

ITASCA COUNTY BOARD OF COMMISSIONERS

Itasca County Courthouse
123 NE 4th Street
Grand Rapids, MN 55744
(218) 327-2847

Tuesday, July 6, 2021

12:30 PM

Itasca County Boardroom

FINAL

SPECIAL SESSION MINUTES

I. CALL TO ORDER

Chair Ives called the meeting to order at 12:30 PM.

Attendee Name	Title	Status	Arrived
Davin Tinquist	District #1	Present	12:30 PM
Terry Snyder	District #2	Present	12:30 PM
Leo Trunt	District #3	Present	12:30 PM
Burl Ives	District #4	Present	12:30 PM
Ben DeNucci	District #5	Present	12:30 PM

II. REGULAR AGENDA

1. American Rescue Plan (ARP) Request Form

Commissioners discussed and reviewed the ARP Request Form.

It was the consensus of the County Board to direct staff to add examples of use that will assist Itasca County requestors complete the form more easily.

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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2. American Rescue Plan (ARP) Funding Discussion

Commissioners discussed individual ideas for use of the ARP funds and Land Commissioner Kory Cease and County Park System Manager Roger Clark provided updated information regarding potential projects at County Parks including Fairgrounds, Gunn Park, and Bass Lake Park.

Motion To: Approve the Park Projects and Funding Estimates budget for projects at County Parks including Fairgrounds, Gunn Park, and Bass Lake Park in an amount up to \$829,280, with the understanding that the Land Department will pursue grant opportunities and complete the ARP Request Form.

RESULT:	FAILED DUE TO LACK OF A SECOND
MOVER:	Commissioner Leo Trunt

Motion To: Approve the use of American Rescue Plan (ARP) Funds in amounts up to \$220,000 for projects at the Fairgrounds Campground, \$16,000 for repairs to the Fairgrounds Grandstands, and \$15,000 for Water Line Replacements at the Fairgrounds Campground.

RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Leo Trunt
SECONDER:	Commissioner Terry Snyder
AYES:	Davin Tinquist, Terry Snyder, Leo Trunt, Burl Ives, Ben DeNucci

Motion To: Approve the use of American Rescue Plan (ARP) Funds in an amount up to \$15,000 for signage and an information kiosk at Gunn Park.

RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Terry Snyder
SECONDER:	Commissioner Leo Trunt
AYES:	Davin Tinquist, Terry Snyder, Leo Trunt, Burl Ives, Ben DeNucci

Motion To: Approve the use of American Rescue Plan (ARP) Funds in an amount up to \$199,780 for renovation projects at Bass Lake Park Campground, with the addition of Wi-Fi as first priority under the Amenities section.

RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Ben DeNucci
SECONDER:	Commissioner Leo Trunt
AYES:	Davin Tinquist, Terry Snyder, Leo Trunt, Burl Ives, Ben DeNucci

Motion To: Approve the use of American Rescue Plan (ARP) Funds in the amount of \$2,000,000 to buy down the amount needed to bond for the Huber Engineered Woods project, previously referred to as Project Frontier.

RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Davin Tinquist
SECONDER:	Commissioner Ben DeNucci
AYES:	Davin Tinquist, Terry Snyder, Leo Trunt, Burl Ives, Ben DeNucci

Motion To: Approve the use of American Rescue Plan (ARP) Funds in the amount of \$35,235 for weatherization services proposed by Kootasca Community Action.

RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Ben DeNucci
SECONDER:	Commissioner Leo Trunt
AYES:	Davin Tinquist, Terry Snyder, Leo Trunt, Burl Ives, Ben DeNucci

3. Schedule Special Session

Motion To: Schedule a Special Session Re: American Rescue Plan (ARP) Funding on Tuesday, July 27, 2021 beginning at 12:30 PM in the Boardroom of the Itasca County Courthouse.

RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Leo Trunt
SECONDER:	Commissioner Terry Snyder
AYES:	Davin Tinquist, Terry Snyder, Leo Trunt, Burl Ives, Ben DeNucci

III. ADJOURN

Chair Ives adjourned the meeting at 1:46 PM.

ATTEST



Burl Ives
Chair of the County Board



Brett Skyles
Clerk of the County Board



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

Itasca County Courthouse
123 NE 4th Street
Grand Rapids, MN 55744

Tuesday, July 6, 2021

REQUEST FOR BOARD ACTION: RBA-2021-1651

DEPARTMENT: Administrative Services

PRESENTER: Chair

TIME REQUESTED: 5 Minutes

AGENDA ITEM:

American Rescue Plan (ARP) Request Form

BOARD ACTION REQUESTED:

Review the ARP Request Form.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. ARP Request Form

It was the consensus of the County Board to direct staff to add examples of use that will assist Itasca County requestors complete the form more easily.

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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AMERICAN RESCUE PLAN (ARP) REQUEST FORM

Entity Name: _____

Name of Contact: _____

Address: _____

City: _____ **State** MN **Zip Code:** _____

Reason for Request:

The U.S. Department of the Treasury has provided example uses of funds (see next page). Please reference this before selecting one or more of the following options.

- | | |
|---|--|
| ☐ Support Public Health Response | ☐ Address Negative Economic Impacts |
| ☐ Replace Public Sector Revenue Loss | ☐ Premium Pay for Essential Workers |
| ☐ Water & Sewer Infrastructure | ☐ Broadband Infrastructure |
| ☐ Equity-Focused Services | |

Project Name: _____

Amount Requested: _____

Project Budget:

Please attach any additional information you wish the County Board to have.



Example Uses of Funds



Support Public Health Response

- **Services to contain and mitigate the spread of COVID-19**, including vaccination, medical expenses, testing, contact tracing, quarantine costs, capacity enhancements, and many related activities
- **Behavioral healthcare services**, including mental health or substance misuse treatment, crisis intervention, and related services
- **Payroll and covered benefits** for public health, healthcare, human services, and public safety staff to the extent that they work on the COVID-19 response



Replace Public Sector Revenue Loss

- **Ensure continuity of vital government services** by filling budget shortfalls
- **Revenue loss is calculated** relative to the expected trend, beginning with the last full fiscal year pre-pandemic and adjusted annually for growth
- **Recipients may re-calculate revenue loss** at multiple points during the program, supporting those entities that experience revenue loss with a lag



Water & Sewer Infrastructure

- **Includes improvements to infrastructure**, such as building or upgrading facilities and transmission, distribution, and storage systems
- **Eligible uses aligned to Environmental Protection Agency project categories** for the Clean Water State Revolving Fund and Drinking Water State Revolving Fund



Equity-Focused Services

- **Additional flexibility for the hardest-hit communities and families** to address health disparities, invest in housing, address educational disparities, and promote healthy childhood environments
- **Broadly applicable** to Qualified Census Tracts, other disproportionately impacted areas, and when provided by Tribal governments



Address Negative Economic Impacts

- **Deliver assistance to workers and families**, including support for unemployed workers, aid to households, and survivor's benefits for families of COVID-19 victims
- **Support small businesses** with loans, grants, in-kind assistance, and counseling programs
- **Speed the recovery of impacted industries**, including the tourism, travel, and hospitality sectors
- **Rebuild public sector capacity** by rehiring staff, replenishing state unemployment insurance funds, and implementing economic relief programs



Premium Pay for Essential Workers

- **Provide premium pay to essential workers**, both directly and through grants to third-party employers
- **Prioritize low- and moderate-income workers**, who face the greatest mismatch between employment-related health risks and compensation
- **Key sectors include** healthcare, grocery and food services, education, childcare, sanitation, and transit
- **Must be fully additive** to a worker's wages



Broadband Infrastructure

- **Focus on households and businesses** without access to broadband and those with connections that do not provide minimally acceptable speeds
- **Fund projects that deliver reliable service** with minimum 100 Mbps download / 100 Mbps upload speeds unless impracticable
- **Complement broadband investments** made through the Capital Projects Fund



Ineligible Uses

- **Changes that reduce net tax revenue** must not be offset with American Rescue Plan funds
- **Extraordinary payments into a pension fund** are a prohibited use of this funding
- **Other restrictions apply** to eligible uses



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

Itasca County Courthouse
123 NE 4th Street
Grand Rapids, MN 55744

Tuesday, July 6, 2021

REQUEST FOR BOARD ACTION: RBA-2021-1636

DEPARTMENT: Administrative Services

TIME REQUESTED: 30 Minutes

PRESENTER: Chair

AGENDA ITEM:

American Rescue Plan (ARP) Funding Discussion

BOARD ACTION REQUESTED:

Discuss options for American Rescue Plan (ARP) Funding.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. Park Projects and Funding Estimates

Motion To: Approve the use of American Rescue Plan (ARP) Funds in amounts up to \$220,000 for projects at the Fairgrounds Campground, \$16,000 for repairs to the Fairgrounds Grandstands, and \$15,000 for Water Line Replacements at the Fairgrounds Campground.

RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Leo Trunt
SECONDER:	Commissioner Terry Snyder
AYES:	Davin Tinquist, Terry Snyder, Leo Trunt, Burl Ives, Ben DeNucci

Motion To: Approve the use of American Rescue Plan (ARP) Funds in an amount up to \$15,000 for signage and an information kiosk at Gunn Park.

RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Terry Snyder
SECONDER:	Commissioner Leo Trunt
AYES:	Davin Tinquist, Terry Snyder, Leo Trunt, Burl Ives, Ben DeNucci

Motion To: Approve the use of American Rescue Plan (ARP) Funds in an amount up to \$199,780

for renovation projects at Bass Lake Park Campground, with the addition of Wi-Fi as first priority under the Amenities section.

RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Ben DeNucci
SECONDER:	Commissioner Leo Trunt
AYES:	Davin Tinquist, Terry Snyder, Leo Trunt, Burl Ives, Ben DeNucci

Motion To: Approve the use of American Rescue Plan (ARP) Funds in the amount of \$2,000,000 to buy down the amount needed to bond for the Huber Engineered Woods project, previously referred to as Project Frontier.

RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Davin Tinquist
SECONDER:	Commissioner Ben DeNucci
AYES:	Davin Tinquist, Terry Snyder, Leo Trunt, Burl Ives, Ben DeNucci

Motion To: Approve the use of American Rescue Plan (ARP) Funds in the amount of \$35,235 for weatherization services proposed by Kootasca Community Action.

RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Ben DeNucci
SECONDER:	Commissioner Leo Trunt
AYES:	Davin Tinquist, Terry Snyder, Leo Trunt, Burl Ives, Ben DeNucci

Park Projects and Funding Estimates

PARK	PROJECT	ESTIMATED COST	DESCRIPTION
Fairgrounds			
Campground	Campground water	\$80,000.00	Man hole, 6" city connect, meter
	Water lines to sites	\$20,000.00	Water lines to sites, 35 sites Plus east side prep.
	Campground sewer	\$40,000.00	Sewer from Fairgrounds Rd to sites with manhole
	Campground Electric	\$25,000.00	Added electric to north & east sites, parking area
	Engineering cost	\$30,000.00	Engineering for full hookup and site plan
	Gravel - fill - topsoil	\$25,000.00	Level and prepare site locations (including east area)
	Campground Total	\$220,000.00	\$6,300.00 per site, 40 sites
Grandstands	Grandstand repairs - ADA - State code	\$16,000.00	Fencing, railings & spacing - From Inspection Report
Water Line	Waterline replacement to showerhouse	\$15,000.00	2" waterline - asphalt - dig, fill, and pack
Driveway Replace	Replace driveway asphalt over waterline	\$20,000.00	Replace 180 ft of driveway after waterline repair
Security Lights	Security Lighting change to LED	\$8,000.00	Replace security lights with LED lights
Commercial Building	Roof replacement	\$75,000.00	Built 1977, metal is rusting around screws & leak issues
Commercial Building	Repair/Replace garage and man doors	\$10,000.00	Replace all man doors and repair garage doors
Parking lots	Cracksealing	\$14,000.00	Both old and new asphalt
Food Court	Construction and design	\$150,000.00	\$130,000.00 Construction - \$20,000.00 Engineering
Signs	New and replaced signs	\$10,500.00	Entrance & information signs
	Other Project totals	\$318,500.00	
	Fairgrounds Grand Total	\$538,500.00	
Gunn Park			
ADA Inclusive	Wheelchair accessible playset	\$50,000.00	Wheelchair accessible merry-go-round with surfacing
Dock	Wheelchair accessible dock	\$13,000.00	Wheelchair 6 foot wide dock with 8x12 front deck
Parkinglot	Cracksealing	\$13,000.00	All surfaces
Signs	New signs and kiosk	\$15,000.00	Welcome signs & information kiosk
	Gunn Park Grand Total	\$91,000.00	
Sub Total		\$629,500.00	
BASS LAKE PARK	Total	\$199,780.00	From sheet 2 Bass Lake Park Renovation Project
GRAND TOTAL		\$829,280.00	

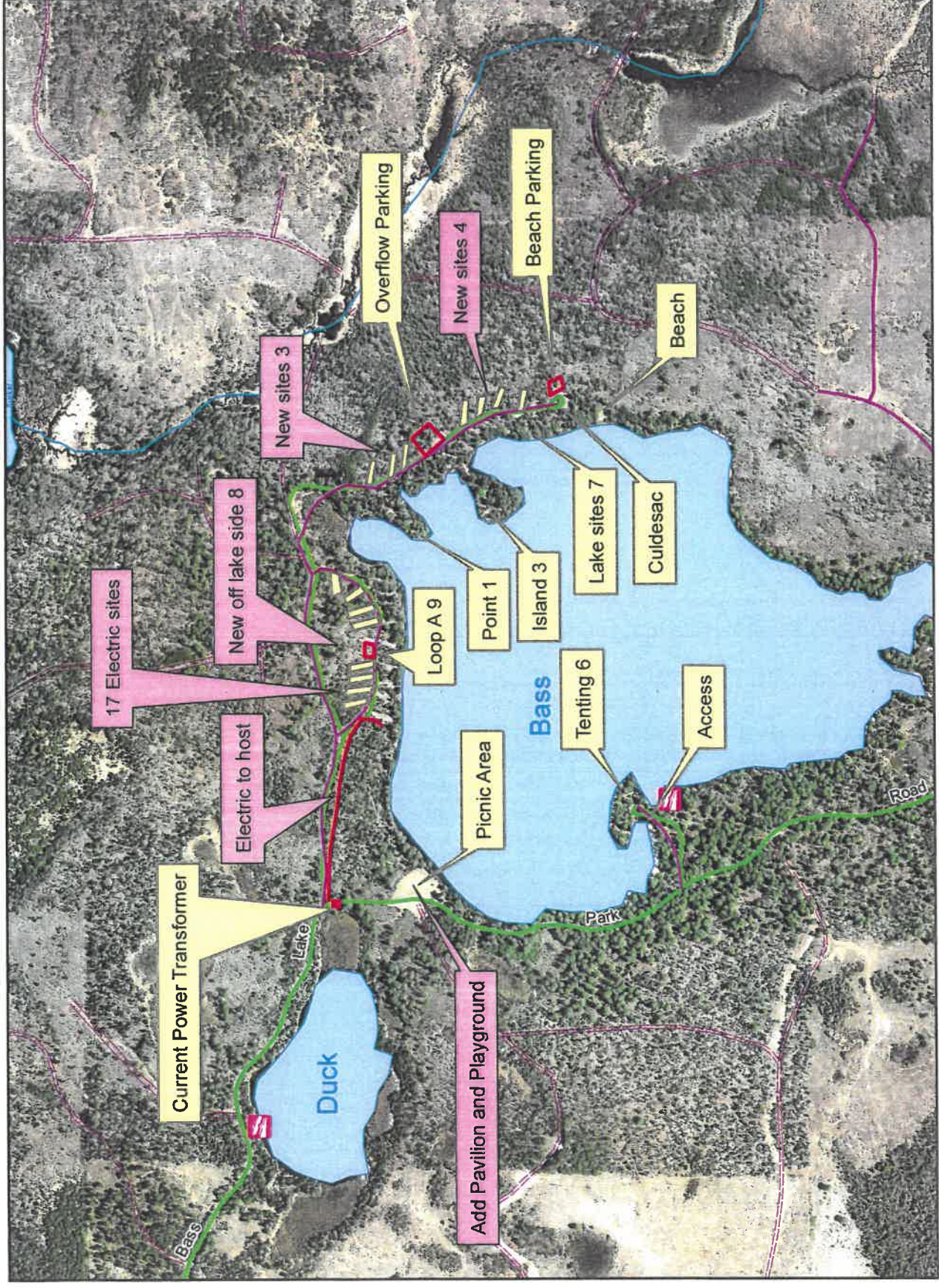
BASS LAKE PARK CAMPGROUND

RENOVATION PROJECT

Develop 15 new sites off the lake: 8 new sites in loop A and 7 new sites in loop C.
 Sites are to be approximately 30 ft by 100 ft.

Cost	Description
15 New Campsites	
\$27,000.00	1800 Cu yds X \$15.00/yd
\$4,080.00	Excavator at 24 hrs @ \$170.00/hr - Clearing and stumping/grubbing
\$9,600.00	Dozer time 60 hrs X \$160.00/hr - Clearing and leveling
\$4,500.00	Fire rings at \$300.00/ring X 15
\$6,750.00	Tables at \$450.00/table X 15
\$51,930.00	Total for New Campsites
Electric	
\$6,000.00	Add electric ; 1600 ft with 600 amp transformer (minimum for Host)
\$20,400.00	Add electric to 17 sites; Estimate \$1,200.00 per site X 17 sites = \$20,400.00
\$62,850.00	Total for Electric
Maintenance	
\$15,000.00	Road repairs 1000.00 yds at \$15.00/yd
\$10,000.00	Restoration of Beach - Retaining block wall 80' X 4' tall
\$25,000.00	Total for Maintenance
Amenities	
\$35,000.00	Picnic shelter; metal roofing & posts with concrete slab
\$25,000.00	Handicap accessible playset
\$60,000.00	Total for Amenities
\$199,780.00	GRAND TOTAL

Bass Lake Park Campground Expansion Project



26 Current sites add 15 new sites with total of 41 Sites

ITASCA COUNTY BASS LAKE CAMPGROUND IMPROVEMENT PROJECT

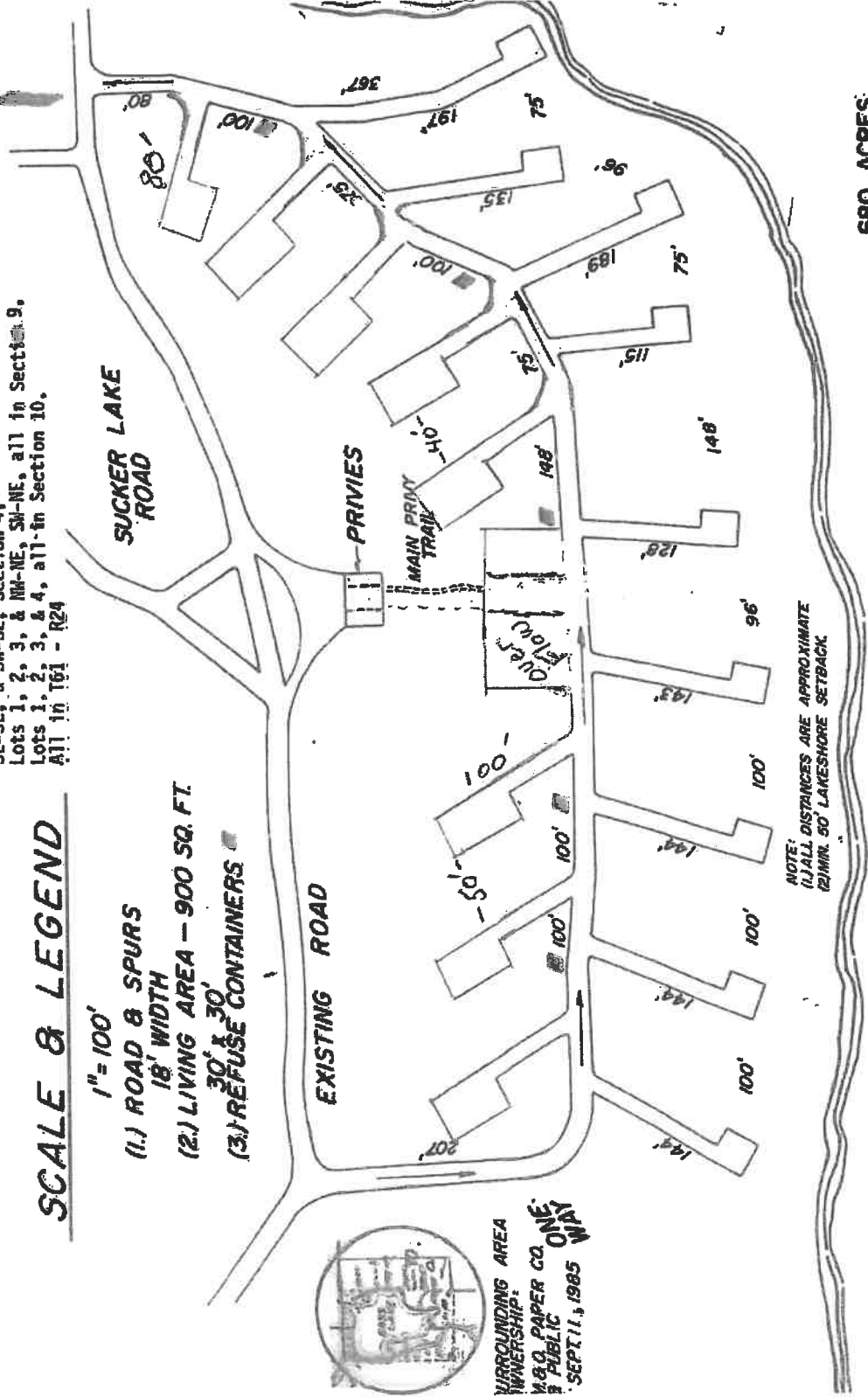
FINAL PLAN

LEGAL DESCRIPTION

Bass Lake Park Development
Lot 5 & 6, Sec. 2,
Lots 5 & 6, SW-NE, SE-NE, NE-SW, NW-SW, & SW-SW, all in Section 3;
SE-SE, & SW-SE, Section 4,
Lots 1, 2, 3, & NW-NE, SW-NE, all in Section 9,
Lots 1, 2, 3, & 4, all in Section 10.
All in T61 - R24

SCALE & LEGEND

- 1" = 100'
(1.) ROAD & SPURS
18' WIDTH
(2.) LIVING AREA - 900 SQ. FT.
30' x 30'
(3.) REFUSE CONTAINERS

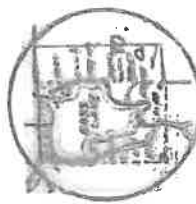


NOTE: ALL DISTANCES ARE APPROXIMATE
(2) MIN. 50' LAKESHORE SETBACK

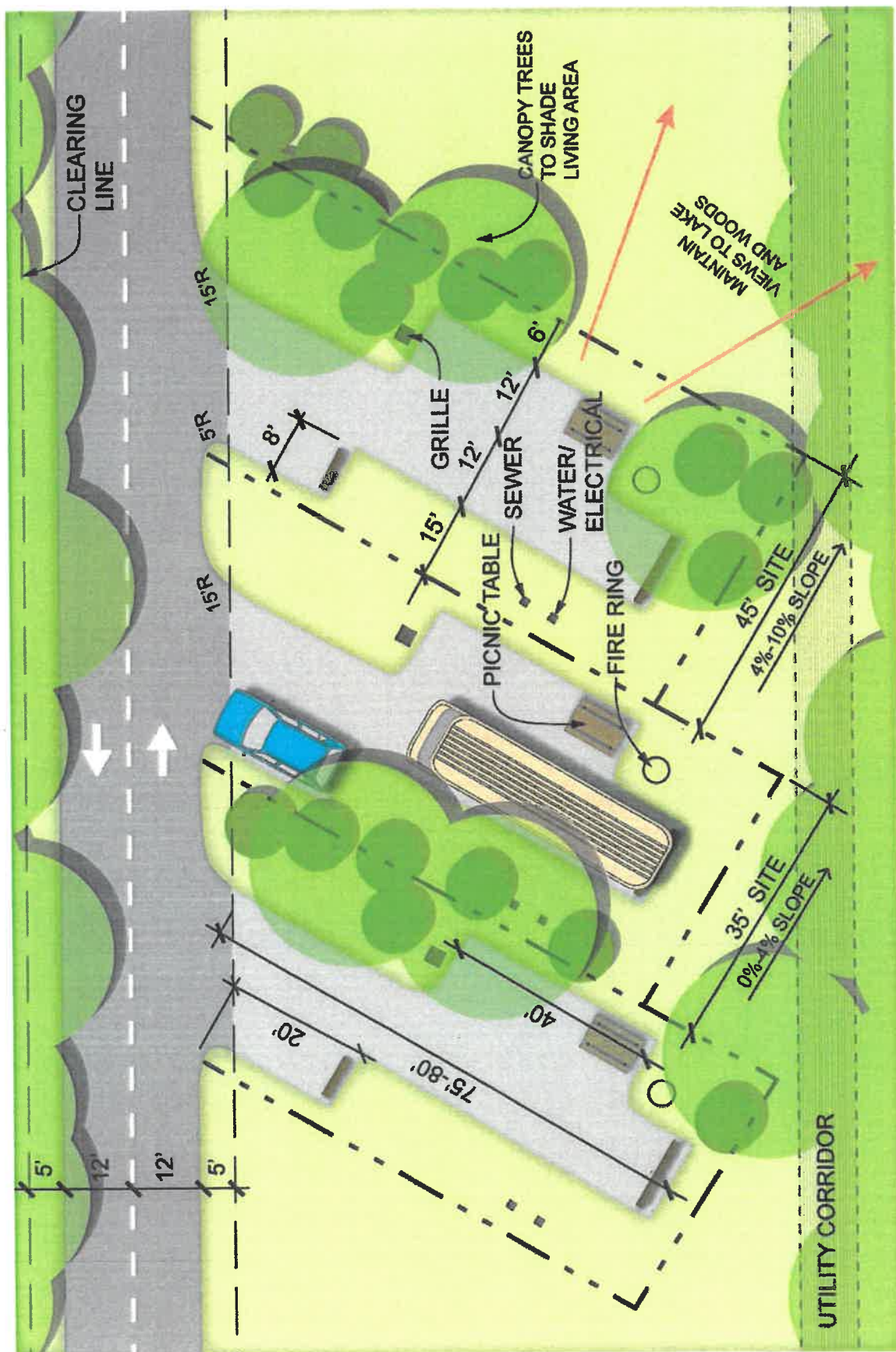
BASS LAKE

680 ACRES

DRAWN BY: GRW
ITASCA COUNTY ENGINEERS DEPT.



SURROUNDING AREA
OWNERSHIP:
M&O PAPER CO.
& PUBLIC
SEPT. 11, 1985 WAY





**ITASCA COUNTY
BOARD OF COMMISSIONERS**

Itasca County Courthouse
123 NE 4th Street
Grand Rapids, MN 55744

Tuesday, July 6, 2021

REQUEST FOR BOARD ACTION: RBA-2021-1637

DEPARTMENT: Administrative Services

TIME REQUESTED: 5 Minutes

PRESENTER: Chair

AGENDA ITEM:

Schedule Special Session

BOARD ACTION REQUESTED:

Schedule Special Session Re: American Rescue Plan (ARP) Funding.

BACKGROUND:

COUNTY ATTORNEY REVIEW: No

SUPPORTING DOCUMENTATION: None

Motion To: Schedule a Special Session Re: American Rescue Plan (ARP) Funding on Tuesday, July 27, 2021 beginning at 12:30 PM in the Boardroom of the Itasca County Courthouse.

RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Leo Trunt
SECONDER:	Commissioner Terry Snyder
AYES:	Davin Tinquist, Terry Snyder, Leo Trunt, Burl Ives, Ben DeNucci