>			
Explanation:		<i>4572.24</i>	
3G. Grooming (only used for winter OHV trail maintenance to re-shape snow) Explanation:			
3H. Liability insurance (maximum state allowed \$1,500 per year)			
Explanation: <i>Actual (2781.85)</i>		<i>\$ 1500.00</i>	
Total cost (Sum 3F – 3H): <i>6072.24</i>		Total reimbursable amount of cost (Up to 90% of Total cost sum 3F – 3H): <i>5465.01</i>	

4. Grant			
4A. Total cost of project Total cost (Sum 3A – 3E) + Total cost (Sum 3F – 3H)		4B. Total Grant Request Total grant request (Up to 65% of Total cost sum 3A – 3E) + Total Grant request (Up to 90% of Total cost sum 3F – 3H) State's Co:	
6328.24		5631.41	
4C. Balance remaining from previous grants:		4D. Grant balance after this request for reimbursement	
FY _____			
FY _____			
5. Sponsor approval. I hereby certify that the materials and/or services shown on this document and/or attached invoices have been delivered, that this is my only original invoice and is correct and just and that no part of same has been paid.			
5A. Authorized signature of Trail Administrator:		Ros/low North Star Trail Alliance	5B. Date of signature:
Myles Hogenson (Trail Administrator)			7/2/2018
5C. Authorized signature of sponsor:	5D. Name and Title:	5E. Date of signature:	
6. Required Attachments. Check if applicable.			
6A. Yes <input type="checkbox"/> No <input type="checkbox"/> Any Bids Required?			
6B. Yes <input type="checkbox"/> No <input type="checkbox"/> Original Signatures on all copies?			
6C. Yes <input type="checkbox"/> No <input type="checkbox"/> Signed Work Logs?			
6D. Yes <input type="checkbox"/> No <input type="checkbox"/> Invoices Included for Purchases and Services Over \$100.00?			
7. DEPARTMENT USE ONLY This invoice approved for payment by:			
Parks and Trails Area Supervisor (print name)			Date of signature:
Payment Status	Date	FY	Amount
<input type="checkbox"/> Final	Vendor Number:		CFMS Number:
<input type="checkbox"/> Partial			Parks and Trails Area Supervisor signature
	Invoice Number		
Notes:			



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

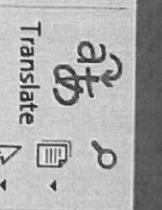
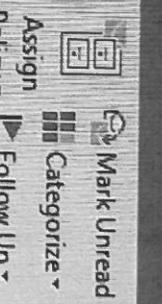
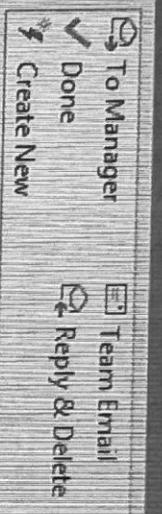
Trail Name: <u>Reservoir</u>					Sponsor: <u>Rocheau County</u>					Year: <u>2015</u>					
Date Month /Day (1)	Operator Name (2)	Hours (3)	Rate (4)	Cost (5)	Mode of Transportation (6)	Hours (7)	Rate (8)	Cost (9)	Other Equipment (Used include Make & Model/Year)	Hours (11)	Rate (12)	Cost (13)	TOTAL COST (14)	Marker Location (15)	Expenditure Type Code (16)
5-16	Myler A	9	20	180	Pickup	140	.58	81.20	Chain Saw	4	3.50		14.00		
6-16	Myler A	8.5	20	170	Rough	22	4	88.00							
6-15	Myler A	5.5	20	110	Pickup	118	.58	68.44							
7-2	Myler A	4	20	80	Pickup	70	.58	40.60							
6-16	Loren A	8.5	20	170	Rough	22	4	88							
6-16	Don T	8	20	160	Rough	22	4	88	Chain Saw	4	3.5		14.00		
6-16	Devinse J	8	20	160	Rough	22	4	88							
6-16	Todi M	8	20	160	Rough	22	4	88							
6-16	Mauch H	8	20	160	Rough	22	4	88							
6-16	Davin T	8.5	20	170	Rough	22	4	88	Chain S	4	3.5		14.00		
6-16	Ken R	8	20	160	Rough	22	4	88							
6-16	Saug R	8	20	160	Rough	22	4	88							
6-16	David B	8	20	160	Rough	22	4	88							
NET Page				Cost (17)				Cost (18)				Cost (19)			Total Cost (20)

Signature: *[Signature]* Date (21) _____
I hereby certify that the materials and/or services shown on this document and/or attached invoices have been delivered, that this is my only original invoice and is correct and just and that no part of same has been paid.

A. ADMINISTRATION
B. ACQUISITION - RELOCATION
C. CONSTRUCTION

D. FACILITIES
E. TRAIL SYSTEM MAINTENANCE
F. MAINTENANCE

G. CARBON/AMBER ONLY used for winter OHV trail maintenance by changing a trail to re-shape snow.
H. ELASTICITY TRAIL TRANSIT (maximum state allowed \$1,500 per year)



2/2018 2:19 PM

service@wbmi.com

85972422052 West Bend Online Payment Confirmation

le breaks from this message.

ter,

n that you have authorized payment on billing account 100002436600 as follows:

seau / Lake of the Woods Sportsmans Club (insured) Payment Amount: \$2,781.85

Master Card *****5625 Customer Reference Number: 285972422052

the terms is acknowledgment that the information you provided regarding your financial institution will be used to make an online insurance premium.

stions about this transaction, please contact Billing support at 1-800-236-5002 during business hours 8:00 AM - 4:30 PM CST.

sing West Bend as your insurance carrier.



Employment Opportunity

Position: **Appraiser Trainee**

Under the direction of the County Assessor, this position travels throughout Roseau County and locates, identifies, views, measures, classifies and appraises property to establish an estimate of market value. This includes the appraisal of residential, seasonal recreational, agricultural and vacant land all in accordance with mandated guidelines; updates property records to document changes from previous assessments including changes in condition and partially completed construction or improvements and completes other data entry as needed; provides information and assistance to the public by phone or in person regarding real estate assessments, valuation principles and taxes; this includes the ability to read and interpret survey and aerial maps. Performs other duties as assigned.

This is an entry level assessor position designed to prepare the individual with the knowledge and skills to become a Certified Minnesota Assessor (CMA). The Appraiser Trainees must qualify as a Certified Minnesota Assessor in three years or less.

Minimum requirements for the position include a High School Diploma or equivalent; a valid Minnesota Driver's License with a satisfactory driving record; competency in business math; proficiency in computer applications including Outlook, Word and Excel. Agricultural knowledge and familiarity with construction basics is desired but not mandatory. Candidate must also be able to maintain confidentiality regarding private and sensitive data.

This is a full-time Grade 5 non-exempt benefited position with a starting salary of \$19.64 per hour, commensurate with experience. Upon successful attainment of the CMA License, the pay grade will increase to a Grade 6, which has a current salary of \$21.22 per hour. Applications may be obtained from the County Coordinator's Office by email at joleen.kezar@co.roseau.mn.us, from the Roseau County web site at <http://www.co.roseau.mn.us>, or by calling 218-463-4248. Completed applications, along with cover letter and resume, may be submitted to: Joleen Kezar, Administrative Assistant, 606 5th Ave SW, Room 131, Roseau, MN. Closing date is August 8, 2018.

ROSEAU COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER

MINNESOTA LAWFUL GAMBLING
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: 3891694 Federal Employer ID Number (FEIN), if any: 39-1415070

Mailing Address: 50735 350th St

City: Salol State: MN Zip: 56756 County: Roseau

Name of Chief Executive Officer (CEO): Leonard Miller

CEO Daytime Phone: 218-202-0610 CEO Email: ike@lakecountrychev.com
(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): _____

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
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

Physical Address (do not use P.O. box): 38004 Beach St Warroad MN 56763

Check one:

City: _____ Zip: _____ County: _____

Township: Lake Township Zip: 56763 County: Roseau

Date(s) of activity (for raffles, indicate the date of the drawing): Saturday August 11, 2018

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

Bingo Paddlewheels Pull-Tabs Tipboards Raffle

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

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

**CITY APPROVAL
for a gambling premises
located within city limits**

- The application is acknowledged with no waiting period.
- 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).
- The application is denied.

Print City Name: _____

Signature of City Personnel: _____

Title: _____ Date: _____

The city or county must sign before submitting application to the Gambling Control Board.

**COUNTY APPROVAL
for a gambling premises
located in a township**

- The application is acknowledged with no waiting period.
- The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.
- The application is denied.

Print County Name: _____

Signature of County Personnel: _____

Title: _____ Date: _____

TOWNSHIP (if required by the county)

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.)

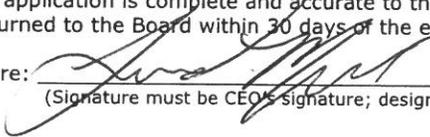
Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date: _____

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:  Date: 6-27-18
(Signature must be CEO's signature; designee may not sign)

Print Name: Leonard Miller

REQUIREMENTS

Complete a separate application for:

- all gambling conducted on two or more consecutive days; or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

Financial report to be completed within 30 days after the gambling activity is done:

A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

MAIL APPLICATION AND ATTACHMENTS

Mail application with:

- _____ a copy of your proof of nonprofit status; and
- _____ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.

To: Minnesota Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113

Questions?

Call the Licensing Section of the Gambling Control Board at 651-539-1900.

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

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-

ment of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & 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.

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, 1984

Person to Contact: Mr. E. Kelley

Contact Telephone Number:

(312) 896 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.

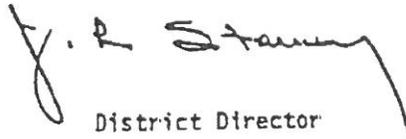
Based on the information you submitted, we have determined that you are not a private foundation within the meaning of section 509(a) of the Internal Revenue Code, because you are an organization of the type described in section 509(a)(2). Your exempt status under section 501(c)(3) of the code is still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

STATE OF MINNESOTA
JOINT POWERS AGREEMENT

This agreement is between the State of Minnesota, acting through its Office of the Secretary of State ("State") and the County Auditor of each of the Counties or the City Clerk of each of the cities listed in Appendix A. ("Governmental Unit").

Recitals

Under Minn. Stat. § 471.59, subd. 10, and Minnesota Rules, subpart 8235.0200 the State is empowered to engage such assistance as deemed necessary. The State is in need of election recount services for the automatic recount of votes pursuant to Minnesota Statutes, section 204C.35, subd. 1 for the 2018 primary election, as necessary for state offices. The Governmental Unit represents that it is duly qualified and agrees to perform all services described in this agreement to the satisfaction of the State.

Agreement

1 Term of Agreement

- 1.1 **Effective date:** July 1, 2018, or the date the State obtains all required signatures under Minnesota Statutes Section 16C.05, subdivision 2, whichever is later.
- 1.2 **Expiration date:** September 30, 2018, or until all obligations have been satisfactorily fulfilled, whichever occurs later.

2 Agreement between the Parties

The Governmental Unit will act as a Deputy Recount Official designated by the Secretary of State pursuant to Minnesota Rules, part 8235.0200 and will conduct a recount as necessary of the votes cast in the county in which the Governmental Unit is the County Auditor and in any additional jurisdiction mutually agreed upon by Governmental Unit and State, pursuant to the provisions of Minnesota Statutes and Minnesota Rules relating to recounts, the Minnesota 2018 Recount Guide, all of which are attached to this agreement as Appendices B, C and D, respectively, as well as the information provided during the Web streaming video transmission to counties to be provided on a date to be determined by State, and any other guidance provided to the Deputy Recount Official by State. Appendix A is the list of participating jurisdictions and it will be updated prior to the commencement of the recount to reflect all participating jurisdictions. The primary election recount will begin on August 22, 2018 at 9:00 A.M, and recounts will continue until all ballots in the jurisdictions being counted by the Deputy Recount Official are counted or designated as challenged. In the event that an election contest is filed in any of these elections and the court takes jurisdiction, the State may cancel the relevant portion of this agreement immediately and without any further cause. State and Governmental Unit agree that this process will be completed on August 24, 2018 for any primary election recount, unless civil litigation delays completion. The results of the recount, along with all explanatory notes and any ballots challenged by candidates in the election shall be securely forwarded and provided to the State by personal delivery or express courier for delivery to the State, at the expense of the State at the conclusion of the recount process in the county or city.

3. Payment

- a) **Compensation.** Governmental Unit will be paid four cents for each ballot handled in the course of any recount covered by this agreement, with a minimum payment of \$100 if a recount occurs in the Governmental Unit's jurisdiction. The Governmental Unit will submit a log of all ballots handled to State to verify the total.
- b) **Travel.** No travel expenses will be paid.

The total obligation of the State under this agreement will not exceed an aggregate of \$50,000 for all Governmental Units for the primary election.

4. Authorized Representatives

The State's Authorized Representative is Gary Poser, Director of Elections, 180 State Office Building, Saint Paul MN 55155, 651-556-0612, or his/her successor, and has the responsibility to monitor the Governmental Unit's performance and the authority to accept the services provided under this agreement. If the services are satisfactory, the State's Authorized Representative will certify acceptance on each invoice submitted for payment.

The Governmental Unit's Authorized Representative is the County Auditor or municipal clerk who has signed the agreement.

5 Assignment, Amendments, Waiver, and Agreement Complete

- 5.1 **Assignment.** The Governmental Unit may neither assign nor transfer any rights or obligations under this agreement without the prior consent of the State and a fully executed Assignment Agreement, executed and approved by the same parties who executed and approved this agreement, or their successors in office.
- 5.2 **Amendments.** Any amendment to this agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original agreement, or their successors in office.
- 5.3 **Waiver.** If the State fails to enforce any provision of this agreement, that failure does not waive the provision or its right to enforce it.
- 5.4 **Agreement Complete.** This agreement contains all negotiations and agreements between the State and the Governmental Unit. No other understanding regarding this agreement, whether written or oral, may be used to bind either party.

6. Liability

The Governmental Unit will indemnify, save, and hold the State, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the State, arising from the performance of this agreement by the Governmental Unit or the Governmental Unit's agents or employees. This clause will not be construed to bar any legal remedies the Governmental Unit may have for the State's failure to fulfill its obligations under this agreement.

7. Termination

Either party may terminate this agreement upon thirty days' written notice to the other party. State may terminate this agreement immediately if no recounts are requested pursuant to law during the statutory request period.

8. E-Verify certification (In accordance with Minn. Stat. § 16C.075)

For services valued in excess of \$50,000, Governmental Unit certifies that as of the date of services performed on behalf of the State, Governmental Unit and all its subcontractors will have implemented or be in the process of implementing the federal E-Verify Program for all newly hired employees in the United States who will perform work on behalf of the State. Governmental Unit is responsible for collecting all subcontractor certifications and may do so utilizing the E-Verify Subcontractor Certification Form available at <http://www.mmd.admin.state.mn.us/doc/EverifySubCertForm.doc>. All subcontractor certifications must be kept on file with Governmental Unit and made available to the State upon request.

9. State audits

Under Minn. Stat. § 16C.05, subd. 5, the books, records, documents, and accounting procedures and practices of the Governmental Unit relevant to this Agreement are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this Agreement.

10. Government data practices and intellectual property

10.1 Government data practices. The Governmental Unit and State must comply with the Minnesota Government Data Practices Act, Minn. Stat. ch. 13, (or, if the State contracting party is part of the Judicial Branch, with the Rules of Public Access to Records of the Judicial Branch promulgated by the Minnesota Supreme Court as the same may be amended from time to time) as it applies to all data provided by the State under this Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Governmental Unit under this Agreement. The civil remedies of Minn. Stat. § 13.08 apply to the release of the data governed by the Minnesota Government Practices Act, Minn. Stat. ch. 13, by either the Governmental Unit or the State.

If the Governmental Unit receives a request to release the data referred to in this clause, the Governmental Unit must immediately notify and consult with the State's Authorized Representative as to how the Governmental Unit should respond to the request. The Governmental Unit's response to the request shall comply with applicable law.

10.2 Intellectual property rights.

(a) Intellectual property rights. The State owns all rights, title, and interest in all of the intellectual property rights, including copyrights, patents, trade secrets, trademarks, and service marks in the works and documents created and paid for under this Agreement. The "works" means all inventions, improvements, discoveries (whether or not patentable), databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, and disks conceived, reduced to practice, created or originated by the Governmental Unit, its employees, agents, and subcontractors, either individually or jointly with others in the performance of this Agreement. "Works" includes documents. The "documents" are the originals of any databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, disks, or other materials, whether in tangible or electronic forms, prepared by the Governmental Unit, its employees, agents, or subcontractors, in the performance of this Agreement. The documents will be the exclusive property of the State and all such documents must be immediately returned to the State by the Governmental Unit upon completion or cancellation of this Agreement. To the extent possible, those works eligible for copyright protection under the United States Copyright Act will be deemed to be "works made for hire." The Governmental Unit assigns all right, title, and interest it may have in the works and the documents to the State. The Governmental Unit must, at the request of the State, execute all papers and perform all other acts necessary to transfer or record the State's ownership interest in the works and documents.

(b) Obligations

(1) Notification. Whenever any invention, improvement, or discovery (whether or not patentable) is made or conceived for the first time or actually or constructively reduced to practice by the Governmental Unit, including its employees and subcontractors, in the performance of this Agreement, the Governmental Unit will immediately give the State's Authorized Representative written notice thereof, and must promptly furnish the State's Authorized Representative with complete information and/or disclosure thereon.

(2) Representation. The Governmental Unit must perform all acts, and take all steps necessary to ensure that all intellectual property rights in the works and documents are the sole property of the State, and that neither Governmental Unit nor its employees, agents, or subcontractors retain any interest in and to the works and documents. The Governmental Unit represents and warrants that the works and documents do not and will not infringe upon any intellectual property rights of other persons or entities. Notwithstanding Clause 6, the Governmental Unit will indemnify; defend, to the extent permitted by the Attorney General; and hold harmless the State, at the Governmental Unit's expense, from any action or claim brought against the State to the extent that it is based on a claim that all or part of the works or documents infringe upon the intellectual property rights of others. The Governmental Unit will be responsible for payment of any and all such claims, demands, obligations, liabilities, costs, and damages, including but not limited to, attorney fees. If such a claim or action arises, or in the Governmental Unit's or the State's opinion is likely to arise, the Governmental Unit must, at the State's discretion, either procure for the State the right or license to use the intellectual property rights at issue or replace or modify the allegedly infringing works or documents as necessary and appropriate to obviate the infringement claim. This remedy of the State will be in addition to and not exclusive of other remedies provided by law.

11. Governing law, jurisdiction, and venue

Minnesota law, without regard to its choice-of-law provisions, governs this Agreement. Venue for all legal proceedings out of this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

Signatures for this agreement are being obtained by the signing of counterparts. Each Contractor will sign signature block #2 and return the entire agreement document to elections.dept@state.mn.us, or to Elections Division, Office of the Secretary of State, 180 State Office Building, 100 Rev. Dr. Martin Luther King Jr. Blvd., Saint Paul MN 55155-1299.

1. STATE ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minn. Stat. §§ 16A.15 and 16C.05.

Signed: Jennit King
Date: 7/2/2018

3. STATE AGENCY

By: _____
(with delegated authority)
Title: _____
Date: _____

SWIFT Contract No. 144224 SWIFT PO 2612

2. GOVERNMENTAL UNIT

By: _____

Print Name: _____

Title: _____

Address: _____

Telephone Number: _____

Date: _____

By: _____

Print Name: _____

Title: _____

Address: _____

Telephone Number: _____

Date: _____

4. COMMISSIONER OF ADMINISTRATION
delegated to Materials Management Division

By: _____

Date: _____

APPENDICES ATTACHED:

APPENDIX A – List of Participating Jurisdictions

APPENDIX B – Minnesota Statutes Relating to Recounts

APPENDIX C – Minnesota Rules Relating to Recounts

APPENDIX D – Minnesota 2018 Recount Guide

**STATE OF MINNESOTA
JOINT POWERS AGREEMENT**

This agreement is between the State of Minnesota, acting through its Office of the Secretary of State ("State") and the County Auditor of each of the Counties or the City Clerk of each of the cities listed in Appendix A. ("Governmental Unit").

Recitals

Under Minn. Stat. § 471.59, subd. 10, and Minnesota Rules, subpart 8235.0200 the State is empowered to engage such assistance as deemed necessary. The State is in need of election recount services for the automatic recount of votes pursuant to Minnesota Statutes, section 204C.35, subd. 1 for the 2018 general election, as necessary for state offices. The Governmental Unit represents that it is duly qualified and agrees to perform all services described in this agreement to the satisfaction of the State.

Agreement

1 Term of Agreement

- 1.1 **Effective date:** *November 1, 2018*, or the date the State obtains all required signatures under Minnesota Statutes Section 16C.05, subdivision 2, whichever is later.
- 1.2 **Expiration date:** *December 31, 2018*, or until all obligations have been satisfactorily fulfilled, whichever occurs later.

2 Agreement between the Parties

The Governmental Unit will act as a Deputy Recount Official designated by the Secretary of State pursuant to Minnesota Rules, part 8235.0200 and will conduct a recount as necessary of the votes cast in the county in which the Governmental Unit is the County Auditor and in any additional jurisdiction mutually agreed upon by Governmental Unit and State, pursuant to the provisions of Minnesota Statutes and Minnesota Rules relating to recounts, the Minnesota 2018 Recount Guide, all of which are attached to this agreement as Appendices B, C and D, respectively, as well as the information provided during the Web streaming video transmission to counties to be provided on a date to be determined by State, and any other guidance provided to the Deputy Recount Official by State. Appendix A is the list of participating jurisdictions and it will be updated prior to the commencement of the recount to reflect all participating jurisdictions. The general election recount will begin on December 3, 2018 at 9:00 A.M, and recounts will continue until all ballots in the jurisdictions being counted by the Deputy Recount Official are counted or designated as challenged. In the event that an election contest is filed in any of these elections and the court takes jurisdiction, the State may cancel the relevant portion of this agreement immediately and without any further cause. State and Governmental Unit agree that this process will be completed on December 10, 2018 for any general election recount, unless civil litigation delays completion. The results of the recount, along with all explanatory notes and any ballots challenged by candidates in the election shall be securely forwarded and provided to the State by personal delivery or express courier for delivery to the State, at the expense of the State at the conclusion of the recount process in the county or city.

3. Payment

- a) **Compensation.** Governmental Unit will be paid four cents for each ballot handled in the course of any recount covered by this agreement, with a minimum payment of \$100 if a recount occurs in the Governmental Unit's jurisdiction. The Governmental Unit will submit a log of all ballots handled to State to verify the total.
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The total obligation of the State under this agreement will not exceed an aggregate of \$120,000 for all Governmental Units for the general election.

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(1) Notification. Whenever any invention, improvement, or discovery (whether or not patentable) is made or conceived for the first time or actually or constructively reduced to practice by the Governmental Unit, including its employees and subcontractors, in the performance of this Agreement, the Governmental Unit will immediately give the State's Authorized Representative written notice thereof, and must promptly furnish the State's Authorized Representative with complete information and/or disclosure thereon.

(2) Representation. The Governmental Unit must perform all acts, and take all steps necessary to ensure that all intellectual property rights in the works and documents are the sole property of the State, and that neither Governmental Unit nor its employees, agents, or subcontractors retain any interest in and to the works and documents. The Governmental Unit represents and warrants that the works and documents do not and will not infringe upon any intellectual property rights of other persons or entities. Notwithstanding Clause 6, the Governmental Unit will indemnify; defend, to the extent permitted by the Attorney General; and hold harmless the State, at the Governmental Unit's expense, from any action or claim brought against the State to the extent that it is based on a claim that all or part of the works or documents infringe upon the intellectual property rights of others. The Governmental Unit will be responsible for payment of any and all such claims, demands, obligations, liabilities, costs, and damages, including but not limited to, attorney fees. If such a claim or action arises, or in the Governmental Unit's or the State's opinion is likely to arise, the Governmental Unit must, at the State's discretion, either procure for the State the right or license to use the intellectual property rights at issue or replace or modify the allegedly infringing works or documents as necessary and appropriate to obviate the infringement claim. This remedy of the State will be in addition to and not exclusive of other remedies provided by law.

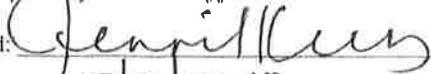
11. Governing law, jurisdiction, and venue

Minnesota law, without regard to its choice-of-law provisions, governs this Agreement. Venue for all legal proceedings out of this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

Signatures for this agreement are being obtained by the signing of counterparts. Each Contractor will sign signature block #2 and return the entire agreement document to elections.dept@state.mn.us, or to Elections Division, Office of the Secretary of State, 180 State Office Building, 100 Rev. Dr. Martin Luther King Jr. Blvd., Saint Paul MN 55155-1299.

1. STATE ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minn. Stat. §§ 16A.15 and 16C.05.

Signed: 

Date: 7/2/2018

3. STATE AGENCY

By: _____
(with delegated authority)

Title: _____

Date: _____

SWIFT Contract No. 144225 SWIFT PO 2613

2. GOVERNMENTAL UNIT

By: _____

Print Name: _____

Title: _____

Address: _____

Telephone Number: _____

Date: _____

By: _____

Print Name: _____

Title: _____

Address: _____

Telephone Number: _____

Date: _____

4. COMMISSIONER OF ADMINISTRATION
delegated to Materials Management Division

By: _____

Date: _____

APPENDICES ATTACHED:

APPENDIX A – List of Participating Jurisdictions

APPENDIX B – Minnesota Statutes Relating to Recounts

APPENDIX C – Minnesota Rules Relating to Recounts

APPENDIX D – Minnesota 2018 Recount Guide



June 13, 2018

Ms. Martie Monsrud
Roseau County Auditor
606 5th Avenue SW
Roseau, MN 56751-1477

Dear Ms. Monsrud,

This letter will confirm our understanding of the engagement arrangements for **Government Management Group** to prepare Roseau County's 2018-2022 central services cost allocation plans.

Government Management Group will prepare Roseau County's Central Services Cost Allocation Plans for the fiscal years ending December 31, 2018, 2019, 2020, 2021, and 2022 in conformance with Federal regulation Title 2 CFR Part 200. We will assist the County in negotiating the plan with the designated cognizant agency and make any revisions that may be necessary. We will monitor federal payments to ensure the County receives all eligible recoveries. Annually upon completion, we will deliver to the County two (2) bound paper copies and one electronic (Adobe.pdf) copy of the plan.

The fee for this service will be a fixed fee of \$3,750 (three thousand seven hundred and fifty dollars) for each plan. We will invoice the County annually upon completion of the plan. This fee includes all costs incurred by us.

I am pleased to have the opportunity to serve you.

If this letter correctly expresses your understanding, please sign below and return one copy to me.

Sincerely,
Government Management Group

Dennis Pond
President

APPROVED:

By: _____

Title: _____

Date: _____

Payroll Change Form

Name: _____ Effective Date: _____

Title: _____ Board Approval Date: _____

Department: _____

Employee Type: Full-Time Part-Time Temporary Seasonal

Reason for Change

New Employee _____ (hire date) _____ grade/step _____ hourly rate

Rehire grade/step hourly rate

Step Anniversary _____ (new grade/step) _____ (new hourly rate)

Vacation Anniversary

 Changing to: 1 - 3 yrs, 3 - 15 yrs, 20 + yrs

Address Change _____

Title Change _____ (new title)

Resignation / Termination

Retirement

Layoff

Other _____

Payout of Accrual Balances

	<u>Balance</u>		<u>Hourly Rate</u>		<u>Total</u>	
Vacation: V1	_____	X	_____	=	_____	
Sick Leave: S2	_____	X	_____	=	_____	<i>Eligible for half of sick leave balance</i>
Comp Time: CP	_____	X	_____	=	_____	
Holiday: HP	_____	X	_____	=	_____	
Total Payout					<u>_____</u>	

Comments

Approved by

Department Supervisor Signature

Date

Copy to Auditor's Office

Copy to Coordinator's Office

Outside Employment

Part-time employment outside of Roseau County employment is not encouraged but is acceptable provided such employment does not create a conflict of interest of time or which might hinder your impartial or objective performance of your public duties.

All part-time or full-time employees, before accepting outside employment, must have the written approval of the Supervisor and the Department Head to determine that no conflict exists with Roseau County.

Approval may be withdrawn if the outside employment interferes with the employee's duties or affects his or her performance or attendance or develops into a conflict. Failure to terminate conflicting work interests may lead to corrective action up to and including termination of employment.

Personnel Records

Roseau County keeps certain records relating to your employment in a personnel file. The documents contained within that file are the property of Roseau County and must be maintained for Federal, State, and County government recordkeeping purposes.

Some employment records are kept in separate files, such as records relating to medical conditions and leave, records relating to investigations, and records relating to I-9 requirements.

Data in personnel files is managed per Chapter 13 of the Minnesota Statutes – Data Privacy. Except for employees described in MN Statutes Section 13.43, subdivision 5 and subject to the limitations described in subdivision 5a, the following personnel data on current and former employees, volunteers, and independent contractors of a government entity is public:

- (1) name; employee identification number, which must not be the employee's Social Security number; actual gross salary; salary range; contract fees; actual gross pension; the value and nature of employer paid fringe benefits; and the basis for and the amount of any added remuneration, including expense reimbursement, in addition to salary;
- (2) job title and bargaining unit; job description; education and training background; and previous work experience;
- (3) date of first and last employment;
- (4) the existence and status of any complaints or charges against the employee, regardless of whether the complaint or charge resulted in a corrective action;
- (5) the final disposition of any corrective action together with the specific reasons for the action and data documenting the basis of the action, excluding data that would identify confidential sources who are employees of the public body;
- (6) the terms of any agreement settling any dispute arising out of an employment relationship, including a buyout agreement as defined in Minnesota Statutes Section 123B.143, subdivision 2, paragraph (a); except that the agreement must include specific reasons for the agreement if it involves the payment of more than \$10,000 of public money;
- (7) work location; a work telephone number; badge number; and honors and awards received; and
- (8) payroll time sheets or other comparable data that are only used to account for employee's work time for payroll purposes, except to the extent that release of time sheet data would reveal the employee's reasons for the use of sick or other medical leave or other non-public data.

bridge is a part of the CD7 system which the County is responsible to maintain. Engineer Ketring contacted the County ditch attorney (Rinke-Noonan) on this matter and provided the Board a copy of their legal opinion. In short, the unresolved issue is whether the bridge is publicly owned (ie. part of the CD7 system), or whether the bridge is owned by Donald Strandlund. Board consensus was to do additional research prior to making a decision at a future Board meeting.

CONSENT AGENDA

A motion to approve the Consent Agenda was made by Commissioner Walker, seconded by Commissioner Foldesi, and carried unanimously. The Board, by adoption of its Consent Agenda, approved the June 12, 2018 Board Proceedings; approved the Grant Agreement Amendment (2017 SSTS Upgrade #2); approved the hire of a regular full-time Eligibility Worker (Grade 6, Step A); approved the Lutheran Social Services Group Respite Program Grant Application Letter of Support; and, approved the payroll change (step increase) for County Veterans Services Officer Martin Howes, effective May 20, 2018.

DEPARTMENT REPORTS

Emergency Management Director

The State-required Oath of Loyalty was acknowledged by the Board. The Oath was signed by County Emergency Manager Sue Grafstrom and Board Chair Glenda Phillipe.

Highway

Engineer Ketring met with the Board to request approval of a Resolution for Bridge Bonding for Bridge 68542, S.P. 068-598-035. A motion was made by Commissioner Falk, seconded by Commissioner Walker, and carried unanimously to approve the Bridge Bonding Resolution.

Engineer Ketring requested the Board approve the final payment to D.W. Mechanical for the Greenbush Maintenance Facility. A motion was made by Commissioner Foldesi, seconded by Commissioner Swanson, and carried unanimously to approve the final payment to D.W. Mechanical in the amount of \$2,999.50.

Commissioner Falk discussed the proposed ditching project to be done along County Road 129. The proposed project is in a road ditch which is not part of a specific ditch system. There have already been quotes received from contractors for this project; however, Commissioner Falk suggested that the current quotes be rejected and the project "re-bid". Upon further discussion, a motion was made by Commissioner Falk, seconded by Commissioner Walker, and carried unanimously to reject the current quotes received and to "re-bid" the project.

COMMITTEE REPORTS

Building Committee

Dave Anderson met with the Board to request revisiting the Space Utilization Study proposal which was tabled at the March 13, 2018 Board meeting. There has been continued discussion at the Committee level concerning the lack of work space for certain departments. The original proposal to conduct the Study was approximately \$20,000. The scope of the Study will include the Courthouse, Law Enforcement, and Social Services buildings. A motion was made by Commissioner Swanson, seconded by Commissioner Falk, and carried unanimously to hire MJ Architectural Studios, Inc to continue with the Space Utilization Study with a revised timeline.



714 6th St SW ~ Roseau, MN 56751

PHONE: (218) 463-0313 FAX: (218) 463-0315 EMAIL: rrwd@mncable.net WEBSITE: www.roseauriverwd.com

Attn: Brian Ketring
Roseau County Highway Dept
407 5th Ave NW
Roseau, MN 56751

Preliminary Administrative Compliance order and Notice of Hearing

RE: Permit # 17-39 – Issued to the Roseau County Highway Department on October 4, 2017

Dear Brian,

As the Roseau County Engineer, you are hereby notified that the Roseau River Watershed Board of Managers has authorized me to issue this Preliminary Administrative Compliance Order pursuant to Rule 11.3 of the Amended Rules of the Roseau River Watershed District (2014).

The Board has determined that you have not complied with the permit requirements of Permit #17-39 which was issued to the Roseau County Highway Department on October 4, 2017. The non-compliance is as follows: Permit Condition 4 "... applicant agrees to modify these permitted works upon determination by the Roseau River Watershed Board of Managers that another person or entity has been adversely impacted." A notice of the Watershed Board's motion to rescind Permit #17-39 was submitted to the Roseau County Highway Department on June 6, 2018.

At the June 27th board meeting, the Roseau River Watershed Board of Managers reviewed the recommendations provided from the Army Corps of Engineers on June 4th, 2018 (See Attached) regarding the 18" centerline installed in County Road 139, south of the County Road 10 intersection. The Board of Managers also discussed the rescission of Permit #17-39 at the June 6th board meeting and the required process to ensure compliance. Upon review of information presented at the June 27th, 2018 board meeting the board voted unanimously to issue a preliminary administrative compliance notice to ensure that corrective actions are taken to remediate potential downstream impacts.

From the date of receipt of this letter the permit applicant, Roseau County Highway Department, has 10 days to become compliant, by either removing the culvert or installing a screw gate on the east opening. **If you fail to complete the corrective action within 10 days of receipt of this Notice, you are hereby advised that the Roseau River Watershed District Board of Managers will hold** a public hearing pursuant to Rule 11.4 of the Roseau River Watershed Rules, on the 1st of August 8:30 am at the Watershed office located at 714 6th St SW Roseau, MN 56751.

11.4 Board Hearing

After due notice and a hearing which evidence may be presented, the Board of Managers shall make findings. If the Board finds a violation as described in Section 1, above, it may issue a compliance order of indefinite duration that may require the property owner or responsible contractor to cease land-disturbing activity; apply for an after the fact permit; take corrective action or restoration action; and/or be subject to any other remedy within the District's authority. A compliance order may supersede a preliminary order or may be issued without a prior preliminary order.

If you have any questions or concerns, please feel free to contact the watershed office at 218-463-0313.



7-2-2018

Sincerely,

Torin McCormack – District Specialist

Cc Jeff Pelowski, County Coordinator
Karen Foss, County Attorney
Marlin Lindland, landowner
Joe Laurin, landowner
Dana Werner, USACE

Attached: U.S. Army Corps of Engineers, Review and Recommendations.

Duxby Flood Control Project – Culvert Discussion

The federal Duxby Flood Risk Reduction Project was updated around 1992 by the U.S. Army Corps of Engineers. It appears that much of the levee work was done to fortify pre-project agricultural levees. The project was primarily composed of two levee segments that essentially tie into the east-west running County Road (CR) 10. Two 60" culverts cross the CR 10 & CR 139 intersection from the southeast quadrant to the northeast. These culverts carry snow melt and rainwater run-off from the south (WD3 ditch), along CR 139, to the river. The two 60" culverts and flap gate details do not appear on the project plans (as currently found). The two 60" culverts may have been pre-existing and are part of the county ditch system. Assuming that this is the case, the Corps would not have jurisdiction over the drainage decisions. However, because the project utilizes a short reach of both CR 139 and CR 10, including the two 60" culverts, as part of the current Duxby levee system. Any modification done within the project limits need to be reviewed by the Corps of Engineers in accordance with the project cooperative agreement. The review would determine if there are any adverse impacts to the federal project or others within the risk reduction area.

It has been brought to the Corps of Engineers attention that Roseau County has installed an 18" culvert that passes under CR 139 that will transfer snow melt and/or rainwater run-off from drainage ditch WD3 to SD69 during flood events when the flap gates on the two 60" culverts are in the closed position.

This document will focus on offering a number of options that the Roseau County and Watershed District may consider. It is assumed that the two 60" culverts and flap gates were part of WD3 construction and probably pre-date the federal project.

The federal project was designed to protect farm land from Roseau River flooding for the 20 percent annual chance exceedance flood (a flood with a 20 percent chance of happening in any year). The following figure shows a small portion of the protected area (cross hatched area) considered to be protected by the levee system.

Roseau County and the Watershed District have been attempting to minimize the potential inundation of CR 139 and CR 10 from interior drainage within WD3 and the surrounding area during future flood events. In recent years the roadway has been threatened with closure due to high water. Flap gates on the twin 60" culverts are generally held open. It is assumed that the culverts are kept open to minimize the height of ponded water within WD3 during non-flood conditions. The problem with this is that if the flap gates are not released prior to high water on the Roseau River, the ponding in the northwest and southeast quadrants of the intersection would fill with river water. This storage volume would usually be reserved for times when the river is high (flap gates closed) and there is a rainfall event. If the gates are closed after river flooding has occurred much of the storage will be filled with river water. If this happens there is little storage left to handle the runoff from a rain fall event increasing the chances that CR 139 and CR10 may be overtopped.

It is speculated that the gates are held open because of the large amount of water (head) needed to back up before the flap gates flow efficiently. They could also be held open to minimize the amount of upland debris that would be trapped within the culvert at the flap gates.

Roseau County recently installed an 18" or 20" culvert that passes through the CR 139 embankment, without a Corps of Engineers review as required by the project's cooperative agreement. The new

culvert would allow the transfer of ponded water and water within WD3 from the east side of CR 139 to drainage ditch SD69 located on the west side of CR 139. Roseau County has stated that the culvert was necessary to ensure that CR 139 and CR 10 are not overtopped during a flood event.

The concerned landowners are claiming that the culvert is not necessary because the county roads will not be over topped by flood waters with CR10 having an elevation of 1033 and by this time the levee system has already been overtopped because of the crest elevation ranging from 1028 to 1030. And should floodwaters reach an elevation of greater than 1033 surrounding land and the entire CR system in the area would already be inundated.

The landowners also claim that the new 18" culvert is not necessary because it would be changing the original intent of the WD3 ditch system to pond rainwater to the south of CR10 and east of CR 139. And by the time CR 139 would be threatened of being overtopping at elevation 1031, SD69 would have already exceeded its conveyance capacity had very little water would actually move through the SD69 ditch system. This claim was confirmed in the 2014 Houston Engineering hydraulic analysis.

The landowners also claim that because of the various restrictions along SD69 the flow capacity within SD69, especially the 42" culvert and water backing up within the SD69 during a flood event when the flap gate on the 60" culverts on WD3 are closed. The only thing that the 18" culvert will be doing is to transfer the interior drainage from its intended location south of CR10 and east of CR139 to an area 1 mile to the west that is currently designated a project protected area south of CR10 and east of CR113 where the water will pond due to the minimal flow conveyance within SD69. This was confirmed in the 2014 Houston Engineering hydraulic analysis.

At the request of the landowners a review of the 18" culvert installation and increased flows within drainage ditch SD69 has been conducted. The purpose of the review was to determine if there would be any adverse impacts to CR 10 which acts as a levee west of CR139; to SD69 as a result of the increased flows; to any land within the designated project protected area south of CR 10 and west of CR 139; and finally any adverse impacts to landowners outside of the projects protected area.

As part of the review the Roseau River Watershed District provided a hydraulic analysis conducted by Houston Engineering for both SD69 and WD3, the report is dated February 4, 2014. This hydraulic analysis reviewed the benefits and impacts relating to the installation of a 24" culvert at the same intersection where Roseau County installed their 18" culvert. The finding of this report indicated because of the flow restrictions within SD59 that the installation of the 24" culvert was not recommended and that the current condition be retained. The report provided 3 options be considered if the Roseau River Watershed District proceeds with the installation of the 24" culvert. Those recommendations were:

- 1) Reconstruct SD69 along sections 32-34.
- 2) Add an additional 36" culvert to all 7 ditch crossing along the alignment of SD69 in Sections 32-34. With adjustments being made to each culvert to accept the reconstruction of SD69.
- 3) The downstream channel in Sections 36 and 31 should be cleaned to ensure that the channel is properly maintained.

If there are more recent hydraulic studies that have been conducted since 2014 or there have been changes to SD69 that would support a culvert installation within the CR139 embankment please provide the hydraulic analysis for Corps of Engineers review. If no additional information is available the 2014 Houston Engineering Hydraulic Analysis will be considered as the most current information available.

Utilizing the submitted information, the Corps of Engineers conducted its own review as part of the Section 408 requirements. In this review the Corps of Engineers focused on 4 areas to ensure that there would be no adverse impacts the existing Duxby Levee Project. The review areas and findings are shown below:

1) Project Levees - Because SD69 and the CR 10 roadway embankment share a common slope there is the potential that the increased flow within SD69 could result in erosion of the south side of the CR 10 roadway embankment. Because the CR 10 embankment acts as a project levee this would be considered an adverse impact to the project. However, the actual threat to the roadway / project levee is minimal because of the width of CR 10.

2) SD69 - With the additional flow and increased discharge velocities from the 18" culvert prior to the SD69 being filled to its maximum conveyance capacity there is the potential for erosion of SD69 at the culvert outlet and immediately downstream of the culvert. The potential for erosion can be reduced with a properly design outfall or rock protection. This is not considered an adverse impact to the project.

3) Project Protected Areas - With CR 10 acting as a project levee there is a designated project protected area to the south of CR 10, east of CR 113, and west of CR 139. The designated project protected area nearly mirrors the area that would be flooded had a 24 inch culvert been installed as part of the 2014 Hydraulic Analysis conducted by Houston Engineering. The installation of the 18" culvert by Roseau County will result in the same adverse impacts / flooding of the designated protected area. The intentional flooding of a project protected area prior to the levee or roadway overtopping is grounds alone for denial of the Section 408 request and the immediate removal of the 18" culvert. Again unless there has been an additional hydraulic analysis conducted since the 2014 Houston Engineering hydraulic analysis. If there is a more recent hydraulic analysis that shows the protected area will not be adversely impacted by flooding and that SD69 can handle the additional interior drainage without within the designated protected area please submit that analysis for a Corps of Engineers review.

4) Other Lands Along SD69 – The 2014 hydraulic analysis indicated that the construction plans for the SD69 were not available and there were numerous flow restrictions including culvert capacity, vegetation, and other obstructions within SD69 that restricted the flow conveyance within SD69. Based on the lack of information the Corps of Engineers could not make a determination that there would or would not be additional adverse impacts to the landowners to the west of CR 113 as a result of the 18" culvert installation.

Based on the review by the Corps of Engineers the following is a list of recommendations / improvements along SD69. These improvements are based on the 2014 hydraulic analysis conducted by Houston Engineering and the impacts to the Duxby Levee project. The recommendations are shown below.

1) Recommendation #1 – Removal of the 18 inch culvert because it provides little to no added benefits and will only transfer ponded water from the east side of CR 139 to the west side of CR 139 and flood the project protected lands east of CR113 due to the culvert restrictions and lack of flow conveyance within SD69.

The current installation of the 18” culvert within the CR 139 embankment without a gate to control the flow is grounds for denial of the Section 408 project modification request based on the impacts to the protected area west of CR 139. The installation of the 18” culvert within CR 139 also changes the intended design and function of WD3.

2) Recommendation #2 – If the true reason for the installation of the 18” culvert is to prevent the overtopping of CR 10 and/or CR 139 as a result of projected snow melt and rain water run-off and not just to transfer the ponded water to the west of CR 139 and the current project protected area. The Corps of Engineers would consider the construction of a gate well with slide gate be constructed on the east side of CR 139. The operation of the slide / sluice gate would remain in the closed at all times until such a time that ponded water reaches 1 foot below the crest elevation of CR 139 and there is additional rainfall projected within the area. At that point the slide gate can be opened only to the point that the additional flow will not exceed the SD69 or SD69 tributaries channel capacity. Flooding of the designated protected area is not permitted.

3) Recommendation #3 – A flowage easement be obtained for the property south east of the intersection of CR 10 and CR 139 to permit the ponding of snow melt and rainwater run-off to the current crest elevation of CR 139. By having a flowage easement it will allow the county / watershed district to store water on that parcel of property during future flood events and when the flap gates and possibly the slide gate on the 18” culvert are closed. If a flowage easement already exists this recommendation can be disregarded.

4) Recommendation #4 – If the 18” culvert within the CR 139 embankment is allowed to remain a reconstruction of SD69 must take place along sections 32-34. See the 2014 Houston Engineering hydraulic analysis for additional details on the required reconstruction.

5) Recommendation #5 – A new hydraulic analysis should be conducted for the SD69 system using the current conditions and culverts to determine the actual flow conveyance with SD69 with and without the 18” culvert being installed. If there has been no change made to SD69 since the 2014 Houston Engineering report it is recommended that an additional 36” culvert be added to each of the roadway and field access crossing within the SD69 alignment in Sections 32-34. This was a recommendation in the Houston Engineering hydraulic analysis if any culvert were installed through the CR 139 embankment.

6) Recommendation #6 – If no design plans for SD69 existing, as stated in the 2104 Houston Engineering hydraulic analysis report. A complete review of SD69 should be conducted to determine the current condition of SD69 including channel cross sections and channel grade. This information is critical for any future hydraulic analysis and to determine the maximum conveyance of waters within SD69.

7) Recommendation #7 – A complete inspection of SD69 should be conducted from the headwaters to the confluence with the Roseau River noting any channel obstructions and flow restrictions. Once the inspection has been completed, channel maintenance it be conducted to ensure that SD69 is functioning

properly and that the maximum conveyance of snow melt and rain water run-off is obtained. The channel is then to be inspected and maintained at regular intervals.

8) Recommendation #8 – A review of the operating plan needs to be conducted and trigger points established (based on the USGS gage at Ross, MN or USGS river projections) for when the flap gates on the 60" culverts and other culverts along the levee system are to be closed and opened. Based on information provided during previous inspections the opening and closing of the gates many time are done by the adjacent landowners and not the project sponsor.

SUMMARY - Given the available information, the Corps of Engineers recommends that the 18" culvert be removed and the CR 139 embankment restored or a gate well with slide/slucice gate constructed at the inlet of the 18" culvert with the gate only being opened when CR 139 is in danger of being overtopped during future flood events. To determine the allowable gate opening and flow conveyance within SD69 the current channel design is to be determined and the ditch cleaned of all obstructions and excess vegetation. Failure to comply with these recommendations will result in the Duxby Levee System being rated as Unacceptable and made ineligible for Public Law 84-99 post flood recovery assistance.

If there is additional information relating to the maximum flow conveyance for SD69 and WD 3 or a hydraulic analysis conducted since the 2014 Houston Engineering hydraulic analysis that would support the existing 18" culvert installation through CR139 without the flooding of land within the designated project protected area please submit the information to the Corps of Engineers for review.

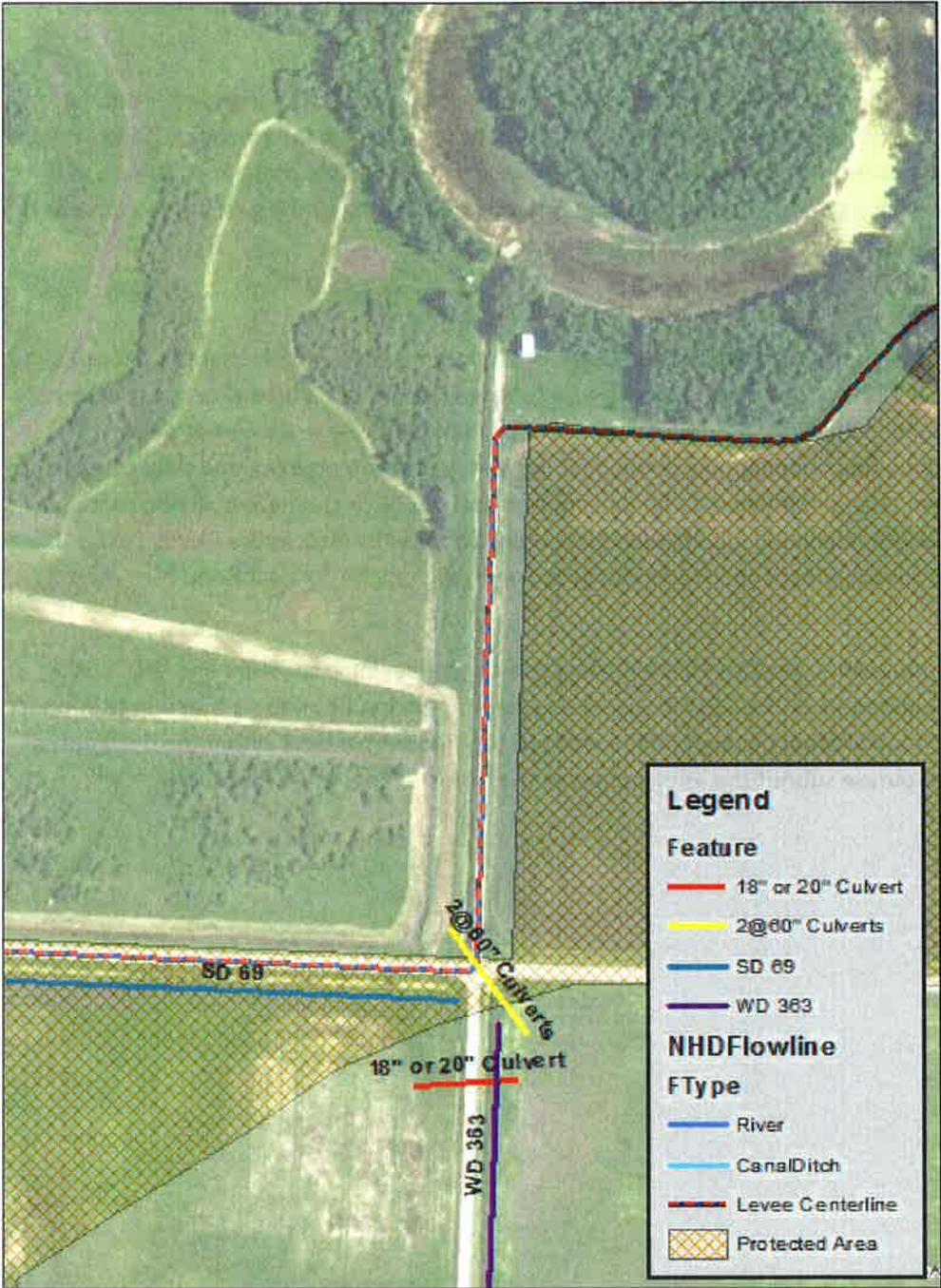


Figure 1 Locations of Culverts, Ditches, and Protected Areas



Roseau County Request for Board Action

Agenda Item #: County Board 1 <small>(for office use only)</small>		
Requested Board Date:	July 10, 2018	Originating Department: Coordinator
Subject Title (as it will appear on the Agenda): Commissioner Committee Reports		Presenter: Commissioners
		Estimated Amount of Time Needed for Discussion: <input type="checkbox"/> < 5 minutes <input type="checkbox"/> 5 minutes <input type="checkbox"/> 10 minutes <input type="checkbox"/> 15 minutes <input checked="" 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/Board Appointments	<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 _____	

*RBA's and supporting information should be submitted to the Coordinator's Office by noon, the Wednesday prior to the scheduled Board meeting. Thank you!

**Roseau County Board
June 2018 Meetings
Glenda A. Phillippe
District One**

**June 26: Roseau County Board – Roseau
July 3: Operations – Roseau
July 3: COW – Roseau
July 9: Warroad City Council – Roseau**

JACK SWANSON COMMITTEE REPORTS

JUNE 26, 2018 - ROSEAU RIVER WATER TRAIL LAUNCH EVENT; at the Roseau City Park; attended by several hundred

JUNE 27, 2018 - ROSEAU ECONOMIC DEVELOPMENT AUTHORITY; discussion on NW Minn (and Roseau County) workforce shortage

JUNE 28, 2018 - ROSEAU SCHOOL BOARD; approved hiring two principals, and two new teachers

JULY 3, 2018 - OPERATIONS COMMITTEE

JULY 3, 2018 - COMMITTEE OF THE WHOLE

JULY 6, 2018 - NORTHERN COUNTIES LAND USE COORDINATING BOARD (PALISADE, MN); met at Long Lake Conservation Center with a group including DNR Commissioner Tom Landwehr

JULY 9, 2018 - ROSEAU CITY COUNCIL