

REGULAR BOARD MEETING AGENDA

Notice is hereby given that the Board of Commissioners of Roseau County will meet in session on **August 27, 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

8:40 PUBLIC HEARING – Proposed Combination of the North and South Portions of Unorganized Jadis Township

8:45 Delegations/Board Appointments/Public Comments*

1. Charity Brault – NW Minnesota Multi-County HRA Update
2. Tammy Frohlich – Retired & Senior Volunteer Program (RSVP) Update

9:15 Consent Agenda

1. August 13, 2019 Board Proceedings
2. Roseau/LOW Sportsman's Club – Request for Reimbursement
3. Application for Exempt Permit – Warroad Eagles

9:20 Department Reports

1. Assessor
 - a. Retainer Agreement – Tax Court Legal Representation

9:25 Committee Reports

1. Building Committee
 - a. Kraus Anderson Work Order – Old Jail Demolition Project
 - b. Kraus Anderson Work Order – Preconstruction Services

9:30 County Board Items

1. Roseau River Watershed Board Appointment
2. Commissioner Committee Reports

10:00 Litigation Update (close meeting pursuant to MN Statute 13D.05, Subd.3b)

10:30 Unfinished Business

10:30 Adjourn

***Limited to five minutes**



Roseau County Request for Board Action

Agenda Item #: Public Hearing <small>(for office use only)</small>		
Requested Board Date:	August 27, 2019	Originating Department: Auditor
Subject Title (as it will appear on the Agenda): Public Hearing – Proposed Alteration of Boundaries for Unorganized Township 164-40	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: A public hearing will be held in order to receive public input concerning a proposed change to the boundaries of Upper Unorganized Township 164, Range 40 to be combined with Lower Unorganized Township 163-40.		
Background: Petitions signed by the required registered voters have been received by the County Auditor. Per previous discussion, Unorganized Township 164-40 has little to no road miles; therefore, combining 164-40 with 163-40 will result in more efficient fund management and road repair.		
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 type="checkbox"/> Department Reports <input type="checkbox"/> Committee Reports <input type="checkbox"/> County Board Items <input checked="" type="checkbox"/> Other (Public Hearing)		



Roseau County Request for Board Action

Agenda Item #: Board Appointment 1 <small>(for office use only)</small>		
Requested Board Date:	August 27, 2019	Originating Department: NW HRA
Subject Title (as it will appear on the Agenda): NW Minnesota Multi-County HRA Update		Presenter: Charity Brault
		Estimated Amount of Time Needed for Discussion: <input type="checkbox"/> < 5 minutes <input type="checkbox"/> 5 minutes <input type="checkbox"/> 10 minutes <input checked="" type="checkbox"/> 15 minutes <input type="checkbox"/> 30 minutes <input type="checkbox"/> >30 minutes
Board Action Requested: Ms. Brault will provide a program update to the Board.		
Background:		
Supporting Documentation: <input checked="" type="checkbox"/> Attached <input 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 _____		



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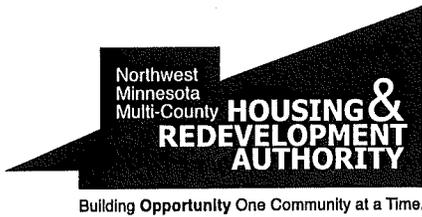
Phone: 218-773-2371
Fax: 218-773-9331

To: Roseau County Board of Commissioners

From: Jack Swanson, Roseau County HRA Board
Charity Brault, Executive Director
Lee Meier, Training & Legislative Advisor

Date: August 21, 2019

RE: HRA 2019 levy and program review



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August 21, 2019

Jack Swanson, Chair
Roseau County Commissioners
606 5th Avenue SW
Roseau, MN 56751

Dear Mr. Swanson,

Another year has passed and we're looking forward to meeting with the Roseau County Board to give an update of activities the HRA is involved with in the county. As you are aware the HRA has levied a portion of the taxable market value since 2008 with a goal to use the levy funds to add leverage when applying to various funding sources that may benefit the county and cover development costs associated with the HRA operations.

The HRA, which was founded by Bill Seeger, has served northwestern Minnesota with housing needs since 1972. For over 40 years the HRA has been instrumental in creating numerous housing opportunities for the region. Such as; 972 units of Section 8 rental assistance funded by HUD with payments made directly to private/public landlords; rental, commercial and owner occupied rehabilitation increasing the value of their properties and help increase the tax base; down payment assistance that has benefited over 1,000 families in buying a home; development of market rate housing allowing area residents with more housing options and community development projects improving the living conditions for its residents.

The HRA continues to search for opportunities to improve the quality of life for our residents in the region. We look forward to working with county leaders on future projects and we thank you for allowing the HRA to play a vital role in the housing industry for the past 40+ years.

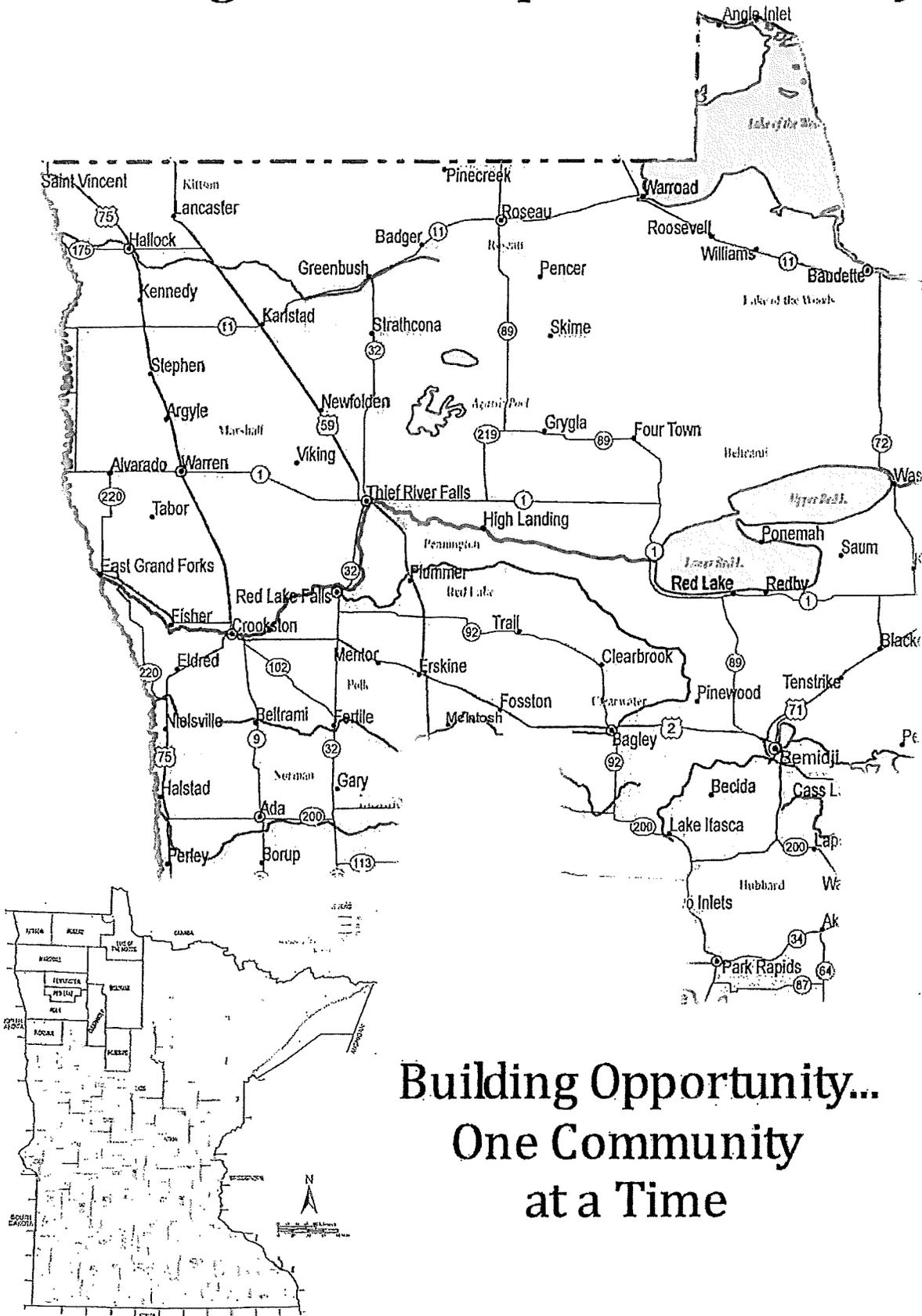
We've attached a brief overview of HRA programs operated in the region. Contact me at 218-637-2431 with questions or need additional information.

Sincerely,

Charity Brault
Executive Director

Cc: County Auditor/Administrator
HRA Board

Northwest Minnesota Multi-County Housing & Redevelopment Authority



**Building Opportunity...
One Community
at a Time**

**Northwest Minnesota Multi-County
Housing and Redevelopment Authority
205 Garfield Ave – PO Box 128 – Mentor, MN 56736**

www.nwmnhra.org

Our Mission

“To improve the lives of residents in our service area
through affordable housing and community development.”

Our Vision

"To be an innovative leader, creating affordable housing opportunities and
strengthening northwest Minnesota communities

History of the HRA

After much effort and persistence by Bill Seeger, the HRA was organized in September 1972. The area of operation included the counties of Kittson, Polk, Marshall, Pennington, and Red Lake. In September of 1973, Roseau County was added making up the present six county area of Northwestern Minnesota. In addition, we contracted with various counties to operate housing programs on their behalf.

On August 29, 1975, the HRA began with a program called Section 8 Existing Housing Rental Assistance. This program made assistance available to elderly and low-income families who live in existing standard approved rented houses or apartments. Very often these are the homes that they already occupy. We now operate over 750 units for rent assistance to low-income families in our seven county area.

In 1979 and 1980, HUD authorized the HRA to construct Public Housing units. The HRA constructed 24 scattered site three-bedroom homes and 50 units of one-bedroom elderly apartments located in Fertile, Fisher, & Climax.

In 1982, approval was received for 44 additional elderly units sited in Badger, Fosston, and Middle River. The Public Housing project differs from the Section 8 program in that the HRA actually owns the project units as opposed to private ownership. Presently the HRA owns and operates 118 Public Housing units.

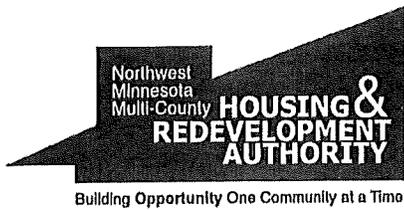
The HRA also has been very active with pursuing and operating Minnesota Housing Finance Agency funds. The HRA uses MHFA funds to do numerous rental and homeowner grant programs. In addition, we have received funds for the Community Revitalization Fund program where private and public investors team with MHFA to assist with down payment to prospective homeowners.

In 1996, the HRA established a 501C4 Community Housing Development Organization to assist area residents with homeownership and create new housing opportunities for our citizens. Also, in 1997 the HRA organized a management company by creating a 501C3 for that specific purpose. The company was organized to manage the affordable rental units that were funded by essential function bonds. Summerfield Apartments, as they are called today, are located in 17 communities. Greater Minnesota Management Company has increased their portfolio other than Summerfield and manages over 600 rental units in the region.

In 2005, 2008, 2011 and 2012 the HRA also acquired and completed extensive rehab on rental properties located in Fosston, Mentor, Bagley and Thief River Falls. In 2015 the HRA completed a refinance of the Summerfield rental properties consisting of 501 units located in 17 communities. May of 2016 the HRA sold Foxtail Townhomes to a local foundation to increase housing opportunities for NCTC college students. The HRA continues to work with cities and counties to assist with their economic and community development needs.

April 2017 the HRA purchased the Red Cross Building in East Grand Forks and converted into an office building and 3 rental units designated for 55+. The office space was occupied March 1, 2018 with the 3 rental units occupied by May 1, 2018.

April & July 2019 the HRA purchased 17 rental units (8 duplex units and 9 multi-family units) from McIntosh Homes in McIntosh. These 17 units were built in the late 60's and early 70's using USDA funds and subsidized under the Rural Development program. The City of McIntosh will be applying for a rehab grant through the MN Department of Employment and Economic Development (DEED) in November 2019.



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June 7, 2019

Martie Monsrud
Roseau County Auditor
606 5th Avenue SW, Room 160
Roseau, MN 56751-1477

Dear Martie,

As you are aware the HRA board of commissioners can approve up to 25% of the maximum levy allowed with discretion from the County Board of Commissioners to levy any additional funds as they deem appropriate.

I've attached a copy of the 2019 HRA levy resolution passed by the HRA board at its May 2019 meeting. I will contact you by the end of July to schedule a time to meet with the county board to review the levy and what the HRA is accomplishing in the region to address community and housing development needs.

If you have any questions or comments, please call me at 218-637-2431 or email charity@nwmnhra.org.

Sincerely,


Charity Brault
Executive Director

Cc: HRA Board

Resolution 5-19-2

**RESOLUTION APPROVING 2019 NORTHWEST MINNESOTA
MULTI-COUNTY HRA LEVY in ROSEAU COUNTY**

WHEREAS, the NW MN Multi-County (HRA) Board of Commissioners has determined that the availability of accessible affordable housing is a necessary component of a vital, sustainable economy in NW Minnesota; and

WHEREAS, there continues to be a substantial gap between the need for affordable housing in NW Minnesota and availability of such units; and

WHEREAS, the HRA is authorized by statute to levy an amount up to 25% of 0.0185 per cent of taxable market value, with the approval of the HRA Board of Commissioners; and

WHEREAS, the additional levy authorized by state law would provide leverage funds for other public and private sector investments in housing and economic development in NW Minnesota; and

NOW, THEREFORE, BE IT RESOLVED, that for taxes payable in 2020, the HRA Board of Commissioners hereby approves the adoption of a levy of 25% of 0.0185 percent of taxable market value for the purpose of leveraging additional funds for housing and economic development activities in Roseau County;

BE IT FURTHER RESOLVED, that the NW MN Multi-County HRA will at least annually report to the Roseau County Board of Commissioners on use of levy funds.

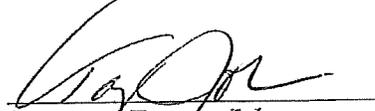
Ayes: **Commissioners Lerohl, Swanson, Johnson, Gustafson,
Finstad, Genereux**

Nays: **none**

SIGNED:


Chairman, Kermit Genereux

WITNESSED:


Secretary, Tammy Johnson

Date: May 15, 2019

Equal Opportunity Employer

NW MN Multi-County HRA
Mentor, MN

2018 Taxable Market Values

County		Maximum Levy	25% of Max Levy	25% of possible assessment for:	
				\$100,000 House	\$150,000 House
Kittson	\$1,387,426,900	\$256,674	\$64,168	\$5.00	\$8.00
Marshall	\$2,398,070,509	\$443,643	\$110,911	\$5.00	\$8.00
Pennington	\$1,489,855,600	\$275,623	\$68,906	\$5.00	\$8.00
Polk	\$4,279,159,300	\$791,644	\$197,911	\$5.00	\$8.00
* Crookston	\$361,687,800	\$66,912			
* East Grand Forks	\$693,963,400	\$128,383			
Red Lake	\$686,994,913	\$127,094	\$31,774	\$5.00	\$8.00
Roseau	\$1,400,314,100	\$259,058	\$64,765	\$5.00	\$8.00
Totals	\$11,641,821,322	\$2,153,737	\$538,434		

4/1/2019

* Crookston and East Grand Forks amounts are not included in the Polk County value.

HRA & Legislation Approved Levy 2008 - 2013 Levy					
Levy Amount	Amt Rec	Committed/ Leveraged	Spent	Developers Costs	Available Levy
Kitson	156,752	156,029	0	82,999	73,029
Marshall	228,382	228,368	0	120,644	107,724
Polk	537,680	536,488	0	265,705	250,783
Pennington	182,513	184,179	0	98,325	85,854
Red Lake	74,266	75,386	0	39,831	35,555
Roseau	230,185	234,322	0	126,686	108,635
Total	1,409,768	1,414,772	0	753,191	661,580

HRA & County Levy 2014 - 2018 Levy					
Levy Amount	Amt Rec	Committed/ Leveraged	Spent	Developers Costs-50%	Available Levy
Kitson	345,467	277,142	27,500	13,201	138,671
Marshall	675,678	621,779	102,500	9,675	310,889
Polk	1,168,115	1,093,828	30,000	372,194	516,914
Pennington	367,231	334,502	25,435	83,731	167,251
Red Lake	170,939	169,280	50,000	35,261	84,640
Roseau	346,882	314,066	12,750	41,513	157,033
Total	3,074,312	2,750,598	248,185	555,576	1,375,299

2 Funding Cycles (2008-2013 & 2014-2019)	
Total available levy	
\$	97,870.89
\$	198,713.88
\$	114,719.70
\$	58,085.33
\$	(621.02)
\$	102,769.96
\$	571,538.74

Commitments

Kitson	\$7,500 NWCMA & \$20,000 Lake Bronson Deed app
Marshall	\$40,000 Alvarado & Middle River application & \$7,500 Wynne Consulting, \$35,000 Grygle & \$20,000 Warren
Polk	\$30,000 Committed for Polk Co Down Payment Assistance
Pennington	\$2,000 TRF grant writing & \$30,000 TRF 2076 SCDG Grant & \$20,000 down payment assistance (\$1435 left of the \$20,000)
Red Lake	\$50,000 Red Lake Falls Deed
Roseau	\$7,500 Wynne Consulting, \$37,500 Down Payment Assistance (\$6750 left of the \$37,500), \$5000 USDA Business Development App

List of funding in the following Counties:

<u>Year</u>	<u>Activity/Source of Funding</u>		<u>Total Project Funding</u>
Kittson County- The HRA levy contributes \$7,500 per year towards grant writing services from the NW Community Action Agency, located in Badger, MN for Kittson County. In addition the HRA levy can pledge leverage funds for other needs if available.			
2009	City of Karlstad/Greenbush - Housing Rehab (DEED)	\$	191,862
2010	Kittson County - Acquisition/Demolition (DEED) (1 Home)	\$	87,505
2011	County wide single family Owner Rehab (13 homes) (DEED)	\$	346,375
2011	Lancaster-Community Center (DEED-other)	\$	822,100
2012	City of Hallock Application for Owner/Commercial rehab	\$	949,176
2012	City of Karlstad Application for water system & Housing rehab		not funded
2013	City of Karlstad Application - Housing Rehab		not funded
2013	City of Kennedy Application - Housing Rehab Will reapply in 2014		not funded
2014	Kennedy/Karlstad DEED grant	\$	506,000
2014	DEED Broadband-Wikstrom	\$	425,000
2014	Friends of the Park, Lake Bronson	\$	24,918
2015	Lancaster SCDP DEED-Comprehensive	\$	572,125
2015	Kittson County Revolving rehab loan-Lake Bronson	\$	41,300
2015	DEED Broadband - Wikstrom	\$	54,956
2017	DEED Broadband - Wikstrom	\$	129,960
2019	City of Lake Bronson- Housing Rehab (DEED)	\$	379,500
Marshall County- The HRA levy contributes \$7,500 annually to Wynne Consulting to assist county with costs associated with grant writing services.			
2008	City of Newfolden-Commercial/Rental Rehab (DEED)	\$	279,900
2010	City of Oslo/Alvarado-Home Owner Housing Rehab (DEED)	\$	386,550
2010	City of Middle River-Sewer Treatment Upgrade (DEED)	\$	538,028
2011	Marshall County-Acquisition/Demo. (DEED) 16 homes	\$	972,608
2012	City of Stephen/Argyle-Housing/Commercial Rehab (DEED)	\$	625,704
2012	City of Warren-Housing/Commercial Rehab (DEED)	\$	997,464
2012	Cities of Alvarado/Oslo Application for Rental/Comm. rehab		not funded
2014	City of Oslo Commercial/rental/housing	\$	533,308
2014	RBEG-Business loans- USDA	\$	99,900
2015	City of Olso -DEED-Water System Improvements	\$	600,000
2017	Marshall County (Broadband Grant) Wikstrom	\$	327,893
2017	Alvarado/Middle River-DEED-(20) Home Owner rehab	\$	487,340
2018	Warren-Manufactured home loan 1 unit	\$	200,000
2019	City of Grygla Housing/Commercial/Rental rehab (DEED)	\$	382,375
2019	City of Warren Housing rehab (DEED)	\$	241,500
2019	Marshall County HRA Business (L&R Foods)	\$	21,188
Pennington County- The HRA also manages program income for the City of Thief River Falls and Pennington County.			
2009	City of Thief River Falls/Goodridge-Homeowner/Rental Rehab 18 units TRF 4 units Goodridge	\$	496,680.00
2012	City of Thief River Falls-Homeowner/Rental Rehab (DEED)	\$	750,520.00

2014	Pennington County rehab-Using levy funds from match	\$	150,000.00
2014	Rehab loan match - Keith - St. Hilaire	\$	42,605.00
2016	Thief River Falls DEED home owner rehab	\$	735,600.00
2018	Penn. County levy for down payment assistance	\$	130,000.00

Polk County- The HRA contracts with various cities to write housing grants and administer funded grants in the county and communities. The HRA has administered grants in the City of Crookston (who received DEED funds in 2012 to do rental/commercial rehab in a downtown target area) but do not use levy funds in the cities of Crookston and East Grand Forks since they have City HRA's and are excluded from the HRA levy. Also assist with business loans as needed.

2010	City of Winger-Commercial Rehab (6 Businesses) (DEED)	\$	278,063
2010	Cities of McIntosh and Erskine- Housing Rehab-24 homes (DEED)	\$	667,600
2011	City of Fosston-Housing & Commercial Rehab- (DEED)	\$	400,000
2013	City of Fosston Application for Homeowner rehab		not funded
2014	McIntosh Homes - Rental Rehab	\$	17,500
2014	City of Climax Application for sanitary sewer improvements	\$	320,000
2014	City of Fosston Downtown Redevelopment	\$	900,000
2014	City of Fosston Single Family Home (spec Home)	\$	195,000
2015	Rural Winger Home owner rehab (FHLB-MHFA-HPG)	\$	38,177
2015	Rural Trail- single family home rehab-(MHFA-HPG-FHLB)	\$	50,000
2015	City of Fosston DEED grant-Rental rehab	\$	252,770
2016	Fosston Revolving with FHLB Home owner rehab	\$	24,090
2017	Fosston-Homark Manufactured Home spec	\$	59,572
2017	McIntosh-Purchase/rehab contract for deed sale to low income buyer	\$	88,931
2017	Rural EGF Home rehab (P)	\$	21,650
2018	Fosston mobile home 10% loan purchase assistance	\$	510,000
2018	Fosston rehab-single family unit (Davis)	\$	10,000
2018	McIntosh-2-4 plex rental rehab (Schultz)	\$	11,000
2018	Rural McIntosh home rehab (Strom)	\$	45,000
2018	Mentor Dairy Queen- commercial rehab (Peralta)	\$	400,000

Red Lake County-

2014	RBEG-County wide business loans from USDA	\$	119,900
2014	City of Oklee - DEED 15 housing rehab	\$	380,000
2014	Homeowner rehab using program income	\$	200,000
2015	Plummer-DEED 20 Owner/Occupied rehab	\$	568,000
2017	Red Lake Falls DEED funding for housing/Commercial rehab	\$	593,400
2017	CRF home rehab - Brooks - Lok.	\$	20,705
2018	Red Lake Falls-business shared loan w/ NWRDC & lender	\$	135,000
2018	Rural Red Lake Falls CRF Rehab	\$	20,000

Roseau County-The HRA levy contributes \$7,500 annually to Wynne Consulting to assist the county with costs associated with grant writing services.

2008	City of Roseau Rental Rehab-Sunburst Acres (DEED)	\$	53,400
2010	Badger Fire Dept.-Firefighting gear & equipment (FEMA)	\$	86,800
2010	Badger Community Hall-Heating system (DOE-EECBG)	\$	26,555
2010	Warroad Library- Window replacement (DOE-EECBG)	\$	170,590

2010	Warroad City Hall-Historical Society-Painting & repairs	\$	36,000	
2011	Badger Commercial Rehab-(DEED)	\$	407,861	
2012	Roseau County (non-City) (RBEG) Business loans	\$	104,300	
2012	Roseau County-Victim Services Grant	\$	40,000	
2012	Roseau County housing study \$4,000 share w/NWMNF/MNHP	\$	18,000	
2012	City of Wannaska-Community Center (local)	\$	100,000	
2012	Roseau County-Crime Victim Services Grant	\$	40,000	
2012	City of Roseau Application for Rental rehab			not funded
2012	City of Warroad Application for com./Rental/HO rehab			not funded
2012	Roseau County application for Homeowner/Rental rehab			not funded
2013	City of Roseau Rental rehab and conversion	\$	817,500	
2013	City of Warroad Comm./Rental/OO rehab	\$	1,315,532	
2013	City of Warroad-USDA-RBEG-Business loans	\$	145,270	
2014	Badger/Greenbush DEED grant Rental rehab (12 units)	\$	223,104	
2014	Roseau County, Down Payment Assistance	\$	20,000	
2014	Roseau River Water shed district (mapping)	\$	25,000	
2014	Warroad Fire Department (equipment)	\$	22,800	
2015	City of Roosevelt-Hsg. Rehab	\$	218,175	
2015	Broadband Grant-Roseau County (Sjoberg & Wikstrom)	\$	448,428	
2016	Roseau County \$5,200 Homeowner rehab loan	\$	31,000	
2017	Broadband Grant-Roseau Count (Sjoberg)	\$	354,740	
2017	Broadband Grant-Roseau County (Wikstrom)	\$	360,074	
2017	Homeowner Rehab	\$	6,324	
2018	Warroad-Rental and Owner Occupied rehab DEED & MHFA	\$	3,600,000	600k DEED leveraged 3+ million MHFA
Total funds leveraged from 2008-2019 using HRA levy funds		\$	28,527,751	
Return for every \$1 levy funds invested		\$	7.37	
(HRA Levy funds collected thru 12-31-2018)		\$	3,871,663.00	
• Estimated 2018/2019-HRA applications submitted including FHLB, DEED and other resources using levy leveraged funding			\$2,800,563	

The HRA covers an 8 county area (including Norman and Lake of the Woods) with other HUD and non HUD financed housing programs that serve the low and moderate income residents. The HRA has been in existence since 1973 serving the region that had a humble beginning in a converted garage on Maple Lake a few miles from Mentor, MN and has grown to have a major impact with creating housing and community development throughout the region. Due to state and federal funding reductions the region has greatly benefited from the approval by the 2008 legislation that was extended by the 2013 and 2019 legislators allowing the NW MN Multi County HRA Board to levy.

Federal Home Loan Bank	2008 Homeowner Rehab 74 units	\$	495,000.00	
Federal Home Loan Bank	2012 Homeowner Rehab 45 units	\$	295,000.00	
Federal Home Loan Bank	2014 Homeowner Rehab 30 units	\$	195,000.00	
Federal Home Loan Bank	2016 Homeowner Rehab application 30 units	\$	255,000.00	Not funded
Federal Home Loan Bank	2017 Homeowner Rehab application 35 units	\$	367,500.00	Not funded
Federal Home Loan Bank	2018 Homeowner Rehab application 35 units	\$	315,000.00	Funded-12-2018
Small Cities Application - 2019 City of Roseau		\$	644,000.00	

Small Cities Application - 2019 City of Badger	\$	396,750.00	
Small Cities Application- 2019 City of Greenbush	\$	529,000.00	
Small Cities Application- 2019 City of Hallock	\$	644,000.00	
Small Cities Application-2019 City of McIntosh	\$	500,000.00	
USDA 2019 Business Development application: Roseau County		104,900.00	April 2019 application- under review

The HRA is blessed and thankful to have had the opportunity to serve the residents of northwest Minnesota since its inception in 1972. We look forward to continue our service with future funding opportunities enhanced by the HRA levy.

All Counties CRF Funds

County	CRF Funds	Investor Dollars	Levy	New & Existing Construction	Number of Units
Beltrami	\$ 168,221	\$ 123,795	\$ -	\$ 2,238,497	26
Kittson	\$ 169,208	\$ 93,450	\$ -	\$ 3,257,811	54
Marshall	\$ 412,794	\$ 192,900	\$ 70,150	\$ 10,447,675	114
Norman	\$ 176,273	\$ 91,500	\$ -	\$ 2,800,241	35
LOW	\$ -	\$ 50,000	\$ -	\$ 1,331,796	15
Pennington	\$ 275,468	\$ 135,000	\$ 114,640	\$ 12,894,268	132
Polk	\$ 413,110	\$ 235,575	\$ -	\$ 11,990,569	133
Red Lake	\$ 883,695	\$ 433,350	\$ 23,109	\$ 13,736,167	152
Roseau	\$ 952,948	\$ 849,946	\$ -	\$ 40,203,831	448
Totals	\$ 3,451,717	\$ 2,205,516	\$ 207,899	\$ 98,900,855	1109

07/16/19

Note: \$28.65 private dollars for every \$1.00 invested by the state
1109 units of housing completed

Properties Managed by Northwest Minnesota Multi-County HRA

July 16, 2019

COUNTY/CITY	PROPERTY NAME	STATUS	NUMBER OF BEDROOMS		
			1 Bdrm	2 Bdrm	3 Bdrm
Kittson County:					
Lancaster, Hallock	11 - 3 Bdrm Homes	Subsidized			11
Kennedy & Lake Bronson					
Marshall County:					
Oslo, Newfolden	4 - 3 Bdrm Homes	Subsidized			4
Middle River	Royal Manor Apts	Subsidized	20		
Pennington County:					
St. Hilaire	2 - 3 Bdrm Homes	Subsidized			2
Polk County:					
Climax, Erskine	5 - 3 Bdrm Homes	Subsidized			5
East Grand Forks	River Road Apts	Market Rate	1	2	
Fertile	2 - 3 Bdrm Homes	Subsidized			2
Fertile	Sunshine Court Apts	Subsidized	20		
Fisher	Prairie View Apts	Subsidized	15		
Fosston	Evergreen Apts	Subsidized	12		
Fosston	Fosston Homes (7 Duplex)	Market Rate	12	2	
McIntosh	McIntosh Homes	Market Rate	4	4	
McIntosh	McIntosh Cottage Apts	Subsidized	7	2	
Mentor	Maplewood Apts	Subsidized	8		
Mentor	2 Office Buildings				
Mentor	Maintenance Bldg				
Roseau County:					
Badger	Badger Creek Apts	Subsidized	12		
TOTAL UNITS = 145			111	10	24

HRA Properties Managed by Greater Minnesota Management

July 16, 2019

COUNTY/CITY	PROPERTY NAME	STATUS	NUMBER OF BEDROOMS			
			1 Bdrm	2 Bdrm	3 Bdrm	4 Bdrm
Clearwater County:						
Bagley	OtterKill Gardens	Subsidized	28	2		
City of Clearbrook	Summerfield Place	Market Rate	4	10	2	
Hubbard County:						
City of Park Rapids	Summerfield Place	Market Rate	28	64	4	
Lake of the Woods County:						
City of Baudette	Summerfield Place	Market Rate	11	27	4	
Norman County:						
City of Ada	Summerfield Place	Market Rate	7	24		
City of Shelly	Summerfield Place	Market Rate		8		
Pennington County:						
City of Thief River Falls	Summerfield Place	Market Rate	23	52	8	
Polk County:						
City of Crookston	Summerfield Place	Market Rate	21	45	4	
City of Erskine	Summerfield Place	Market Rate	2	8		
City of Fertile	Summerfield Place	Market Rate	8	6	2	
City of Fisher	Summerfield Place	Market Rate		12	2	
City of Fosston	Summerfield Place	Market Rate	6	16		
Marshall County:						
City of Argyle	Summerfield Place	Market Rate		8		
City of Newfolden	Summerfield Place	Market Rate	2	6		
City of Warren	Summerfield Place	Market Rate	4	12		
Roseau County:						
City of Badger	Summerfield Place	Market Rate	2	6		
City of Greenbush	Summerfield Place	Market Rate	2	10		
City of Roseau	Summerfield Place	Market Rate	6	27	8	
TOTAL APARTMENTS = 531			154	343	34	0

Kittson County July 2018 - June 2019

Month	# of Vouchers Used Per Month	Housing Assistance Payments
July-18	6	\$ 1,719.00
Aug-18	6	\$ 1,719.00
Sep-18	6	\$ 1,719.00
Oct-18	6	\$ 1,779.00
Nov-18	6	\$ 1,791.00
Dec-18	6	\$ 1,791.00
Jan-19	6	\$ 1,791.00
Feb-19	6	\$ 1,791.00
Mar-19	6	\$ 1,791.00
Apr-19	6	\$ 1,825.00
May-19	6	\$ 1,825.00
Jun-19	6	\$ 1,827.00
Total	72	\$ 21,368.00

Marshall July 2018 - June 2019

Month	# of Vouchers Used Per Month	Housing Assistance Payments
July-18	28	\$ 7,894.00
Aug-18	27	\$ 7,402.00
Sep-18	26	\$ 7,397.00
Oct-18	24	\$ 6,628.00
Nov-18	24	\$ 6,329.00
Dec-18	23	\$ 6,639.00
Jan-19	22	\$ 5,935.00
Feb-19	21	\$ 6,005.00
Mar-19	22	\$ 6,339.00
Apr-19	22	\$ 6,994.00
May-19	22	\$ 6,994.00
Jun-19	22	\$ 6,733.00
Total	283	\$ 81,289.00

Pennington County July 2018 - June 2019

Month	# of Vouchers Used Per Month	Housing Assistance Payments
July-18	109	\$ 34,400.00
Aug-18	107	\$ 33,364.00
Sep-18	104	\$ 32,261.00
Oct-18	98	\$ 30,058.00
Nov-18	98	\$ 31,624.00
Dec-18	97	\$ 30,380.00
Jan-19	98	\$ 30,849.00
Feb-19	99	\$ 32,099.00
Mar-19	102	\$ 32,184.00
Apr-19	102	\$ 31,725.00
May-19	103	\$ 33,140.00
Jun-19	104	\$ 34,650.00
Total	1221	\$ 386,734.00

Polk County July 2018 - June 2019

Month	# of Vouchers Used Per Month	Housing Assistance Payments
July-18	533	\$ 248,717.00
Aug-18	536	\$ 248,452.00
Sep-18	527	\$ 241,371.00
Oct-18	523	\$ 243,565.00
Nov-18	519	\$ 238,971.00
Dec-18	525	\$ 241,543.00
Jan-19	541	\$ 251,101.00
Feb-19	551	\$ 254,203.00
Mar-19	547	\$ 251,566.00
Apr-19	540	\$ 250,289.00
May-19	532	\$ 247,763.00
Jun-19	531	\$ 251,163.00
Total	6405	\$ 2,968,704.00

Red Lake County July 2018 - June 2019

Month	# of Vouchers Used Per Month	Housing Assistance Payments
July-18	17	\$ 4,335.00
Aug-18	17	\$ 4,286.00
Sep-18	16	\$ 3,907.00
Oct-18	16	\$ 3,905.00
Nov-18	16	\$ 3,529.00
Dec-18	16	\$ 3,529.00
Jan-19	17	\$ 3,320.00
Feb-19	17	\$ 3,320.00
Mar-19	16	\$ 3,308.00
Apr-19	16	\$ 3,308.00
May-19	16	\$ 3,277.00
Jun-19	17	\$ 3,476.00
Total	197	\$ 43,500.00

Roseau County July 2018- June 2019

Month	# of Vouchers Used Per Month	Housing Assistance Payments
July-18	67	\$ 19,174.00
Aug-18	65	\$ 18,804.00
Sep-18	61	\$ 18,007.00
Oct-18	56	\$ 16,772.00
Nov-18	55	\$ 16,321.00
Dec-18	55	\$ 16,060.00
Jan-19	60	\$ 17,773.00
Feb-19	65	\$ 18,769.00
Mar-19	66	\$ 19,766.00
Apr-19	66	\$ 19,681.00
May-19	66	\$ 20,111.00
Jun-19	65	\$ 20,365.00
Total	747	\$ 221,603.00

Norman County July 2018 - June 2019

Month	# of Vouchers Used Per Month	Housing Assistance Payments
July-18	58	\$ 17,841.00
Aug-18	58	\$ 17,543.00
Sep-18	56	\$ 17,204.00
Oct-18	55	\$ 16,613.00
Nov-18	53	\$ 17,064.00
Dec-18	52	\$ 16,514.00
Jan-19	49	\$ 14,860.00
Feb-19	48	\$ 13,964.00
Mar-19	47	\$ 13,726.00
Apr-19	46	\$ 13,589.00
May-19	45	\$ 13,293.00
Jun-19	45	\$ 13,175.00
Total	612	\$ 185,386.00

Lake of the Woods County July 2018 - June 2019

Month	# of Vouchers Used Per Month	Housing Assistance Payments
July-18	3	\$ 731.00
Aug-18	3	\$ 731.00
Sep-18	3	\$ 731.00
Oct-18	3	\$ 731.00
Nov-18	3	\$ 731.00
Dec-18	3	\$ 731.00
Jan-19	3	\$ 750.00
Feb-19	3	\$ 750.00
Mar-19	3	\$ 750.00
Apr-19	3	\$ 750.00
May-19	3	\$ 737.00
Jun-19	2	\$ 362.00
Total	35	\$ 8,485.00

Note: The information gathered for all individual counties is taken from the County/City Report in HDS.

Ports July 2017- June 2018

Month	Portable Vouchers Per Month	Portable Vouchers Paid HAP	Partial Month Paid	Total
July-18	50	\$ 47,912.00	\$ 4,253.00	\$ 52,165.00
Aug-18	40	\$ 39,359.00	\$ 2,107.00	\$ 41,466.00
Sep-18	44	\$ 43,144.00	\$ 590.00	\$ 43,734.00
Oct-18	33	\$ 27,954.00	\$ 470.00	\$ 28,424.00
Nov-18	33	\$ 26,892.00	\$ 748.00	\$ 27,640.00
Dec-18	36	\$ 29,445.00	\$ -	\$ 29,445.00
Jan-19	40	\$ 32,769.00	\$ 729.00	\$ 33,498.00
Feb-19	44	\$ 35,950.00	\$ -	\$ 35,950.00
Mar-19	47	\$ 37,563.00	\$ 726.00	\$ 38,289.00
Apr-19	48	\$ 36,925.00	\$ 1,264.00	\$ 38,189.00
May-19	34	\$ 26,691.00	\$ 1,973.00	\$ 28,664.00
Jun-19	38	\$ 32,578.00	\$ 3,763.00	\$ 36,341.00
Total	487	\$ 417,182.00	\$ 16,623.00	\$ 433,805.00

Note: The port information is taken from the HUD-52681-B Report used for VMS reporting.

Note: Partial month paid is when the HAP reimbursement amount is prorated for a number of days less than a full month. The initial start date of the port lease-up is not on the 1st of the month.

Note: Admin reimbursement is not included in any of the amounts listed for ports.

Roseau**July 2018 - June 2019**

Month	# of Vouchers Used Per Month	Housing Assistance Payments
July-18	67	\$ 19,174.00
Aug-18	65	\$ 18,804.00
Sep-18	61	\$ 18,007.00
Oct-18	56	\$ 16,772.00
Nov-18	55	\$ 16,321.00
Dec-18	55	\$ 16,060.00
Jan-19	60	\$ 17,773.00
Feb-19	65	\$ 18,769.00
Mar-19	66	\$ 19,766.00
Apr-19	66	\$ 19,681.00
May-19	66	\$ 20,111.00
Jun-19	65	\$ 20,365.00
Total	747	\$ 221,603.00

The Section 8 Housing Choice Voucher Program is a federal funded program that assists qualifying individuals/families, the elderly, and the disabled to afford decent, safe, and sanitary housing in the private market. A housing subsidy is paid to the landlord directly by the Housing Authority on behalf of the participating family. The family pays the difference between the actual rent charged by the landlord and the amount subsidized by the Housing Authority.

The above information provides statistics for the County on the number of families/voucher holders that received rental assistance during a given month and the total dollar amount paid out each month for rental assistance payments.



Roseau County Request for Board Action

Agenda Item #: Board Appointment 2 <small>(for office use only)</small>		
Requested Board Date:	August 27, 2019	Originating Department: RSVP
Subject Title (as it will appear on the Agenda): Retired & Senior Volunteer Program (RSVP) Update		Presenter: Tammy Frohlich
		Estimated Amount of Time Needed for Discussion: <input type="checkbox"/> < 5 minutes <input type="checkbox"/> 5 minutes <input type="checkbox"/> 10 minutes <input checked="" type="checkbox"/> 15 minutes <input type="checkbox"/> 30 minutes <input type="checkbox"/> >30 minutes
Board Action Requested: Ms. Frohlich will present a program update to 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

August 13, 2019

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, Minnesota on Tuesday, August 13, 2019.

CALL TO ORDER

The meeting was called to order at 8:30 a.m. by Board Chair Jack Swanson. The Pledge of Allegiance was recited. Commissioners present were Roger Falk, John Horner, Jack Swanson, Russell Walker and Daryl Wicklund. Others present were Jeff Pelowski, Joleen Kezar, Kristy Kjos, Martie Monsrud, Karla Langaas, Liz Lund, Brian Ketring, Todd Peterson, and Myles Hogenson.

APPROVAL OF AGENDA

Veteran Services Officer Howes requested adding Board acceptance of a donation to the Consent Agenda. A motion to approve the amended Agenda was made by Commissioner Walker, seconded by Commissioner Wicklund, and carried unanimously.

COMMENTS AND ANNOUNCEMENTS

Coordinator Pelowski informed the Board that he will be out of the office from August 19th – September 3rd. Joleen Kezar requested the Board contact her if they plan to attend the AMC Policy Conference in September.

APPROVE BILLS

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

Warrants Approved For Payment 7/25/2019 (Warrant #140947-140973)

<u>Vendor Name</u>	<u>Amount</u>
AFLAC	3,490.78
BRINK, SOBOLIK, SEVERSON, MALM & ALBRECH	3,054.00
KNIFE RIVER MATERIALS	701,503.46
PRUDEHOMME/RACHEL	3,289.81
ROSEAU/LOW SPORTSMAN CLUB	8,257.19
TOWN OF BEAVER	2,595.69
21 Payments less than 2,000.00	11,134.14
Final Total:	733,325.07

Warrants Approved For Payment 8/01/2019 (Warrant #140974-140982)

<u>Vendor Name</u>	<u>Amount</u>
DEARBORN NATIONAL LIFE INSURANCE	3,332.75
JOHNSON/LAURE A	3,526.88
LIFECARE MEDICAL CENTER	29,627.53
SUN LIFE ASSURANCE COMPANY OF CANADA	2,171.02
5 Payments less than 2,000.00	2,011.43
Final Total:	40,669.61

Warrants Approved For Payment 8/08/2019 (Warrant #140983-140996)

<u>Vendor Name</u>	<u>Amount</u>
ROSEAU CITY	12,401.26
SATHER LAW OFFICE	2,807.45

12 Payments less than 2,000.00	9,826.88
Final Total:	25,035.59

Warrants Approved On 8/13/2019 For Payment 8/16/2019(Warrant #140997-141076)

<u>Vendor Name</u>	<u>Amount</u>
AMERICAN INSTITUTIONAL SUPPLY	2,252.72
AVENU INSIGHTS & ANALYTICS	5,866.90
BLOOMING VALLEY SERVICES	7,449.50
BRIGGS	4,121.60
CDW GOVERNMENT INC	4,370.17
COULOMBE CONSULTING	2,080.00
GARTNER REFRIGERATION CO	11,532.34
HDR ENGINEERING INC.	10,477.00
INFORMATION SYSTEMS CORP	8,759.00
MAR-KIT LANDFILL	46,022.00
MN DEPT OF TRANSPORTATION	4,037.07
ONSOLVE	13,000.00
PENNINGTON CO SHERIFF	2,200.00
ROGER'S TWO WAY RADIO INC	2,983.28
SJOBERG'S INC	3,532.07
SUMMIT FOOD SERVICE-DBA	7,183.29
TRUE NORTH STEEL	17,982.12
UNIVERSITY OF NORTH DAKOTA	3,092.65
WIDSETH SMITH NOLTING	11,700.00
ZIEGLER INC	4,966.28
60 Payments less than 2,000.00	23,594.17
Final Total:	197,202.16

DELEGATIONS/BOARD APPOINTMENTS/PUBLIC COMMENTS:

Assessor Liz Lund – MN Power Great Northern Powerline Discussion

Assessor Lund provided information to the Board on the estimated net tax capacity (NTC) for the new Great Northern powerline. The MN Department of Revenue will be conducting the assessment of the property; however, it is estimated that the overall County NTC will increase by approximately \$2M by tax year 2022. This represents an approximate 15% increase in the County NTC.

Myles Hogenson – Roseau County Trailblazers Update

Myles Hogenson met with the Board to provide a program update. It was noted that they have completed work on the Bemis Grade and the Butler Grade trails; and, the Winner Silo project has been delayed due to the MnDNR requiring an archeological review of the proposed bathroom location. The Polaris 65th anniversary parade is scheduled for Saturday, August 17th and the Roseau/LOW Sportsman's Club would like to have Commissioners ride in the parade to show their support of the Club and the County-wide trail system. Commissioners Walker, Falk, and Swanson agreed to participate in the event.

CONSENT AGENDA

A motion to approve the Consent Agenda was made by Commissioner Horner, seconded by Commissioner Walker, and carried unanimously. The Board, by adoption of its Consent Agenda, approved the July 23, 2019, Board Proceedings; approved the Roseau/LOW Sportsman's Club Request for Reimbursement, in the amount of \$8,702.87; approved the County Veteran Services

Office Operational Enhancement Grant Agreement and Resolution of Support; approved the Pine to Prairie Joint Powers Agreement; and approved accepting a \$5,000.00 donation from HELPP, Inc., to the Roseau County Veteran's Relief fund.

COUNTY BOARD ITEMS

Warroad River Watershed Board Appointment

The Board reviewed the only application they received to fill the one open position on the Warroad River Watershed Board (WRWB). A motion to re-appoint Joe Olafson to a three-year term on the WRWB, commencing September 19, 2019 and concluding on September 18, 2022, was made by Commissioner Walker, seconded by Commissioner Horner, and carried unanimously.

Resolution of Support – Quin County Grant Application

Julie Pahlen and Brooke Homstad, LifeCare Public Health, requested that the Board resolve to support their Quin County Grant application. This grant would provide funding to support creative ideas that may lead to sustainable community health changes related to increasing access to physical activity, healthy eating, and decreasing commercial tobacco use. A motion was made by Commissioner Swanson, seconded by Commissioner Falk, and carried unanimously to resolve to support the Quin County Grant application.

Pay Structure Administration Options

Coordinator Pelowski presented a document outlining three potential options available to the Board when administering the existing County Pay Structure Plan into the future. Following discussion, a motion to approve Option 3, (ie. keep the "extended range" as a component in the Pay Plan and provide a written Policy for administering that Plan), was made by Commissioner Horner, seconded by Commissioner Walker, and carried by a 4 to 1 vote, with Commissioners Falk, Horner, Walker, and Wicklund voting aye, and Commissioner Swanson voting nay.

Retainer Agreement – Appraisal Services

Assessor Lund met with the Board to request approval for a Retainer Agreement with Patchin Messner to provide the County with valuation consultation and/or appraisal reports for tax court, if applicable. Following discussion, a motion was made by Commissioner Walker, seconded by Commissioner Wicklund, and carried unanimously to approve the Agreement with Patchin Messner.

Commissioner Committee Reports (July 23 – August 13, 2019)

Commissioner Falk reported on the following committee(s): Wage Committee Meeting; Joint Ditch Authority Meeting; Building Committee Meeting; Northern Counties Land Use Coordinating Board Meeting; Operations Committee/Board Work Session; Roseau River Watershed Board Meeting; Roseau County Extension Committee Meeting.

Commissioner Horner reported on the following committee(s): Roseau County Fair Booth; Operations Committee/Board Work Session; Warroad City Council Meeting.

Commissioner Swanson reported on the following committee(s): Wage Committee Meeting; Joint Ditch Authority Meeting; Roseau County Fair Booth; Building Committee Meeting; Dave Anderson's Retirement Party; Roseau Economic Development Authority Meeting; Roseau Community Education Committee Meeting; Roseau School Board Meeting; Roseau City Council Meeting; Operations Committee/Board Work Session; Roseau Economic Development

Authority Meeting; Community Justice Coordinating Committee Meeting; Team EPIC Meeting; Roseau County Extension Committee Meeting.

Commissioner Walker reported on the following committee(s): DNR NW Regional Director Rita Albrecht's retirement party; Roseau County Fair Booth; Northern Counties Land Use Coordinating Board Meeting; Operations Committee/Board Work Session.

Commissioner Wicklund reported on the following committee(s): Roseau County Fair Booth; Joint Ditch Authority Meeting; Dave Anderson's retirement party; Operations Committee/Board Work Session.

Tax Court Discussion

Assessor Lund provided the Board with an update concerning the current status of potential tax court cases. There was no Board action taken.

Upon motion carried, the Board adjourned the meeting at 10:10 a.m. The next Regular meeting of the Board is scheduled for Tuesday, August 27, 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

1. Off-highway Vehicle Trail information

1A. Trail or trail system name: <i>Beltrami & Ros Low Trails</i>	1B. Date: <i>8/14/19</i>
1C. Club name: <i>Ros/low Sportsman's</i>	1D. Sponsor name: <i>Roseau County</i>

Reimbursement period start date (for this request):	Reimbursement period end date (for this request):
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2. Description of work accomplished:
Mowing Brushing & Grinding, Wind Storm Clean up *Camp's #4*

Development accomplishments)

Number of miles constructed to date _____

Number of bridges _____

Number of parking areas _____

Maintenance accomplishments) *Brushed & mowed & mowed*

Number of miles maintained (this reimbursement only) *37.5 miles*

Trail width *10-12*

Number of miles traveled by grooming equipment (shared winter trails only) _____

3. Project Cost Breakdown and Explanation

3A. Administration <i>Grant Writing & Bookkeeping</i>	<i>24 hrs</i>	<i>384.⁰⁰</i>
3B. Acquisition / relocation		
3C. Construction		
3D. Facilities		
3E. Trail system map printing		

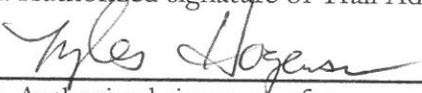
Total cost (Sum 3A – 3E): <i>384.⁰⁰</i>	Total reimbursable amount of cost (Up to 65% of Total cost sum 3A – 3E): <i>249.60</i>
---	---

3F. Maintenance <i>Brushing & Grinding mowing</i>	
Explanation: <i>Wind storm clean up, Parking & Camp Head Clean up</i>	<i>8335.29</i>

3G. Grooming (only used for winter OHV trail maintenance to re-shape snow) Explanation:	
---	--

3H. Liability insurance (maximum state allowed \$1,500 per year) Explanation:	
---	--

Total cost (Sum 3F – 3H): <i>8335.29</i>	Total reimbursable amount of cost (Up to 90% of Total cost sum 3F – 3H): <i>7501.76</i>
---	--

4. Grant			
4A. Total cost of project Total cost (Sum 3A – 3E) + Total cost (Sum 3F – 3H)		4B. Total Grant Request Total grant request (Up to 65% of Total cost sum 3A – 3E) + Total Grant request (Up to 90% of Total cost sum 3F – 3H) State's Co:	
8719.29		7751.36	
4C. Balance remaining from previous grants:		4D. Grant balance after this request for reimbursement	
FY _____ FY _____			
5. Sponsor approval. I hereby certify that the materials and/or services shown on this document and/or attached invoices have been delivered, that this is my only original invoice and is correct and just and that no part of same has been paid.			
5A. Authorized signature of Trail Administrator:		5B. Date of signature:	
		8/15/19	
5C. Authorized signature of sponsor:	5D. Name and Title:	5E. Date of signature:	
6. Required Attachments. Check if applicable.			
6A. Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Any Bids Required?			
6B. Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Original Signatures on all copies?			
6C. Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Signed Work Logs?			
6D. Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Invoices Included for Purchases and Services Over \$100.00?			
7. DEPARTMENT USE ONLY This invoice approved for payment by:			
Parks and Trails Area Supervisor (print name)			Date of signature:
Payment Status	Date	FY	Amount
<input type="checkbox"/> Final	Vendor Number:		CFMS Number:
<input type="checkbox"/> Partial			Parks and Trails Area Supervisor signature
	Invoice Number		
Notes:			



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

Revised Dec 2010

Date	Operator Name(s)	Hours	Rate (\$)	Cost (\$)	Method	Hours	Rate (\$)	Cost (\$)	Equipment Used (A, B, C, D)	Other Equipment	Cost (\$)	Total Cost (\$)	Workshop Location (E)	Expenditure Type Code (F)
8/3	Myles	7hr	20.00	140.00	1 Ton Tractor	154	.88	135.52	ASU, Mower	7	70.00	490	765.52	Bewis
8/4	Myles	9hr	20.00	180.00	1 Ton Tractor	77	.88	67.76	ASU Mower	9	70.00	630	877.76	Bewis
8/3	EA	7hr	20.00	140.00	1 Ton Tractor	154	.88	135.52		7	70.00	490	765.52	Bewis
8/10	Tom	7hr	15.00	105.00	Rough	30	.58	17.40					122.40	Bewis & Opgriz
8/2	Todd	10	20.00	200.00	Track	46	1.00	50.00	B&C	10	110.00	1100.00	1350.00	Blase
8/3	Todd	8	20.00	160.00	Track	40	1.10	50.00	Grinder	8	110.00	880.00	1090.00	Blase
8/4	Todd	8	20.00	160.00	Track	46	1.00	50.00		8	110.00	880.00	1090.00	Blase
8/21	Don	4	20.00	80.00	1 Ton Tractor	22	.88	19.36	Tractor Mower	4	45.00	180.00	279.36	Carls
8/15	Don	4	20.00	80.00	1 Ton	22	.88	19.36	Tractor Mower	4	45.00	180.00	279.36	Carls
8/09	Don	4	20.00	80.00	1 Ton	22	.88	19.36	Tractor Mower	4	45.00	180.00	279.36	Carls
8/19	Myles	10	15.00	150.00	1 Ton	141	.88	124.08	Tractor Mower	4	45.00	180.00	376.79	Commissionary
Total Cost (\$20)													4657.26	

I certify that the information provided on this document and to attached invoices have been reviewed and that this is my original receipt and is correct and just and that no part of same has been paid.

Myles *Tom*

A. ADMIN. RATE
B. OPER. RATE
C. ASSIST. RATE

D. EQUIP. RATES
E. TRAIL ASSISTANCE RATE
F. STATE TAXES

G. OPER. RATE (used for work on off-highway vehicles by changing a part to change size)



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

Rev. 11/26/20

Date	Mileage	Operation Name(s)	Hours	Rate (hr)	Fuel (gal)	Mileage	Transportation		Type of Equipment	Other Equipment			TOTAL COST (44)	Worked Location (45)	Expenditures (46)
							Rate (hr)	Cost (9)		Rate (hr)	Cost (12)	Cost (13)			
8/10		Den	5	30									318.76	Coups Pt	
8/10		Den	5	30									100.00		
8/10		Kevin	5	30									573.34		
8/10		Donna	5	30									111.03		
8/10		Shari	5	30									131.33		
8/10		Jodi	6	30									115.66		
8/10		Tan	6	30									100.00		
8/10		Mylo	6	30									113.93		
8/10		Conde	6	30									120.00		
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MINNESOTA LAWFUL GAMBLING
LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: Warroad FOE 4195 Previous Gambling Permit Number: 8X-94314-18-001
 Minnesota Tax ID Number, if any: 167 2461 Federal Employer ID Number (FEIN), if any: 31-1225098
 Mailing Address: P.O. Box 546
 City: Warroad State: MN Zip: 56763 County: Roseau
 Name of Chief Executive Officer (CEO): Jeff Alberts
 CEO Daytime Phone: 218-386-3494 CEO Email: _____
(permit will be emailed to this email address unless otherwise indicated below)
 Email permit to (if other than the CEO): WarroadEagles@Outlook.com

NONPROFIT STATUS

Type of Nonprofit Organization (check one):
 Fraternal Religious Veterans Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

- A current calendar year Certificate of Good Standing**
 Don't have a copy? Obtain this certificate from:
 MN Secretary of State, Business Services Division Secretary of State website, phone numbers:
 60 Empire Drive, Suite 100 www.sos.state.mn.us
 St. Paul, MN 55103 651-296-2803, or toll free 1-877-551-6767
- IRS income tax exemption (501(c)) letter in your organization's name**
 Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.
- IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**
 If your organization falls under a parent organization, attach copies of both of the following:
 1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
 2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Warroad Eagles 4195
 Physical Address (do not use P.O. box): 56720 St Hwy 11
 Check one:
 City: _____ Zip: _____ County: _____
 Township: Lake Zip: 56763 County: Roseau
 Date(s) of activity (for raffles, indicate the date of the drawing): 11-1-19

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

- Bingo Paddlewheels Pull-Tabs Tipboards Raffle

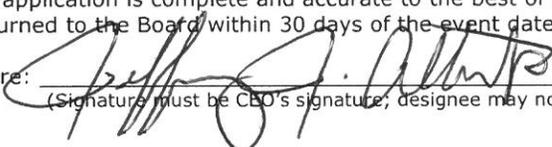
Gambling equipment for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized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

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

<p style="text-align: center;">CITY APPROVAL for a gambling premises located within city limits</p> <p><input type="checkbox"/> The application is acknowledged with no waiting period.</p> <p><input type="checkbox"/> The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).</p> <p><input type="checkbox"/> The application is denied.</p> <p>Print City Name: _____</p> <p>Signature of City Personnel: _____</p> <p>Title: _____ Date: _____</p> <div style="border: 1px solid black; padding: 10px; text-align: center; margin-top: 20px;"> <p>The city or county must sign before submitting application to the Gambling Control Board.</p> </div>	<p style="text-align: center;">COUNTY APPROVAL for a gambling premises located in a township</p> <p><input type="checkbox"/> The application is acknowledged with no waiting period.</p> <p><input type="checkbox"/> The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.</p> <p><input type="checkbox"/> The application is denied.</p> <p>Print County Name: _____</p> <p>Signature of County Personnel: _____</p> <p>Title: _____ Date: _____</p> <p>TOWNSHIP (if required by the county) On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)</p> <p>Print Township Name: _____</p> <p>Signature of Township Officer: _____</p> <p>Title: _____ Date: _____</p>
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CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature:  Date: 8-22-19

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

Print Name: _____

REQUIREMENTS	MAIL APPLICATION AND ATTACHMENTS
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Complete a separate application for:

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

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

Financial report to be completed within 30 days after the gambling activity is done:
A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

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

Mail application with:

_____ a copy of your proof of nonprofit status; and

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

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

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

<p>Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the</p>	<p>application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Depart-</p>	<p>ment of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.</p>
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This form will be made available in alternative format (i.e. large print, braille) upon request.

**Office of the Minnesota Secretary of State
Certificate of Good Standing**

I, Steve Simon, Secretary of State of Minnesota, do certify that: The business entity listed below was filed pursuant to the Minnesota Chapter listed below with the Office of the Secretary of State on the date listed below and that this business entity is registered to do business and is in good standing at the time this certificate is issued.

Name: WARROAD AERIE NO. 4195
FRATERNAL ORDER OF EAGLES

Date Filed: 07/22/2015

File Number: 834114200027

Minnesota Statutes, Chapter: 317A

Home Jurisdiction: Minnesota

This certificate has been issued on: 08/22/2019



Steve Simon

Steve Simon
Secretary of State
State of Minnesota



Roseau County Request for Board Action

Agenda Item #: Department Reports 1a <small>(for office use only)</small>		
Requested Board Date:	August 27, 2019	Originating Department: Assessor
Subject Title (as it will appear on the Agenda): Retainer Agreement – Tax Court Legal Representation	Presenter: Liz Lund	
	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: As discussed at the 8/13/2019 Board Meeting, this Agreement will provide the County with tax court legal representation, if applicable.		
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 #: Committee Reports 1a <small>(for office use only)</small>		
Requested Board Date:	August 27, 2019	Originating Department: Building Committee
Subject Title (as it will appear on the Agenda): Kraus Anderson Work Order	Presenter: Brian Ketring	
	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: The Building Committee is recommending that the Board approve the attached Work Order concerning the demolition of the old jail facility.		
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 checked="" type="checkbox"/> Committee Reports <input type="checkbox"/> County Board Items <input type="checkbox"/> Other _____		



CONTRACTOR'S WORK ORDER

OWNER:

Roseau County
208 6th Street SW
Roseau, MN 56751

DATE: August 14, 2019.

Roseau Project #: To Be Determine (TBD)

Project Name: Roseau County Old Law Enforcement Center Remodel/Addition

Location: Roseau, Minnesota

CONTRACTOR:

Kraus-Anderson Construction Company
206 Beltrami Avenue
Bemidji, MN 56601

UNLESS SPECIFICALLY AGREED TO IN WRITING SIGNED BY BOTH PARTIES, THE TERMS AND CONDITIONS OF THE MASTER CONSTRUCTION AGREEMENT BETWEEN OWNER AND CONTRACTOR, DATED **January 31, 2018** ("MASTER CONSTRUCTION AGREEMENT") ARE FULLY INCORPORATED INTO THIS WORK ORDER, AND BIND BOTH PARTIES.

1. **CONTRACTOR RESPONSIBILITIES.** The Contractor agrees to furnish all materials, labor, supervision, tools, equipment and supplies as necessary to perform all of the Contractor's Work as hereafter described in paragraph 2, in the construction of the **Old Law Enforcement Center Remodel/Addition** (the "Project"), in accordance with the terms and conditions of the Master Construction Agreement between Owner and Contractor dated **August 14, 2019**, together with all drawings, specifications, general, supplemental or special conditions, addenda and all other documents referenced or made a part thereof (collectively, including the Master Construction Agreement, the "Contract Documents").
2. **CONTRACTOR'S WORK.** "Contractor's Work" shall consist of the following (if necessary, identify Exhibit 1 describing work scope): **Roseau County Old Law Enforcement Center Remodel/Addition.**
3. **CONTRACT PRICE.** As total compensation for Contractor's Work, and subject to the provisions of this Work Order and the Contractor Documents, Owner shall pay to Contractor **\$ TBD (estimated at \$300,000.00)**. An increase in the contract price and/or the contract time resulting from a change in the work shall be calculated based on the cost of the work plus a fee of **Five percent (5 %)** (*Per Exhibit B of the Master Construction Agreement*).
4. **COMMENCEMENT AND COMPLETION.** Subject to adjustments in accordance with the Contract documents, Contractor shall commence Contractors work on **TBD** Subject to adjustments in accordance with the Contract documents, Contractor shall achieve final completion of Contractor's Work on **TBD.**

CONTRACTOR'S WORK ORDER

5. **PAYMENT.** Subject to the provisions of the work order and the Master Construction Agreement, the Owner shall pay Contractor the Contract Price as follows:
 - a. Progress payments will be made on a monthly basis, based on the percentage of Contractor's Work completed, less a retainage of the amount equal to that held by the Contractor on the Subcontractors.
 - b. Contractor shall submit applications for payment on or before the last day of each month.
 - c. Owner shall make final payment to Contractor thirty (30) days after contractor has met all conditions required for final payment.

6. **INSURANCE.** Contractor shall maintain the insurance policies and in the amounts either identified in the Master Construction Agreement, or as set forth differently on Exhibit 3.

7. **BONDS.** If required, Contractor shall cause payment and performance bonds in the form and amounts attached hereto as Exhibit 4 to be executed and delivered to Owner prior to commencing Contractors Work.

8. **SUCCESSORS AND ASSIGNS.** The parties hereto, their heirs, executors, administrators, successors, and assigns, do hereby agree to the full performance of the covenants and agreements herein specified.

9. **EXHIBITS.** The Exhibits identified below, if checked, are attached hereto and made a part hereof.

- € Exhibit 1- Work scope
- € Exhibit 2 - Project Schedule
- € Exhibit 3 - Form of Payment and Performance Bonds
- € Exhibit 4 - Materials, Supplies and Equipment purchased by the Owner's Purchasing Agent (if applicable)
- € ** List Additional Exhibits as Appropriate **

IN WITNESS WHEREOF, the parties have executed this Work Order effective as of the date and year first above written.

<p>_____ Roseau County Owner</p>	<p>_____ Kraus-Anderson Construction Company Contractor</p>
<p>_____ Signature</p>	<p>_____ Signature</p>
<p>Print: _____</p>	<p>Print: _____</p>
<p>Its: _____</p>	<p>Its: _____</p>
<p>Date _____</p>	<p>Date _____</p>



Roseau County Request for Board Action

Agenda Item #: Committee Reports 1b <small>(for office use only)</small>		
Requested Board Date:	August 27, 2019	Originating Department: Building Committee
Subject Title (as it will appear on the Agenda): Kraus Anderson Work Order – Preconstruction Services		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: The Building Committee is recommending that the Board approve the attached Work Order for preconstruction services related to a new Highway Department facility.		
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 checked="" type="checkbox"/> Committee Reports <input type="checkbox"/> County Board Items <input type="checkbox"/> Other _____		

May 20, 2019

Mr. Dave Anderson
Director of Roseau County Social Services
206 6th Street SW
Roseau, MN 56751

Re: Roseau County New Maintenance Facility
Preconstruction Services Proposal

Dear Mr. Anderson,

Kraus-Anderson® Construction Company is pleased to submit our fee and services proposal to provide preconstruction services for the new Roseau County Maintenance Facility project to be located in Roseau County, MN. In this proposal, we have included our Preconstruction Services fee breakdown for your reference. We sincerely appreciate the opportunity to join your team, and view this as a continuation of our long term relationship together.

Kraus-Anderson will provide full preconstruction and construction services under the same Master Construction Agreement format terms and conditions as previously negotiated. We anticipate a preconstruction schedule duration of approximately 6 months and a construction schedule (including Bid Award Phase) of approximately 16 months. The project would consist of a new County maintenance facility with administrative office space and maintenance vehicle garage/shop.

Our preconstruction fee will be discounted 50% provided the project moves forward into construction with Kraus-Anderson as your Construction Manager. If the project does not move forward with Kraus-Anderson for any reason, then Roseau County will reimburse Kraus-Anderson the full amount of our preconstruction fees valued at the "Not-to-Exceed" cost of up to \$31,611.00.

Thank you for your continued trust in Kraus-Anderson. We are excited to join your team and promise to deliver a value-driven construction program. Please contact me should you need further information or have any questions, c: **218-766-8871**, or e: jim.golden@krausanderson.com

Very truly yours,

KRAUS-ANDERSON® CONSTRUCTION COMPANY



Jim Golden
Project Manager

JAG/st



Roseau County
 Maintenance Facility
 Roseau, MN
 Architect: WSN

Preconstruction Fees Estimate				
Preconstruction	6	24	8/5/2019	1/17/2020
Construction (inc Bid Award)				
Months	16	70	1/20/2020	5/14/2021
Weeks	70			
Wkg Days	350			
Hours	2,800			

Date: 5/20/2019
 Estimate #: 1
 Revision Date: 5/14/2020
 Const Start: 5/14/2020
 Substantial Completion: 5/14/2021
 Tax Percent: Exempt
 % Cost Escalation:
 Project Manager: Golden

Description	QTY	UOM	Unit	Material	Unit	Labor	Unit	Subs	Total
Pre-Construction									
Project Director	20	hr		\$0	132.30	\$2,646			In Fee
Preconstruction Services Manager	120	hr		\$0	123.48	\$14,818			\$14,818
Project Manager	40	hr		\$0	114.66	\$4,586			\$4,586
Superintendent I	40	hr		\$0	114.66	\$4,586			\$4,586
Project Engineer	0	hr		\$0	95.92	\$0			\$0
Project Assistant	16	hr		\$0	57.33	\$917			\$917
Quality Control Manager	24	hr		\$0	114.66	\$2,752			\$2,752
MEP Specialist	24	hr		\$0	114.66	\$2,752			\$2,752
BIM/VDC Specialist	0	hr		\$0	114.66	\$0			\$0
Plans, Copying, Office Supplies, Etc	1	ls	450.00	\$450		\$0			\$450
Travel & Expenses	1	ls	750.00	\$750		\$0			\$750
Sub-total Pre-Construction				\$1,200		\$33,057		\$0	\$31,611



CONTRACTOR'S WORK ORDER

OWNER:

Roseau County
208 6th Street SW
Roseau, MN 56751

DATE: March 5, 2019.

Roseau Project #: To Be Determine (TBD)

Project Name: Roseau County Maintenance Facility

Location: Roseau, Minnesota

CONTRACTOR:

Kraus-Anderson Construction Company
206 Beltrami Avenue
Bemidji, MN 56601

UNLESS SPECIFICALLY AGREED TO IN WRITING SIGNED BY BOTH PARTIES, THE TERMS AND CONDITIONS OF THE MASTER CONSTRUCTION AGREEMENT BETWEEN OWNER AND CONTRACTOR, DATED **January 31, 2018** ("MASTER CONSTRUCTION AGREEMENT") ARE FULLY INCORPORATED INTO THIS WORK ORDER, AND BIND BOTH PARTIES.

1. **CONTRACTOR RESPONSIBILITIES.** The Contractor agrees to furnish all materials, labor, supervision, tools, equipment and supplies as necessary to perform all of the Contractor's Work as hereafter described in paragraph 2, in the construction of the **Roseau County Maintenance Facility** (the "Project"), in accordance with the terms and conditions of the Master Construction Agreement between Owner and Contractor dated **March 5, 2019**, together with all drawings, specifications, general, supplemental or special conditions, addenda and all other documents referenced or made a part thereof (collectively, including the Master Construction Agreement, the "Contract Documents").
2. **CONTRACTOR'S WORK.** "Contractor's Work" shall consist of the following (if necessary, identify Exhibit 1 describing work scope): **Roseau County Maintenance Facility.**
3. **CONTRACT PRICE.** As total compensation for Contractor's Work, and subject to the provisions of this Work Order and the Contractor Documents, Owner shall pay to Contractor **\$ TBD (estimated at \$8,400,000.00).** An increase in the contract price and/or the contract time resulting from a change in the work shall be calculated based on the cost of the work plus a fee of **Two point seven five percent (2.75 %)** (*Per Exhibit B of the Master Construction Agreement*).
4. **COMMENCEMENT AND COMPLETION.** Subject to adjustments in accordance with the Contract documents, Contractor shall commence Contractors work on **TBD** Subject to adjustments in accordance with the Contract documents, Contractor shall achieve final completion of Contractor's Work on **TBD.**

CONTRACTOR'S WORK ORDER

5. PAYMENT. Subject to the provisions of the work order and the Master Construction Agreement, the Owner shall pay Contractor the Contract Price as follows:
 - a. Progress payments will be made on a monthly basis, based on the percentage of Contractor's Work completed, less a retainage of the amount equal to that held by the Contractor on the Subcontractors.
 - b. Contractor shall submit applications for payment on or before the last day of each month.
 - c. Owner shall make final payment to Contractor thirty (30) days after contractor has met all conditions required for final payment.

- 6 INSURANCE. Contractor shall maintain the insurance policies and in the amounts either identified in the Master Construction Agreement, or as set forth differently on Exhibit 3.

7. BONDS. If required, Contractor shall cause payment and performance bonds in the form and amounts attached hereto as Exhibit 4 to be executed and delivered to Owner prior to commencing Contractors Work.

8. SUCCESSORS AND ASSIGNS. The parties hereto, their heirs, executors, administrators, successors, and assigns, do hereby agree to the full performance of the covenants and agreements herein specified.

9. EXHIBITS. The Exhibits identified below, if checked, are attached hereto and made a part hereof.
 - € Exhibit 1- Work scope
 - € Exhibit 2 - Project Schedule
 - € Exhibit 3 - Form of Payment and Performance Bonds
 - € Exhibit 4 - Materials, Supplies and Equipment purchased by the Owner's Purchasing Agent (if applicable)
 - € ** List Additional Exhibits as Appropriate **

IN WITNESS WHEREOF, the parties have executed this Work Order effective as of the date and year first above written.

Roseau County
Owner

Kraus-Anderson Construction Company
Contractor

Signature

Signature

Print: _____

Print: _____

Its: _____

Its: _____

Date _____

Date _____

ROSEAU RIVER WATERSHED MANAGER APPOINTEE QUESTIONNAIRE

Name of Nominating Agency:	Roseau County Board of Commissioner
Name of Nominee:	Joe Laurin

Mailing Address	32878 County Rd 139	Work Phone	463-4492
City	Badger	Home Phone	528-2873
Zip Code	56714	Cell Phone	763-350-4700
County	Roseau	E-Mail Address	Joe.laurin@me.com

1. Are you a resident of the Roseau River Watershed District? YES NO
2. How long have you been a resident of the Roseau River Watershed District? 23yrs
3. What is your physical address? 32878 County Road 139
4. Is that the address where you receive your mail? YES NO
5. Is that the address on your driver's license? YES NO
6. Are you a registered voter? YES NO
7. In which precinct are you registered to vote? Moose Township
8. Are you able to communicate via email? YES NO (Joe.laurin@me.com)
9. Are you able to attend out of town meetings, if necessary? YES NO
8. Why are you interested in serving on the watershed board? Many years of experience. Project experience will million dollar programs.

ROSEAU RIVER WATERSHED MANAGER APPOINTEE QUESTIONNAIRE

9. If appointed, how do you feel you could positively affect the watershed?

Bring experience, professionalism, and team working environment, and get it done culture.

10. How would you/do you respond to issues that come before the watershed board that effect you personally?

Abstain.

11. Water is a controversial topic. How will you/do you handle disputes on the watershed board and with other entities such as county, state, or other watersheds?

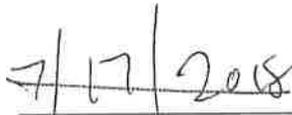
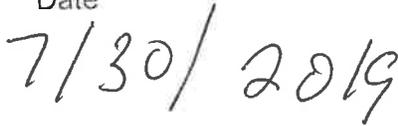
Use data to make decisions. Work together on the pro's and con's of each project. Communicate project activity. Follow-up on project results to ensure they function as intended.

12. What in your opinion is the Roseau River Watershed currently doing well? How could the Roseau River Watershed improve?

Recently they have taken on some beneficial projects, Whitney, Lake bottom, but they have a working relationship issue with Roseau County.

Do you have any other comments you wish to share?


Applicant Signature



Date


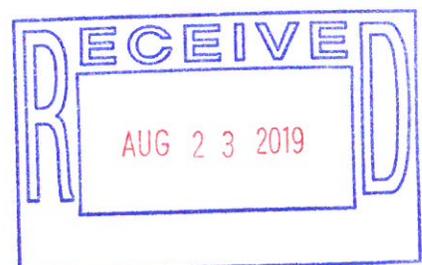
ROSEAU RIVER WATERSHED MANAGER APPOINTEE QUESTIONNAIRE

Name of Nominating Agency:	Roseau County Board of Commissioner
Name of Nominee:	Tony Wensloff

Mailing Address	37232 240th Street	Work Phone	218-242-0655
City	Roseau	Home Phone	Same as above
Zip Code	56751	Cell Phone	Same as above
County	Roseau	E-Mail Address	tonywensloff@yahoo.com

1. Are you a resident of the Roseau River Watershed District? YES NO
2. How long have you been a resident of the Roseau River Watershed District?
My lifetime
3. What is your physical address?
37232 240th Street, Roseau MN
4. Is that the address where you receive your mail? YES NO
5. Is that the address on your driver's license? YES NO
6. Are you a registered voter? YES NO
7. In which precinct are you registered to vote? Stafford
8. Are you able to communicate via email? YES NO If yes, what is your email address?
tonywensloff@yahoo.com
9. Are you able to attend out of town meetings, if necessary? YES NO
8. Why are you interested in serving on the watershed board?

I have been on the Watershed Board for six years. I feel I have been open minded and would be honored to continue to serve on this Board.



ROSEAU RIVER WATERSHED MANAGER APPOINTEE QUESTIONNAIRE

9. If appointed, how do you feel you could positively affect the watershed?

I feel I would be open minded and would continue to make my decisions based on the best interests for the constituents and the district.

10. How would you/do you respond to issues that come before the watershed board that effect you personally?

I would explain my situation and abstain from the vote.

11. Water is a controversial topic. How will you/do you handle disputes on the watershed board and with other entities such as county, state, or other watersheds?

Not an issue. I have been involved in watershed issues for six years and feel I have handled controversial topics very well.

12. What in your opinion is the Roseau River Watershed currently doing well? How could the Roseau River Watershed improve?

The Roseau River Watershed is maintaining and managing many projects. I feel the watershed is proactive and is constantly looking into future projects.

I feel the watershed needs to continue to work with the constituents and be open minded.

Do you have any other comments you wish to share?

I care about the environment and watershed issues and would like to continue on the Watershed Board.



Applicant Signature

August 22, 2019

Date

THANK-YOU FOR TAKING THE TIME TO COMPLETE THIS QUESTIONNAIRE



Roseau County Request for Board Action

Agenda Item #: County Board 2 <small>(for office use only)</small>		
Requested Board Date:	August 13, 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

AUG 13, 2019 - HIGHWAY COMMITTEE

AUG 13, 2019 - WAGE COMMITTEE

AUG 13, 2019 - MEETING W/ SENATOR TINA SMITH; at Polaris on tariff issues; at Brickhouse on Customs and Border Protection

AUG 13, 2019 - JADIS TOWN BOARD; voted to tell Roseau County not to sell TF parcel in Jadis Addition

AUG 14, 2019 - INSURANCE COMMITTEE; heard that a 9.9% health insurance increase is expected for 2020

AUG 14, 2019 - SAFETY COMMITTEE; Barb Schmitz contract

AUG 15, 2019 - ASSOCIATION OF MINNESOTA COUNTIES BOARD OF DIRECTORS STRATEGIC PLANNING (DETROIT LAKES)

AUG 16, 2019 - ASSOCIATION OF MINNESOTA COUNTIES BOARD OF DIRECTORS STRATEGIC PLANNING (DETROIT LAKES)

AUG 19, 2019 - ROSEAU SCHOOL BOARD

AUG 20, 2019 - SOCIAL SERVICES BOARD

AUG 20, 2019 - BUILDING COMMITTEE

AUG 21, 2019 - ROSEAU PROMOTIONS DIRECTOR PERFORMANCE REVIEW



Roseau County Request for Board Action

Agenda Item #: County Board Item – Litigation Update <small>(for office use only)</small>		
Requested Board Date:	August 27, 2019	Originating Department: Highway
Subject Title (as it will appear on the Agenda): Litigation Update		Presenter: Brian Ketring
		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: Attorney Scott Anderson will be available at 10:00 a.m. to provide an update to the Board.		
Background: The meeting should be closed pursuant to MN Statute 13D.05, Subd. 3(b).		
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 type="checkbox"/> Department Reports <input type="checkbox"/> Committee Reports <input checked="" type="checkbox"/> County Board Items <input type="checkbox"/> Other _____		