

REGULAR BOARD MEETING AGENDA

Notice is hereby given that the Board of Commissioners of Roseau County will meet in session on **October 8, 2019, at 8:30 a.m.**, in the Roseau County Courthouse, Room 110, Roseau, MN, at which time the following matters will come before the Board:

8:30 Call to Order

1. Presentation of Colors
2. Approve Agenda
3. Comments and Announcements
4. Approve Bills

8:35 Delegations/Board Appointments/Public Comments*

1. Tim Anacabe, Executive Director, NW Community Action – Youth Intervention Program
2. Colleen Hoffman, HPK – 2018 Roseau County Audit Report

9:15 Consent Agenda

1. September 24, 2019 Board Proceedings
2. Roseau/LOW Sportsman's Club – Request for Reimbursement
3. Application for Exempt Permit – Roseau County Trailblazers
4. Advertise for Hire – Highway Technician
5. Off-Highway Vehicle (OHV) Enforcement Grant
6. Jail/Dispatch Hire(s)

9:20 Department Reports

1. Auditor
 - a. Tax-Forfeited Property - Re-Purchase Request
 - b. Tax-Forfeited Land Sale

9:35 Committee Reports

9:40 County Board Items

1. Rural Health Network Development Grant
2. Commissioner Committee Reports

10:15 Unfinished Business

10:15 Adjourn

***Limited to five minutes**



Roseau County Request for Board Action

Agenda Item #: Board Appointment 1 <small>(for office use only)</small>		
Requested Board Date:	October 8, 2019	Originating Department: NW Community Action
Subject Title (as it will appear on the Agenda): Youth Intervention Program		Presenter: Tim Anacabe
		Estimated Amount of Time Needed for Discussion: <input type="checkbox"/> < 5 minutes <input type="checkbox"/> 5 minutes <input type="checkbox"/> 10 minutes <input checked="" type="checkbox"/> 15 minutes <input type="checkbox"/> 30 minutes <input type="checkbox"/> >30 minutes
Board Action Requested: Executive Director Anacabe will present an update on NW Community Action's Youth Intervention Program.		
Background:		
Supporting Documentation: <input type="checkbox"/> Attached <input checked="" type="checkbox"/> None		
Agenda Classification for County Board Meeting: <input checked="" type="checkbox"/> Delegations/Board Appointments <input type="checkbox"/> Consent Agenda <input type="checkbox"/> Department Reports <input type="checkbox"/> Committee Reports <input type="checkbox"/> County Board Items <input type="checkbox"/> Other _____		



Roseau County Request for Board Action

Agenda Item #: Board Appointment 2 <small>(for office use only)</small>		
Requested Board Date:	October 8, 2019	Originating Department: Hoffman, Philippe, Knutson
Subject Title (as it will appear on the Agenda): 2018 Roseau County Audit Report		Presenter: Colleen Hoffman
		Estimated Amount of Time Needed for Discussion: <input type="checkbox"/> < 5 minutes <input type="checkbox"/> 5 minutes <input type="checkbox"/> 10 minutes <input checked="" type="checkbox"/> 15 minutes <input type="checkbox"/> 30 minutes <input type="checkbox"/> >30 minutes
Board Action Requested: Ms. Hoffman will present the results of the 2018 County Audit.		
Background:		
Supporting Documentation: <input type="checkbox"/> Attached <input checked="" type="checkbox"/> None		
Agenda Classification for County Board Meeting: <input checked="" type="checkbox"/> Delegations/Board Appointments <input type="checkbox"/> Consent Agenda <input type="checkbox"/> Department Reports <input type="checkbox"/> Committee Reports <input type="checkbox"/> County Board Items <input type="checkbox"/> Other _____		

PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

September 24, 2019

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, Minnesota on Tuesday, September 24, 2019.

CALL TO ORDER

The meeting was called to order at 8:30 a.m. by Board Chair Jack Swanson. The Pledge of Allegiance was recited. Commissioners present were Roger Falk, John Horner, Jack Swanson, Russell Walker and Daryl Wicklund. Others present were Jeff Pelowski, Joleen Kezar, Kristy Kjos, Martie Monsrud, Sue Grafstrom, Brian Ketring, Daryle Dahl, Ryan Murray, Patty Ignaszewski, Tracy Halstensgard, Torin McCormack, LeRoy Carriere, Scott Habstritt, Mitch Magnusson, Peter Grafstrom, Jason Braaten, Carter Novacek, Levi Novacek, Erik Magnusson, Iden Magnusson, and Gary Slater.

APPROVAL OF AGENDA

Emergency Management Director Grafstrom requested adding a County Emergency Declaration to Department Reports; and, Coordinator Pelowski requested adding a Wage Negotiations Committee update to County Board Items, which would require the Board to close the meeting pursuant to MN Statute 13D.03. A motion to approve the amended Agenda was made by Commissioner Walker, seconded by Commissioner Wicklund, and carried unanimously.

COMMENTS AND ANNOUNCEMENTS

Auditor Monsrud commented that the 2018 County Audit is nearing completion. Attorney Kjos provided an update regarding a phone conference concerning a possible tax court case.

APPROVE BILLS

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

Warrants Approved For Payment 9/12/2019 (Warrant #141257-141284)

<u>Vendor Name</u>	<u>Amount</u>
CENTURYLINK	3,042.21
JUNE J MAGNUSSON TRUST	24,882.00
LIFECARE MEDICAL CENTER	26,778.52
MN DEPT OF FINANCE -TREAS	2,395.50
ROSEAU CITY	11,961.17
S & R REINFORCING, INC.	167,339.60
SCHOOL DIST 447	2,515.72
SCHOOL DIST 682	202,718.91
SCHOOL DIST 690	62,048.72
TOWN OF BEAVER	6,262.60
18 Payments less than 2,000.00	9,032.09
Final Total:	518,977.04

Warrants Approved For Payment 9/19/2019 (Warrant #141285-141296)

<u>Vendor Name</u>	<u>Amount</u>
CO-OP SERVICE INC	2,800.92
KNIFE RIVER MATERIALS	797,803.35

RIVERFRONT STATION	2,554.24
ROSEAU CO SOIL & WATER CONS	42,066.00
ROSEAU/LOW SPORTSMAN CLUB	7,751.36
7 Payments less than 2,000.00	1,232.39
Final Total:	854,208.26

Warrants Approved On 9/24/2019 For Payment 9/27/2019 (Warrant #141297-141368)

<u>Vendor Name</u>	<u>Amount</u>
AMERICAN INSTITUTIONAL SUPPLY	2,964.66
AXON ENTERPRISE	2,726.00
B & B PLUMBING & HEATING INC	23,950.00
DELL MARKETING LP	3,330.64
HOFFMAN PHILIPP & KNUTSON	11,490.00
HOUSTON ENGINEERING	4,308.25
JOHNSON OIL CO INC	5,047.16
LIFECARE MEDICAL CENTER-HOME HEALTH	2,070.86
MACTEK SYSTEMS INC	7,195.00
MATTSON PHARMACY INC	7,399.17
MSOP-MN SEX OFFENDER PROGRAM-D	4,873.20
WIDSETH SMITH NOLTING	7,800.00
ZIEGLER INC	7,589.56
59 Payments less than 2,000.00	28,194.87
Final Total:	118,939.37

DELEGATIONS/BOARD APPOINTMENTS/PUBLIC COMMENTS:

Magnusson Trust Delegation

Iden Magnusson, Erik Magnusson, Levi Novacek, Carter Novacek, Gary Slater, and Scott Habstritt met with the Board to ask questions regarding the Magnusson Trust lawsuit. The Commissioners, Attorney Kjos, and Coordinator Pelowski answered the questions as they were able. Many of the questions would have been answered if the case would have proceeded to trial; however, the Magnusson Trust accepted the County's offer of a monetary amount to end the lawsuit. The matter is now closed and the County has been advised to not discuss the specific facts surrounding this case any further. (Note: The questions submitted at the meeting are on file in the County Coordinator's Office).

Roseau River Watershed District (RRWD) Update

Tracy Halstengard met with the Board to provide an update concerning completed, ongoing, and proposed RRWD projects. Commissioner Wicklund asked about farmers continuing to use their tile pumps during a severe flood situation. Ms. Halstengard stated that tile pumps are not regulated by the RRWD. In addition, she stated that the recent storm was a "25 to 50 year event" and flood mitigation projects that have been completed since the 2002 Flood performed well.

CONSENT AGENDA

A motion to approve the Consent Agenda was made by Commissioner Wicklund, seconded by Commissioner Horner, and carried unanimously. The Board, by adoption of its Consent Agenda, approved the September 10, 2019, Board Proceedings; and, approved the following Resolution:

2019-09-02

BE IT RESOLVED, that Roseau County will enter into a cooperative agreement with the Office of Justice Programs in the Minnesota Department of Public Safety.

County Attorney Kristy Kjos is hereby authorized to execute such agreements and amendments, as are necessary to implement the project on behalf of Roseau County.

DEPARTMENT REPORTS

Environmental

Solid Waste Management Tax – 2020 Market Price Determination

Coordinator Pelowski met with the Board to request approval of a Resolution establishing the solid waste market price for 2020. After discussion, a motion was made by Commissioner Falk, seconded by Commissioner Walker, and carried unanimously to approve the following Resolution:

2019-09-03

WHEREAS, Minnesota Statutes Chapter 297H.02 requires certain political subdivisions to identify by Resolution a Market Price for solid waste management tax purposes if the political subdivision subsidizes the cost of Municipal Solid Waste (MSW) disposal at a facility, or directly bills for organized collection of MSW on property tax statements; and

WHEREAS, the political subdivision will be liable for any Solid Waste Management Tax (SWMT) based only on the Market Price identified by Resolution; and

WHEREAS, Market Price is defined in State Statute as the “lowest price available in the area”; and

WHEREAS, Roseau County has researched and identified the lowest viable Market Price available in the area; and

THEREFORE BE IT RESOLVED, the County declares the Market Price for all MSW generated in Roseau County to be \$56.60 per ton, based upon the lowest price available in the area, for CY 2020.

Auditor

State Ditch (SD) 69 Petition

Auditor Monsrud met with the Board regarding a petition filed with the County Auditor on September 13, 2019 for repair of SD 69. Following discussion, a motion was made by Commissioner Wicklund, seconded by Commissioner Walker, and carried unanimously to accept the petition; direct the Highway Department to inspect SD 69 to determine the need for, and scope of, maintenance or repair; and, to notify the affected landowners that an informational meeting will be held on November 26, 2019, at 10:00 am, where they will be able to review the inspection report.

Highway

State Aid Municipal Fund Transfer

Engineer Ketring met with the Board to request approval to transfer \$125,000.00 in funds from the State Aid Municipal Construction Account to the Regular Construction Account, per MN

State Aid rules. A motion was made by Commissioner Walker, seconded by Commissioner Falk, and carried unanimously to approve the transfer of funds and approve the following Resolution:

2019-09-05

WHEREAS, Minnesota Statute 162.08, Subd.4(d), provides that accumulated balances in excess of two years of municipal account apportionments may be spent on projects located outside of municipalities under 5,000 population when approved solely by Resolution of the County Board;

NOW, THEREFORE, BE IT RESOLVED that the Commissioner of Transportation transfer \$125,000.00 into the Regular Construction Account:

Emergency Management

State of Emergency Declaration

Emergency Management Director Grafstrom requested the Board approve a Resolution declaring Roseau County in a State of Emergency due to the torrential rain received this past weekend. A motion was made by Commissioner Horner, seconded by Commissioner Wicklund, and carried unanimously to approve the following Resolution:

2019-09-06

WHEREAS, the significant rain during September 20, 2019 through September 23, 2019 has the potential to impact the population of Roseau County and its cities; and

WHEREAS, the potential for a high water or major flooding event could cause a significant amount of public property damage; and

WHEREAS, Roseau County Homeland Security and Emergency Management requests the Roseau County Board of Commissioners to declare Roseau County in a STATE OF EMERGENCY for the preparation of mitigation of and/or flood response.

NOW, THEREFORE, BE IT RESOLVED, that the Roseau County Board of Commissioners declares Roseau County in a STATE OF EMERGENCY for conditions resulting from the significant rainfall during September 20, 2019 through September 23 of 2019.

COMMITTEE REPORTS

Insurance Committee

2020 Insurance & Benefit Plans – Recommendations

Coordinator Pelowski and Human Resources Representative Ignaszewski presented the Insurance Committee's recommendations concerning the 2020 Insurance and Benefit Plans to the Board. The Committee recommends the renewal of all current insurance and benefit plans for 2020. The most significant changes for 2020 include a 9.9% increase on health insurance premiums; a 4% increase for Dental Insurance; and, that the Committee recommends a \$50.00 per month increase to the County contribution to employees' VEBA or HSA Accounts. The financial impact of the health insurance premium increase will be approximately \$117,000 to the County share and approximately \$25,000 to the employee's share. A \$50.00 per month VEBA/HSA increase would result in an approximate \$72,500 cost to the County. Following discussion, a motion was made by Commissioner Walker, seconded by Commissioner Falk,

and carried unanimously to approve the Insurance Committee recommendations, noting that the proposed VEBA/HSA increase is subject to the outcome of ongoing labor negotiations.

Safety Committee

Safety Program Services Contract

Coordinator Pelowski presented the Safety Committee's recommendation concerning our Safety Program Service Contract which expired in August, 2019. The Safety Committee unanimously recommended that the Board approve a 3-year contract renewal with Safety Compliance Services, LLC, for employee safety training, safety inspections of County-owned buildings, consultation, and representation in the event of an OSHA inspection. After discussion, a motion was made by Commissioner Swanson, seconded by Commissioner Falk, and carried unanimously to approve the proposed 3-year Contract with Safety Compliance Services, LLC.

COUNTY BOARD ITEMS

2020 Unorganized Township Budget/Levy

Auditor Monsrud met with the Board to establish the 2020 Unorganized Township levies and budgets. The proposed levy amounts were identical to those approved in 2019. Commissioner Falk recommended increasing the Norland Township levy from \$6,000 to \$8,000. Following discussion, Commissioner Horner made a motion, seconded by Commissioner Falk, and carried unanimously to approve the following Resolution:

2019-09-04

ADOPTION OF THE 2020 Unorganized Township Levies and Budgets

WHEREAS, the Roseau County Board of Commissioners has reviewed and considered budgets for the unorganized townships located in Commission District No. 3, 4, and 5, and;

WHEREAS, the Roseau County Board of Commissioners deems it necessary that the following amounts be levied on all taxable property in specified unorganized townships in Roseau County;

NOW, THEREFORE, BE IT RESOLVED that the year 2020 unorganized township budgets are hereby approved and the following amounts shall be levied upon all taxable property in unorganized townships in Roseau County for the year 2020:

Township	Range			
161	36	Clear River	\$	6,000
161	37	America	\$	3,000
162	44	Juneberry	\$	6,000
163	38	Norland	\$	8,000
163	39	Spruce Valley	\$	8,000
163	40	Jadis	\$	1,400
163	43	Unorganized	\$	250
163	44	Blooming Valley	\$	3,000
164	44	Blooming Valley (north)	\$	750

A copy of the year 2020 unorganized township budgets is on file in the County Auditor's office.

2020 Preliminary Budget/Levy

Auditor Monsrud provided spreadsheets to the Board with three proposed County budget and levy options. It was noted that once the preliminary levy is set, it cannot be increased when adopting the final 2020 levy; however, the preliminary budget can be adjusted as needed until it is finalized in December, 2019. After discussion, Commissioner Swanson made a motion to increase the 2020 preliminary property tax levy by 3%, and to approve the budget as proposed with the 3% levy increase included, seconded by Commissioner Horner, and carried unanimously.

2019-09-07

BE IT RESOLVED, that the payable 2020 Preliminary Property Tax Levy for Roseau County is hereby approved, as follows:

Fund	Levy
Revenue	\$3,673,461
Road & Bridge	1,311,272
Social Services	1,781,145
Debt Service	399,038
Total	\$7,164,916

2019-09-08

BE IT RESOLVED, that the 2020 Preliminary Budget - incorporating the 2020 Preliminary Levy - is hereby approved, as follows:

Fund	Revenues	Expenditures	Net Budget
Revenue	\$ 6,950,047	\$ 7,971,423	\$ (1,021,376)
Road & Bridge	9,538,246	9,531,552	\$ 6,694
Social Services	4,623,524	4,829,428	\$ (205,904)
Debt Service	409,388	399,038	\$ 10,350
Tax Supported Funds - Total	\$ 21,521,205	\$ 22,731,441	\$ (1,210,236)
Environmental	\$ 1,220,489	\$ 1,197,266	\$ 23,223
Total - All Funds	\$ 22,741,694	\$ 23,928,707	\$ (1,187,013)

2020 County Budget Hearing Date

Auditor Monsrud requested the Board set the date and time for the 2020 County Budget Hearing. The Board had set the December 3, 2019, Regular County Board Meeting time at 5:00 p.m., with the intention of holding the 2020 County Budget Hearing (previously referred to the "Truth-In-Taxation" Hearing) at 6:00 p.m. A motion to set the 2020 County Budget Hearing Date as December 3, 2019 at 6:00 p.m. was made by Commissioner Walker, seconded by Commissioner Wicklund, and carried unanimously.

Commissioner Committee Reports (September 10 – September 24, 2019)

The Board consensus was to defer the Committee Reports to the October 8, 2019, Regular Board Meeting.

Wage Committee Update

At 11:00 a.m., Commissioner Falk made a motion to close the meeting pursuant to MN Statutes 13D.03, seconded by Commissioner Walker, and carried unanimously. Following discussion in closed session, Commissioner Walker made a motion to re-open the Regular Board meeting, seconded by Commissioner Horner, and carried unanimously. There was no Board action taken.

Upon motion carried, the Board adjourned the meeting at 11:20 a.m. The next Regular meeting of the Board is scheduled for Tuesday, October 8, 2019 at 8:30 a.m.

Attest:

Date: _____

Jeff Pelowski, County Coordinator
Roseau County, Minnesota

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

DRAFT



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: Roseau / low & Northstar	1B. Date: 9/25/19
1C. Club name: Res / low Sportsman	1D. Sponsor name: Roseau County

Reimbursement period start date (for this request): 9/25/19	Reimbursement period end date (for this request):
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2. Description of work accomplished:
Brushing, culverts, underlayment, Gravel, rock, Storm Cleanup

Development accomplishments)
Number of miles constructed to date
Number of bridges
Number of parking areas

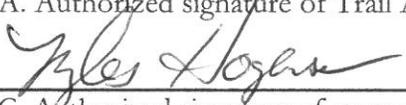
Maintenance accomplishments)
Number of miles maintained (this reimbursement only)
Trail width
Number of miles traveled by grooming equipment (shared winter trails only)

3. Project Cost Breakdown and Explanation

3A. Administration Explanation: Grant Writing GWS	\$ 120. ⁰⁰
3B. Acquisition / relocation Explanation:	
3C. Construction Description:	
3D. Facilities Description:	
3E. Trail system map printing Explanation:	
Total cost (Sum 3A – 3E): 120	Total reimbursable amount of cost (Up to 65% of Total cost sum 3A – 3E): \$ 78. ⁰⁰

3F. Maintenance Culverts Low areas, Gravel, Storm Cleanup Explanation: Grinding, Brushing, Gravel, Rock	\$ 11121.54
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:	

Total cost (Sum 3F – 3H): \$ 11121.54	Total reimbursable amount of cost (Up to 90% of Total cost sum 3F – 3H): \$ 10009.38
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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:	
\$ 11241.54		\$ 10087.38	
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:			5B. Date of signature:
			9/24/19
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:			

Northern Services
c/o Linda Hartnell
PO Box 192
Baudette MN 56623

Invoice

Date	Invoice #
9/12/2019	36

Bill To
Roseau/LOW Sportsman Club c/o Myles Hogenson 68224 310th Roosevelt, MN 56673

Club 1763

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
16	Trail Clearing	130.00	2,080.00
Total			\$2,080.00

ANDREW J. STOSKOPF TRKG, INC

P.O. Box 23
Warroad, MN 56763
218-242-1424
ajstrucking379@hotmail.com



INVOICE

BILL TO

Roseau/LOW Sportsman
Club
PO Box 197
Warroad, MN 56763

INVOICE # 4200
DATE 09/26/2019
DUE DATE 10/11/2019

28

Check #

1764

DATE	ACTIVITY	QTY	RATE	AMOUNT
09/12/2019	Dirt Work:Services gravel 40 yds	40	22.50	900.00
09/12/2019	Dirt Work:Services rock winner	20	40.00	800.00
09/12/2019	Excavator Work 120c	5	120.00	600.00
09/12/2019	ASV Work:ASV Work asv	5	100.00	500.00

Thank you for your business.

BALANCE DUE

\$2,800.00



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

Revised Dec. 2010

Trail Name		Operator		Year									
Roskell		Rebecca Curtis		2015									
Date Month / Day (1)	Operator Name (2)	Hours (3)	Rate (4)	Cost (5)	Transportation		Other Equipment List (include Make & Model) (6)	Hours (7)	Other Equipment		TOTAL COST (14)	Work Location (15)	Expenditure Type code (16)
					Rate (8)	Cost (9)			Rate (12)	Cost (13)			
9/3	Steve D	6hr	30	180			Chain Saw	4		350	14		
9/3	Lore A	6hr		180			Chain Saw	4		350	14		
9/3	Kenn F	6hr		180			Chain Saw	4		350	14		
9/3	Kevin D	6hr		180			Chain Saw	4		350	14		
9/3	Ray G	6hr		180			Chain Saw	4		350	14		
9/3	Salk D	7hr		140									
9/3	Don J	7hr		140									
9/3	Myles J	7hr		140									
9/3	Dove P	7hr		140									
				\$ 1160.00	Cost (17)	\$ 81.06	Cost (18)	\$ 56.00	Cost (19)	\$ 1307.06	Total Cost (20)		

Notes:
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.

Operator: *Myles J*
Date (22): _____

A. ADMINISTRATION
B. ACQUISITION - RELOCATION
C. CONSTRUCTION

D. FACILITIES
E. TRAIL SYSTEM MAINTENANCE
F. MAINTENANCE

G. AGREEMENTS used for winter OHV trail maintenance by dragging a trail to re-shape snow
H. TRAILWAY ASSISTANCE (maximum state-allowed \$1,500 per year)



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

Revised Dec. 2010

Date Month /Day (1)	Operator Name(s) (2)	Labor			Mode of Transportation (3)	Transportation			Other Equipment Cost (include State & Model) (10)	Other Equipment			TOTAL COST (11)	Work Location (15)	Expenditure Type Code (16)
		Hours (4)	Rate (\$) (5)	Cost (\$) (6)		Hours miles (7)	Rate (\$) (8)	Cost (\$) (9)		Hours (12)	Rate (\$) (13)	Cost (\$) (14)			
9/17	To D Bowles														
9/17	Myles Hagan	7	20	140	Pickup	57	.88	72.16	Grinder	16	150.	2080.	2080.	Scott Road	
9/16	Myles Hagan	3	20	60	"	118	.88	103.84						Scott Road	
9/17	Myles Hagan	2	20	180	"	68	.88	59.84						Scott Road	
9/18	Myles Hagan	3	20	60	"	74	.88	65.12						Scott Road	
9/20	Myles Hagan	3.5	20	70	"	76	.88	66.88						Scott Road	
9/24	Myles Hagan	3	20	60	"	103	.88	90.64						Scott Road	
NOTES:				\$ 580.00 (17)				\$ 458.48 (18)				\$ 2080.00 (19)	\$ 3118.48 (20)		
ADMINISTRATION B. AGGREGATION REFERENCE C. CROSS SECTION		D. FACILITIES E. TRAIL SYSTEM/IMPROVING F. MAINTENANCE		EXPENSE TYPE CODE		G. GRAVITY (only used for winter OHV trail maintenance by changing a trail to re-shape snow) H. FLATILITY INST/TRANSIT (maximum state allowed \$1,500 per year)		Date (22) 9/25/19							

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: Roseau County Trailblazers Previous Gambling Permit Number: X-94134-18-001
Minnesota Tax ID Number, if any: 41600237 Federal Employer ID Number (FEIN), if any: 41-1605761
Mailing Address: PO Box 102
City: Roseau State: MN Zip: 56751 County: Roseau
Name of Chief Executive Officer (CEO): Tony Wensloff
CEO Daytime Phone: 218242-0655 CEO Email: _____
(permit will be emailed to this email address unless otherwise indicated below)
Email permit to (if other than the CEO): drenda@cpwcpa.com

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
60 Empire Drive, Suite 100
St. Paul, MN 55103
Secretary of State website, phone numbers:
www.sos.state.mn.us
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): Eagles Arie 4195
Physical Address (do not use P.O. box): 56720 State Hwy 11
Check one:
 City: Wrenwood MN Zip: 56763 County: Roseau
 Township: _____ Zip: _____ County: _____
Date(s) of activity (for raffles, indicate the date of the drawing): Dec 31, 2019

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

Print Name: Tony Wensloff

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)).

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.

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.

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 Leland". The signature is written in a cursive style with a large initial "C" and a long, sweeping underline.

District Director



Roseau County Request for Board Action

Agenda Item #: Consent 4 <small>(for office use only)</small>		
Requested Board Date:	October 8, 2019	Originating Department: Highway
Subject Title (as it will appear on the Agenda): Advertise for Hire – Highway Technician	Presenter: Brian Ketring	
	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 Board authorization to advertise to hire a Highway Technician.		
Background: As presented at the 10/1/19 Board Work Session, the intention is to fill the open GIS Technician position internally, which will result in the need to hire a Highway Technician.		
Supporting Documentation: <input type="checkbox"/> Attached <input checked="" 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 _____		



Roseau County Request for Board Action

Agenda Item #: Consent 5 <small>(for office use only)</small>		
Requested Board Date:	October 8, 2019	Originating Department: Sheriff
Subject Title (as it will appear on the Agenda): Off-Highway Vehicle (OHV) Enforcement Grant		Presenter: Steve Gust
		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 Board approval of the attached Grant Contract.		
Background: This Contract will provide \$7,138.00/yr of State grant funding for 2020 & 2021.		
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 _____		



September 3, 2019

Amy Carlson
Roseau County Sheriff's Office
604 Fifth Avenue S.W.
Roseau, MN 56751

RECEIVED

SEP 11 2019

ROSEAU SHERIFF

Dear Roseau County Sheriff's Office:

Congratulations! Roseau County Sheriff's Office is one of sixty-seven counties that indicated an interest in participating in the Off Highway Vehicle (OHV) Enforcement Grant Program, for July 1, 2019 through June 30, 2021. **Roseau County Sheriff's Office will receive \$7,138.00 each fiscal year, 2020 and 2021,** based on the number of interested participants.

Enclosed, you will find your county grant contract; **please sign and return the grant contract to our office.** Once DNR signs the contract, it will be effective July 1, 2019 through June 30, 2021.

The details of receiving OHV reimbursements are indicated within the contract; forms for receiving reimbursement are located: <https://www.dnr.state.mn.us/grants/enforcement/index.html>. Any expenses over the amount of your grant will be the sole responsibility of your agency. The OHV grant program is set up for your agency to provide annual reports, in order to receive annual payments.

A number of counties have indicated an interest in providing youth ATV training, and updates on current state laws regarding OHV use. The "Safety Training Instructors Resources," training course for instructors is available on-line: <https://www.dnr.state.mn.us/safety/instructors/resources.html>. Additionally, please consult with your local Conservation Officer for information and training regarding the current laws.

You are welcome to contact LT Adam Block, Program Manager, with any questions. Contact LT Block at (651) 259-5057 or Adam.Block@state.mn.us.

Thank you in advance for your on-going efforts to assist the DNR in protecting Minnesota's resources and providing service to our citizens.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Rodmen Smith'.

COL Rodmen Smith, Director
Division of Enforcement

**STATE OF MINNESOTA
GRANT CONTRACT**

This grant contract is between the State of Minnesota, acting through its Commissioner of Natural Resources ("STATE") and Roseau County Sheriff's Office, 604 Fifth Avenue SW, Roseau, MN 56751 ("GRANTEE").

Recitals Section

1. Under Minn. Stat. 84.026, (84.794, 84.803, and 84.927- For OHV only), and (84.83 for snowmobile safety only) the State is empowered to enter into this grant.
2. The State, under Laws of Minnesota 2019, First Special Session, Chapter 4, Article 1, Section 3, Subdivision 6(f) (for OHV only) or Minnesota 2019, First Special Session, Chapter 4, Article 1, Section 3, Subdivision 6(d) (for snowmobile safety only) is authorized to provide reimbursement grants to counties to cover costs related to labor and equipment in the enforcement of off highway vehicle laws, rules and regulations, as well as holding staff training in the same, and providing local youth training classes, in the manner described in the Grantee's Proposed Budget.
3. The Grantee represents that it is duly qualified and agrees to perform all services described in this grant contract to the satisfaction of the State. Pursuant to Minn.Stat. §16B.98, Subd. 1, the Grantee agrees to minimize administrative costs as a condition of this grant.

Grant Contract

1 Term of Grant Contract

1.1 Effective date:

July 1, 2019. Per Minn.Stat. §16B.98 Subd. 7, no payments will be made to the Grantee until this grant contract is fully executed.

1.2 Expiration date:

June 30, 2021 or until all obligations have been satisfactorily fulfilled, whichever occurs first.

1.3 Survival of Terms.

The following clauses survive the expiration or cancellation of this grant contract: 8. Liability; 9. State Audits; 10. Government Data Practices and Intellectual Property; 12. Publicity and Endorsement; 13. Governing Law, Jurisdiction, and Venue; and 15 Data Disclosure.

1.4 Incur Expenses.

Notwithstanding Minnesota Statutes, section 16A.41, expenditures made on or after July 1, 2019, whichever is later, are eligible for reimbursement unless otherwise provided in under Laws of Minnesota 2019, First Special Session, Chapter 4, Article 3, Section 11, Subdivision 4.

2 Grantee's Duties

The Grantee, who is not a state employee, will:

Comply with required grants management policies and procedures set forth through Minn.Stat. §16B.97, Subd. 4 (a) (1). The Grantee will be reimbursed once annually, for only eligible OHV Safety Grant activities, including one or more of the following:

- Grantee staff time to participate in OHV/ATV activities, including attendance at training classes, also holding local safety training education programs for local participants. Training of Grantee staff working to enforce any OHV related law, rule or regulation is **MANDATORY**.
- Purchase of ATV's for use in patrolling;
- ATV maintenance, fuel and enforcement related costs;
- Trailers, trailer maintenance and repair (**not** costs related to towing vehicle repair)
- Helmets and other related protective gear (no standard uniforms or equipment);
- Purchase other equipment dedicated **SOLELY** to Off Highway Vehicle Enforcement work

- Submit **ANNUAL** Performance Reports and Reimbursement Requests for each year of participation in this Program. All needed documents to accomplish this are posted on the DNR website. The Grantee will be responsible for the administration, supervision, management, record keeping and program oversight required for the work performed under this grant contract. Further, the Grantee is responsible for maintaining an adequate conflict of interest policy. Throughout the term of this grant contract, the Grantee shall monitor and report any actual, potential or perceived conflicts of interest to the State's Authorized Representative.
- **POST on the Grantee's website, a copy of the two-page performance report, in accordance with 2009 Laws of Minnesota, Chapter 37, Article 1, Section 4, Subdivision 1.**

3 Time

The Grantee must comply with all the time requirements described in this grant contract. In the performance of this grant contract, time is of the essence.

4 Consideration and Payment

4.1 Consideration.

The State will pay for all services performed by the Grantee under this grant contract as follows:

(a) Compensation

The Grantee will be reimbursed up to \$ 7,138.00 in state fiscal year 2020, for expenses incurred between July 1, 2019 and June 30, 2020, and \$ 7,138.00 in fiscal year 2021, for expenses incurred between July 1, 2020, and June 30, 2021, as determined by the grant funding formula.

(b) Total Obligation.

The total obligation of the State for all compensation and reimbursements to the Grantee under this grant contract will not exceed **\$ 14,276.00**.

4.2 Payment

(a) Invoices

The State will promptly pay the Grantee after the Grantee presents an itemized invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services. Invoices must be submitted timely and according to the following schedule:

Invoices for state fiscal year 2020 must be submitted **before June 30, 2021**. Invoices for state fiscal year 2021 must be submitted **before June 30, 2022**. Only submit **ONE** invoice for the total expenses incurred during each state fiscal year.

5 Conditions of Payment

All services provided by the Grantee under this grant contract must be performed to the State's satisfaction, as determined at the sole discretion of the State's Authorized Representative and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. The Grantee will not receive payment for work found by the State to be unsatisfactory or performed in violation of federal, state, or local law.

Eligible reimbursement costs may not exceed **\$ 7,138.00** prior to July 1, 2020.

Eligible reimbursement costs may not exceed **\$ 7,138.00** prior to July 1, 2021.

6 Authorized Representative

The State's Authorized Representative is Adam Block, Boating Law Administrator, MN DNR Division of Enforcement, 500 Lafayette Road, St. Paul, MN, 55155-4047, adam.block@state.mn.us, or his successor, and has the responsibility to monitor the Grantee's performance and the authority to accept the services provided under this grant contract. If the services are satisfactory, the State's Authorized Representative will certify acceptance on each invoice submitted for payment.

The Grantee's Authorized Representative is **Amy Carlson, 604 Fifth Avenue SW, Roseau, MN 56751 (218) 463-4124, amy.carlson@co.roseau.mn.us** If the Grantee's Authorized Representative changes at any time during this grant contract, the Grantee must immediately notify the State.

7 Assignment Amendments, Waiver, and Grant Contract Complete

7.1 Assignment

The Grantee shall neither assign nor transfer any rights or obligations under this grant contract without the prior written consent of the State, approved by the same parties who executed and approved this grant contract, or their successors in office.

7.2 Amendments

Any amendments to this grant contract 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 grant contract, or their successors in office.

7.3 Waiver

If the State fails to enforce any provision of this grant contract, that failure does not waive the provision or the State's right to enforce it.

7.4 Grant Contract Complete

This grant contract contains all negotiations and agreements between the State and the Grantee. No other understanding regarding this grant contract, whether written or oral, may be used to bind either party.

8 Liability

The Grantee must 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 grant contract by the Grantee or the Grantee's agents or employees. This clause will not be construed to bar any legal remedies the Grantee may have for the State's failure to fulfill its obligations under this grant contract.

9 State Audits

Under Minn. Stat. § 16B.98, Subd.8, the Grantee's books, records, documents, and accounting procedures and practices of the Grantee or other party relevant to this grant agreement or transaction 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 grant agreement, receipt and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later.

10 Government Data Practices and Intellectual Property Rights

10.1 Government Data Practices

The Grantee and State must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, as it applies to all data provided by the State under this grant contract, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this grant contract. The civil remedies of Minn. Stat. §13.08 apply to the release of the data referred to in this clause by either the Grantee or the State. If the Grantee receives a request to release the data referred to

in this Clause, the Grantee must immediately notify the State. The State will give the Grantee instructions concerning the release of the data to the requesting party before the data is released. The Grantee's response to the request shall comply with applicable law.

11 Workers Compensation

The Grantee certifies that it is in compliance with Minn. Stat. §176.181, Subd. 2, pertaining to workers' compensation insurance coverage. The Grantee's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the State's obligation or responsibility.

12 Publicity and Endorsement

12.1 Publicity

Any publicity regarding the subject matter of this grant contract must identify the State as the sponsoring agency and must not be released without prior written approval from the State's Authorized Representative. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Grantee individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this grant contract. All projects primarily funded by state grant appropriations must publicly credit the State of Minnesota, including on the grantee's website when practicable.

12.2 Endorsement

The Grantee must not claim that the State endorses its products or services.

13 Governing Law, Jurisdiction, and Venue

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

14 Termination

14.1 Termination by the State

The State may immediately terminate this grant contract with or without cause, upon 30 days' written notice to the Grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

14.2 Termination for Cause

The State may immediately terminate this grant contract if the State finds that there has been a failure to comply with the provisions of this grant contract, that reasonable progress has not been made or that the purposes for which the funds were granted have not been or will not be fulfilled. The State may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.

14.3 Termination for Insufficient Funding

The State may immediately terminate this grant contract if:

- (a) It does not obtain funding from the Minnesota Legislature.
- (b) Or, if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to the Grantee. The State is not

obligated to pay for any services that are provided after notice and effective date of termination. However, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the contract is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. The State must provide the Grantee notice of the lack of funding within a reasonable time of the State's receiving that notice.

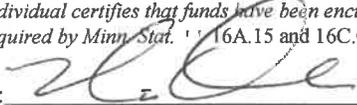
14.4 Additional alternate termination language may be negotiated on a case by case basis after the state agency has consulted with their legal and finance teams.

15 Data Disclosure

Under Minn. Stat. § 270C.65, Subd. 3, and other applicable law, the Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring the Grantee to file state tax returns and pay delinquent state tax liabilities, if any.

1. STATE ENCUMBRANCE VERIFICATION

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

Signed: 

Date: 9/11/19

SWIFT Contract/PO No(s) F490 166191/3-160853

3. STATE AGENCY

By: _____
(with delegated authority)

Title: _____

Date: _____

2. GRANTEE

The Grantee certifies that the appropriate person(s) have executed the grant contract on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

Distribution:
Agency
Grantee
State's Authorized Representative



Roseau County Request for Board Action

Agenda Item #: Consent 6 <small>(for office use only)</small>		
Requested Board Date:	October 8, 2019	Originating Department: Sheriff
Subject Title (as it will appear on the Agenda): Jail/Dispatch Hire(s)	Presenter: Steve Gust / Matt Restad	
	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 Board approval to hire Christian Zanc, Madison Fish, and Tyson Monsrud for jail/dispatch temporary positions.		
Background:		
Supporting Documentation: <input type="checkbox"/> Attached <input checked="" 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 _____		



Roseau County Request for Board Action

Agenda Item #: Department Reports 1a <small>(for office use only)</small>		
Requested Board Date:	October 8, 2019	Originating Department: Auditor
Subject Title (as it will appear on the Agenda): Tax-Forfeited Property – Re-Purchase Request	Presenter: Martie Monsrud	
	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 Board approval of a request from Raymie Hendrickson to re-purchase tax-forfeited property; and, to authorize Auditor Monsrud to submit the required paperwork to the State of MN.		
Background:		
Supporting Documentation: <input type="checkbox"/> Attached <input checked="" type="checkbox"/> None		
Agenda Classification for County Board Meeting: <input type="checkbox"/> Delegations/Board Appointments <input type="checkbox"/> Consent Agenda <input checked="" type="checkbox"/> Department Reports <input type="checkbox"/> Committee Reports <input type="checkbox"/> County Board Items <input type="checkbox"/> Other _____		



Roseau County Request for Board Action

Agenda Item #: Department Reports 1b <small>(for office use only)</small>		
Requested Board Date:	October 8, 2019	Originating Department: Auditor
Subject Title (as it will appear on the Agenda): Tax-Forfeited Land Sale	Presenter: Martie Monsrud	
	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 the Board establish the date, time, and sale terms for the 2019 Tax-Forfeited Land Sale. (Suggested Date & Time: Tuesday, November 5, 2019, 1:00 pm, in the Roseau County Boardroom)		
Background: At their 10/1/19 Board Work Session, the Board reviewed the Terms of Sale and established minimum sale values for the parcels to be sold on the private land sale (adjoining landowners only) and the public land sale. The list of parcels will be published, posted in the Auditor's Office, and placed on the County website.		
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 checked="" type="checkbox"/> Department Reports <input type="checkbox"/> Committee Reports <input type="checkbox"/> County Board Items <input type="checkbox"/> Other _____		

TERMS FOR THE PRIVATE AND PUBLIC SALE OF TAX FORFEITED LAND IN ROSEAU COUNTY

November 5, 2019 1:00 p.m. at the Roseau County Courthouse

PRIVATE SALES: Note: Eligible bidders are those landowners whose property adjoins the parcel of tax-forfeited land. All tax forfeited land is offered at an in-person private auction and sold to the highest bidder of the adjoining land owner. The minimum bid acceptable is the basic sale price that is shown on the list of tax forfeited land. The basic sale price is equal to the appraised value, or the appraised value plus any extra charges for special assessments levied after forfeiture, or for timber value as appraised by the Minnesota Department of Natural Resources.

PUBLIC SALES: All tax forfeited land is offered at an in-person public auction and sold to the highest bidder. The minimum bid acceptable is the basic sale price that is shown on the list of tax forfeited land. The basic sale price is equal to the appraised value, or the appraised value plus any extra charges for special assessments levied after forfeiture, or for timber value as appraised by the Minnesota Department of Natural Resources.

FULL PURCHASE PRICE IS DUE AT TIME OF SALE BY CASHIER CHECK, MONEY ORDER OR CASH.

In addition to the purchase price, the following fees will be collected at the time of sale:

- State assurance surcharge: 3% of the purchase price;
- State Deed Fee: \$25.00;
- Deed Filing Fee: \$46.00;
- State Deed Tax: equal to the greater of \$1.65 or 0.33% of the purchase price.

All sales are final, and no refunds or exchanges are permitted. Roseau County is not responsible for determining property lines or boundaries. Access to the property is the responsibility of the buyer.

Sales are subject to the following restrictions on the use of the properties: existing leases, building codes and zoning laws, and easements obtained by any government subdivision or agency thereof for a public purpose. Contact the city or township where the land is located for details of building codes or zoning laws. **The Basic Sale Price does not represent a basis for future taxes.**

All property is sold “**as is**”. Roseau County makes no warranty that the land is “**buildable**” or the “**condition**” of the buildings on the property. No warranties as to physical condition of the property have been made by Seller, its Employees or Agents; any warranties of physical condition of the property are void. The Seller, its Employees or Agents, have no further responsibility or liability with respect to the condition or management of the property.

RADON WARNING STATEMENT: Minnesota Department of Health strongly recommends that ALL potential buyers have an indoor radon test performed prior to purchase or taking occupancy of any tax-forfeited residential property. Roseau County has no knowledge of radon and is not required to conduct radon testing on tax-forfeited residential property.

SPECIAL ASSESSMENTS: Any special assessments that were levied after forfeiture and certified to the County Auditor have been added to the appraised value. Any clean-up costs incurred have also been added to the appraised value. These costs are paid by the purchaser as part of the basic sale price.

It is the responsibility of the prospective buyer to contact the city/township to determine if any future special assessments will be assessed to the property.

TITLE: PROOF OF OWNERSHIP: The buyer will receive a receipt at the time of the sale. Roseau County will submit an application of Conveyance of Forfeited Lands for a State Deed from the Department of Revenue. Once Roseau County receives the State Deed, it will be recorded.

FOR ALL LAND NOT IN A PLATTED SUBDIVISION: There are restrictive covenants required for marginal lands and wetlands including lands in Auditor's Subdivisions, (see Minnesota Statutes, Section 103F.535, Subd. 2, and Minnesota Statutes Section 282.018, Subd. 2.)

FORMER OWNERS: Must pay the purchase price or the amount of delinquency, whichever is greater, pursuant to Minnesota Statutes Section 282.01, Subd. 7.

PARCELS NOT SOLD AT PUBLIC OR PRIVATE AUCTION: Parcels not sold at the sale may be purchased after the sale by paying the basic sale price of the parcel. The basic sale price cannot be changed unless the parcel is re-appraised, republished, and again offered at a future public sale.

IN ORDER TO PROTECT YOUR LEGAL INTERESTS, WE RECOMMEND THAT YOU CONSULT WITH YOUR ATTORNEY ON LEGAL ISSUES THAT MAY BE ASSOCIATED WITH THE SALE.



Roseau County Request for Board Action

Agenda Item #: County Board Item 2 <small>(for office use only)</small>		
Requested Board Date:	October 8, 2019	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 _____		

JACK SWANSON COMMITTEE REPORTS

SEPT 30, 2019 - WAGE COMMITTEE

OCT 1, 2019 - OPERATIONS COMMITTEE

OCT 1, 2019 - COMMITTEE OF THE WHOLE

OCT 2, 2019 - COMMUNITY JUSTICE COORDINATING COMMITTEE

OCT 3, 2019 - NORTHERN COUNTIES LAND USE COORDINATING
COMMITTEE (NORTHOME)

OCT 7, 2019 - ROSEAU CITY COUNCIL

JACK SWANSON COMMITTEE REPORT

SEPT 10, 2019 - HIGHWAY COMMITTEE

SEPT 10, 2019 - PUBLIC HEALTH COMMITTEE

SEPT 11, 2019 - NORTHWEST EMERGENCY COMMUNICATIONS BOARD (ALEXANDRIA); 3rd reading OF ATTENDANCE POLICY

SEPT 11, 2019 - ASSOCIATION OF MINNESOTA COUNTIES (AMC) BOARD OF DIRECTORS (ALEXANDRIA)

SEPT 12, 2019 - AMC FINANCE COMMITTEE (ALEXANDRIA); recommended dues increase to cover anticipated budget shortfall

SEPT 12, 2019 - STATEWIDE EMERGENCY COMMUNICATIONS BOARD FINANCE COMMITTEE (ALEXANDRIA); Discussed Subcommittee tasked with identifying future County costs

SEPT 12, 2019 – AMC FALL POLICY CONFERENCE (ALEXANDRIA); Public Safety Committee presentations on E.C.N. and doc/cpo/cca funding; Commissioners Horner & Wicklund win AMC beanbag tournament

SEPT 13, 2019 – AMC FALL POLICY CONFERENCE (ALEXANDRIA); Public Safety Committee set policy priorities include emergency services and probation funding increases

SEPT 16, 2019 – ROSEAU SCHOOL BOARD

SEPT 17, 2019 – SOCIAL SERVICES BOARD

SEPT 17, 2019 – BUILDING COMMITTEE

SEPT 17, 2019 - SAFETY COMMITTEE

SEPT 17, 2019 - DOMESTIC VIOLENCE COURT ADVISORY COMMITTEE

SEPT 17, 2019 - ROSEAU CITY COUNCIL

SEPT 18, 2019 – NATIONAL ASSOCIATION OF COUNTIES COMMUNITY, WORKFORCE, ECONOMIC DEVELOPMENT TELECONFERENCE

SEPT 18, 2019 - NORTHWEST MINNESOTA MULTI-COUNTY HOUSING AND REDEVELOPMENT AUTHORITY (MENTOR); ANNUAL MEETING

SEPT 19, 2019 – AMC FUTURES TASK FORCE (ST. PAUL)

SEPT 20, 2019 – AMC FUTURES TASK FORCE (ST. PAUL)

SEPT 23, 2019 - ROSEAU COUNTY WAGE COMMITTEE

SEPT 23, 2019 - JOINT DITCH 72

Commissioner Falk Committee Report

September 10, 2019 – Highway Committee Meeting

September 17, 2019 – Social Services Board Meeting

September 17, 2019 – Building Committee Meeting

September 17, 2019 – Safety Committee Meeting

September 19, 2019 – Insurance Committee Meeting

September 23, 2019 – Natural Resources Joint Powers Meeting in Bemidji

September 23, 2019 – Wage Negotiation Committee Meeting

Commissioner Horner Committee Report

September 10, 2019 – Highway Committee Meeting

September 10, 2019 – Public Health Committee Meeting

September 17, 2019 – Social Services Board Meeting

September 18, 2019 – Lake Township Board Meeting

September 11 – 13, 2019 – Association of Minnesota Counties Fall Policy Conference

September 23, 2019 – Warroad City Council Meeting

Commissioner Walker Committee Report

September 10, 2019 – Highway Committee Meeting

September 11, 2019 – Minnesota Rural Counties Meeting in Alexandria

September 11 – 13, 2019 – Association of Minnesota Counties Fall Policy Conference

September 17, 2019 – Social Services Board Meeting

September 23, 2019 – Natural Resources Joint Powers Meeting in Bemidji

Commissioner Wicklund Committee Report

September 10, 2019 – Highway Committee Meeting

September 11 – 13, 2019 – Association of Minnesota Counties Fall Policy Conference

September 12, 2019 – AMC Cannabis Committee Meeting

September 12, 2019 – AMC Transportation Committee Meeting

September 17, 2019 – Social Services Board Meeting

September 23, 2019 – Joint Ditch Authority – Ditch 72 Meeting with Kittson County