



Mail to: Minnesota Department of Natural Resources  
500 Lafayette Road Box 47, St. Paul, MN 55155

### Payment Request Form Off-Highway Vehicle Safety Enforcement Grant Program 2018-2019

**Project Name: OFF-HIGHWAY VEHICLE SAFETY ENFORCEMENT GRANT PROGRAM, 2018-2019**

Local Participant (grant recipient):

Roseau County Sheriff's Office

Purchase Order Number (listed on contract):

3000122146

Address for Payment: (listed on purchase order)

Roseau County  
604 5th Ave SW  
#140  
Roseau, MN 56751

Request Number:

1

Date period for which funds are being requested.

From:

10/23/17

To:

6/30/18

Amount of Request:

355.08

I certify that I am the individual authorized to request funds and that all costs reported are in accordance with the grant agreement.

Signature

Date

5/20/19

Name:

Steven J. Gust

Title:

Sheriff

Phone Number:

218-463-1421

**↓ FOR DEPARTMENT USE ONLY ↓**

ENF Remarks:

[Empty box for ENF Remarks]

I certify that the goods and/or materials covered by this claim have been inspected and received or the services have been performed and are in accordance with the grant agreement, and payment therefore is recommended.

Payment approved in the amount of \$

[Empty box for payment amount]

By:

[Empty box for signature]

Date:

[Empty box for date]

FY

[Empty box for fiscal year]

DEPT: R29

Vendor #:

[Empty box for vendor number]

Invoice #

[Empty box for invoice number]

PO #:

[Empty box for purchase order number]

Line #:

[Empty box for line number]

Object #:

[Empty box for object number]

Payment Amount:

[Empty box for payment amount]

Transaction Date/No.

[Empty box for transaction date/number]

Department Authorized Signature:

[Empty box for department authorized signature]

**PARTICIPANT COMPLETION REPORT**  
OFF-HIGHWAY VEHICLE SAFETY ENFORCEMENT GRANT PROGRAM  
Program Years 2018-2019

AGENCY:  DATE:

**OPERATIONS REPORT**

1. Personnel

OHV Safety Enforcement Hours Worked by Agency Officers:

2. Off-Highway Vehicle Enforcement

a. Public Complaints (OHV Related):

b. Arrests/Summons (OHV Related):

c. Warnings (oral and written, OHV related contacts):

d. Number of Alcohol Related Arrests (DWI, Reckless, & Careless):

e. Number of Illegal Operation Arrests (Speed & Operate on Roadway):

3. Cooperative Activities

a. Number of non-fatal OHV accidents reported to your agency:

b. Number of fatal OHV accidents reported to your agency:

4. Cooperative Activities

a. Include a narrative on the Off-Highway Vehicle Training and Education Projects/Efforts that your Agency accomplished or participated in during this fiscal year.

Due to employee shortage during this time period, we did not have officers available to spend much time working OHV, as they had to cover their regular deputy schedules.

b. Include a narrative on your agency participation in DNR Off-Highway Vehicle Enforcement activities during the past fiscal year. This includes participation in training classes, and collaboration with local Conservation Officers.

We have a close working relationship with conservation officers that allows for cooperative training and education.

**FISCAL REPORT**

GROUP 1: PERSONNEL

Personnel	Number of Officers	Agency Funds	State Funds	Total Cost
Full-Time				
Part-Time	2		355.08	355.08
Sub-Total				355.08

GROUP 2: SUPPLIES AND EXPENSES

Itemized Expenses (Itemized)	Agency Funds	State Funds	Total Costs
Ø			
Sub-Total			

GROUP 3: EQUIPMENT

Equipment (Itemized)	Agency Funds	State Funds	Total Costs
			
Sub-Total			

GROUP 4: TOTAL GRANT FUNDS

	Agency Funds	State Funds*	Total Costs
Grand Total Costs		355.08	355.08

\*Total of State Funds should equal Amount of Payment on Agreement.

**Unexpended Funds will not be reimbursed. Keep a copy of this report for your records.**

*This is to certify that the State Funds requested were used only for the purposes set forth in Laws of Minnesota 2017, Chapter 93, Article 1, Section 3, and the information contained in this form is correct to the best of my knowledge.*

Signature: 

Date:

Phone Number:

# ROSEAU COUNTY



DEPT 214 - Off Highway Vehicle Grant  
Fund 01 - Revenue  
ACCOUNT ACTIVITY REPORT  
From: 11/01/2017 Thru: 06/30/2018  
Report Basis: 1  
Page 2

TR Type	Vendor	G/L Month	Receipt/Warrant Number	Date	Seq	Amount	Description / Service Dates	Invoice Number	Accr Cd	Basis	RI/R2
PROGRAM 000											
6100 - 6199 Personal Services											
PA JE	01-214-000-0000-6109 - Salaries & Wages-Other	06/2018	14057	06/08/2018	111	298.20	PRCOD-C,PERIOD-1,FUND-1	298.20			1
					Total	298.20	YTD:				
PA JE	01-214-000-0000-6163 - Pera County Share	06/2018	14057	06/08/2018	111	41.71	PRCOD-C,PERIOD-1,FUND-1	41.71			1
					Total	41.71	YTD:				
PA JE	01-214-000-0000-6175 - Fica County Share	06/2018	14057	06/08/2018	111	8.52	PRCOD-C,PERIOD-1,FUND-1	8.52			1
					Total	8.52	YTD:				
PA JE	01-214-000-0000-6176 - Medicare Co Share	06/2018	14057	06/08/2018	111	6.65	PRCOD-C,PERIOD-1,FUND-1	6.65			1
					Total	6.65	YTD:				
6100 - 6199 Personal Services Total						355.08					
PROGRAM 000 Total						355.08					
DEPT 214 - Off Highway Vehicle Grant Total						355.08					
Fund 1 - Revenue Total						355.08					
4 Transactions						355.08					
4 Accounts						355.08					
Final Total						355.08					



**ROSEAU COUNTY SHERIFF'S OFFICE  
OFFICER DAILY REPORT  
OHV**

First Officer: Mitchel Norberg # 1924 Date: \_\_\_\_\_  
06/20/2018

Second Officer: Devin Corneliusen # 1925

On Duty From: 1230PM to 1906PM Total  
 Hours: 7.5

Vehicle Odometer Reading Start: \_\_\_\_\_ Finish: \_\_\_\_\_ Total Miles: \_\_\_\_\_

Gas: \$ \_\_\_\_\_ Gallons: \_\_\_\_\_ Oil: \_\_\_\_\_ Supplies: \_\_\_\_\_

Snowmobile Odometer Reading Start: \_\_\_\_\_ Finish: \_\_\_\_\_ Total Miles: \_\_\_\_\_

Gas: \$ \_\_\_\_\_ Gallons: \_\_\_\_\_ Oil: \_\_\_\_\_ Supplies: \_\_\_\_\_

**LOG OF ACTIVITIES**

START TIME	STOP TIME	Activity, Location and Action Taken
1230	1412	Patrolled ATV of Camp ground on the ridge. Attempting several propane tanks reported to SGT. Kevin Becker RCSO. SGT. Becker requested Deputy Devin Corneliusen and I patrol this area after propane tanks were reported to him. We could not locate any of these items and when calling the reporting party it was learned these items had been discovered by them several months prior.
1412	1539	OFP violation was reported to the Sheriffs Office at the Estates North of Warroad. Deputy Corneliusen and I were in the area and responded. When we observed two ATVs driving on County Road 13 we followed them into Bergeron Trailer Court where we later located Eric Stoskopf. Deputy Corneliusen placed Eric under arrest for the violation. See ICR#18001388 for full Detail.
1906		10-7