

REGULAR BOARD MEETING AGENDA

Notice is hereby given that the Board of Commissioners of Roseau County will meet in session on **March 26, 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. Laverne Voll – Drainage Issue

8:50 Consent Agenda

1. March 12, 2019 Board Proceedings
2. Advertise to Hire – Heavy Equipment Operator
3. Safety Training Contract
4. Roseau County Trailblazers – 3rd Benchmark
5. Social Services – In-Home Treatment Position

8:55 Department Reports

1. Auditor
 - a. MN Department of Transportation Property Transfer
 - b. Debt Compliance Policy and Procedures Update
2. Highway
 - a. Call for Bids – Milling, Grading, Bituminous Surfacing, and Box Culvert Installation

9:00 Committee Reports

9:05 County Board Items

1. Transportation Funding Resolution
2. Commissioner Committee Reports

9:45 Unfinished Business

9:45 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:	March 26, 2019	Originating Department: Commissioners
Subject Title (as it will appear on the Agenda): Drainage Issue	Presenter: Laverne Voll	
	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: Mr. Voll would like to discuss a drainage issue with the Board.		
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

March 12, 2019

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, Minnesota on Tuesday, March 12, 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 Martie Monsrud, Jeff Pelowski, Joleen Kezar, Brian Ketring, Daryle Dahl, Kristy Kjos, Dave Anderson, Sue Grafstrom, Martin Howes, Joe Laurin, Marlin Lindland, Tracy Bergstrom, Scott Johnson, Jason Braaten, Janine Lovold, Matt Fischer, Torin McCormack, John Wynne, Gretchen Mehmel, and Scott Laudenslager.

APPROVAL OF AGENDA

Added to the Consent Agenda: Appointment to the Extension Committee; approval to Hire a Deputy Treasurer; and, authorization to advertise for the Social Services Director position. A motion to approve the amended Agenda was made by Commissioner Walker, seconded by Commissioner Horner, and carried unanimously.

COMMENTS AND ANNOUNCEMENTS

Coordinator Pelowski stated that DNR Commissioner Strommen was planning to attend the March 26th Board Meeting but had a scheduling conflict. She has rescheduled for the May 14th Board Meeting.

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 2/28/2019 (Warrant # 139760-139766)

<u>Vendor Name</u>	<u>Amount</u>
AFLAC	3,503.62
LAKE COUNTRY CHEVROLET-BUICK INC	28,891.99
ROSEAU CO TRAILBLAZERS	33,930.39
RUPP ANDERSON SQUIRES & WALDSPURGER	29,514.16
3 Payments less 2,000.00	2,258.84
Final Total:	98,099.00

Warrants Approved For Payment 3/07/2019 (Warrant # 139840-139859)

<u>Vendor Name</u>	<u>Amount</u>
DEARBORN NATIONAL LIFE INSURANCE	3,400.22
JOHNSON/LAURE A	3,526.88
MN ENERGY RESOURCES	3,742.72
RIVERFRONT STATION	3,773.02
ROSEAU CITY	12,994.30
SUN LIFE ASSURANCE COMPANY OF CANADA	2,268.56
14 Payments less than 2,000.00	8,797.74
Final Total:	38,503.44

Warrants Approved On 3/12/2019 For Payment 3/15/2019 (Warrant # 139860-139928)

<u>Vendor Name</u>	<u>Amount</u>
AUTO VALUE OF ROSEAU	7,406.79
C & M FORD SALES, INC.	62,326.98
CDW GOVERNMENT INC	2,124.16
COULOMBE CONSULTING	3,120.00
DELL MARKETING LP	3,037.67
LIFECARE MEDICAL CENTER	30,000.00
MAR-KIT LANDFILL	36,476.50
MARCO INC	2,681.98
MN DEPT OF CORRECTIONS	34,483.05
ROSEAU CO HWY DEPT	6,718.75
SUMMIT FOOD SERVICE-DBA	7,427.54
WARROAD AMBULANCE & RESCUE SQUAD	30,000.00
57 Payments less than 2,000.00	24,323.63
Final Total:	250,127.05

DELEGATIONS/BOARD APPOINTMENTS/PUBLIC COMMENTS

Gretchen Mehmel & Scott Laudenslager (MnDNR) – Norris Camp/Baudette Wildlife Update

Scott Laudenslager provided an update on the 2018 deer and bear harvests, and the projects scheduled for 2019. Gretchen Mehmel provided an update on Norris Camp, and mentioned that the camp is going “off the grid” by converting to solar power with propane generator backup.

John Wynne – Rural Business Development Grant Opportunity

The USDA invites Grant applications each year. Roseau County has applied in the past for the Rural Business Enterprise Grant, (RBEG). USDA has changed the name of this program to Rural Business Development Grant, and are currently taking applications. The deadline to apply is March 31st. Mr. Wynne asked the Board if Roseau County would like to apply. He suggested that we request \$99,999, with Roseau County contributing \$5,000, which would make the application more competitive. The existing RBEG Committee would administer this grant if our application is successful. A motion was made by Commissioner Falk, seconded by Commissioner Walker, and carried unanimously to authorize submission of the grant application, and to approve a Resolution of Sponsorship with Roseau County providing \$5,000.

CONSENT AGENDA

A motion to approve the Consent Agenda was made by Commissioner Horner, seconded by Commissioner Wicklund, and carried unanimously. The Board, by adoption of its Consent Agenda, approved the February 26, 2019, Board Proceedings; approved the Application of Exempt Permit for HELPP, Inc.; approved the appointment of Brent Walsh to the Extension Committee; approved the hire of a regular full-time Deputy Treasurer (Grade 5, Step A); and, approved advertising for the Director of Social Services (Grade 13) position.

COUNTY BOARD ITEMS

Lake of the Woods (LOW) One Watershed One Plan (1W1P) Governance Structure

There are currently two potential legal governance structures available for the implementation of the LOW 1W1P: 1) Joint Power Collaboration (JPC), or 2) Joint Powers Entity

(JPE). The five groups that are involved in this plan are Roseau and LOW Counties, Warroad River Watershed District, and Roseau and LOW SWCD. These groups would be managing the funds provided by the Grant. Following discussion, a motion to approve a JPE with the following conditions: the Agreement establishing the JPE must include language that specifies that the JPE will have no employees; there will be no cost share provisions; the Entity cannot assume any debt; and the Entity cannot own any property or equipment was made by Commissioner Horner, seconded by Commissioner Walker, and carried unanimously.

Commissioner Committee Reports (February 26 – March 12, 2019)

Commissioner Falk reported on the following committee(s): Red River Basin Commission Board Meeting; Operations Meeting; County Board Work Session; Building Committee Meeting; Roseau River Watershed Board Meeting; Red River Basin Board Meeting; NW Regional Development Commission Meeting; Roseau County Extension Committee Meeting; Roseau County Township Officers Association Annual Meeting.

Commissioner Horner reported on the following committee(s): Operations Meeting; County Board Work Session; Roseau County Township Officers Association Annual Meeting.

Commissioner Swanson reported on the following committee(s): Roseau County Township Officers Association Annual Meeting; University of Minnesota Extension Citizens Advisory Council Meeting; Legislative Committee Meeting; Roseau City Council; Operations Meeting; County Board Work Session; Building Committee; Community Justice Coordinating Committee Meeting; Northern Counties Land Use Coordinating Board Meeting; Roseau County Extension Committee Meeting.

Commissioner Walker reported on the following committee(s): Roseau County Township Officers Association Annual Meeting; Operations Meeting; County Board Work Session; Minnesota Rural Counties Meeting.

Commissioner Wicklund reported on the following committee(s): Northwest Regional Development Commission Meeting; Operations Meeting; County Board Work Session; Two Rivers Watershed Meeting; Roseau County Township Officers Association Annual Meeting.

Upon motion carried, the Board adjourned the meeting at 10:00 a.m. The next Regular meeting of the Board is scheduled for Tuesday, March 26, 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



Roseau County Request for Board Action

Agenda Item #: Consent 2 <small>(for office use only)</small>		
Requested Board Date:	March 26, 2019	Originating Department: Highway
Subject Title (as it will appear on the Agenda): Advertise to Hire – Heavy Equipment Operator		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 approval to advertise to hire a Heavy Equipment Operator for the Maintenance Department. This is a Grade 5 position.		
Background: As presented at the March 12 th Highway Committee meeting.		
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 _____		



Employment Opportunity

Position: Heavy Equipment Operator

Roseau County is accepting applications for a regular, full-time Heavy Equipment Operator. This is a benefited non-exempt Grade 5 position, with a beginning wage of \$20.03 per hour, commensurate with experience.

This position will perform skilled labor operating heavy motorized equipment in the construction, reconstruction, repair, maintenance, snow removal and bituminous work on roads, bridges, ditches and facilities in Roseau County.

Minimum requirements for this position include a High School Diploma or equivalent; a valid Minnesota Class A (CDL) Driver's License, plus one year of related experience. Applicant should have the ability to operate a variety of light, medium, heavy and specialized equipment for the maintenance and repair of highways; ability to establish and maintain effective working relationships with others, ability to communicate effectively and have good public relations skills; ability to perform work in a safe, efficient, effective manner; ability to operate various machinery such as tandem trucks, motor graders, dozers, mower tractors, back hoes, skid loaders with attachments, pay loaders, steam boilers, gravel crushers, sprayers, etc., and must possess mechanical skills and general knowledge of tools, equipment and standards.

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: County Coordinator's Office, 606 5th Ave SW, Room 131, Roseau, MN. **Closing date is April 26, 2019.**

For a detailed Job Description and/or specific job-related questions, please contact the Roseau County Highway Engineer's Office at 218-463-2063.

ROSEAU COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER



Roseau County Request for Board Action

Agenda Item #: Consent 3 <small>(for office use only)</small>		
Requested Board Date:	March 26, 2019	Originating Department: Highway
Subject Title (as it will appear on the Agenda): Safety Training Contract	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: Consider approval of the attached Contract with Northland Community & Technical College for the Roseau County Highway Department's annual OSHA safety training.		
Background: This training is an 8-hour class geared for heavy equipment operators & construction workers. The class is scheduled for May 30 th ; outside of the spring snowplow season. The cost of the class is \$1,700.00, which reflects an approximate \$200.00 increase in comparison to the 2017 Contract.		
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 _____		

F.Y.	Cost Center	Obj. Code	Amount	Vendor #	P.O. #
2019	141200		\$1,700		



NORTHLAND
COMMUNITY & TECHNICAL COLLEGE

STATE OF MINNESOTA
MINNESOTA STATE COLLEGES AND UNIVERSITIES
NORTHLAND COMMUNITY AND TECHNICAL COLLEGE
CUSTOMIZED TRAINING INCOME CONTRACT

THIS CONTRACT, and amendments and supplements thereto, is between the State of Minnesota, acting through its Board of Trustees of the Minnesota State Colleges and Universities, on behalf of Northland Community and Technical College (hereinafter MnSCU), and **Roseau County Highway Department**, located at **407 5th Ave. NW, Roseau MN 56751** (hereafter "PURCHASER") agree as follows:

1. DUTIES OF MnSCU. MnSCU agrees to provide the following:
 - a. Title of Instruction: **OSHA Safety Training**
 - b. Date(s) of Instruction/Activity/Service: **Thursday, May 30th, 2019**
 - c. Time(s): **7:30am-3:30pm**
 - d. Instructor/ Trainer/Consultant: **Ashley Gillund**
 - e. Location: **Roseau, NCTC Site at Roseau City Center**
2. DUTIES OF THE PURCHASER. The PURCHASER agrees to provide/arrange: **n/a**
3. SITE OF INSTRUCTION: **Northland Community and Technical College** shall make all of the arrangements, including any payment, for the location to be used for the Instruction.
4. CONSIDERATION AND TERMS OF PAYMENT.
 - a. COST.
Cost of Instruction/Activity/Service: **One-thousand seven hundred and 00/100 dollars (\$1,700.00)**

Notwithstanding the thirty (30) day notice period established in paragraph 7, in the event that the PURCHASER desires to cancel or reschedule the Instruction/Activity/Service due to low enrollment, PURCHASER shall give at least **30** days' notice in writing to MnSCU's authorized agent to cancel or reschedule. If the Instruction/ Activity/ Service is canceled as provided herein, MnSCU shall be entitled to payment calculated according to paragraph 7. If the Instruction/ Activity/ Service is rescheduled as provided herein, payment shall be according to this paragraph 4.

- b. TERMS OF PAYMENT. MnSCU will send an invoice for the Instruction/ Activity/ Service performed. The PURCHASER will pay within **30** days of receiving the invoice. Please send payment to: **NCTC-COL, 1101 Highway One East, Thief River Falls, MN 56701.**

5. AUTHORIZED AGENTS FOR THE PURPOSES OF THIS CONTRACT.

- a. PURCHASER'S authorized agent:

Name: Ryan Murray
Title: Assistant Engineer - Maintenance
Address: 407 5th Ave. NW
Telephone: 218-463-2063
E-Mail: ryan.murray@co.roseau.mn.us
Fax: N/A

- b. MnSCU' S authorized agent:

Name: Kirsten Michalke
Title: Director of Workforce Development
Address: 1101 Highway One East, Thief River Falls, MN 56701
Telephone: 218-683-8647
E-Mail: Kirsten.Michalke@Northlandcollege.edu
Fax: 218-683-8989

6. TERM OF CONTRACT.

This contract is effective on **May 30, 2019** or upon the date the final required signature is obtained by MnSCU, whichever occurs later, and shall remain in effect until **May 30, 2019** or until all obligations set forth in this contract have been satisfactorily fulfilled, whichever occurs first. The PURCHASER understands that no work should begin under this contract until all required signatures have been obtained.

7. CANCELLATION. This contract may be canceled by the PURCHASER or MnSCU at any time, with or without cause, upon thirty (30) days written notice to the other party. In the event of such cancellation, MnSCU shall be entitled to payment, determined on a pro-rated basis, for work or Instruction/Activity/Service satisfactorily performed.
8. ASSIGNMENT. Neither the PURCHASER nor MnSCU shall assign or transfer any rights or obligations under this contract without the prior written approval of the other party.
9. LIABILITY. The PURCHASER shall indemnify, save, and hold MnSCU, its representatives and employees harmless from any and all claims or causes of action, including all attorney's fees incurred by MnSCU, arising from the performance of this contract by the PURCHASER or PURCHASER'S agents or employees. This clause shall not be construed to bar any legal remedies the PURCHASER may have for MnSCU' S failure to fulfill its obligations pursuant to this contract.
10. AMERICANS WITH DISABILITIES ACT COMPLIANCE (hereinafter "ADA"). The PURCHASER agrees that in fulfilling the duties of this contract, the PURCHASER is responsible for complying with the applicable provisions of the Americans with Disabilities Act, 42 U. S. C. 12101, et. seq. and regulations promulgated pursuant to it. MnSCU IS NOT responsible for issues

or challenges related to compliance with the ADA beyond its own routine use of facilities, services, or other areas covered by the ADA.

11. GOVERNMENT DATA PRACTICES ACT. The requirements of Minnesota Statutes § 13.05, subd. 11 apply to this contract. The PURCHASER and MnSCU must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided by MnSCU in accordance with this contract, and as it applies to all data, created, collected, received, stored, used, maintained, or disseminated by the PURCHASER in accordance with this contract. The civil remedies of Minnesota Statutes §13.08 apply to the release of the data referred to in this clause by either the PURCHASER or MnSCU.

In the event the PURCHASER receives a request to release the data referred to in this clause, the PURCHASER must immediately notify MnSCU. MnSCU will give the PURCHASER instructions concerning the release of the data to the requesting party before the data is released.

12. RIGHTS IN ORIGINAL MATERIALS. MnSCU shall own all rights, including all intellectual property rights, in all original materials, including any curriculum materials, inventions, reports, studies, designs, drawings, specifications, notes, documents, software and documentations, computer based training modules, electronically or magnetically recorded materials, and other work in whatever form, developed College/University and its employees individually or jointly with others or any subcontractors in the performance of its obligations under this contract. This provision shall not apply to the following materials: N/A

13. JURISDICTION AND VENUE. This contract shall be governed by the laws of the State of Minnesota. Venue for all legal proceedings arising out of this contract, or the breach thereof, shall be located only in the state or federal court with competent jurisdiction in Ramsey County, Minnesota.

14. OTHER PROVISIONS. **None**

The rest of this page intentionally left blank. Signature page to follow.

IN WITNESS WHEREOF, the parties have caused this contract to be duly executed intending to be bound thereby.

APPROVED:

1. MINNESOTA STATE COLLEGES AND UNIVERSITIES

NORTHLAND COMMUNITY AND TECHNICAL COLLEGE

By (authorized signature)	
Kirsten Michalke	
Title	Director of Workforce Development, NCTC
Date	03/08/2019

2. PURCHASER: Roseau County Highway Department

PURCHASER certifies that the appropriate person(s) have executed the contract on behalf of PURCHASER as required by applicable articles, by-laws, resolutions, or ordinances.

By (authorized signature)	
Title	
Date	

By (authorized signature)	
Title	
Date	

3. AS TO FORM AND EXECUTION:

By (authorized college/university/system office initiating agreement)	
Michelle Bakken	
Title	Business Manager, NCTC
Date	



Roseau County Request for Board Action

Agenda Item #: Consent 4 <small>(for office use only)</small>		
Requested Board Date:	March 26, 2019	Originating Department: Roseau County Trailblazers
Subject Title (as it will appear on the Agenda): Roseau County Trailblazers – 3 rd Benchmark	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 Board approval of the Roseau County Trailblazers 3 rd Benchmark payment.		
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 _____		

SNOWMOBILE TRAILS ASSISTANCE PROGRAM MAINTENANCE AND GROOMING

Certification of Satisfactory Grooming

2nd Benchmark – Due By February 15th

3rd Benchmark – Due By April 15th

Trail Name: Roseau County Trailblazers/BISF 1

Club/Organization Name: Roseau County Trailblazers Snowmobile Club

Trail Administrator Signature *Myles Lysen* Date _____

By signing this form, the Sponsor certifies that the above snowmobile trail has been satisfactorily groomed
 from opening day through January 15th; or
 from January 16th through the end of the season or April 1st.

Is there any reason why the Department of Natural Resources should withhold any part of this payment?

YES _____ NO

If YES, please elaborate: _____

Sponsor Name (Local Unit of Government): Roseau County

Sponsor Signature: _____ Date _____

Title: _____

Amount requested \$33,930.39 (Up to 25% of the original contract.)

DEPARTMENT USE ONLY

THIS INVOICE APPROVED FOR PAYMENT BY:

Parks and Trails Area Supervisor – OK TO PAY	Date	FY	Amount \$
SWIFT PO: 3-142406	RECEIPT #		
VENDOR #:0000197344	LINE #		
SERVICE BEGIN DATE: December 1, 2018 _____	SERVICE END DATE: January 15, 2019 _____		
SERVICE BEGIN DATE: January 16, 2019 _____	SERVICE END DATE: March 31, 2019 _____		
INVOICE #: <u>BM2</u> <u>BM3</u>	Vendor Name and Address: Roseau County 606 5 th Ave SW, Room 131 Roseau, MN 56751		



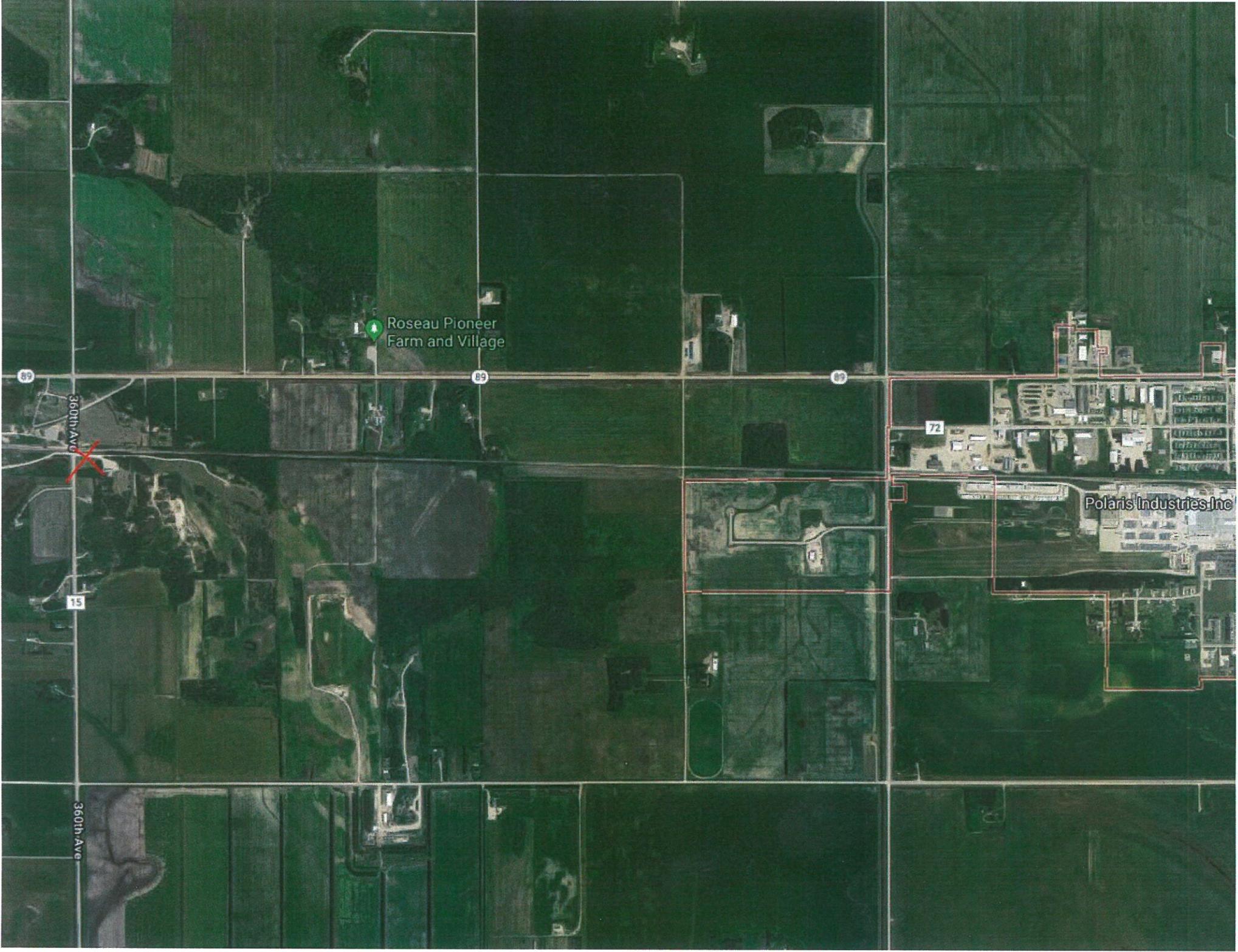
Roseau County Request for Board Action

Agenda Item #: Consent 5 <small>(for office use only)</small>		
Requested Board Date:	March 26, 2019	Originating Department: Social Services
Subject Title (as it will appear on the Agenda): In-Home Treatment Position	Presenter: Dave Anderson	
	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: Consider authorizing creation of an In-Home Treatment position, development of a position Job Description, and submission of that Description to TruSight for evaluation.		
Background: In-Home treatment is a need in Roseau County. Previous providers have discontinued the service do to difficulty in maintaining adequate staffing. The Social Services Board is recommending that the Agency create a position and try to provide this service locally.		
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:	March 26, 2019	Originating Department: Auditor/Highway
Subject Title (as it will appear on the Agenda): MN Department of Transportation (MnDOT) Property Transfer		Presenter: Martie/Brian
		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 approve the attached Resolution accepting the transfer of property from MnDOT.		
Background: MnDOT has contacted Brian Ketring regarding the transfer of a piece of property along County Road 15 as there appears to be no existing easement for the County road. MnDOT will issue a Quit Claim deed for transportation purposes at no cost.		
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 _____		



Roseau Pioneer Farm and Village

Polaris Industries Inc

89

89

89

72

360th Ave

15

360th Ave

CONVEYANCE 2019-0001
C.S. 6800 (0=) 000
PARCEL 3
10,017 SQ FT



D2

1"=100'



33'

RAILROAD RIGHT-OF-WAY

CSAH 15
10,017 SQ FT

255'

SW corner of
NW1/4 of NW1/4

252'

33'



Roseau County Request for Board Action

Agenda Item #: Department Reports 1b <small>(for office use only)</small>		
Requested Board Date:	March 26, 2019	Originating Department: Auditor
Subject Title (as it will appear on the Agenda): Debt Compliance Policy and Procedures Update	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: Consider adopting the attached Resolution authorizing Ehlers to update our "Post-Issuance Debt Compliance Policy and Procedures".		
Background: Our existing policy has not been updated since 2012 and Ehlers is recommending that we do so to remain in compliance with Municipal Bond regulations.		
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 _____		

From: Sara Beecher <SBeecher@ehlers-inc.com>

Sent: Monday, March 18, 2019 11:46 AM

To: Martha A. Monsrud <martie@co.roseau.mn.us>

Cc: Bruce Kimmel <bkimmel@ehlers-inc.com>

Subject: Post Issuance Compliance Policy Update Recommended - Roseau County

Good morning,

Our records show policy and procedures relating to post issuance compliance were adopted or approved around April of 2012. The documents were prepared by Ehlers. We have attached the procedures document for your reference. Since this date, significant changes have taken place which has led us to revise our policy and procedure document templates.

Due to increased underwriter scrutiny (the Municipalities Continuing Disclosure Cooperation initiative "MCDC" in March of 2014 and afterward) regarding disclosure practices we are now including several procedural items in our policy templates that are intended to assist the obligated person with how to monitor compliance with each unique Continuing Disclosure Agreement.

Also, effective February 27, 2019, the Securities and Exchange Commission (SEC) required amendments to Rule 15c2-12 of the Securities Exchange Act (the "Rule") to include two additional reportable events, increasing the number of required event notices to 16. The two additional reportable events are as follows:

- *Incurrence of a financial obligation of the issuer or obligated person, if material, or agreement to covenants, events of default, remedies, priority rights, or other similar terms of a financial obligation of the issuer or obligated person, any of which affect security holders, if material; and,*
- *Default, event of acceleration, termination event, modification of terms, or other similar events under the terms of the financial obligation of the issuer or obligated person, any of which reflect financial difficulties.*

Numerous Industry experts have suggested updating policies and procedure documents to ensure Issuers are ready to comply with their disclosure obligations, which includes the two new rules. Now is a good time to update the documents to provide underwriters and current security holders assurance that your entity is prepared to comply with your post issuance obligations.

We will provide the documents at the \$200 fee which is laid out in the "Agreement for Post-Issuance Debt Compliance Policy and Procedures Templates" which was signed April 23, 2012. We have attached the contract for your reference. Please respond to this email to confirm you would like to receive the updated procedures templates.

Ehlers maintains extensive experience and has invested in a full range of products and services to assist municipalities in meeting their post issuance compliance obligations. Make sure your municipality is prepared for this new regulatory complexity.

Sara Beecher

Sara Beecher

Senior Disclosure Coordinator

O: (262) 796-6172 | ehlers-inc.com

Roseau County, Minnesota Post-Issuance Debt Compliance Procedures

The Board of Commissioners (the “Board”) of Roseau County, Minnesota (the “County”) has adopted the attached Post-Issuance Debt Compliance Policy dated March 26, 2019. The Post-Issuance Debt Compliance Policy applies to qualifying debt obligations issued by the County. As directed by the adoption of the Post-Issuance Debt Compliance Policy, the County Auditor of the County will perform the following Post-Issuance Debt Compliance Procedures for all of the County’s outstanding debt.

1) General Post-Issuance Compliance

- a) Ensure written procedures and/or guidelines have been put in place for individuals to follow when more than one person is responsible for ensuring compliance with Post-Issuance Debt Compliance Procedures.
- b) Ensure training and/or educational resources for post-issuance compliance have been approved and obtained.
- c) The County Auditor understands that there are options for voluntarily correcting failures to comply with post-issuance compliance requirements (e.g. as remedial actions under Section 1.141-12 of the Treasury Regulations and the ability to enter into a closing agreement under the Tax-Exempt Bonds Voluntary Closing Agreement Program described in Notice 2008-31 (the “VCAP Program”).

2) General Recordkeeping

- a) Retain records and documents for the obligation and all obligations issued to refund the obligation for a period of at least seven years following the final payment of the obligation. If an obligation is refunded, then the final payment of the refunding obligation becomes the beginning of the period unless otherwise directed by the County’s bond counsel.
- b) Retain electronic (preferred) and/or paper versions of records and documents for the obligation.
- c) General records and documentation to be assembled and retained:
 - i) Description of the purpose of the obligation (i.e. the project or projects) and the state statute authorizing the project.
 - ii) Record of tax-exempt status or revocation of tax-exempt status, if applicable.
 - iii) Any correspondence between the County and the IRS.
 - iv) Audited financial statements.
 - v) All accounting audits of property financed by the obligation.
 - vi) Obligation transcripts, official statements, and other offering documents of the obligation.
 - vii) Minutes and resolutions authorizing the issuance of the obligation.
 - viii) Certifications of the issue price of the obligation.

- ix) Any formal elections for the obligation (i.e. an election to employ an accounting methodology other than the specific tracing method).
 - x) Appraisals, demand surveys, or feasibility studies for property financed by the obligation.
 - xi) All information reports filed for the obligations.
 - xii) All management contracts and other service agreements, research contracts, and naming rights contracts.
 - xiii) Documents related to governmental grants associated with construction, renovation or purchase of property financed by the obligation.
 - xiv) Reports of any prior IRS examinations of the County or the County's obligation.
 - xv) All correspondence related to the above (faxes, emails, or letters).
- 3) Arbitrage Yield Restriction and Rebate Recordkeeping
- a) Investment and arbitrage documentation to be assembled and retained:
 - i) An accounting of all deposits, expenditures, interest income and asset balances associated with each fund established in connection with the obligation. This includes an accounting of all monies deposited to the debt service fund to make debt service payments on the obligation, regardless of the source derived. Accounting for expenditures and assets is described in further detail in Section 4.
 - ii) Statements prepared by Trustee and/or Investment Provider.
 - iii) Documentation of at least quarterly allocations of investments and investment earnings to each obligation.
 - iv) Documentation for investments made with obligation proceeds such as:
 - (1) investment contracts (i.e. guaranteed investment contracts),
 - (2) credit enhancement transactions (i.e. obligation insurance contracts),
 - (3) financial derivatives (e.g. swaps, caps, and collars), and
 - (4) bidding of financial products:
 - (a) Investments acquired with obligation proceeds are purchased at fair market value (e.g. three bid safe harbor rule for open market securities needed in advance refunding escrows).
 - b) Computations of the arbitrage yield.
 - c) Computations of yield restriction and rebate amounts including but not limited to:
 - i) Compliance in meeting the "Temporary Period from Yield Restriction Exception" and limiting the investment of funds after the temporary period expires.
 - ii) Compliance in meeting the "Rebate Exception."
 - (1) qualifying for the "Small Issuer Exception,"
 - (2) qualifying for a "Spending Exception,"
 - (a) 6-Month Spending Exception
 - (b) 18-Month Spending Exception
 - (c) 24-Month Spending Exception

- (3) qualifying for the “Bona Fide Debt Service Fund Exception,” and
 - (4) quantifying arbitrage on all funds established in connection with the obligation in lieu of satisfying arbitrage exceptions including reserve funds and debt service funds.
 - d) Computations of yield restriction and rebate payments.
 - e) Timely Tax Form 8038-T filing, if applicable.
 - i) Remit any arbitrage liability associated with the obligation to the IRS at each five-year anniversary date of the obligation, and the date in which the obligation is no longer outstanding (redemption or maturity date), whichever comes sooner, within 60 days of said date.
 - f) Timely Tax Form 8038-R filing, if applicable.
 - i) Remit the form after the date in which the obligation is no longer outstanding (redemption or maturity date), whichever comes sooner, within 2 years of said date.
 - g) Procedures or guidelines for monitoring instances where compliance with applicable yield restriction requirements depends on subsequent reinvestment of obligation proceeds in lower yielding investments (e.g. reinvestment in zero coupon SLGS).
- 4) Expenditure and Asset Documentation to be Assembled and Retained
- a) Documentation of allocations of obligation proceeds to expenditures (e.g. allocation of proceeds to expenditures for the construction, renovation or purchase of facilities owned and used in the performance of exempt purposes).
 - i) Such allocation will be done not later than the earlier of:
 - (1) eighteen (18) months after the later of the date the expenditure is paid, or the date the project, if any, that is financed by the obligation is placed in service; or
 - (2) the date sixty (60) days after the earlier of the fifth anniversary of the issue date of the obligation, or the date sixty (60) days after the retirement of the obligation.
 - b) Documentation of allocations of obligation proceeds to issuance costs.
 - c) Copies of requisitions, draw schedules, draw requests, invoices, bills, and cancelled checks related to obligation proceed expenditures during the construction period.
 - d) Copies of all contracts entered into for the construction, renovation or purchase of facilities financed with obligation proceeds.
 - e) Records of expenditure reimbursements incurred prior to issuing obligations for projects financed with obligation proceeds (declaration of official intent/reimbursement resolutions including all modifications).
 - f) List of all facilities and equipment financed with obligation proceeds.
 - g) Depreciation schedules for depreciable property financed with obligation proceeds.

- h) Documentation that tracks the purchase and sale of assets financed with obligation proceeds.
- i) Documentation of timely payment of principal and interest payments on the obligation.
- j) Tracking of all issue proceeds and the transfer of proceeds into the debt service fund as appropriate.
- k) Documentation that excess earnings from a Reserve Fund are transferred to the Debt Service Fund on an annual basis. Excess earnings are balances in a Reserve Fund that exceed the Reserve Fund requirement.

5) Miscellaneous Documentation to be Assembled and Retained

- a) Ensure that the project, while the obligation is outstanding, will avoid IRS private activity concerns.
- b) The County Auditor shall monitor the use of all obligation-financed facilities in order to:
 - i) Determine whether private business uses of obligation-financed facilities have exceeded the *de minimus* limits set forth in Section 141(b) of the Code as a result of:
 - (1) sale of the facilities;
 - (2) sale of County capacity rights;
 - (3) leases and subleases of facilities including easements or use arrangements for areas outside the four walls (e.g. hosting of cell phone towers);
 - (4) leasehold improvement contracts, licenses, management contracts in which the County authorizes a third party to operate a facility (e.g. cafeteria);
 - (5) research contracts;
 - (6) preference arrangements in which the County permits a third-party preference (e.g. parking in a public parking lot, joint ventures, limited liability companies or partnership arrangements);
 - (7) output contracts or other contracts for use of utility facilities including contracts with large utility users;
 - (8) development agreements which provide for guaranteed payments or property values from a developer;
 - (9) grants or loans made to private entities including special assessment agreements;
 - (10) naming rights agreements; and
 - (11) any other arrangements that provide special legal entitlements to nongovernmental persons.
 - ii) Determine whether private security or payments that exceed the *de minimus* limits set forth in Section 141(b) of the Code have been provided by nongovernmental persons with respect to such obligation-financed facilities.

- c) The County Auditor shall provide training and educational resources to any County staff that have the primary responsibility for the operation, maintenance, or inspection of obligation-financed facilities with regard to the limitations on the private business use of obligation-financed facilities and as to the limitations on the private security or payments with respect to obligation-financed facilities.
 - d) The County shall undertake the following with respect to the obligations:
 - i) An annual review of the books and records maintained by the County with respect to such obligations.
 - ii) An annual physical inspection of the facilities financed with the proceeds of such obligations, conducted by the County Auditor with the assistance of any County staff who have the primary responsibility for the operation, maintenance, or inspection of such obligation-financed facilities.
 - e) Changes in the project that impact the terms or commitments of the obligation are properly documented and necessary certificates or opinions are on file.
- 6) Additional Undertakings and Activities that Support Sections 1 through 5 above:
- a) The County Auditor will notify the County's bond counsel, financial advisor and arbitrage provider of any survey or inquiry by the IRS immediately upon receipt. Usually responses to IRS inquiries are due within 21 days of receipt. Such IRS responses require the review of the above-mentioned data and must be in writing. As much time as possible is helpful in preparing the response.
 - b) The County Auditor will consult with the County's bond counsel, financial advisor and arbitrage provider before engaging in post-issuance credit enhancement transactions (e.g. obligation insurance, letter of credit, or hedging transaction).
 - c) The County Auditor will monitor all "qualified tax-exempt debt obligations" (often referred to as "bank qualified" obligations) within the first calendar year to determine if the limit is exceeded, and if exceeded, will address accordingly. For obligations issued during years 2009 and 2010 the limit was \$30,000,000. During this period, the limit also applied to pooled financings of the governing body and provides a separate \$30,000,000 for each 501 (c)(3) conduit borrower. In 2011 and thereafter it is \$10,000,000 unless changed by Congress.
 - d) Identify any post-issuance change to terms of obligations which could be treated as a current refunding of "old" obligations by "new" obligations, often referred to as a "reissuance."
 - e) The County Auditor will consult with the County's bond counsel prior to any sale, transfer, change in use or change in users of obligation-financed property which may require "remedial action" under applicable Treasury Regulations or resolution pursuant to the VCAP Program.
 - i) A remedial action has the effect of curing a deliberate action taken by the County which results in satisfaction of the private business test or private

loan test. Remedial actions under Section 1.141-12(d)(e) and (f) include the redemption of non-qualified obligations and/or the alternative uses of proceeds or the facility (i.e. to be used for another qualified purpose).

- f) The County Auditor will ensure that the appropriate tax form for federal subsidy payments is prepared and filed in a timely fashion for applicable obligations (e.g. Build America Bonds).

7) Continuing Disclosure Obligations

- a) Identify a position at the County to be responsible for compliance with continuing disclosure obligations as defined by the Rule and any policies of the County.
- b) The position responsible for compliance may have the ability to assign responsibilities, delegate where appropriate or engage a dissemination agent or third-party service providers to perform all or some of the duties described in this section. The County cannot delegate its compliance responsibilities.
- c) The County should specify how providers or delegated authorities will be monitored and supervised.
- d) The County should identify the documents that set forth the respective requirements being monitored at the time of closing for each obligation.
- e) The County should catalog all outstanding Continuing Disclosure Agreements and establish consolidated filing requirements based on the outstanding CDAs.
- f) The County should identify the frequency of the actions to be undertaken to ensure compliance, establish a system or filing alerts or reminders to administer the filing requirements.
- g) The County Auditor for compliance must be made aware of any new outstanding debt, changes to obligation or loan covenants, events of acceleration or default that would materially affect investors.
- h) The County should review a compliance checklist to verify compliance with CDA requirements, at least annually, although it may be advisable to provide more frequent reviews in connection to specific material events.
- i) The County should monitor mandatory material events specifically identified in accordance with the Rule and file required notices within 10 days of occurrence.
 - i) Principal and interest payment delinquencies.
 - ii) Non-payment related defaults, if material.
 - iii) Unscheduled draws on debt service reserves reflecting financial difficulties.
 - iv) Unscheduled draws on credit enhancements reflecting financial difficulties.
 - v) Substitution of credit or liquidity providers or their failure to perform.
 - vi) Adverse tax opinion, IRS notices or material events affecting the tax status of the obligation.

- vii) Modifications to rights of security holders, if material.
 - viii) Obligation calls, if material.
 - ix) Defeasances.
 - x) Release, substitution or sale of property securing repayment of the obligations, if material.
 - xi) Rating Changes.
 - xii) Bankruptcy, insolvency, receivership, or similar event of the obligated person(s).
 - xiii) Merger, consolidation, or acquisition of the obligated person, if material.
 - xiv) Appointment of a successor or additional trustee, or change of name of a trustee, if material.
 - xv) Incurrence of financial obligation of the County, if material, or agreement to covenants, events of default, remedies, priority rights, or other similar terms of a financial obligation of the County, any of which affect security holders, if material.
 - xvi) Default, event of acceleration, termination event, modification of terms, or other similar events under the terms of the financial obligation of the County, any of which reflect financial difficulties.
- j) In addition to the mandatory material events, the County should review and file any additional or voluntary event notices.
 - k) The County should maintain a catalog of all outstanding obligations whether publicly offered or privately placed, and the terms and conditions that govern default or acceleration provisions.
 - l) Any missed filing requirement should be remedied with a failure to file notice as soon as possible once the late filing is identified and the required information is available to file.
 - m) Sensitive information such as bank accounts and wire information should be redacted from documents prior to posting on EMMA.
 - n) The County needs to monitor for changes in law and regulations that effect continuing disclosure obligations and review disclosure policies and procedures periodically to ensure compliance and consistency with regulation and market expectations.
- 8) Compliance with Future Requirements
- a) Take measures to comply with any future requirements issued beyond the date of these Post-Issuance Debt Compliance Procedures which are essential to ensuring compliance with the applicable state and federal regulations.

Roseau County, Minnesota Post-Issuance Debt Compliance Policy

The Board of Commissioners (the “Board”) of Roseau County, Minnesota (the “County”) has chosen, by policy, to take steps to help ensure that all obligations will be in compliance with all applicable federal regulations. This policy may be amended, as necessary, in the future.

IRS Background

The Internal Revenue Service (IRS) is responsible for enforcing compliance with the Internal Revenue Code (the “Code”) and regulations promulgated thereunder (“Treasury Regulations”) governing certain obligations (for example: tax-exempt obligations, Build America Bonds, Recovery Zone Development Bonds and various “Tax Credit” Bonds). The IRS encourages issuers and beneficiaries of these obligations to adopt and implement a post-issuance debt compliance policy and procedures to safeguard against post-issuance violations.

SEC Background

The Securities and Exchange Commission (SEC) is responsible for enforcing compliance with the SEC Rule 15c2-12 (the “Rule”). Governments or governmental entities issuing obligations generally have a requirement to meet specific continuing disclosure standards set forth in continuing disclosure agreements (“CDA”). Unless the issuer, obligated person, or a specific obligation is exempt from compliance with CDAs, these agreements are entered into at the time of obligation issuance to enable underwriter(s) to comply with the Rule. The Rule sets forth certain obligations of (i) underwriters to receive, review and disseminate official statements prepared by issuers of most primary offerings of municipal securities, (ii) underwriters to obtain CDAs from issuers and other obligated persons to provide material event disclosure and annual financial information on a continuing basis, and (iii) broker-dealers to have access to such continuing disclosure in order to make recommendations of municipal securities transactions in the secondary market. The SEC encourages issuers and beneficiaries adopt and implement a post-issuance debt compliance policy and procedures to safeguard against Rule violations.

When obligations are issued, the CDA commits the issuer or obligated person to provide certain annual financial information and material event notices to the public. Issuers and other obligated persons may also choose to provide periodic, voluntary financial information and filings to investors in addition to fulfilling the specific responsibilities delineated in their CDA. It is important to note that issuers and other obligated persons should not give any one investor certain information that is not readily available to all market participants by disseminating information to the marketplace, at large. Issuers and other obligated persons should be aware that any disclosure activities determined to be “communicating to the market” can be subject to regulatory scrutiny.

Post-Issuance Debt Compliance Policy Objective

The County desires to monitor these obligations to ensure compliance with the IRS Code, Treasury Regulations and the SEC Rule. To help ensure compliance, the County has developed the following policy (the “Post-Issuance Debt Compliance Policy”). The Post-

Issuance Debt Compliance Policy shall apply to the obligations mentioned above, including bonds, notes, loans, lease purchase contracts, lines of credit, commercial paper or any other form of debt that is subject to compliance.

Post-Issuance Debt Compliance Policy

The County Auditor of the County is designated as the County's agent who is responsible for post-issuance compliance of these obligations.

The County Auditor shall assemble all relevant documentation, records and activities required to ensure post-issuance debt compliance as further detailed in corresponding procedures (the "Post-Issuance Debt Compliance Procedures"). At a minimum, the Post-Issuance Debt Compliance Procedures for each qualifying obligation will address the following:

1. General Post-Issuance Compliance
2. General Recordkeeping
3. Arbitrage Yield Restriction and Rebate Recordkeeping
4. Expenditure and Asset Documentation to be Assembled and Retained
5. Miscellaneous Documentation to be Assembled and Retained
6. Additional Undertakings and Activities that Support Sections 1 through 5 above
7. Continuing Disclosure Obligations
8. Compliance with Future Requirements

The County Auditor shall apply the Post-Issuance Debt Compliance Procedures to each qualifying obligation and maintain a record of the results. Further, the County Auditor will ensure that the Post-Issuance Debt Compliance Policy and Procedures are updated on a regular and as needed basis.

The County Auditor or any other individuals responsible for assisting the County Auditor in maintaining records needed to ensure post-issuance debt compliance, are authorized to expend funds as needed to attend training or secure use of other educational resources for ensuring compliance such as consulting, publications, and compliance assistance.

Most of the provisions of this Post-Issuance Debt Compliance Policy are not applicable to taxable governmental obligations unless there is a reasonable possibility that the County may refund their taxable governmental obligation, in whole or in part, with the proceeds of a tax-exempt governmental obligation. If this refunding possibility exists, then the County Auditor shall treat the taxable governmental obligation as if such issue were an issue of tax-exempt governmental obligations and comply with the requirements of this Post-Issuance Debt Compliance Policy.

Private Activity Bonds

The County may issue tax-exempt obligations that are "private activity" bonds because either (1) the bonds finance a facility that is owned by the County but used by one or more qualified 501(c)(3) organizations, or (2) the bonds are so-called "conduit bonds", where the proceeds are loaned to a qualified 501(c)(3) organization or another private entity that finances activities eligible for tax-exempt financing under federal law (such as certain manufacturing projects and certain affordable housing projects). Prior to the issuance of either of these types of bonds, the County Auditor shall take steps necessary to ensure

that such obligations will remain in compliance with the requirements of this Post-Issuance Debt Compliance Policy.

In a case where compliance activities are reasonably within the control of a private party (i.e., a 501(c)(3) organization or conduit borrower), the County Auditor may determine that all or some portion of compliance responsibilities described in this Post-Issuance Debt Compliance Policy shall be assigned to the relevant party. In the case of conduit bonds, the conduit borrower will be assigned all compliance responsibilities other than those required to be undertaken by the County under federal law. In a case where the County Auditor is concerned about the compliance ability of a private party, the County Auditor may require that a trustee or other independent third party be retained to assist with record keeping for the obligation and/or that the trustee or such third party be responsible for all or some portion of the compliance responsibilities.

The County Auditor is additionally authorized to seek the advice, as necessary, of bond counsel and/or its financial advisor to ensure the County is in compliance with this Post-Issuance Debt Compliance Policy.

Adopted this date March 26, 2019 by Roseau County, Minnesota



Roseau County Request for Board Action

Agenda Item #: Department Reports 2a <small>(for office use only)</small>		
Requested Board Date:	03/26/19	Originating Department: Highway
Subject Title (as it will appear on the Agenda): Call for Bids for Milling, Grading, Bituminous Surfacing, and Box Culvert Installation	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 approval to Call for Bids for S.A.P. 068-609-019 and S.A.P. 068-609-020.		
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 #: County Board 1 <small>(for office use only)</small>		
Requested Board Date:	March 26, 2019	Originating Department: Commissioners
Subject Title (as it will appear on the Agenda): Transportation Funding Resolution		Presenter: Jack Swanson
		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: Consider approval of the attached Resolution as requested by the Association of MN Counties, (AMC).		
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 _____		



Roseau County Request for Board Action

Agenda Item #: County Board 2 <small>(for office use only)</small>		
Requested Board Date:	March 26, 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 REPORT

MARCH 12, 2019 - HIGHWAY COMMITTEE

MARCH 12, 2019 - PUBLIC HEALTH COMMITTEE; overview of the roles within Public Health @ LifeCare Medical Center

MARCH 12, 2019 - ROSEAU SCHOOL BOARD

MARCH 13, 2019 - NORTHWEST EMERGENCY COMMUNICATIONS BOARD (THIEF RIVER FALLS); discussed potential bylaws change related to attendance at ECB meetings

MARCH 14, 2019 - STATEWIDE EMERGENCY COMMUNICATIONS BOARD FINANCE COMMITTEE (ST CLOUD); Swanson elected Vice-Chair for 2019

MARCH 15, 2019 - ASSOCIATION OF MINNESOTA COUNTIES BOARD OF DIRECTORS (ST PAUL); voted unanimously to support Highway Engineers resolution for significant new transportation funding

MARCH 19, 2019 - SOCIAL SERVICES BOARD

MARCH 19, 2019 - DOMESTIC VIOLENCE ADVISORY COMMITTEE

MARCH 19, 2019 - CUSTOMS & BORDER PROTECTION; met w/ CBP officials from Washington DC, Seattle, and Pembina on reduced hours at the Roseau Port of Entry

MARCH 19, 2019 - ROSEAU SCHOOL BOARD

MARCH 20, 2019 - NORTHWEST MINNESOTA HOUSING AND REDEVELOPMENT AUTHORITY (THIEF RIVER FALLS)