

REGULAR BOARD MEETING AGENDA

Notice is hereby given that the Board of Commissioners of Roseau County will meet in session on **September 24, 2019, 8:30 a.m.**, in the Roseau County Courthouse, Room 110, Roseau, MN, at which time the following matters will come before the Board:

8:30 Call to Order

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

8:35 Delegations/Board Appointments/Public Comments*

1. Magnusson Trust Delegation
2. Tracy Halstensgard / Rob Sip – Local & Regional Watershed Update

9:15 Consent Agenda

1. September 10, 2019 Board Proceedings
2. Victim Services Grant Administration

9:20 Department Reports

1. Environmental
 - a. Solid Waste Management Tax – 2020 Market Price Determination
2. Auditor
 - a. State Ditch 69 Petition
3. Highway
 - a. State Aid Municipal Fund Transfer

9:30 Committee Reports

1. Insurance Committee
 - a. 2020 Insurance & Benefit Plans - Recommendations
2. Safety Committee
 - a. Safety Program Services Contract

9:50 County Board Items

1. 2020 Unorganized Township Budget/Levy
2. 2020 Preliminary Budget/Levy
3. 2020 County Budget Hearing Date
4. Commissioner Committee Reports

10:30 Unfinished Business

10:30 Adjourn

***Limited to five minutes**



Roseau County Request for Board Action

Agenda Item #: Board Appointment 1 <small>(for office use only)</small>		
Requested Board Date:	September 24, 2019	Originating Department: Magnusson Trust
Subject Title (as it will appear on the Agenda): Magnusson Trust Delegation		Presenter: Gary Slater, et al.
		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: A delegation representing the Magnusson Trust would like to address 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 _____		



Roseau County Request for Board Action

Agenda Item #: Board Appointment 2 <small>(for office use only)</small>		
Requested Board Date:	September 24, 2019	Originating Department: RRWD
Subject Title (as it will appear on the Agenda): Roseau River Watershed District (RRWD) Update		Presenter: Tracy Halstensgard / Rob Sip
		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: A representative from the RRWD and RRWMB will provide local and regional Watershed planning updates.		
Background:		
Supporting Documentation: <input type="checkbox"/> Attached <input checked="" type="checkbox"/> None		
Agenda Classification for County Board Meeting: <input checked="" type="checkbox"/> Delegations/Board Appointments <input type="checkbox"/> Consent Agenda <input type="checkbox"/> Department Reports <input type="checkbox"/> Committee Reports <input type="checkbox"/> County Board Items <input type="checkbox"/> Other _____		

PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

September 10, 2019

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, Minnesota on Tuesday, September 10, 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 Joleen Kezar, Kristy Kjos, Martie Monsrud, Karla Langaas, Liz Lund, Brian Ketring, Jeff Olsen, Harlan Knight, Gracia Nelson, Jim Trojanowski, Janine Lovold, Emily Bauer, Paul Putzier, and Barb Lusardi.

APPROVAL OF AGENDA

Coordinator Pelowski requested the addition of a letter from Attorney Scott Anderson regarding the Magnusson Lawsuit, and a discussion concerning a tax-forfeited land exchange proposal to County Board Items. He also requested the deletion of Consent Agenda Item 3 regarding a Letter of Support for the proposed Warroad to Roseau Railbed ATV-OHM Trail due to Roseau County being a sponsor for the Grant. Assessor Lund requested the addition of a discussion regarding our current and future Assessment rates to Department Reports. A motion to approve the amended Agenda was made by Commissioner Walker, seconded by Commissioner Falk, and carried unanimously.

COMMENTS AND ANNOUNCEMENTS

Coordinator Pelowski announced that the AMC Annual Conference Registration is now open. An informational letter, addressed to the Board from the RSVP program, was distributed. It was noted that the Commissioners will be serving at the Employee Recognition lunch to be held on Tuesday, September 24th. Auditor Monsrud will provide a brief overview of the 2020 Budget and information concerning the upcoming tax-forfeited land sale at the next County Board Work Session.

APPROVE BILLS

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

Warrants Approved For Payment 8/29/2019 (Warrant #141159-141164)

<u>Vendor Name</u>	<u>Amount</u>
AFLAC	5,236.17
ROSEAU/LOW SPORTSMAN CLUB	8,702.87
4 Payments less than 2,000.00	726.37
Final Total:	14,665.41

Warrants Approved For Payment 9/05/2019 (Warrant #141165-141180)

<u>Vendor Name</u>	<u>Amount</u>
DEARBORN NATIONAL LIFE INSURANCE	3,433.23
GENERAL EQUIP & SUPPLIES INC	146,605.00
JOHNSON/LAURE A	3,526.88
RIVERFRONT STATION	2,073.01
SUN LIFE ASSURANCE COMPANY OF CANADA	2,129.12
11 Payments less than 2,000.00	6,240.19
Final Total:	164,007.43

Warrants Approved On 9/10/2019 For Payment 9/13/2019 (Warrant #141181-141256)

<u>Vendor Name</u>	<u>Amount</u>
AUTO VALUE OF ROSEAU	4,408.13
BLOOMING VALLEY SERVICES	8,365.00
CDW GOVERNMENT INC	5,052.90
COULOMBE CONSULTING	3,640.00
HALVERSON SAND & GRAVEL INC	18,481.40
LARSON HELICOPTERS, LLC	50,777.10
MAR-KIT LANDFILL	42,947.50
NORTHERN RESOURCES COOPERATIVE	14,949.98
NORTHWEST TIRE INC	6,845.30
R & Q TRUCKING INC	54,970.72
REGENTS OF U OF MINNESOTA	5,962.90
ROSEAU CO HWY DEPT	11,695.83
ROSEAU ELECTRIC COOP INC	11,760.00
RUPP ANDERSON SQUIRES & WALDSPURGER	2,087.75
SIMMONS CONTRACTING LLC	29,460.00
SJOBERG'S INC	2,668.25
UNIVERSITY OF NORTH DAKOTA	3,092.65
VANGUARD APPRAISALS, INC	18,587.50
58 Payments less than 2,000.00	29,475.61
Final Total:	325,228.52

DELEGATIONS/BOARD APPOINTMENTS/PUBLIC COMMENTS:

Jim Trojanowski, Northwest Regional Library – 2020 Appropriation

Mr. Trojanowski is the new Director of the Northwest Regional Library, (NWRL). He met with the Board, accompanied by Roseau County's NWRL Representative Gracia Nelson, to provide an Operations Report and to discuss their 2020 request for County funds. They are requesting a 3% increase in funding from all the Counties and Cities in the region. The Board will be approving their final budget in December, 2019, and will consider the request as they go through the budget adoption process.

Barbara Lusardi, MN Geological Survey – Program Overview

Barbara Lusardi, Geologist with the University of Minnesota, and Paul Putzier with the DNR, met with the Board to provide an overview of the County Geologic Atlas Program. In short, they are requesting that the County Board authorize them to complete a Geologic Atlas for the County. A complete Atlas is made up of two parts – geologic (prepared by MN Geologic Survey, and a groundwater component (prepared by the DNR). This process would take three to four years to complete. Board consensus was to meet with the Roseau County SWCD and area Watershed Boards before taking any Board action.

Jim Jensen – Ditch slope

Jim Jensen requested, via phone message, that the information he sent to the Coordinator via e-mail concerning proper ditch slopes, etc, be distributed to the Board during the Public Comment period of today's Board meeting.

CONSENT AGENDA

A motion to approve the Consent Agenda was made by Commissioner Wicklund, seconded by Commissioner Walker, and carried unanimously. The Board, by adoption of its Consent Agenda, approved the August 27, 2019, Board Proceedings; approved accepting a \$3,101.50 donation from the Roseau/LOW Sportsman's Club to the Roseau County Veteran's Relief Fund; approved a pay grade change for the three Legal Administrative Assistants (Grade 5G to 6E, effective September 9, 2019); approved a pay grade change for the Assistant County Attorney (Grade 11G to 12E, effective September 9, 2019); and, approved the hire of Nicole Hinson as a Social Worker (Grade 7A, effective September 30, 2019).

DEPARTMENT REPORTS

Highway

County Road (CR) 77 Designation Change

Engineer Ketring met with the Board to request approval of a Resolution re-designating a portion of CR 77, (2nd Avenue SE - Roseau). State Aid Highways must either terminate at Trunk Highways, other CSAH's, or they can be terminated at a hospital emergency room. Lifecare Medical Center has relocated the emergency room where CR 77 previously terminated; therefore CR 77 needs to be re-designated accordingly. After discussion, a motion was made by Commissioner Walker, seconded by Commissioner Falk, and carried unanimously to approve a Resolution re-designating County State Aid Highway 77.

Assessor

Discussion of Assessment Rates

Assessor Lund met with the Board to request a revision to the County assessment rates. She provided a worksheet of the current rates and three proposed rate options, and recommends the following option: \$1/parcel increase for Improved (non-commercial), Bare Land, Personal Property, and Mobile Homes; a \$3/parcel assessment fee for Tax Exempt parcels; and, a \$4/parcel increase for Improved Commercial/Industrial. These changes would be in effect for the 2020 assessment. Following discussion, a motion was made by Commissioner Walker, seconded by Commissioner Falk, and carried unanimously to revise the assessment rates as recommended by Assessor Lund.

COUNTY BOARD ITEMS

Roseau County 125th Anniversary Committee

As a follow up to discussions that were held at a recent Board Work Session, Commissioner Horner requested establishing a committee to organize activities for Roseau County's 125th Anniversary, (2020). Commissioner Swanson suggested involving the communities in the planning efforts. It was noted that the Board is willing to fund a celebration. A motion was made by Commissioner Horner, seconded by Commissioner Wicklund, and carried unanimously to officially establish this committee and to appoint Commissioners Horner and Swanson as inaugural members, with Commissioners Falk, Walker, and Wicklund as alternate members.

Courthouse Security Assessment Proposal

Attorney Kjos requested the Board approve a proposal provided by the Center for Judicial and Executive Security (CJES) to conduct a security assessment for the Courthouse at a cost not-to-exceed \$4,500.00. Following discussion, a motion to approve the security assessment proposal was made by Commissioner Horner, seconded by Commissioner Walker, and carried unanimously.

Magnusson Case – Letter of Response

The case has been resolved so Attorney Scott Anderson has provided a letter of response for Board consideration. The Board agreed to submit the letter to the Roseau Times-Region as a “Letter to the Editor” in response to the front-page news article that was published in the August 31, 2019 edition of the Roseau Times-Region, as they felt that the County taxpayers should know the actual details of the case.

Tax-forfeited Land Sale

Auditor Monsrud informed the Board regarding a land transaction by the City of Roseau. The County recently sold two parcels of tax-forfeited land to the City of Roseau for \$1.00 each, and the City would like to trade one of the parcels for another parcel located in the City. The net result of this transaction would be the development of three housing units rather than two. The Roseau City Council approved the transaction contingent on the County not objecting to the trade. Board consensus was not to object to the transaction.

Commissioner Committee Reports (August 27 – September 10, 2019)

Commissioner Falk reported on the following committee(s): Red River Basin Commission Meeting; Operations Committee/Board Work Session; Red River Basin Operations Committee Meeting; Northwest Regional Development Commission Transportation Action Committee Meeting.

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

Commissioner Swanson reported on the following committee(s): University of MN Citizens Advisory Council Meeting; Association of Minnesota Counties (AMC) Extension Committee Meeting; AMC Cannabis Committee Meeting; Operations Committee/Board Work Session; Social Services Meeting; Community Justice Coordinating Committee Meeting; Northern Counties Land Use Coordinating Board Meeting; Roseau City Council Meeting.

Commissioner Walker reported on the following committee(s): REA Broadband Presentation; Operations Committee/Board Work Session.

Commissioner Wicklund reported on the following committee(s): REA Broadband Presentation; Roseau River Watershed Board tour of the Ditch 69 system; Operations Committee/Board Work Session; Northwest Regional Development Commission tour of a robotic dairy farm; Two Rivers Watershed Board Meeting; SWCD Meeting.

Upon motion carried, the Board adjourned the meeting at 10:30 a.m. The next Regular meeting of the Board is scheduled for Tuesday, September 24, 2019 at 8:30 a.m.

Attest:

Date: _____

Jeff Pelowski, County Coordinator
Roseau County, Minnesota

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



Roseau County Request for Board Action

Agenda Item #: Consent 2 <small>(for office use only)</small>		
Requested Board Date:	September 24, 2019	Originating Department: Attorney
Subject Title (as it will appear on the Agenda): Victim Services Grant Administration		Presenter: Kristy Kjos
		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 authorization for Roseau County Attorney Kristy Kjos to execute the Office of Justice Programs (OJP) Grant Agreements and Amendments, as necessary, on behalf of Roseau County.		
Background: Former County Attorney Karen Foss was previously authorized to execute agreements and amendments on behalf of Roseau County for the Roseau County Victim Services Grant through OJP. The 2020-2021 grant has been awarded to Roseau County Victim Services in the amount of \$140,000. In order to receive grant funding, Roseau County Attorney Kristy Kjos, Grant Manager, will need to review and sign the Grant Agreement and Amendment on behalf of Roseau County.		
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 _____		



Board of Commissioners

606 5th Ave. SW, Room #131

Roseau, MN 56751

Phone: 218-463-4248

Fax: 218-463-3252

A motion was made by Commissioner _____, seconded by Commissioner _____, and carried unanimously to adopt the following Resolution:

2019-09-03

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

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

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

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

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

STATE OF MINNESOTA)
) ss
COUNTY OF ROSEAU)

I, Jeff Pelowski, County Coordinator in and for Roseau County, Minnesota, do hereby certify that the foregoing is a true and correct copy of a part of the proceedings adopted by the Roseau County Board of Commissioners on September 24, 2019.

(SEAL)

Jeff Pelowski
Roseau County Coordinator

2020 MARKET PRICE DETERMINATION
ROSEAU COUNTY

<u>FACILITY</u>	<u>TIP FEE</u>	(1) <u>MILEAGE</u>	<u>RATE/MILE</u>	<u>HAULING</u>	<u>MARKET PRICE</u>
FARGO	\$ 38.00	185	\$ 0.12 (2)	\$ 22.20	\$ 60.20
G FORKS	\$ 47.38	115	\$ 0.12	\$ 13.80	\$ 61.18
GWINNER	\$ 49.00	260	\$ 0.12	\$ 31.20	\$ 80.20
MAR-KIT	\$ 50.00	55	\$ 0.12	\$ 6.60	\$ 56.60

(1) The distance from the County Seat (Roseau) to the facility --- one-way only, as the rate/mile quote assumes round-trip cost.

(2) WMI quoted price. Roseau County's actual cost for "handling" & "hauling" MSW from the Transfer Station (Salol) to Mar-Kit is approximately \$0.084/mile/ton, (@ 140 miles round-trip = \$0.168 per mile/ton) ---- therefore, the \$0.12 mile/ton WMI quote seems reasonable, if not conservative.



Roseau County Request for Board Action

Agenda Item #: Department Reports 2a <small>(for office use only)</small>		
Requested Board Date:	September 24, 2019	Originating Department: Auditor
Subject Title (as it will appear on the Agenda): State Ditch 69 Petition	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 the following Board action: 1) Acceptance of the attached Petition filed with the County Auditor on September 13, 2019; 2) Direct the Highway Department to inspect State Ditch (SD) 69 to determine the need for, and scope of, maintenance or repair; and, 3) Establish a date/time to hold an informational meeting for all the affected landowners to review the inspection report.		
Background: On, or about, September 2, 2019, Randy Erickson (33531 190 th Avenue; Greenbush, MN) filed the attached Petition for repair of SD 69. Additional petitioners include Delphin Wahl, Mark Gonshorowski, Ardell Swanson, and Leon Widseth. On Monday, September 16, 2019, the County Attorney and Auditor had a phone conversation with Attorney Kurt Deter (Rinke Noonan) to discuss the Petition and receive guidance concerning the process associated with the Petition. Attorney Deter recommended the Board action listed above.		
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 _____		

Petition for Repair of a Drainage System
(Pursuant to Minnesota Statute 103E.715)

Drainage System Name: 69
(e.g., county ditch no. 1 or judicial ditch no. 1)

Location of Drainage System - Township(s): T-163-164-N R-43-W
County(s): Roseau

Petitioner(s) understand the statutory definition of "repair" is as follows:

MINNESOTA STATUTE 103E.701 REPAIRS

Subdivision 1. Definition. The term "repair," as used in this section, means to restore all or a part of a drainage system as nearly as practicable to the same condition as originally constructed and subsequently improved, including resloping of ditches and leveling of waste banks if necessary to prevent further deterioration, realignment to original construction if necessary to restore the effectiveness of the drainage system, and routine operations that may be required to remove obstructions and maintain the efficiency of the drainage system. "Repair" also includes:

- (1) incidental straightening of a tile system resulting from the tile-laying technology used to replace tiles; and
- (2) replacement of tiles with the next larger size that is readily available, if the original size is not readily available.

Petitioners believe this drainage system needs repairs because: system is not working for us

Photo(s) of area(s) needing repair is/are attached? Yes No

Petitioners request the Drainage Authority:

- a. Determine the drainage system needs repair and appoint an engineer to examine the drainage system and make repair report. Minn. Stat. § 103E.715, Subd. 2
- b. After filing of the repair report, set a public hearing and provide at least ten days' written notice of the public hearing to petitioners, owners of property, and political subdivisions likely to be affected by the repair in the repair report. Minn. Stat. § 103E.715, Subd. 3
- c. At the public hearing, make findings and order the repair be made if:
 - (1) the drainage authority determines from the repair report and the evidence presented that the repairs recommended are necessary for the best interests of the affected property owners (Minn. Stat. § 103E.715, Subd. 4(a)(1)); or

Petitioner: Randy Erickson Date: 9-2-19
Signature

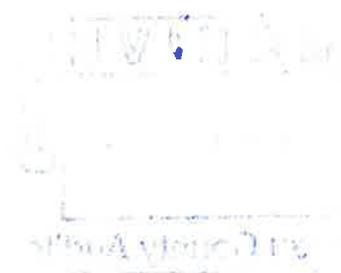
Randy Erickson Phone: 782-2055
Name (Print)

Address: 33531 190th Ave Greenbush Mn 56726

My interest in this drainage system is: _____

{Signature page __ of __}

Dustin Wahl
Maur P Goncharowski
Cedell Gulson
Lynn Sidseth



- 2) If the project is a county or joint county project, the invitation to bidder must be published once a week for three successive weeks in a legal newspaper in the county or counties where the work is to be done. The required contents of the notice are described in Minn. Stat. § 103E.505.
- 3) If the work is expected to cost more than \$3,000, the notice of the awarding of the contract must be published in a legal newspaper in the county or counties where the project is to be constructed, and in a drainage construction trade newspaper.
- 4) The contract letting is governed by the Uniform Municipal Contracting Law. See MPDM 2.89 - 2.98.

DRAINAGE REPAIRS (See page 5 for a definition of repairs)

▶ **Initiating a Repair:**

A repair is initiated by a petition of one or more landowners, or by the drainage authority in response to an inspection or report of a ditch inspector or a ditch inspection committee.

▶ **Hearing Requirement**

No public hearings are necessary.

▶ **Costs and Construction**

- 1) Costs are paid by assessment on the existing benefited area. Costs in any one year may not exceed \$50,000 or \$1,000 per mile of open ditch, whichever is greater.
- 2) Work may be done without advertising for bids or entering into a contract for the repair work.

▶ **Limitations**

A repair will not increase the channel design capacity.

PETITIONED REPAIRS

▶ **A Petition**

A repair must be initiated through a petition filed by an individual, individuals, or an entity affected by the drainage system when total anticipated repair costs exceed \$50,000 or \$1,000 per mile of ditch repaired, or the repair will incur damages or benefits to lands not included in the original ditch proceedings.

▶ **Appointment of Engineer**

If the drainage authority determines that the drainage system needs repair, an engineer is appointed.

▶ **Engineer's Report**

An engineer's repair report is ordered, detailing the required repair and the estimated costs.

▶ **Public Hearing**

- 1) A public hearing is held on the petition and the engineer's report.
- 2) If additional right-of-way is required, then viewers are appointed.

▶ **Viewers**

- 1) Viewers assess and report benefits and damages. Cost for repair projects are assessed on existing benefiting areas, plus any additional benefiting areas.
- 2) A grass buffer strip is required along the alignment of the repaired ditch.

IF THE REPAIRED CHANNEL IS MAINTAINED ON AN ANNUAL BASIS, SUBSEQUENT MAJOR REPAIRS SHOULD NOT BE REQUIRED.



Roseau County Request for Board Action

Agenda Item #: Department Reports 3a <small>(for office use only)</small>		
Requested Board Date:	September 24, 2019	Originating Department: Highway
Subject Title (as it will appear on the Agenda): State Aid Municipal Fund Transfer	Presenter: Brian Ketring	
	Estimated Amount of Time Needed for Discussion: <input checked="" type="checkbox"/> < 5 minutes <input type="checkbox"/> 5 minutes <input type="checkbox"/> 10 minutes <input type="checkbox"/> 15 minutes <input type="checkbox"/> 30 minutes <input type="checkbox"/> >30 minutes	
Board Action Requested: Requesting Board approval of the attached Resolution transferring \$125,000.00 from our State Aid Municipal Construction Account to our Regular Construction Account, per MN State Aid rules.		
Background: In order to prevent a reduction in next year's State Aid allotment, the County must transfer funds in excess of the last two years of municipal funding to the Regular Construction Account which is currently below the penalty threshold. This item was presented & discussed at the September 10, 2019, Highway Committee meeting.		
Supporting Documentation: <input checked="" type="checkbox"/> Attached <input type="checkbox"/> None		
Agenda Classification for County Board Meeting: <input type="checkbox"/> Delegations/Board Appointments <input 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:	September 24, 2019	Originating Department: Insurance Committee
Subject Title (as it will appear on the Agenda): 2020 Insurance & Benefit Plans - Recommendations		Presenter: Patty Ignaszewski / Jeff Pelowski
		Estimated Amount of Time Needed for Discussion: <input type="checkbox"/> < 5 minutes <input type="checkbox"/> 5 minutes <input checked="" 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 Insurance Committee recommendations.		
Background: The Committee met on September 19, 2019. The attached recommendations are an outcome of that 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 type="checkbox"/> Department Reports <input checked="" type="checkbox"/> Committee Reports <input type="checkbox"/> County Board Items <input type="checkbox"/> Other _____		

INSURANCE COMMITTEE EMPLOYEE BENEFITS REPORT AND RECOMMENDATION TO THE ROSEAU COUNTY BOARD FOR 2020

THE INSURANCE COMMITTEE RECOMMENDS OFFERING THE FOLLOWING BENEFIT PLANS TO EMPLOYEES FOR 2020:

HEALTH INSURANCE

The Northwest Service Cooperative is one of seven Service Cooperatives in Minnesota that are part of the *Minnesota Healthcare Consortium*, a Statewide Pool. The Coop will continue to contract with *Blue Cross Blue Shield* for Health Insurance. The 2020 range of premium increase for large groups is **9.9%**. (Note: The 2019 Health Insurance increase was 3%; 2018, 29.1%; 2017 and 2016, 0%; 2015, 7.5%; and, 2014, 29%).

<u>Current Medical Plans:</u>		<u>2018</u>	<u>2019</u>	<u>2020</u>
\$2,250 / \$4,500 Deductible VEBA: (75% / 25% cost share)	Single	\$ 648.50	\$ 668.00	\$ 734.00
	Family	\$1,525.00	\$1,571.00	\$1,726.50
\$3,375 / \$6,750 Deductible HSA/VEBA: (80% / 20% cost share)	Single	\$ 621.00	\$ 639.50	\$ 703.00
	Family	\$1,457.00	\$1,500.50	\$1,649.00
\$5,000 / \$10,000 Deductible HSA/VEBA: (85% / 15% cost share)	Single	\$ 543.00	\$ 559.50	\$ 615.00
	Family	\$1,274.00	\$1,312.00	\$1,442.00
\$6,350 / \$12,700 Deductible HSA/VEBA: (90% / 10% cost share)	Single	\$ 516.50	\$ 532.00	\$ 584.50
	Family	\$1,211.50	\$1,248.00	\$1,371.50

Note: The cost shares listed above for each plan, for example, the 75%/25% cost share means that the County will pay 75% of the premium, and participating employees will pay 25%.

The 2020 employer/employee premium cost share per month for our existing medical plans would be as follows:

		<u>Employer</u>	<u>Employee</u>
• \$2,250 deductible VEBA Plan:	Single	\$ 550.50	\$183.50
	Family	\$1,294.88	\$431.62
• \$3,375 deductible HSA/VEBA Plan:	Single	\$ 562.40	\$140.60
	Family	\$1,319.20	\$329.80
• \$5,000 deductible HSA/VEBA Plan:	Single	\$ 522.76	\$ 92.24
	Family	\$1,225.70	\$216.30
• \$6,350 deductible HSA/VEBA Plan:	Single	\$ 526.04	\$ 58.46
	Family	\$1,234.34	\$137.16

The current employer contribution to the employee's VEBA or HSA account is: \$100.00 per month/single plan, and \$200.00 per month/family plan. (The Insurance Committee requests that the employer contributions to employee's VEBA and HSA accounts be increased by \$50.00 per month for both the single and family plans. This request is contingent on Board approval of the final 2020 labor contracts.)

Current insurance contracts are as follows:

- **44 active employee single contracts** (14 - \$2,250 deductible plan; 8 - \$3,375 deductible plan; 10 - \$5,000 deductible plan; 12 - \$6,350 deductible plan);
- **67 active employee family contracts** (13 - \$2,250 deductible plan; 17 - \$3,375 deductible plan; 13 - \$5,000 deductible plan, and 24 - \$6,350 deductible plan);
- **In addition, there are currently 10 retiree contracts** (9 - single plan; 1- family plan); **and 1 Cobra contract** (1 - family plan). *(Note: Retiree and non-retiree COBRA participants pay their own premiums. Per current policy, retired COBRA participants on Roseau County's health insurance receive the same VEBA or HSA contribution as active employees. Non-retiree COBRA participants do not receive a VEBA or HSA contribution).*

FURTHER – (Flex, VEBA, and HSA Account Administration)

Select Account's administration fee will remain **\$2.95** per participant, per month in 2020 (premium saver, interest earning account). The fee covers the administration of Medical Flexible spending accounts, Day Care Flexible spending accounts, VEBA accounts, and HSA accounts for active employees. Inactive employees/retirees pay their own administration fees.

125 FLEX MEDICAL AND DEPENDENT CARE PLANS:

Flex Plan design/rules:

- The IRS maximum medical flex contribution is **\$2,700**, (IRS maximum).
- The plan year maximum dependent care flex contribution is **\$5,000**, (IRS maximum).
- **Medical Crossover** (20% of our members are enrolled in Crossover option.)
- **Debit cards** are auto-issued to all new employees, and are available to existing employees who opt out of crossover. (70% of our members are enrolled in the Debit Card option.)
- **Direct Deposit (ACH)**
- We do not allow a "grace period" to incur claims for reimbursement from the previous year's medical flex dollars. (We cannot have a "grace period" with a rollover option.)
- We currently offer a "run out" period of three months to submit expenses and recommend that the "run out" period be continued.
- **Rollover option.** (Up to \$500 of unused FSA funds in an account will roll over to the following plan year.)

LIFE INSURANCE (Sun Life): Basic and Optional coverage

A \$10,000 basic life insurance policy is provided at no cost to all eligible employees; this includes \$5,000 dependent life insurance for the spouse, and \$10,000 for dependent children. Employees may purchase optional life coverage of up to \$500,000/Employee, and up to \$250,000/Spouse.

Basic Life: **Unchanged, \$1.71** per month, per eligible participant. (Employer paid)

Dependent Life: **Unchanged, \$1.50** per month, per eligible participant. (Employer paid)

Optional Life: **Unchanged**, except for participants moving to a new age bracket. (Employee paid)

NCPERS Group Decreasing Term Life (PERA Life): The premium remains fixed at \$16.00 per month.

This plan is voluntary and 100% employee paid.

LONG TERM DISABILITY INSURANCE

Hartford Long Term Disability rates will remain unchanged for 2020. Long Term Disability is voluntary and 100% employee paid.

DENTAL INSURANCE

Dearborn National Dental insurance rates will increase 4% for 2020. Dental Insurance is voluntary and 100% employee paid.

SHORT TERM DISABILITY INSURANCE

Dearborn National Short-Term Disability insurance rates will remain unchanged for 2020. Short Term Disability is voluntary and 100% employee paid.

VISION INSURANCE

Ameritas Vision Plan rates will remain unchanged for 2020. The plan includes a Low Option that can use used at any vision clinic, but the employee must submit claims on their own; and a High Option where the greatest benefit applies if you go to an in-network VSP provider. Vision insurance is voluntary and 100% employee paid.

AFLAC

Aflac coverage is voluntary and 100% employee paid. Current Aflac plans offered are: Accident, Cancer, Critical Care & Recovery, Personal Sickness, and Hospital Indemnity.

DEFERRED COMPENSATION – 457(b)

Roseau County offers three 457(b) deferred compensation plans whereby employees may elect to set aside pre-tax dollars for retirement. Deferred Comp plans are available to employees through **Nationwide Retirement Solutions**, **American Funds** (LPL Financial), and **Mass Mutual** (Edward Jones). The Nationwide Retirement and Mass Mutual plans both offer a Roth 457(b) option. Deferred Compensation is 100% employee paid.

Note: The County will not endorse (sign) any Deferred Comp plan requests for a Hardship Withdrawal. Hardship Withdrawal requests must go through the applicable company headquarters for approval.

WELLNESS

The Northwest Service Cooperative subscribes to **“Personal Best”**, an electronic (interactive) newsletter, and provides it to all Service Cooperative groups to forward to our employees as part of our Wellness Program at no cost to the County. The County also receives grant money from the Service Cooperative to be used for Worksite Wellness in the amount of \$10.00 per medical plan contract. In addition, the following programs are included with our Blue Cross Blue Shield medical plans:

- **Identity Protection** services are available to members and their covered dependents. The services include credit monitoring, fraud detection and credit/identity repair. Members need to register for this service.
- **Dr. On Demand** allows medical plan members to connect with doctors and therapists over live video to provide treatment for common health conditions from the comfort of home.
- **ShareCare** is an online tool that provides resources, guidance, and personalized programs to create a healthy life based on your RealAge results. ShareCare also offers a fitness incentive of \$20.00 per month for achieving 10,000 steps 21 days out of the month.
- **Omada** is an online program for members at risk for diabetes and heart disease designed to help people reduce their risk for chronic disease.
- **Learn to Live** offers mental health support through customized online programs— it is confidential, and accessible anywhere.
- **Vitals SmartShopper** is a program designed to provide cash incentives to members who shop for, and select lower-cost medical treatments and procedures.

New Wellness Program available to our medical plan members effective 1/1/2020:

- **Type 2 Diabetes program** designed to help people take control of their type 2 diabetes. This program will be available to qualifying participants at no additional out-of-pocket cost.

BENEFIT PLAN ELECTIONS - OPEN ENROLLMENT

Our annual open enrollment period for 2020 benefit elections is tentatively set for October 28 – November 16, 2019.



Roseau County Request for Board Action

Agenda Item #: Committee Reports 2a <small>(for office use only)</small>		
Requested Board Date:	September 24, 2019	Originating Department: Safety Committee
Subject Title (as it will appear on the Agenda): Safety Program Services Contract		Presenter: Jeff Pelowski
		Estimated Amount of Time Needed for Discussion: <input type="checkbox"/> < 5 minutes <input type="checkbox"/> 5 minutes <input checked="" 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 Safety Program Services Contract.		
Background: The Committee met on September 17, 2019, and voted unanimously to recommend that the Board approve a 3-year Contract with Safety Compliance Services, LLC.		
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 _____		

3-Year Combination Package
SAFETY & HEALTH PROPOSAL BY
SAFETY COMPLIANCE SERVICES LLC
for
ROSEAU COUNTY
ROSEAU, MN 56751

July 11, 2019

The following safety services are hereby offered to Roseau County and would be provided by Barb Schmitz of Safety Compliance Services LLC, 20289 190th Street SE, Plummer, Minnesota, over a three-year period, beginning September 1, 2019 and terminating August 31, 2022:

Year 1 (2019/20) - \$4,300

1. Two 2.5-hour sessions of annual safety training for general county employees (e.g. Courthouse staff, Social Services, Sheriff's Department, Jail, Custodians, etc.) – to be done in February or March, 2020.
2. Consultation on health and safety related issues.
3. Representation in event of an OSHA inspection.

Year 2 (2020/2021) - \$8,000

1. Annual safety inspections of all County-owned buildings complete with written reports and recommended corrective action.
2. Two 2.5-hour sessions of annual safety training for general county employees (e.g. Courthouse staff, Social Services, Sheriff's Department, Jail, Custodians, etc.) – to be done in February or March, 2021.
3. Consultation on health and safety related issues.
4. Representation in event of an OSHA inspection.

Year 3 (2021/2022) - \$4,500

1. Two 2.5-hour sessions of annual safety training for general county employees (e.g. Courthouse staff, Social Services, Sheriff's Department, Jail, Custodians, etc.) – to be done in February or March, 2022.
2. Consultation on health and safety related issues.
3. Representation in event of an OSHA inspection.

The above services are offered to Roseau County for a fee of \$16,800 (which includes out-of-pocket expenses).

Authorized Signature: Barbara Schmitz

Date: July 11, 2019

Accepted by: _____

Date: _____

***This Proposal may be withdrawn by Safety Compliance Services LLC
if not accepted within 90 days***

Prepared by:

***Barb Schmitz, President
SAFETY COMPLIANCE SERVICES LLC
20289 190th Street SE
Plummer, MN 56748
218-465-4009 (office)
218-280-9180 (mobile)
barb@safetycompservices.com***



Roseau County Request for Board Action

Agenda Item #: County Board Item 1 <small>(for office use only)</small>		
Requested Board Date:	September 24, 2019	Originating Department: Auditor
Subject Title (as it will appear on the Agenda): 2020 Unorganized Township Budget / Levy		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: Set the 2020 Unorganized Township Levies and Budgets.		
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 _____		



Board of Commissioners

606 5th Ave. SW, Room #131

Roseau, MN 56751

Phone: 218-463-4248

Fax: 218-463-3252

A motion to approve the Unorganized Township Budgets and Levies was made by Commissioner XXXXX, seconded by Commissioner XXXXX and carried unanimously to adopt the following Resolution:

2019-09-04

ADOPTION OF THE 2020 Unorganized Township Levies and Budgets

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

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

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

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

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

I, Jeff Pelowski, County Coordinator in and for Roseau County, Minnesota, do hereby certify that the foregoing is a true and correct copy of a part of the proceedings adopted by the Roseau County Board of Commissioners on September 24, 2019.

(SEAL)

Jeff Pelowski
Roseau County Coordinator



Roseau County Request for Board Action

Agenda Item #: County Board Item 2 <small>(for office use only)</small>		
Requested Board Date:	September 24, 2019	Originating Department: Auditor
Subject Title (as it will appear on the Agenda): 2020 Preliminary County Budget / Levy		Presenter: Martie Monsrud
		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: Set the 2020 preliminary County Budget and Levy. (Note: Information regarding Budget and Levy options will be distributed at the meeting)		
Background: State statute requires MN Counties to set their preliminary budget/levy before September 30 th of each year.		
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 _____		



Roseau County Request for Board Action

Agenda Item #: County Board Item 3 <small>(for office use only)</small>		
Requested Board Date:	September 24, 2019	Originating Department: Auditor
Subject Title (as it will appear on the Agenda): 2020 County Budget Hearing Date		Presenter: Martie Monsrud
		Estimated Amount of Time Needed for Discussion: <input checked="" type="checkbox"/> < 5 minutes <input type="checkbox"/> 5 minutes <input type="checkbox"/> 10 minutes <input type="checkbox"/> 15 minutes <input type="checkbox"/> 30 minutes <input type="checkbox"/> >30 minutes
Board Action Requested: Requesting the Board set the date and time for the 2020 County Budget Hearing.		
Background: The Board has set the December 3, 2019, Regular Meeting time at 5:00 pm, with the intention of holding the 2020 County Budget Hearing (previously referred to the "Truth-In-Taxation" Hearing) at 6:00 pm.		
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 _____		



Roseau County Request for Board Action

Agenda Item #: County Board Item 4 <small>(for office use only)</small>		
Requested Board Date:	September 24, 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

SEPT 10, 2019 - HIGHWAY COMMITTEE

SEPT 10, 2019 - PUBLIC HEALTH COMMITTEE

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

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

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

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

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

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

SEPT 16, 2019 – ROSEAU SCHOOL BOARD

SEPT 17, 2019 – SOCIAL SERVICES BOARD

SEPT 17, 2019 – BUILDING COMMITTEE

SEPT 17, 2019 - SAFETY COMMITTEE

SEPT 17, 2019 - DOMESTIC VIOLENCE COURT ADVISORY COMMITTEE

SEPT 17, 2019 - ROSEAU CITY COUNCIL

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

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

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

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

SEPT 23, 2019 - ROSEAU COUNTY WAGE COMMITTEE