Roseau County

Board of Commissioners

606 5th Ave. SW, Room #131 Roseau, MN 56751 Phone: 218-463-4248

none: 218-463-4248 Fax: 218-463-3252

REGULAR BOARD MEETING AGENDA

Notice is hereby given that the Board of Commissioners of Roseau County will meet in session on **January 12, 2021**, 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 Delegations/Board Appointments/Public Comments*

1. Maria Pahlen, Treatment Court Administrator - Memorandum of Understanding

8:50 Consent Agenda

- 1. January 5, 2021, Board Proceedings
- 2. 2021 AirMedCare (Guardian Flight) Contract
- 3. Advertise to Hire HSEM Co-Director

8:55 Committee Reports

9:00 Department Reports

- 1. Highway
 - a. Call for Bids Box Culvert Installation Project

9:05 County Board Items

- 1. COVID-19 Pandemic Update
- 2. County Engineer Position Discussion
- 3. Commissioner Committee Reports

9:30 Unfinished Business

9:30 Adjourn

<u>NOTE</u>: Pursuant to MN Statute 13D.021; to limit exposure of COVID-19 to the public, County Commissioners, and County Staff, public attendance at this meeting is not allowed; however, contact the County Coordinator's Office (218-463-4248), or via email (<u>joleen.kezar@co.roseau.mn.us</u>), to request a Zoom link to attend this meeting.

* -Limited to 5 minutes

County Coordinator's Office e-mail address: joleen.kezar@co.roseau.mn.us, Roseau County Home Page Address: http://www.co.roseau.mn.us/



Agenda Item #: Board Ap	pointment 1					
Requested Board Date:	January 12, 202	1	Originating Dep	oartment: Treatn	nent Court	
Subject Title (as it will appear on the Agenda): Treatment Court – Memorandum of Understanding (MO)			Presenter: Maria Pahlen			
Treatment Court Wellor	randam or ondere	nariang (MOO)	Estimated Amount of Time Needed for Discussion:			
			□< 5 minutes	☐ 5 minutes	□ 10 minutes □ 1	
Dogged Action Doggested			☐ 15 minutes	☐ 30 minutes	☐ >30 minutes	
Board Action Requested: Requesting Board approv		MOU.				
Troquesting Board approv	ar or the attached					
Background:						
Supporting Documentation	: 🗵 Attached	□ None				
Agenda Classification for	_					
		☐ Consent Age				
Department Reports		☐ Committee R	leports .			
☐ County Board Items ☐ Oth		☐ Other				

MEMORANDUM OF UNDERSTANDING

Between

THE STATE OF MINNESOTA NINTH JUDICIAL DISTRICT, THE ROSEAU COUNTY DRUG COURT, THE ROSEAU COUNTY DWI COURT, AND THE COUNTY OF ROSEAU

This Memorandum of Understanding (MOU) sets forth the terms and understanding between the State of Minnesota Ninth Judicial District hereinafter referred to as "the Ninth Judicial District," the Roseau County Drug Court, the Roseau County DWI Court, and the County of Roseau hereinafter referred to as "the County" to distribute funds from the County for the Roseau County Drug and DWI Courts.

BACKGROUND.

The Roseau County Drug Court and the Roseau County DWI Court request that the County contribute a total of \$80,000.00 to be used to offset wages, fringe benefits, and travel expenses for the Roseau Drug and DWI Court Coordinator's position and the Drug Court's Probation Officer position, and also assist with program expenses, including alcohol testing/supplies. The Roseau County Drug and DWI Courts are requesting and the Ninth Judicial District agrees to be responsible for disbursing the \$80,000.00 from the County, for purposes stated in this agreement.

SCOPE OF THE AGREEMENT

To provide administration of funds for purposes as agreed upon by all parties.

NOW, THEREFORE, the parties agree as follows:

Funding Source. The County agrees to contribute \$80,000.00 to the Roseau County Drug and DWI Courts during the calendar year 2021 to be used for payment of wages, fringe benefits, and travel expenses for the Roseau Drug and DWI Court Coordinator and the Drug Court's Probation Officer, and program expenses, including alcohol testing/supplies.

Time Frame. The County agrees the aforementioned contribution to the Roseau County Drug and DWI Court will be for calendar year 2021 use. Any funds of the allotted \$80,000.00 not used by December 31st, 2021 will not be carried forward.

Administration of Funds. The Ninth Judicial District agrees the County will retain the contribution and the Ninth Judicial District will seek reimbursement, on a quarterly basis, for Roseau County Drug and DWI Court expenses. This includes the provision of salary, fringe benefits, travel expenses, and program expenses.

Roseau County
Daryl Wicklund, Roseau County Commissioner Chair
Ninth Judicial District
Robert Sommerville, Ninth Judicial District Administrat.

State of Minnesota, Minnesota Judicial Branch
Jeff Shorba, State Court Administrator
State of Minnesota, Minnesota Judicial Branch
Deanna Dohrmann, Legal Counsel



Agenda Item #: Consent (for office use only)	1				
Requested Board Date:	January 12, 2021		Originating Dep	oartment: Coordi	nator
Subject Title (as it will appear on the Agenda): January 5, 2021 Board Proceedings			Presenter: Jeff Pelowski		
			Estimated Amount of Time Needed for Discussion:		
			⊠< 5 minutes	\square 5 minutes	\square 10 minutes
			☐ 15 minutes	\square 30 minutes	□ >30 minutes
Board Action Requested: Review and approve the	January 5, 2021 Bo	ard Proceedings.			
Background:					
Supporting Documentation:		☐ None			
Agenda Classification for	County Board Mee	ting:			
☐ Delegations			nda		
☐ Department Reports		☐ Committee Re	eports		
☐ County Board Items		\square Other			

PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

January 5, 2021

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, Minnesota on Tuesday, January 5, 2021.

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, John Horner, Jack Swanson, Russell Walker, and Daryl Wicklund. Others present were Martie Monsrud, Jeff Pelowski, Joleen Kezar, Liz Lund, Daryle Dahl, Dan Fabian, and Judge Donna Dixon; while those attending through ZOOM were Sue Grafstrom, Diane Gregerson, Martin Howes, Kristy Kjos, Karla Langaas, Cindy Tangen, and Mike Flaagan.

SWEARING IN CEREMONY

Judge Donna Dixon administered the Oath of Office to re-elected Commissioners Jack Swanson (District 2) and Russell Walker (District 4).

ELECTION OF OFFICERS

Board Chair Falk turned the meeting over to Coordinator Pelowski, who then called for nominations for Chair of the Roseau County Board for 2021. Commissioner Walker nominated Commissioner Wicklund as Chair. Coordinator Pelowski called for further nominations three times, and there were none. A motion to cease nominations and cast a unanimous ballot for Commissioner Wicklund to serve as the 2021 Board Chair was made by Commissioner Swanson, seconded by Commissioner Walker, and carried unanimously. Coordinator Pelowski then turned the meeting over to Chair Wicklund. Chair Wicklund called for nominations for Vice-Chair. A motion to nominate Commissioner Horner as Vice-Chair was made by Commissioner Swanson, seconded by Commissioner Falk, and carried unanimously.

APPROVAL OF AGENDA

Assistant Engineer Dahl requested the addition of a Letter of Intent to establish Quiet Zones in the City of Warroad and Lake Township to the Consent Agenda. Coordinator Pelowski requested the addition of a Warroad-Roseau Rail Trail Project Sponsorship Resolution to the Consent Agenda. A motion to approve the amended Agenda was made by Commissioner Horner, seconded by Commissioner Falk, and carried unanimously.

COMMENTS AND ANNOUNCEMENTS

Commissioner Falk commented that the Warroad River Skating Path has been well received by the public. Commissioner Swanson provided an informational handout, entitled "Love Your Enemies", to the Board members and Staff.

DELEGATIONS/BOARD APPOINTMENTS/PUBLIC COMMENTS

Dan Fabian, City of Roseau Mayor-Elect

State Representative/Roseau Mayor-Elect Dan Fabian invited the Board to attend the Roseau City Council meeting on Monday, January 11, 2021, at 5:00 p.m. for his swearing in ceremony as the newly elected Mayor of the City of Roseau.

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 December 22, 2020, Regular Board Proceedings; approved the 2021 Mileage and Meal Expense Reimbursement & Out-of-State Travel Policy as amended; approved the 2021 Pocket Gopher Bounty; approved the 2021 Beaver Bounty as amended; authorized the Auditor/Recorder to Pay Routine Bills; approved a Letter of Intent to establish Quiet Zones in the City of Warroad and Lake Township; and approved the following Warroad-Roseau Rail Trail, Project Sponsorship Resolution:

2021-01-04

BE IT RESOLVED, that Roseau County agrees to act as sponsoring agency for the project identified as Warroad-Roseau Rail Trail, seeking Transportation Alternatives Program funding, and has reviewed and approved the project as proposed. Sponsorship includes a willingness to secure and guarantee the local share of costs associated with this project and responsibility for seeing this project through to its completion, with compliance of all applicable laws, rules and regulations.

BE IT FURTHER RESOLVED that County Auditor/Recorder Martha Monsrud is hereby authorized to act as agent on behalf of Roseau County.

DEPARTMENT REPORTS

Auditor/Recorder

<u>2021 Publishing Bids – Official Newspaper</u>

Only one sealed bid was received for 2021 publishing, as follows:

1) OFFICIAL COUNTY NEWSPAPER; Publication of the County Board Proceedings, all legal notices of the County, first publication of the 2020 Financial Statement Summary pursuant to M.S.§375.17, and List of Delinquent Taxes, all pursuant to M.S.§375.12, 375.17, 279.05, 279.07, 279.08, and 279.09, in 2021.

The Tribune \$3.99 per column inch

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

2021-01-02

BE IT RESOLVED, that The Tribune be designated as the Official County Newspaper to publish the County Board Proceedings, all legal notices of the County, first publication of the 2020 Financial Statement Summary pursuant to M.S. §375.17, list of Delinquent Taxes, all pursuant to M.S. § 375.12, 375.17, 279.05, 279.07, 279.08, and 279.09, in 2021, at the rate of \$3.99 per column inch.

2) Second publication of the 2020 Financial Statement Summary pursuant to M.S.§375.17.

No bids were received for this required publication.

COUNTY BOARD ITEMS

2021 Commissioner Committee Assignments

The 2020 Committee Assignments list was distributed and discussed. Following review/revision of the list, a motion was made by Commissioner Walker, seconded by Commissioner Falk, and carried unanimously to approve the 2021 Commissioner Committee assignments.

(Note: A complete listing of the 2021 Committee assignments is available for public review in the County Coordinator's Office)

Upon motion carried, the Board adjourned the Regular meeting at 10:05 a.m. The next Regular meeting of the Board is scheduled for Tuesday, January 12, 2021, at 8:30 a.m.

Attest:	Date:
Jeff Pelowski, County Coordinator	Daryl Wicklund, Chair
Roseau County, Minnesota	Board of County Commissioners
	Roseau County, Minnesota



Agenda Item #: Consent 2 (for office use only)							
Requested Board Date:	January 12, 2021		Originating Department: AirMedCare				
Subject Title (as it will appear on the Agenda): 2021 AirMedCare (Guardian Flight) Contract			Presenter: Jeff	Pelowski			
2021 AlliviedCare (Guard	ian'i light) Contract		Estimated Amount of Time Needed for Discussion:				
			⊠< 5 minutes	☐ 5 minutes	☐ 10 minutes		
D 14 11 D 1 1			☐ 15 minutes	☐ 30 minutes	☐ >30 minutes		
Board Action Requested: Requesting Board approv		ntract (renewal)					
Requesting board approv	al of the attached Col	illiaci (Teriewai)	•				
Background:							
The proposed 2021 Conti	ract is identical to the	2020 Contract.					
Supporting Documentation	: 🗵 Attached	☐ None					
Agenda Classification for	County Board Meetir	ng:					
☐ Delegations/Board Appointments ☐ Consent Age		Consent Agend	da				
☐ Department Reports ☐ Committee		Committee Re	ports				
\square County Board Items		Other					



Plan Code: <u>13392</u>

AirMedCare Network Municipal Site Membership For Roseau County, MN

Organization: Roseau County, MN
Physical Address: 605 5th Ave SW

Roseau, MN 56751

Contact: Jeff Pelowski **Phone:** 218-463-4248

Email: Jeff.pelowski@co.roseau.mn.us

County: Roseau

Membership Sales Manager/Base: Open Area G213

Covered Individuals and Transports:

Any individual who resides within the boundaries of Roseau County, MN when transported for medical necessity by Guardian Flight LLC (or any AirMedCare Network Provider) will be covered under the standard terms and conditions for an AirMedCare Network membership (attached), except:

- Transport must be from a pickup location in Roseau County, MN or Lake of the Woods County, MN;
- If the covered individual transported is uninsured at the time of transport, Guardian Flight LLC will bill
 the covered individual at the "Medicare Allowable Rate" for the transport.

Fees:

Roseau County, MN will pay to AirMedCare Network a total of \$65,398.00 annual.

Upgrade Benefit to Covered Individuals:

Any individual who resides within the boundaries of Roseau County, MN may elect to obtain a full household membership (which eliminates the exceptions listed above) by completing an application and paying the following fees:

Standard Annual Rate	*Senior Annual Rate		
\$45	\$35		

*Senior rate is available to the primary and secondary household member if they are 60 years of age or older.

Duration:

This agreement will be effective upon AirMedCare Network's receipt of (a) this agreement signed by the participating Organization AND (b) payment of the amount as provided above. This agreement will be effective for one (1) year, and will be evaluated by both parties for renewal at least thirty (30) days prior to the end of the one (1) year term.











Terms and Conditions

AirMedCare Network is an alliance of affiliated air ambulance providers* (each a "Company"). An AirMedCare Network membership automatically enrolls you as a member in each Company's membership program. Membership ensures the patient will have no out-of-pocket flight expenses if flown by a Company by providing prepaid protection against a Company's air ambulance costs that are not covered by a member's insurance or other benefits or third party responsibility, subject to the following terms and conditions:

- 1. Patient transport will be to the closest appropriate medical facility for medical conditions that are deemed by AMCN Provider attending medical professionals to be life- or limb-threatening, or that could lead to permanent disability, and which require emergency air ambulance transport. A patient's medical condition, not membership status, will dictate whether or not air transportation is appropriate and required. Under all circumstances, an AMCN Provider retains the sole right and responsibility to determine whether or not a patient is flown.
- 2. AMCN Provider air ambulance services may not be available when requested due to factors beyond its control, such as use of the appropriate aircraft by another patient or other circumstances governed by operational requirements or restrictions including, but not limited to, equipment manufacturer limitations, governmental regulations, maintenance requirements, patient condition, age or size, or weather conditions. FAA restrictions prohibit most AMCN Provider aircraft from flying in inclement weather conditions. The primary determinant of whether to accept a flight is always the safety of the patient and medical flight crews. Emergent ground ambulance transport of a member by an AMCN Provider will be covered under the same terms and conditions.
- 3. Members who have insurance or other benefits, or third party responsibility claims, that cover the cost of ambulance services are financially liable for the cost of AMCN Provider services up to the limit of any such available coverage. In return for payment of the membership fee, the AMCN Provider will consider its air ambulance costs that are not covered by any insurance, benefits or third party responsibility available to the member to have been fully prepaid. The AMCN Provider reserves the right to bill directly any appropriate insurance, benefits provider or third party for services rendered, and members authorize their insurers, benefits providers and responsible third parties to pay any covered amounts directly to the AMCN Provider. Members agree to remit to the AMCN Provider any payment received from insurance or benefit providers or any third party for air medical services provided by the AMCN Provider, not to exceed regular charges. Neither the Company nor AirMedCare Network is an insurance company. Membership is not an insurance policy and cannot be considered as a secondary insurance coverage or a supplement to any insurance coverage. Neither the Company nor AirMedCare Network will be responsible for payment for services provided by another ambulance service.
- 4. Membership starts 15 days after the Company receives a complete application with full payment; however, the waiting period will be waived for unforeseen events occurring during such time. Members must be natural persons. Memberships are non-refundable and non-transferable.
- Some state laws prohibit Medicaid beneficiaries from being offered membership or being accepted into membership programs. By applying, members certify to the Company that they are not Medicaid beneficiaries.
- These terms and conditions supersede all previous terms and conditions between a member and the Company or AirMedCare Network, including any other writings, or verbal representations, relating to the terms and conditions of membership.

*Air Evac EMS, Inc. / Guardian Flight, ŁLC / Med-Trans Corporation / REACH Air Medical Services, LLC — These terms and conditions apply to all AirMedCare Network participating provider membership programs, regardless of which participating provider transports you.









Agreed to by:		
Signature	Signature	
	Keith Hovey	
Printed Name	Printed Name	
	Vice President	
Title	Title	
	Manakanakin	
<i>5</i>	Membership	
Organization Name	Division	
7		
Date	Date	









Agenda Item #: Consent (for office use only)	3				
Requested Board Date:	January 12, 2021		Originating Department: HSEM		
Subject Title (as it will appear on the Agenda): Advertise to Hire – HSEM Co-Director			Presenter: Sue	Grafstrom	
Advertise to thic Tiolivi	1 00-Director		Estimated Amou	unt of Time Need	led for Discussion:
			\boxtimes < 5 minutes	\square 5 minutes	\square 10 minutes
			\square 15 minutes	\square 30 minutes	☐ >30 minutes
Board Action Requested:					
Requesting Board approv Director.	al to advertise to h	ire a regular part-	ime, (approxima	ately 20 hours/w	eek), HSEM Co-
Background:					
This hire, as discussed at	the January 5, 202	21 Board Work Se	ssion, is include	ed in the 2021 B	udget.
Supporting Documentation	: 🛛 Attached	☐ None			
Agenda Classification for	County Board Med	eting:			
☐ Delegations/Board Ap	opointments	⊠ Consent Agen	da		
\square Department Reports		☐ Committee Re	ports		
☐ County Board Items ☐ Other		☐ Other			
Agenda Classification for Delegations/Board Ag Department Reports	County Board Med	eting: Consent Agend Committee Re			



Agenda Item #: Departme	ent Reports 1a						
Requested Board Date:	January 12, 2021		Originating Dep	artment: Highw	<i>r</i> ay		
Subject Title (as it will appear on the Agenda): Call for Bids - Box Culvert Installation Project			Presenter: Daryle Dahl				
Call for blus - box Curver	t mstallation i roject		Estimated Amount of Time Needed for Discussion:				
				☐ 5 minutes ☐ 30 minutes	☐ 10 minutes☐ >30 minutes		
Board Action Requested:	<u> </u>						
Requesting Board approv		r SAP 068-599-1	02 Box Culvert	Installation.			
Background:							
_					_		
Supporting Documentation	1: Attached	⊠ None					
Agenda Classification for	County Board Meet	ting:					
☐ Delegations/Board Appointments ☐ Consent Age		☐ Consent Agen	da				
□ Department Reports		☐ Committee Re	ports				
☐ County Board Items		Other					



Agenda Item #: County Board Item 1 (for office use only)						
Requested Board Date:	January 12, 2021	1	Originating Department: Commissioners			
Subject Title (as it will appear on the Agenda): COVID-19 Pandemic - Update			Presenter: Commissioners/Department Heads			
OOVID-13 Fandeniie - Op	date		Estimated Amount of Time Needed for Discussion:			
			\square < 5 minutes	\square 5 minutes	□ 10 minutes	
			oxtimes 15 minutes	☐ 30 minutes	☐ >30 minutes	
Board Action Requested:						
Continued discussion of the County's ongoing response to the COVID-19 pandemic.						
Supporting Documentation	: Attached	⊠ None				
Agenda Classification for	County Board Me	eting:				
☐ Delegations/Board Appointments ☐ C		☐ Consent Agen	da			
☐ Department Reports ☐ County Board Items		☐ Committee Re	nmittee Reports			
		☐ Other				



Agenda Item #: County Bo	oard Item 2					
Requested Board Date:	January 12, 202	1	Originating Department: Coordinator			
Subject Title (as it will appear on the Agenda): County Engineer Position Discussion		:	Presenter: Jeff Pelowski			
County Engineer resident	Dioducción		Estimated Amount of Time Needed for Discussion:			
			□< 5 minutes	\square 5 minutes	\square 10 minutes	
			☐ 15 minutes	⊠ 30 minutes	☐ >30 minutes	
Board Action Requested: Our DDA Consultant, Gar Advertisement to Hire, Po etc.	y Weiers, will be a					
Background:						
Supporting Documentation	: Attached	⊠ None				
Agenda Classification for	County Board Me	eeting:				
☐ Delegations/Board Appointments		☐ Consent Agen	: Agenda			
☐ Department Reports		☐ Committee Re	eports			
⊠ County Board Items		☐ Other				



Agenda Item #: County Board Item 3 (for office use only)					
Requested Board Date:	January 12, 202	1	Originating Dep	Originating Department: Coordinator	
Subject Title (as it will appear on the Agenda): Commissioner Committee Reports Board Action Requested:		:	Presenter: Commissioners		
			Estimated Amount of Time Needed for Discussion:		
			□< 5 minutes	☐ 5 minutes	☐ 10 minutes
			☐ 15 minutes	⊠ 30 minutes	☐ >30 minutes
Commissioners will present their Committee Reports.					
Background:					
Supporting Documentation	n: 🗵 Attached	☐ None			
Aganda Classification for	County Dogged M	a a bisa a			
Agenda Classification for County Board Meeting: Delegations/Board Appointments Consent Agenda					
		_			
Department Reports		☐ Committee	-		
⊠ County Board Items		☐ Other			

JACK SWANSON COMMITTEES REPORT

DEC 23, 2020 - ASSOCIATION OF MINNESOTA COUNTIES/MACA; guidelines for distribution of State small business/nonprofit funding

DEC 28, 2020 - GARY WEIERS (DAVID DROWN & ASSOCIATES); on Highway Engineer search

DEC 29, 2020 - ROSEAU COUNTY CARES COMMITTEE; on \$ 300,000 state funding for small business/nonprofits

DEC 30, 2020 - ROSEAU ECONOMIC DEVELOPMENT AUTHORITY; Swanson re-appointed to lifetime term

JAN 4, 2021 - EMERGENCY MANAGEMENT COVID STAKEHOLDERS

JAN 5, 2021 - OPERATIONS COMMITTEE

JAN 5, 2021 - COMMITTEE OF THE WHOLE

JAN 6, 2021 - COMMUNITY JUSTICE COORDINATING COMMITTEE; Teen Journey presentation

JAN 7, 2021 - MINNESOTA COUNTIES INTERGOVERNMENTAL TRUST/ BOARD ORIENTATION (ST PAUL)

JAN 8, 2021 - MINNESOTA COUNTIES INTERGOVERNMENTAL TRUST BOARD MEETING (ST PAUL)

JAN 11, 2021 - ASSOCIATION OF MINNESOTA COUNTIES SUPERVISOR TRAINING W/ HEATHER BANDEEN (and Pennington & Kittson Counties)

JAN 11, 2021 - EMERGENCY MANAGEMENT COVID STAKEHOLDERS

JAN 11, 2021 - ROSEAU CITY COUNCIL

JAN 11, 2021 - ROSEAU SCHOOL BOARD