

REGULAR BOARD MEETING AGENDA

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

8:40 Consent Agenda

1. June 25, 2019 Board Proceedings
2. Application for Exempt Permit – Whitetails Unlimited, Inc.
3. Warroad River Watershed District Board Appointment – Authorization to Advertise
4. Social Worker Hire
5. MJ Architectural Proposal
6. Advertise to Hire – Jailer/Dispatchers

8:45 Department Reports

1. Auditor
 - a. Purchase Agreement – City of Roseau (Tax Forfeited Land)
 - b. 2019 County Board of Appeal and Equalization Meeting Minutes
2. Highway
 - a. Final Payment – Swingen Construction Company
 - b. Advertise to Hire – GIS Technician

9:00 Committee Reports

9:05 County Board Items

1. Commissioner Committee Reports

9:45 Unfinished Business

9:45 Adjourn

***Limited to five minutes**

PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

June 25, 2019

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, Minnesota on Tuesday, June 25, 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, Liz Lund, John Huss, Kathy Jensen, Cindy Tangen, Steve Gust, Martin Howes, Ray Musgrove, Elliot Larson, and Loren Horner.

APPROVAL OF AGENDA

Commissioner Walker proposed adding the LOW One Watershed One Plan (1W1P) to the Consent Agenda. A motion to approve the amended Agenda was made by Commissioner Wicklund, seconded by Commissioner Falk, and carried unanimously.

COMMENTS AND ANNOUNCEMENTS

Commissioner Swanson reminded the Board that the Board of Appeal and Equalization will reconvene this morning at 9:00 a.m.; Joleen Kezar was notified by MN Power regarding the Great Northern Transmission Line. MN Power will not be meeting with the Board to give an update for a few months so if there are any questions they can be reached by phone at 763-278-5985 or by e-mail at emily.hyland@hdrinc.com. Coordinator Pelowski read an e-mail he received from the State Auditor's Office (OSA) clarifying that the 2015 re-audit was not due in any way to Jim Jensen's correspondence with the OSA, contrary to the claim(s) made by Mr. Jensen.

APPROVE BILLS

A motion was made by Commissioner Walker, seconded by Commissioner Horner, and carried by a 4 to 0 vote (Commissioner Falk abstained from voting due to a possible conflict concerning one of the bills to be paid) to approve the payment of the following warrants:

Warrants Approved For Payment 6/13/2019 (Warrant #140636-140657)

<u>Vendor Name</u>	<u>Amount</u>
CENTURYLINK	3,095.03
CO-OP SERVICE INC	2,698.46
NELSON/JODY	2,300.00
RIVERFRONT STATION	2,030.15
ROSEAU CITY	10,149.00
ROSEAU CO SOIL & WATER CONS	200,000.00
RUPP ANDERSON SQUIRES & WALDSPURGER	2,693.26
SUN LIFE ASSURANCE COMPANY OF CANADA	2,258.59
14 Payments less than 2,000.00	7,532.01
Final Total:	232,756.50

Warrants Approved For Payment 6/20/2019 (Warrant #140658-140665)

<u>Vendor Name</u>	<u>Amount</u>
8 Payments less than 2,000.00	2,908.22
Final Total:	2,908.22

Warrants Approved On 6/25/2019 For Payment 6/28/2019 (Warrant #140666-140740)

<u>Vendor Name</u>	<u>Amount</u>
FALK/ROGER	10,000.00
FARMERS UNION OIL CO-WARROAD	2,120.55
HALVERSON SAND & GRAVEL INC	5,960.00
JOHNSON OIL CO INC	5,359.73
LIFECARE MEDICAL CENTER-HOME HEALTH	2,307.81
MATTSON PHARMACY INC	2,340.12
MCCOY CONSTRUCTION & FORESTRY	415,326.00
MSOP-MN SEX OFFENDER PROGRAM-D 462	9,101.20
NORTHERN RESOURCES COOPERATIVE	39,595.97
ROGER'S TWO WAY RADIO INC	4,510.68
ROSEAU CO HWY DEPT	352,022.60
SUMMIT FOOD SERVICE-DBA	8,167.43
TRUE NORTH STEEL	59,616.88
ZIEGLER INC	9,357.93
61 Payments less than 2,000.00	31,572.72
Final Total:	957,359.62

DELEGATIONS/BOARD APPOINTMENTS/PUBLIC COMMENTS

Loren Horner – Buffer Program Funding

Mr. Horner met with the Board to express his disapproval of this item being added to the Agenda at the last County Board Meeting, (ie. not on the Agenda sent out to the public); the transfer of \$200,000 to the SWCD for buffer program enforcement; and, not allowing public comment prior to the transfer of those funds.

CONSENT AGENDA

A motion to approve the Consent Agenda was made by Commissioner Falk, seconded by Commissioner Wicklund, and carried unanimously. The Board, by adoption of its Consent Agenda, approved the June 11, 2019, Board Proceedings; approved the 2019 State Boat and Water Safety Grant application; approved the Roseau/LOW Sportsman's Club and Northstar Trail Alliance Request for Reimbursement; and, approved authorizing submittal of the LOW 1W1P to the Board of Water and Soil Resources (BWSR) for review.

COMMITTEE REPORTS

Wellness Committee

Wellness Policy Revision

The Wellness Committee requested Board approval to revise the Wellness Policy to include the provisions outlined in MN Statute 15.46, which states that the County Board may establish employee recognition programs with the necessary staff, equipment, and facilities, and may expend funds as necessary to achieve the objectives of the policy. This revision amends our existing policy to recognize both retiring and active employees. A motion was made by Commissioner Horner, seconded by Commissioner Wicklund, and carried unanimously to approve the Wellness Policy revision.

COUNTY BOARD ITEMS

Commissioner Committee Reports (June 11 – June 25, 2019)

Commissioner Falk reported on the following committee(s): Highway Committee Meeting; Social Services Board Meeting; Special Operations Committee Meeting/Board Work Session; Juvenile Detention Alternative Initiative Meeting; Board of Appeal and Equalization Meeting(s).

Commissioner Horner reported on the following committee(s): Highway Committee Meeting; Warroad City Council Meeting; Board of Appeal and Equalization Meeting(s).

Commissioner Swanson reported on the following committee(s): Highway Committee Meeting; Public Health Committee Meeting; Jadis Township Board Meeting; Association of Minnesota Counties (AMC) District III Spring Meeting; Statewide Emergency Communications Board Finance Committee Teleconference; Wellness Committee Meeting; County Fair Booth Committee Meeting; Special Operations Committee Meeting/Board Work Session; Roseau School Board Meeting; Social Services Board Meeting; Teleconference with the Office of the State Auditor; Juvenile Detention Alternative Initiative Meeting; Board of Appeal and Equalization Meeting(s); AMC Communications Plan Meeting; AMC Preferred Business Partners Meeting; AMC Finance Committee Meeting; AMC Board of Directors Meeting.

Commissioner Walker reported on the following committee(s): Highway Committee Meeting; Special Operations Committee Meeting/Board Work Session; Social Services Board Meeting; Juvenile Detention Alternative Initiative Meeting; Board of Appeal and Equalization Meeting(s); LOW 1W1P Meeting.

Commissioner Wicklund reported on the following committee(s): Highway Committee Meeting; Soil and Water Conservation District Meeting; Social Services Board Meeting; Two Rivers Watershed Board Meeting; Polonia Township Board Meeting; Board of Appeal and Equalization Meeting(s); Special Operations Committee Meeting/Board Work Session.

Upon motion carried, the Board adjourned the meeting at 9:00 a.m. The next Regular meeting of the Board is scheduled for Tuesday, July 9, 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

LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:
• conducts lawful gambling on five or fewer days, and
• awards less than \$50,000 in prizes during a calendar year.
If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is \$100; otherwise the fee is \$150.
Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: Whitetails Unlimited - Warroad Area Chapter
Previous Gambling Permit Number: X-93451
Minnesota Tax ID Number, if any: 3891694
Federal Employer ID Number (FEIN), if any: 39-1415070
Mailing Address: 50735 35th St
City: Salol State: MN Zip: 56756 County: Roseau
Name of Chief Executive Officer (CEO): Leonard Miller
CEO Daytime Phone: 218-202-0610 CEO Email:
Email permit to (if other than the CEO): jnordloftu@yahoo.com

NONPROFIT STATUS

Type of Nonprofit Organization (check one):
[] Fraternal [] Religious [] Veterans [x] 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
[] IRS income tax exemption (501(c)) letter in your organization's name
[x] IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Springsteel Resort
Physical Address (do not use P.O. box): 38004 Beach St Warroad MN 56763
Check one:
[] City: Zip: County:
[x] Township: Lake Zip: 56763 County: Roseau
Date(s) of activity (for raffles, indicate the date of the drawing): Saturday August 24, 2019

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

[] Bingo [] Paddlewheels [] Pull-Tabs [] Tipboards [x] 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.



Working for an American Tradition
Education • Habitat Conservation • Hunting Tradition

July 15, 2014

This letter is to confirm that the organization known as Warroad, MN event to be held in Warroad, MN is a subordinate of the parent non-profit organization of Whitetails Unlimited, Inc. located in Sturgeon Bay, Wisconsin, Federal ID #39-1415070.

Wm. E Gerl, Jr
Executive Vice President

National Headquarters
PO Box 720
2100 Michigan St.
Sturgeon Bay, WI 54235

Phone: (920) 743-6777
Fax: (920) 743-4658
www.whitetailsunlimited.com
nh@whitetailsunlimited.com

Internal Revenue Service

Date: September 2, 2004

Whitetails Unlimited Inc. National Headquarters
% Jeffrey Schinkten
P O. Box 720
Sturgeon Bay, WI 54235-0720

Department of the Treasury
P. O. Box 2508
Cincinnati, OH 45201

Person to Contact:
Yvette Davis 31-07751
Customer Service Representative

Toll Free Telephone Number:
8:00 a.m. to 6:30 p.m. EST
877-829-5500

Fax Number:
513-263-3756

✓ **Federal Identification Number:**
39-1415070

✓ **Group Exemption Number:**
9362

Dear Sir or Madam:

This is in response to your request of September 2, 2004, regarding your organization's tax-exempt status.

In June 1986 we issued a determination letter that recognized your organization as exempt from federal income tax. Our records indicate that your organization is currently exempt under section 501(c)(3) of the Internal Revenue Code.

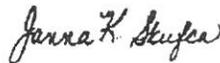
Our records indicate that your organization is also classified as a public charity under section 509(a)(2) of the Internal Revenue Code.

Based on the information supplied, we recognized the subordinates named on the list your organization submitted as exempt from federal income tax under section 501(c)(3) of the Code.

Our records indicate that contributions to your organization are deductible under section 170 of the Code, and that you are qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Internal Revenue Code.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely,



Janna K. Skufca, Director, TE/GE
Customer Account Services

Internal Revenue Service
District Director

Department of the Treasury

Date: NOV - 9 1984

Our Letter Dated: October 22, 1984

Person to Contact: Mr. E. Kelley

Contact Telephone Number:

(312) 896 1278

WHITE TAILS UNLIMITED INC
PO BOX 422
STURGEON BAY, WI 54235

Gentlemen:

This modifies our letter of the above date in which we stated that you would be treated as an organization which is not a private foundation until the expiration of your advance ruling period.

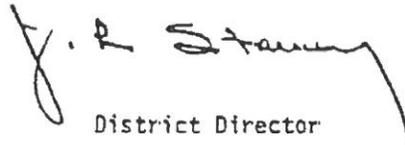
Based on the information you submitted, we have determined that you are not a private foundation within the meaning of section 509(a) of the Internal Revenue Code, because you are an organization of the type described in section 509(a)(2). Your exempt status under section 501(c)(3) of the code is still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

Grantors and contributors may rely on this determination until the Internal Revenue Service publishes notice to the contrary. However, a grantor or a contributor may not rely on this determination if he or she was in part responsible for, or was aware of, the act or failure to act that resulted in your loss of section 509(a)(2) status, or acquired knowledge that the Internal Revenue Service had given notice that you would be removed from classification as a section 509(a)(2) organization.

Because this letter could help resolve any questions about your private foundation status, please keep it in your permanent records.

If you have any questions, please contact the person whose name and telephone number are shown above.

Sincerely yours,


District Director



Board of Commissioners

606 5th Ave. SW, Room #131

Roseau, MN 56751

Phone: 218-463-4248

Fax: 218-463-3252

WATERSHED BOARD APPOINTMENT NOTICE

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

One (1) manager to the Warroad River Watershed Board for a three year term beginning September 19, 2019 ending September 18, 2022. The term of Joe Olafson will expire on September 18, 2019.

Persons interested in being appointed to serve as a Watershed District Manager should contact the Roseau County Coordinator, 606 5th Avenue SW, Room 131, Roseau, MN 56751 (218-463-4248) or joleen.kezar@co.roseau.mn.us to obtain an application. To be considered, interested persons must submit completed applications no later than 4:30 pm, August 2, 2019.

District 1, John Horner - District 2, Jack Swanson, Chair
District 3, Roger Falk, Vice-Chair - District 4, Russell Walker - District 5, Daryl Wicklund

An Equal Opportunity Employer



Roseau County Request for Board Action

Agenda Item #: Consent 5 <small>(for office use only)</small>		
Requested Board Date:	July 9, 2019	Originating Department: Building Committee
Subject Title (as it will appear on the Agenda): MJ Architectural Proposal		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: Requesting Board approval of the attached proposal.		
Background: The proposal was presented/discussed at the July 2, 2019 Board Work Session.		
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 _____		



June 21, 2019

Roseau County Board of Commissioners
606 5th Ave SW
Roseau, MN 56751

Re: Letter of Agreement for Architectural Services for Roseau County – Demolition of Old Jail and LEC Renovation Project, Downtown Roseau, MN

Dear Board Chair:

Thank you for giving us the opportunity to provide a proposal for Basic Architectural and Engineering services related to demolition of the old 1963 Jail building and renovation of the 1985 old Law Enforcement Center to relocate Veterans Services and Extension Office (4H). This proposal is based on informal conversations of scope of work with the Building Committee on June 17th, 2019. We offer the following proposal for your consideration.

Project Understanding:

Resulting from the Courthouse Space Utilization Study, it has been proposed to proceed with Phase One to enable the renovation of the Courthouse. This Phase One project shall include design services for the following scope of work:

1. Disconnection of existing electrical service to the original 1963 jail building.
2. Demolition of the original 1963 jail building.
3. Renovation of the 1985 Law Enforcement Center building for Veteran Services, Extension Office, and Food Shelf. A new ADA compliant toilet facility shall be constructed.
4. Construction of a small addition to include a new mechanical/electrical room and receiving space for the Food Shelf.

Basic Services

Our basic services shall include complete architectural and engineering services including typical design and final construction documents. Bidding and Construction administration services are limited to assisting the Construction Manager (Kraus Anderson) as needed for performance of the Work scope.



Compensation

We propose to provide services on fixed fee basis with a maximum not to exceed amount of **\$20,116**, including reimbursable expenses. Refer to attached MJ Hourly Worksheet (EXHIBIT A) and MJ Schedule of Charges (Exhibit B).

Fee Summary:

<u>Phase:</u>	<u>Architect</u>	<u>Struct. Engr.</u>	<u>Mech. Engr.</u>	<u>Elec. Engr.</u>	<u>Total</u>
Schematic Design	1,500	640	935	700	3,775
Design Development	2,500	1,380	1,870	700	6,450
Construction Docs	5,500	1,540	1,170	1,400	9,610
Bidding	0	0	0	0	0
Construction Admin	2,500	550	700	700	4,450
Total	12,000	4,110	4,675	3,500	\$24,285

Estimated Reimbursable Expenses:

Mileage/Repro \$1,500

TOTAL FEE: \$25,785

Project Team

Architect: MJ Architectural Studios, Inc.; Bemidji, MN
Structural Engineer: Northland Consulting Engineers, LLP; Duluth, MN
Mechanical Engineer: JPK Engineering, Inc., Fargo, ND
Electrical Engineer: Bruce Laugtug PE, LLC, Fargo, ND
Civil Engineer: Not Required

Schedule

Based on approval of this project, we are committed to meeting the following schedule:

<u>Phase</u>	<u>Milestone</u>
Notice To Proceed	June 26, 2019
Schematic Design	July 15, 2019
Design Development	July 31, 2019
Construction Documents	Aug 15, 2019
Bidding	Determined by CM
Construction Admin.	Determined by CM



We are committed to your satisfaction and look forward to the opportunity to serve Roseau County. If you have any questions or need clarification on anything, please feel to contact me at (218) 751-0109 at your earliest convenience.

Sincerely,

MJ Architectural Studios, Inc.



Michael J. Johnston, AIA, NCARB, CDT
President

Encl:

Exhibit A: MJ Hourly Worksheet

Exhibit B: MJ Schedule of Charges

NCE Proposal

JPK Proposal

Laugtug Email

Accepted by:

Roseau County Board Chair

Date



Project Name: Roseau County - Demo Old Jail/LEC Renovation
 Project Location: Roseau, MN
 Owner: Roseau County
 Estimator: MJJ
 Start Date: Immediately upon approval

	<u>Arch</u>	<u>Tech</u>	<u>Intern</u>	
Billing Rate/Hr	125	95	65	

1 Schematic Design Phase

Schematic Floor Plans, Sections, Elevs	2	5		
3-D Modeling				
Field Verification	6			
Materials Research				
Code Research				
Preliminary Construction Estimate				
Project administration - Correspondence				
Disciplines Coordination				
Redline/Document Checking				
Agency Consulting/Review/Approval				
Owner Supplied Data Coordination				
Schedule Development/Monitoring				
Preliminary Construction Estimate				
Presentation/Client Meetings				
	8	5	0	Total
SD Phase Total	\$1,000	\$475	\$0	\$1,475

2 Design Development Phase

Develop Floor Plan Drawings	1	4		
Develop Elevations Drawings	1	4		
Develop Building & Wall Section Drawings	2	4		
Develop Sheet Layouts		1		
Materials Research				
Outline Specifications	4			
Code Research	2			
Revise Construction Estimate				
Project administration - Correspondence				
Disciplines Coordination				
Redline/Document Checking				
Agency Consulting/Review/Approval				
Owner Supplied Data Coordination				
Schedule Development/Monitoring				
Presentation/Client Meetings				
	10	13	0	Total
DD Phase Total	\$1,250	\$1,235	\$0	\$2,485

3 Construction Document Phase

Title & Code Sheet	1			
Floor Plans - Revise/Annotations		2		
Elevations - Revise/Annotations		2		
Sections - Revise/Annotations	1	4		
Create Wall/Floor/Ceiling Details				
Create Room Finish Schedules		2		
Create Door and Window Schedules		2		
Door & Window Elevations & Details		2		
Roof Plan & Details	1	4		
Reflected Ceiling Plan & Details		2		
Landscape Plan & Site Details	1	2		
Toilet Room Plans & Elevations		3		
Elec drafting for Bruce	1	8		
Alternates				
Specifications/Project Manual	12			
Detailed Construction Estimate				
Project administration - Correspondence				
Disciplines Coordination				
Redline/Document Checking				
Agency Consulting/Review/Approval				
Owner Supplied Data Coordination				
Schedule Development/Monitoring				
Presentation/Client Meetings	2			
	19	33	0	Total
CD Phase Total	\$2,375	\$3,135	\$0	\$5,510

4 Bidding or Negotiation Phase

By CM

Advertise for Bids/Invitation				
Reproduction				
Bid Tabulation Form				
Addenda				
Bidding/Negotiation				
Alternates/Substitutions/Prior Approvals				
Pre-Bid Meeting/Walk Through				
Bid Opening				
Bid Evaluation				
Contract Award				
Project administration - Correspondence				
Disciplines Coordination				
Redline/Document Checking				
Agency Consulting/Review/Approval				
Owner Supplied Data Coordination				
Schedule Development/Monitoring				
	0	0	0	Total
Bidding Phase Total	\$0	\$0	\$0	\$0

5 Construction Administration Phase		by CM			
Submittals/Shop Drawings					4
Site Observations & Reports					4
Project Representation					
Payment Applications					2
Proposal Requests					2
Change Orders					by CM
Substantial Completion & Punchlist					4
Final Completion					4
Project Closeout					by CM
O & M Manuals & Warranties					by CM
Record Drawings					by CM
Project administration - Correspondence					
Disciplines Coordination					
Redline/Document Checking					
Agency Consulting/Review/Approval					
Owner Supplied Data Coordination					
Schedule Development/Monitoring					
		20	0	0	Total
CA Phase Total	\$2,500	\$0	\$0	\$0	\$2,500

6 Post-Contract Phase		By Owner			
11 Month Inspection Warranty Items					
Project administration - Correspondence					
Disciplines Coordination					
Owner Supplied Data Coordination					
		0	0	0	Total
Post-Contract Phase Total	\$0	\$0	\$0	\$0	\$0

FEE SUMMARY	
ARCHITECTURAL	\$11,970
CIVIL ENGINEERING	NA
STRUCTURAL ENGINEERING (Foundation & Framing)	\$4,110
MECHANICAL ENGINEERING (HVAC,Plumbing)	\$4,675
ELECTRICAL ENGINEERING	\$3,500

TOTAL A & E: \$24,255

Reimbursable expenses are in addition to above fees.



SCHEDULE OF CHARGES JANUARY 1, 2019

Architectural Services

Architect V	\$125.00 per hour
Architect IV	\$95.00 per hour
Architect III	\$85.00 per hour
Architect II	\$75.00 per hour
Architect I	\$65.00 per hour
Architectural Designer	\$85.00 per hour
Architectural Drafter III	\$75.00 per hour
Architectural Drafter II	\$65.00 per hour
Architectural Drafter I	\$55.00 per hour
Secretary	\$45.00 per hour

Expenses and Outside Services

Outside Consulting Engineers	Cost
Reproduction Costs	
8 1/2" x 11" B & W	\$0.10 per sheet
8 1/2" x 11" Color	\$0.50 per sheet
11" x 17" B & W	\$1.00 per sheet
11" x 17" Color	\$2.00 per sheet
36" x 24" B & W/Color	\$5.00 per sheet
30" x 42" B & W/Color	\$8.00 per sheet
36" x 48" B & W/Color	\$10.00 per sheet
Outside Services	Cost
Shipping and Handling	Cost
Long Distance Telephone/Fax	Cost
Subsistence: Car Rental, Gas, Lodging, Meals	Cost
Mileage	\$0.58 per mile
Travel time will be charged at regular hourly rates.	

Statements will be due upon receipt and issued monthly or at time of completion of work phase. Accounts will be overdue 30 days past the stated billing date. Except as otherwise provided by written agreement, a charge of 1% per month may be added after 30 days.

Structural Engineering Fee Proposal - 6-20-2019

Page 1



Project Title:	Roseau County - Old Jail Demo, Addition and Renovation of LEC
Location:	Bemidji, MN
Client:	MJ Architectural - Mike Johnston
Address:	1425 Paul Bunyan Drive NW, Ste 4, Bemidji MN 56601
E-Mail:	johnston.mike@mj-arch.com

Project Description

The project includes demolition of the existing Jail facility, renovation of the Law enforcement Center and a small addition to the existing. The construction budget is not know and we presume the construction type to be load bearing exterior walls with steel or concrete roof and concrete ground supported floor. We assume foundations will be ground supported at frost depth. The quality of the existing drawings is not very good, and we have not included a site visit, therefore per our discussions, you will verify existing conditions.

Scope of Structural Engineering Services

1. Structural Analysis and Design of primary gravity and lateral load resisting systems
2. Preparation of structural construction documents suitable for bidding and construction
3. CA Phase, limited to shop drawing review and communications

Proposed Fee Calculation Table	Estimated Hours					Extended Cost
	Partner	PE	Tech.	Clerical	Other	
Activity	\$160.00	\$130.00	\$80.00	\$50.00		
Design Engineering Services						
Schematic Design Phase: Communications and review of Geotechnical information	4	0				\$ 640.00
Design Development Phase: Structural Analysis and preliminary Design of the primary gravity and lateral load resisting systems and foundations.	1	2	12			\$ 1,380.00
Construction Document Phase - Prepare final Structural Drawings suitable for construction including material specifications.	2	2	12			\$ 1,540.00
	Subtotal:					\$ 3,560.00
Construction Engineering Services- Limited						
Communications during Construction / Shop Drawing Review	1	3	0			\$ 550.00
(0) Site Visits During Construction	0	0	0			\$ -
	Subtotal:					\$ 550.00
Sub Consultant Fees / Other Reimbursable Charges						
	Subtotal:					\$ -
	Total Proposed NCE Fee:					\$ 4,110.00
Assumptions, Terms and Conditions:						

1. Compensation for limited services described above will be performed on a Lump-Sum-Fee Based on the overall project scope described above.
2. Additional Services may be required for re-design of structure due to lack of timely and complete information from other disciplines or as requested by the client above the scope identified above. Additional services will be performed only upon written approval by the client and billed on an hourly rate basis in accordance with NCE current rate schedule
3. If acceptable, this proposal along with the attached terms and conditions sheet will serve as our contract for the project.

Submitted By

Jon E. Aamodt PE
Principal Partner
Northland Consulting Engineers LLP

Accepted By

Printed Name: _____
Title: _____
Representing: _____

BASIS OF COMPENSATION - 2019

FEE SCHEDULE

The Compensation of Northland Consulting Engineers for professional services is based upon straight hourly rates as indicated below.

CLASSIFICATION	HOURLY RATE
Partner Engineer	\$160.00
Registered Project Engineer (Civil / Structural)	\$130.00
Principal Forensic	\$180.00
Expert Witness / Testimony - PE	\$210.00
Engineer	\$110.00
Structural Engineering Technician	\$80.00
Civil / Structural Drafting	\$80.00
Secretary/Clerical	\$50.00

REIMBURSEABLE EXPENSES

Expenses connected with the work such as, but not limited to, travel, vehicle rental, equipment rental, meals, lodging will be charged at cost. Outside consultants, material testing and geotechnical services will be charged at cost plus 10 percent. Vehicle mileage will be charged at \$.62 per mile.

Reproduction expenses will be charged as follows:

Copy or Scan (large format)	\$4.00/sheet
Copy or Scan (up to 11x17)	\$.25 each

Effective: 1/1/2019

NCE Terms and Conditions

Engineer (NCE) shall perform the services outlined in this Agreement for the stated fee arrangement.

Billings/Payments

Invoices will be submitted monthly for services and reimbursable expenses and are due when rendered. Invoices shall be considered past due if not paid within 30 days after the invoice date and the Engineer (NCE) may, without waiving any claim or right against Client, and without liability whatsoever to the Client, terminate the performance of the service. Retainers shall be credited on the final invoice. A service charge will be charged at 1.5% (or the legal rate) per month on the unpaid balance. In the event any portion of an account remains unpaid 90 days after billing, the Client shall pay cost of collection, including reasonable attorneys' fees.

Access To Site

Unless otherwise stated, the Engineer (NCE) will have access to the site for activities necessary for the performance of the services. NCE will take precautions to minimize damage due to these activities, but has not included in the fee the cost of restoration of any resulting damage.

Hidden Conditions and Hazardous Materials

A structural condition is hidden if it is concealed by an existing finish or if it cannot be investigated by reasonable visual observation. If the Engineer (NCE) has reason to believe that a structurally deficient condition may exist, NCE shall notify the Client who shall authorize and pay for all costs associated with the investigation of such a condition and, if necessary, all costs necessary to correct said condition. If (1) the Client fails to authorize such investigation or correction after due notification, or (2) NCE has no reason to believe that such a condition exists, the Client is responsible for all risks associated with this condition, and NCE shall not be responsible for the existing condition nor any resulting damages to persons or property. NCE shall have no responsibility for the discovery, presence, handling, removal, disposal or exposure of persons to hazardous materials of any form.

Indemnification

The Engineer (NCE) shall indemnify and hold harmless the Client and its personnel against any and all claims, damages, losses and expenses to the extent they are caused by the negligent acts, errors, or omissions of NCE or its employees in the performance of its services under this Agreement, subject to the Risk Allocation provisions. The Client shall indemnify and hold harmless NCE and all of its personnel from and against any and all claims, damages, losses and expenses arising out of or resulting from the performance of the services, provided that any such claims, damage, loss or expense is caused in whole or in part by the negligent act or omission and/or strict liability of the Client, anyone directly or indirectly employed by the Client (except NCE) or anyone for whose acts any of them may be liable. This indemnification shall include any claim, damage or loss due to the presence of hazardous materials.

Termination of Services

This Agreement may be terminated upon 10 days written notice by either party should the other fail to perform its obligations hereunder. In the event of termination, the Client shall pay NCE for all services rendered to the date of termination, all reimbursable expenses, and reasonable termination expenses.

Ownership Documents

All documents produced by NCE under this Agreement shall remain the property of NCE and may not be used by the Client for any other endeavor without the written consent of NCE.

Dispute Resolution

The Engineer and Client agree to negotiate any claim(s) or dispute(s) arising out of or related to the agreement between them in good faith prior to exercising any other provision of this Agreement. If a claim or dispute between NCE and Client cannot be settled within 30 days by good faith negotiations the SE and Client agree to submit it to mediation in accordance with the Construction Rules of the American Arbitration Association. If the claim or dispute cannot be settled by good faith negotiations or mediation then either party may exercise their rights under law. In no event shall a claim or dispute be made or sustained if it would be barred by the applicable statute of limitations.



June 19, 2019

MJ Architectural Studios, Inc.
819 Paul Bunyan Drive South
Bemidji, MN 56601

Attn.: Mike Johnston, AIA

Re.: Roseau County Jail Remodel

The purpose of this letter is to serve as a Design Proposal for the mechanical engineering on the above-referenced project. This proposal shall include all HVAC design, CAD-drafted, engineered, signed and stamped plans and specifications for selective remodel of existing building. The scope of work will generally include:

- Disconnect mechanical systems as necessary for partial building demolition.
- Gravity waste, vent and domestic water piping modifications for new restrooms.
- Plumbing fixtures and water heater as necessary for new restrooms.
- Ductwork and diffuser modifications as necessary for office revision and new restrooms.
- Exhaust fan and associated ductwork for new restrooms.
- One job site visit for initial site investigation and verification.
- Coordination over the phone to address questions and issues throughout construction.

The following items are **not** included in this proposal:

- Fire protection
- Civil or site utilities
- LEED-accredited design or submissions

Design fees will be **\$4,675** for the work listed in this proposal.

Misc. reimbursable items will be billed at cost (i.e. – printing plans and specifications).

Billing based on the following general schedule:

Schematic Design	20%
Design Development	40%
Construction Documents	25%
Construction Admin.	15%

For additional work outside this scope, fees will be billed at the following rates:

Registered Engineer	\$115 per hour
Mechanical Designer	\$75 per hour
Drafting	\$55 per hour

Sincerely,

Jamie P. Kronbeck

Jamie P. Kronbeck, PE
JPK Engineering, LLC

johnston.mike@mj-arch.com

From: Bruce Laugtug <brucelaugtug@gmail.com>
Sent: Thursday, June 20, 2019 9:39 AM
To: Mike Johnston
Subject: Re: Roseau County old LEC/Jail downtown

Mike:

Based on our conversation this morning, I would use a fee of \$3500 for electrical engineering, not including drafting services.

This includes a site trip to visit the site and verify conditions. It would include all new design for the food shelf area, and handicapped toilet, and minor remodel for the 4-H area and veterans office area. A new electrical service with backfeeds to existing loads is also necessary.

On Wed, Jun 19, 2019 at 3:06 PM Jamie Kronbeck <jamie@jpkengineeringllc.com> wrote:

Mike,

So just the 42' x 74' portion on the right hand side, correct?

Jamie P. Kronbeck, PE

JPK Engineering, LLC

[112 N. Univ. Dr., Suite 140](#)

[Fargo, ND 58102](#)

(701) 866-8816

From: johnston.mike@mj-arch.com <johnston.mike@mj-arch.com>
Sent: Wednesday, June 19, 2019 1:39 PM
To: 'Bruce Laugtug' <brucelaugtug@gmail.com>; 'Jamie Kronbeck' <jamie@jpkengineeringllc.com>
Subject: Roseau County old LEC/Jail downtown
Importance: High

Bruce/Jamie,

I had a meeting on Monday with Roseau County Commissioners and have been asked to submit a fee proposal for Phase 1 of their Courthouse renovation project.

The initial phase one will be to move Veterans Services and the Extension office (4H) to a different location downtown. The location downtown is the old LEC/Jail just south of the old courthouse. The original jail was built in 1963 and then was added on in 1985 for the LEC/sheriff's dept. The food shelf is currently housed in the LEC portion now. This first project will be to demo the old jail and then renovate the 1985 building to add a HCP toilet and patch up where the jail is removed.

I attached a prelim floor plan of what is proposed.

We have some really crappy prints from the 1985 building. We are scanning them in and will email you the link to download. According to the plans, sewer and water come in from the west side into the 1985 building but the electrical comes in on the east side which is the 1963 building. I think we will need to have a new electrical service and a new mechanical room for a new water heater and to adjust water lines because right now they come into the 1985 building and then go over head across the building then down in to the tunnel of the 1963 building then to the mechanical room.

I need to get them a fee proposal on Friday at the latest for them to review at their next board meeting on Tuesday 6/25 to approve.

Please get me a fee proposal to include the following:

1. One site visit to review existing conditions.
2. Create plans and specs for demo & new work for bidding and construction
3. Include necessary renovation design for proposed spaces; need to construct a new ADA toilet room, review power/data for new spaces.
4. Include plumbing plan submittal to State of MN.

Bruce, I'm thinking we will be your drafting staff for you, you just need to do engineering and red lining.

Call me with any questions.

Thanks,

Mike

Michael J. Johnston, AIA, CDT

MJ Architectural Studios, Inc.

[1425 Paul Bunyan Dr NW Ste 4](#)

[Bemidji, MN 56601](#)

O: 218.751.0109

C: 218.766.7511

E: Johnston.mike@mj-arch.com



Roseau County Request for Board Action

Agenda Item #: Consent 6 <small>(for office use only)</small>		
Requested Board Date:	July 9, 2019	Originating Department: Sheriff
Subject Title (as it will appear on the Agenda): Advertise to Hire – Jailer/Dispatchers	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: Request approval to advertise for part-time jailer/dispatchers in order to create a hiring roster.		
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:	July 9, 2019	Originating Department: Auditor
Subject Title (as it will appear on the Agenda): Purchase Agreement – City of Roseau (Tax Forfeited Land)		Presenter: Martie Monsrud
		Estimated Amount of Time Needed for Discussion: <input type="checkbox"/> < 5 minutes <input checked="" 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 Purchase Agreement.		
Background: The City of Roseau approved the Purchase Agreement at their July 1, 2019 Regular Council 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 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 _____		

PURCHASE AGREEMENT

Roseau, Minnesota, _____, 2019

RECEIVED of the City of Roseau, a municipal corporation under the laws of the State of Minnesota, Buyer, the sum of Zero and no/100 (\$0.00) Dollars, as earnest money for the purchase of property situated in the City of Roseau, County of Roseau, State of Minnesota, and legally described as follows, to-wit:

The Westerly Fifty (50) feet of Lots One (1), Two (2), Three (3) and Four (4) of Block Five (5) in Brandt's Railway Addition to the City of Roseau, according to the recorded plat thereof on file and of record in the office of the Register of Deeds in and for Roseau County, Minnesota. (Parcel ID No. 54.0095800)

Lot Two (2) of Block Two (2) in Larsen's Second Addition to the City of Roseau, according to the recorded plat thereof. (Parcel ID No. 54.0250708)

Subject to easements, reservations and restrictions of record.

The parties hereto have entered into a preliminary agreement whereby the City of Roseau will purchase the above described real estate for a nominal consideration, however, said sale is contingent upon approval by the Minnesota Department of Natural Resources and the closing cannot occur until such time that the State has approved said transaction. Said real property is tax forfeited property.

All of which property the undersigned, County of Roseau, a municipal corporation under the laws of the State of Minnesota, Seller, has this day sold to the Buyer for the sum of One and no/100 (\$1.00) Dollar.

This property is sold "AS IS" with no warranty express or implied as to the condition of property, environmental or otherwise or any structure or equipment located thereon and included in this agreement. Seller makes no representation or warranty as to the quality of construction or the suitability of any structure located thereon for any purpose or use. Buyers have had the opportunity to inspect the premises prior to the execution of this agreement and hereby accept the property "AS IS" with no warranty of condition or suitability of the property for any particular purpose or use.

Subject to performance by the Buyer, the Seller agrees to execute and deliver a Warranty Deed conveying title to said premises subject only to the following exceptions:

- (a) Building and zoning laws, ordinances, State and Federal regulations.
- (b) Restrictions relating to use or improvement of premises without effective forfeiture provision.

- (c) Reservation of any minerals or mineral rights to the State of Minnesota.
- (d) Utility and drainage easements which do not interfere with present improvements.
- (e) Rights of tenants as follows: (unless specified, not subject to tenancies).

The real estate taxes and installments of special assessments (if any) due and payable in the year 2019, shall be prorated to the date of closing.

The real estate taxes and installments of special assessments (if any) due and payable in the year 2020, and thereafter shall be paid by the Buyer. The Seller makes no representation or warranty whatsoever concerning the amount of real estate taxes which shall be assessed against the property subsequent to the date of purchase.

Seller covenants that buildings, if any, are entirely within the boundary lines of the property and agree to remove all personal property not included in this sale and all debris from the premises prior to possession date.

The Seller further agrees to deliver possession no later than the date of closing provided that all conditions of this agreement have been complied with. Unless otherwise specified, this sale shall be closed on October 1, 2019, or earlier upon agreement of all parties hereto.

The County of Roseau (Seller) hereby agrees that the City of Roseau (Buyer), upon execution of this agreement shall be authorized to enter the subject real property at its own risk and commence clearing the property so that the subject real property is suitable for the anticipated building of a single family residential home.

In the event this property is destroyed or substantially damaged by fire or any other cause before the closing date, this agreement shall become null and void, at the Buyer's option, and all monies paid hereunder shall be refunded to it.

The Buyer and Seller also mutually agree that pro rata adjustments of rents, interest, insurance and city water, and, in the case of income property, current operating expenses shall be made as of the closing date.

The Seller shall be responsible for the following costs associated with this sale including: drafting of the Purchase Agreement, drafting of the Warranty Deed, Electronic Certificate of Real Estate Value, Affidavit of Seller, State Deed Tax, and its legal fees incurred with respect to this transaction.

The Buyer shall be responsible for the following costs associated with this sale including: Abstract of Title, Title Opinion, if needed; all costs in connection with Buyers' financing of the property, appraisal, surveying (if desired by Buyers); the legal fees incurred with respect to this transaction; and the cost of recording the Warranty Deed.

Seller certifies that there are no wells located on the above described real property.

Time is of the essence for all provisions of this agreement.

This Purchase Agreement was drafted by Michelle E. Moren, attorney at law of Roseau, Minnesota, who is representing the Buyer in this transaction. Seller is represented by Kristy Kjos, Roseau County Attorney in this transaction.

THIS PURCHASE AGREEMENT IS CONTINGENT UPON THE APPROVAL OF THE STATE OF MINNESOTA.

The undersigned Seller and owner of the above described real estate, hereby approve this agreement and the sale thereby made.

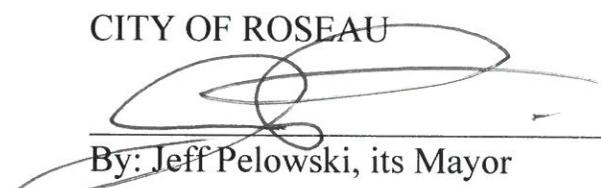
COUNTY OF ROSEAU

By: Jack Swanson, Chairman

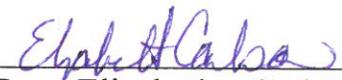
By: Martha Monsrud, Auditor

The undersigned Buyer hereby agree to purchase the said property for the price and upon the terms above mentioned, and subject to all conditions herein expressed.

CITY OF ROSEAU



By: Jeff Pelowski, its Mayor



By: Elizabeth Carlson, its Clerk-Treasurer

THIS INSTRUMENT WAS DRAFTED BY:

Law Offices of Patrick D. Moren
309 Third Street Northwest
P.O. Box 350
Roseau, Minnesota 56751
Phone: (218) 463-1564

Law Offices Of
PATRICK D. MOREN
Box 350
Roseau, MN 56751

PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF APPEAL AND EQUALIZATION

June 18, 2019

The Roseau County Board of Appeal and Equalization of Roseau County [Board], met in the County Board room at the courthouse in the City of Roseau, Minnesota, on Tuesday, June 18, 2019, at 6:00 p.m. Chair Jack Swanson called the meeting to order at 6:00 p.m. Present at the meeting were Commissioners Jack Swanson, Roger Falk, Russell Walker and Daryl Wicklund. Not present was Commissioner John Horner. Also, present were County Assessor Elizabeth Lund, Auditor Martha Monsrud. Members of the public.

Board members signed the official oath of the Roseau County Board of Appeal and Equalization and the County Board of Appeal and Equalization Certification Form for 2019.

A motion was made by Commissioner Falk, seconded by Commissioner Wicklund, and carried by unanimous vote for the approval of the Roseau County Board of Appeal and Equalization Agenda.

Correspondence: None.

Roseau County Assessor: Assessor Lund presented a PowerPoint giving an overview of the mass appraisal process and the criteria set forth by the Minnesota Department of Revenue that must followed. She gave an overview of the method in which property is valued in the mass appraisal approach and then touched briefly on the relationship between assessed values and taxes.

Taxpayer Appearances:

51.0024700 – Bryan and Christine Modahl: Appealed the value of their home. They feel the assessed value of \$235,800 is too high for their location in a small rural town and also feel they will be taxed out of the area. They suggested the value be lowered to \$200,000. It was explained to them that even though their value is the \$235,800 with the homestead market value exclusion of \$15,900, their taxes are figured on the reduced value of \$219,900. It was explained that the building portion of all the house values in the City of Badger were increased by 15% due to a low sales ratio for the previous year's sales. The Modahl home benefits from the "over built factor" which means their increase in building value was less than 15%.

51.0013900-Bryan and Christine Modahl: The Modahl's also requested a reduction in the value of the double wide mobile home they purchased in December 2018 for \$73,000. The value increased to \$84,300 for the 2019 assessment. It was explained that the sale of this parcel would be considered in the following year's sales study analysis.

The Board requested Assessor Lund review the double wide mobile home and bring back a recommendation, since she has never viewed this property.

56.0168500 and 56.0184600 - Marvin Lumber and Cedar Co (main plant): Ray Musgrove and Elliot Larson represented Marvin's on the plant and building center. They feel the value of the plant is too high and they also feel the increase should have phased in. It was explained that there is no provision in current law that allows this practice.

Current value on the two Marvin Windows plant parcels is \$13,788,800 with a total square footage footprint of 1,233,078 which equates to \$11.18 per square foot.

Marvin representatives presented to the Board the current assessed value of Andersen Windows plant in Bayport, MN. They requested the value be reduced to \$9,248,085 which equates to \$7.50 per square foot.

56.0016900, 56.0171700, 56.0179600 and 56.0183700 - Marvin Home Center: Marvin representatives Ray Musgrove and Elliot Larson requested the Board consider lowering the value of the Home Center. The value of the main Home Center building only is \$1,369,900 which equates to \$35.15 per foot (at 38,976 square feet). They requested the value be reduced to \$25.00 per square foot.

The County Board of Appeal and Equalization meeting was recessed until Monday, June 24, 2019 at 8:30 a.m. for further discussion.

JUNE 24, 2019

The Roseau County Board of Appeal and Equalization of Roseau County [Board], reconvened at 8:30 a.m. in the County Board room at the courthouse in the City of Roseau, Minnesota, on Monday, June 24, 2019. Chair Jack Swanson called the meeting to order at 8:30 a.m. Present at the meeting were Commissioners Jack Swanson, Roger Falk, Russell Walker and Daryl Wicklund. Not present was Commissioner John Horner. Also, present were County Assessor Elizabeth Lund, Deputy Assessor Kathy Elson, Deputy Auditors Kathy Jenson and John Huss. Members of the public.

Board members signed the reconvened official oath of the Roseau County Board of Appeal and Equalization and the County Board of Appeal and Equalization Certification Form for 2019.

Discussion regarding the various property appeals was held with no actions taken and was recessed until Tuesday, June 25, 2019 at 9:00 a.m.

JUNE 25, 2019

The Roseau County Board of Appeal and Equalization of Roseau County [Board], reconvened at 9:00 a.m. in the County Board room at the courthouse in the City of Roseau, Minnesota, on Tuesday, June 25, 2019. Chair Jack Swanson called the

meeting to order at 9:00 a.m. Present at the meeting were Commissioners Jack Swanson, Roger Falk, Russell Walker, John Horner and Daryl Wicklund. Also, present were County Assessor Elizabeth Lund, County Attorney Kristy Kjos, Deputy Auditors Kathy Jenson and John Huss. Members of the public.

Board members signed the reconvened official oath of the Roseau County Board of Appeal and Equalization and the County Board of Appeal and Equalization Certification Form for 2019.

Assessor Lund reported that she viewed the mobile home and made the recommendation of no change to the value of either of the Modahl properties. (51.0024700-Home and 51.0013900-mobile home).

A motion was made by Commissioner Falk, seconded by Commissioner Walker, and carried unanimously.

Commissioner Horner requested to be excused from the remainder of the 2019 County Board of Appeal and Equalization and was granted this request.

Further discussion was held with the Marvin representatives Ray Musgrove and Elliot Larson.

A motion was made by Commissioner Walker, seconded by Commissioner Falk to make no changes to the current valuation of the Marvin Windows plant properties, and carried unanimously.

A motion was made by Commissioner Wicklund, seconded by Commissioner Walker to make no changes to the current valuation of the Marvin Home Center parcels, and carried unanimously.

A motion to adjourn the 2019 County Board of Appeal and Equalization meeting was made by Commissioner Walker, seconded by Commissioner Wicklund, and carried unanimously.

Jack Swanson
Commissioner, District 2

Roger Falk
Commissioner, District 3

Russell Walker
Commissioner, District 4

Daryl Wicklund
Commissioner, District 5

Martha Monsrud
County Auditor



Roseau County Request for Board Action

Agenda Item #: Department Reports 2a <small>(for office use only)</small>		
Requested Board Date:	July 9, 2019	Originating Department: Highway
Subject Title (as it will appear on the Agenda): Final Payment – Swingen Construction Company	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: Request the Board approve final payment to Swingen Construction Company for a Bridge Replacement Project, S.P. 068-598-035 – Br. 68542, in the amount of \$44,842.04.		
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:	July 9, 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

JUNE 24, 2019 - BOARD OF APPEAL AND EQUALIZATION

JUNE 26, 2019 - ASSOCIATION OF MINNESOTA COUNTIES CANNABIS COMMITTEE (ST PAUL); discussed problems Counties could face if cannabis is legalized in Minnesota

JUNE 27, 2019 - WAGE COMMITTEE; met w/Teamsters Union

JULY 1, 2019 - ROSEAU CITY COUNCIL

JULY 2, 2019 - OPERATIONS COMMITTEE

JULY 2, 2019 - COMMITTEE OF THE WHOLE

JULY 8, 2019 - ASSOCIATION OF MINNESOTA COUNTIES COMMUNICATIONS PLAN (ST PAUL); looking at improving both internal and external communications at AMC