

REGULAR BOARD MEETING AGENDA

Notice is hereby given that the Board of Commissioners of Roseau County will meet in session on **January 28, 2020, 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 Delegations/Board Appointments/Public Comments*

8:45 Consent Agenda

1. January 14, 2020 Board Proceedings
2. Social Services - Case Aide Hire
3. Roseau County Trailblazers – 2nd Benchmark
4. Application for Exempt Permit – HELPP, Inc.

8:50 Department Reports

1. Auditor
 - a. 2020 Ditch Levies & Budgets
 - b. 2020 Liquor Licenses
 - c. 2019 Audit Engagement Letter
2. Highway
 - a. Gravel Purchase Contract

9:10 Committee Reports

1. Building Committee
 - a. Project Update

9:25 County Board Items

1. Roseau County Comprehensive Local Water Management Plan – Extension Request
2. Commissioner Committee Reports

10:00 Unfinished Business

10:00 Adjourn

***Limited to five minutes**

PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

January 14, 2020

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, Minnesota on Tuesday, January 14, 2020.

CALL TO ORDER

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

APPROVAL OF AGENDA

Engineer Ketring requested the addition of a Building Committee Update to Committee Reports. A motion to approve the amended Agenda was made by Commissioner Walker, seconded by Commissioner Wicklund, and carried unanimously.

COMMENTS AND ANNOUNCEMENTS

Commissioner Swanson noted that he was contacted by Rob Sip, Red River Watershed Management Board, to encourage the Commissioners to attend the January 27, 2020 Drainage Workshop in Moorhead.

APPROVE BILLS

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

Warrants Approved For Payment 1/09/2020 (Warrant #142250-142266)

<u>Vendor Name</u>	<u>Amount</u>
CENTURYLINK	3,524.56
MARK SAND & GRAVEL CO	56,977.76
MN DEPT OF FINANCE -TRES	2,523.00
ROSEAU CITY	10,156.54
13 Payments less than 2,000.00	6,004.27
Final Total:	79,186.13

Warrants Approved On 1/14/2020 For Payment 1/17/2020 (Warrant #142267-142340)

<u>Vendor Name</u>	<u>Amount</u>
ASSN OF MN COUNTIES	12,633.00
COULOMBE CONSULTING	2,080.00
HEADWATERS REGIONAL RADIO BOARD	2,500.00
JOHNSON OIL CO INC	5,973.33
MAR-KIT LANDFILL	38,917.50
MN COUNTIES COMPUTER COOP	44,548.19
MN RURAL COUNTIES CAUCUS	2,300.00
MN SHERIFF'S ASSN	2,963.16
ROSEAU CO TREASURER	2,400.00
ROSEAU TIMES REGION INC	2,210.85
SCOTT JOHNSON COMPANIES	3,900.00
UNIVERSITY OF NORTH DAKOTA	3,092.68
WEST CENTRAL INDEXING LLC DBA	2,665.00

61 Payments less than 2,000.00
Final Total:

18,814.86
144,998.57

CONSENT AGENDA

A motion to approve the Consent Agenda was made by Commissioner Walker, seconded by Commissioner Swanson, and carried unanimously. The Board, by adoption of its Consent Agenda, approved the January 7, 2020, Board Proceedings.

COMMITTEE REPORTS

Building Committee

Committee Update

Engineer Ketring met with the Board, on behalf of the Building Committee, to discuss the ongoing Courthouse building renovation project. Architect Mike Johnston brought a mechanical engineer and an electrical engineer for a building walk-through on Friday, January 10, 2020. The electrical engineer inquired about updating the entire south wing of the Courthouse to LED lighting versus only updating the east part of the south wing, (ie. where the proposed renovation will occur). The Board consensus was to include only the east part of the south wing in the project bid package and to include the entire south wing as an alternate bid. Engineer Ketring will inform Mr. Johnston of the Board's direction.

COUNTY BOARD ITEMS

Commissioner Committee Reports (December 26, 2019 – January 14, 2020)

Commissioner Falk reported on the following committee(s): Operations Committee Meeting; County Board Work Session; Roseau River Watershed District Board Meeting; Joint Ditch Committee Meeting.

Commissioner Swanson reported on the following committee(s): Roseau County 125th Anniversary Committee Meeting; Roseau City Council Meeting; Operations Committee Meeting; County Board Work Session; Northwest Emergency Communications Board; Community Justice Coordinating Committee Meeting; National Association of Counties Community, Economic, Workforce Development Teleconference; Statewide Emergency Communications Board Finance Committee Meeting; True North Juvenile Detention Alternatives Initiative Coalition Meeting; Team EPIC Meeting; Law Library Committee Meeting; Roseau School Board Meeting.

Commissioner Walker reported on the following committee(s): Minnesota Rural Counties; Operations Committee Meeting; County Board Work Session; Joint Ditch Committee Meeting.

Commissioner Wicklund reported on the following committee(s): Operations Committee Meeting; County Board Work Session; Joint Ditch Committee Meeting.

Upon motion carried, the Board adjourned the Regular meeting at 9:15 a.m. The next Regular meeting of the Board is scheduled for Tuesday, January 28, 2020 at 8:30 a.m.

Attest:

Date: _____

Jeff Pelowski, County Coordinator
Roseau County, Minnesota

Roger Falk, Chair
Board of County Commissioners
Roseau County, Minnesota



Roseau County Request for Board Action

Agenda Item #: Consent 3 <small>(for office use only)</small>		
Requested Board Date:	January 28, 2020	Originating Department: Roseau County Trailblazers
Subject Title (as it will appear on the Agenda): Roseau County Trailblazers – 2 nd Benchmark		Presenter: Myles Hogenson
		Estimated Amount of Time Needed for Discussion: <input checked="" type="checkbox"/> < 5 minutes <input type="checkbox"/> 5 minutes <input type="checkbox"/> 10 minutes <input type="checkbox"/> 15 minutes <input type="checkbox"/> 30 minutes <input type="checkbox"/> >30 minutes
Board Action Requested: Requesting Board approval of the Roseau County Trailblazers 2 nd Benchmark payment.		
Background:		
Supporting Documentation: <input checked="" type="checkbox"/> Attached <input type="checkbox"/> None		
Agenda Classification for County Board Meeting: <input type="checkbox"/> Delegations/Board Appointments <input checked="" type="checkbox"/> Consent Agenda <input type="checkbox"/> Department Reports <input type="checkbox"/> Committee Reports <input type="checkbox"/> County Board Items <input type="checkbox"/> Other _____		

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: HELPP, Inc Previous Gambling Permit Number: X-94435-19-001

Minnesota Tax ID Number, if any: 47-4883699 Federal Employer ID Number (FEIN), if any: _____

Mailing Address: PO Box 843

City: Warroad State: MN Zip: 56763 County: Roseau

Name of Chief Executive Officer (CEO): Penny Kimble

CEO Daytime Phone: 218-689-8608 CEO Email: penzer@centurytel.net
(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): rickcor66@gmail.com

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

Fraternal Religious Veterans Other Nonprofit Organization

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

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

A current calendar year Certificate of Good Standing
 Don't have a copy? Obtain this certificate from:
 MN Secretary of State, Business Services Division
 60 Empire Drive, Suite 100
 St. Paul, MN 55103
 Secretary of State website, phone numbers:
www.sos.state.mn.us
 651-296-2803, or toll free 1-877-551-6767

IRS income tax exemption (501(c)) letter in your organization's name
 Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)
 If your organization falls under a parent organization, attach copies of both of the following:
 1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
 2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): ClearRiver Campground

Physical Address (do not use P.O. box): 10 miles south of Warroad, MN on County Road 5

Check one:
 City: _____ Zip: _____ County: _____
 Township: Clearriver Zip: 56763 County: Roseau

Date(s) of activity (for raffles, indicate the date of the drawing): August 1, 2020

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.

LG220 Application for Exempt Permit

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: 5px; margin-top: 10px; text-align: center;"> <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: *Penny A. Turgeon Kimble* Date: 1-15-2020
(Signature must be CEO's signature; designee may not sign)

Print Name: Penny A. Turgeon Kimble

<p>REQUIREMENTS</p> <p>Complete a separate application for:</p> <ul style="list-style-type: none"> • all gambling conducted on two or more consecutive days; or • all gambling conducted on one day. <p>Only one application is required if one or more raffle drawings are conducted on the same day.</p> <p>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.</p> <p>Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).</p>	<p>MAIL APPLICATION AND ATTACHMENTS</p> <p>Mail application with:</p> <ul style="list-style-type: none"> _____ 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. <p>To: Minnesota Gambling Control Board 1711 West County Road B, Suite 300 South Roseville, MN 55113</p> <p>Questions? Call the Licensing Section of the Gambling Control Board at 651-539-1900.</p>
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Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Department 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.



Roseau County Request for Board Action

Agenda Item #: Department Reports 1a <small>(for office use only)</small>		
Requested Board Date:	January 28, 2020	Originating Department: Auditor/Highway
Subject Title (as it will appear on the Agenda): 2020 Ditch Levies and Budgets		Presenter: Martie Monsrud/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: Requesting Board approval of the 2020 Ditch levies and budgets.		
Background: The board reviewed the proposed 2020 Ditch budgets and levies at the January 14, 2020, 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 _____		



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 XXXX, seconded by Commissioner XXXX, and carried unanimously to adopt the following Resolution:

2020-01-03

RESOLUTION ESTABLISHING 2020 DITCH LEVIES AND BUDGETS

WHEREAS, the Roseau County Board of Commissioners has reviewed and considered budgets for the ditch systems located in Roseau County; and

WHEREAS, the Roseau County Board of Commissioners deems it necessary that the following amounts be levied on ditch systems as stated below;

NOW, THEREFORE, BE IT RESOLVED that the County Auditor is directed to spread one-year levies on the following ditches for repairs and maintenance for the year 2020:

Ditch	2020 Benefit Percentage	2020 Ditch Levy Amount
County Ditch 5	25%	\$ 2,555.50
County Ditch 6	20%	\$ 7,131.80
County Ditch 7	25%	\$ 17,748.25
County Ditch 9	25%	\$ 29,422.13
County Ditch 10	25%	\$ 9,742.25
County Ditch 11	20%	\$ 7,559.60
County Ditch 13	25%	\$ 3,996.25
County Ditch 17	20%	\$ 11,770.80
County Ditch 18	25%	\$ 10,604.00
Judicial Ditch 19	5%	\$ 1,394.50
County Ditch 20	20%	\$ 4,761.40
County Ditch 21	25%	\$ 19,977.50
Judicial Ditch 22	25%	\$ 3,797.08
County Ditch 23	30%	\$ 23,490.60
County Ditch 24	50%	\$ 7,325.00
County Ditch 25	5%	\$ 2,561.15
County Ditch 26	0%	\$ -
Judicial Ditch 33	10%	\$ 696.90
State Ditch 50	20%	\$ 2,094.60
Judicial Ditch 61	0%	\$ -
Judicial Ditch 62	5%	\$ 4,195.25
Judicial Ditch 63	10%	\$ 17,024.00
State Ditch 69	20%	\$ 41,208.81
State Ditch 72	20%	\$ 28,710.53
State Ditch 87	10%	\$ 1,972.10
State Ditch 90	20%	\$ 852.74
State Ditch 91	5%	\$ 21,259.30
State Ditch 95	0%	\$ -
		\$ 281,852.04

BE IT FURTHER RESOLVED that the 2020 ditch budgets are hereby approved and are on file in the office of the Roseau County Auditor.

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 January 28, 2020.

Jeff Pelowski
Roseau County Coordinator



Roseau County Request for Board Action

Agenda Item #: Department Reports 1b <small>(for office use only)</small>		
Requested Board Date:	January 28, 2020	Originating Department: Auditor
Subject Title (as it will appear on the Agenda): 2020 Liquor Licenses	Presenter: Martie Monsrud	
	Estimated Amount of Time Needed for Discussion: <input checked="" type="checkbox"/> < 5 minutes <input type="checkbox"/> 5 minutes <input type="checkbox"/> 10 minutes <input type="checkbox"/> 15 minutes <input type="checkbox"/> 30 minutes <input type="checkbox"/> >30 minutes	
Board Action Requested: Requesting Board approval the 2020 Liquor Licenses by Resolution, contingent upon the approval by the Alcohol and Gambling Enforcement Director. The licenses are effective February 1, 2020, through January 31, 2021.		
Background: All documentation required has been received. All applications have been reviewed, approved and signed by the County Sheriff and County Attorney.		
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 _____		



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 XXXX, seconded by Commissioner XXXX, and carried unanimously to adopt the following Resolution:

2020-01-04

**RESOLUTION
APPROVING LIQUOR LICENSES**

BE IT RESOLVED that the Roseau County Board of Commissioners hereby grant the following liquor licenses to:

- FOE Aerie No. 4195 On-sale Intoxicating Liquor License;
Sunday Liquor License;
- Pine Ridge Liquor Off-sale Intoxicating Liquor License
- Salol 1 Stop, LLC Off-sale Intoxicating Liquor License
- Skime Store, LLC Off-sale 3.2 percent Malt Liquor License
- Springsteel Resort Inc. On-Off sale Intoxicating Liquor License;
Sunday liquor license;
Off-sale 3.2 percent Malt Liquor License;
- Warroad Estates Golf Course:
On-sale Intoxicating Liquor License;
Sunday Liquor License

BE IT FURTHER RESOLVED that said licenses are effective February 1, 2020, through January 31, 2021, and recommends that said licenses be approved by the Alcohol and Gambling Enforcement Director, if applicable.

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 January 28, 2020.

Jeff Pelowski
Roseau County Coordinator

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

An Equal Opportunity Employer



Roseau County Request for Board Action

Agenda Item #: Department Reports 1c <small>(for office use only)</small>		
Requested Board Date:	January 28, 2020	Originating Department: Auditor
Subject Title (as it will appear on the Agenda): 2019 Audit Engagement Letter	Presenter: Martie Monsrud	
	Estimated Amount of Time Needed for Discussion: <input type="checkbox"/> < 5 minutes <input checked="" type="checkbox"/> 5 minutes <input type="checkbox"/> 10 minutes <input type="checkbox"/> 15 minutes <input type="checkbox"/> 30 minutes <input type="checkbox"/> >30 minutes	
Board Action Requested: Requesting Board approval of the attached Audit Engagement Letter with Hoffman, Philipp & Knutson, PLLC (HPK), to provide audit services to the County for 2019.		
Background: The County has a current multi-year contract with HPK.		
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 _____		

Colleen Hoffman, Director
Crystelle Philipp, CPA
Marit Knutson, CPA



Hoffman, Philipp, & Knutson, PLLC

1541 Highway 59 South | Thief River Falls, MN 56701 | Phone: 218-681-4078 | choffman@mncable.net

January 3, 2020

The Honorable Martha Monsrud
Roseau County Auditor
606 5th Avenue SW
Roseau, Minnesota 56751

We are pleased to confirm our understanding of the services we are to provide Roseau County for the year ended December 31, 2019. We will audit the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements of Roseau County, as of and for the year ended December 31, 2019. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as the Management's Discussion and Analysis (MD&A), budgetary comparison schedules, Other Post-Employment (OPEB) schedules, and Public Employees Retirement Association (PERA) schedules, to supplement Roseau County's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Auditing Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the County's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The RSI is required by accounting principles generally accepted in the United States of America and will be subjected to certain limited procedures, but will not be audited.

We have also been engaged to report on supplementary information other than RSI that accompanies the County's financial statements. We will subject the supplementary information, as listed in the table of contents of your financial report, to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statements as a whole in a report combined with our auditor's report on the financial statements. To accompany the financial statements, your report will also include introductory and other schedules sections that will not be subjected to the auditing procedures applied in our audit of the financial statements, and our auditor's report will not provide an opinion or any assurance on that information.

Audit Objectives

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report

on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. The objective also includes reporting on—

- Internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control related to major programs and an opinion (or disclaimer of opinion) on compliance with laws, regulations, and the provisions of contracts or grant agreements that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will include a paragraph that states that the purpose of the report is solely to (1) describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the County's internal control or on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the County's internal control and compliance. The Uniform Guidance report on internal control over compliance will include a paragraph that states that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; the provisions of the Uniform Guidance; and the legal provisions of the *Minnesota Legal Compliance Audit Guide for Counties*, and will include tests of the accounting records, a determination of major program(s) in accordance with the Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions and to render the required reports and to report in conformity with the provisions of the *Minnesota Legal Compliance Audit Guide for Counties*. We will issue written reports upon completion of our single audit. Our reports will be addressed to the Roseau County Board of Commissioners. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions on the financial statements or the Single Audit compliance opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement. If circumstances occur related to the condition of your records, the availability of sufficient, appropriate audit evidence, or the existence of a significant risk of material misstatement of the financial statements caused by error, fraudulent financial reporting, or misappropriation of assets, which in our professional judgment prevent us from completing the audit or forming an opinion on the financial statements, we retain the right to take any course of action permitted by professional standards, including declining to express an opinion or issue a report, or withdrawing from the engagement.

Audit Procedures--General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the

reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the County or to acts by management or employees acting on behalf of the County. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements or noncompliance may exist and not be detected by us, even though the audit is properly planned and performed in accordance with auditing standards generally accepted in the United States of America and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or on major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by auditing standards generally accepted in the United States of America.

Audit Procedures--Internal Controls

Our audit will include obtaining an understanding of the County and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Governmental Auditing Standards*, and the Uniform Guidance.

Audit Procedures--Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of Roseau County's compliance with the provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the County has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the OMB *Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of Roseau County's major programs. The purpose of these procedures will be to express an opinion on Roseau County's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Other Services

We will also assist in preparing a draft of your financial statements, schedule of expenditures of federal awards, related notes, and other supporting schedules, in accordance with accounting principles generally accepted in the United States of America and the Uniform Guidance based on information provided by you. We will assist with preparation of the trial balance and modified to full accrual journal entries for use during the audit. Our preparation of the trial balance will be limited to formatting information into a working trial balance based on management's chart of accounts. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. We, in our sole professional judgement, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Management Responsibilities

Management is responsible for designing, implementing, establishing and maintaining effective internal controls, including internal controls over compliance, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements, and ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in accordance with U.S. generally accepted accounting principles; and for compliance with applicable laws and regulations (including federal statutes) and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant

contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance, (3) additional information that we may request for the purpose of the audit, (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence, and (5) access to employees who will locate any documents selected by us for testing. Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the written management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting Roseau County involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the County received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that Roseau County complies with applicable laws, regulations, contracts, agreements, and grants. Management is also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements, or abuse that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards, take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings, promptly follow up and take corrective action on reported audit findings, and to prepare a summary schedule of prior audit findings and a corrective action plan. The summary schedule of prior audit findings should be available for our review.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for the presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) that you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are responsible for the preparation of the supplementary information, which we have been engaged to report on, in conformity with accounting principles generally accepted in the United States of America. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported, on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include

acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

You agree to assume all management responsibilities relating to the financial statements, schedule of expenditures of federal awards, and related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, schedule of expenditure of federal awards, and related notes, and that you have reviewed and approved the financial statements, schedule of expenditure of federal awards, and related notes, prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferable from senior management, with suitable skill, knowledge or experience, evaluate the adequacy and results of those services, and accept responsibility for them.

Audit Administration

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditor's reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. If applicable, we will provide copies of our report for you to include with the reporting package you will submit to pass-through entities. The Data Collection Form and the reporting package must be submitted within the earlier of 30 days after receipt of the auditor's reports or nine months after the end of the audit period.

We will provide copies of our reports to those specified on the County's distribution list; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Hoffman, Philipp, & Knutson, PLLC (HPK) and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to a cognizant or oversight agency or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of HPK personnel. Furthermore, upon request, we may

provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained, pursuant to our record retention plan, for a period of seven years after the date the auditor report is issued. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party contesting the audit finding for guidance prior to destroying the audit documentation. Our fee of \$25,000 for the third year of our five-year contract is based on standard hourly rates and includes travel costs and expenses. The condition of your records and the assistance you are able to provide us affects the timeliness of the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs. We will be available throughout the year to answer questions, provide assistance, or assist you in implementing any of our recommendations.

Government Auditing Standards require that we provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. A copy of our unqualified report dated December 16, 2016, has previously been provided to you.

We appreciate the opportunity to be of service to Roseau County and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please contact me at (218) 681-4078. If you agree with the terms of our engagement as described in this letter, please sign where provided below and return it to us.

Sincerely,



Crystelle Philipp, CPA
Hoffman, Philipp & Knutson, PLLC

Approved: This letter correctly sets forth the understanding of Roseau County.

Chair of Board of County Commissioners (Governance)

Date

County Auditor (Management)

Date



Roseau County Request for Board Action

Agenda Item #: Department Reports 2a <small>(for office use only)</small>		
Requested Board Date:	January 28, 2020	Originating Department: Highway
Subject Title (as it will appear on the Agenda): Gravel Purchase Contract		Presenter: Brian Ketring
		Estimated Amount of Time Needed for Discussion: <input checked="" type="checkbox"/> < 5 minutes <input type="checkbox"/> 5 minutes <input type="checkbox"/> 10 minutes <input type="checkbox"/> 15 minutes <input type="checkbox"/> 30 minutes <input type="checkbox"/> >30 minutes
Board Action Requested: Requesting approval of a Gravel Purchase Contract with Arlan & Nancy Tveit.		
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:	January 28, 2020	Originating Department: Building Committee
Subject Title (as it will appear on the Agenda): Project 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 checked="" type="checkbox"/> 15 minutes <input type="checkbox"/> 30 minutes <input type="checkbox"/> >30 minutes
Board Action Requested: Committee Chair Ketring will provide a project update for the Board.		
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 type="checkbox"/> Department Reports <input checked="" type="checkbox"/> Committee Reports <input type="checkbox"/> County Board Items <input type="checkbox"/> Other _____		



Roseau County Request for Board Action

Agenda Item #: County Board Item 1 <small>(for office use only)</small>		
Requested Board Date:	January 28, 2020	Originating Department: Soil & Water Con District
Subject Title (as it will appear on the Agenda): Roseau County Comprehensive Local Water Management Plan (Plan) – Extension Request	Presenter: Janine Lovold	
	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 requesting the MN Board of Soil & Water (BWSR) extend our existing Plan.		
Background: The Plan is scheduled to expire on March 24, 2020. As Roseau County is transitioning to the new One Watershed One Plan (1W1P) Program process, the County can request a “reasonable” extension of the current Plan until all areas of the County are covered by the new 1W1P. The extension will ensure: 1) no wasted funds, time and effort updating the current Plan; 2) maintenance of our eligibility to apply for and receive BWSR grants; and 3) better coordination for all watershed partners to develop effective watershed management plans. The request is to extend the Plan effective date to December 31, 2023.		
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 _____		



502 7th Street Southwest
Suite 5
Roseau, MN 56751
Phone: 218-463-1903
www.roseauswcd.org

Board of Water and Soil Resources
4 West Office Complex
403 Fourth St NW, Room 200
Bemidji, MN 56601

January 28, 2020

RE: Extension Request for Roseau County Comprehensive Local Water Management Plan

Dear Board of Water and Soil Resources:

Please consider Roseau County's request for extension of the expiration date for the Roseau County Comprehensive Local Water Management Plan. The expiration date is March 24, 2020. Roseau County is requesting an extension to December 31, 2023 so that they may coordinate time schedules and plan development efforts with local watershed districts and soil and water districts to produce effective One Watershed, One Plans (1W1P) for Two Rivers Plus and Roseau River watersheds.

Roseau County is currently in the process of developing the Two River Plus 1W1P for the portion of the county located within the Two Rivers watershed, as well as implementing the newly adopted Lake of the Woods 1W1P. Roseau County is interested in pursuing the option to participate in the Roseau River 1W1P development soon and realizes that coordination efforts take time. This will be Roseau County's last major comprehensive watershed management plan. The processes that would be involved to update our current plan would create an extra and unnecessary burden on the county. The county would like to ensure that public funds are used wisely on effective planning efforts as they have observed with the other 1W1Ps within the county. Roseau County assures BWSR that the county intends to actively participate in the last comprehensive watershed management plan effort.

See attached resolution from the Roseau County Board of Commissioners requesting the extension.

Thank you for your consideration of this request,

A handwritten signature in blue ink that reads "Janine Lovold". The signature is written in a cursive, flowing style.

Janine Lovold,
Water Plan Coordinator
Roseau County Soil and Water Conservation District



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 XXXX, seconded by Commissioner XXXX, and carried unanimously to adopt the following Resolution:

2020-01-05

Resolution to Extend the Roseau County Comprehensive Local Water Management Plan

WHEREAS, Minnesota Statutes, §103B.301, Comprehensive Local Water Management Act, authorizes Minnesota Counties to develop and implement a Comprehensive Local Water Management Plan, and

WHEREAS, Roseau County currently has a state approved Comprehensive Local Water Management Plan that covers the period of March 24, 2010 through March 24, 2020, and

WHEREAS, Roseau County is currently transitioning from the Comprehensive Local Water Management Plan process to three Comprehensive Watershed Management Plans in accordance with Minnesota Statutes §103B.801, and

WHEREAS, Roseau County has adopted the Lake of the Woods Comprehensive Watershed Management Plan in accordance with Minnesota Statutes §103B.801 for the portion of the county located within the Lake of the Woods watershed, and

WHEREAS, Roseau County is currently developing the Two Rivers Plus Comprehensive Watershed Management Plan in accordance with Minnesota Statutes §103B.801 for the portion of the county located within the Two Rivers Plus watershed, and

WHEREAS, Roseau County plans to start developing the Roseau River Comprehensive Watershed Management Plan in 2021 for the portion of the county located within the Roseau River watershed, and

WHEREAS, Roseau County assures continued effort toward completion of Comprehensive Watershed Management Plan development for the Two Rivers Plus and Roseau River watershed areas, and

WHEREAS, Roseau County will need to coordinate with watershed district partners in order to complete a successful transition to Comprehensive Watershed Management Plans, and

WHEREAS, the Minnesota Board of Water and Soil Resources (BWSR) passed Resolution #12-85 "Red River Basin Watershed District Plan Expiration Date Extension" on September 26,

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

An Equal Opportunity Employer



Roseau County Request for Board Action

Agenda Item #: County Board Item 2 <small>(for office use only)</small>		
Requested Board Date:	January 28, 2020	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 COMMITTEES REPORT

JAN 14, 2020 - HIGHWAY COMMITTEE

JAN 14, 2020 - ROSEAU ECONOMIC DEVELOPMENT AUTHORITY

JAN 14, 2020 - JADIS TOWN BOARD; Roseau Lakebottom Project

JAN 15, 2020 - NORTHWEST MINNESOTA MULTI-COUNTY HOUSING & REDEVELOPMENT AUTHORITY (T.R.F.)

JAN 15, 2020 - BUILDING COMMITTEE

JAN 21, 2020 - SOCIAL SERVICES BOARD

JAN 22, 2020 - 125TH ANNIVERSARY COMMITTEE