

REGULAR BOARD MEETING AGENDA

Notice is hereby given that the Board of Commissioners of Roseau County will meet in session on **April 14, 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

8:35 Consent Agenda

1. March 31, 2020 Special Meeting Board Proceedings
2. Letter of Resignation – Sheriff's Department
3. Roseau County Trailblazers – 3rd Benchmark
4. Roseau/LOW Sportsman's Club – Request for Reimbursement

8:40 Department Reports

1. Highway
 - a. Maintenance Supervisor Hire
 - b. Call for Bids – CSAH 7 Project
 - c. Local Bridge Replacement Program – Grant Agreement
2. Auditor
 - a. Repurchase of Tax Forfeited Property
 - b. County Auditor Position
3. Sheriff
 - a. Summit Food Service Contract Amendment

9:00 COUNTY-OWNED LAND SALE

9:15 PUBLIC HEARING – County Recorder Position

9:30 County Board Items

1. COVID-19 Update
2. Commissioner Committee Reports

10:00 Delegations - Board Appointments

1. Bruce Kimmel, Ehlers – Roseau County Bond Options Presentation

10:30 Unfinished Business

10:30 Adjourn

NOTE: PURSUANT TO MN STATUTE 13D.021, TO LIMIT EXPOSURE OF COVID-19 TO THE PUBLIC, COUNTY COMMISSIONERS, AND STAFF, IN-PERSON PUBLIC ACCESS TO THE MEETING WILL NOT BE ALLOWED; HOWEVER, CONTACT THE COUNTY COORDINATOR'S OFFICE (218-463-4248) TO REQUEST A WEBEX LINK TO ATTEND THE MEETING.

PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

March 31, 2020

The Board of Commissioners of Roseau County, Minnesota met in Special Session held at the Courthouse in the City of Roseau, Minnesota on Tuesday, March 31, 2020.

CALL TO ORDER

The Special 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, John Horner, Jack Swanson, Russell Walker, and Daryl Wicklund. Others present were Jeff Pelowski, Joleen Kezar, Kristy Kjos, Rich Gross, and Steve Gust. Others connected through WebEx were Brian Ketring, Martie Monsrud, Chris Stauffer, Sue Grafstrom, Liz Lund, Pam Grand, Jeff Olsen, Cindy Tangen, Diane Gregerson, Karla Langaas, Martin Howes, and Mike Trinka.

APPROVAL OF AGENDA

Attorney Kjos requested the addition of a Joint Powers Agreement with the State of Minnesota to the Consent Agenda. Coordinator Pelowski requested the addition of a Resolution of Support for the Roseau County Trailblazers Grant-in-Aid Proposal to the Consent Agenda. A motion to approve the amended Agenda was made by Commissioner Horner, seconded by Commissioner Walker, and carried unanimously.

COMMENTS AND ANNOUNCEMENTS

Coordinator Pelowski reviewed the draft Agenda for the April 7th Operations Committee/ Board Work Session. It was decided that the Board will meet in person, while the Department Heads will be attending via WebEx. Coordinator Pelowski presented the draft Agenda for the April 14, 2020 Regular Board Meeting for discussion. Given the social distancing requirements currently in place, the logistics for this meeting will be challenging as there are two delegations scheduled, along with a Public Hearing.

CONSENT AGENDA

A motion to approve the Consent Agenda was made by Commissioner Swanson, seconded by Commissioner Walker, and carried unanimously. The Board, by adoption of its Consent Agenda, approved the March 19, 2020 Emergency Meeting Board Proceedings; approved the March 24, 2020 Regular Board Meeting Proceedings; approved the Joint Powers Agreement with the State of Minnesota, Department of Public Safety, Bureau of Criminal Apprehension and the Roseau County Attorney and Sheriff, (see Resolution 2020-03-03 below); and, approved a Resolution of Support for the Roseau County Trailblazer, Inc. Grant-in-Aid Proposal (see Resolution 2020-03-04 below).

2020-03-03

RESOLUTION APPROVING STATE OF MINNESOTA JOINT POWERS AGREEMENT WITH THE COUNTY OF ROSEAU ATTORNEY AND SHERIFF

WHEREAS, the County of Roseau on behalf of its County Attorney and Sheriff desires to enter into Joint Powers Agreement with the State of Minnesota, Department of Public Safety, Bureau of Criminal Apprehension to use systems and tools available over the State's criminal justice data communications network for which the County is eligible. The Joint Powers Agreements further provide the County with the ability to add, modify and delete connectivity, systems and tools over the five-year life of the agreement and obligates the County to pay the costs for the network connection.

NOW, THEREFORE, BE IT RESOLVED by the County Board of Roseau, Minnesota as follows:

1. That the State of Minnesota Joint Powers Agreements by and between the State of Minnesota acting through its Department of Public Safety, Bureau of Criminal Apprehension and the County of Roseau on behalf of its County Attorney and Sheriff are hereby approved.
2. That the Sheriff, Steve Gust or his successor, is designated the Authorized Representative for the Sheriff. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the County's connection to the systems and tools offered by the State.
3. That the County Attorney, Kristy Kjos or her successor, is designated the Authorized Representative for the County Attorney. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the County's connection to the systems and tools offered by the State.
4. That Roger Falk, the Chair of the County of Roseau, and Jeff Pelowski, the County Board Coordinator, are authorized to sign the State of Minnesota Joint Powers Agreement.

2020-03-04

RESOLUTION OF SUPPORT – ROSEAU COUNTY TRAILBLAZERS GRANT APPLICATION

BE IT RESOLVED that Roseau County supports the Roseau County Trailblazers, Inc. Grant-in-Aid Proposal and agrees to act as legal sponsor for funding received from the State of Minnesota Department of Natural Resources for the maintenance and grooming of the Pelan Trail System and the Beltrami Island State Forest Section 1 Trail.

BE IT FURTHER RESOLVED that upon approval of its application by the State, Roseau County may enter into an agreement with the State of Minnesota and will comply with all applicable Federal and State laws and regulations and conditions as stated in the agreement.

BE IT FURTHER RESOLVED that Roseau County hereby agrees to serve as the fiscal agent for the Roseau County Trailblazers, Inc. and authorizes the Board Chair to sign all related documents on behalf of Roseau County.

COUNTY BOARD ITEMS

COVID-19 Pandemic – County's Response

Coordinator Pelowski was asked to provide an update. To summarize, all 132 County employees have been given the option to work from home (if possible), be on-call, or take voluntary time off (VTO). To date, 59 employees are currently working on-site. Also, the Department Heads have identified who would be in charge of their office should they be unable to perform their duties. Finally, discussion continues in the State Legislature concerning property taxes, as the first half taxes are due May 15th. Possible tax relief measures are being considered.

Upon motion carried, the Board adjourned the Special meeting at 9:25 a.m. The next Regular meeting of the Board is scheduled for Tuesday, April 14, 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

DRAFT



Roseau County Request for Board Action

Agenda Item #: Consent 2 <small>(for office use only)</small>		
Requested Board Date:	April 14, 2020	Originating Department: Sheriff
Subject Title (as it will appear on the Agenda): Letter of Resignation – Sheriff’s Department		Presenter: Steve Gust
		Estimated Amount of Time Needed for Discussion: <input checked="" type="checkbox"/> < 5 minutes <input type="checkbox"/> 5 minutes <input type="checkbox"/> 10 minutes <input type="checkbox"/> 15 minutes <input type="checkbox"/> 30 minutes <input type="checkbox"/> >30 minutes
Board Action Requested: Requesting approval of the attached Letter of Resignation.		
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 _____		

Via E-mail: steve.gust@co.roseau.mn.us

April 1, 2020

Sheriff Steve Gust
Roseau County Sheriff
604 6th Avenue SW
Roseau, MN 56751

Re: Employment at Roseau County Sheriff's Department

Dear Sheriff Gust:

I, Brandon Boyd, resign my position as a Deputy Sheriff of Roseau County, Minnesota, effective Friday, April 4, 2002, at 11:59 P.M.

Sincerely,

A handwritten signature in black ink, appearing to be 'Brandon Boyd', with a large, sweeping flourish at the end.

Brandon Boyd

cc: Roger Meunier via e-mail: Rmeunier@teamsterslocal320.com
Kristi Hastings via e-mail: k.hastings@pemplaw.com



Roseau County Request for Board Action

Agenda Item #: Consent 3 <small>(for office use only)</small>		
Requested Board Date:	April 14, 2020	Originating Department: Roseau County Trailblazers
Subject Title (as it will appear on the Agenda): Roseau County Trailblazers – 3 rd Benchmark		Presenter: Myles Hogenson
		Estimated Amount of Time Needed for Discussion: <input checked="" type="checkbox"/> < 5 minutes <input type="checkbox"/> 5 minutes <input type="checkbox"/> 10 minutes <input type="checkbox"/> 15 minutes <input type="checkbox"/> 30 minutes <input type="checkbox"/> >30 minutes
Board Action Requested: Requesting Board approval of the Roseau County Trailblazers 3 rd Benchmark payment.		
Background:		
Supporting Documentation: <input checked="" type="checkbox"/> Attached <input type="checkbox"/> None		
Agenda Classification for County Board Meeting: <input type="checkbox"/> Delegations/Board Appointments <input checked="" type="checkbox"/> Consent Agenda <input type="checkbox"/> Department Reports <input type="checkbox"/> Committee Reports <input type="checkbox"/> County Board Items <input type="checkbox"/> Other _____		



OHV Trails Assistance Program
Request for Reimbursement (FORM 5)

7 B DEPARTMENT USE ONLY
FY Purchase Order Number #

1. Off-highway Vehicle Trail information

1A. Trail or trail system name: <i>Roseau/Low Sportsman / North Star Trail Alliance</i>	1B. Date: <i>4/1/2020</i>
1C. Club name: <i>Roseau/Low Sportsman</i>	1D. Sponsor name: <i>Roseau County</i>

Reimbursement period start date (for this request):	Reimbursement period end date (for this request):
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2. Description of work accomplished:
Cat Work Two Areas Butler Grade Hobbs Field Trail

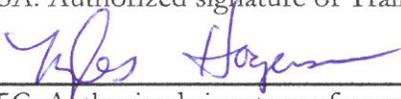
Development accomplishments)
 Number of miles constructed to date
 Number of bridges
 Number of parking areas

Maintenance accomplishments)
 Number of miles maintained (this reimbursement only)
 Trail width
 Number of miles traveled by grooming equipment (shared winter trails only)

3. Project Cost Breakdown and Explanation

3A. Administration Explanation: <i>Grant Writing</i>	<i>\$60.00</i>
3B. Acquisition / relocation Explanation:	
3C. Construction Description:	
3D. Facilities Description:	
3E. Trail system map printing Explanation:	
Total cost (Sum 3A – 3E):	Total reimbursable amount of cost (Up to 65% of Total cost sum 3A – 3E): <i>42.25</i>

3F. Maintenance Explanation: <i>Widened Trail & hauled Rock</i>	<i>3162.20</i>
3G. Grooming (only used for winter OHV trail maintenance to re-shape snow) Explanation:	
3H. Liability insurance (maximum state allowed \$1,500 per year) Explanation:	
Total cost (Sum 3F – 3H): <i>3162.20</i>	Total reimbursable amount of cost (Up to 90% of Total cost sum 3F – 3H): <i>2845.98</i>

4. Grant			
4A. Total cost of project Total cost (Sum 3A – 3E) + Total cost (Sum 3F – 3H) 3277.20		4B. Total Grant Request Total grant request (Up to 65% of Total cost sum 3A – 3E) + Total Grant request (Up to 90% of Total cost sum 3F – 3H) State's Co: 2898.23	
4C. Balance remaining from previous grants: FY _____ FY _____		4D. Grant balance after this request for reimbursement	
5. Sponsor approval. I hereby certify that the materials and/or services shown on this document and/or attached invoices have been delivered, that this is my only original invoice and is correct and just and that no part of same has been paid.			
5A. Authorized signature of Trail Administrator: 		5B. Date of signature: 4/1/2020	
5C. Authorized signature of sponsor:	5D. Name and Title:	5E. Date of signature:	
6. Required Attachments. Check if applicable.			
6A. Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Any Bids Required?			
6B. Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Original Signatures on all copies?			
6C. Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Signed Work Logs?			
6D. Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Invoices Included for Purchases and Services Over \$100.00?			
7. DEPARTMENT USE ONLY This invoice approved for payment by:			
Parks and Trails Area Supervisor (print name)			Date of signature:
Payment Status	Date	FY	Amount
<input type="checkbox"/> Final	Vendor Number:		CFMS Number:
<input type="checkbox"/> Partial			Parks and Trails Area Supervisor signature
	Invoice Number		
Notes:			



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

Revised Dec 2010

Trail Name: <u>Roslow</u>					Operator: <u>Robert A. Smith</u>					Year: <u>2015</u>				
Date Month / Day (1)	Operator Name (2)	Hours (3)	Rate (\$) (4)	Cost (\$) (5)	Mode of Transportation (6)	Transportation Rate (\$) (7)	Cost (\$) (8)	Other Equipment Used (include Make & Model) (10)	Hours (11)	Rate (\$) (12)	Cost (\$) (13)	TOTAL COST (14)	Worked Location (15)	Expenditure Type Code (16)
3/11	Andy S							Cat	8	135	1080.00			
3/12	Andy S							Cat	8	135	1080.00			
3/13	Andy S							Cat	8	135	1080.00			
3/11	Myles	3hr	20	60	PU	28	1694					76.24		
3/13	Myles	4hrs	20	80	PU	62	3596					115.96		
				\$ 1,400.00 Cost (17)		\$ 57.22	Cost (18)				Cost (19)	\$ 3162.20	Total Cost (20)	

WATERS

None since 2/15/15
I hereby certify that the materials and/or services shown on this document and/or attached invoices have been delivered, that this is my only original invoice, and is correct and just and that no part of same has been paid.

Date (22) 3/15/15

OPERATOR'S SIGNATURE: [Signature]

DATE: 3/15/15

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DATE (24)

DATE (25)

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Roseau County Request for Board Action

Agenda Item #: Department Reports 1a <small>(for office use only)</small>		
Requested Board Date:	April 14, 2020	Originating Department: Highway
Subject Title (as it will appear on the Agenda): Maintenance Supervisor Hire	Presenter: Brian Ketring	
	Estimated Amount of Time Needed for Discussion: <input checked="" type="checkbox"/> < 5 minutes <input type="checkbox"/> 5 minutes <input type="checkbox"/> 10 minutes <input type="checkbox"/> 15 minutes <input type="checkbox"/> 30 minutes <input type="checkbox"/> >30 minutes	
Board Action Requested: Requesting Board approval to promote Heavy Equipment Operator Jason Monsrud to the vacant Maintenance Supervisor position, which is a Grade 7 position. As discussed at the April 7 th Board Work Session, the recommendation is to move Mr. Monsrud to a Grade 7, Step D (\$27.04/hour), effective April 5, 2020.		
Background: Mr. Monsrud has been employed by the County for approximately 33 years and has shown the ability and leadership skills needed for this position.		
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 #: Department Reports 1b <small>(for office use only)</small>		
Requested Board Date:	April 14, 2020	Originating Department: Highway
Subject Title (as it will appear on the Agenda): Call for Bids – CSAH 7 Project	Presenter: Brian Ketring	
	Estimated Amount of Time Needed for Discussion: <input checked="" type="checkbox"/> < 5 minutes <input type="checkbox"/> 5 minutes <input type="checkbox"/> 10 minutes <input type="checkbox"/> 15 minutes <input type="checkbox"/> 30 minutes <input type="checkbox"/> >30 minutes	
Board Action Requested: Requesting Board approval to Call for Bids for CP 068-599-101, a Flood Repair/Base Stabilization project. The bids will be received electronically and opened on May 18, 2020, 2:00 pm, at the Roseau County Highway Department.		
Background: 2019 Fall flooding caused major damage to CSAH 7 in multiple locations west of CR 103. The road was temporarily repaired before freeze-up last Fall and the road needs to be permanently repaired. Each repair site will be cored out and base material will be installed. Along with the repairs, a gravel base stabilization material will be added to an additional layer of aggregate base from CR 103, west to 2 miles east of the County line.		
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 #: Department Reports 1c <small>(for office use only)</small>		
Requested Board Date:	April 14, 2020	Originating Department: Highway
Subject Title (as it will appear on the Agenda): Local Bridge Replacement Project (LBRP) – Grant Agreement	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 which authorizes execution of the Grant Agreement for the LBRP, (SAP 068-598-038).		
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 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 XXXXX, seconded by Commissioner XXXXX, and carried unanimously to adopt the following Resolution:

2020-04-02

MnDOT Contract #: 1036821

**RESOLUTION
For Grant Agreement to State Transportation Fund
Local Bridge Replacement Program
Grant Terms and Conditions
SAP 068-598-038
April 14, 2020**

WHEREAS, **Roseau County** has applied to the Commissioner of Transportation for a grant from the Minnesota State Transportation Fund for construction of **Bridge No. 90658**; and

WHEREAS, the Commissioner of Transportation has given notice that funding for this project is available; and

WHEREAS, the amount of the grant has been determined to be **\$76,248.00** by reason of the lowest responsible bid;

NOW THEREFORE, be it resolved that **Roseau County** does hereby agree to the terms and conditions of the grant consistent with Minnesota Statutes, section 174.50, and will pay any additional amount by which the cost exceeds the estimate, and will return to the Minnesota State Transportation Fund any amount appropriated for the bridge not required. The proper county officers are authorized to execute a grant agreement and any amendments thereto with the Commissioner of Transportation concerning the above-referenced grant.

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 April 14, 2020.

Jeff Pelowski
Roseau County Coordinator



Roseau County Request for Board Action

Agenda Item #: Department Reports 2a <small>(for office use only)</small>		
Requested Board Date:	April 14, 2020	Originating Department: Auditor
Subject Title (as it will appear on the Agenda): Repurchase of Tax Forfeited Property	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 of a request to repurchase tax forfeited property, located in the City of Warroad, by the previous landowners, Alfred and Laurence Stoskopf, and authorize the Auditor to submit the required paperwork to the State of Minnesota.		
Background: As discussed at the April 7 th Board Work Session, a request was received to repurchase this parcel in the City of Warroad that tax forfeited for unpaid real estate taxes on December 31, 2019. This property has not been included in any previous tax forfeited land sale, therefore, it is available to be repurchased by the previous owner(s) upon approval by the County Board.		
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 #: Department Reports 2b <small>(for office use only)</small>		
Requested Board Date:	April 14, 2020	Originating Department: Auditor
Subject Title (as it will appear on the Agenda): County Auditor Position	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 to set a public hearing for 9:00 a.m., Tuesday, May 12, 2020, to solicit public comment concerning the possibility of changing the County Auditor position from elected to appointed.		
Background: As discussed at the April 7 th Board Work Session, the attached flow chart describes the actions that must be taken in order to for this change to occur. The first step is to set a public hearing date/time and authorize the publication of the attached Public Hearing Notice.		
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 type="checkbox"/> County Board Items <input type="checkbox"/> Other _____		

SF 1731 / HF 968

SF 1731 is permissive language proposing to allow elected county boards to start a public process to appoint the offices of recorder, treasurer, and auditor *if, and only if*, there is an agreement with the current officeholder OR there is a vacancy in office.

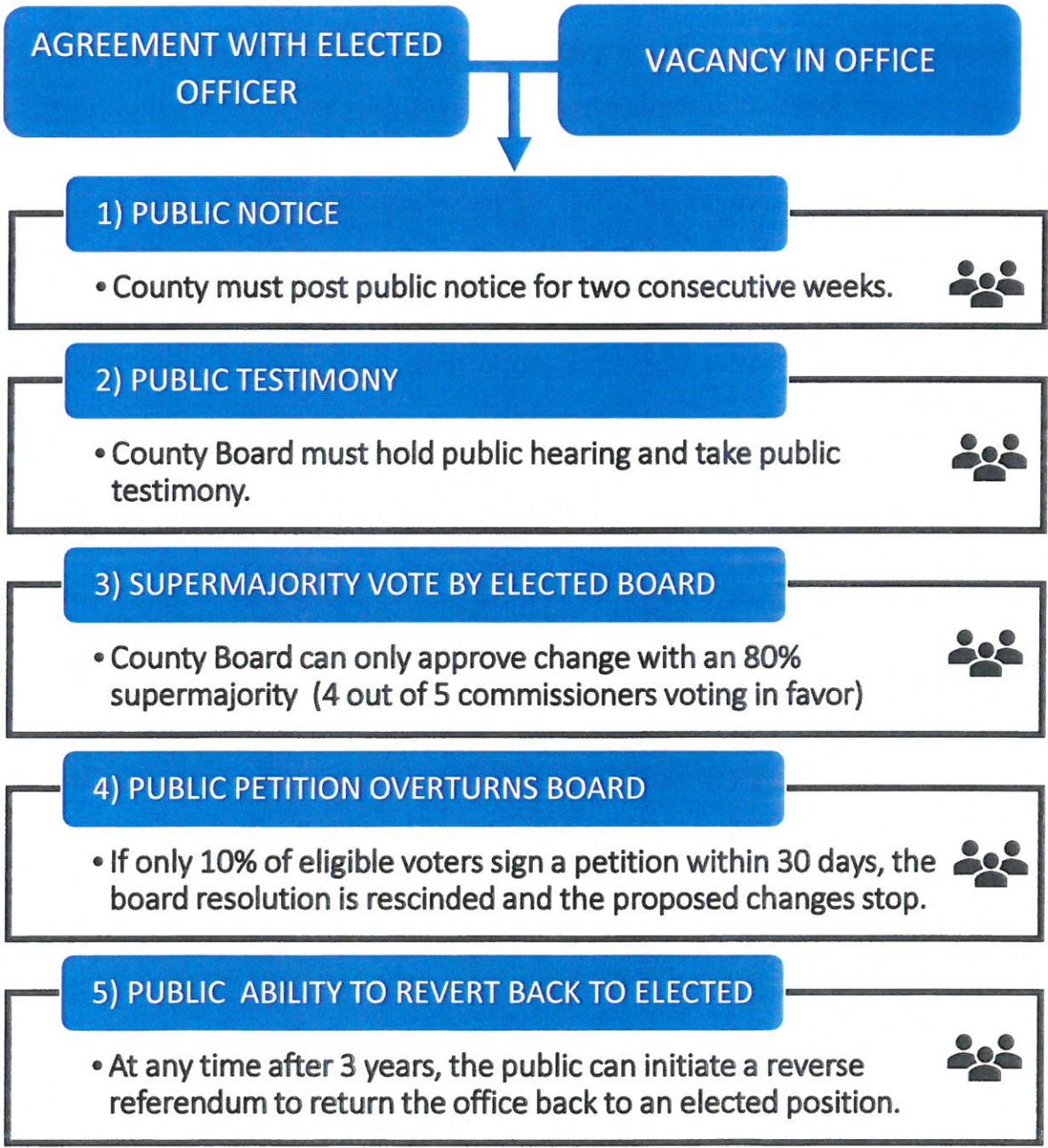
AUDITOR
(TBD)

(4/14/20)

(5/12/20)

(5/12/20)

EFFECTIVE
(6/12/20)





PUBLIC HEARING NOTICE

Notice is hereby given that the Roseau County Board of Commissioners will meet on **May 12, 2020, at 9:00 a.m., in Room 110 of the Roseau County Courthouse, Roseau, MN**, to receive public input concerning the establishment of the appointed office of Roseau County Auditor, pursuant to the Laws of Minnesota 2019, Chapter 10, Article 2, Sections 17-22; amended Minnesota Statutes 2018 Section 375.08, Section 375A.10, Section 375A.12; and, adopted Minnesota Statute Section 375A.1205.

The proposed Board Resolution, "Establishing the Appointed Office of County Auditor", has been posted on the County's website --- <http://www.co.roseau.mn.us/> for public review prior to the May 12, 2020, Public Hearing. The proposed Resolution can also be obtained by contacting the Roseau County Coordinator's Office via email: joleen.kezar@co.roseau.mn.us; regular mail or office visit: County Coordinator; 606 5th Avenue SW, Room 130; Roseau, MN 56751; or by phone: 218-463-4248.

Upon request, all interested persons may attend the public hearing via Webex in order to provide oral comments; or, may submit their written comments to the Coordinator's Office per the contact information listed above.

Dated: April 14, 2020

By: Jeff Pelowski, Roseau County Coordinator



Roseau County Request for Board Action

Agenda Item #: Department Reports 3a <small>(for office use only)</small>		
Requested Board Date:	April 14, 2020	Originating Department: Sheriff
Subject Title (as it will appear on the Agenda): Summit Food Service Contract Amendment		Presenter: Steve Gust
		Estimated Amount of Time Needed for Discussion: <input checked="" type="checkbox"/> < 5 minutes <input type="checkbox"/> 5 minutes <input type="checkbox"/> 10 minutes <input type="checkbox"/> 15 minutes <input type="checkbox"/> 30 minutes <input type="checkbox"/> >30 minutes
Board Action Requested: Requesting Board approval of the attached Contract Amendment.		
Background: This Amendment would be in effect from July 1, 2020 to June 30, 2021; and, it does include a small increase to both the management & administrative fees, (see attachments).		
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 _____		

AMENDMENT TO THE FOOD SERVICE PARTNERSHIP AGREEMENT

This Amendment is made and entered into by and between Roseau County a MN Government Agency (“Client”), and Summit Food Service, LLC a NM Limited Liability Company (“Company”) (collectively “the Parties”).

WHEREAS, Client and Company have entered into a certain Food Partnership Agreement (the “Contract”), effective December 14, 2007;

WHEREAS, Client and Company have agreed to extend the partnership; and

WHEREAS, the parties now desire to amend said Agreement upon the terms and conditions stated herein.

NOW, THEREFORE, the parties, intending to be legally bound hereby, mutually agree as follows:

1. This Agreement shall be extended for an additional year beginning July 1, 2020.
2. **Price.** Company shall charge and Client shall pay an increased management fee of \$614.15 and an increased administration fee of \$116.98.

This Amendment is effective as of July 1, 2020. All other terms and conditions of the original Contract (as modified from time to time) shall remain in full force and effect unless otherwise amended as provided in the Contract.

CLIENT

Signature: _____
Name: _____
Title: _____
Date: _____

COMPANY

Signature: _____
Name: _____
Title: _____
Date: _____

**AMENDMENT NUMBER EIGHT
TO THE FOOD SERVICE MANAGEMENT
AGREEMENT FOR ROSEAU COUNTY**

This Amendment Number Eight to the Food Service Management Agreement is made by and between **Roseau County**, (hereinafter referred to as "**Client**"), whose address is **604 5th Avenue SW, Roseau, Minnesota 56751**, and **A'viands, LLC, n/k/a Summit Food Service, LLC** (hereinafter referred to as "**Summit**"), whose address is **1751 County Road B West, Suite 300, Roseville, Minnesota 55113**.

WHEREAS, a Food Service Management Agreement was entered into on December 14, 2007 (as amended, the "Agreement"), to provide food service at the Roseau County Jail; and

WHEREAS, the parties now desire to amend to extend the Agreement upon the terms and conditions stated herein.

NOW, THEREFORE, the parties, intending to be legally bound hereby, mutually agree as follows:

1. Term of the Agreement

The term of this Agreement shall be extended for one (1) additional year effective July 1, 2019 as provided for in the original Agreement.

2. Effective July 1, 2019, the management fee shall be increased to \$600.34, and the administration fee shall be increased to \$114.35.

This Amendment Number Eight shall be effective as of July 1, 2019. All other terms and conditions of the Agreement, as modified from time to time, shall remain in full force and effect unless otherwise amended as provided in the Agreement.

CLIENT

Signature: _____
Name: _____
Title: _____

COMPANY

Signature: _____
Name: Marlin C. Sejnoha, Jr.
Title: President/CEO



Roseau County Request for Board Action

Agenda Item #: COUNTY-OWNED LAND SALE – 9:00 a.m. <small>(for office use only)</small>		
Requested Board Date:	April 14, 2020	Originating Department: Auditor
Subject Title (as it will appear on the Agenda): County-Owned Land Sale	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: Review the bids submitted for purchase of a 6-acre parcel of County-owned land located in Hereim Township.		
Background: The Board previously approved offering for sale (on bids) this parcel of County-owned land to the adjacent landowners (only). The bids will be opened at today's meeting for Board consideration.		
Supporting Documentation: <input type="checkbox"/> Attached <input checked="" type="checkbox"/> None		
Agenda Classification for County Board Meeting: <input type="checkbox"/> Delegations/Board Appointments <input type="checkbox"/> Consent Agenda <input type="checkbox"/> Department Reports <input type="checkbox"/> Committee Reports <input type="checkbox"/> County Board Items <input checked="" type="checkbox"/> Other <u>LAND SALE</u>		

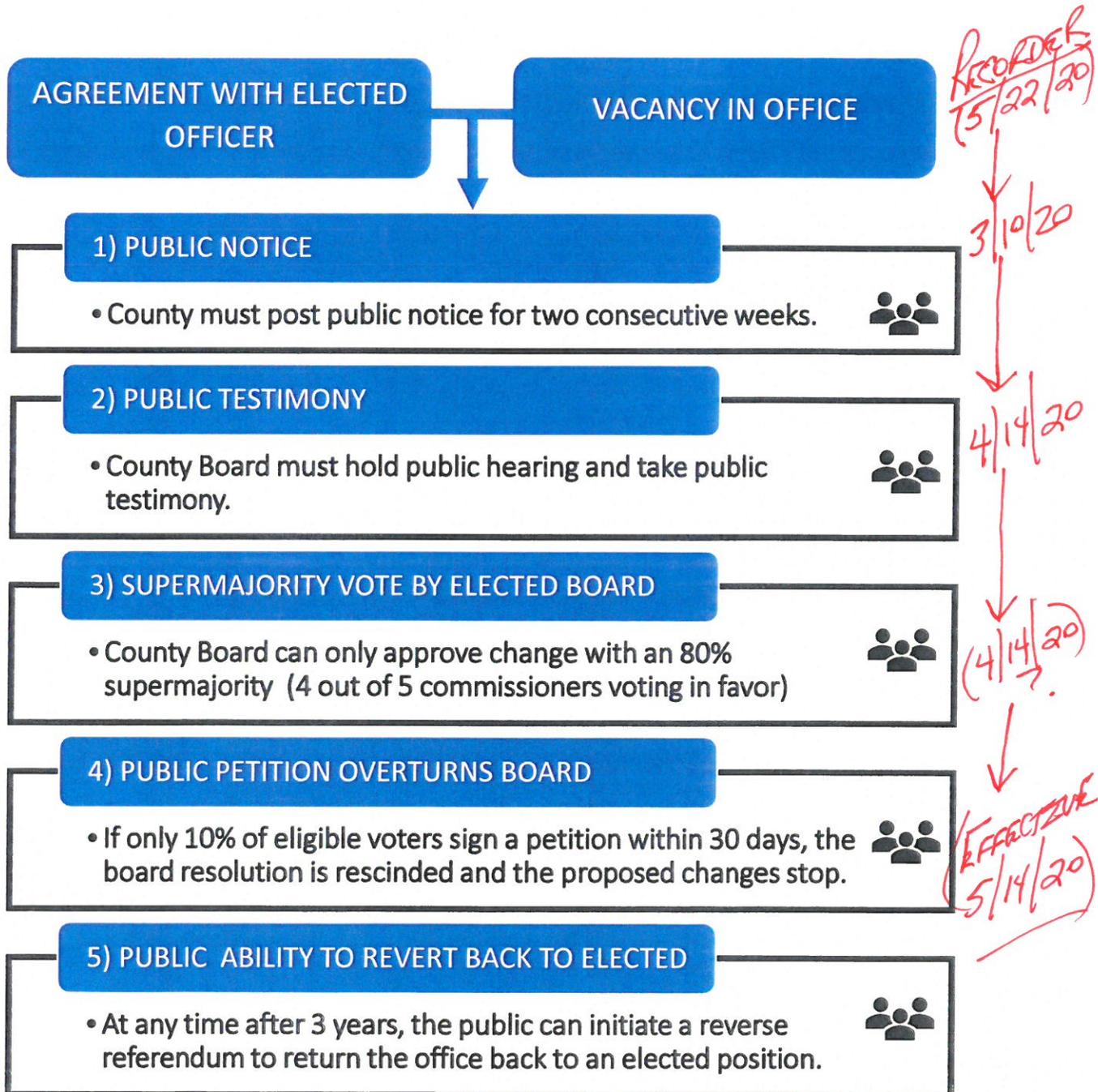


Roseau County Request for Board Action

Agenda Item #: PUBLIC HEARING <small>(for office use only)</small>		
Requested Board Date:	April 14, 2020	Originating Department: Commissioners
Subject Title (as it will appear on the Agenda): Public Hearing – County Recorder Position	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 checked="" type="checkbox"/> 15 minutes <input type="checkbox"/> 30 minutes <input type="checkbox"/> >30 minutes	
Board Action Requested: Conduct a Public Hearing in order to solicit public comment concerning the possibility of re-designating the position of County Recorder from elected to appointed, (process flow chart is attached).		
Background: The attached Public Hearing Notice was published for at least 2 weeks in both the Tribune and the Roseau Times-Region.		
Public Hearing Process: > Open the hearing; > Written comments? > Oral comments? > Discussion; > Close the hearing > The Board MAY take action after the hearing is closed, (see attached flow chart). > If considered by the Board, the attached Resolution requires a 4/5ths vote to pass.		
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 type="checkbox"/> County Board Items <input checked="" type="checkbox"/> Other <u>Public Hearing</u>		

SF 1731 / HF 968

SF 1731 is permissive language proposing to allow elected county boards to start a public process to appoint the offices of recorder, treasurer, and auditor *if, and only if*, there is an agreement with the current officeholder OR there is a vacancy in office.





PUBLIC HEARING NOTICE

Notice is hereby given that the Roseau County Board of Commissioners will meet on **April 14, 2020, at 9:15 a.m., in Room 110 of the Roseau County Courthouse, Roseau, MN**, to receive public input concerning the establishment of the appointed office of Roseau County Recorder, pursuant to the Laws of Minnesota 2019, Chapter 10, Article 2, Sections 17-22; amended Minnesota Statutes 2018 Section 375.08, Section 375A.10, Section 375A.12; and, adopted Minnesota Statute Section 375A.1205.

The proposed Board Resolution, "Establishing the Appointed Office of County Recorder", has been posted on the County's website --- <http://www.co.roseau.mn.us/> for public review prior to the April 14, 2020, Public Hearing. The proposed Resolution can also be obtained by contacting the Roseau County Coordinator's Office via email: joleen.kezar@co.roseau.mn.us; regular mail or office visit: County Coordinator; 606 5th Avenue SW, Room 130; Roseau, MN 56751; or by phone: 218-463-4248.

All interested persons may appear and be heard at the public hearing, either orally or in writing; or, may submit their written comments to the Coordinator's Office per the contact information listed above.

Dated: March 10, 2020

By: Jeff Pelowski, Roseau County Coordinator



Roseau County Request for Board Action

Agenda Item #: County Board Item 1 <small>(for office use only)</small>		
Requested Board Date:	April 14, 2020	Originating Department: Commissioners
Subject Title (as it will appear on the Agenda): COVID-19 Situation Update		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: Discussion of the current status of the COVID-19 pandemic.		
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 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 2 <small>(for office use only)</small>		
Requested Board Date:	April 14, 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

MARCH 25, 2020 - NORTHWEST EMERGENCY COMMUNICATIONS BOARD GRANTS WORKGROUP; NW Region needs end user equipment before other regions receive funding for replacement equipment

MARCH 25, 2020 - COMMUNITY MEETING; COVID update

MARCH 25, 2020 - ROSEAU ECONOMIC DEVELOPMENT AUTHORITY; agreed to sell 9 acres in Roseau Industrial Park to Roseau County for \$50,000

MARCH 26, 2020 - MINNESOTA DEPARTMENT OF HEALTH PUBLIC INFORMATION OFFICER TELECONFERENCE

MARCH 27, 2020 - ZOOM TRAINING MEETING

MARCH 30, 2020 - ROSEAU CITY COUNCIL EMERGENCY MEETING

MARCH 31, 2020 - ROSEAU COUNTY BOARD EMERGENCY MEETING

APRIL 1, 2020 - ROSEAU COMMUNITY MEETING

APRIL 2, 2020 - MINNESOTA DEPARTMENT OF HEALTH PUBLIC INFORMATION OFFICER TELECONFERENCE

APRIL 6, 2020 - ASSOCIATION OF MINNESOTA COUNTIES COVID-19 WEBINAR

APRIL 6, 2020 - EMERGENCY MANAGEMENT STAKEHOLDERS TELECONFERENCE

APRIL 6, 2020 - ROSEAU CITY COUNCIL REGULAR MONTHLY MEETING

APRIL 7, 2020 - ROSEAU SCHOOL BOARD

APRIL 7, 2020 - OPERATIONS COMMITTEE

APRIL 7, 2020 - COMMITTEE OF THE WHOLE

APRIL 8, 2020 - COMMUNITY MEETING

APRIL 8, 2020 - NATIONAL ASSOCIATION OF COUNTIES COMMUNITY, ECONOMIC AND WORKFORCE DEVELOPMENT SUBCOMMITTEE

APRIL 9, 2020 - STATEWIDE EMERGENCY COMMUNICATIONS BOARD FINANCE COMMITTEE TELECONFERENCE

APRIL 9, 2020 - TEAM 'EPIC'

APRIL 9, 2020 - MINNESOTA DEPARTMENT OF HEALTH PUBLIC INFORMATION OFFICER TELECONFERENCE

APRIL 13, 2020 - ROSEAU CITY COUNCIL EMERGENCY MEETING



Roseau County Request for Board Action

Agenda Item #: Board Appointment 1 <small>(for office use only)</small>		
Requested Board Date:	April 14, 2020	Originating Department: Commissioners
Subject Title (as it will appear on the Agenda): Roseau County Bond Options Presentation		Presenter: Bruce Kimmel, Ehlers
		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: Mr. Kimmel will present an overview of bond options available to the County.		
Background: He will be attending the meeting via Webex. Handouts will be emailed to you when available & we will have paper copies available at the meeting.		
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 _____		