



# ITASCA COUNTY BOARD OF COMMISSIONERS

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

Tuesday, October 26, 2021

2:30 PM

Itasca County Boardroom

## FINAL

### REGULAR SESSION MINUTES

#### I. CALL TO ORDER

Chair Ives called the meeting to order at 2:30 PM.

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

#### II. PLEDGE OF ALLEGIANCE

#### III. APPROVAL OF AGENDA

**Motion To:** Pull Item #5.3 (Eminent Domain on CSAH 60), add Item #6.9 (Approve Service Contract for Bass Lake Park), and approve the agenda, as amended.

|                  |                                                                 |
|------------------|-----------------------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED (5 TO 0)</b>                                        |
| <b>MOVER:</b>    | Commissioner Leo Trunt                                          |
| <b>SECONDER:</b> | Commissioner Terry Snyder                                       |
| <b>AYES:</b>     | Davin Tinquist, Terry Snyder, Leo Trunt, Burl Ives, Ben DeNucci |

#### IV. MINUTES APPROVAL

**Motion To:** Approve the minutes of the Tuesday, October 19, 2021 County Board Work Session.

|                  |                                                                 |
|------------------|-----------------------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED (5 TO 0)</b>                                        |
| <b>MOVER:</b>    | Commissioner Davin Tinquist                                     |
| <b>SECONDER:</b> | Commissioner Terry Snyder                                       |
| <b>AYES:</b>     | Davin Tinquist, Terry Snyder, Leo Trunt, Burl Ives, Ben DeNucci |

#### V. CONSENT AGENDA

**Motion To:** Approve the Consent Agenda, as amended and delineated below.

|                  |                                                                 |
|------------------|-----------------------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED (5 TO 0)</b>                                        |
| <b>MOVER:</b>    | Commissioner Terry Snyder                                       |
| <b>SECONDER:</b> | Commissioner Ben DeNucci                                        |
| <b>AYES:</b>     | Davin Tinquist, Terry Snyder, Leo Trunt, Burl Ives, Ben DeNucci |

1. Approve a Letter of Support for Hope House of Itasca County's grant application to the Minnesota Department of Human Services to support recovery services for parenting and pregnant women with substance abuse disorders and authorize County Board Chair signature.

2. Approve the Addendum to the Contract between ICHHS and Compass North (currently in place through December 31, 2021) for Juvenile Screenings for placement to Qualified Residential Treatment Program (QRTP) facilities.
4. Enter into an Agreement with Nashwauk Township outlining responsibilities for each party as they relate to replacing the culvert on South Sucker Lake Road and authorize the required signatures on the Agreement documents.
5. Authorize the notice of intermediate and regular oral bid auction of timber be given by publication in the official newspaper of the County as provided by law and that Land Commissioner offers such tracts of timber in the order in which they appear in said notice of sale, and that sale shall commence at 10:00 am on Tuesday, December 14, 2021 at the Cohasset Community Center.
6. Adopt the Resolution RE: Sale of Tax-forfeited Land to the City of Cohasset for a Public Purpose, which approves sale of that part of Government Lot 1, lying South and East of Brook, Section 10, Township 55, Range 26 under the terms provided in Minnesota Statute 282.01, Subd. 1a para (b) for a price of \$3,937.00 plus all associated costs.
7. Adopt the Resolution Re: Final Sponsorship of the Grant-in-Aid (GIA) Wilderness ATV/OHM Trail and authorize necessary signatures for the County-Club Agreement.

## VI. REGULAR AGENDA

1. Citizen Input  
No citizen input provided.
2. Recognition of County Employees  
The following employees were recognized:

Farewell to Terri Friesen whose last day as Financial Assistance Supervisor, Health & Human Services Department will be October 29, 2021 after 36+ years of service.

Farewell to Paul Provinzino whose last day as Deputy Sheriff/Road Deputy, Sheriff Department will be October 29, 2021 after 29+ years of service.

Congratulations to Holly Rasley who transferred from Human Services Support Specialist to Office Support Specialist, Family Services Division, Health and Human Services effective October 18, 2021.

Welcome new employee, Ryan Senne, Mechanic/Welder, Transportation Department effective October 18, 2021.

Farewell to Gabe Wood whose last day as Deputy Sheriff/Road Deputy, Sheriff Department will be October 16, 2021 after 7 months of service.

|                |                                        |
|----------------|----------------------------------------|
| <b>RESULT:</b> | <b>INFORMATIONAL - NO ACTION TAKEN</b> |
|----------------|----------------------------------------|

3. Commissioner Warrants

**Motion To:** Approve Commissioner Warrants with a check date of October 29, 2021 in the amount of \$1,984,826.21.

|                  |                                                                 |
|------------------|-----------------------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED (5 TO 0)</b>                                        |
| <b>MOVER:</b>    | Commissioner Ben DeNucci                                        |
| <b>SECONDER:</b> | Commissioner Davin Tinquist                                     |
| <b>AYES:</b>     | Davin Tinquist, Terry Snyder, Leo Trunt, Burl Ives, Ben DeNucci |

## 4. ICHHS Warrants

**Motion To:** Approve the Itasca County Health and Human Services (ICHHS) Department Warrants for October 2021, in the amount of \$757,511.98.

|                  |                                                                 |
|------------------|-----------------------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED (5 TO 0)</b>                                        |
| <b>MOVER:</b>    | Commissioner Leo Trunt                                          |
| <b>SECONDER:</b> | Commissioner Terry Snyder                                       |
| <b>AYES:</b>     | Davin Tinquist, Terry Snyder, Leo Trunt, Burl Ives, Ben DeNucci |

## 5. COVID-19 Update

Public Health Division Manager Kelly Chandler provided a situational and informational update regarding COVID-19 (novel coronavirus) in Itasca County, including information regarding vaccination roll-out. If you have questions or concerns regarding COVID-19, please call the Public Health Hotline at (218) 327-6784, visit <http://www.co.itasca.mn.us/798/COVID-19-Coronavirus-Information>, or contact First Call for Help/211 at (218) 326-8565.

|                |                                        |
|----------------|----------------------------------------|
| <b>RESULT:</b> | <b>INFORMATIONAL - NO ACTION TAKEN</b> |
|----------------|----------------------------------------|

## 6. County Based Purchasing (IMCare) Division Update/Presentation

QI/UM Director Alexis Martire provided a County Based Purchasing (IMCare) Division update, including information regarding 2022 Supplemental Benefits.

|                |                                        |
|----------------|----------------------------------------|
| <b>RESULT:</b> | <b>INFORMATIONAL - NO ACTION TAKEN</b> |
|----------------|----------------------------------------|

## 7. Itasca County Outdoor Recreation Tourism Strategy Project

**Motion To:** Adopt the Resolution Re: Support of Application to FY2021 ARPA Tourism Funding Opportunity, which supports the Visit Grand Rapids application and grant request and approves the use of American Rescue Plan (ARP) Funds in the amount of \$40,000 from Itasca County in 2022.

|                  |                                                                 |
|------------------|-----------------------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED (5 TO 0)</b>                                        |
| <b>MOVER:</b>    | Commissioner Burl Ives                                          |
| <b>SECONDER:</b> | Commissioner Terry Snyder                                       |
| <b>AYES:</b>     | Davin Tinquist, Terry Snyder, Leo Trunt, Burl Ives, Ben DeNucci |

## 8. 2022 Legislative Priorities.

It was the consensus of the County Board to direct department heads to communicate 2022 legislative priorities to County Administrator Brett Skyles by 12 noon on Tuesday, November 2, 2021.

|                |                                        |
|----------------|----------------------------------------|
| <b>RESULT:</b> | <b>INFORMATIONAL - NO ACTION TAKEN</b> |
|----------------|----------------------------------------|

## 9. Approve Service Contract for Bass Lake Park

**Motion To:** Approve a service contract with Gilbert Contracting Services, Inc. for campsite development with a not-to-exceed amount of \$31,779.75, and authorize necessary signatures.

|                  |                                                                 |
|------------------|-----------------------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED (5 TO 0)</b>                                        |
| <b>MOVER:</b>    | Commissioner Leo Trunt                                          |
| <b>SECONDER:</b> | Commissioner Ben DeNucci                                        |
| <b>AYES:</b>     | Davin Tinquist, Terry Snyder, Leo Trunt, Burl Ives, Ben DeNucci |

## VII. COMMISSIONER COMMENTS

Commissioner Snyder provided comment regarding interest to have Canisteo and Hill Annex Mine Updates from Michael Liljegren with the Minnesota Department of Natural Resources (DNR) at an upcoming County Board meeting.

**VIII. CLOSED SESSIONS**

**IX. ADJOURN**

Chair Ives adjourned the meeting at 3:24 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, October 26, 2021

**RESOLUTION 2021-64**

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**RE: SALE OF TAX-FORFEITED LAND TO THE CITY OF COHASSET FOR PUBLIC PURPOSE**

**WHEREAS**, the following described lands forfeited to the State of Minnesota in 1941 for non-payment of taxes and is managed by Itasca County:

That part of Government Lot 1, lying South and East of Brook, Section 10, Township 55, Range 26; and

**WHEREAS**, the City of Cohasset has requested purchase of said property to enhance and promote community and economic development by creating a Riverfront Downtown Development;.

**WHEREAS**, Minnesota Statute 282.02, Subd. 1a (b) allows sale of non-conservation tax-forfeited land to an incorporated governmental subdivision for the market value as determined by the county board, for any public purpose for which the subdivision is authorized to acquire property.

**WHEREAS**, Itasca County has determined that the County's land management interests would be best served if that part of Government Lot 1, lying South and East of Brook, Section 10, Township 55, Range 26 is is managed for a public purpose by the City of Cohasset.

**NOW THEREFORE BE IT RESOLVED**, that the Itasca County Board of Commissioners approves sale of that part of Government Lot 1, lying South and East of Brook, Section 10, Township 55, Range 26 under the terms provided in Minnesota Statute 282.01, Subd 1a para (b) for a price of \$3,937.00 plus all associated costs.

|                  |                                                                 |
|------------------|-----------------------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED (5 TO 0)</b>                                        |
| <b>MOVER:</b>    | Commissioner Terry Snyder                                       |
| <b>SECONDER:</b> | Commissioner Ben DeNucci                                        |
| <b>AYES:</b>     | Davin Tinquist, Terry Snyder, Leo Trunt, Burl Ives, Ben DeNucci |

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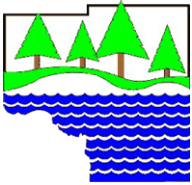
STATE OF MINNESOTA  
Office of County Administrator  
ss. County of Itasca

I, BRETT SKYLES, Administrator of the County of Itasca, do hereby certify that I have compared the foregoing with the original resolution filed in my office on the 26th day of October A.D. 2021 and that the same is a true and correct copy of the whole thereof.

WITNESS MY HAND AND SEAL OF OFFICE at Grand Rapids, Minnesota, this 26th day of October A.D. 2021.

---

Administrator



**ITASCA COUNTY  
BOARD OF COMMISSIONERS**

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

Tuesday, October 26, 2021

**RESOLUTION 2021-65**

**RE: SPONSORSHIP OF THE GRANT-IN-AID (GIA) WILDERNESS ATV/OHM TRAIL**

**WHEREAS**, the State of Minnesota has made funding available through the Minnesota Trails Assistance Program for the purpose of construction and maintaining Off Highway Vehicle trails for All terrain Vehicles (ATV) and Off Highway Motorcycles (OHM), and

**WHEREAS**, Minnesota Trails Assistance Program applications have been prepared for the approval of Itasca County as sponsor for the following ATV/OHM trail:

**Trail: Wilderness ATV/OHM Trail**

**Club: Wilderness Wheelers ATV Club,**  
and therefore be it

**RESOLVED**, that Itasca County act as the legal sponsor for an application for funding to the State of Minnesota Department of Natural Resources for acquisition, construction, maintenance of the above ATV/OHM trail, and be it further

**RESOLVED**, that upon approval of its application by the State of Minnesota, Itasca County may enter into an agreement with the State of Minnesota for the above referenced project and that it will comply with all applicable laws and regulations as stated in the agreement, and be it further

**RESOLVED**, that Itasca County Board Chairperson is authorized to sign such agreement with the State of Minnesota, and be it further

**RESOLVED**, that the County Auditor is hereby authorized to serve as the fiscal agent, on behalf of Itasca County, for the above reference project, and be it further

**RESOLVED**, that notwithstanding the financial assistance provided for in the state contract, Itasca County shall not be liable for such costs as are incurred by the club because state funds are depleted.

|                  |                                                                 |
|------------------|-----------------------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED (5 TO 0)</b>                                        |
| <b>MOVER:</b>    | Commissioner Terry Snyder                                       |
| <b>SECONDER:</b> | Commissioner Ben DeNucci                                        |
| <b>AYES:</b>     | Davin Tinquist, Terry Snyder, Leo Trunt, Burl Ives, Ben DeNucci |

STATE OF MINNESOTA  
Office of County Administrator  
ss. County of Itasca

I, BRETT SKYLES, Administrator of the County of Itasca, do hereby certify that I have compared the foregoing with the original resolution filed in my office on the 26th day of October A.D. 2021 and that the same is a true and correct copy of the whole thereof.

WITNESS MY HAND AND SEAL OF OFFICE at Grand Rapids, Minnesota, this 26th day of October A.D. 2021.

Administrator



**ITASCA COUNTY  
BOARD OF COMMISSIONERS**

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

Tuesday, October 26, 2021

**RESOLUTION 2021-66**

**RE: SUPPORT OF APPLICATION TO FY2021 ARPA TOURISM FUNDING OPPORTUNITY**

**WHEREAS**, Itasca County is home to an extensive network of both motorized and non-motorized trails; and

**WHEREAS**, the county's trail system provides diverse recreational opportunities and attracts seasonal property owners, hotel and resort guests, RVers, and tourists from across the state, Midwest, and beyond; and

**WHEREAS**, Itasca County's multi-use trail system plays a critical role in its local economy; and

**WHEREAS**, the COVID-19 pandemic dramatically impacted the tourism and hospitality sector in Itasca County; and

**WHEREAS**, a need exists to study the use of Itasca County's existing trails, to quantify the economic impact of this use, to plan for future development, and to determine broadly shared ways to leverage the value of the county's trails; and

**WHEREAS**, Visit Grand Rapids has brought together multiple stakeholders to undertake this work and to plan for an application to the FY2021 ARPA Tourism Funding Opportunity; and

**WHEREAS**, as an organization that serves constituents throughout Itasca County and that works to promote not just Grand Rapids, but the Itasca area as a whole.

**NOW THEREFORE BE IT RESOLVED**, that the Itasca County Board of Commissioners fully supports Visit Grand Rapids' application and grant request being submitted to the FY2021 ARPA Tourism Funding Opportunity. Furthermore, the Itasca County Board of Commissioners voted on October 26, 2021, to contribute \$40,000 to this project.

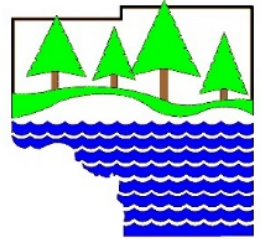
|                  |                                                                 |
|------------------|-----------------------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED (5 TO 0)</b>                                        |
| <b>MOVER:</b>    | Commissioner Burl Ives                                          |
| <b>SECONDER:</b> | Commissioner Terry Snyder                                       |
| <b>AYES:</b>     | Davin Tinquist, Terry Snyder, Leo Trunt, Burl Ives, Ben DeNucci |

STATE OF MINNESOTA  
Office of County Administrator  
ss. County of Itasca

I, BRETT SKYLES, Administrator of the County of Itasca, do hereby certify that I have compared the foregoing with the original resolution filed in my office on the 26th day of October A.D. 2021 and that the same is a true and correct copy of the whole thereof.

WITNESS MY HAND AND SEAL OF OFFICE at Grand Rapids, Minnesota, this 26th day of October A.D. 2021.

Administrator



October 26, 2021

Chair:

**PULL:**

1. Item #5.3 (Eminent Domain on CSAH 60)

**ADDITIONS:**

1. Approve Service Contract for Bass Lake Park – Item #6.9

**CHANGES:** None

**INFORMATIONAL:**

1. Item #6.5 – Additional Information
2. Item #6.7 – Additional Information

Amanda



# ITASCA COUNTY BOARD OF COMMISSIONERS

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

Tuesday, October 19, 2021

2:30 PM

Itasca County Boardroom

## DRAFT

### WORK SESSION MINUTES

#### I. CALL TO ORDER

Chair Ives called the meeting to order at 2:30 PM.

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

#### II. PLEDGE OF ALLEGIANCE

#### III. APPROVAL OF AGENDA

**Motion To:** Add Items #6.6 (Elk River Certificate of Need Action Request) and #6.7 (CWD Moratorium Presentation), and approve the agenda, as amended.

|                  |                                                                 |
|------------------|-----------------------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED (5 TO 0)</b>                                        |
| <b>MOVER:</b>    | Commissioner Terry Snyder                                       |
| <b>SECONDER:</b> | Commissioner Leo Trunt                                          |
| <b>AYES:</b>     | Davin Tinquist, Terry Snyder, Leo Trunt, Burl Ives, Ben DeNucci |

#### IV. MINUTES APPROVAL

**Motion To:** Approve the minutes of the Tuesday, October 12, 2021 County Board Regular Session.

|                  |                                                                 |
|------------------|-----------------------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED (5 TO 0)</b>                                        |
| <b>MOVER:</b>    | Commissioner Davin Tinquist                                     |
| <b>SECONDER:</b> | Commissioner Ben DeNucci                                        |
| <b>AYES:</b>     | Davin Tinquist, Terry Snyder, Leo Trunt, Burl Ives, Ben DeNucci |

#### V. RECOMMENDED FOR CONSENT AGENDA

1. Approve a Letter of Support for Hope House of Itasca County's grant application to the Minnesota Department of Human Services to support recovery services for parenting and pregnant women with substance abuse disorders and authorize County Board Chair signature.

|                |                                |                                 |
|----------------|--------------------------------|---------------------------------|
| <b>RESULT:</b> | <b>RECOMMENDED FOR CONSENT</b> | <b>NEXT: 10/26/2021 2:30 PM</b> |
|----------------|--------------------------------|---------------------------------|

2. Approve the Addendum to the Contract between ICHHS and Compass North (currently in place through December 31, 2021) for Juvenile Screenings for placement to Qualified Residential Treatment Program (QRTP) facilities.

|                |                                |                                 |
|----------------|--------------------------------|---------------------------------|
| <b>RESULT:</b> | <b>RECOMMENDED FOR CONSENT</b> | <b>NEXT: 10/26/2021 2:30 PM</b> |
|----------------|--------------------------------|---------------------------------|

3. Authorize the utilization of eminent domain as set forth in MN Statute 117 to acquire Right-of-Way on parcel 97-005-1100 for the CSAH 60 reconstruction project.

**RESULT: RECOMMENDED FOR CONSENT NEXT: 10/26/2021 2:30 PM**

4. Enter into an Agreement with Nashwauk Township outlining responsibilities for each party as they relate to replacing the culvert on South Sucker Lake Road and authorize the required signatures on the Agreement documents.

**RESULT: RECOMMENDED FOR CONSENT NEXT: 10/26/2021 2:30 PM**

5. Authorize the notice of intermediate and regular oral bid auction of timber be given by publication in the official newspaper of the County as provided by law and that Land Commissioner offers such tracts of timber in the order in which they appear in said notice of sale, and that sale shall commence at 10:00 am on Tuesday, December 14, 2021 at the Cohasset Community Center.

**RESULT: RECOMMENDED FOR CONSENT NEXT: 10/26/2021 2:30 PM**

## VI. DISCUSSION / INFORMATIONAL

1. Receive Citizen Input  
No citizen input provided.
2. Sale of Tax-Forfeited Land to City of Cohasset for Public Purpose  
Real Estate Specialist Cindy Shevich provided information regarding the request to adopt the Resolution Re: Sale of Tax-forfeited Land to the City of Cohasset for a Public Purpose, which approves sale of that part of Government Lot 1, lying South and East of Brook, Section 10, Township 55, Range 26 under the terms provided in Minnesota Statute 282.01, Subd. 1a para (b) for a price of \$3,937.00 plus all associated costs.

**RESULT: RECOMMENDED FOR CONSENT NEXT: 10/26/2021 2:30 PM**

3. Wilderness Trail Final Sponsorship  
Forest Recreation Specialist Sara Thompson provided information regarding the request to adopt the Resolution Re: Final Sponsorship of the Grant-in-Aid (GIA) Wilderness ATV/OHM Trail and authorize necessary signatures for the County-Club Agreement.

**RESULT: RECOMMENDED FOR CONSENT NEXT: 10/26/2021 2:30 PM**

4. Local Option Sales Tax Strategies Proposal  
Rapp Strategies, Inc. representative Alyssa Schlander provided information regarding a Local Option Sales Tax (LOST) strategy proposal.

**RESULT: INFORMATIONAL - NO ACTION TAKEN**

5. Dem-Con Presentation  
Dem-Con representative Bill Keegan provided information regarding the Dem-Con site in Keewatin.

Commissioner Ives exited the meeting at 3:08 PM.  
Commissioner Ives returned to the meeting at 3:12 PM.

**RESULT: INFORMATIONAL - NO ACTION TAKEN**

## 6. Elk River Certificate of Need Action Request

**Motion To:** Approve and authorize Chair signature on letter regarding the request for a Certificate of Need for the Elk River Landfill.

|                  |                                                                 |
|------------------|-----------------------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED (5 TO 0)</b>                                        |
| <b>MOVER:</b>    | Commissioner Leo Trunt                                          |
| <b>SECONDER:</b> | Commissioner Terry Snyder                                       |
| <b>AYES:</b>     | Davin Tinquist, Terry Snyder, Leo Trunt, Burl Ives, Ben DeNucci |

## 7. CWD Moratorium Presentation

Minnesota Deer Hunters Association (MDHA) Executive Director Craig Engwall provided a presentation regarding a Chronic Wasting Disease (CWD) Moratorium. It was consensus of the County Board to direct staff to draft a request to come before the Board at a later date.

|                |                                        |
|----------------|----------------------------------------|
| <b>RESULT:</b> | <b>INFORMATIONAL - NO ACTION TAKEN</b> |
|----------------|----------------------------------------|

**VII. COMMITTEE REPORTS**

Commissioner DeNucci reported on his attendance of recent Northern Counties Land Use Coordinating Board (NCLUCB) and Northeast Minnesota Area Transportation Partnership (NEMNATP) meetings, as well as the Itasca Summit event and Association of Minnesota Counties (AMC) Tribal Affairs Committee meeting.

Commissioner Trunt reported on his attendance of recent Tri-County Community Health Board (CHB) and Western Mesabi Mine Planning Board (WMMPB) meetings, as well as the Association of Minnesota Counties (AMC) Tribal Affairs Committee and various meetings with department heads.

Commissioner Snyder reported on his attendance of recent meetings regarding the Wabana Township ordinance issue, as well as various meetings with department heads.

Commissioner Ives reported on his attendance of recent meetings regarding area worker shortages.

**VIII. ADMINISTRATOR UPDATE****IX. COMMISSIONER COMMENTS**

Commissioner Tinquist provided comment regarding the upcoming Mississippi Headwaters Board (MHB) Biennial Conference to be held on Thursday, October 28, 2021 from 9 a.m. until 12 noon at Chase on the Lake Resort in Walker, MN.

Commissioners Ives and DeNucci provided comment regarding safety for the upcoming deer hunting season.

Commissioner DeNucci provided comment regarding approval of the \$10,000 grant for the Nashwauk Mountain Bike Trail.

**X. CLOSED SESSIONS****XI. ADJOURN**

Chair Ives adjourned the meeting at 4:12 PM.

**ATTEST**

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Burl Ives  
Chair of the County Board

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Brett Skyles  
Clerk of the County Board



**ITASCA COUNTY  
BOARD OF COMMISSIONERS**

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

Tuesday, October 26, 2021

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**REQUEST FOR BOARD ACTION: RBA-2021-1838**

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**DEPARTMENT:** Administrative Services

**TIME REQUESTED:** < 5 Minutes

**PRESENTER:** Terri Blaha

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**AGENDA ITEM:**

Letter of Support

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**BOARD ACTION REQUESTED:**

Approve a Letter of Support for Hope House of Itasca County's grant application to the Minnesota Department of Human Services to support recovery services for parenting and pregnant women with substance abuse disorders and authorize County Board Chair signature.

**BACKGROUND:**

- Grant from MN Dept of Human Services Behavioral Health Division.
- RFP is for a Grantee to Women's Recovery Services.
- Grant is for an 18-month period from January 1, 2022, to June 30, 2023, with the possibility to extend three additional years.
- The approximate 18-month grant request is \$375,000.

**COUNTY ATTORNEY REVIEW:** N/A

**SUPPORTING DOCUMENTATION:**

1. Itasca County Letter of Support
2. Itasca County Letter of Support SIGNED

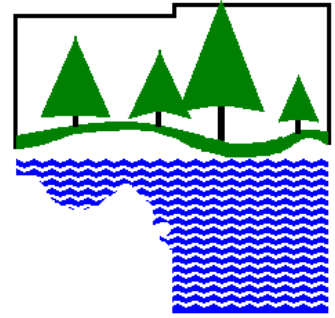
10/19/2021

|                |                                |                                 |
|----------------|--------------------------------|---------------------------------|
| <b>RESULT:</b> | <b>RECOMMENDED FOR CONSENT</b> | <b>NEXT: 10/26/2021 2:30 PM</b> |
|----------------|--------------------------------|---------------------------------|

|                  |                                                                 |
|------------------|-----------------------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED (5 TO 0)</b>                                        |
| <b>MOVER:</b>    | Commissioner Terry Snyder                                       |
| <b>SECONDER:</b> | Commissioner Ben DeNucci                                        |
| <b>AYES:</b>     | Davin Tinquist, Terry Snyder, Leo Trunt, Burl Ives, Ben DeNucci |

# ITASCA COUNTY

Courthouse  
Administrative Services  
123 NE 4<sup>th</sup> Street  
Grand Rapids, MN 55744-2600  
Office (218) 327-7363 Fax (218) 327-2848



To: Daniela White  
Minnesota Department of Human Services  
Behavioral Health Division

RE: Hope House of Itasca County  
Recovery Services for Women

Date: October 26, 2021

Dear Ms. White,

Itasca County is a large, rural county located in Northeastern Minnesota and faces many social challenges including higher than average rates of poverty, unemployment, mental illness, domestic violence, and drug and alcohol abuse. Within this environment, Hope House of Itasca County, Inc., is a critical provider of chemical dependency treatment. Furthermore, Hope House is a respected provider of gender-specific, integrated and collaborative, family-centered treatment support and recovery services.

Today, the Itasca County Board of Commissioners unanimously voted to support Hope House's grant proposal to the Minnesota Department of Human Services' Behavioral Health Division. In addition, the board fully supports Hope House's ongoing efforts to provide a comprehensive, gender-specific, family-centered service delivery system that addresses the unique needs and barriers to treatment and recovery for women with substance use disorders who are parenting or pregnant. Finally, the board recognizes that the services funded by the Department of Human Services will allow Hope House to continue helping women remain alcohol and drug free, deliver drug-free babies, obtain or regain employment, stay out of the criminal justice system, and find stable housing. These are all critical components of overall wellness for Itasca County women and their families.

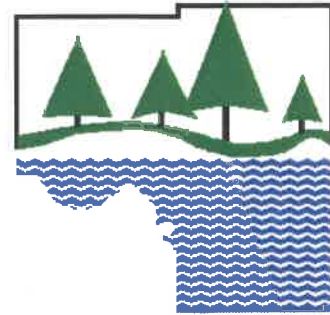
Thank you for your consideration of Hope House's proposal to provide Recovery Services for Women.

Sincerely,

Burl Ives, Chair  
Itasca County Board of Commissioners

# ITASCA COUNTY

Courthouse  
Administrative Services  
123 NE 4<sup>th</sup> Street  
Grand Rapids, MN 55744-2600  
Office (218) 327-7363 Fax (218) 327-2848



To: Daniela White  
Minnesota Department of Human Services  
Behavioral Health Division

RE: Hope House of Itasca County  
Recovery Services for Women

Date: October 26, 2021

Dear Ms. White,

Itasca County is a large, rural county located in Northeastern Minnesota and faces many social challenges including higher than average rates of poverty, unemployment, mental illness, domestic violence, and drug and alcohol abuse. Within this environment, Hope House of Itasca County, Inc., is a critical provider of chemical dependency treatment. Furthermore, Hope House is a respected provider of gender-specific, integrated and collaborative, family-centered treatment support and recovery services.

Today, the Itasca County Board of Commissioners unanimously voted to support Hope House's grant proposal to the Minnesota Department of Human Services' Behavioral Health Division. In addition, the board fully supports Hope House's ongoing efforts to provide a comprehensive, gender-specific, family-centered service delivery system that addresses the unique needs and barriers to treatment and recovery for women with substance use disorders who are parenting or pregnant. Finally, the board recognizes that the services funded by the Department of Human Services will allow Hope House to continue helping women remain alcohol and drug free, deliver drug-free babies, obtain or regain employment, stay out of the criminal justice system, and find stable housing. These are all critical components of overall wellness for Itasca County women and their families.

Thank you for your consideration of Hope House's proposal to provide Recovery Services for Women.

Sincerely,

A handwritten signature in blue ink, which appears to read "Burl Ives", is positioned below the word "Sincerely,". The signature is fluid and cursive.

Burl Ives, Chair  
Itasca County Board of Commissioners



**ITASCA COUNTY  
BOARD OF COMMISSIONERS**

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

Tuesday, October 26, 2021

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**REQUEST FOR BOARD ACTION: RBA-2021-1829**

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**DEPARTMENT:** Health & Human Services

**TIME REQUESTED:** < 5 Minutes

**PRESENTER:** Eric Villeneuve

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**AGENDA ITEM:**

Compass North Addendum

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**BOARD ACTION REQUESTED:**

Approve the Addendum to the Contract between ICHHS and Compass North (currently in place through December 31, 2021) for Juvenile Screenings for placement to Qualified Residential Treatment Program (QRTP) facilities.

**BACKGROUND:**

Juvenile screening team assessments are required as of October 1, 2021 when placing a child in a Qualified Residential Treatment Program. The screening team must include a member with a Mental Health and Chemical Dependency background.

**COUNTY ATTORNEY REVIEW:** Yes and/or Pending

**SUPPORTING DOCUMENTATION:**

1. FFPSA QRTP Juvenile Treatment Screening Team Practice Guide
2. Compass North Addendum 2021

10/19/2021

|                |                                |                                 |
|----------------|--------------------------------|---------------------------------|
| <b>RESULT:</b> | <b>RECOMMENDED FOR CONSENT</b> | <b>NEXT: 10/26/2021 2:30 PM</b> |
|----------------|--------------------------------|---------------------------------|

|                  |                                                                 |
|------------------|-----------------------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED (5 TO 0)</b>                                        |
| <b>MOVER:</b>    | Commissioner Terry Snyder                                       |
| <b>SECONDER:</b> | Commissioner Ben DeNucci                                        |
| <b>AYES:</b>     | Davin Tinquist, Terry Snyder, Leo Trunt, Burl Ives, Ben DeNucci |



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# **Juvenile Treatment Screening Team Practice Guide**

July 2021

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Minnesota Department of Human Services  
Child Safety and Permanency Division  
P.O. Box 64943  
St. Paul, MN 55164-0943  
Phone: 651-431-4660  
Email: [dhs.csp.fostercare@state.mn.us](mailto:dhs.csp.fostercare@state.mn.us)  
[Mn.gov/dhs](http://Mn.gov/dhs)



For accessible formats of this information or assistance with additional equal access to human services, write to [dhs.info@state.mn.us](mailto:dhs.info@state.mn.us), call 651-432-4670, or use your preferred relay service. ADA1 (2-18)

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## Introduction

Minnesota's child welfare system is committed to improving safety, well-being and permanency for children. This Juvenile Treatment Screening Team Practice Guide supports the above mission.

This practice guide provides direction for county social service agencies, and tribes participating in the American Indian Child Welfare Initiative, responsible for child welfare services. Its purpose is to assist screening teams in ensuring an agency's practice standards are consistent with Minnesota Statutes and requirements of the Family First Prevention Services Act (FFPSA) for placements in a Qualified Residential Treatment Program (QRTP). The standards in this document provide the responsible social service agencies with initial steps regarding the process agency staff uses when considering a child's entry into residential services, and/or a qualified residential treatment program.

Responsible social service agencies may convene a screening team to review other types of residential placement, or to re-authorize a residential placement. The screening team of each placing agency will also determine if placement in a QRTP is the least restrictive and appropriate setting to meet the treatment needs of a child with an emotional disturbance, developmental disability, or related condition. This guide assists in making this determination. It will also address requirements and practice associated with provisions of Minn. Statute 260C.157.

## When to convene a juvenile treatment screening team

When the responsible social service agency has placement responsibility, it will convene a juvenile treatment screening team to determine if placement in a qualified residential treatment facility is appropriate, in accordance with Minn. Stat., chapters [260C](#) and [260D](#). QRTPs must be licensed by the commissioner of the Minnesota Department of Human Services (department), under chapter [245A](#), and meet certification standards in Minn. Stat., section [245A.25](#), or licensed or approved by a tribe, for a child to receive treatment for an emotional disturbance, developmental disability, or related condition.

The responsible social service agency will also convene a juvenile treatment screening team when it is financially responsible, and an Indian child's tribe or tribal health care services provider proposes their placement in a QRTP for an emotional disturbance, developmental disability, or co-occurring emotional disturbance and chemical dependency. Social services agency staff must coordinate with an Indian child's tribe, or a representative designated by child's tribe, to obtain necessary documentation for a juvenile treatment screening team. It is important that a screening team must invite an Indian child's tribe, or designated representative, to be part of the decision-making process of the screening team.

Collaboration must also occur when a youth is enrolled in a managed care organization (MCO) and a county social services agency is involved. The local social service agency is financially responsible for paying for room and board, while a MCO is financially responsible for payment of services. Both MCOs and county agencies have roles in authorizing, paying for, and monitoring a child's placement in a QRTP.

A juvenile treatment screening team is not required when a MCO or tribal agency has sole responsibility for a child's placement. In these instances, a child's contracted health plan, Indian Health Services, or 638 tribal health facility, must determine level of care. The MCO or tribal entity is responsible for approving child's treatment in a residential treatment program.

A local social services juvenile treatment screening team's duties may also include working with other divisions within agencies. Those areas work specifically with individuals who have developmental disabilities or children who have a severe emotional disturbance. This collaboration will follow requirements dictated in Minn. Statutes for Developmental Disabilities Services and the Children's Mental Health Act, as follows:

- **Developmental Disabilities Services:** The responsible social service agency shall establish a screening team<sup>1</sup> to conduct level of care determinations for a child based on information provided by parent/guardian, child's physician/s, advanced practice registered nurse/s, or other professionals if a child:
  - Requires a level of care provided in an intermediate care facility or other residential services for persons with developmental disabilities.
  - Has a developmental disability.<sup>2</sup>
  - Is in need of a 24-hour plan of care and active treatment similar to persons with developmental disabilities.
  - Has reasonable indication that they will need an intermediate care facility or developmental disability services.
- **Children's Mental Health Act:** The responsible social services agency must make a child's level of care determination<sup>3</sup> available to the juvenile treatment screening team, as permitted under data practices, [Chapter 13](#). A level of care determination will inform the juvenile treatment screening team process and assessment<sup>4</sup> when considering whether to place a child in a qualified residential treatment program. When conducting a level of care determination, the responsible social services agency, or other entity, may not determine that a juvenile treatment screening, referral, or admission to a residential treatment facility, is not appropriate solely because of not providing services to a child in a less restrictive setting. Or, that a child failed to make progress toward, or meet treatment goals in a less restrictive setting. When Indian Health Services funding, or funds of a tribally owned facility under the Indian Self-Determination and Education Assistance Act [Public Law 93-638] are used, Indian Health Services or 638 tribal health facility, must determine appropriate level of care. When more than one entity has responsibility for coverage, they coordinate level of care determination activities to the extent possible.

#### **A juvenile treatment screening team is required when:**

- County social service agencies have care and placement responsibility and exploring residential services in a QRTP facility
- A tribal social service agency has placement responsibility and a county social service agency is financially responsible for placement, and tribe is recommending residential services in a QRTP
- Parents request residential services in a QRTP facility, as it is not covered by their private insurance or due to other family reasons
- A mental health professional makes a request or recommends placement in a QRTP facility
- A court order proposes placement of a child with an emotional disturbance, developmental disability, or related condition, in a QRTP residential treatment facility

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<sup>1</sup> Minn. Stat., section [256B.055, subd. 12 \(d\) \(f\)](#).

<sup>2</sup> Minn. Stat., section [256B.092](#).

<sup>3</sup> Minn. Stat., section [245.4885](#).

<sup>4</sup> Minn. Stat., section [260C.704](#).

- It appears a child is unlikely to return home if placed in a crisis respite home/shelter for an emotional crisis or emergency, and agency is exploring placement in a Q RTP facility.

## Settings that do not require a screening

Responsible social service agencies may determine screening is required before placing a foster child in any residential placement or other settings. Consistent with Minnesota Statute, screening is not required<sup>5</sup> when a social service agency has placement responsibility and considering a child's placement in:

- A residential facility specializing in prenatal, post-partum, or parenting support
- A facility specializing in high-quality residential care and supportive services to children and youth who were or are at risk of becoming victims of sex trafficking or commercial exploitation
- Supervised settings for youth age 18 or older living independently
- A licensed residential family-based treatment facility for substance use disorder<sup>6</sup>
- A residential facility due to an emotional crisis or other mental health emergency.

## Who can make a screening request?

The county or tribal social service agency determines the process to request a screening. It is common for agency case managers from children's mental health, child protection, child welfare, and developmental disability services areas to request a screening. Screening requests can also be made by:

- Case managers on behalf of:
  - Parent/custodian.
  - Non-county mental health professional.
  - Contracted services case manager.
- A parent/caregiver by contacting their county or tribal social service agency.

If a child is enrolled in a MCO, and their parent/guardian/custodian or treatment professional feels placement in a residential treatment program is appropriate, entities may ask the MCO to arrange a level of care screening and determination.

## Denying a screening request

If denying a screening request, the responsible social service agency will notify the requestor, in writing, identifying reasons for the denial. It must inform the parent/s of their right to appeal this decision.<sup>7</sup>

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<sup>5</sup> Minn. Stat., section [260C.157, subd. 3 \(a\).](#)

<sup>6</sup> Minn. Stat., section [260C.190.](#)

<sup>7</sup> Minn. Stat., section [245.4887.](#)

## Screening timelines and assembling a team

Conduct screenings within 15 days of a request by the responsible social service agency. If a screening is for residential treatment and child is enrolled in a prepaid health program,<sup>8</sup> the social service agency shall conduct screening within 10 working days of a request.

### Assembling a screening team

The responsible social service agency with placement responsibility establishes a juvenile treatment screening team. This team will assemble to review and make residential placement recommendations for those receiving children's mental health, disability and substance abuse services. Assembling this team must be in accordance with Minn. Stats. [245.4885](#) or [256B.092](#), or Minn. Rules, parts [9530.6600](#) to [9530.6655](#).

After a case manager completes an inquiry and Notice to Tribes,<sup>9</sup> and it is reasonable to believe a child is Indian, an agency must make rigorous and concerted effort<sup>10</sup> to involve a designated representative of Indian child's tribe on a team, as Indian Child Welfare Act (ICWA) and Minnesota Indian Family Preservation Act (MIFPA) laws apply. This is true even if a tribal determination has not made. An exception to this practice occurs when a child's tribal authority declines to appoint a representative; a tribe may delegate its authority to represent a child to another federally recognized Indian tribe.<sup>11</sup> Provisions of the Indian Child Welfare Act of 1978 [U.S. Code, Title 25, sections 1901 to 1963] and the Minnesota Indian Family Preservation Act<sup>12</sup> apply to this section.

### Required membership on a screening team

The juvenile treatment screening team<sup>13</sup> must include:

- Parents/guardians/custodians
- County/tribal case manager
- Persons with expertise in treatment of juveniles who have an emotional disturbance, are chemically dependent, or have a developmental disability
- A designated representative of Indian child's tribe, unless tribal authority declines to appoint a representative
- Representative of MCO if child is enrolled in a pre-paid medical plan.

### Who may be included on a screening team?

The team may include the following:

- Two representatives designated by a child age 14 or older

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<sup>8</sup> Minn. Stat., section [256B.69](#).

<sup>9</sup> Minn. Stat., section [260.761, subd. 2](#).

<sup>10</sup> Minn. Stat., section [260C.157, subd. 3 \(c\)](#).

<sup>11</sup> Minn. Stat., section [260.755, subd. 12](#).

<sup>12</sup> Minn. Stat., sections [260.751](#) to [260.835](#).

<sup>13</sup> Minn. Stat., section [260C.157, subd. 3](#).

- Relatives<sup>14</sup>
- Foster care provider
- Professionals who are a resource to child's family – e.g., teachers, medical or mental health providers who treated child, and clergy, as appropriate.

A qualified individual (QI)<sup>15</sup> cannot be part of a juvenile treatment screening team, as they will complete an assessment to determine if it is appropriate and necessary for a child to be placed in a qualified residential treatment program.<sup>16</sup>

## Considerations before assembling a juvenile treatment screening team

Before formation of a juvenile treatment screening team, the responsible social service agency must:

- Consult with child, if age 14 or older.
- Consult with child's parents/guardians/custodians.
- Contact tribe, if child is enrolled in a tribe and it is involved; consult with tribal entities or delegated representative to obtain recommendations. The responsible social service agency will ask for names of individuals to include on a team, promoting a family-centered and culturally appropriate team that is in the best interests of a child.
- Identify a language interpreter for child or family member needing these services.
- If a child or their parents or legal guardians raise concerns about specific relatives or professionals, a team should not include those individuals. This excludes a custodial parent who does not want an agency to engage a non-custodial parent when child safety issues do not exist.
- Obtain necessary releases of information from parents/custodians/guardians to gather and review child's relevant documents from professionals that serve as a resource to child's family – e.g., teachers, medical or mental health providers who treated child, and clergy. Documents can include the CASII and diagnostic assessments and Individual Education Plans from school. In most cases, a release of information for tribal participation in the juvenile treatment screening team is not required. If questions about the need for a release of information consult with the county attorney.
- The MCO shall obtain a release of information to allow its staff to discuss child's condition and service needs with county staff, and potential providers to determine child's treatment and service needs.
- Review relevant historical information with child, parents, relatives, and tribal representatives. This will assist in a screening team's decision-making process.
- Review funding options and financial implications of placement with the parents.
- Identify community-based interventions and services, including what was successful and was not.
- Discuss types of culturally appropriate, community-based services the parent/guardians think would yield positive results and responsive to a family's culture.
- Determine if child is eligible for or is receiving community-based services and/or disability waiver services, and what interventions were utilized to prevent placement.
- Determine availability of services and programs, and waiting lists.
- Consider and identify mental and behavioral health short- and long-term goals for child.
- Identify a permanency plan for child with parents, in consultation with child and, if applicable, tribe.

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<sup>14</sup> Minn. Stat., section [260C.007, subds. 26b and 27.](#)

<sup>15</sup> Minn. Stat., section [260C.007, subd. 26c.](#)

<sup>16</sup> Minn. Stat., section [260C.007, subd. 26d.](#)

- Determine who will receive an invitation to the screening. Obtain required parental signed releases of information that will provide assistance in the decision-making process.

## Tips on preparing parents/custodians/guardians for the screening process

For the responsible social service agency to prepare parents/custodians/guardian for a screening, agency may:

- Provide information to parents/custodians/guardians and child's tribe of the screening process
- Obtain parents communication preferences; ask if family needs a language interpreter
- Discuss with parents/custodians/guardians the importance of engagement in the process
- Discuss information a team is going to need to assist in screening
- Identify who will answer questions that may come up
- Prepare parents for screening outcome and inform them of their appeal rights.<sup>17</sup>

## Factors to consider in determining placement in a QRTP

The juvenile treatment screening team must consider the following factors when considering QRTP placement for a child:

- Their eligibility for case management in children's mental health or developmental disabilities, if not receiving these services.
- Functional impairments that cannot be managed and maintained safely in the home or foster care using community-based interventions and services.
- Supports available to child, and services or support that can strengthen a family, ensuring that cultural connections are preserved.
- Agencies' and parents' efforts, or services/interventions to prevent placement in a foster home or QRTP, including:
  - Positive support services and person-centered planning.
  - Wrap-around services.
  - Respite services.
  - In-home support services.
  - In-home family support.
  - Case planning that includes crisis intervention plan.
  - School supports and accommodations.
  - Participation in community programs and organized sports.
- Child's mental and behavioral health short- and long-term goals; and how placement in a QRTP is the least restrictive setting to support goals to improve functioning.
- How parents and agency will know that child is ready for discharge.
- Proposed permanency plan and goals, including:
  - Reunification plan.

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<sup>17</sup> Minn. Stat., section [245.4887](#).

- Identify what will support reunification and what will not.
- Identify current and future opportunities that will support reunification.
- Relative search and engagement to support permanency planning.
- Identifying relatives who can support and or meet child's treatment needs and service access.

Team members may consider the following:

- Prior residential placements and outcomes
- If child is currently experiencing an emotional crisis or other mental health emergency
- Child's conduct poses an imminent risk of physical harm to self or others – e.g., suicidality, running away, sexually acting out
- What positive support strategies have been implemented to resolve imminent risk and identify reasons it was not effective
- What positive support strategies, services, or less restrictive measures have not been tried that would maintain child safely in the home or foster home.

## Screening determinations

### When a screening team recommends placement in a Q RTP

When the responsible social service agency has placement responsibility, or plans to offer a voluntary placement agreement for a child's placement, and the juvenile treatment screening team recommends placing them in a qualified residential treatment program,<sup>18</sup> agencies must:

- Notify parents/custodians/guardians, and child's tribe of screening team recommendations, including information about the role of the qualified individual<sup>19</sup> in completing Q RTP assessment<sup>20</sup>
  - A qualified individual, who can be a licensed clinician like mental health professional/practitioner or an unlicensed community member who becomes a trained professional. These individuals will be trained by the Child Welfare Training Academy to assume the role of being a qualified individual, including certified to complete the Validated Functional tool, the Child and Adolescent Needs and Strengths assessment tool, part of the Q RTP assessment process. The department will maintain a list of trained and certified qualified individuals, sharing with placing agencies; however, county and tribal social services agencies can have their own qualified individual program. This individual cannot be providing child welfare services to child, or someone who is connected to or affiliated with a placement setting where child has been or may be placed.

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<sup>18</sup> Minn. Stat., section [260C.007, subd. 26d.](#)

<sup>19</sup> Minn. Stat., section [260C.007, subd. 26c.](#)

<sup>20</sup> Minn. Stat., section [260C.704.](#)

- Parents may identify a culturally competent<sup>21</sup> qualified individual to complete QRTP assessments. Agency shall make efforts to refer this assessment to an identified qualified individual. This should not cause a delay for completing an assessment.
- A qualified individual completes an independent assessment to determine whether it is necessary and appropriate to place a child in a QRTP, and determine which setting would provide the most effective and appropriate level of care in the least restrictive environment to meet a child's needs.
- Begin QRTP assessments and processes without delay.
- Conduct a relative search<sup>22</sup> to assemble child's family and permanency team;<sup>23</sup> if an Indian child, ensure due diligence in applying ICWA/MIFPA<sup>24</sup> provisions following ICWA order of placement preferences<sup>25</sup> of the Indian Child Welfare Act of 1978, [U.S. Code, Title 25, section 1915]<sup>26</sup> as follows:
  1. Non-custodial parent
  2. A member of Indian child's blood or biological relative
  3. A foster home licensed, approved, or specified by Indian child's tribe
  4. An Indian foster home licensed or approved by an authorized non-Indian licensing authority
  5. An institution for children approved by an Indian tribe or operated by an Indian organization, with a program suitable to meet Indian child's needs.

Before a social service agency notifies relatives regarding a family and permanency team, it must consult with child's parent/s or legal guardian, child if age 14 or older, and, if applicable, their tribe, to ensure that agency is providing notice to individuals who will act in child's best interests.

## When a screening team does not recommends placement in a QRTP

When a screening team determines that a child's needs do not require treatment in a QRTP, the juvenile treatment screening team must document services and supports that:

1. Will prevent foster care placement and support a child remaining at home, or
2. Will be arranged by an agency for child's placement in a family foster home, or
3. Are provided in any other setting.

The responsible social services agency will also:

- Inform parents/custodians/guardians of the recommendation by the juvenile treatment screening team and their rights to appeal

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<sup>21</sup> Culturally competent provider is one who understands and can utilize programs to benefit a client's culture. A provider may be culturally competent because it is the same cultural or ethnic group as client, or provider has developed knowledge and skills through training and experience to provide services to culturally diverse clients. [\[Minn. Stat., section, 256B.0943\]](#)

<sup>22</sup> Minn. Stat., section [260C.221](#).

<sup>23</sup> Minn. Stat., section [260C.706](#).

<sup>24</sup> Minn. Stat., sections [260.751](#) to [260.835](#).

<sup>25</sup> Minn. Stat., section [260.771, subd. 7](#).

<sup>26</sup> ICWA [25 U.S. Code, section 1915](#).

- If a social service agency and MCO, as part of screening, are unable to develop a joint recommendation, each must inform the parents/custodians/guardians of the level of care it recommended, and their right to appeal decisions of each entity
- Consult and discuss with parents/custodians/guardians next steps to arrange and access services and supports identified by the screening team, and planning for child to return home, or placed in a family foster home or other setting.

## Appealing a screening determination

When a screening team determines that a child's needs do not require treatment in a QRTP, the social service agency must inform parents/custodians/guardian of this decision, and their applicable [appeal rights](#) in writing. County or tribal caseworkers may assist parents/custodian/guardians with the process to file an appeal, as needed.

If a parent has a health plan that declines placement in a QRTP, they can file an appeal with their health plan. If a health plan takes more than 30 days to decide an appeal, the parent/custodian can request a state appeal (state fair hearing), as noted in [DHS-3214-ENG](#).

## The Social Service Information System

To record results of a juvenile treatment screening team decision,<sup>27</sup> the responsible social service agency will complete a new screen in the Social Service Information System (SSIS). Agency caseworker will document the meeting process and the screening team's recommendation starting Oct. 1, 2021. For information regarding documentation in SSIS, refer to the [Social Service Information System \(SSIS\) Resource Page](#).

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<sup>27</sup> Minn. Stat., section [260C.157 \(h\)](#).

A D D E N D U M  
to  
Purchase of Service Agreement  
Between Itasca County Health and Human Services  
and  
COMPASS NORTH

WE THE PARTIES HERETO, AGREE THAT THE TERMS AND AGREEMENT OF THE CONTRACT FOR **JUVENILE SCREENINGS FOR PLACEMENT TO QRTP FACILITIES** TO PERSONS, CURRENTLY IN PLACE JANUARY 1, 2021 THROUGH DECEMBER 31, 2021, HAS THE FOLLOWING CHANGE EFFECTIVE OCTOBER 1, 2021:

**Juvenile Screening Team Assessments are required as of October 1, 2021 when placing a child in a Qualified Residential Treatment Program. Screening team must include a member with Mental Health and Chemical Dependency background. Screening rate is \$100/ assessment, not to exceed \$1500 per year.**

All other Program Descriptions Remain Unchanged in the 2021 Purchase of Service Agreement.

AND THAT THESE SAME TERMS AND AGREEMENTS WILL BE HONORED BY THE PARTIES HEREIN DESCRIBED.

APPROVED:

\_\_\_\_\_  
CHAIRPERSON, BOARD OF CONTRACTOR

\_\_\_\_\_  
DATE

\_\_\_\_\_  
DIRECTOR OF CONTRACTING AGENCY

\_\_\_\_\_  
DATE

\_\_\_\_\_  
ITASCA COUNTY HEALTH AND HUMAN SERVICES  
DIRECTOR

\_\_\_\_\_  
DATE

\_\_\_\_\_  
CHAIRPERSON, ITASCA COUNTY BOARD

\_\_\_\_\_  
DATE



**ITASCA COUNTY  
BOARD OF COMMISSIONERS**

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

Tuesday, October 26, 2021

---

**REQUEST FOR BOARD ACTION: RBA-2021-1831**

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**DEPARTMENT:** Transportation

**TIME REQUESTED:** < 5 Minutes

**PRESENTER:** Karin Grandia

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**AGENDA ITEM:**

Eminent Domain on CSAH 60

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**BOARD ACTION REQUESTED:**

Authorize the utilization of eminent domain as set forth in MN Statute 117 to acquire Right-of-Way on parcel 97-005-1100 for the CSAH 60 reconstruction project.

**BACKGROUND:**

CSAH 60 serves as an important route between TH 38 & CSAH 7 in the central portion of the County. The average daily traffic is approximately 400 vehicles per day. In 2020 & 2021, the last gravel portion of the road was reconstructed and paved. The segment from CR 329 to CSAH 7 is deficient in cross section and the surface of the road is in need of rehabilitation. The reconstruction of this segment is in the 5 year plan for 2022.

All of the right of way for this project has been acquired with the exception of parcel 97-005-1100. We had been in contact with the property owner and were beginning discussions about the impacts and compensation associated with an easement for this work. However, since June, the property owner has stopped returning calls. We have made numerous efforts to contact the owner, both by telephone and trips to the owner's residence, with no luck. The condemnation process will provide a timely framework to acquire public highway easement rights and allow the construction of this project in 2022.

**COUNTY ATTORNEY REVIEW:** N/A

**SUPPORTING DOCUMENTATION:** None

10/19/2021

|                |                                |                                 |
|----------------|--------------------------------|---------------------------------|
| <b>RESULT:</b> | <b>RECOMMENDED FOR CONSENT</b> | <b>NEXT: 10/26/2021 2:30 PM</b> |
|----------------|--------------------------------|---------------------------------|

|                |                           |
|----------------|---------------------------|
| <b>RESULT:</b> | <b>PULLED FROM AGENDA</b> |
|----------------|---------------------------|





**ITASCA COUNTY  
BOARD OF COMMISSIONERS**

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

Tuesday, October 26, 2021

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**REQUEST FOR BOARD ACTION: RBA-2021-1834**

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**DEPARTMENT:** Transportation

**TIME REQUESTED:** < 5 Minutes

**PRESENTER:** Karin Grandia

---

**AGENDA ITEM:**

Nashwauk Township Agreement

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**BOARD ACTION REQUESTED:**

Enter into an Agreement with Nashwauk Township outlining responsibilities for each party as they relate to replacing the culvert on South Sucker Lake Road and authorize the required signatures on the Agreement documents.

**BACKGROUND:**

Nashwauk Township has requested assistance with the replacement of a large culvert on South Sucker Lake Road. This culvert, when replaced, will likely qualify as a bridge under the State of Minnesota definitions, which will allow the Township to access Town Bridge account money for the replacement.

The Transportation Department will work with the Township to secure Town Bridge money to complete the project. This type of funding requires cost participation from the Township. If the Township has a tax capacity above \$300,000, they are required to pay the first \$10,000 towards the engineering and the first \$10,000 towards the approach grading, after which the Town Bridge account will cover the remaining costs.

Nashwauk Township has provided a signed copy of the agreement indicating it's willingness proceed with the project.

This is a normal service that we have provided to Townships in the past and will not affect our staffing levels or construction programs for this year.

This agreement has been used in the past with other townships.

**COUNTY ATTORNEY REVIEW:** Yes and/or Pending

**SUPPORTING DOCUMENTATION:**

1. Nashwauk Township Agreement

10/19/2021

|                |                                |                                 |
|----------------|--------------------------------|---------------------------------|
| <b>RESULT:</b> | <b>RECOMMENDED FOR CONSENT</b> | <b>NEXT: 10/26/2021 2:30 PM</b> |
|----------------|--------------------------------|---------------------------------|

|                  |                                                                 |
|------------------|-----------------------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED (5 TO 0)</b>                                        |
| <b>MOVER:</b>    | Commissioner Terry Snyder                                       |
| <b>SECONDER:</b> | Commissioner Ben DeNucci                                        |
| <b>AYES:</b>     | Davin Tinquist, Terry Snyder, Leo Trunt, Burl Ives, Ben DeNucci |

## AGREEMENT

THIS AGREEMENT is made and entered into by Nashwauk Township, hereafter referred to as "Township", and the COUNTY OF ITASCA, a duly organized county within the State of Minnesota, hereafter referred to as "County" in accordance with the authority conferred by Minnesota Statute 164.03, subdivision 2.

WHEREAS, the Township wishes to reconstruct the crossing located on South Sucker Lake Road. The existing structure is an 8' tank car that creates a less than desirable profile on the road due to its size. The new structure will be replaced with two or more smaller culverts depending on preliminary engineering analysis, which will likely result in this structure meeting the definition of a bridge in the State of Minnesota; and

WHEREAS, the Township has requested that the County conduct the necessary engineering for this project; and

WHEREAS, this agreement outlines the division of costs and responsibilities to be borne by Township and County;

THEREFORE, IT IS MUTUALLY AGREED AND UNDERSTOOD, with regard to the above project, the parties hereby agree to the following:

1. The County shall prepare plans and specifications for said project in accordance with the 2020 Edition of the Minnesota Department of Transportation Standard Specifications for Construction and Materials Lab Supplemental Specifications for Construction.
2. The County shall prepare an engineer's construction cost estimate for said project.
3. The County will work with the State Aid Division of MnDOT to acquire Town Bridge Account funding for the construction of the project. If funding is not secured, the project will be put on hold until such time that funding is acquired by the Township.
4. If Town Bridge Account funds are secured, those funds will pay for the majority of the construction costs for this project; however, up to \$10,000 of the approach grading costs cannot be funded by these means according to the rules governing this type of funding. Additionally, the first \$10,000 of engineering costs are not eligible for this funding. Therefore, the Township agrees to pay up to \$10,000 towards approach costs and the first \$10,000 of the engineering costs for the project.
5. The County shall acquire any environmental permits and right of way required to construct the project. The Township will be responsible for the cost of the permits and right of way. These costs are in addition to the \$10,000 of engineering costs outlined above.

Itasca County  
Nashwauk Township  
South Sucker Lake Road Culvert

6. The Township agrees to reimburse the County for all direct out-of-pocket costs paid by the County to other individuals, agencies or entities that are required for project delivery. Those costs include, but are not limited to, right-of-way acquisition costs, which are in addition to the \$10,000 of engineering costs outlined above.
7. If the project moves forward to construction, the County shall perform all necessary Contract administration, construction engineering and staking, material testing, record keeping and construction inspection, and shall construct the project as specified in the plans.
8. The Township will be the owner of the proposed bridge or culvert and will be responsible for all future costs associated with the structure. The County, by statute, will conduct the federally required safety inspections for the Township.
9. The County agrees that it shall indemnify, save, and hold harmless the Township and all of its employees and agents from any and all claims, demands, actions or causes of action of whatever nature or character arising out of or by reason of the County's execution or performance of the work provided for herein, and that the County further agrees to defend at its own cost and expense any action or proceeding commenced for the purpose of asserting any claim of whatever character arising from the County's execution or performance of the work provided for herein. This provision is subject to the limitations of Minnesota Statutes Chapter 466.

The Township agrees that it shall indemnify, save, and hold harmless the County and all of its employees and agents from any and all claims, demands, actions or causes of action of whatever nature or character arising out of or by reason of the Township's execution or performance of the work provided for herein, and that the Township further agrees to engage at its own cost and expense any action or proceeding commenced for the purpose of asserting any claim of whatever character arising from performance of the improvements provided for the Township herein. This provision is subject to the limitations of Minnesota Statutes Chapter 466.

IT IS FURTHER AGREED, that any and all employees of the County of Itasca, while engaged in the performance of any work or service which the County is specifically required to perform under this Agreement, shall be considered employees of the County only and not of the Township, and that any and all claims that may or might arise under the Workers Compensation Act of the State of Minnesota on behalf of said employees while so engaged and any and all claims made by any third parties as a consequence of any act, of said employees, shall be the sole obligation of the County.

Itasca County  
Nashwauk Township  
South Sucker Lake Road Culvert

IT IS FURTHER AGREED, that any and all employees of the Township, while engaged in the performance of any work or service which the Township is specifically required to perform under this Agreement, shall be considered employees of the Township only and not of the County, and that any and all claims that may or might arise under the Workers Compensation

Act of the State of Minnesota on behalf of said employees while so engaged and any and all claims made by any third parties as a consequence of any act, of said employees, shall be the sole obligation of the Township.

FINAL AGREEMENT, This Agreement is the final expression of the agreement of the parties and the complete and exclusive statement of the terms agreed upon, and shall supersede all prior negotiations, understandings, or agreements. There are no representations, warranties, or stipulations, either oral or written, not contained herein.

IN WITNESS WHEREOF, the parties have executed this Agreement this 12<sup>th</sup>  
day of OCT, 2021.

COUNTY OF ITASCA

The undersigned certify that they have lawfully executed this contract on behalf of the Governmental Unit as required by applicable charter provisions, resolutions, or ordinances.

By: \_\_\_\_\_  
Chairman of the County Board

By: \_\_\_\_\_  
Clerk of the County Board

Date: \_\_\_\_\_

TOWNSHIP OF NASHWAUK

The undersigned certify that they have lawfully executed this contract on behalf of the Governmental Unit as required by applicable charter provisions, resolutions, or ordinances.

By: Warren H. H. H.  
Chairman of the Town Board

By: Amy Dale Bauneker  
Clerk of the Town Board

Date: 10-12-2021



**ITASCA COUNTY  
BOARD OF COMMISSIONERS**

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

Tuesday, October 26, 2021

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**REQUEST FOR BOARD ACTION: RBA-2021-1832**

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**DEPARTMENT:** Land Department

**TIME REQUESTED:** < 5 Minutes

**PRESENTER:** Michael Gibbons

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**AGENDA ITEM:**

Notice of Oral Auction of Timber

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**BOARD ACTION REQUESTED:**

Authorize the notice of intermediate and regular oral bid auction of timber be given by publication in the official newspaper of the County as provided by law and that Land Commissioner offers such tracts of timber in the order in which they appear in said notice of sale, and that sale shall commence at 10:00 am on Tuesday, December 14, 2021 at the Cohasset Community Center.

**BACKGROUND:**

**COUNTY ATTORNEY REVIEW:** N/A

**SUPPORTING DOCUMENTATION:**

1. Notice of Intermediate and Regular Timber Auction\_Dec2021

10/19/2021

|                |                                |                                 |
|----------------|--------------------------------|---------------------------------|
| <b>RESULT:</b> | <b>RECOMMENDED FOR CONSENT</b> | <b>NEXT: 10/26/2021 2:30 PM</b> |
|----------------|--------------------------------|---------------------------------|

|                  |                                                                 |
|------------------|-----------------------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED (5 TO 0)</b>                                        |
| <b>MOVER:</b>    | Commissioner Terry Snyder                                       |
| <b>SECONDER:</b> | Commissioner Ben DeNucci                                        |
| <b>AYES:</b>     | Davin Tinquist, Terry Snyder, Leo Trunt, Burl Ives, Ben DeNucci |

## NOTICE OF INTERMEDIATE AND REGULAR TIMBER AUCTION SALE

Itasca County Forest Lands are FSC Certified by  
NEPCo, NC-FM/COC-001709; FSC 100%

Pursuant to the October 26, 2021 official action of the Itasca County Board of Commissioners and under the provisions of Minnesota Statute 282.04, as amended, timber on tax-forfeited land within Itasca County will be offered for sale WITHOUT the sale of land at an Intermediate and Regular Auction at **10:00 A.M. on Tuesday, December 14, 2021, at the Cohasset Community Center, Cohasset, MN.** Timber will be sold to the highest bidder at not less than the appraised value listed on the Timber Report. Bidding shall be by ORAL BID ONLY. Bid up shall be by two (or even numbered) percent increments, the percent bid up to be added to the appraised price. Itasca County reserves the right to accept or reject any or all bids. SIGNING A ONE TIME AFFIDAVIT OF COMPLIANCE IS REQUIRED PRIOR TO BEING ABLE TO BID ON COUNTY TIMBER AUCTIONS. **All bidders who have not previously registered (i.e. signed Affidavit of Compliance) must register prior to 4:30 p.m. on Monday, December 13, 2021.** Interested bidders are responsible to know and comply with all permit regulations and eligibility limits. Bidders must be 18 years and older and in good standing with Itasca County. No bidder can act in any capacity on behalf of a non-qualifying operation for the purpose of procuring rights to timber from Itasca County. No bid will be accepted from any bidder having a delinquent or uncollectible timber permit account or a pending timber trespass with a county, state or federal agency. Violation of eligibility limits will result in loss of down payment and/or loss of privilege to purchase stumpage from Itasca County.

### RECOMMENDATIONS TO HELP REDUCE PUBLIC HEALTH RISKS AT THE AUCTION

- Do not attend the auction if you are sick or in a high-risk health category.
- Chairs will be provided and spaced appropriately; attendees are asked not to move them.
- It is requested that only one (1) representative from your organization attend the auction to limit the number of total attendees.
- Wearing of a mask for attendees who are not vaccinated.
- Bidders are asked to maintain distancing when at the facility.
- Disposable bidding cards will be mailed to recent bidders, available at the Land Department office until 12/13/2021, and will be available to bidders at auction.
- Successful bidders will be mailed an invoice for down payments, which will be due within 14 days. Down payments will not be collected at the auction.
- Face coverings and hand sanitizer will be available for use, refreshments will not be provided.
- This oral auction may be cancelled at any time if auction safety guidelines are not followed by attendees, or if Covid-19 infection rates are such that local\state\federal guidelines dictate.

All sizes of operations are eligible to purchase timber through Intermediate Auction sale. Each purchaser may have no more than four permits purchased through Intermediate Auction sale in possession at any time. During Intermediate Auction sales an operation may purchase only one (1) permit in the first round of bidding. An operation may purchase more than one permit in the second round of bidding but may not exceed the possession limit of 4 intermediate permits. Intermediate Auction permits will have the duration of three (3) years, unless stated otherwise. Intermediate Auction permits may be granted one extension, not to exceed one year, upon payment of 10% of the uncut "bid up value" balance. The minimum extension fee shall be \$50. Extensions will be granted at the discretion of the District Forester. Intermediate Auction permits are non-transferable, except in case of hardship. Remaining unsold Intermediate Auction tracts may be re-offered through Regular Auction subject to their Intermediate Auction permit terms, but will not be counted towards the Intermediate Auction sale permit limit of four.

The Regular Auction will immediately follow the Intermediate Auction. There is no limit on how many permits may be purchased through Regular Auction. Regular Auction permits will have the duration of three (3) years, unless stated otherwise. Regular Auction permits may be granted one regular extension, not to exceed one year, upon payment of 10% of the uncut "bid up value" balance. The minimum extension fee shall be \$50. Regular extensions will be granted at the discretion of the District Forester. Regular Auction permits may be transferred upon written approval from the Land Commissioner. Each tract not

sold at the auction will be available over the counter at the appraised value subject to its "auction permit terms" until withdrawn from sale.

Immediately after the sale, the successful bidder for each tract must pay a minimum non-refundable down payment of 15% of the APPRAISED value for that tract. Two thirds of this payment (10% of the appraised value) will be held as a performance bond, and the remaining amount (5% of the appraised value) as a stumpage advance. The Performance Bond will be kept on deposit by the County and will be refunded upon satisfactory completion of the permit requirements, as judged by the District Forester. A permit to cut and remove the timber from the land will be issued to the purchaser in whose name the bid is made. The price of each species subject to bid will be increased by the bid up percent of the successful bid for that tract. The purchaser must pay for all stumpage prior to cutting. All cut products shall be scaled by Itasca County before being removed from the permit area unless specified otherwise. In the case of tracts that are partitioned into pre-determined cutting blocks, the total down payment is to be 15% of the APPRAISED value of the ENTIRE permit. A performance bond of 10% of the APPRAISED value of the ENTIRE permit will be deducted from the down payment. The remaining 5% will be applied to the first cutting block that is opened. The stumpage value in each block must be paid in full before any cutting may begin in that block. With the permission of the District Forester, the purchaser may enter unpaid blocks and cut necessary timber incidental to developing logging roads as may be needed to log other blocks, provided that no timber may be removed from an unpaid block until separately scaled and paid for.

Within five (5) business days prior to beginning sale operations, the Purchaser has the option to furnish security for the remaining stumpage value. Under this option, the Purchaser may pay for stumpage after the wood is felled or scaled, rather than paying prior to harvest. Security can be furnished in one of the following forms: Corporate surety bond, cash, certified check, cashier's check, money order, assignable bonds or notes of the United States, an assignment of a bank savings account or investment certificate, or an irrevocable bank letter of credit. No harvesting is permitted until proper security has been furnished or payment in full is received for the remaining stumpage balance. Should the Purchaser default on the permit under the security option prior to when logging begins, the Purchaser shall, at a minimum, lose the 15% down payment as a penalty for not completing the permit requirements. Additionally, the Purchaser may be liable for costs and losses incurred by Itasca County on that permit in excess of the 15% down payment. Costs and losses to Itasca County may include but are not limited to decreases in stumpage upon re-sale of the timber, additional permit layout and sale costs required for re-sale, and loss of timber due to blowdown or disease after the permit has forfeited to Itasca County until the permit is harvested.

It is the responsibility of the bidder to arrange access to the permit area, examine each tract, and know the timber permit requirements as stated in the Timber Report and in the Itasca County Forest Management Guidelines & Specifications. Copies of these requirements are available at the Itasca County Land Department upon request. Submission of bid reflects that Bidder has inspected the tract and its permit requirements. Copies of permit requirements for each tract offered for sale, and further information relative to the bidding specifications, are available at the Land Commissioner's Office, 1177 LaPrairie Ave, Grand Rapids, Minnesota (Telephone number: 218-327-2855; TDD numbers: 218-326-0316 or 218-327-2941).

Itasca County does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment and the provision of services. Prospective bidders who require special accommodations to participate in this sale should inform the Land Department as soon as possible and more than three working days before the sale. Permits can only be awarded to bidders who comply with the Americans with Disabilities Act.

*Kory Cease*

Itasca County Land Commissioner



**ITASCA COUNTY  
BOARD OF COMMISSIONERS**

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

Tuesday, October 26, 2021

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**REQUEST FOR BOARD ACTION: RBA-2021-1828**

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**DEPARTMENT:** Land Department

**TIME REQUESTED:** 5 Minutes

**PRESENTER:** Cindy Shevich

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**AGENDA ITEM:**

Sale of Tax-Forfeited Land to City of Cohasset for Public Purpose

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**BOARD ACTION REQUESTED:**

Adopt the Resolution RE: Sale of Tax-forfeited Land to the City of Cohasset for a Public Purpose, which approves sale of that part of Government Lot 1, lying South and East of Brook, Section 10, Township 55, Range 26 under the terms provided in Minnesota Statute 282.01, Subd 1a para (b) for a price of \$3,937.00 plus all associated costs.

**BACKGROUND:**

The City of Cohasset has requested purchase of tax-forfeited land, legally described as that part of Government Lot 1, lying South and East of Brook, Section 10, Township 55, Range 26 for a price of \$3,937.00 plus all associated costs. Minnesota Statute 282.01, Subd. 1a (b) allows sale of non-conservation tax-forfeited land to an incorporated governmental subdivision for their market value as determined by the county board, for any public purpose for which the subdivision is authorized to acquire property.

The Itasca County Board of Commissioners has classified the above described property as non-conservation land. The City of Cohasset has requested purchase of said property to enhance and promote community and economic development by creating a Riverfront Downtown Development.

**COUNTY ATTORNEY REVIEW:** N/A

**SUPPORTING DOCUMENTATION:**

1. City Resolution 9-28-2021
2. Location\_Map 05-010-1401

10/19/2021

|                |                                |                                 |
|----------------|--------------------------------|---------------------------------|
| <b>RESULT:</b> | <b>RECOMMENDED FOR CONSENT</b> | <b>NEXT: 10/26/2021 2:30 PM</b> |
|----------------|--------------------------------|---------------------------------|

|                |                           |
|----------------|---------------------------|
| <b>RESULT:</b> | <b>APPROVED (5 TO 0)</b>  |
| <b>MOVER:</b>  | Commissioner Terry Snyder |

|                  |                                                                 |
|------------------|-----------------------------------------------------------------|
| <b>SECONDER:</b> | Commissioner Ben DeNucci                                        |
| <b>AYES:</b>     | Davin Tinquist, Terry Snyder, Leo Trunt, Burl Ives, Ben DeNucci |



**ITASCA COUNTY  
BOARD OF COMMISSIONERS**

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

Tuesday, October 26, 2021

**RESOLUTION 2021-64**

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**RE: SALE OF TAX-FORFEITED LAND TO THE CITY OF COHASSET FOR PUBLIC PURPOSE**

**WHEREAS**, the following described lands forfeited to the State of Minnesota in 1941 for non-payment of taxes and is managed by Itasca County:

That part of Government Lot 1, lying South and East of Brook, Section 10, Township 55, Range 26; and

**WHEREAS**, the City of Cohasset has requested purchase of said property to enhance and promote community and economic development by creating a Riverfront Downtown Development;.

**WHEREAS**, Minnesota Statute 282.02, Subd. 1a (b) allows sale of non-conservation tax-forfeited land to an incorporated governmental subdivision for the market value as determined by the county board, for any public purpose for which the subdivision is authorized to acquire property.

**WHEREAS**, Itasca County has determined that the County's land management interests would be best served if that part of Government Lot 1, lying South and East of Brook, Section 10, Township 55, Range 26 is is managed for a public purpose by the City of Cohasset.

**NOW THEREFORE BE IT RESOLVED**, that the Itasca County Board of Commissioners approves sale of that part of Government Lot 1, lying South and East of Brook, Section 10, Township 55, Range 26 under the terms provided in Minnesota Statute 282.01, Subd 1a para (b) for a price of \$3,937.00 plus all associated costs.

|                  |                                                                 |
|------------------|-----------------------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED (5 TO 0)</b>                                        |
| <b>MOVER:</b>    | Commissioner Terry Snyder                                       |
| <b>SECONDER:</b> | Commissioner Ben DeNucci                                        |
| <b>AYES:</b>     | Davin Tinquist, Terry Snyder, Leo Trunt, Burl Ives, Ben DeNucci |

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STATE OF MINNESOTA  
Office of County Administrator  
ss. County of Itasca

I, BRETT SKYLES, Administrator of the County of Itasca, do hereby certify that I have compared the foregoing with the original resolution filed in my office on the 26th day of October A.D. 2021 and that the same is a true and correct copy of the whole thereof.

WITNESS MY HAND AND SEAL OF OFFICE at Grand Rapids, Minnesota, this 26th day of October A.D. 2021.

---

Administrator

**CITY OF COHASSET  
RESOLUTION 2021-35**

**A RESOLUTION REQUESTING CONVEYANCE OF TAX-FORFEITED TRUST  
PARCEL FOR AN AUTHORIZED PUBLIC PURPOSE.**

**WHEREAS**, Minnesota Statute 282.01 subd.1a. par. B. allows for, upon written request of a governmental subdivision of the State, the County board's approval of the conveyance of a tax forfeited trust land to the public entity for an authorized public purpose of the tax forfeited land for the purpose of enhancing and promoting community and economic development by creating a Riverfront Downtown Development; and

**WHEREAS**, the following described land (see attached map) has forfeited to the State of Minnesota for non-payment of taxes and is managed by Itasca County:

Government Lot 1 S & E of Brook (05-010-1401), in Sec: 10; Twp: 55; Rng: 26, and

**WHEREAS**, the City of Cohasset and the public would benefit from conveyance of said tax-forfeited trust parcel for economic development to increase tax base.

**NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF COHASSET**, that the City of Cohasset respectfully requests that the Itasca County Board consider approving conveyance of tax-forfeited trust parcels as described above to the City of Cohasset, as provided for under Minnesota Statute 282.01 subd.1a. par. b, for the authorized public purpose for economic development of a Riverfront Downtown Development to increase tax base.

Adopted by the Cohasset City Council this 28<sup>th</sup> day of September, 2021.

\_\_\_\_\_  
Greg Hagy, Mayor

\_\_\_\_\_  
Max Peters, Director of City Operations/Finance Manager



PARCEL #05-010-1401



The Data is provided "as is" without warranty or any representation of accuracy, timeliness or completeness. The burden for determining accuracy, completeness, timeliness, merchantability and fitness for or the appropriateness for use rests solely on the requester. The County makes no warranties, express or implied, as to the use of the Data. There are no implied warranties of merchantability or fitness for a particular purpose. The requester acknowledges and accepts the limitations of the Data, including the fact that the Data is dynamic and is in a constant state of maintenance, correction and update.



0 25 50 100  
 Feet

Government Lot 1, lying South and East of Brook  
 Section 10, Township 55, Range 26



**ITASCA COUNTY  
BOARD OF COMMISSIONERS**

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

Tuesday, October 26, 2021

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**REQUEST FOR BOARD ACTION: RBA-2021-1837**

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**DEPARTMENT:** Land Department

**TIME REQUESTED:** < 5 Minutes

**PRESENTER:** Sara Thompson

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**AGENDA ITEM:**

Wilderness Trail Final Sponsorship

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**BOARD ACTION REQUESTED:**

Adopt the Resolution Re: Final Sponsorship of the Grant-in-Aid (GIA) Wilderness ATV/OHM Trail and authorize necessary signatures for the County-Club Agreement.

**BACKGROUND:**

All necessary applications have been prepared and landowner agreements/permits have been approved and signed, the County-Club agreement is ready for necessary signatures.

**COUNTY ATTORNEY REVIEW:** N/A

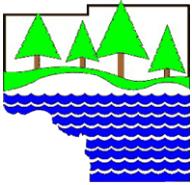
**SUPPORTING DOCUMENTATION:**

1. WildernessATVRouteDM\_V205192021
2. WildernessATVTrailProposed20210810
3. Wilderness Trail Landowner Permits signed

10/19/2021

|                |                                |                                 |
|----------------|--------------------------------|---------------------------------|
| <b>RESULT:</b> | <b>RECOMMENDED FOR CONSENT</b> | <b>NEXT: 10/26/2021 2:30 PM</b> |
|----------------|--------------------------------|---------------------------------|

|                  |                                                                 |
|------------------|-----------------------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED (5 TO 0)</b>                                        |
| <b>MOVER:</b>    | Commissioner Terry Snyder                                       |
| <b>SECONDER:</b> | Commissioner Ben DeNucci                                        |
| <b>AYES:</b>     | Davin Tinquist, Terry Snyder, Leo Trunt, Burl Ives, Ben DeNucci |



**ITASCA COUNTY  
BOARD OF COMMISSIONERS**

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

Tuesday, October 26, 2021

**RESOLUTION 2021-65**

**RE: SPONSORSHIP OF THE GRANT-IN-AID (GIA) WILDERNESS ATV/OHM TRAIL**

**WHEREAS**, the State of Minnesota has made funding available through the Minnesota Trails Assistance Program for the purpose of construction and maintaining Off Highway Vehicle trails for All terrain Vehicles (ATV) and Off Highway Motorcycles (OHM), and

**WHEREAS**, Minnesota Trails Assistance Program applications have been prepared for the approval of Itasca County as sponsor for the following ATV/OHM trail:

**Trail: Wilderness ATV/OHM Trail**

**Club: Wilderness Wheelers ATV Club,**  
and therefore be it

**RESOLVED**, that Itasca County act as the legal sponsor for an application for funding to the State of Minnesota Department of Natural Resources for acquisition, construction, maintenance of the above ATV/OHM trail, and be it further

**RESOLVED**, that upon approval of its application by the State of Minnesota, Itasca County may enter into an agreement with the State of Minnesota for the above referenced project and that it will comply with all applicable laws and regulations as stated in the agreement, and be it further

**RESOLVED**, that Itasca County Board Chairperson is authorized to sign such agreement with the State of Minnesota, and be it further

**RESOLVED**, that the County Auditor is hereby authorized to serve as the fiscal agent, on behalf of Itasca County, for the above reference project, and be it further

**RESOLVED**, that notwithstanding the financial assistance provided for in the state contract, Itasca County shall not be liable for such costs as are incurred by the club because state funds are depleted.

|                  |                                                                 |
|------------------|-----------------------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED (5 TO 0)</b>                                        |
| <b>MOVER:</b>    | Commissioner Terry Snyder                                       |
| <b>SECONDER:</b> | Commissioner Ben DeNucci                                        |
| <b>AYES:</b>     | Davin Tinquist, Terry Snyder, Leo Trunt, Burl Ives, Ben DeNucci |

STATE OF MINNESOTA  
Office of County Administrator  
ss. County of Itasca

I, BRETT SKYLES, Administrator of the County of Itasca, do hereby certify that I have compared the foregoing with the original resolution filed in my office on the 26th day of October A.D. 2021 and that the same is a true and correct copy of the whole thereof.

WITNESS MY HAND AND SEAL OF OFFICE at Grand Rapids, Minnesota, this 26th day of October A.D. 2021.

Administrator

**DECISION MEMO**  
**WILDERNESS ATV ROUTE**  
**U.S. FOREST SERVICE**  
**T59N, R25 AND 26W, T60N, R25 AND 26W**  
**DEER RANGER DISTRICT**  
**ITASCA COUNTY**

**BACKGROUND**

The Wilderness ATV Club and Itasca County Parks and Recreation Department of Itasca County made a request to allow the use of ATVs on existing Forest Service Grant-In-Aid snowmobile trails and Forest Service system roads. The route, if approved, along with use of non-forest service roads, would allow Itasca County to apply to MN DNR to designate it as a Grant-In-Aid (GIA) trail and be eligible for funding through the GIA program. The Chippewa National Forest has agreements with Itasca County to maintain both snowmobile trails and ATV routes.

**DECISION**

I have decided to approve the change to allow ATV use of segments of snowmobile trails, identified on the maps and table below. The allowed use for these trails will be snowmobiles and ATV as defined in the Chippewa National Forest Plan. Prior to any sections with wet area crossings being opened to motorized use besides snowmobiles, all wet area crossings shall 1) have structures approved by the appropriate deciding official, separate from this decision and 2) those structures constructed, inspected, and approved by the delegated Forest Service representative.

I am also approving the construction of approximately 600 feet of new trail between Forest Service System Road 3237 and Itasca County Road 134. The location of this new trail runs through a timber sale unit identified in the Central Vegetation Management project and construction shall not begin until the harvesting is complete.

To reduce the number of wet areas being crossed the portions of the route were adjusted from the proposed route to stay on existing roads currently open to all motorized vehicles.

Trail maintenance, structure construction, annual work plans, and funding are the responsibility of Itasca County and trail club partners.

Table1: Trail segments – Decision

| Name of Trail                     | Begin Location         | End location             | Decision                                      | Designation              | Mitigation                                                 |
|-----------------------------------|------------------------|--------------------------|-----------------------------------------------|--------------------------|------------------------------------------------------------|
| New Trail                         | Itasca County Road 134 | FR3237/3237A             | Construct approximately 600 feet of new trail | ATV Trail                | Yes, implementation upon completion of timber sale harvest |
| Marcell North Snowmobile Trail    | FR2668, Balmy Road     | Itasca County Road 45    | Change allowed use to include ATV             | Snowmobile and ATV trail | Yes, wet area crossings                                    |
| Marcell North Snowmobile Trail    | Itasca County Road 45  | Jack the Horse Lake Road | Change allowed use to include ATV             | Snowmobile and ATV trail | Yes, wet area crossings                                    |
| Marcell North Snowmobile Trail    | FR2491                 | FR2182                   | Change allowed use to include ATV             | Snowmobile and ATV trail | Yes, wet area crossings                                    |
| Marcell North Snowmobile Trail    | FR2182                 | FR3293                   | Change allowed use to include ATV             | Snowmobile and ATV trail | None                                                       |
| FR 2422/ Marcell Snowmobile Trail | FR3293                 | Itasca County Road 254   | Change allowed use to include ATV             | Snowmobile and ATV trail | Repair road bed, grading and gravel                        |
| Marcell Snowmobile Trail          | Itasca County Road 254 | FR2423                   | Change allowed use to include ATV             | Snowmobile and ATV trail | Yes, Wetland crossing                                      |
|                                   |                        |                          |                                               |                          |                                                            |

Table2: Trail to Remain Snowmobile Only

| Name of Trail                  | Begin Location                 | End location    | Decision                 | Designation      |
|--------------------------------|--------------------------------|-----------------|--------------------------|------------------|
| Marcell North Snowmobile Trail | FR2182                         | FR2491          | No change in allowed use | Snowmobile Trail |
| Cameron Lake Snowmobile Trail  | Marcell North Snowmobile Trail | Forest Boundary | No change in allowed use | Snowmobile Trail |

ATV is defined in the Chippewa National Forest Plan as a motorized floatation-tired vehicles with at least three, but no more than six low pressure tires, with an engine displacement of less

than 800 cubic centimeters and total dry weight less than 900 pounds. ATVs with a total dry weight of more than 900 pounds are classified as ORVs. (State of MN Off-Highway Vehicle Regulations 2003-04)

This action is categorically excluded from documentation in an environmental impact statement (EIS) or an environmental assessment (EA). The applicable category of actions is identified in agency procedures as 36 CFR 220.6(e)(1) Construction and Reconstruction of Trails. This category of action(s) is applicable because a trail exists and the designated allowed use will be changed and a short segment of new trail will be constructed. That new trail construction is in an area that is scheduled for timber harvest where environmental analysis (Central Vegetation Management Project) has been completed. Trail construction will not begin until harvesting and any subsequent timber sale area contract direction is completed. My decision also allows for annual maintenance of the trail as appropriate to maintain safe riding conditions and protect the surrounding natural resources.

I find that there are no extraordinary circumstances that would warrant further analysis and documentation in an EA or EIS. I considered resource conditions identified in agency procedures that should be considered in determining whether extraordinary circumstances might exist:

- The BE determined that there will be no adverse effect on listed threatened or endangered species. The project may affect two listed sensitive species, the four-toed salamander, and the bog lemming. However, the project will not likely result in loss of viability nor cause a trend toward federal listing. Mitigation recommended include bridging stream and wetland crossings and minimize vehicle disturbance during maintenance and construction.

## **TRIBAL CONSULTATION AND PUBLIC INVOLVEMENT**

A letter was sent to the Leech Lake Band of Ojibwe describing the proposed project; however no response was received.

This action was originally listed as a proposal on the Chippewa National Forest Schedule of Proposed Actions and updated periodically during the analysis. Emails were sent to local government agencies and clubs (snowmobile and ATV.) All responses were positive and supportive.

## **FINDINGS REQUIRED BY OTHER LAWS AND REGULATIONS**

Compliance with Executive order 11990, Endangered Species is discussed in the Decision section of this document.

This decision is consistent with the 2004 Chippewa National Forest Land and Resource Management Plan. The project was designed to help achieve the desired conditions in this plan, providing recreational motor vehicle opportunities in a variety of forest settings (D-RMV-1). The project also supports terrestrial and aquatic wildlife by managing and protecting native

plants and animals, protect water quality, and manage for compatible human uses and access (D-WL-5).

# 1. Floodplains, wetlands, or municipal watersheds -

*Floodplains:* Executive Order 11988 calls for avoidance of adverse impacts associated with the occupancy and modification of floodplains. Floodplains are defined by this order as, "...the lowland and relatively flat areas adjoining inland and coastal waters include flood prone areas of offshore islands, including at a minimum, that area subject to a one percent [100-year recurrence] or greater chance of flooding in any one year."

The project is not located within any floodplains

*Wetlands:* Executive Order 11990 calls for avoidance of adverse impacts associated with destruction or modifications of wetlands. Wetlands are defined by this order as, "areas inundated by surface or ground water with a frequency sufficient to support and under normal circumstances does or would support a prevalence of vegetative or aquatic life that requires saturated or seasonally saturated soil conditions for growth and reproduction. Wetlands generally include swamps, marshes, bogs, and similar areas such as sloughs, potholes, wet meadows, river overflows, mud flats, and natural ponds."

This project includes wetlands. Structures to avoid adverse impacts will be constructed to cross these areas. Specific location and engineer approved design to be reviewed and approved prior to construction.

*Municipal Watersheds:* Municipal watersheds are managed under multiple use prescriptions in land and resource management plans.

There are no municipal watersheds on the Forest. This decision will not affect municipal watersheds.

# 2. Congressionally Designated Areas-

There are no Congressionally designated areas such as wilderness, wilderness study areas, or national recreation areas on this Forest, therefore this decision will not affect any Congressionally designated areas.

# 3. Inventoried Roadless Areas-

There are no inventoried roadless areas on this Forest, therefore this decision will not affect inventoried roadless areas.

# 4. Research Natural Areas-

There are no Research Natural Areas in the decision area.

# 5. American Indians and Alaska Native religious or cultural sites –

The Federal government has trust responsibilities to Tribes under a government-to-government relationship to ensure that the Tribes' reserved rights are protected. Consultation with tribes helps ensure that these trust responsibilities are met.

This project occurs outside of the LLBO reservation boundary.

*Archaeological sites, or historic properties or areas:*

Section 106 of the National Historic Preservation Act requires federal agencies to consider the effect of a project on any district, site, building, structure, or object that is included in or eligible for inclusion in the National register. Section 106 of the National Historic Preservation Act also requires federal agencies to afford the Advisory Council on Historic Preservation a reasonable opportunity to comment.

The Archaeological Resources Protection Act covers the discovery and protection of historic properties (prehistoric and historic) that are excavated or discovered in federal lands. It affords protection of archaeological resources and sites that are on public and Indian lands.

The Native American Graves Protection and Repatriation Act covers the discovery and protection of Native American human remains and objects that are excavated or discovered on federal lands. It encourages avoidance of archaeological sites that contain burials or portions of sites that contain graves through “in situ” preservation but may encompass other actions to preserve these remains and items.

The Forest Archaeologist reviewed the project and determined that surveys were not needed for the project.

## **ADMINISTRATIVE REVIEW (APPEAL) OPPORTUNITIES**

This decision is not appealable.

## **IMPLEMENTATION DATE**

This decision may be implemented immediately.

## **CONTACT**

For additional information concerning this decision, contact: Kenneth Hansen, during regular office hours (weekdays, 8:00 a.m. to 4:30 p.m.) at the Deer River district office, 1235 Division Street, Deer River, MN 56636, [kenneth.hansen@usda.gov](mailto:kenneth.hansen@usda.gov), 218-246-3348.



---

Ann Long Voelkner  
Acting District Ranger

Date

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.) should contact the responsible Agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html) and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: [program.intake@usda.gov](mailto:program.intake@usda.gov).

USDA is an equal opportunity provider, employer, and lender.

# Wilderness ATV Trail Map



**Legend**

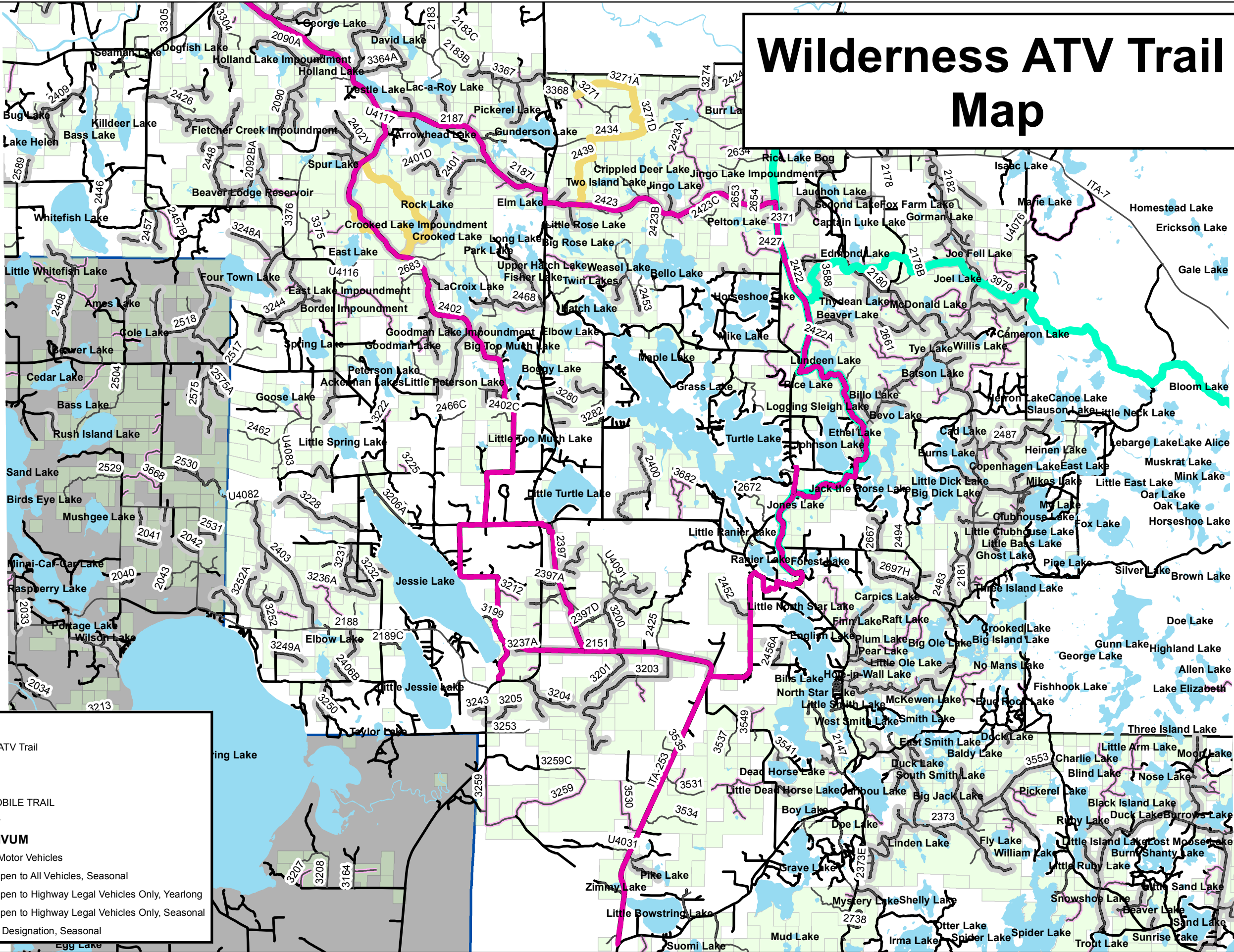
- Proposed ATV Trail

**Trails**

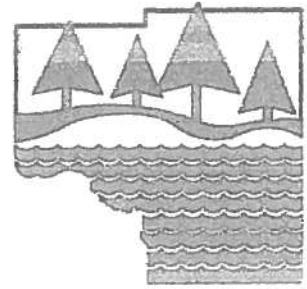
- HW Trails
- SNOWMOBILE TRAIL
- Forest Boundary

**Roads with MVUM**

- Closed to Motor Vehicles
- 2 Roads Open to All Vehicles, Seasonal
- 3 Roads Open to Highway Legal Vehicles Only, Yearlong
- 4 Roads Open to Highway Legal Vehicles Only, Seasonal
- 12 Special Designation, Seasonal



ITASCA COUNTY  
OFF HIGHWAY VEHICLE  
(ATV/OHM) TRAIL  
LANDOWNER PERMIT



PERMITTEE (SPONSOR)

ITASCA COUNTY LAND DEPARTMENT  
1177 LaPRAIRIE AVENUE  
GRAND RAPIDS, MN 55744-3322

PERMITTER

THIS PERMIT is granted on Dave Olson, to establish and maintain the Wilderness ATV/OHM Trail. The Permitter grants this permit over and upon the following described premises situated in the County of Itasca, State of Minnesota, to wit: SEE ATTACHED MAP

SUBJECT TO:

1. This permit shall be continuous and will terminate upon sale of the land, or upon notification in writing to the Sponsor six (6) months prior to termination by the Permitter(s).
2. The right-of-way shall be open to the general public for trail use during the designated trail season.
3. The Sponsor shall at all times have the right to enter upon said right-of-way for any purpose necessary to the performance of lawful powers and duties.
4. The Permitter(s) shall have the right to close said right-of-way during any emergency, with the approval of the Sponsor.
5. The Permitter is covered under MN Statue 604A.20 to 604A.27 for permitting recreational use on privately owned land and is not liable for any accidents occurred on said trail.
6. The permit is for a 12 foot width over the route to be used.

PERMITTER

Nancy BJA  
(Landowner Signature)

12-14-16  
DATE

Wilderness wheelers Eric Elhardt  
(Club Name and Representative)

PERMITTEE

I hereby acknowledge receipt of a copy of this permit and agree to comply with the terms, conditions and regulations thereon.

Kayson  
LAND COMMISSIONER

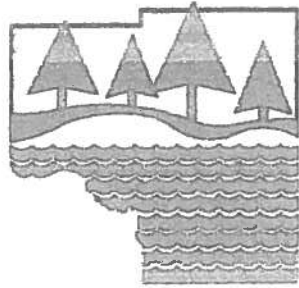
12/14/16  
DATE

NOTE: All Trail Permits are to be made out to the Sponsor not the club. Permits can be made out to club only if the Sponsor has specifically given written permission and authority to the club and the club has been incorporated.

/st 2/4/16



ITASCA COUNTY  
OFF HIGHWAY VEHICLE  
(ATV/OHM) TRAIL  
LANDOWNER PERMIT



PERMITTEE (SPONSOR)

ITASCA COUNTY LAND DEPARTMENT  
1177 LaPRAIRIE AVENUE  
GRAND RAPIDS, MN 55744-3322

PERMITTER

THIS PERMIT is granted on Paul Hansen, to establish and maintain the Wilderness ATV/OHM Trail. The Permitter grants this permit over and upon the following described premises situated in the County of Itasca, State of Minnesota, to wit: SEE ATTACHED MAP

SUBJECT TO:

1. This permit shall be continuous and will terminate upon sale of the land, or upon notification in writing to the Sponsor six (6) months prior to termination by the Permitter(s).
2. The right-of-way shall be open to the general public for trail use during the designated trail season.
3. The Sponsor shall at all times have the right to enter upon said right-of-way for any purpose necessary to the performance of lawful powers and duties.
4. The Permitter(s) shall have the right to close said right-of-way during any emergency, with the approval of the Sponsor.
5. The Permitter is covered under MN Statue 604A.20 to 604A.27 for permitting recreational use on privately owned land and is not liable for any accidents occurred on said trail.
6. The permit is for a 12 foot width over the route to be used.

PERMITTER

Paul Hansen  
(Landowner Signature)

5/24/17  
DATE

Eric Elhardt Wilderness Wheelers  
(Club Name and Representative)

PERMITTEE

I hereby acknowledge receipt of a copy of this permit and agree to comply with the terms, conditions and regulations thereon.

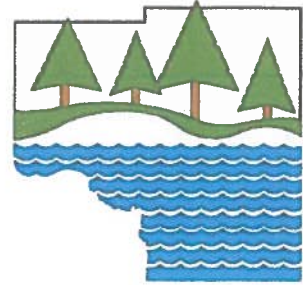
Kay Co  
LAND COMMISSIONER  
5/26/17  
DATE

NOTE: All Trail Permits are to be made out to the Sponsor not the club. Permits can be made out to club only if the Sponsor has specifically given written permission and authority to the club and the club has been incorporated.

/st 2/4/16



ITASCA COUNTY  
OFF HIGHWAY VEHICLE  
(ATV/OHM) TRAIL  
LANDOWNER PERMIT



PERMITTEE (SPONSOR)

ITASCA COUNTY LAND DEPARTMENT  
1177 LaPRAIRIE AVENUE  
GRAND RAPIDS, MN 55744-3322

PERMITTER

THIS PERMIT is granted on Lynn Schleicher, to establish and maintain the Wilderness ATV/OHM Trail. The Permitter grants this permit over and upon the following described premises situated in the County of Itasca, State of Minnesota, to wit: SEE ATTACHED MAP

SUBJECT TO:

1. This permit shall be continuous and will terminate upon sale of the land, or upon notification in writing to the Sponsor six (6) months prior to termination by the Permitter(s).
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3. The Sponsor shall at all times have the right to enter upon said right-of-way for any purpose necessary to the performance of lawful powers and duties.
4. The Permitter(s) shall have the right to close said right-of-way during any emergency, with the approval of the Sponsor.
5. The Permitter is covered under MN Statue 604A.20 to 604A.27 for permitting recreational use on privately owned land and is not liable for any accidents occurred on said trail.
6. The permit is for a 12 foot width over the route to be used.

PERMITTER

Rich Allen Lynn Schleicher  
(Landowner Signature)

DATE

8/10/16 8/10/14

Wilderness wheelers Eric Elhardt  
(Club Name and Representative)

PERMITTEE

I hereby acknowledge receipt of a copy of this permit and agree to comply with the terms, conditions and regulations thereon.

Kay Coan

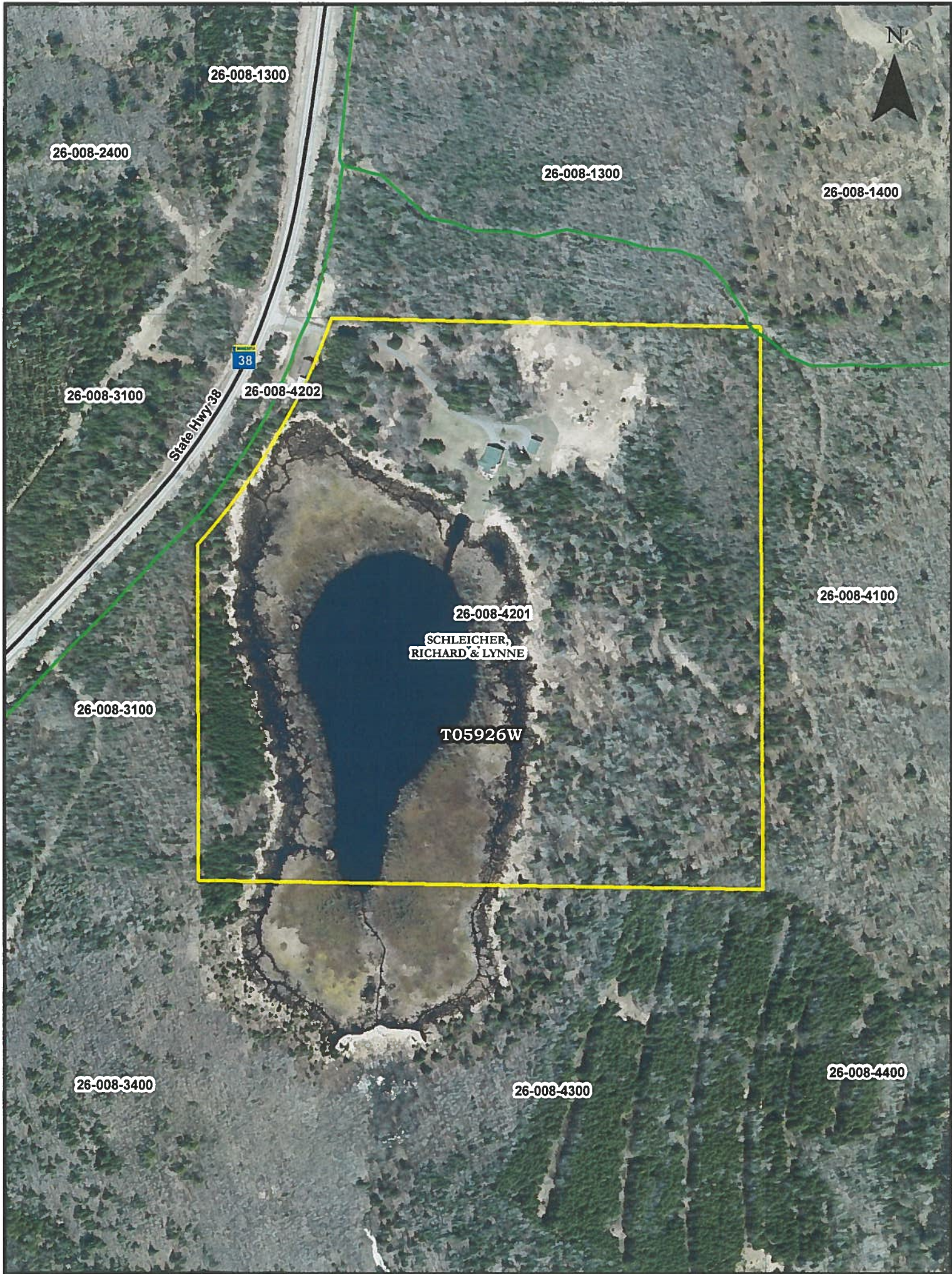
LAND COMMISSIONER

12/14/16

DATE

NOTE: All Trail Permits are to be made out to the Sponsor not the club. Permits can be made out to club only if the Sponsor has specifically given written permission and authority to the club and the club has been incorporated.

/st 2/4/16



N

26-008-1300

26-008-2400

26-008-1300

26-008-1400

38

State Hwy 38

26-008-3100

26-008-4202

26-008-4201

SCHLEICHER,  
RICHARD & LYNNE

26-008-4100

26-008-3100

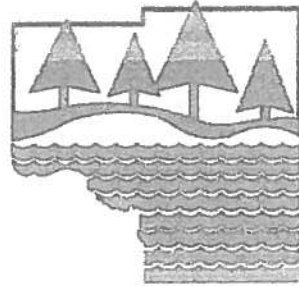
T05926W

26-008-3400

26-008-4300

26-008-4400

ITASCA COUNTY  
OFF HIGHWAY VEHICLE  
(ATV/OHM) TRAIL  
LANDOWNER PERMIT



PERMITTEE (SPONSOR)

ITASCA COUNTY LAND DEPARTMENT  
1177 LaPRAIRIE AVENUE  
GRAND RAPIDS, MN 55744-3322

PERMITTER

THIS PERMIT is granted on Matt Smith, to establish and maintain the Wilderness ATV/OHM Trail. The Permitter grants this permit over and upon the following described premises situated in the County of Itasca, State of Minnesota, to wit: SEE ATTACHED MAP

SUBJECT TO:

1. This permit shall be continuous and will terminate upon sale of the land, or upon notification in writing to the Sponsor six (6) months prior to termination by the Permitter(s).
2. The right-of-way shall be open to the general public for trail use during the designated trail season.
3. The Sponsor shall at all times have the right to enter upon said right-of-way for any purpose necessary to the performance of lawful powers and duties.
4. The Permitter(s) shall have the right to close said right-of-way during any emergency, with the approval of the Sponsor.
5. The Permitter is covered under MN Statue 604A.20 to 604A.27 for permitting recreational use on privately owned land and is not liable for any accidents occurred on said trail.
6. The permit is for a 12 foot width over the route to be used.

PERMITTER

Matt Smith  
(Landowner Signature)

12/14/16  
DATE

Wilderness Wheelers Eric Elhardt  
(Club Name and Representative)

PERMITTEE

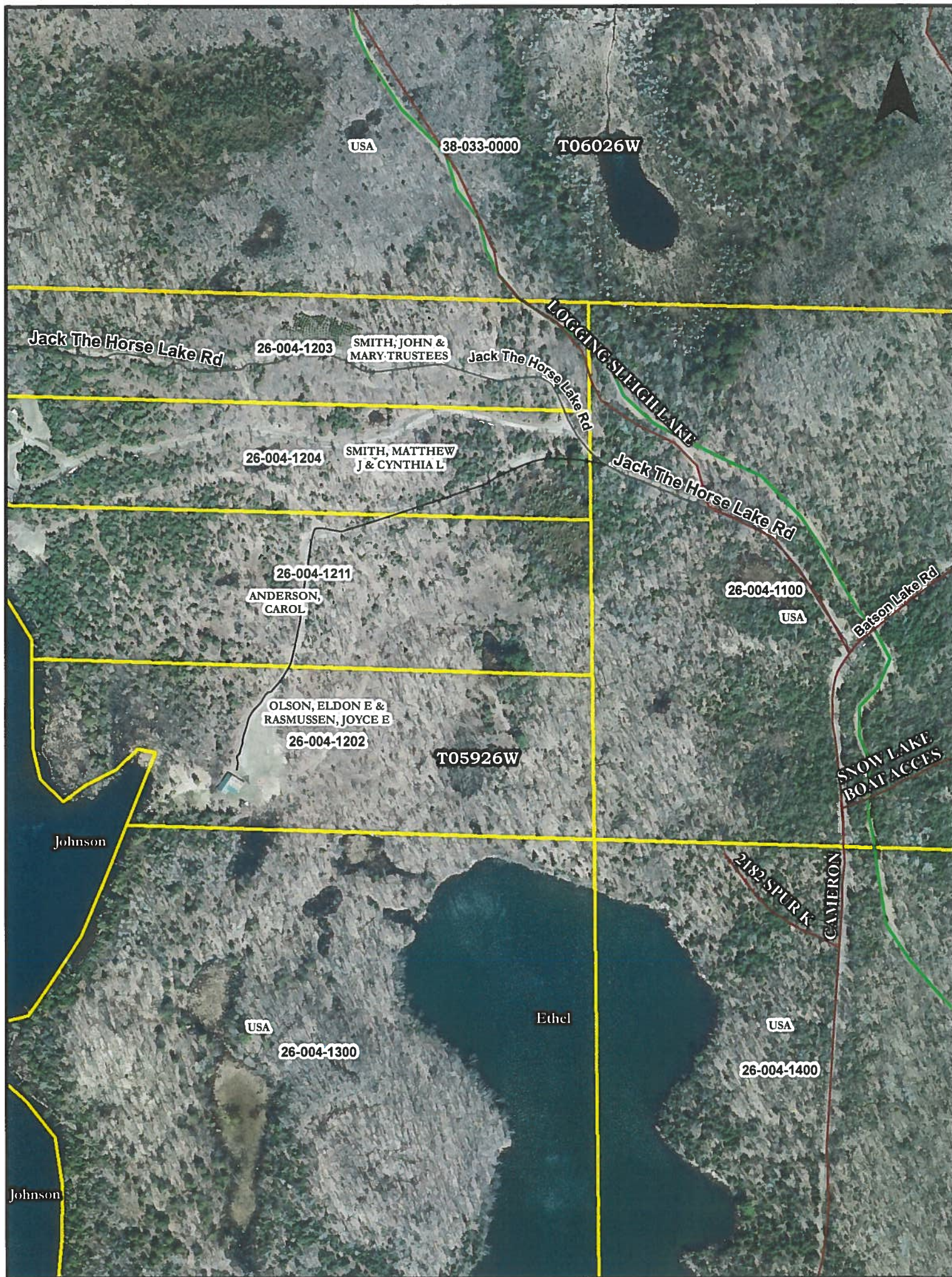
I hereby acknowledge receipt of a copy of this permit and agree to comply with the terms, conditions and regulations thereon.

Ken  
LAND COMMISSIONER

12/14/16  
DATE

NOTE: All Trail Permits are to be made out to the Sponsor not the club. Permits can be made out to club only if the Sponsor has specifically given written permission and authority to the club and the club has been incorporated.

/st 2/4/16



USA

38-033-0000

T06026W

Jack The Horse Lake Rd

26-004-1203

SMITH, JOHN &  
MARY TRUSTEES

Jack The Horse Lake Rd

LOGGING SLEIGH LAKE

26-004-1204

SMITH, MATTHEW  
J & CYNTHIA L

Jack The Horse Lake Rd

26-004-1211

ANDERSON,  
CAROL

26-004-1100

USA

Batson Lake Rd

OLSON, ELDON E &  
RASMUSSEN, JOYCE E

26-004-1202

T05926W

SNOW LAKE  
BOAT ACCESS

Johnson

2182 SPURK

CAMERON

USA

26-004-1300

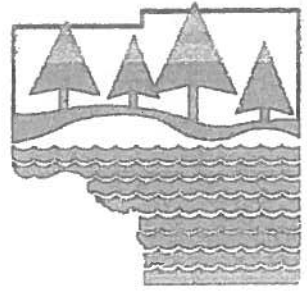
Ethel

USA

26-004-1400

Johnson

ITASCA COUNTY  
OFF HIGHWAY VEHICLE  
(ATV/OHM) TRAIL  
LANDOWNER PERMIT



PERMITTEE (SPONSOR)

ITASCA COUNTY LAND DEPARTMENT  
1177 LaPRAIRIE AVENUE  
GRAND RAPIDS, MN 55744-3322

PERMITTER

THIS PERMIT is granted on Mary Smith, to establish and maintain the Wilderness ATV/OHM Trail. The Permitter grants this permit over and upon the following described premises situated in the County of Itasca, State of Minnesota, to wit: SEE ATTACHED MAP

SUBJECT TO:

1. This permit shall be continuous and will terminate upon sale of the land, or upon notification in writing to the Sponsor six (6) months prior to termination by the Permitter(s).
2. The right-of-way shall be open to the general public for trail use during the designated trail season.
3. The Sponsor shall at all times have the right to enter upon said right-of-way for any purpose necessary to the performance of lawful powers and duties.
4. The Permitter(s) shall have the right to close said right-of-way during any emergency, with the approval of the Sponsor.
5. The Permitter is covered under MN Statue 604A.20 to 604A.27 for permitting recreational use on privately owned land and is not liable for any accidents occurred on said trail.
6. The permit is for a 12 foot width over the route to be used.

PERMITTER

M. Smith  
(Landowner Signature)

12/14/16  
DATE

Eric Elhardt Wilderness Wheelers  
(Club Name and Representative)

PERMITTEE

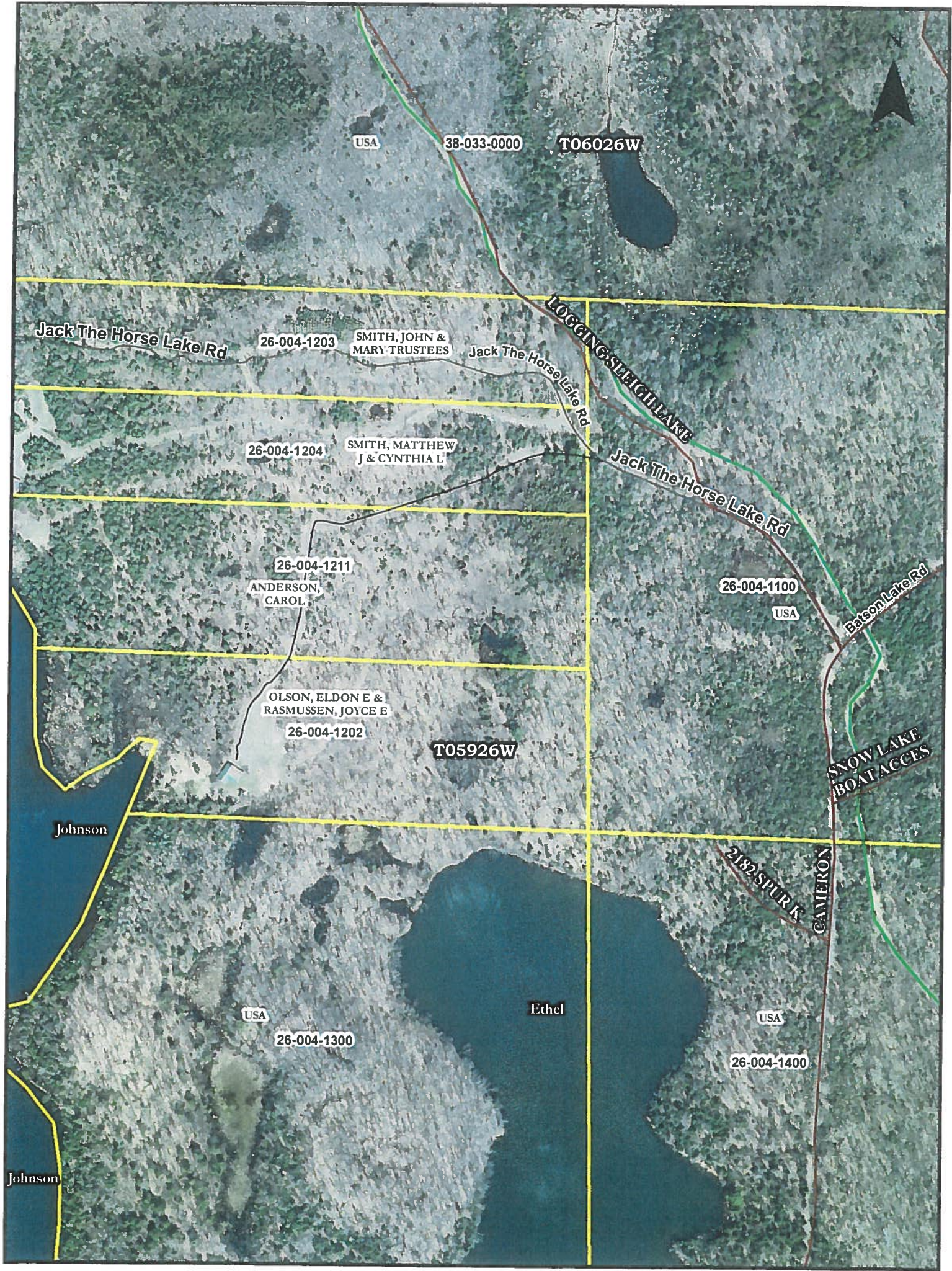
I hereby acknowledge receipt of a copy of this permit and agree to comply with the terms, conditions and regulations thereon.

K. G. Con  
LAND COMMISSIONER

12/14/16  
DATE

NOTE: All Trail Permits are to be made out to the Sponsor not the club. Permits can be made out to club only if the Sponsor has specifically given written permission and authority to the club and the club has been incorporated.

/st 2/4/16





**ITASCA COUNTY  
BOARD OF COMMISSIONERS**

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

Tuesday, October 26, 2021

---

**REQUEST FOR BOARD ACTION: RBA-2021-1409**

---

**DEPARTMENT:** Administrative Services

**TIME REQUESTED:** 10 Minutes

**PRESENTER:** Chair

---

**AGENDA ITEM:**

Citizen Input

---

**BOARD ACTION REQUESTED:**

Receive Citizen Input

**BACKGROUND:**

The Itasca County Board of Commissioners encourages citizen input. Each citizen will be allowed to address the County Board one time for up to three (3) minutes in length. Comments should be directed to the Board as a body. When addressing the Board, please state your name and address for the record. The Board will take all information under advisement. As part of County Board protocol, it is unacceptable for any speaker to slander or engage in character assassination at a County Board meeting. In addition, no political grandstanding, candidate endorsement, or other attempts to influence the outcome of an election shall be permitted. Any violation of the above statement shall result in the loss of your remaining time.

**COUNTY ATTORNEY REVIEW:** N/A

**SUPPORTING DOCUMENTATION:** None

**RESULT:**

**INFORMATIONAL - NO ACTION TAKEN**



**ITASCA COUNTY  
BOARD OF COMMISSIONERS**

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

Tuesday, October 26, 2021

---

**REQUEST FOR BOARD ACTION: RBA-2021-1842**

---

**DEPARTMENT:** Human Resources

**TIME REQUESTED:** < 5 Minutes

**PRESENTER:** Brett Skyles

---

**AGENDA ITEM:**

Recognition of County Employees

---

**BOARD ACTION REQUESTED:**

To recognize those employees who have either experienced a job change, given notice of leaving employment, received commendation, or to welcome any new employees.

**BACKGROUND:**

- Farewell to Terri Friesen whose last day as Financial Assistance Supervisor, Health & Human Services Department will be October 29, 2021 after 36+ years of service.
- Farewell to Paul Provinzino whose last day as Deputy Sheriff/Road Deputy, Sheriff Department will be October 29, 2021 after 29+ years of service.
- Congratulations to Holly Rasley who transferred from Human Services Support Specialist to Office Support Specialist, Family Services Division, Health and Human Services effective October 18, 2021.
- Welcome new employee, Ryan Senne, Mechanic/Welder, Transportation Department effective October 18, 2021.
- Farewell to Gabe Wood whose last day as Deputy Sheriff/Road Deputy, Sheriff Department will be October 16, 2021 after 7 months of service.

**COUNTY ATTORNEY REVIEW:**

**SUPPORTING DOCUMENTATION:** None

**RESULT:**

**INFORMATIONAL - NO ACTION TAKEN**





**ITASCA COUNTY  
BOARD OF COMMISSIONERS**

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

Tuesday, October 26, 2021

---

**REQUEST FOR BOARD ACTION: RBA-2021-1257**

---

**DEPARTMENT:** Auditor / Treasurer

**PRESENTER:** Gail Guck

**TIME REQUESTED:** < 5 Minutes

---

**AGENDA ITEM:**

Commissioner Warrants

---

**BOARD ACTION REQUESTED:**

Approve Commissioner Warrants with a check date of October 29, 2021 in the amount \$1,984,826.21.

**BACKGROUND:**

**COUNTY ATTORNEY REVIEW:** N/A

**SUPPORTING DOCUMENTATION:** None

|                  |                                                                 |
|------------------|-----------------------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED (5 TO 0)</b>                                        |
| <b>MOVER:</b>    | Commissioner Ben DeNucci                                        |
| <b>SECONDER:</b> | Commissioner Davin Tinquist                                     |
| <b>AYES:</b>     | Davin Tinquist, Terry Snyder, Leo Trunt, Burl Ives, Ben DeNucci |



**ITASCA COUNTY  
BOARD OF COMMISSIONERS**

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

Tuesday, October 26, 2021

---

**REQUEST FOR BOARD ACTION: RBA-2021-1246**

---

**DEPARTMENT:** Health & Human Services

**TIME REQUESTED:** < 5 Minutes

**PRESENTER:** Christine Krebs

---

**AGENDA ITEM:**

ICHHS Warrants

---

**BOARD ACTION REQUESTED:**

Approve the Itasca County Health and Human Services (ICHHS) Department Warrants for October 2021, in the amount of \$757,511.98.

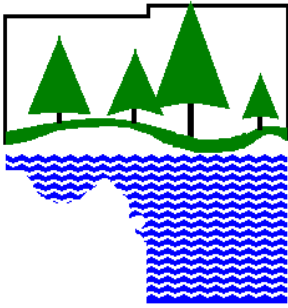
**BACKGROUND:**

**COUNTY ATTORNEY REVIEW:** N/A

**SUPPORTING DOCUMENTATION:**

1. October 2021 Board Report

|                  |                                                                 |
|------------------|-----------------------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED (5 TO 0)</b>                                        |
| <b>MOVER:</b>    | Commissioner Leo Trunt                                          |
| <b>SECONDER:</b> | Commissioner Terry Snyder                                       |
| <b>AYES:</b>     | Davin Tinquist, Terry Snyder, Leo Trunt, Burl Ives, Ben DeNucci |



**ITASCA COUNTY HEALTH AND HUMAN SERVICES**  
**ITASCA RESOURCE CENTER**

1209 SE 2nd Avenue, Grand Rapids, MN 55744

Hearing Impaired Number TDD: 218-327-5549

**218-327-2941**

Visit us at : [www.co.itasca.mn.us](http://www.co.itasca.mn.us)

**October 2021**

|                                                          |               |
|----------------------------------------------------------|---------------|
| Income Maint/Admin Payments                              | \$ 122,399.07 |
| Social Services - Waivers                                | \$ 1,262.89   |
| Social Services - Non-Waivers                            | \$ 343,477.23 |
| Foster Care/Out of Home/FamilySupport                    | \$ 253,884.89 |
| Relative Custoday/Preventive Placement Costs/Incidentals | \$ 12,581.89  |
| Public Health                                            | \$ 23,655.53  |
| Community Health Board                                   | \$ 250.48     |
| Total                                                    | \$ 757,511.98 |

Note : The above is a general description of payments made during the month indicated and is not intended to be a detailed itemization. The Community Health Board does not affect the Health & Human Services budget or levy.

**October 2021**  
**Out of Home Placement Breakdown**

| <b>Foster Care/Out-of-Home/Family Support Comparison</b> |                |                |                |                |                |
|----------------------------------------------------------|----------------|----------------|----------------|----------------|----------------|
|                                                          | Actual<br>2021 | Actual<br>2020 | Actual<br>2019 | Actual<br>2018 | Actual<br>2017 |
| January                                                  | 375,450.87     | 459,792.92     | 304,901.00     | 403,335.16     | 487,398.32     |
| February                                                 | 276,036.33     | 591,619.05     | 395,125.46     | 317,598.86     | 481,561.52     |
| March                                                    | 470,336.10     | 503,054.15     | 481,292.60     | 401,231.62     | 412,873.40     |
| April                                                    | 327,746.28     | 447,083.94     | 369,984.89     | 486,982.25     | 457,943.88     |
| May                                                      | 435,540.15     | 533,038.47     | 431,360.66     | 326,329.84     | 477,818.82     |
| June                                                     | 453,742.31     | 382,221.73     | 511,262.03     | 511,990.80     | 413,821.03     |
| July                                                     | 295,647.79     | 361,553.69     | 374,861.55     | 345,911.09     | 386,995.99     |
| August                                                   | 406,809.83     | 324,126.58     | 553,349.32     | 420,305.34     | 505,027.90     |
| September                                                | 351,501.34     | 388,223.65     | 454,942.93     | 346,840.99     | 340,256.49     |
| October                                                  | 253,884.89     | 482,584.01     | 535,920.86     | 505,385.69     | 393,487.54     |
| November                                                 |                | 397,425.90     | 420,910.89     | 379,374.21     | 442,092.74     |
| December                                                 |                | 351,799.88     | 222,554.78     | 410,475.92     | 433,741.15     |
| Total                                                    | 3,646,695.89   | 5,222,523.97   | 5,056,466.97   | 4,855,761.77   | 5,233,018.78   |

| <b>Child Protection Statistics</b> |                         |                          |             |                    |                     |
|------------------------------------|-------------------------|--------------------------|-------------|--------------------|---------------------|
|                                    | Maltreatment<br>Reports | Opened<br>for Assessment | %<br>Opened | Children<br>Placed | %<br>Placed of Open |
| January                            | 40                      | 21                       | 53%         | 6                  | 29%                 |
| February                           | 46                      | 34                       | 74%         | 15                 | 44%                 |
| March                              | 46                      | 29                       | 63%         | 6                  | 21%                 |
| April                              | 29                      | 28                       | 97%         | 8                  | 29%                 |
| May                                | 42                      | 34                       | 81%         | 9                  | 26%                 |
| June                               | 55                      | 28                       | 51%         | 10                 | 36%                 |
| July                               | 44                      | 28                       | 64%         | 8                  | 29%                 |
| August                             | 44                      | 28                       | 64%         | 3                  | 11%                 |
| September                          | 42                      | 29                       | 69%         | 8                  | 28%                 |
| October                            | 38                      | 24                       | 63%         | 8                  | 33%                 |
| November                           |                         |                          |             |                    |                     |
| December                           |                         |                          |             |                    |                     |
|                                    | 426                     | 283                      | 68%         | 81                 | 28%                 |
|                                    | average                 |                          |             | average            |                     |

**October 2021**  
**Out of Home Placement Payments by Vendor**

|                                 |   | Rate               | Invoices Paid     |
|---------------------------------|---|--------------------|-------------------|
| North Homes                     | - | \$175 - \$365/day  | \$ 73,939         |
| The Bridge Residential Facility | - | \$250/day          | \$ 53,124         |
| Snyders/Foundation for Life     | - | \$122/day          | \$ 29,400         |
| Itaskin Juvenile Center         | - | \$175 - \$328/day  | \$ 14,312         |
| Northstar                       | - | \$128/day          | \$ 4,200          |
| Lutheran Social Services        | - | \$148-\$194/day    | \$ 2,611          |
| Anoka County Juvenile Center    | - | \$226 - \$282/day  | \$ -              |
| Arrowhead Juvenile Center       | - | \$250/day          | \$ -              |
| Bar None                        | - | \$475/day          | \$ -              |
| Dakota County Juvenile Serv     | - | \$170 - \$ 291/day | \$ -              |
| Fond Du Lac Foster Care         | - |                    | \$ -              |
| Go Forward Group Home           | - | \$245/day          | \$ -              |
| Healing Foundations             | - | \$375.77/day       | \$ -              |
| Heartland Girls Ranch           | - | \$249 - \$316/day  | \$ -              |
| Kidspeace Corp                  | - | \$266/day          | \$ -              |
| Kindred Family Focus            | - |                    | \$ -              |
| Lighthouse                      | - | \$128/day          | \$ -              |
| Little Sand Group Home          | - | \$240/day          | \$ -              |
| MCF - Redwing                   | - | \$215/day          | \$ -              |
| Mille Lacs Academy              | - | \$334 - \$403/day  | \$ -              |
| MN Dept of Corrections          | - | \$269/day          | \$ -              |
| New Trails Group Home           | - | \$242/day          | \$ -              |
| Northwestern MN Juvenile        | - | \$200-\$340/day    | \$ -              |
| Northwood                       | - | \$294-\$331/day    | \$ -              |
| Pathfinders Children Treat      | - | \$106/day          | \$ -              |
| Peace House                     | - | \$115/day          | \$ -              |
| Port Group Homes                | - | \$178/day          | \$ -              |
| Prairie Lakes Youth Program     | - | \$209 - \$239/day  | \$ -              |
| Serenity Christian Homes        | - | \$256.69/day       | \$ -              |
| St Cloud Children's Home        | - | \$221/day          | \$ -              |
| Village Ranch                   | - | \$175 - \$231/day  | \$ -              |
| West Central Juvenile Center    | - | \$334/day          | \$ -              |
| Woodland Hills                  | - | \$152 - \$331/day  | \$ -              |
|                                 |   |                    |                   |
|                                 |   |                    |                   |
|                                 |   |                    |                   |
| Individuals*                    | - | \$21 - \$121/day   | \$ 76,299         |
| <b>Total</b>                    |   |                    | <b>\$ 253,884</b> |

\*Individuals : Includes Foster Care & Family Support Programs



**ITASCA COUNTY  
BOARD OF COMMISSIONERS**

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

Tuesday, October 26, 2021

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**REQUEST FOR BOARD ACTION: RBA-2021-1743**

---

**DEPARTMENT:** Health & Human Services

**TIME REQUESTED:** 10 Minutes

**PRESENTER:** Kelly Chandler

---

**AGENDA ITEM:**

COVID-19 Update

---

**BOARD ACTION REQUESTED:**

Receive an informational update regarding COVID-19.

**BACKGROUND:**

**COUNTY ATTORNEY REVIEW:** N/A

**SUPPORTING DOCUMENTATION:**

1. COVID report 10-26-2021

|                |                                        |
|----------------|----------------------------------------|
| <b>RESULT:</b> | <b>INFORMATIONAL - NO ACTION TAKEN</b> |
|----------------|----------------------------------------|



**ITASCA COUNTY  
BOARD OF COMMISSIONERS**

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

Tuesday, October 26, 2021

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**REQUEST FOR BOARD ACTION: RBA-2021-1235**

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**DEPARTMENT:** Health & Human Services

**TIME REQUESTED:** 15 Minutes

**PRESENTER:** Sarah Anderson

---

**AGENDA ITEM:**

County Based Purchasing (IMCare) Division Update/Presentation

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**BOARD ACTION REQUESTED:**

Receive County Based Purchasing (IMCare) Division Update/Presentation.

**BACKGROUND:**

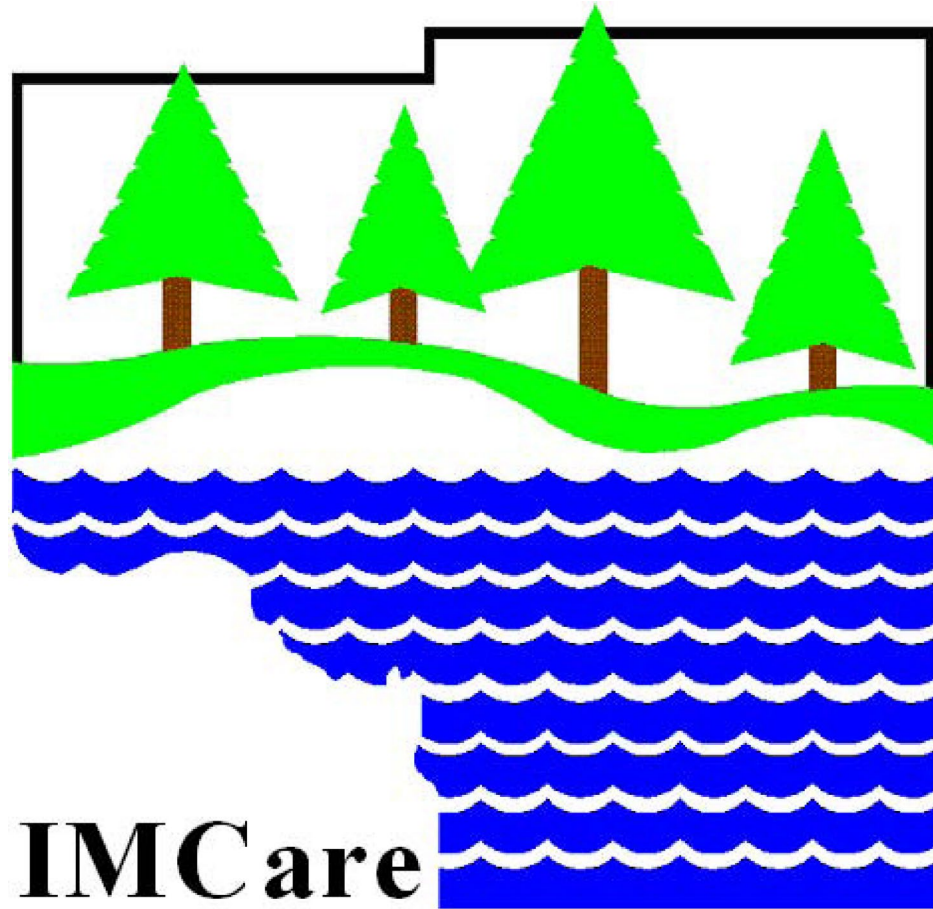
**COUNTY ATTORNEY REVIEW:** N/A

**SUPPORTING DOCUMENTATION:**

1. 2022 Supplemental Benefits Board Presentation

**RESULT:**

**INFORMATIONAL - NO ACTION TAKEN**



## 2022 Supplemental Benefits

# What is a Supplemental Benefit?

- ▶ IMCare had the opportunity to build supplemental benefits into the 2022 CMS bid.
- ▶ Services provided by the health plan that are above the covered benefit set.
- ▶ These services generally enhance the way enrollees manage their health and wellness.

# Who is Eligible for Supplemental Benefits?

Enrollees on IMCare who are:

- ▶ Over 65
- ▶ Eligible for both Medicare and Medicaid through IMCare (MSHO)
- ▶ Referred by IMCare Care Coordinator or Elderly Waiver Case Manager to receive supplemental benefit as through Health Risk Assessment or contact a need has been identified.

# Supplemental Benefits Offered

- ▶ Eligibility for supplemental benefits are determined by living setting and waiver eligibility (waiver may allow for certain services that would otherwise need to be covered by supplemental benefit).
- ▶ Fitness benefit through Majestic Pines or YMCA
- ▶ Personal Emergency Response System (PERS) through Pal Medical
- ▶ Health Promotion Workshops through Juniper Health
- ▶ Prevention and Health Education through Itasca County Public Health
- ▶ Anesthesia for Dental or Oral Surgery Procedures
- ▶ Grab bars or assistive devices Fairview Medical, Thrifty White & Custom Medical
- ▶ Med Ready or Compumed Machines through Pal Medical

# How to Connect Enrollee with Supplemental Benefits

IMCare Care Coordinator (CC) or Elderly Case Manager (CM) will coordinate referral and eligibility for services.

# What IMCare Hopes to Achieve

- ▶ Reduce risk for adverse events in the home
- ▶ Reduce financial burden associated with certain health-related services or supplies
- ▶ Promote utilization of preventative health screening, which should improve HEDIS rates.
- ▶ Improve outcomes for enrollees including:
  - ▶ Quality of life
  - ▶ Emotional health
  - ▶ Physical health
  - ▶ Improved health status of chronic conditions
  - ▶ Increase level of independence with ADLs
  - ▶ Increase sense of safety while living alone

# How IMCare Will Measure Outcomes

- ▶ IMCare will conduct monitor utilization through the authorization and claims system.
- ▶ IMCare will conduct a survey 6-12 months after the initiation of the supplemental benefit to determine enrollee perception of impact on health outcome.
- ▶ IMCare will review preventative-health HEDIS rates
- ▶ Review of individual health status related to chronic conditions through the care coordination process.



**ITASCA COUNTY  
BOARD OF COMMISSIONERS**

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

Tuesday, October 26, 2021

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**REQUEST FOR BOARD ACTION: RBA-2021-1826**

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**DEPARTMENT:** Administrative Services

**TIME REQUESTED:** 10 Minutes

**PRESENTER:** Sarah Carling, Megan Christianson

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**AGENDA ITEM:**

Itasca County Outdoor Recreation Tourism Strategy Project

---

**BOARD ACTION REQUESTED:**

Adopt the Resolution Re: Support of Application to FY2021 ARPA Tourism Funding Opportunity, which supports the Visit Grand Rapids application and grant request and approves funding from Itasca County.

**BACKGROUND:**

**COUNTY ATTORNEY REVIEW:** N/A

**SUPPORTING DOCUMENTATION:**

1. EDA Trail Grant Presentation
2. EDA Trail Grant Presentation

**RESULT:**

**PULLED FROM AGENDA**

**Motion To:** Adopt the Resolution Re: Support of Application to FY2021 ARPA Tourism Funding Opportunity, which supports the Visit Grand Rapids application and grant and approves the use of American Rescue Plan (ARP) Funds in the amount of \$40,000 from Itasca County in 2022.

**RESULT:**

**APPROVED (5 TO 0)**

**MOVER:**

Commissioner Burl Ives

**SECONDER:**

Commissioner Terry Snyder

**AYES:**

Davin Tinquist, Terry Snyder, Leo Trunt, Burl Ives, Ben DeNucci



**ITASCA COUNTY  
BOARD OF COMMISSIONERS**

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

Tuesday, October 26, 2021

**RESOLUTION 2021-66**

---

**RE: SUPPORT OF APPLICATION TO FY2021 ARPA TOURISM FUNDING OPPORTUNITY**

**WHEREAS**, Itasca County is home to an extensive network of both motorized and non-motorized trails; and

**WHEREAS**, the county's trail system provides diverse recreational opportunities and attracts seasonal property owners, hotel and resort guests, RVers, and tourists from across the state, Midwest, and beyond; and

**WHEREAS**, Itasca County's multi-use trail system plays a critical role in its local economy; and

**WHEREAS**, the COVID-19 pandemic dramatically impacted the tourism and hospitality sector in Itasca County; and

**WHEREAS**, a need exists to study the use of Itasca County's existing trails, to quantify the economic impact of this use, to plan for future development, and to determine broadly shared ways to leverage the value of the county's trails; and

**WHEREAS**, Visit Grand Rapids has brought together multiple stakeholders to undertake this work and to plan for an application to the FY2021 ARPA Tourism Funding Opportunity; and

**WHEREAS**, as an organization that serves constituents throughout Itasca County and that works to promote not just Grand Rapids, but the Itasca area as a whole.

**NOW THEREFORE BE IT RESOLVED**, that the Itasca County Board of Commissioners fully supports Visit Grand Rapids' application and grant request being submitted to the FY2021 ARPA Tourism Funding Opportunity. Furthermore, the Itasca County Board of Commissioners voted on October 26, 2021, to contribute \$40,000 to this project.

|                  |                                                                 |
|------------------|-----------------------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED (5 TO 0)</b>                                        |
| <b>MOVER:</b>    | Commissioner Burl Ives                                          |
| <b>SECONDER:</b> | Commissioner Terry Snyder                                       |
| <b>AYES:</b>     | Davin Tinquist, Terry Snyder, Leo Trunt, Burl Ives, Ben DeNucci |

STATE OF MINNESOTA  
Office of County Administrator  
ss. County of Itasca

I, BRETT SKYLES, Administrator of the County of Itasca, do hereby certify that I have compared the foregoing with the original resolution filed in my office on the 26th day of October A.D. 2021 and that the same is a true and correct copy of the whole thereof.

WITNESS MY HAND AND SEAL OF OFFICE at Grand Rapids, Minnesota, this 26th day of October A.D. 2021.

Administrator

A photograph of a forest path in autumn. The path is covered in fallen leaves and pine needles, leading into a wooded area. On the right side of the path, there is a large, mature tree with a thick trunk. The background is filled with trees whose leaves are turning yellow and orange. The text "New Itasca County Outdoor Recreation Tourism Strategy Project" is overlaid in white, centered in the lower half of the image.

New Itasca County  
Outdoor Recreation  
Tourism Strategy Project



**Economic Development  
Administration (EDA)**

**American Rescue Plan  
Funding**

**Assist communities that have suffered economic injury because of job losses in the travel, tourism, or outdoor recreation sectors**

- **\$24.5 Million Available**
- **Chicago EDA Office region: Minnesota, WI, MI, IL, IN and OH**
- **Intended to fund projects that:**
  - **Support the development and implementation of a community's economic development strategy for travel, tourism, and outdoor recreation pandemic recovery**
  - **Are in regions most adversely affected by damage to the travel, tourism, and outdoor recreation sectors from the coronavirus pandemic**

**INVESTING IN AMERICA'S COMMUNITIES**



# Project Overview

---

Conduct a year-long Itasca County trails study that will identify use of trails, demographic data of trail users and economic impact of trail use. This will be followed up by a trails strategic planning process, and end with an Itasca County Outdoor Recreation Tourism Strategy. From this trail's strategy, we will create a multi-level interactive trail map, create uniform signage/ trail head kiosks, and create new marketing and promotion advertisement to attract new outdoor recreation visitors to vacation in Itasca County.



# Outcomes:

---

- Purchase of new digital trail counters for the year-long trail study that can also be used for long-term analysis of Itasca County trails
- Itasca County Trail Study report that will break out trail use into seasons, and then a final report giving overview of the entire year-long trail study breaking out trail use, user data and economic impact data
- The final trail study report will help us focus efforts for new trail development, identify trail maintenance needs, identify trail safety issues, and identify signage needs.
- The final study will also assist with the creation of an Itasca County multi-level interactive trail map
- The final study will also assist with the creation of uniformed trail signage/trail head kiosks
- The final study and strategic planning process will lead to a strategic long-term marketing plan for Itasca county trails to help attract new outdoor recreation visitors to vacation in Itasca County



# Grant Details:

---

- Visit Grand Rapids is the applicant for the grant
- John Connelly is assisting through Itasca County grant writer program
- Required to secure 20% of the total project
  - Need to secure: \$100,000 (Total Project Budget: \$500,000)
- Secure letters of support from partners and collaborating organizations
  - Secured partners: Visit Grand Rapids, Itasca County, Itasca Trails Task Force, Itasca Economic Development Corporation, Community Economic Development Associates, and Arrowhead Regional Development Commission, City of Nashwauk
- Apply for EDA Grant Oct 29, 2021



# Draft Budget

| Item                              | Cost             |
|-----------------------------------|------------------|
| Trail Study & Data Analysis:      | \$150,000        |
| Trail Development Strategic Plan: | \$50,000         |
| Uniform Signage/Trailhead Kiosks: | \$150,000        |
| Interactive Itasca County Map:    | \$150,000        |
| <b>Project Total:</b>             | <b>\$500,000</b> |



# Partner Contributions Requested

| <u>Organization</u>                   | <u>Amount</u> |
|---------------------------------------|---------------|
| City of Grand Rapids                  | \$20,000      |
| Visit Grand Rapids                    | \$10,000      |
| Itasca County                         | \$40,000      |
| Itasca Trails Task Force              | \$10,000      |
| City of Cohasset                      | \$10,000      |
| Iron Range Resources & Rehabilitation | ?             |

# QUESTIONS?

---

## Contact Information:

Sarah Carling  
Community Economic Development Associations  
Phone: 218-398-6400  
Email: [sarah.carling@cedausa.com](mailto:sarah.carling@cedausa.com)

Megan Christianson  
Visit Grand Rapids  
Phone: 218-259-0572  
Email: [megan@visitgrandrapids.com](mailto:megan@visitgrandrapids.com)



ADDITIONAL INFORMATION  
OCTOBER 26, 2021  
ITEM #6.7

# New Itasca County Outdoor Recreation Tourism Strategy Project



**Economic Development  
Administration (EDA)**

**American Rescue Plan  
Funding**

**Assist communities that have suffered economic injury because of job losses in the travel, tourism, or outdoor recreation sectors**

- **\$24.5 Million Available**
- **Chicago EDA Office region: Minnesota, WI, MI, IL, IN and OH**
- **Intended to fund projects that:**
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  - **Are in regions most adversely affected by damage to the travel, tourism, and outdoor recreation sectors from the coronavirus pandemic**

**INVESTING IN AMERICA'S COMMUNITIES**



# Project Overview

---

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# Outcomes:

---

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# Grant Details:

---

- Visit Grand Rapids is the applicant for the grant
- John Connelly is assisting through Itasca County grant writer program
- Required to secure 20% of the total project
  - Need to secure: \$100,000 (Total Project Budget: \$500,000)
- Secure letters of support from partners and collaborating organizations
  - Secured partners: Visit Grand Rapids, Itasca County, Itasca Trails Task Force, Itasca Economic Development Corporation, Community Economic Development Associates, and Arrowhead Regional Development Commission, City of Nashwauk
- Apply for EDA Grant Oct 29, 2021



# Draft Budget

| Item                              | Cost             |
|-----------------------------------|------------------|
| Trail Study & Data Analysis:      | \$150,000        |
| Trail Development Strategic Plan: | \$50,000         |
| Uniform Signage/Trailhead Kiosks: | \$150,000        |
| Interactive Itasca County Map:    | \$150,000        |
| <b>Project Total:</b>             | <b>\$500,000</b> |



# Partner Contributions Requested

| <u>Organization</u>                   | <u>Amount</u> |
|---------------------------------------|---------------|
| City of Grand Rapids                  | \$20,000      |
| Visit Grand Rapids                    | \$5,000       |
| Itasca County                         | \$40,000      |
| Itasca Trails Task Force              | \$10,000      |
| City of Cohasset                      | \$10,000      |
| Iron Range Resources & Rehabilitation | \$15,000      |

# QUESTIONS?

---

## Contact Information:

Sarah Carling  
Community Economic Development Associations  
Phone: 218-398-6400  
Email: [sarah.carling@cedausa.com](mailto:sarah.carling@cedausa.com)

Megan Christianson  
Visit Grand Rapids  
Phone: 218-259-0572  
Email: [megan@visitgrandrapids.com](mailto:megan@visitgrandrapids.com)



**ITASCA COUNTY  
BOARD OF COMMISSIONERS**

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

Tuesday, October 26, 2021

---

**REQUEST FOR BOARD ACTION: RBA-2021-1843**

---

**DEPARTMENT:** Administrative Services

**TIME REQUESTED:** 5 Minutes

**PRESENTER:** Brett Skyles

---

**AGENDA ITEM:**

2022 Legislative Priorities

---

**BOARD ACTION REQUESTED:**

Discuss 2022 Legislative Priorities.

**BACKGROUND:**

Attached are the 2021 priorities.

**COUNTY ATTORNEY REVIEW:** N/A

**SUPPORTING DOCUMENTATION:**

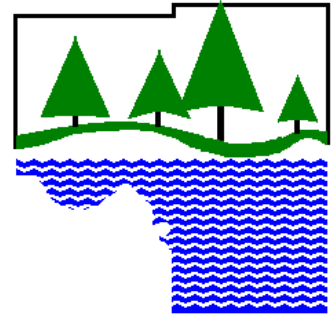
1. 2021 Legislative Priorities

It was the consensus of the County Board to direct department heads to communicate 2022 legislative priorities to County Administrator Brett Skyles by 12 noon on Tuesday, November 2, 2021.

|                |                                        |
|----------------|----------------------------------------|
| <b>RESULT:</b> | <b>INFORMATIONAL - NO ACTION TAKEN</b> |
|----------------|----------------------------------------|

# ITASCA COUNTY

Courthouse  
Administrative Services  
123 NE 4<sup>th</sup> Street  
Grand Rapids, MN 55744-2600  
Office (218) 327-7363 Fax (218) 327-2848



## **Itasca County 2021 Legislative Priorities**

1. Support Itasca County's Local Option Sales Tax and Sales Tax Exemption resolutions regarding the DOC mandated correctional facility.
2. Anoka Regional Treatment Center cost shift to Counties: DHS did add the ability for the County to Appeal but DHS specifically states that the appeal cannot be on the determination that it is clinically appropriate for a client to be discharged – which completely defeats the reason for the appeal process. We will still get a \$40,000 per month bill on these clients with no appeal process – or any reimbursement mechanism.
3. Keeping value-based reimbursement in place without reducing the rates – essential for Skilled Nursing Facilities who have made investments in staff and resources expecting the value-based reimbursement to continue.
4. Appropriate reimbursement on ICWA funding based on costs and utilization.
5. Require DHS to follow state statute regarding Medicaid/Medicare Advantage/Special Needs Basic Care Procurement processes.
6. Enbridge and other state property tax assessed asset valuations cases – aid for Counties in back payments and future liabilities.

## **Itasca County 2021 of Legislative Importance**

7. Fully fund Probation Officers Reimbursement according to M.S.A. 244.19. Reimbursement to Itasca County should be 50% of salary costs, currently at 30%.
8. Short-term Rentals: VRBO's/Air B&B – State reform is needed.
9. Canisteo Mine Pit – Dewatering efforts
10. Hill Annex Mine – Support efforts to keep this open
11. Hwy 169 – Support efforts for double lane completion

### Health and Human Services Priorities

- COVID-19 Response, using local Public Health as a resource to get out the Vaccine. Not sending it to “Regional” locations. Local PH knows the need and has the capacity.
- Loss of Moose Lake Hospital dollars would be about \$1.5 million to Region 3. Several Hundred Thousand dollars to Itasca County. Leo touched on this at the Work Session Tuesday. From what I understand the new AMHI funding formula is being targeted for the Spring of 2021. If those Moose Lake dollars are re-allocated, it will impact our Region and County. This all stems from the Closure of Moose Lake RTC and the legislation in 1993 for services to be provided for patients with mental illness relocated from Moose Lake RTC. In 2003 that language from 1993 was repealed, but the dollars have continued to be included in our Regions AMHI.
- Allowance for some of the temporary waivers that have been in place due to the COVID-19 pandemic to become permanent and a new way of delivering services that is more efficient and effective in serving residents of Minnesota.
- Hold Counties harmless for the underbilling by DHS to Counties on the County Share of Substance Use Disorder Institutes of Mental Disease Payments. (DHS underbilled Counties from January of 2014 through May of 2019. Statewide estimate is \$8.8 million, Itasca specific estimate is \$159,438.84). The State has been billing Itasca County, but we have not paid these bills.

### Transportation Priorities

1. Funding - The HUTDF has a documented shortfall of \$1.13 Billion per year to adequately maintain a statewide transportation network of safe roads and bridges.
  - MCEA supports significant increases in long term, sustainable, transportation funding via new or existing revenues dedicated to the Highway User Tax Distribution Fund (HUTDF)
    - Including but not limited to:
      - Gas Tax, including indexing or other inflationary increases;
      - Motor vehicle registration fees;
      - Motor vehicle sales tax;
      - Gross receipts tax on transportation fuels.
  - MCEA supports providing transportation revenue through traditional general obligation and trunk highway bonding programs including:
    - Local Bridges
    - Local Road Improvement Program
    - Railroad Grade Crossing safety funding
    - Greater MN Transit
    - State Highway Jurisdictional Transfers
    - Priority trunk highway infrastructure.
    - Safe Routes to School

2. Safety

- Speed Limits
  - MCEA supports the process established by Minnesota Statutes 169.14, Subd. 5 which ensures objective, uniform determination of speed limits by centralizing such authority with the Minnesota Commissioner of Transportation.

3. Weight Limits

- MCEA opposes any increase in non-permitted truck weights.



**ITASCA COUNTY  
BOARD OF COMMISSIONERS**

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

Tuesday, October 26, 2021

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**REQUEST FOR BOARD ACTION: RBA-2021-1852**

---

**DEPARTMENT:** Land Department

**TIME REQUESTED:** 5 Minutes

**PRESENTER:** Kory Cease

---

**AGENDA ITEM:**

Approve Service Contract for Bass Lake Park

---

**BOARD ACTION REQUESTED:**

Approve service contract with Gilbert Contracting Services, Inc. for campsite development with a not-to-exceed amount of \$31,779.75, and authorize necessary signatures.

**BACKGROUND:**

The contract will be for grubbing and hauling stumps, tree and earth materials at new campsites and filling the sites with fill and gravel. The contract will be paid on a hourly basis but with a not-to-exceed contract amount, Gilbert Contracting Services had the low quote for the project as found in Attachment A of the contract.

Campsite clearing and hauling materials

| <u>Contractor</u> | <u>Quote</u> |
|-------------------|--------------|
| Schwartz          | \$35,000.00  |
| Gilbert           | \$31,779.75  |
| RK Construction   | \$48,650.00  |

**COUNTY ATTORNEY REVIEW:**

**SUPPORTING DOCUMENTATION:**

1. Gilbert Earthen Materials Service Contract

|                  |                                                                 |
|------------------|-----------------------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED (5 TO 0)</b>                                        |
| <b>MOVER:</b>    | Commissioner Leo Trunt                                          |
| <b>SECONDER:</b> | Commissioner Ben DeNucci                                        |
| <b>AYES:</b>     | Davin Tinquist, Terry Snyder, Leo Trunt, Burl Ives, Ben DeNucci |

# **County of Itasca, Minnesota**

## **Service Contract**

### **A.1 DATES AND PARTIES**

A.1.1 THIS CONTRACT, made this **26<sup>th</sup>** day of **October, 2021**, by and between the County of Itasca, herein called the “COUNTY,” and **Gilbert Contracting Services Inc.**, a corporation organized and existing under the laws of the State of Minnesota, located at **27394 E. Hanson Lake Road, Grand Rapids MN. 55744**, herein called the “VENDOR.”

### **B.1 AGREEMENT**

B.1.1 NOW, THEREFORE, it is mutually agreed that, in consideration of the payments to be made to said VENDOR, subject to the conditions, hereinafter set forth, the COUNTY shall purchase **Tree and Earthen Material Services** from said VENDOR, upon terms and at the agreed price(s), and the VENDOR shall perform said services all in accordance with the specifications of COUNTY as set forth in the Special Conditions of this Agreement.

### **C.1 TERM OF CONTRACT**

C.1.1 The term of this Contract is from **October 26, 2021 to November 30, 2021** inclusive. The Contract may be extended if provided for in the Special Conditions.

### **D.1 SPECIAL CONDITIONS**

D.1.1 This Contract is subject to such special conditions as are set forth in the Special Conditions Supplement attached hereto and made a part hereof and marked **Exhibit A (Special Conditions Supplement)**

### **E.1 CONTRACT AMOUNT**

E.1.1 This Agreement when fully completed and fulfilled on the part of said VENDOR to the satisfaction of the COUNTY or its duly authorized agent, is not to exceed **\$31,779.75** for the current term.

### **F.1 INCREASE**

F.1.1 No increases to the above said Contract amount will be allowed to the VENDOR during the term of this Contract unless provided for in the Special Conditions or mutual agreement of the parties.

## **G.1 PAYMENT**

- G.1.1 The COUNTY does hereby agree, to pay said VENDOR as services are performed to the satisfaction of the COUNTY, or its duly authorized agent, one payment of \$31,779.75, (Not to Exceed) or as indicated in the Special Conditions. Payment terms of this Contract are Net 30.

## **H.1 GUARANTEE**

- H.1.1 The VENDOR further agrees to guarantee all materials and parts supplied under this Contract against inferiority as to specifications, such guarantee to be unconditional. Failure or neglect of the COUNTY or its designated representative to require compliance with any term or condition of this Contract or the specifications shall not be deemed a waiver of such term or condition.

## **I.1 BOND**

- I.1.1 Minnesota Statute 574.26 requires VENDOR to furnish a Performance Bond and a Labor & Materials Payment Bond in the full amount, for any contract over \$75,000, in favor of the COUNTY, to protect the COUNTY against any breach of contract. The Surety company providing the bond(s) must be registered to do business in the State of Minnesota and be satisfactory to the COUNTY.

## **J.1 INSURANCE AND INDEMNIFICATION**

*The limits listed below reflect the Itasca County Board of Commissioner's reduction in its standard insurance requirements as per Request for Board Action (RBA) June 22, 2010.*

- A. VENDOR agrees to defend, indemnify and hold harmless COUNTY, its elected officials, officers, agents, volunteers and employees from any liability, claims, causes of action, judgments, damages, losses, costs or expenses, including reasonable attorney fees resulting directly or indirectly from any act or omission of VENDOR, anyone directly or indirectly employed by them and/or anyone for whose acts and/or omissions they may be liable in the performance of the services required by this contract and against all loss by reason of failure of said VENDOR to perform fully, in any respect, all obligations under this Contract.
- B. VENDOR agrees, at all times during the term of this Contract, to have and keep in force insurance either under a self-insurance program or separate insurance policy, as follows:

- a. Commercial General Liability shall list Itasca County as an additional insured with the following insurance limits:

|                                            | <u>Limits</u> |
|--------------------------------------------|---------------|
| General Aggregate                          | \$1,000,000   |
| Products-Completed                         |               |
| Operations Aggregate                       | \$1,000,000   |
| Personal and Advertising Injury            | \$1,000,000   |
| Each Occurrence:                           |               |
| Combined Bodily Injury and Property Damage | \$1,000,000   |

- b. Automobile Liability - Combined single limit each occurrence for bodily injury and property damage covering owned, non-owned and hired automobiles
- |  |               |
|--|---------------|
|  | <u>Limits</u> |
|  | \$500,000     |

- c. Workers' Compensation and Employer's Liability:
- Statutory Limits
- If the Contractor is based outside the State of Minnesota, coverage must apply to Minnesota laws

- d. Employer's Liability
- |                          |           |
|--------------------------|-----------|
| Bodily injury by:        |           |
| Accident - Each Accident | \$500,000 |
| Disease - Policy Limit   | \$500,000 |
| Disease - Each Employee  | \$500,000 |

An umbrella or excess policy over primary liability coverages is an acceptable method to provide the required aggregate insurance amounts.

The above establishes minimum insurance requirements. It is the sole responsibility of VENDOR to determine the need for and to procure additional coverage that may be needed in connection with this Contract.

VENDOR shall not commence work on the Site, or otherwise occupy the Site, until it has obtained required insurance and filed an acceptable Certificate of Insurance with COUNTY to the attention of the Itasca County Land Commissioner or authorized representative, 1177 LaPrairie Ave. Grand Rapids, MN 55744. The Certificate shall:

1. List Itasca County as Certificate holder and as an additional insured with respect to operations covered under the contract for all liability coverages

except Workers' Compensation and Employer's Liability and Professional Liability, if applicable; and,

2. Be amended to show that Itasca County will receive thirty (30) days written notice in the event of cancellation, non-renewal or material change in any described policies.

- C. VENDOR also agrees that any contract let by VENDOR for the performance of the work on the Site for this Contract as provided herein shall include clauses that will: (1) require the Contractor to defend, indemnify and hold harmless COUNTY, its elected officials, officers, agents and employees for any liability, claims, causes of action, losses, demands, damages, judgments, costs, interest, expenses (including, without limitation, reasonable attorney fees, witness fees and disbursements incurred in the defendant thereof) arising out of or by reason of the acts and/or omissions of said Contractor, its subcontractors, anyone directly or indirectly employed by them, and/or anyone for whose acts and/or omissions they may be liable for ; (2) require the Contractor to provide and maintain insurance in accordance with the following:

- a. Workers' Compensation: (Statutory Limits)

Employer's Liability Insurance:

|                                             | <u>Limits</u> |
|---------------------------------------------|---------------|
| 1. Bodily Injury by Accident, each accident | \$500,000     |
| 2. Bodily Injury by Disease, policy limit   | \$500,000     |
| 3. Bodily Injury by Disease, each employee  | \$500,000     |

**Note: all states endorsement is required if Contractor is domiciled outside the State of Minnesota.**

- b. Commercial General and Automobile Liability Insurance:

|                                            | <u>Limits</u> |
|--------------------------------------------|---------------|
| 1. Commercial General Liability:           |               |
| Combined Bodily Injury and Property Damage |               |
| Each Occurrence Limit                      | \$1,000,000   |
| General Aggregate Limit                    | \$1,000,000   |
| Products - Completed Operations            |               |
| Aggregate Limit                            | \$1,000,000   |
| Personal and Advertising Injury Limit      | \$1,000,000   |

Coverages above shall also include:

Premises - Operations  
Contractual Liability (including oral and written contracts)  
Explosion, Collapse, Underground Property Damage (XCU)

2. Automobile Liability including Hired Car and Employers Non-Ownership Liability:  
Combined Bodily Injury and Property Damage:  
Each Occurrence Limit \$500,000

The above subparagraphs establish minimum insurance requirements and it is the sole responsibility of VENDOR'S Subcontractor(s) to purchase additional insurance that may be necessary for the Contract's project.

- D. **VENDOR further agrees the minimum requirements set forth above shall at all times be in an amount at least equal to the maximum liability of the COUNTY under Minn. Stat. 466.04 now or as said statute is hereafter amended or as otherwise required by law, statute or rule.**
- E. In addition to any other rights contained herein the COUNTY reserves the right to terminate, suspend or rescind this Contract if the VENDOR is not in compliance with the requirements contained herein and retains all rights its thereafter to pursue any legal remedies against VENDOR. All insurance policies shall be open to inspection by the COUNTY upon written request.

#### **K.1 UNAVOIDABLE CIRCUMSTANCES**

- K.1.1 The VENDOR shall not be held responsible for damages caused by delay or failure to perform hereunder, when such delay or failure is due to Fires, Strikes, Acts of God, Legal acts of the public authorities, or delays or defaults caused by public carriers, or acts or demands of the Government in time of war or national emergency.

#### **L.1 RIGHT TO TERMINATE**

- L.1.1 COUNTY reserves the right to terminate this Contract immediately, at any time during the contract period for failure of VENDOR to perform as specified in the Special Conditions, or to the reasonable satisfaction of COUNTY, upon notification to VENDOR.

#### **M.1 ASSIGNMENT**

- M.1.1 VENDOR shall not enter into any subcontract for performance of any services contemplated under this Contract, nor assign any part of this Contract, without the prior written approval of the COUNTY and subject to such conditions and provisions as the COUNTY may deem necessary (including J.1.C. of this Contract). The VENDOR shall be responsible for the performance of all Subcontractors.

## **N.1 COMPLIANCE WITH LAWS**

N.1.1 VENDOR shall abide by all Federal, State and local laws, statutes, ordinances, rules and regulations now in effect or hereinafter adopted pertaining to this Contract or to the facilities, programs and staff for which VENDOR is responsible.

## **O.1 RECORDS AUDITING AND RETENTION**

O.1.1 VENDOR's books, records, documents, papers, accounting procedures and practices, and other evidences relevant to this Contract are subject to the examination, duplication, transcription and audit by the COUNTY and either the legislative or State Auditor, pursuant to Minn. Stat. § 16C.05, subd. 5. Such evidences are also subject to review by the Comptroller General of the United States, or a duly authorized representative, if federal funds are used for any work under this Contract. VENDOR agrees to maintain such evidences for a period of six (6) years from the date services or payment were last provided or made or longer if any audit in progress required a longer retention period.

## **P.1 WAIVER**

P.1.1 Any waiver by either party of any provision of this Contract shall not imply a subsequent waiver of that or any other provision.

## **Q.1 MODIFICATIONS/AMENDMENT**

Q.1.1 Any alterations, variations, modifications, amendments or waivers of the provisions of this Contract shall only be valid when they have been reduced to writing and signed by authorized representative of the COUNTY and VENDOR.

## **R.1 SEVERABILITY**

R.1.1 The provision of this Contract shall be deemed severable. If any part of this Contract is rendered void, invalid, or unenforceable, such rendering shall not affect the validity and enforceability of the remainder of this Contract unless the part or parts which are void, invalid or otherwise unenforceable shall substantially impair the value of the entire Contract with respect to either party.

## **S.1 FINAL AGREEMENT**

S.1.1 This Contract is the final expression of the agreement of the parties and the complete and exclusive statement of the terms agreed upon, and shall supersede all prior negotiations, understandings or agreements. There are no representations, warranties, or stipulations, either oral or written, not herein contained.

## **T.1 EXECUTION**

T.1.1 IN WITNESS WHEREOF, the COUNTY has caused this Contract to be signed by its duly authorized officers and the VENDOR has hereunto set its hand.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

GILBERT CONTRACTING SERVICES INC.  
Jason Gilbert

COUNTY OF ITASCA, MINNESOTA

By: \_\_\_\_\_

By: \_\_\_\_\_

Its \_\_\_\_\_

Its \_\_\_\_\_

By: \_\_\_\_\_

Its \_\_\_\_\_

**Exhibit A**  
**Special Conditions Supplement to Service Contract**  
**October 26<sup>th</sup>, 2021**

Itasca County is requesting **Tree and Earthen Material Services** from **Gilbert Contracting Services Inc.** to provide maintenance and earthen material services for the development and maintenance of 14 sites at Bass Lake County Park, located at **63010 Bass Lake Park Road, Effie MN, 56639**

**TERM OF AGREEMENT:**

- A. Effective Date: **October 26, 2021** or date of “Notice to Proceed”, whichever is later.
- B. Work Completion Date: **November 30, 2021**
- C. Expiration Date: **November 30, 2021**

**1. SCOPE OF PROJECT**

- **Project is developing 14 new campsites at Bass Lake County Park and Campground. Project will include the removal of tree and earthen material from the sites and placing fill and class 5 gravel on the sites to provide a level and stable surface for RV campers and amenities. The sites are approximately 20 feet wide by 100 feet long including a 40’X45’ space at the end of the site.(maps are included as Attachments B and C). No off-site damage will be allowed.**

**2. VENDOR RESPONSIBILITIES:**

- Vendor will accept responsibility regarding the protection of the site and adjacent property from damage as a result of the construction.
- Vendor will acquire all permits and follow all current codes to complete the project.
- Vendor will be responsible for all public underground locate permits.
- Vendor will make provisions to complete work during County working hours so that final inspections can be completed as required.
- Vendor shall provide all necessary equipment required to perform work including safety equipment for the Vendors employees required to safely perform the work.
- Vendor shall diligently prosecute the work, providing sufficient manpower, materials and other supplies at all times to assure completion of the work in an orderly fashion by the completion date stated in these specifications.
- Vendor shall at all times keep the work site reasonably neat and clean and upon completion shall remove and dispose of all rubbish, trash and refuse from the work area and leave the work site clean.
- Vendor will provide “Caution Men Working” signs or similar to both ends of the project area.
- Vendors shall at all times coordinate its work and cooperate with the County.

- Vendor shall contact the County before moving any equipment or personnel on the site to begin work
- The Vendor shall contact the County before moving off site. If the Vendor moves off site before a final inspection is completed, they may be asked to come back to the site for additional work without compensation and payment will be held until requested work is completed.

### 3. COUNTY RESPONSIBILITIES

- Provide access to the site for equipment and personnel.
- Provide marked locations for the campsites.
- Provide fill and Class 5 gravel for project.
- Provide assistance on site as needed.

### 4. DELIVERABLES BY VENDOR:

- Grub and remove stumps, ground tree and surface material from each site.
- Haul stumps and debris to the Tower Pit located approx. 9 miles away.
- Fill site to a level and well drained surface.
- Cap off and level each site with minimum of 4 inches of Class 5 gravel.
- Provide proof of insurance meeting or exceeding County requirements, naming the County as additionally insured.
- COUNTY'S Authorized Agent has the authority to update and adjust all project schedules when necessary.

### 5. TERMS OF PAYMENT:

- The entire above are subject to the "not to exceed" amount of **\$31,779.75.**
- All work will be based on an hourly rate with the above "not to exceed" amount.
- Rate of Pay for all equipment will be paid at cost /hr. including operator.
- Rate of Pay for hauling will be paid at **\$9.48/yd.** including operator.
- Rate of Pay for all other equipment will be based on Contractors Quote as **Attachment A.**
- Upon final inspection the County will pay upon invoice.
- Final payment may be adjusted by official signed change orders.

### 6. VENDOR PERSONNEL:

- VENDOR'S key personnel, will include:

1. Name: Jason Gilbert  
Address: 27394 E. Hanson Lake Rd  
Grand Rapids MN, 55744  
Phone: 218 244-3188  
Email: [gilbertcontractingservice@gmail.com](mailto:gilbertcontractingservice@gmail.com)

## **7. COUNTY'S AUTHORIZED AGENT AND PROJECT MANAGER**

- COUNTY'S Authorized Agent, or his/her successor, will be:
  1. Name: Kory Cease  
Title: Itasca County Land Commissioner  
Address: 1177 LaPrarie Ave.  
Grand Rapids, MN 55744  
Phone: 218-327-2855  
Fax: 218-327-4160  
Email: [kory.cease@co.itasca.mn.us](mailto:kory.cease@co.itasca.mn.us)
- COUNTY'S Authorized Agent will have final authority to accept or reject VENDOR'S services and/or goods. If such services and/or goods are acceptable and satisfactory, COUNTY'S Authorized Agent will certify each invoice submitted by VENDOR.

## **8. COUNTY'S Project Manager, or his/her successor, for this Agreement will be:**

2. Name: Roger Clark  
Title: Park System Manager  
Address: 1177 LaPrarie Ave.  
Grand Rapids, MN 55744  
Phone: 218-327-7347  
Cell: 218-244-4705  
Fax: 218-327-4160  
Email: [roger.clark@co.itasca.mn.us](mailto:roger.clark@co.itasca.mn.us)
- COUNTY'S Project Manager will sign progress reports, review billing statements, make recommendations to the COUNTY'S Authorized Agent for acceptance or rejection of VENDOR'S goods or services and make recommendations to the COUNTY'S Authorized Agent for certifications for payment of each invoice submitted by VENDOR.

**VENDOR'S QUOTE IS INCLUDED AS ATTACHMENT A.**

## ATTACHMENT A

### BASS LAKE PARK CAMPGROUND NEW SITE PROJECT

2021

Gilbert Contracting Services Inc.

10/21/21

New Campsite Construction Clearing, grubbing, filling and leveling of 14 new campsites (Flagged in By County) Clearing and grubbing out stumps, brush and ground up materials for all 14 sites. Back hauling stumps and debris to Tower pit located approximately 9 miles away. Hauling gravel from Tower pit to campsites to fill and grade. Estimated at 80 to 150 yards per site depending on the site. Approximate size of each site is 3000 sq ft. Level and grade sites to specifications. Level with 4-inch lift with slight crown to outside edge with a minimum of 4 inches of Class 5 surface. Retain what topsoil is available to dress outside edges. County will seed and mulch.

Not to exceed amount. \$ 31,779.75 please see breakdown of sites and parking areas.

|            |                                                                                                                                                      |
|------------|------------------------------------------------------------------------------------------------------------------------------------------------------|
| Slte 16 A- | Excavator 2 hours @ \$150.00 = \$300.00<br>Dozer 1 hour @ \$120.00 = \$ 120.00<br>Skidsteer 2 hours @ \$ 90.00 = <u>\$180.00</u><br>\$600.00         |
| Slte 15 A- | Excavator 2 hours @ \$150.00 = \$300.00<br>Dozer 1 hour @ \$120.00 = \$ 120.00<br>Skidsteer 2 hours @ \$ 90.00 = <u>\$180.00</u><br>\$600.00         |
| Slte 14 A- | Excavator 1.6 hours @ \$150.00 = \$240.00<br>Dozer 1 hour @ \$120.00 = \$ 120.00<br>Skidsteer 1.6 hours @ \$ 90.00 = <u>\$144.00</u><br>\$504.00     |
| Slte 13 A- | Excavator 1.8 hours @ \$150.00 = \$270.00<br>Dozer 1 hour @ \$120.00 = \$ 120.00<br>Skidsteer 1.8 hours @ \$ 90.00 = <u>\$162.00</u><br>\$552.00     |
| Slte 12 A- | Excavator 2 hours @ \$150.00 = \$300.00<br>Dozer 1 hour @ \$120.00 = \$ 120.00<br>Skidsteer 2 hours @ \$ 90.00 = <u>\$180.00</u><br>\$600.00         |
| Slte 11A-  | Excavator .75 hours @ \$150.00 = \$112.50.00<br>Dozer 1 hour @ \$120.00 = \$ 120.00<br>Skidsteer 1.5 hours @ \$ 90.00 = <u>\$135.00</u><br>\$ 367.50 |
| Slte 10 A- | Excavator 1.6 hours @ \$150.00 = \$240.00<br>Dozer 1 hour @ \$120.00 = \$ 120.00<br>Skidsteer 2 hours @ \$ 90.00 = <u>\$180.00</u><br>\$ 540.00      |
| Slte 6 B-  | Excavator 1.6 hours @ \$150.00 = \$240.00<br>Dozer 1 hour @ \$120.00 = \$ 120.00<br>Skidsteer 2 hours @ \$ 90.00 = <u>\$180.00</u><br>\$ 540.00      |
| Slte 7B-   | Excavator 2 hours @ \$150.00 = \$300.00                                                                                                              |

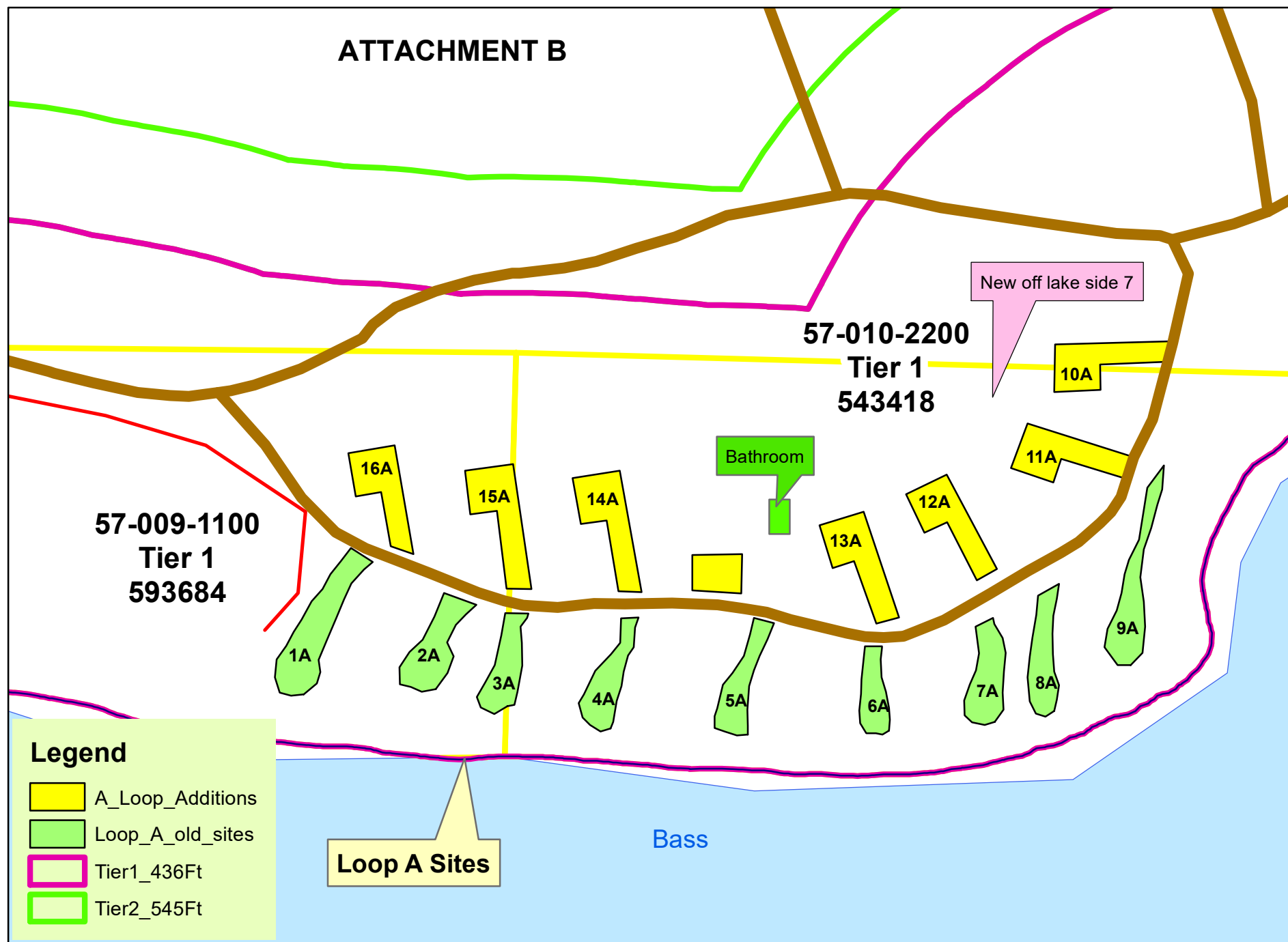
|                 |           |                                      |
|-----------------|-----------|--------------------------------------|
|                 | Dozer     | 1.5 hour @ \$120.00 = \$ 180.00      |
|                 | Skidsteer | 2 hours @ \$ 90.00 = <u>\$180.00</u> |
|                 |           | \$660.00                             |
| Slte 8B-        | Excavator | 1.6 hours @ \$150.00 = \$240.00      |
|                 | Dozer     | 2 hour @ \$120.00 = \$ 240.00        |
|                 | Skidsteer | 2 hours @ \$ 90.00 = <u>\$180.00</u> |
|                 |           | \$660.00                             |
| Slte 10C-       | Excavator | 1.6 hours @ \$150.00 = \$240.00      |
|                 | Dozer     | 1.5hour @ \$120.00 = \$180.00.00     |
|                 | Skidsteer | 2 hours @ \$ 90.00 = <u>\$180.00</u> |
|                 |           | \$600.00                             |
| Slte 11 C-      | Excavator | 1.8hours @ \$150.00 = \$270.00       |
|                 | Dozer     | 1 hour @ \$120.00 = \$ 120.00        |
|                 | Skidsteer | 2 hours @ \$ 90.00 = <u>\$180.00</u> |
|                 |           | \$570.00                             |
| Slte 12C-       | Excavator | 2 hours @ \$150.00 = \$300.00        |
|                 | Dozer     | 2 hour @ \$120.00 = \$ 240.00        |
|                 | Skidsteer | 2 hours @ \$ 90.00 = <u>\$180.00</u> |
|                 |           | \$720.00                             |
| Slte 13C-       | Excavator | 2 hours @ \$150.00 = \$300.00        |
|                 | Dozer     | 2 hour @ \$120.00 = \$ 240.00        |
|                 | Skidsteer | 2 hours @ \$ 90.00 = <u>\$180.00</u> |
|                 |           | \$720.00                             |
| Parking Lot A-  | Excavator | .75 @ 150.00 = \$112.50              |
|                 | Skidsteer | 1.5 @ 90.00 = \$ <u>135.00</u>       |
|                 |           | \$ 247.50                            |
| Parking Lot B-  | Skidsteer | 2 @ 90.00 = \$ <u>180.00</u>         |
| Beach Parking - | Skidsteer | 2 @ 90.00 = \$ 180.00                |

**Hauling Out Debris to Tower Pit**  
approximately 25- 35 loads @ \$75.00 each = \$ \$1406.25- \$1968.75

**Contract deadline - November 1st to November 20, 2021 inclusive. weather permitting.**  
**The County reserves the right to cancel any and all quotes.**

# Bass Lake Park Campground Expansion Project

## ATTACHMENT B



0 50 100 200 300 400 Feet

Adding 7 new sites and 1 parkinglot

## ATTACHMENT C

