



ITASCA COUNTY BOARD OF COMMISSIONERS

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

Tuesday, November 16, 2021

2:30 PM

Itasca County Boardroom

FINAL

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 #6.4 (TED Account Request by Blackberry Township) and #6.5 (COVID-19 Update) and approve the agenda, as amended.

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

IV. MINUTES APPROVAL

Motion To: Approve the minutes of the Tuesday, November 9, 2021 County Board Regular Session.

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

V. RECOMMENDED FOR CONSENT AGENDA

1. Adopt the Resolution Re: Year 2022 Schedule of Itasca County Board Meetings.

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 11/23/2021 2:30 PM
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2. Adopt the Resolution Re: Per Diems Paid to Itasca County Commissioners.

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 11/23/2021 2:30 PM
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3. Adopt the Resolution Re: Reimbursable Expenses to Itasca County Commissioners.

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 11/23/2021 2:30 PM
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4. Appoint Perry Loegering as the Representative for Conservation Groups vacancy on the Water Plan Implementation Committee (WPIC), effective November 23, 2021 through December 31, 2023.

RESULT: RECOMMENDED FOR CONSENT NEXT: 11/23/2021 2:30 PM

5. Accept the Minutes of the November 4th, 2021 HHS Advisory Committee Meeting.

RESULT: RECOMMENDED FOR CONSENT NEXT: 11/23/2021 2:30 PM

6. Authorize application for Conservation Legacy Partners Grant in cooperation with the Minnesota Deer Hunter Association, and to accept funds and authorize necessary signatures if awarded.

RESULT: RECOMMENDED FOR CONSENT NEXT: 11/23/2021 2:30 PM

VI. DISCUSSION / INFORMATIONAL

1. Citizen Input

No citizen input provided.

2. Land Department Annual Report

Land Commissioner Kory Cease provided the 2020 Land Department Annual Report.

RESULT: INFORMATIONAL - NO ACTION TAKEN

3. Itasca County Attorney's Office Update

County Attorney Matti Adam provided an Itasca County Attorney's Office update.

RESULT: INFORMATIONAL - NO ACTION TAKEN

4. TED Account Request by Blackberry Township

Motion To: Approve \$1,829 from the 2021 Tourism and Economic Development (TED) Account (12-611) and \$3,171 from the 2022 Tourism and Economic Development (TED) Account (12-611), as requested by Blackberry Township.

RESULT: APPROVED (5 TO 0)

MOVER: Commissioner Leo Trunt

SECONDER: Commissioner Davin Tinquist

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

5. COVID-19 Update

County Administrator Brett Skyles provided a COVID-19 Update, including information regarding the current COVID positive rate in Itasca County regardless of vaccination status.

RESULT: INFORMATIONAL - NO ACTION TAKEN

VII. COMMITTEE REPORTS

Commissioner DeNucci reported on his attendance of recent Association of Minnesota Counties (AMC) and Northeast Waste Advisory Council (NEWAC) meetings, as well as Grand Village Contract Negotiations and the DNR Commissioner Deer Hunting Round Table event.

Commissioner Tinquist reported on his attendance of recent Jail Committee and Extension Committee meetings, as well as ongoing Labor Negotiations and a United States Forest Services (USFS) meeting regarding the Bill and Gail Heig / Bowen's Lodge land exchange.

Commissioner Trunt reported on his attendance of recent Association of Minnesota Counties (AMC), Northeast Waste Advisory Council (NEWAC), City/County Cooperating Committee, Itasca County Township Association (ICTA), Western Mesabi Mine Planning Board (WMMPB), and Risk Management Commission meetings, as well as the Fair Board audit and Grand Village Contract Negotiations.

Commissioner Snyder reported on his attendance of a recent Visit Grand Rapids meeting, as well as the Fair Board audit and various Township meetings.

Commissioner Ives reported on his attendance of recent Risk Management Commission, Itasca Economic Development Corporation (IEDC), Community and Economic Development Associates (CEDA), and Visit Grand Rapids meetings, as well as ongoing Labor Negotiations.

VIII. ADMINISTRATOR UPDATE

IX. COMMISSIONER COMMENTS

Commissioner DeNucci provided comment regarding the County Board's upcoming Special Session Re: American Rescue Plan (ARP) Funding.

Commissioner Snyder provided comment regarding a Community Forum on Human Trafficking to be held Monday, November 22, 2021 beginning at 7 PM at the Bigfork City Hall.

RECESS

Chair Ives recessed the meeting at 3:41 PM.

RECONVENE

Chair Ives reconvened the meeting at 3:46 PM, with all members present.

X. CLOSED SESSIONS

1. Closed Session Re: Labor Negotiations

Motion To: Go into Closed Session per MN Statutes 13D.03 Re: Labor Negotiations.

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

Others Present: Human Resources Director Lynn Hart, County Administrator Brett Skyles, and Deputy Clerk of the County Board Amanda Schultz.

Motion To: Go into Open Session.

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

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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2. Closed Session Re: County Administrator Brett Skyles' Annual Performance Review

Motion To: Go into Closed Session per MN Statutes 13D.05, Subd. 3, to conduct County Administrator Brett Skyles' Annual Performance Review.

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

Others Present: Human Resources Director Lynn Hart, County Administrator Brett Skyles, and Deputy Clerk of the County Board Amanda Schultz.

Motion To: Go into Open Session.

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

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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XI. ADJOURN

Chair Ives adjourned the meeting at 4:28 PM.

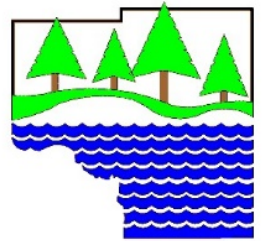
ATTEST



Burl Ives
Chair of the County Board



Brett Skyles
Clerk of the County Board



November 16, 2021

Chair:

PULL: None

ADDITIONS:

1. TED Account Request by Blackberry Township – Item #6.4

CHANGES: None

INFORMATIONAL:

1. Item #6.3 – Additional Information

Amanda



ITASCA COUNTY BOARD OF COMMISSIONERS

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

Tuesday, November 9, 2021

2:30 PM

Itasca County Boardroom

DRAFT

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	Absent	
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 Item #6.8 (Open Positions / Posting Process), amend Item #6.6 (Approve TED Request from Thrive Up North) and approve the agenda, as amended.

RESULT:	APPROVED (4 TO 0)
MOVER:	Commissioner Davin Tinquist
SECONDER:	Commissioner Leo Trunt
AYES:	Davin Tinquist, Leo Trunt, Burl Ives, Ben DeNucci
ABSENT:	Terry Snyder

IV. MINUTES APPROVAL

Motion To: Approve the minutes of the Tuesday, November 2, 2021 County Board Work Session.

RESULT:	APPROVED (4 TO 0)
MOVER:	Commissioner Ben DeNucci
SECONDER:	Commissioner Davin Tinquist
AYES:	Davin Tinquist, Leo Trunt, Burl Ives, Ben DeNucci
ABSENT:	Terry Snyder

V. CONSENT AGENDA

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

RESULT:	APPROVED (4 TO 0)
MOVER:	Commissioner Leo Trunt
SECONDER:	Commissioner Davin Tinquist
AYES:	Davin Tinquist, Leo Trunt, Burl Ives, Ben DeNucci
ABSENT:	Terry Snyder

1. Adopt the Resolution Re: Authorization to Execute Minnesota Department of Transportation Airport Maintenance and Operation Grant Agreement, which accepts the Grant Agreement for airport maintenance and operation at the Bowstring Airport for State Fiscal Years 2022 and 2023 and authorizes necessary signatures.
2. Review and approve the 2022 Families and Children and Seniors contracts between IMCare and DHS and authorize necessary signatures.
3. Award the 2023 Containerized Seedling Contract to PRT USA, Inc. in the amount of \$50,512.00 to be paid from the Forest Resources Fund 12 and authorize necessary signatures.
4. Adopt the Resolution Re: Repurchase of South Six Hundred Sixty Feet (S. 660') of the East Six Hundred Sixty Feet (E. 660') of Lot Two (2), Section Twenty-six (26), Township Fifty-seven (57), Range Twenty-five (25), West of the Fourth Principal Meridian, subject to a permanent easement for highway purposes over, under and across that part of the above described real estate, lying within the East 33.00 feet of said Government Lot 2 by John D. Childs.
5. Approve utility easement for construction, maintenance and operation of an underground primary telecommunication line over and across tax-forfeited trust lands in Section 11, Township 58, Range 24 and authorize necessary signatures.
6. Approve service contract with Architectural Resources, Inc. (ARI) for \$30,750.00 for engineering and construction management services, and authorize necessary signatures.

VI. REGULAR AGENDA

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

Farewell to Terry Cline whose last day as a Corrections Deputy, Sheriff's Office was November 7, 2021 after 11+ years of service.

Farewell to Alexis Martire whose last day as a RN Quality Improvement/Utilization Management Director, Health and Human Services Department will be November 19, 2021 after 7+ years of service.

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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3. Commissioner Warrants
Motion To: Approve Commissioner Warrants with a check date of November 12, 2021 in the amount \$2,174,771.66.

RESULT:	APPROVED (4 TO 0)
MOVER:	Commissioner Davin Tinquist
SECONDER:	Commissioner Ben DeNucci
AYES:	Davin Tinquist, Leo Trunt, Burl Ives, Ben DeNucci
ABSENT:	Terry Snyder

4. COVID-19 Update
County Administrator Brett Skyles 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.

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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5. Approve TED Account Request by the Buck Lake Improvement Club

Motion To: Approve the request of \$10,000 from the 2021 Tourism and Economic Development Account (12-611) by the Buck Lake Improvement Club.

RESULT:	APPROVED (4 TO 0)
MOVER:	Commissioner Leo Trunt
SECONDER:	Commissioner Ben DeNucci
AYES:	Davin Tinquist, Leo Trunt, Burl Ives, Ben DeNucci
ABSENT:	Terry Snyder

6. Approve TED Account Request by Thrive Up North

Motion To: Approve the \$5,000 request from the 2021 Tourism and Economic Development Account (12-611) to Thrive Up North Marketing Initiative.

RESULT:	APPROVED (4 TO 0)
MOVER:	Commissioner Davin Tinquist
SECONDER:	Commissioner Ben DeNucci
AYES:	Davin Tinquist, Leo Trunt, Burl Ives, Ben DeNucci
ABSENT:	Terry Snyder

7. Phase 2 Correctional/Court Facility Construction Contracts

Motion To: Approve Phase 2 Correctional/Court Facility construction contracts including approval for bid package Alternate #1, pending County Attorney Review, and authorize signatures of the County Board Chair and County Administrator.

RESULT:	APPROVED (4 TO 0)
MOVER:	Commissioner Davin Tinquist
SECONDER:	Commissioner Ben DeNucci
AYES:	Davin Tinquist, Leo Trunt, Burl Ives, Ben DeNucci
ABSENT:	Terry Snyder

8. Open Positions / Posting Process

Motion To: Approve the Social Worker, Data Project Coordinator, and Medical Claims Examiner positions.

RESULT:	WITHDRAWN
MOVER:	Commissioner Ben DeNucci
SECONDER:	Commissioner Davin Tinquist

Motion To: Suspend the rules as it relates to the hiring process for the Social Worker, Data Project Coordinator, and Medical Claims Examiner positions.

RESULT:	APPROVED (3 TO 1)
MOVER:	Commissioner Leo Trunt
SECONDER:	Commissioner Ben DeNucci
AYES:	Davin Tinquist, Leo Trunt, Ben DeNucci
NAYS:	Burl Ives
ABSENT:	Terry Snyder

Motion To: Return to normal order.

RESULT:	APPROVED (3 TO 1)
MOVER:	Commissioner Leo Trunt
SECONDER:	Commissioner Ben DeNucci
AYES:	Davin Tinquist, Leo Trunt, Ben DeNucci
NAYS:	Burl Ives
ABSENT:	Terry Snyder

Motion To: Change the process/procedure for approving open positions from the current process to a vote of the full Board at any eligible County Board meeting.

RESULT:	FAILED (2 TO 2)
MOVER:	Commissioner Ben DeNucci
SECONDER:	Commissioner Leo Trunt
AYES:	Leo Trunt, Ben DeNucci
NAYS:	Davin Tinquist, Burl Ives
ABSENT:	Terry Snyder

VII. COMMISSIONER COMMENTS

VIII. CLOSED SESSIONS

IX. ADJOURN

Chair Ives adjourned the meeting at 3:42 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, November 16, 2021

REQUEST FOR BOARD ACTION: RBA-2021-1807

DEPARTMENT: Administrative Services

TIME REQUESTED: < 5 Minutes

PRESENTER: Brett Skyles

AGENDA ITEM:

Schedule of Itasca County Board Meetings

BOARD ACTION REQUESTED:

Adopt the Resolution Re: Year 2022 Schedule of Itasca County Board Meetings.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION: None

11/09/2021

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 11/23/2021 2:30 PM
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**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, December 17, 2019
Regular Meeting

RESOLUTION 2019-83

RE: YEAR 2020 SCHEDULE OF ITASCA COUNTY BOARD MEETINGS

WHEREAS, the Itasca County Board of Commissioners performs their duties as outlined in M.S. 375 and/or other statutes pertaining to the responsibilities of the Board; and

WHEREAS, the Itasca County Board of Commissioners conducts County Board meetings within the statutory limitations put forward in M.S. 13D, commonly known as the "Open Meeting Law", and

WHEREAS, it is the intent of the Itasca County Board of Commissioners to give notice to the citizenry, the employees, and/or others notice of their meetings; and

WHEREAS, work sessions are scheduled at 2:30 PM on the first and third Tuesday of the month, unless the usual date is on a holiday or a special meeting is scheduled with notice as outlined by M.S. 13D, in the Boardroom of the Itasca County Courthouse; and

WHEREAS, regular sessions are scheduled at 2:30 PM on the second and fourth Tuesday of the month, unless the usual date is on a holiday or a special meeting is scheduled with notice as outline by M.S. 13D, in the Boardroom of the Itasca County Courthouse.

NOW THEREFORE BE IT RESOLVED, that the Itasca County Board of Commissioners adopts the following schedule for work sessions in the year 2020:

Tuesday, January 7, 2020	Tuesday, July 7, 2020
Tuesday, January 21, 2020	Tuesday, July 21, 2020
Tuesday, February 4, 2020	Tuesday, August 4, 2020
Tuesday, February 18, 2020	Tuesday, August 18, 2020
Tuesday, March 3, 2020	Tuesday, September 1, 2020
Tuesday, March 17, 2020	Tuesday, September 15, 2020
Tuesday, April 7, 2020	Tuesday, October 6, 2020
Tuesday, April 21, 2020	Tuesday, October 20, 2020
Tuesday, May 5, 2020	Tuesday, November 3, 2020
Tuesday, May 19, 2020	Tuesday, November 17, 2020
Tuesday, June 2, 2020	Tuesday, December 1, 2020
Tuesday, June 16, 2020	Tuesday, December 15, 2020

BE IT FURTHER RESOLVED that the Itasca County Board of Commissioners adopts the following schedule for regular session in the year 2020:

Tuesday, January 14, 2020 Tuesday, July 14, 2020
Tuesday, January 28, 2020 Tuesday, July 28, 2020
Tuesday, February 11, 2020 Tuesday, August 11, 2020
Tuesday, February 25, 2020 Tuesday, August 25, 2020
Tuesday, March 10, 2020 Tuesday, September 8, 2020
Tuesday, March 24, 2020 Tuesday, September 22, 2020
Tuesday, April 14, 2020 Tuesday, October 13, 2020
Tuesday, April 28, 2020 Tuesday, October 27, 2020
Tuesday, May 12, 2020 Tuesday, November 10, 2020
Tuesday, May 26, 2020 Tuesday, November 24, 2020
Tuesday, June 9, 2020 Tuesday, December 8, 2020
Tuesday, June 23, 2020

BE IT FURTHER RESOLVED that the Year 2020 Organizational Meeting will be held on Tuesday, January 7, 2020, at 2:30 PM, pursuant to M.S. 375.07.

RESULT:	APPROVED (3 TO 2)
MOVER:	Commissioner Ben DeNucci
SECONDER:	Commissioner Burl Ives
AYES:	Davin Tinquist, Burl Ives, Ben DeNucci
NAYS:	Terry Snyder, Leo Trunt

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 17th day of December A.D. 2019 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 17th day of December A.D. 2019.



Administrator



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, November 16, 2021

RESOLUTION

RE: YEAR 2022 SCHEDULE OF ITASCA COUNTY BOARD MEETINGS

WHEREAS, the Itasca County Board of Commissioners performs their duties as outlined in M.S. 375 and/or other statutes pertaining to the responsibilities of the Board; and

WHEREAS, the Itasca County Board of Commissioners conducts County Board meetings within the statutory limitations put forward in M.S. 13D, commonly known as the "Open Meeting Law", and

WHEREAS, it is the intent of the Itasca County Board of Commissioners to give notice to the citizenry, the employees, and/or others notice of their meetings; and

WHEREAS, work sessions are scheduled at 2:30 PM on the first and third Tuesday of the month, unless the usual date is on a holiday or a special meeting is scheduled with notice as outlined by M.S. 13D, in the Boardroom of the Itasca County Courthouse; and

WHEREAS, regular sessions are scheduled at 2:30 PM on the second and fourth Tuesday of the month, unless the usual date is on a holiday or a special meeting is scheduled with notice as outline by M.S. 13D, in the Boardroom of the Itasca County Courthouse.

NOW THEREFORE BE IT RESOLVED, that the Itasca County Board of Commissioners adopts the following schedule for work sessions in the year 2022:

Tuesday, January 4, 2022	Tuesday, July 5, 2022
Tuesday, January 18, 2022	Tuesday, July 19, 2022
Tuesday, February 1, 2022	Tuesday, August 2, 2022
Tuesday, February 15, 2022	Tuesday, August 16, 2022
Tuesday, March 1, 2022	Tuesday, September 6, 2022
Tuesday, March 15, 2022	Tuesday, September 20, 2022
Tuesday, April 5, 2022	Tuesday, October 4, 2022
Tuesday, April 19, 2022	Tuesday, October 18, 2022
Tuesday, May 3, 2022	Tuesday, November 1, 2022
Tuesday, May 17, 2022	Tuesday, November 15, 2022
Tuesday, June 7, 2022	Tuesday, December 6, 2022
Tuesday, June 21, 2022	Tuesday, December 20, 2022

BE IT FURTHER RESOLVED that the Itasca County Board of Commissioners adopts the following schedule for regular session in the year 2022:

Tuesday, January 11, 2022	Tuesday, July 12, 2022
Tuesday, January 25, 2022	Tuesday, July 26, 2022

Tuesday, February 8, 2022
Tuesday, February 22, 2022
Tuesday, March 8, 2022
Tuesday, March 22, 2022
Tuesday, April 12, 2022
Tuesday, April 26, 2022
Tuesday, May 10, 2022
Tuesday, May 24, 2022
Tuesday, June 14, 2022
Tuesday, June 28, 2022

Tuesday, August 9, 2022
Tuesday, August 23, 2022
Tuesday, September 13, 2022
Tuesday, September 27, 2022
Tuesday, October 11, 2022
Tuesday, October 25, 2022
Tuesday, November 8, 2022
Tuesday, November 22, 2022
Tuesday, December 13, 2022

BE IT FURTHER RESOLVED that the Year 2022 Organizational Meeting will be held on Tuesday, January 4, 2022, at 2:30 PM, pursuant to M.S. 375.07.



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, November 16, 2021

REQUEST FOR BOARD ACTION: RBA-2021-1808

DEPARTMENT: Administrative Services

PRESENTER: Brett Skyles

TIME REQUESTED: < 5 Minutes

AGENDA ITEM:

Per Diems

BOARD ACTION REQUESTED:

Adopt the Resolution Re: Per Diems Paid to Itasca County Commissioners.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION: None

11/09/2021

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 11/23/2021 2:30 PM
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**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, November 16, 2021

RESOLUTION

RE: PER DIEMS PAID TO ITASCA COUNTY COMMISSIONERS

WHEREAS, MN Statutes 375.055 provides for the establishment of compensation for services and per diems rendered by County Commissioners in all Minnesota Counties except Hennepin and Ramsey; and,

WHEREAS, the Itasca County Board of Commissioners views the Nursing Home Board to be a function of the regular Commissioner duties; and,

WHEREAS, the Attorney General has opined (No. 124a, April 28, 1994, p.4) that an officer may not collect more than one days per diem pursuant to the same authority regardless of the number of hours spent performing work in a single day.

NOW THEREFORE BE IT RESOLVED, that the Itasca County Board of Commissioners will not receive per diems for the discharge of official duties for the Nursing Home Board.

BE IT FURTHER RESOLVED that the Itasca County Board of Commissioners shall not collect more than one per diem per day while acting on any committee under the direction of the Board.



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, November 16, 2021

REQUEST FOR BOARD ACTION: RBA-2021-1809

DEPARTMENT: Administrative Services

PRESENTER: Brett Skyles

TIME REQUESTED: < 5 Minutes

AGENDA ITEM:

Reimbursable Expenses

BOARD ACTION REQUESTED:

Adopt the Resolution Re: Reimbursable Expenses to Itasca County Commissioners.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION: None

11/09/2021

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 11/23/2021 2:30 PM
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**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, November 16, 2021

RESOLUTION

RE: REIMBURSABLE EXPENSES TO THE ITASCA COUNTY COMMISSIONERS

WHEREAS, MN Statutes 375.06 provides for the reimbursement of travel expenses incurred while County Commissioners are discharging their official duties while acting on any committee under the direction of the Board; and,

WHEREAS, County Commissioners are authorized to be reimbursed for mileage expense for using their personal automobile in discharging their official duties as County Commissioners while serving on a board, committee, or commission.

NOW THEREFORE BE IT RESOLVED, that the Itasca County Board of Commissioners shall be reimbursed for actual expenses incurred as outlined in the Itasca County Reimbursement for Expenses Policy while acting in the official duties of a County Commissioner under the direction of the County Board; and,

BE IT FURTHER RESOLVED that the Itasca County Board of Commissioners shall be reimbursed at the current Internal Revenue Service (IRS) rate for the use of their personal automobile while acting in their official duties or on a committee under the direction of the County Board.



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, November 16, 2021

REQUEST FOR BOARD ACTION: RBA-2021-1876

DEPARTMENT: Administrative Services

TIME REQUESTED: < 5 Minutes

PRESENTER: Brett Skyles

AGENDA ITEM:

Water Plan Implementation Committee (WPIC) Appointment

BOARD ACTION REQUESTED:

Appoint Perry Loegering as the Representative for Conservation Groups vacancy on the Water Plan Implementation Committee (WPIC), effective November 23, 2021 through December 31, 2023.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. 2021-09-20 IW Board minutes
2. 2021-11-08 IW Board minutes

11/09/2021

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 11/23/2021 2:30 PM
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Itasca Waters Board Meeting Minutes

September 20 4:30 pm online via Zoom

Attendance (quorum 7 of voting Board): Present (P), Absent (A), Excused(E). Non-voting Technical Advisory Board (TAB)

Sandy Anderson	P	John Downing	P	Jan Sandberg	P	Andy Arens (TAB)	P
Jan Best	P	Bill Grantges	E	Davin Tinquist	A	Benjamin Benoit (TAB)	A
Megan Christianson		Pat Leistikow	P	Brian Whittemore	P	Stephanie Kessler	P
Kathy Cone	P	David Lick	E			Eric Raitanen (TAB)	A
Jesse Davis	P	Shirley Loegering	P			Dan Swenson (TAB)	A
						Chad Severts	P

Guests: Ed Zabinski from UnTapped (Bush grants)

Agenda Items/ Attachments A#--	Key Discussion/ Outcomes	Follow-up Needed Who/When
Call to order	Meeting called to order by Jesse Davis at about 4:35 pm	
1.a Agenda	The agenda was circulated in advance of the meeting. Amend the agenda to add 4.e New Board Members, 4.f Water Plan Implementation Committee and move up 4.b and 4.f for discussion after Item 2. <i>Motion to approve the agenda as amended. (Shirley Loegering, Pat Leistikow) M/S/U</i>	
2. Financial Report A#2.1, A#2.2, A#2.3, A#2.4, A#2.5, A#2.6	Pat pointed out that the Bush Foundation has a bit of money unspent. Still \$50,000 left in Blandin Shoreland. <i>Motion to approve the Treasurer's report. (John Downing, Brian Whittemore) M/S/U</i>	• Board—review available balances and suggest possible activities/expenditures to the appropriate committee.
3. Unfinished Business		
3.a Blandin Grant	Jesse will meet with Sonja in the next few weeks to determine if we still need to do a survey at all or can we postpone to next fall.	• Put on agenda for the November meeting
3.b WaterFest Final Report A#3.b-1, A#3.b-2	Discussion about the success of the event, linked in the mind of attendees to Itasca Waters.	
3.c Clean Water Initiative Update A#3.c-1	Ed Zabinski described three parts of the project in the contract, focusing on lake associations—shoreland advisors, septic systems and AIS. <i>Motion to approve the attached contract with Untapped for \$15,000 to organize and implement the Clean Water Initiative. (Brian Whittemore, Jan Sandberg) M/S/U</i>	
3.d Get the Lead Out Update	Jan B reported that this project will continue for a few years; there are containers for tackle return at SWCD (nothing collected) and IW office (box is in the corridor, about 6.6 pounds to date). Jan B has also spoken with Stephanie (ICOLA). It isn't clear if others are doing it.	
3.e Future Meetings	Jesse and Paula have not found a location for hybrid meetings as yet due to concerns about Covid. Stephanie suggested contacting ICC as they have specialty computers. Pat thought there was a possible meeting room at the strip mall near McDonalds. <i>Motion to continue looking for hybrid venues but expect to continue Zoom meetings through March 2022. (Jan Sandberg, John Downing) M/S/U</i>	

Agenda Items/ Attachments A#--	Key Discussion/ Outcomes	Follow-up Needed Who/When
4. New Business		
4.a Ratify Past Actions of the Executive Committee A#4.a	<i>Motion to approve minutes from Executive Committee of August 19, 2021. (Shirley Loegering, Jan Best) M/S/U</i>	
4.b Geologic Atlas Overview A#4.b-1, #4.b-2	Shirley gave a brief overview – her interest started in 2019. Itasca is one of a few counties yet to complete this work. She has been working with Andy Arens. Where would IW fit? Andy explained his recent communications with County staff. County partners likely need more information. The cost component is for well location work. Andy would like to meet with Shirley and state staff—possible Zoom meeting. John D added that groundwater is so important and Itasca has messy hydrology. Pat—this might fit within the Blandin grant but she needs to take a closer look. Could it fit ICC GIS/Engineering for interns? Chad—this survey is part of Mississippi Headwaters 1W1P, a source possible funding? Shirley would coordinate the project as it does not fit a single committee.	• Shirley to set up Zoom meeting with Andy and state staff. • Put on agenda for November meeting
4.c Google Drive	It is recommended that we maintain the current file structure on Google Drive to allow setting different access permissions for various folders.	
4.d Communication	Rather than drown in emails, it might be useful to adopt a model for important concerns of initiating with an email but follow up with a phone call. If there are details that should be documented, perhaps create a file to be shared. Committee communications should be included in Google Drive as most projects, unless specifically assigned (with appropriate documentation) to an individual, are subject to Committee oversight. All communications with Coordinator should copy Jesse.	• November meeting--The Board needs to identify a new Personnel Committee Chair
4.e New Board Members	Consider setting a separate meeting with one topic—how many, what skills, specific persons, strategies. Pat spoke with Bush about using funds for Board development for finding worker bee Board members. Several members liked the idea of using an ad to solicit new members. Brian reminded folks of his memo from a few months ago. Jesse asked Stephanie about ICOLA folks interest and availability but she will bring this up with the membership. Pat will reach out to UnTapped.	• Set up a meeting to include current Board members and Paula dedicated to finding new Board members and solicit ideas
4.f WPIC	Andy explained that the Water Plan Implementation Committee is an advisory committee. The role is a bit unclear with work on 1W1P, the County has been able to delay updating the County water plan. Stephanie served previously. <i>Motion to approve asking for representation for Itasca Waters on WPIC and ask Perry Loegering to be our representative. If he is unwilling, the Executive Committee will address the issue. (Jan Sandberg, Kathy Cone)</i>	• Shirley will ask Perry about his interest
5. Consent Agenda	<i>Motion to approve the entire consent agenda. (John Downing, Pat Leistikow) M/S/U</i>	
5.a July 12, 2021 Board Minutes	Circulated after the July meeting	

Agenda Items/ Attachments A#--	Key Discussion/ Outcomes	Follow-up Needed Who/When
5.b Board Biographies A#5.b	Sent to all Board members—a few have responded	
5.c Committee Membership A#5.c		
5.d Items to be Completed from Last Meeting A#5.d		
6. Reports		
6.a President's Report		
6.b Coordinator/Office Report A#6.b	Received late this afternoon.	
6.c Education Committee A#6.c	John is working on the preference survey about format and content. The October 1 meeting will be postponed.	
6.d Executive/ Governance		
6.e Finance		
6.f Grants		
6.g Marketing		
6.h Membership & Fundraising A#6.h	Shirley asked about thoughts of using Facebook "likes" to link to parcel info for the new member invite. Considerable discussion about privacy issues. Perhaps best option is to address likes on Facebook using Messenger.	
6.i Personnel	Suggested that this may be the time for a 6-month performance report.	• Board—include Jesse in any requests for Paula's time
6.j Planning		
6.k Shoreland Advisors		
6.l Vision/New Projects		
6.m Youth Water Summit		
7. Other		
	For future WaterFests, consider getting sponsors, tie to first Friday of Tall Timber Days, perhaps less swag.	
Adjournment	<i>Hearing no objection, Jesse adjourned the meeting at 6:25 pm</i>	

Upcoming Events

2021 Board Meetings:

November 8, 2021 at 4:30 pm via Zoom

January 10, 2021 at 4:30 pm via Zoom

Executive Committee meetings are held as needed and communicated in advance to the Board and Technical Advisory Board.

Reminder list -- Follow-up Needed--Who/When

Itasca Waters Board Meeting Minutes

November 8, 2021 4:30 pm online via Zoom

Attendance (quorum 7 of voting Board): Present (P), Absent (A), Excused(E). Non-voting Technical Advisory Board (TAB)

P

Sandy Anderson	P	John Downing	A	Jan Sandberg	P	Andy Arens (TAB)	P
Jan Best	P	Bill Grantges	P	Davin Tinquist	E	Benjamin Benoit (TAB)	A
Megan Christianson	P	Pat Leistikow	P	Brian Whittemore	P	Stephanie Kessler (TAB)	P
Kathy Cone	P	David Lick	P			Eric Raitanen (TAB)	A
Jesse Davis	P	Shirley Loegering	P			Dan Swenson (TAB)	A

Guests: Chad Severts (BWSR)

Agenda Items/ Attachments A#--	Key Discussion/ Outcomes	Follow-up Needed Who/When
Call to order	Meeting called to order by Jesse Davis at about 4:32 pm	
1.a Agenda	The agenda was circulated in advance of the meeting. <i>Motion to approve the agenda. (Pat Leistikow, Brian Whittemore)</i> M/S/U	
2. Financial Report A#2.1, A#2.2, A#2.3, A#2.4, A#2.5	Jesse asked the Board for questions and there were none. Pat's comments: - October #s were late - Current focus is Blandin Shoreland including \$23,000 left for a coordinator - Final Bush report submitted, and she assumes the few dollars left won't need to be returned - Donations are pouring in. - The Blandin timeline has passed but there is no deadline to send back money. <i>Motion to approve the Treasurer's report. (Megan Christianson, Jan Best)</i> M/S/U	Board—review available balances and suggest possible activities/expenditures to the appropriate committee.
3. Unfinished Business		
3.a Blandin Grant Update	Jesse reported that he spoke with Sonja a few weeks ago Blandin has been flexible and happy with our work. Sonja stressed that we need to have a simple final report by the end of the year. Pat added that we should request an extension to use remaining funds. One difficult item was the survey from two years ago that we committed in our application to repeat this fall. Jesse said that we will not be penalized if we don't do this survey and don't need to do anything before the end of the year. Sonja and Jesse discussed some type of survey to map our progress using their grant funds to determine our greatest successes. Jesse thinks we should do something to gather more information although it can be non-scientific.	- Prepare final Blandin report by end of year that includes extension to use remaining funds. - Jesse to contact U of MN Morris about their status in the survey business. - Consider a future survey during upcoming discussions this year.

Agenda Items/ Attachments A#--	Key Discussion/ Outcomes	Follow-up Needed Who/When
3.b Clean Water Initiative Update A#3.b	Dave thought that the attachment (email from Laura Connelly) was a reasonable summary of what has been happening. They will be working with ICOLA and John Davis.	
3.c Geologic Atlas Update	Shirley gave a brief update on possible costs (for help verifying well locations) to Itasca Waters. One county spent \$12,000 on three interns. Funding: likely no money from Blandin, options are a GoFundMe campaign, operating, new grant. Andy noted: if the tribes are unwilling to cooperate, there would be no data reported for tribal areas. We may need verification for 7,000 wells. He estimates that we would need two interns, with overhead, maybe \$25,000 at the high end. Brett Skyles was positive, but it is likely that we would need to provide a substantial part of the funds. The U can't start until 2023. Discussion about GIS students at ICC, tribal control over private land within reservation boundaries. Chad mentioned that there could be funding from One Watershed plan for that geographic area. Discussion about information needed before committing money and approaching the County Board.	• Bring back details for the Geologic Atlas item in January for motion and funding
3.d Fishing Line Project Update A#3.d	Shirley found good support from the Corps and state park and wants to continue. She will contact the cities next spring. Some covers will need to be replaced and she will need help to do so. Bill suggested that watercraft inspectors might be able to help.	
4. New Business		
4.a Ratify Donation to KAXE A#4.a	Discussion about also advertising on KOZY. Brian reminded us that someone else will need to coordinate with KAXE—John Bauer will likely retire soon. Perhaps consider a semi-regular show combining IW, AIS and other topics. <i>Motion to ratify the Executive Committee's donation of \$550 to KAXE. (Dave Lick, Brian Whittemore) M/S/U</i>	• Jesse will coordinate with KAXE for now
4.b Schedule Planning Meeting for Future of Itasca Waters A#4.b-1, #4.b-2	Look at the weeks of November 14 th and 28 th , with a first meeting limited to 90 minutes. Everyone should review the attached documents for ideas.	• Jesse will send out a Doodle with possible dates for a November meeting • Pat will contact Untapped about involvement of either Laura or Ed.
4.c Approve Addition of Chad Severts to Technical Advisory Board	<i>Motion to approve adding Chad Severts to the Itasca Waters Technical Advisory Board (Dave Lick, Pat Leistikow) M/S/U</i>	
4.d Minnesota Lakes and Rivers Request A#4.d-1, A#4.d-2	Minnesota Lakes and Rivers is soliciting organizations to sign onto a letter to DNR supporting legislation for a Watercraft Operators Certification Program & Training. <i>Motion to add Itasca Waters to the letter in attachment A#4.d-2 (Jan Sandberg, Bill Grantges) M/S/U</i>	• Jan Sandberg to inform MLR about support for DNR letter
4.e Shared Employee with Community Education	Dave reported on recent conversations with Melanie DuBay about the Youth Summit (May 24, 2022) with plans to meet soon. She expressed interest in setting up a shared job position between ISD #318 and Itasca Waters. Discussion about costs and timing.	• Add shared position discussion to agenda for upcoming November meeting(s)
5. Consent Agenda	<i>Motion to approve the entire consent agenda. (Shirley Loegering, Brian Whittemore) M/S/U</i>	

Agenda Items/ Attachments A#--	Key Discussion/ Outcomes	Follow-up Needed Who/When
5.a September 20,2021 Board Minutes	Circulated after the September meeting	
5.b Ratify Executive Committee Minutes A#4.a (above), A#5.b	From October 5 and 11, 2021	
5.c Board Biographies A#5.c		
5.d ICOLA Around the Horn Report A#5.d		
5.e Tim Scherkenbach A#5.e		
5.f Items to be Completed from Last Meeting A#5.f		
5.g Shallow/Sand Lake Newsletter		
5.h Minnesota Lakes and Rivers Annual Meeting December 1, 2021 A#5.h		
5.i Board Meeting Dates for 2022	January 10, March 14, May 9, July 11, September 12, November 14, 2022; January 9, 2023	
6. Reports		
6.a President's Report		
6.b Coordinator/Office Report		
6.c Education Committee A#6.c	Shirley mentioned that the survey results came back, and meetings are set for next week. Discussion about hiring Steph Kessler as event planner—some possible complications as she is on the TAB. Steph noted that she needs more info before assuming that it would be her.	• Continue discussion about Summit event planner with Executive Committee
6.d Executive/ Governance		
6.e Finance		
6.f Grants		
6.g Marketing		
6.h Membership & Fundraising A#6.h	Shirley reported a current total of more than \$8200 in donations plus funds from WaterFest. So far, we have 16 new members. There were some DonorSnap issues, first because addresses on credit card and submitted were not identical. This may have been resolved.	
6.i Personnel		
6.j Planning		

Agenda Items/ Attachments A#--	Key Discussion/ Outcomes	Follow-up Needed Who/When
6.k Shoreland Advisors	Discussion about email/letter to send to shoreland advisors to thank them for this year's work and welcome them to 2022. Shirley & Sandy offered to help with this. <i>Motion to allocate \$10,000 from the Blandin Shoreland grant for the Shoreland Advisor program for 2022 (Pat Leistikow, Kathy Cone) M/S/U</i>	• Dave will prepare a short note and advisor list and send to send to Jesse, Shirley, Sandy
6.l Vision/New Projects		
6.m Youth Water Summit	<i>Motion to approve \$6,500 from Itasca Waters for the 2022 Youth Water Summit. (Pat Leistikow, Jan Best) M/S/U</i>	
7. Other		
		• Committees should submit budgets to Pat ASAP
Adjournment	<i>Hearing no objection, Jesse adjourned the meeting at about 6:10 pm</i>	

Upcoming Events

2022-23 Board Meetings:

January 10, 2021 at 4:30 pm via Zoom
 March 14, 2022 at 4:30 pm via Zoom
 May 9, 2022 at 4:30 pm via Zoom
 July 11, 2022 at 4:30 pm via Zoom
 September 12, 2022 at 4:30 pm via Zoom
 November 14, 2022 at 4:30 pm via Zoom
 January 9, 2023 at 4:30 pm via Zoom

Executive Committee meetings are held as needed and communicated in advance to the Board and Technical Advisory Board.

Reminder list -- Follow-up Needed--Who/When

Board—review available balances and suggest possible activities/expenditures to the appropriate committee.

Prepare final Blandin report by end of year that includes extension to use remaining funds.

Jesse to contact U of MN Morris about their status in the survey business.

Consider a future survey during upcoming discussions this year.

Bring back details for the Geologic Atlas item in January for motion and funding

Jesse will coordinate with KAXE for now

Jesse will send out a Doodle with possible dates for a November meeting(s)

Pat will contact Untapped about involvement of either Laura or Ed.

Jan Sandberg to inform MLR about support for DNR letter—completed November 9, 2021

Add shared position discussion to agenda for upcoming November meeting(s)

Continue discussion about Summit event planner with Executive Committee

Dave will prepare a short note and advisor list and send to send to Jesse, Shirley, Sandy

Committees should submit budgets to Pat ASAP



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, November 16, 2021

REQUEST FOR BOARD ACTION: RBA-2021-1873

DEPARTMENT: Health & Human Services

PRESENTER: Eric Villeneuve

TIME REQUESTED: < 5 Minutes

AGENDA ITEM:

HHS Advisory Committee Meeting Minutes

BOARD ACTION REQUESTED:

Accept the Minutes of the November 4th, 2021 HHS Advisory Committee Meeting.

BACKGROUND:

Informational

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. ICHHSAC Minutes 11-04-2021

11/09/2021

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 11/23/2021 2:30 PM
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MINUTES
HEALTH & HUMAN SERVICES ADVISORY COMMITTEE (HHSAC)
Thursday, November 4, 2021
Virtual Teams Meeting / Itasca Resource Center / Room 122

Members Present:	Renee Bymark	Dorothy Abrahamson
	Daniel Miesle	Craig Menozzi
	Lloyd Adams	Cheryl Lemler

Members Absent:	Brandi Worrath	Chris Jenkins
	Angela Baratto	Dave Holmbeck – E
	Dan Seward – E	Crystal Terveer
	Kelly Chandler – E	Sarah Anderson – E
	Lester Kachinske – E	Ben Denucci – E

Others Present:	Eric Villeneuve	Jayne Smith
	Brenda Oberg	Shane Troumbly
	Stephanie Downey	

Call to Order:

The meeting was called to order Chair Lloyd Adams at 12:15 pm.

Approval of Sept 9, 2021 Minutes:

A motion was made by Dan Miesle and seconded by Craig Menozzi to approve the September 9, 2021 minutes. Motion carried.

Additions/Corrections to Agenda:

There were no additions or corrections to the Agenda.

Eric Villeneuve, Director:

Public Health Update: Shane Troumbly and Jayme Smith, Public Health staff, gave a Suicide Prevention presentation. The presentation objectives included suicide statistics, suicide ideation statistics, and community readiness assessments. They encouraged everyone to add these two Suicide hotlines to their phones, National Suicide Prevention Lifeline 1-800-273-8255 and Crisis Text Line, Text MN to 741741.

Jayne updated the group on Coronavirus/COVID-19. Itasca County cumulatively has 6698 cases, 227 newly identified positives in the past 7 days, 408 in the last 14 days. There are 80 total confirmed COVID deaths, 19 of those death have been in the past 6 weeks. Vaccination rates are slowly increasing, with 54% of Itasca County vaccinated, 63% are ages 12 and older. Pfizer has approved the vaccine for ages 5 -11, local clinics are working to get this implemented.

Page Two
HHS Advisory Committee Minutes
November 4, 2021

IMCare Update:

Sarah was not able to attend our meeting today, Eric shared that IMCare is currently working on the 2023 Managed Care RFP's for Seniors and SNBC and will be for Families and Children shortly.

Schedule of 2022 HHS Advisory Committee Meetings

Meetings are held bi-monthly, on the second Thursday, beginning at 12:15pm. (January/March/May/September/November) There are no meetings held during the months of June/July/August. Meetings will either be held virtually or in person, Brenda will notify you prior to the meeting. A motion was made by Cheryl Lemler and seconded by Dorothy Abrahamson to accept the 2022 schedule of the Advisory Committee Meetings. Motion carried.

Legislative Update:

Eric reviewed the AMC (Association of Minnesota Counties) potential 2022 legislative priorities, a few of those being AMC supports allocating 100 percent of the revenue generated by the Solid Waste Management Tax (AWMT) to state and county waste management activities, including increased funding for SCORE (Governor's Select Committee on Recycling and the Environment) grants to counties. AMC supports reforming the solid waste management tax making it fairer and more consistent across industries, AMC supports strengthening Payment in Lieu of Taxes (PILT) funding programs to address regional inequalities and guarantee full property tax loss replacement, AMC supports the state fully funding out-of-home placement costs for children under the Indian Child Welfare Act (ICWA), AMC supports increases in resources for mental health treatment for justice involved individuals, including those incarcerated in county jails, AMC supports a statewide effort to develop an accessible and reliable statewide behavioral health continuum of care and behavioral health infrastructure that meets the needs of communities across Minnesota. These are highlighting just a few of the several potential priorities.

HHSAC Subcommittee Reports:

AMHAC: Dan was unable to attend but did email Brenda an update to share. The November speaker was not able to make the meeting, therefore Dan shared his recovery story with the group. No reported gaps in service by the group. The meeting ended on a positive note with comments from participants that they enjoyed the meeting and got a lot out of it.

Page Three
HHS Advisory Committee Minutes
November 4, 2021

ICCOA: The committee will be meeting the 2nd Wednesday of the month at the YMCA for the next year. There were 25 people present at the last meeting and bag lunches were served. Lloyd updated on tax season; they are planning to do in-person by appointment at the United Methodist Church this year. Lloyd has been teaching his tai chi classes virtually with ElderCircle and that is going well.

Provider Updates:

Elder Circle – Renee stated things are going smoothly. They have seen a large increase in transportation to out of area specialists/appointments. In November already, they have 100 rides scheduled for their volunteer drivers. This is a service available to ages 60+ that reside in Itasca County.

The next meeting is Thursday, January 13th, 2022 with both in-person and virtual options available.

Adjournment:

There being no further business to come before the Advisory Committee, a motion was made by Dan Miesle seconded by Craig Menozzi to adjourn the meeting at 12:58pm. Motion passed.



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, November 16, 2021

REQUEST FOR BOARD ACTION: RBA-2021-1868

DEPARTMENT: Land Department

TIME REQUESTED: < 5 Minutes

PRESENTER: Michael Gibbons, Ryan Newman

AGENDA ITEM:

MN Conservation Partners Legacy Grant

BOARD ACTION REQUESTED:

Authorize application for Conservation Legacy Partners Grant in cooperation with the Minnesota Deer Hunter Association, and to accept funds and authorize necessary signatures if awarded.

BACKGROUND:

The Land Department is seeking a grant to assist with tree protection of newly planted conifer seedlings from deer browse. The MN Deer Hunters Association would be a partner as they have an interest in upland conifer winter thermal cover and Conservation Legacy Partner grants are a source of funding for habitat projects. The Land Department will be applying for \$50,000 grant to be used over 3 years or until the grant money is used up. A 10% match is required and this is anticipated to be accomplished by in-kind contributions.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. CPL Application-Upland Thermal Cover Protection and Enhancement_DRAFT
2. Distribution Map
3. CPL_Land Manager Review & App Form

11/09/2021

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 11/23/2021 2:30 PM
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**DIVISION OF FISH AND WILDLIFE
CONSERVATION PARTNERS LEGACY GRANT**

Revision: 20191104

Data Date: November 10, 2021

PROJECT CONTACT

Project Name: Upland Thermal Cover Protection and Enhancement
Organization Name: Minnesota Deer Hunters Association
Organization Type: Non-Profit
Mailing Address 1: 460 Peterson Road
City, State ZIP Code: Grand Rapids, MN 55744

Project Manager: Kimberly Washburn
Title: Grants Coordinator
Phone: 218-327-1103
Email: kim@mndeerhunters.com

PROJECT OVERVIEW**Sites / Location**

County Name: Itasca
Project Site Name: Itasca County Lands
Total Project Sites: 22
Total Project Acres: 655

Land Ownership

Primary Land Ownership: County
Additional Land Ownerships: (N/A)

Habitat

Primary Type: Forest
Additional Types: (N/A)

Activities

Primary Activity: Enhancement
Additional Activities: (N/A)

PROJECT FUNDING SUMMARY

Grant Type: (N/A)
Grant Request Level: (N/A)

Total Grant Amount Requested:	\$50,000
Total Match Amount Pledged:	\$5,000
Additional Funding Amount:	\$0
Total Project Cost:	\$55,000

PROJECT SUMMARY

The Itasca County Land Department manages approximately 300,000 acres of tax forfeited lands, some of which provide important winter habitat for white-tailed deer and other wildlife species. Successfully regenerating these important conifer cover types for future thermal cover is a priority for the county. Annually, approximately 300-600 acres with planted conifer seedlings require browse protection from white-tailed deer. Without browse protection these conifer seedlings would experience high mortality rates. By protecting these seedlings until they grow beyond browse height allows for the establishment of a fully stocked stand that will play an important role of providing thermal cover for white-tailed deer and numerous other wildlife species.

PROBLEM STATEMENT

Species to be protected are jack pine, white pine, and red pine. Seedlings under 6.5 feet are required to be bud capped. Bud capping occurs every fall, usually in September. Bud capping is the cheapest and most effective practice to prevent browse. All sites are inspected by Land Department staff.

PROJECT OBJECTIVES

Funding seedling protection helps secure substantial investments into seedling establishment which would be lost from high mortality due to browsing. Traditional funding sources for forest development and programming have diminished within the Land Department budget. Therefore, we are seeking outside funding sources to continue this essential browse protection work.

METHODS

CONSERVATION PARTNERS LEGACY GRANT

METHODS *(Continued)*

(N/A)

EXPERIENCE / ABILITIES

(N/A)

PROJECT TIMELINE

Time Frame

Autumn each year.

Goal

Bud cap all pine seedlings.

Estimated Project Completion Date: 2025-06-30

PROJECT INFORMATION

1. Describe the degree of collaboration and local support for this project.

(N/A)

2. Describe any urgency associated with this project.

(N/A)

3. Discuss if there is full funding secured for this project, the sources of that funding and if CPL Grant funds will supplement or supplant existing funding.

(N/A)

4. Describe public access at project site for hunting and fishing, identifying all open seasons.

(N/A)

5. Discuss use of native vegetation *(if applicable)*.

(N/A)

6. Discuss your budget and why it is cost effective.

(N/A)

7. Provide information on how your organization encourages a local conservation culture. This includes your organization's history of promoting conservation in the local area, visibility of work to the public and any activities and outreach your organization has completed in the local area.

(N/A)

BUDGET INFORMATION

Organization's Fiscal Contact Information

Name: Kimberly Washburn

Title: Grants Coordinator

Email: kim@mndeerhunters.com

Phone: 218-327-1103

Street Address 1: 460 Peterson Road

City, State ZIP Code: Grand Rapids, MN 55744

Budget Details

Personnel

Name	Title / Work to be completed	Amount	Grant/Match	In-kind/Cash
MDHA	Fiscal Agent	\$2,000	Grant	(N/A)

Contracts

Contractor Name	Contracted Work	Amount	Grant/Match	In-kind/Cash
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CONSERVATION PARTNERS LEGACY GRANT

BUDGET INFORMATION *(Continued)*

Contracts *(Continued)*

Contractor Name	Contracted Work	Amount	Grant/Match	In-kind/Cash
TBD	Thermal Protection	\$5,000	Match	In-Kind
TBD	Thermal Protection	\$48,000	Grant	(N/A)

Additional Funding

Additional Funding Amount: \$0

Budget Overview

Item Type	Grant	Match	Total
Personnel	\$2,000	-	\$2,000
Contracts	\$48,000	\$5,000	\$53,000
Fee Acquisition with PILT	-	-	-
Fee Acquisition without PILT	-	-	-
Easement Acquisition	-	-	-
Easement Stewardship	-	-	-
Travel (in-state)	-	-	-
Professional Services	-	-	-
DNR Land Acquisition Cost	-	-	-
Equipment/Tools/Supplies	-	-	-
Additional Budget Items	-	-	-
Totals:	\$50,000	\$5,000	\$55,000

SITE INFORMATION

You may group your project sites together as long as land ownership, activity and habitat information is the same for the land manager.

Land Manager

Name: Kory Cease
Organization: Itasca County Land Department
Title: Land Commissioner

Phone: 218-327-2855
Email: kory.cease@co.itasca.mn.us

Site Information

<u>Habitat:</u> Forest	<u>Activity:</u> Enhancement	<u>Land Ownership:</u> County
(1) Site Name: 16-09 DOW Lake #: (N/A) Acres: 24 PLS Section: Township - 148, Range - 29W, Section - 5	Open to Public Hunting? Open to Public Fishing?	Yes - all Yes - all
(2) Site Name: 17-13 DOW Lake #: (N/A) Acres: 33 PLS Section: Township - 59, Range - 23W, Section - 29	Open to Public Hunting? Open to Public Fishing?	Yes - all Yes - all
(3) Site Name: 18-06 DOW Lake #: (N/A) Acres: 17 PLS Section: Township - 61, Range - 22W, Section - 26	Open to Public Hunting? Open to Public Fishing?	Yes - all Yes - all
(4) Site Name: 18-09 DOW Lake #: (N/A) Acres: 5 PLS Section: Township - 59, Range - 24W, Section - 3	Open to Public Hunting? Open to Public Fishing?	Yes - all Yes - all

CONSERVATION PARTNERS LEGACY GRANT

SITE INFORMATION *(Continued)*

(5) Site Name: 18-12 DOW Lake #: (N/A) Acres: 33 PLS Section: Township - 61, Range - 22W, Section - 29	Open to Public Hunting? Open to Public Fishing?	Yes - all Yes - all
(6) Site Name: 19-06 DOW Lake #: (N/A) Acres: 47 PLS Section: Township - 60, Range - 23W, Section - 19	Open to Public Hunting? Open to Public Fishing?	Yes - all Yes - all
(7) Site Name: 19-12 DOW Lake #: (N/A) Acres: 9 PLS Section: Township - 61, Range - 22W, Section - 14	Open to Public Hunting? Open to Public Fishing?	Yes - all Yes - all
(8) Site Name: 19-13 DOW Lake #: (N/A) Acres: 31 PLS Section: Township - 61, Range - 22W, Section - 18	Open to Public Hunting? Open to Public Fishing?	Yes - all Yes - all
(9) Site Name: 20-06 DOW Lake #: (N/A) Acres: 31 PLS Section: Township - 58, Range - 23W, Section - 5	Open to Public Hunting? Open to Public Fishing?	Yes - all Yes - all
(10) Site Name: 20-09 DOW Lake #: (N/A) Acres: 5 PLS Section: Township - 59, Range - 23W, Section - 27	Open to Public Hunting? Open to Public Fishing?	Yes - all Yes - all
(11) Site Name: 20-12 DOW Lake #: (N/A) Acres: 26 PLS Section: Township - 60, Range - 24W, Section - 17	Open to Public Hunting? Open to Public Fishing?	Yes - all Yes - all
(12) Site Name: 20-19 DOW Lake #: (N/A) Acres: 10 PLS Section: Township - 60, Range - 24W, Section - 15	Open to Public Hunting? Open to Public Fishing?	Yes - all Yes - all
(13) Site Name: 20-20 DOW Lake #: (N/A) Acres: 12 PLS Section: Township - 60, Range - 24W, Section - 21	Open to Public Hunting? Open to Public Fishing?	Yes - all Yes - all
(14) Site Name: 21-02 DOW Lake #: (N/A) Acres: 29 PLS Section: Township - 59, Range - 23W, Section - 32	Open to Public Hunting? Open to Public Fishing?	Yes - all Yes - all
(15) Site Name: 21-13 DOW Lake #: (N/A) Acres: 32 PLS Section: Township - 59, Range - 23W, Section - 18	Open to Public Hunting? Open to Public Fishing?	Yes - all Yes - all
(16) Site Name: 21-14 DOW Lake #: (N/A) Acres: 17 PLS Section: Township - 53, Range - 24W, Section - 13	Open to Public Hunting? Open to Public Fishing?	Yes - all Yes - all

CONSERVATION PARTNERS LEGACY GRANT

SITE INFORMATION *(Continued)*

(17) Site Name: 21-15 DOW Lake #: (N/A) Acres: 3 PLS Section: Township - 58 , Range - 23W , Section - 3	Open to Public Hunting? Open to Public Fishing?	Yes - all Yes - all
(18) Site Name: 22-01 DOW Lake #: (N/A) Acres: 22 PLS Section: Township - 54 , Range - 24W , Section - 28	Open to Public Hunting? Open to Public Fishing?	Yes - all Yes - all
(19) Site Name: 22-17 DOW Lake #: (N/A) Acres: 8 PLS Section: Township - 60 , Range - 23W , Section - 9	Open to Public Hunting? Open to Public Fishing?	Yes - all Yes - all
(20) Site Name: 23-04 DOW Lake #: (N/A) Acres: 25 PLS Section: Township - 59 , Range - 23W , Section - 35	Open to Public Hunting? Open to Public Fishing?	Yes - all Yes - all
(21) Site Name: 23-07 DOW Lake #: (N/A) Acres: 24 PLS Section: Township - 59 , Range - 24W , Section - 21	Open to Public Hunting? Open to Public Fishing?	Yes - all Yes - all
(22) Site Name: 23-10 DOW Lake #: (N/A) Acres: 17 PLS Section: Township - 61 , Range - 22W , Section - 13	Open to Public Hunting? Open to Public Fishing?	Yes - all Yes - all

NATURAL HERITAGE DATABASE REVIEW

Natural Heritage elements were found within my project site(s): [Yes](#)

Natural Heritage Sites and Managers: [\(N/A\)](#)

Natural Heritage Elements: [\(N/A\)](#)

Natural Heritage Mitigation: [Site 17-13: Leafless Water Milfoil, robin's Spike-rush, Creek Heelsplitter.](#)

[Site 18-09: Eagle Nest.](#)

[Site 20-20: Leafless Water Milfoil.](#)

[Site 21-02: Eagle Nest.](#)

[Site 21-14: Goshawk Nest.](#)

[Site 22-17: Vasey's Pondweed.](#)

[Site 23-07: Eagle Nest.](#)

[All activities will be conducted in the fall and not disturb any of the elements listed.](#)

ATTACHMENTS

Additional Documentation

Attach additional documentation as applicable using the appropriate categories below. If you exceed the size limit while uploading, contact CPL Grant staff to discuss your options.

Supplemental Document

File Name

[Distribution_Map.jpg](#)

Description

[Site Distribution Map](#)

FINAL APPLICATION SUBMISSION

CONSERVATION PARTNERS LEGACY GRANT

FINAL APPLICATION SUBMISSION *(Continued)*

- ____ I certify that I have read the Conservation Partners Legacy Grants Program Request for Proposal, Program Manual and other program documents, and have discussed this project with the appropriate public land manager, or private landowner and easement holder.
- ____ I certify I am authorized to apply for and manage these grant and match funds, and the project work by the organization or agency listed below. I certify this organization to have the financial capability to complete this project and that it will comply with all applicable laws and regulations.
- ____ I certify that all of the information contained in this application is correct as of the time of the submission. If anything should change, I will contact CPL Grant staff immediately to make corrections.
- ____ I certify that if funded I will give consideration to and make timely written contact to Minnesota Conservation Corps or its successor for consideration of possible use of their services to contract for restoration and enhancement services. I will provide CPL Grant staff a copy of that written contact within 10 days after the execution of my grant, should I be awarded.
- ____ I certify that I am aware at least one Land Manager Review and Approval form is required for every application and at least one Public Waters Contact form is required for all public waters work. I am aware I must submit all completed forms by uploading them into this application. I have attached the required type and number of forms as necessary for this project.
- ____ I am aware that by typing my name in the box below, I am applying my signature to this online document.

Signature:

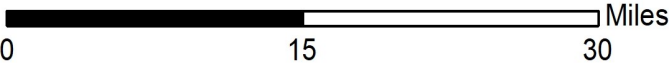
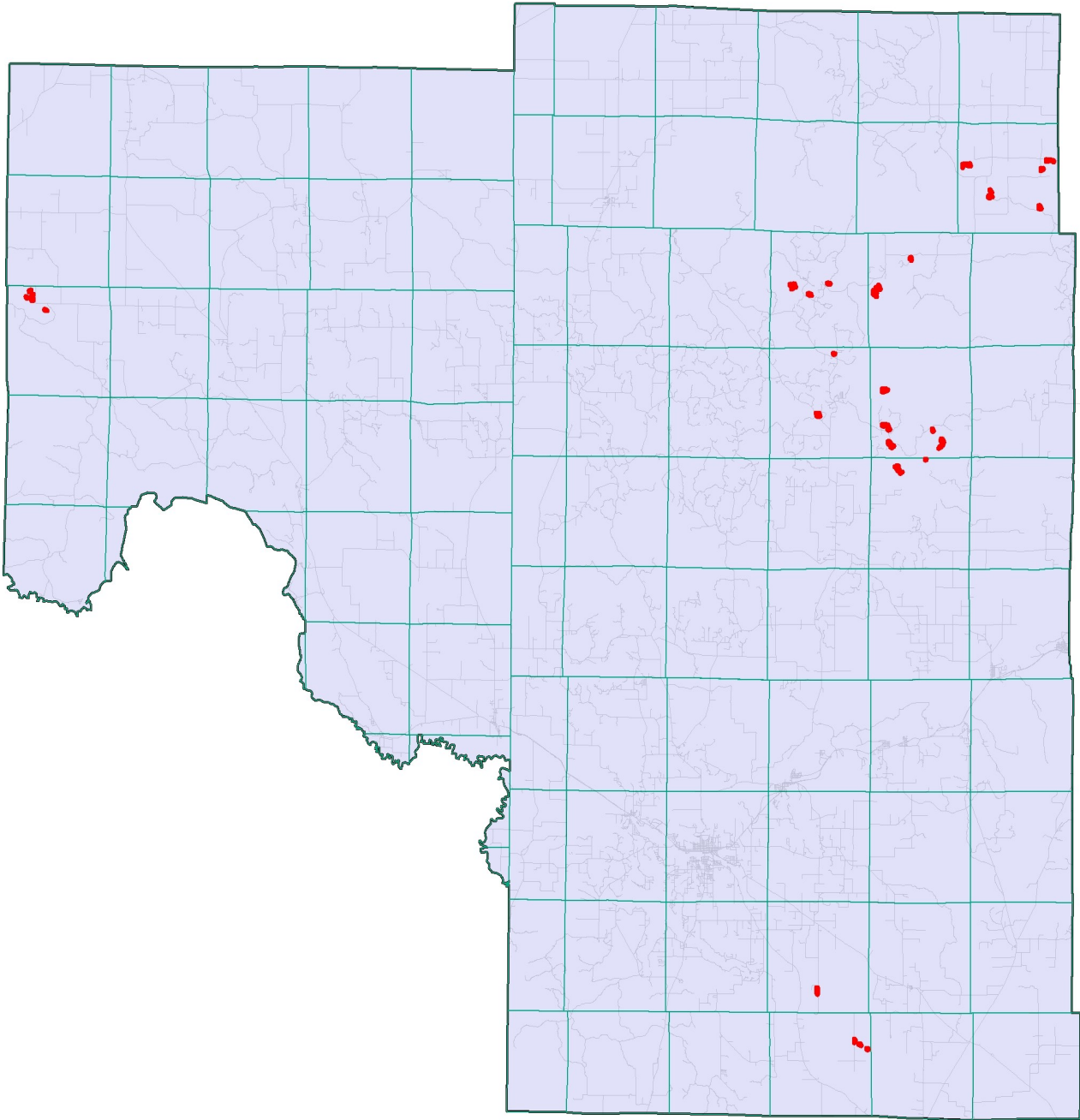
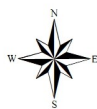
Organization / Agency:

Title:

Date Signed:

(CPL Grant Application ID = 1966)

MDHA - Itasca County Thermal Cover Improvement 2



 2022 & 2033 Bud Capping Sites

CPL Land Manager Review and Approval Form

REVIEWER INFORMATION:

Land manager/ easement holder name:

Agency: Phone:

Title: Email:

PROJECT INFORMATION:

Project Name: Organization:

Contact Person: Email:

Please check the appropriate boxes:

☒ I have read the application and discussed this proposed project with the above listed Organization Contact Person.

☐ For work on easements, the private landowner has been contacted and has given support and approval for this project.

A Natural Heritage Database review was completed and found this project:

☐ to have no features within one mile.

☒ to have features within one mile, but project is not likely to adversely affect those features. I have listed the features below and recommended the following minimization strategy:

Site Leafless Water Milfoil, robin's Spike-rush, Creek Heelsplitter.
 Site Eagle Nest.
 Site Leafless Water Milfoil.
 Site Eagle Nest. Site Goshawk Nest.
 Site Vasey's Pondweed.
 Site Eagle Nest.

All activities will be conducted in the fall and not disturb any of the elements listed.

☐ is likely to adversely affect Natural Heritage features. I feel that this project is important and should be forwarded to DNR Ecological Resources staff for further review.

Heritage Review completed by:

I do not have access to the Natural Features database and will forward this completed form to CPL Staff at LSCPLGrants.DNR@state.mn.us at least 10 days prior to the application deadline to complete the review.

CPL Land Manager Review and Approval Form

I have discussed what role my office will be expected to have in this project and find that the project, as described will require:

- ☐ minimal or no involvement from my office for completion.
- ☒ a commitment of involvement by staff that is reasonable and can be accomplished with current staffing levels and workload.
- ☐ an amount of staff involvement that cannot be committed during the project time period with current staffing levels. Unless additional staffing can be committed from other offices, Divisions or appropriate partners, I feel this project cannot be completed within the project timeline to our desired standards.

Permits

- ☒ I have discussed permits and requirements that the applicant may be responsible for.

Invasive Species

- ☒ I understand that [DNR Operational Order 113- Invasive Species](#) applies to all CPL funded projects regardless of activity, land type or ownership.
- ☒ I reviewed and discussed [DNR Operational Order 113- Invasive Species](#) with the applicant and will monitor compliance.

Cost

- ☒ I have discussed the cost of completing this project with the applicant. The cost per acre/ total project cost is reasonable for the type of work and the area in which it will be conducted.

SHPO

- ☒ If determined necessary by CPL staff, either I or the applicant will be responsible for submitting all project information to the State Historic Preservation Office.

For Acquisitions Only:

- ☐ This project is for an acquisition to be transferred to a public agency by applicant:
 My organization does not require any Initial Development Plan (IDP) activities or facilities for new properties.
 My organization requires IDP on new properties and I have discussed the IDP work that is required with the applicant.

Complete the following cost tables (required work to bring to agency standards).

Habitat Development	# Acres	Cost/ Acre	Total	Funding Source	Applicant is responsible for:
Prairie Grassland			0	Choose	Choose
Forest/ Woody Cover			0	Choose	Choose
Wetland			0	Choose	Choose
Totals	0		0	CPL Grant/ Organization Funds	Cost/ Work/ Both

Facility Development	Cost	Funding Source	Applicant is responsible for:
Boundary Survey		Choose	Choose
Posting/ Fencing		Choose	Choose
Wood Routed Sign		Choose	Choose
Access Roads and Trails		Choose	Choose
User Facilities, Access, Parking Lots		Choose	Choose
Well Sealing/ Site Clean-up		Choose	Choose
Total	0	CPL Grant/ Organization Funds	Cost/ Work/ Both

CPL Land Manager Review and Approval Form

Upon final review of this project:

- ☒ I find this project to be consistent with sound conservation science. This work will benefit area fish, game and wildlife by restoring, enhancing or protecting forests, wetlands, prairies and habitat and is consistent with the management or stewardship plan for this land. (APPROVAL)
- ☐ I find that this project does not follow the management or stewardship plan for this land and does not fit within the long range goals for this land at this time on the local level. (DECLINE)
- ☐ I find that this project should be sent up to a higher level within the agency for further review and decision. I have forwarded the Project Planning Form and this Review and Approval Form for further review.

☒ By checking this box and signing my name below I certify that I have met with the above applicant and discussed the proposed project and have provided feedback to the applicant. I understand I must provide this document as a PDF with my original signature on it to the applicant by the application deadline in order to submit a complete application.

☒ I understand if this project is funded I will be required to post a Clean Water Land & Legacy Amendment logo sign at access point(s) to each land unit covered under this project. The location of the sign at the access point(s) will be at my discretion and the sign(s) will be provided to me by the applicant.

Name: **Kory Cease**

Digitally signed by Kory Cease
Date: 2021.11.09 16:21:01 -06'00'

Date: 11/9/21

Comments:

APPLICANT: Upload this PDF file to the Review and Approval tab within the application system.



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, November 16, 2021

REQUEST FOR BOARD ACTION: RBA-2021-1412

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, November 16, 2021

REQUEST FOR BOARD ACTION: RBA-2021-1872

DEPARTMENT: Land Department

PRESENTER: Kory Cease

TIME REQUESTED: 10 Minutes

AGENDA ITEM:

Land Department Annual Report

BOARD ACTION REQUESTED:

Accept the 2020 Itasca County Land Department Annual Report.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. 2020 ICLD Annual Report
2. Annual_Report_ICLD_2020 Presentation

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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2020 ANNUAL REPORT



ITASCA COUNTY LAND DEPARTMENT

“Dedicated to Quality Natural Resource Stewardship”

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TABLE OF CONTENTS

FINANCIAL REPORTS

Forfeited Tax Sale Fund.....	5
Apportionment of Net Proceeds.....	6
Forest Resources Fund – By Account.....	7
State Payment In Lieu of Taxes	7
County Forest Access Roads	7
Memorial Forests	8-9
County Park System	9
1965 Special Law – 30% of Net Proceeds	10-11
Weed Control.....	11

SPECIAL REPORTS

Forest Improvement Projects	12-14
Wildlife Management	15
Timber Sale Program	15-16
Forest Road Improvement Projects	17
Forest Certification	17-18
Park and Recreation	18-20
Forest Recreation and Trails	20-21
Real Estate Management.....	22-24
County Agricultural Inspector	25
Land Department Activities	26
Department Staff Meetings	26
Public Education.....	26

2020 COUNTY COMMISSIONERS

District 1	Davin Tinquist
District 2	Terry Snyder
District 3	Leo Trunt
District 4	Burl Ives
District 5	Ben DeNucci

Text and Photos provided by Land Department Staff

Cover Photo: Maidenhair Fern (*Adiantum pedatum*) in a northern hardwood forest in T55N-R22W.

The Land Department is committed to ensuring the County’s natural resources provide sustainable economic benefits and environmental integrity for both present and future generations. Active management will provide a balance of benefits that include recreational opportunities, quality water, ecological stewardship, wildlife habitat, timber production, minerals and earthen materials, as well as a monetary return to the tax forfeited trust and the taxing districts.

DEPARTMENT STAFF

During 2020, the Itasca County Land Department managed approximately 300,000 acres of tax-forfeited trust land. Over 75% of these lands are commercial forest lands that are producing or capable of producing crops of industrial wood. Itasca County also plays an important role in the tourism and recreation industry by providing lands for the public to enter upon for hunting, fishing, camping and sightseeing as well as many other recreational pursuits.

Land & Forestry

Kory Cease.....	Land Commissioner
Michael Gibbons	Assistant Land Commissioner
Bob Rother	District 1 Forester
Casey Dabrowski	District 2 Forester
Perry Leone	District 3 Forester
Loren Eide	District 4 Forester
Blair Carlson (Retired in June 2020).....	District 5 Forester
Tony Schram	District 6 Forester
Jesse Lehner	District 7 Forester
Ryan Newman	Staff Forester/District 5 Forester
Nick Schreiber	Forester
Adam Olson.....	Forest Wildlife Conservationist
Renata Rogalla	Administrative Secretary
Jackson Purdie.....	Administrative Assistant

Park and Recreation

Roger Clark.....	Park System Manager
Vacant	Park Maintenance Worker
Sara Thompson	Forest Recreation Specialist

Real Estate

Julie Weitzel (Left Land Department February 2020).....	Real Estate Specialist
Cindy Shevich (Joined Land Department May 2020)	Real Estate Specialist

Seasonal Crews

Aaron Elich	Park Technician
Joline Leone	Weed Technician

FINANCIAL REPORTS

Fiscal Year January 1, 2020 through December 31, 2020

FORFEITED TAX SALE FUND

RECEIPTS

Timber Sale	\$ 2,725,312.83
Timber Overruns	\$ 403,167.25
Timber Extensions	\$ 315.14
Performance Bonds	\$ 56,511.32
Lot Sales	\$ 3,000.00
Land Sales	\$ 174,505.00
Interest Payments (land)	\$ 16,406.04
Repurchases	\$ 34,930.59
Leases	\$ 43,656.22
Special Use Lease	\$ -
Easements	\$ 3,136.41
Gravel	\$ 26,391.79
Trespass	\$ -
Easements (land value)	\$ 45,910.28
Miscellaneous	\$ 5,745.50
Fines	\$ 411.97
Timber Interest	\$ 1.80
Stumpage Refunds	\$ 193,863.57
Performance Bond Refunds	\$ 137,310.08
Other Refunds	\$ 92.33

GROSS RECEIPTS

\$ 3,870,668.12

LESS REFUNDS:

Performance Bond Refunds	\$ 137,310.08
Stumpage Refunds	\$ 193,863.57
Other Refunds	\$ 92.33
Shortage in Unorganized and Township Districts	\$ (45,919.91)

TOTAL REFUNDS

\$ 285,346.07

NET RECEIPTS

\$ 3,585,322.05

LESS ADMINISTRATION EXPENDITURES

Salaries	\$ 927,601.68
Insurance & Retirement	\$ 451,584.07
Services	\$ 141,317.27
Supplies	\$ 38,749.75
Vehicle, Liability, Bonds	\$ 10,282.00
Capital Outlay	\$ 2,125.59

TOTAL ADMINISTRATION EXPENSES

\$ 1,571,660.36

Reimbursement to 12-600	\$ (8,253.35)
Shortage in Unorganized and Township Districts	\$ 45,919.91

ADJUSTED ADMINISTRATION EXPENSES

\$ 1,609,326.92

NET PROCEEDS

\$ 1,975,995.13

**2020 FORFEITED TAX SALE FUND
APPORTIONMENT OF NET PROCEEDS
2020 Revenue Apportioned for 2021**

30% LAW APPORTIONMENT

County Park System	\$ 331,044.00
Timber Development	\$ 10,000.00
Tourism Economic Development	\$ 203,500.00
Land Use Planning	<u>\$ -</u>
TOTAL 30% LAW APPORTIONMENT	\$ 544,544.00

COUNTY MEMORIAL FORESTS

Dunn-Stephens	\$ 89,060.75
Loucks-Danyluk	\$ 55,797.49
Charles Godfrey	\$ 15,990.22
Carver-Kongsjord	\$ -
Natural Area	<u>\$ -</u>
TOTAL COUNTY MEMORIAL FORESTS	\$ 160,848.46

COUNTY

Revenue (County)	\$ 508,241.07
Unorganized (Road & Bridge)	<u>\$ 106,679.37</u>
TOTAL COUNTY	\$ 614,920.44

CITIES & TOWNSHIPS

Cities	\$ 12,728.99
Townships	\$ 134,712.17
Special Assessments	<u>\$ -</u>
TOTAL CITIES & TOWNSHIPS	\$ 147,441.16

SCHOOL DISTRICTS

S.D. 316	\$ 40,356.06
S.D. 317	\$ 19,555.85
S.D. 318	\$ 369,896.02
S.D. 319	<u>\$ 78,433.14</u>
TOTAL SCHOOL DISTRICTS	\$ 508,241.07

TOTAL DISTRIBUTION

\$ 1,975,995.13

FOREST RESOURCES FUND
BY ACCOUNT
STATE PAYMENT IN LIEU OF TAXES

M.S. 477A.14 provides for distribution of 64.2 cents for each acre of county administered other natural resource land shall be deposited in a resource development fund to be created with the county treasury for use in resource development, forest management, game and fish habitat improvement and recreational development and maintenance of county administered other natural resources land. Any county receiving less than \$5,000 annually for the Resources Development Fund may elect to deposit that amount in the general revenue fund.

Balance, January 1, 2020		\$	218,670.60
Add Receipts:			
	State	\$	191,028.17
	Total Revenue	\$	409,698.77
Less Expenditures:			
	Salaries	\$	62,281.49
	Insurance & Retirement	\$	32,587.13
	Services	\$	4,369.86
	Supplies	\$	423.78
	Capital Outlay	\$	47,015.40
	Total Expenditures	\$	146,677.66
Ending Balance, December 31, 2020		\$	263,021.11

COUNTY FOREST ACCESS ROADS

Distributed to counties managing forest lands through a county land department under the jurisdiction of a land commissioner appointed under M.S. 282.12 and for the purpose of constructing, reconstructing, acquiring and maintaining county management access roads, including the acquisition of right of ways or easements, as may be needed.

Balance, January 1, 2020		\$	342,834.72
Add Receipts:			
	State	\$	57,443.35
	Reimbursements	\$	59,429.64
	Total Revenue	\$	459,707.71
Less Expenditures:			
	Services	\$	111,813.54
	Supplies	\$	344.00
	Capital Outlay	\$	4,679.60
	Total Expenditures	\$	116,837.14
Ending Balance, December 31, 2020		\$	342,870.57

MEMORIAL FORESTS

M.S. 459.06 Subd. 2 - Any county board may, by resolution of the county board, set aside Tax Forfeited land which is more suitable for forest purposes than for any other purpose and dedicate said lands as a memorial forest and manage the same on forestry principles. Any monies received as income from the land so dedicated and set aside may be expended from the forfeited tax fund for the development and maintenance of the dedicated forest.

DUNN-STEPHENS MEMORIAL FOREST

Balance, January 1, 2020	\$	(781.30)
Receipts	\$	383.00
Add Apportionment	\$	<u>100,927.89</u>
	Total Revenue	\$ 100,529.59
Less Expenditures:		
Services	\$	-
Capital Outlay	\$	<u>84,253.94</u>
	Total Expenditures	\$ 84,253.94
Ending Balance, December 31, 2020	\$	16,275.65

CHARLES GODFREY MEMORIAL FOREST

Balance, January 1, 2020	\$	(62,465.23)
Add Apportionment	\$	20,015.00
Receipts	\$	<u>302.40</u>
	Total Revenue	\$ (42,147.83)
Less Expenditures:		
Services	\$	-
Supplies	\$	-
Capital Outlay	\$	900.66
	Total Expenditures	\$ <u>900.66</u>
Ending Balance, December 31, 2020	\$	(43,048.49)

CARVER - KONGSJORD MEMORIAL FOREST

Balance, January 1, 2020	\$	1,074.24
Less Expenditures:		
Capital Outlay	\$	<u>-</u>
Ending Balance, December 31, 2020	\$	1,074.24

NATURAL AREA COUNTY MEMORIAL FOREST

Balance, January 1, 2020	\$	1,195.59
Less Expenditures:		
Capital Outlay	\$	<u>-</u>
Ending Balance, December 31, 2020	\$	1,195.59

Itasca County Land Department 2020 Annual Report
LOUCKS - DANYLUK MEMORIAL FOREST

Balance, January 1, 2020	\$ 110,207.29
Add Apportionment	<u>\$ 35,110.48</u>
Total Revenue	\$ 145,317.77
Less Expenditures:	
Services	\$ -
Capital Outlay	<u>\$ 42,873.61</u>
Total Expenditures	\$ 42,873.61
Ending Balance, December 31, 2020	\$ 102,444.16

COUNTY PARK SYSTEM

Balance, January 1, 2020	\$ 80,747.07
Add Receipts:	
Apportionment	\$ 450,245.26
Camping Fees	\$ 22,980.18
Reimbursement	\$ 82,663.45
Federal Aid	\$ 0 -
Other State Grants	\$ 28,008.05
Insurance Payments	\$ 0 -
Gunn Park Pavilion Rental	\$ 4,650.00
Equipment Sale	\$ 0 -
Transfer	<u>\$ 116,000.00</u>
Total Revenue	\$ 785,294.01
Less Expenditures:	
Salaries	\$ 62,281.61
Insurance & Retirement	\$ 37,027.25
Services	\$ 8,701.14
Supplies	\$ 7,344.35
Vehicle/Liability Insurance	\$ 23,278.22
Bond & Other Insurance	\$ 0 -
Fairgrounds	\$ 169,399.34
Gunn Park	\$ 30,929.82
Bass Lake	\$ 8,826.23
Recreational Trails	\$ 0 -
Capital Outlay	<u>\$ 54,224.80</u>
Total Expenditures	\$ 402,012.76
Ending balance, December 31, 2020	\$ 383,281.25

ITASCA COUNTY SPECIAL LAW - 30% OF NET PROCEEDS

Laws of 1965, Chapter 326, Section 1, as amended, provides that Itasca County may annually by resolution set aside not exceeding 30% of the net proceeds from the forfeited tax sale fund for the purposes of 1) Promotion of tourist, agricultural and industrial development; 2) Timber development on tax-forfeited land and memorial forests; 3) Land use planning; 4) Acquisition and maintenance of county parks or recreation areas.

TOURISM, AGRICULTURE & INDUSTRIAL PROMOTION

Balance, January 1, 2020		\$	45,259.16
Add Receipts:			
	Apportionment	\$	109,000.00
	Total Revenue	\$	154,259.16
Less Expenditures:			
	Services	\$	-
	Challenge Grant	\$	53,629.83
	Transfer	\$	-
	Total Expenditures	\$	53,629.83
Ending Balance, December 31, 2020		\$	100,629.33

LAND USE PLANNING

Balance, January 1, 2020		\$	925.17
Add Receipts:			
	Apportionment	\$	-
	Total Revenue	\$	925.17
Less Expenditures:			
	Transfers	\$	-
	Services	\$	-
	Supplies	\$	-
	Total Expenditures	\$	-
Ending Balance, December 31, 2020		\$	925.17

LAND RECLAMATION

Balance, January 1, 2020		\$	53,130.29
Add Receipts:			
	Reclamation Revenue	\$	595.50
	Total Revenue	\$	53,725.79
	Total Expenditures	\$	-
Ending Balance, December 31, 2020		\$	53,725.79

Itasca County Land Department 2020 Annual Report

SPECIAL FOREST IMPR

Balance, January 1, 2020		\$	(3,073.60)
Add Receipts:			
Transfer		\$	-
	Total Revenue	\$	3,073.60
Less Expenditures:			
Supplies		\$	1,104.07
	Total Expenditures	\$	1,104.07
Ending Balance, December 31, 2020		\$	4,177.67

WEED CONTROL

Balance, January 1, 2020		\$	3,296.96)
Add Receipts:			
Transfer		\$	2,750.00
	Total Revenue	\$	546.96)
Less Expenditures:			
Services		\$	7,294.08
Supplies		\$	141.75
	Total Expenditures	\$	7,435.83
Ending Balance, December 31, 2020		\$	(7,982.79)

SPECIAL REPORTS

Forest Improvement Projects

In 2020, Forest Improvement Projects completed work in four major categories: regeneration and reforestation, pre-commercial stand treatments, intermediate stand level improvement, and tree level improvement. Progress and achievements in each of the categories are outlined below.

Regeneration and Reforestation

The reforestation program focuses on maintaining a diversity of forest types to improve wildlife habitat and to increase forest productivity. The program matches species that are well suited to site conditions to achieve optimal growth rates. The following specific projects were completed in 2020.

- A. In 2020, 526 acres were planted with a total of 421,000 seedlings. This includes fill plants, where the objective is to bring stocking levels up to recommended silvicultural guidelines.

SPECIES/ STOCK	NUMBER OF SEEDLINGS	ACRES
Red Pine - container	247,500	341
Jack Pine - container	56,000	53
White Spruce - container	91,500	106
White Pine - container	26,000	26



Containerized red pine seedling to be planted.

- B. A total of 170 acres were aerial seeded in 2020.

SPECIES	ACRES
Black Spruce	150
Tamarack	23

- C. During 2020, a total of 406 acres were mechanically prepared for spring 2021 planting and an additional 17 acres were disc trenched for natural seeding. Several sites received a combination of herbicide treatments to reduce vegetative competition and mechanical treatments to improve the physical planting environment. Treatment types and acreages are listed below.

SITE PREPARATION TREATMENT TYPE	ACRES
MECHANICAL TREATMENT	
Disc Trenching	423
CHEMICAL TREATMENT	
Broadcast Applications	389



Preparation of a planting site using disc-trenchers.

- D. During 2020, seedling contracts were administered. These seedlings will be planted in spring 2021 on prepared sites. The species, stock type, and grower of the seedlings are listed below.

SPECIES	STOCK TYPE	NUMBER	GROWER
Red Pine	container	185,000	PRT USA Inc.
Jack Pine	container	70,000	PRT USA Inc.
White Spruce	container	73,000	PRT USA Inc.

Pre-commercial Stand Treatments

Treatments are designed to promote the desired productivity gains, to protect investments, and improve the quality of future products. Protection and promotion of species diversity is a principal objective of intermediate stand treatments.

- A. 405 acres of white pine, red pine, and jack pine were bud capped for deer browse protection.
- B. No plantations were released from competition with chemical application.
- C. No plantations were manually brushed and weeded due to the rise in cost for this type of stand treatment.

Intermediate Stand Level Improvement:

Stand level improvements are achieved with intermediate treatments. The goal is to ensure the desired composition, stem quality, spacing, and growth performance as well as recover costs that might otherwise be lost. Commercial thinning of timber stands is the primary way this is accomplished.

Itasca County Land Department 2020 Annual Report

Hardwoods

Since aspen occupies greater than 50% of Itasca County's productive land base, aspen stand improvement is a major concern for the Land Department. Much of the stand level improvement is done from regeneration prescriptions written by professional forestry staff.

The Itasca County Land Department manages about 8,000 acres of northern hardwoods and 16,600 acres of lowland hardwoods. The northern hardwood forest is diverse and dominated by mixtures of sugar maple, basswood, and red oak. Common associated species are paper birch and aspen. Lowland hardwoods are usually dominated by black ash. The Department's hardwood management goal is to improve timber quality, maintain aesthetics, sustain water quality, reduce insect and disease problems, preserve biodiversity, and provide recreational opportunities.

County management goals call for examining 340 acres of hardwood per year to determine if management is needed on those acres. Itasca County manages most of its hardwoods with crop tree systems as well as uneven-aged management systems. Timber stands are generally thinned approximately every 15 years to remove mature trees and make more room for remaining trees to grow. Den trees and other trees which have high wildlife value are often reserved for wildlife. Red oak, birch, ash and some hardwood stands are managed under an even-aged system that includes one or more intermediate thins prior to a final harvest of the high-quality mature trees.

SPECIES	THINNING ACRES OFFERED IN 2020
Northern Hardwoods	83
Red, Jack & White Pine	575
White Spruce/Balsam	321
Lowland Hardwoods	120
Aspen/Birch	0
Total Acres	1,099

Tree Level Improvement

Tree improvement promotes genetic gains through both selective breeding strategies and stand manipulations. These techniques work in concert by providing long term improvement in the genetic makeup of naturally regenerated and planted stands. An important component of any tree and stand level improvement program is refinement of cultural techniques so that genetic gains may be successfully implemented.

Conifer

Maintaining and expanding the proportion of conifer type in Itasca County has long been an objective of the Forest Improvement program. The Land Department has worked as a member of the Minnesota Tree Improvement Cooperative on improving seed quality, as well as improving traits such as tree form and height growth. The following projects have had work completed on them in 2020:

A. White Pine

- 1) Bass Lake first generation clonal white pine seed orchard was established in 1998. Originally this was a joint venture project between Itasca County and Rajala Companies. The Itasca County Land Department purchased the seed orchard from Rajala Companies in 2010. No cones were collected in 2020.

B. White Spruce

- 1) Figure Eight Lake first generation clonal white spruce seed orchard was established in 1987. No cones were collected in 2020.
- 2) Wabana second generation spruce planting was established in May 2003. This site contains 56 new full sibling crosses, resulting from breeding work in 1998 and 2000. No cones were collected in 2020.

Wildlife Management

Habitat Improvement Project

Itasca County partnered with the American Bird Conservancy (ABC) to improve habitat for the Golden-winged Warbler (GWWA), an at-risk bird species. The improved habitat also benefits American Woodcock, Veery, Ruffed grouse, Black-billed Cuckoo, White-Tailed Deer, Black Bear, and other bird species. In February 2020, 5 sites with a total of 66.5 acres were treated.



GyroTrac mulching shrubs on habitat site.

Timber Sale Program

Itasca County sells timber primarily through public oral auctions. Timber is sold in tracts and made available for not less than the appraised timber value. Timber sales not sold at auction are available for purchase over the counter for not less than the appraised value. Itasca County holds two types of timber auctions: an intermediate timber auction and a regular timber auction. The intermediate auction has restrictions (smaller tract size, limited number of tracts held by each purchaser, etc.) designed to spread the timber permits among more purchasers. The remaining tracts of timber are offered through regular auction with no restriction to qualified bidders. Itasca County conducted one sealed bid auction in June 2020 due to the Covid-19 pandemic.

In 2020, Itasca County held two major timber auctions, June 12th and December 7th. A total of 101 tracts were offered for sale: 33 through intermediate auction and 68 through regular auction. 30 of 33 intermediate tracts and 54 of 68 regular tracts sold at the time of sale. The total average bid up on the sold tracts was 32% on the intermediate auction and 32% on the regular auction. In 2020, Itasca County sold 94,304 cords for a total value of \$2,746,918.82 (see Table I).

TABLE I
Timber Report: All Timber Sold from January 1, 2020 through December 31, 2020
(Includes over-the-counter, informal and receipt sales.)

Species	Volume	Price/Cord	Total Value
Ash	3,925	\$12.21	\$40,221.34
Aspen	44,310	\$36.69	\$1,625,544.47
Balm	1,028	\$24.09	\$24,761.68
Balsam Fir	3,465	\$11.52	\$39,905.08
Basswood	1,207	\$13.09	\$15,804.00
Firewood	21	\$4.00	\$87.16
Jack Pine	3,690	\$29.81	\$109,997.24
Maple	1,969	\$7.68	\$15,129.98
Paper Birch	2,940	\$11.49	\$33,782.56
Red Oak	599	\$21.50	\$12,879.00
Red Pine	14,578	\$39.02	\$568,879.83
Spruce	11,965	\$19.42	\$232,188.24
Tamarack	5,054	\$4.98	\$25,188.24
White Cedar	1	\$10.00	\$10.00
White Pine	181	\$14.03	\$2,540.00
Grand Totals	94,304	\$29.13	\$2,746,918.82

Itasca County Land Department 2020 Annual Report

Table 1 reflects the anticipated revenue Itasca County will recognize when all sales are paid in full. Many of the permits were issued with duration of 2 and 3 years. Therefore, the above timber receipts will be received in the next 3 years and not all the above receipts will be reflected in the timber sales receipts listed in the 2020 Financial Report. However, all timber permits sold do require a 5% down payment and 10% performance bond at the time of purchase.

PERMITS ISSUED IN 2020	
New Timber Permits	102
Firewood Permits	97
Balsam Bough Permits	9
Spruce Tip Permit	4
Maple Tap Permits	5
Christmas Tree Permits	11
Birch Bark Permits	1
Gravel Permits	15
Other	5



Aspen being processed with a stroke-delimber at a timber permit site.

Forest Road Improvement Projects

The Land Department has many miles of forest access roads and trails throughout Itasca County. The primary purpose is for access to the forest for getting raw wood materials out of the woods and to the mills. Other common uses of our forest access roads include recreational pursuits including hunting, ATV riding, hiking, horseback riding and snowmobile trails. Forest roads can also provide access for other landowners.

Forest road maintenance varies from year to year based on needs and activity in an area. Much of the maintenance is done in conjunction with active logging operations.

Forest Access Road Projects For 2020	
PROJECT	TOTALS
New summer road construction	4.8 miles
Winter road construction	8.7 miles
Reconstruction and maintenance	42.8 miles
Seeding/mulching	17.9 miles
Gates installed	3
Gates repaired	5
Berms installed	15
Culverts installed	12
Culverts replaced	6
Beaver control projects	12



Forest access road through timber permit.

Forest Certification

General Overview

The County's forest management operations became Forest Stewardship Council (FSC) Forest Management and Chain of Custody (FM/COC) certified effective November 29, 2005. A part of becoming and maintaining FSC Certification requires assessments and annual audits of the Forest Management Enterprise. Assessments are conducted prior to becoming FSC certified and every five years after that. Annual audits are conducted every year except for the years requiring re-assessment. For both assessments and annual audits, the auditors are reviewing and documenting the Forest Management Enterprises policies and field practices to ensure they conform to FSC Standards. If an auditor identifies a Forest Management Enterprise is not meeting or following FSC Standards, a corrective action request (CAR) is issued. Depending on the criterion and situation, an auditor will choose from one of the following three categories: (1) **Major Non-Conformances** are a fundamental failure to achieve the objective of the relevant FSC criterion, and must be corrected prior to certificate being issued or renewed; (2) **Minor Non-Conformance** are temporary or non-systematic non-conformance relevant to an FSC criterion which do not prohibit the issue of a certificate or renewal, but must be addressed within a given time frame; (3) **Observations** are very minor problems which do not constitute a non-conformance, but the auditor considers may lead to a future non-compliance (CAR) if not addressed by the client. For more information on the Forest Stewardship Council forest management and chain-of-custody certification programs, please go to www.fsc.org.

Summary of 2020 Annual Audit

In 2020, A reassessment audit was conducted by NEPCon. The 2020 annual audit was successful, and NEPCon audit service recommended to the Forest Stewardship Council that Itasca County maintain certification. NEPCon audit service issued two CARs and one observation during the 2020 reassessment audit for Itasca County to address at the next annual audit in 2021.



NEPCon auditor consulting with forestry staff on audit site.

Park and Recreation Program

Program Overview

With the growing demand for outdoor recreation, Itasca County strives to achieve an acceptable balance including the development, maintenance, and safety concerns while promoting its outdoor recreation program. Keeping resource protection at the forefront of recreational planning is critical for the future. Capital improvements for the facilities will need to be identified and implemented to keep the buildings and grounds in good repair. The use of grants and other funding sources is often needed to make major improvements and repairs on the sites. Working together with clubs, businesses and other government agencies is essential to the success of any Park and Recreation program. The Land Department actively participates with the Snowmobile and ATV Alliances, depending on the season of the year, as well as the Trails Task Force, Mesabi Trail Board, Itasca Little League, and the Itasca County Fair Board.

Park and Recreation Commission

The Park and Recreation Commission is made up of nine citizen volunteers from throughout the County. This citizen group meets monthly to assist the Land Department with assembling information for projects and policies, as well as to make recommendations to the County Board. The Commission is a valuable resource whenever public comment is needed on various projects and policies regarding recreation. Currently the Park Commission is helping with Park Ordinances and an Interactive Recreation Map.

Fairgrounds Park

Cattle Barn Roof Damage

The Cattle Barn on the SW side of the Fairgrounds received damage from heavy snow loads from the winter of 2018. Itasca County requested funds from our MCIT insurance and along with the help of grants from IRRR, Blandin Foundation, MN Agricultural grant, MN Power, and Lake Country Power we were able to repair the damaged trusses and replace the fluorescent lighting with new LED lighting.

Grandstands Inspection

The grandstands for the racetrack received an inspection identifying several minor repairs to be made. Funding sources are being identified for the project.



Repaired cattle barn at Fairgrounds.

Gunn Park

ADA Rehabilitation Project

We are planning to provide more ADA compliant features at the park. These will include a new asphalt trail from the pavilion to the fishing pier on Prairie Lake, improvements to the railing on the fishing pier to accommodate wheelchair use, and ADA compliant picnic tables.

Wheelchair Accessible Path

One of our goals to this project was to provide a wheelchair accessible path from the pavilion to the fishing pier on Prairie Lake. The path was designed by the Itasca County Engineers Department and constructed by Hawkinson Construction. The path is 8 feet wide and includes a short spur trail to a dock provided by the Minnesota DNR. Funding for the walking path was provided by the Blandin Foundation and the Itasca County Trails Task Force.



Paved pathway to lake at Gunn Park.



Fishing Pier at Gunn Park.

Fishing Pier Alterations

New chain-link fencing has been added to the fishing pier railing and several new cutouts have been provided for wheelchair accessibility. A new accessible picnic table has been permanently installed on the fishing pier to help provide easier access for both wheelchairs and limited mobility individuals.

Cross Country Ski Trails

Preparing for the 2019/2020 ski season was challenging this year as the Park Technician position was vacant and most of the workload was on the Forest Recreation Specialist and the Park System Manager position. We also had some of the forestry

Itasca County Land Department 2020 Annual Report

staff assist with trail clearing, mowing, and grooming. The season started off with early snows and a few heavy snows in December and January. By late January and early February, the weather was not favorable for grooming. However, the tracks did hold up well and skiers were able to ski until around mid-February.

COVID–19 Effects on Use of Park Facilities

Effects of the COVID–19 pandemic on Fairgrounds Park facilities resulted in minimal rental and included additional restrictions on small meetings as well as racing and other events. All organized events using county park facilities provided a COVID-19 Preparedness Plan detailing safety protocols to minimize potential exposure to participants. Many large events such as the car show/swap meet and the County Fair were cancelled for the year. The fairgrounds property was used as one of the public testing sites for the COVID-19 disease, and the County allocated CARES Act funding to provide automatic flushers and faucets in all the restrooms at the fairgrounds. The Fairground and Bass Lake campgrounds received above average use as more people found ways to spend time outdoors. Gunn Park provided an outdoor setting for many organizations and events that were restricted from using indoor settings including weddings and funerals. The picnic shelter and grounds were heavily used throughout the season as well as for these events.

Forest Recreation and Trails

Program Overview

The Itasca County Forest Recreation and Trail program's goal is in part to support motorized dispersed recreation trails and the volunteer clubs working to provide quality trails. It has focused largely on the continued development of ATV trails and assisting the clubs in designing and construction of these trails. ATV clubs are then responsible for most routine maintenance of trails through the MN DNR Grant-in-Aid Program.

ATV Trail Projects

Len Hardy Memorial ATV Trail

The Grant-in-Aid budget proposal was sent to the MNDNR Parks and Trails office. Notification of receiving the development grant will be in spring 2021.

Wilderness Trail Proposal

Progress has continued to be made on this proposal. The Land Department has been working with the US Forest Service on the segments on the Marcell Snowmobile Trail. Continued meetings will occur with the US Forest Service to finalize all authorization.

Herb Brandstrom ATV Trail

The Balsam Trailblazers are requesting a new ATV trail utilizing the Herb Brandstrom Snowmobile Trail. It will connect the B&B Connection to the Little Moose Trail utilizing parts of County Road 53. MNDNR Parks and Trails grant approval, as a part of the planning process, is needed to complete the project.

Pengilly - Alborn Trailhead

The Range Riders ATV Club is working with Mesabi Metallica and Lone Pine Township to create a trailhead off County Road 12. Authorization is needed from Mesabi Metallica. The parcel request has been sent to Mesabi Metallica and authorization is pending.

Snowmobile Trail Projects

Nashwauk Keewatin Snowmobile Trail

The Land Department worked with the District 5 Commissioner to designate a snowmobile connection between Nashwauk and Keewatin utilizing the Mesabi Bike Trail. The trail was completed this year.

Balsam Creek Snowmobile Bridge Replacement Project

The Delbert Brandstrom Snowmobile Trail bridge is a top priority to be replaced, with support from the Lawron Trail Riders. The Land Department applied for a Federal Recreational Trail Program grant in February and was notified in June of a \$90,000 award. More grant dollars are needed for this project.



Balsam Creek snowmobile bridge in need of replacement.

Other Trail Projects

Tioga Recreation Area

Mountain bike trail routing and construction for a connector trail from the Tioga Recreation Area to Tioga Beach was completed.

Real Estate Management

When private landowners fail to pay real estate taxes on their property, the property may forfeit to the State of Minnesota in trust for the taxing districts. Management of tax-forfeited lands is entrusted to the respective County and regulated through State statute. The Itasca County Land Department performs real estate management activities on tax-forfeited lands as well as land owned in fee by Itasca County. Real estate management activities include land sales, land acquisitions, road access agreements, utility easements and licenses, recreational trail agreements, management of existing leases, issuance and management of mining leases, and demolition of improvements when needed. Classification and repurchases of tax-forfeited lands are also completed as needed. There is currently one Real Estate Specialist position, which was filled in May of 2020. The position was vacant for the first 3 months of 2020.

New Forfeitures

Each year, the County Auditor/Treasurer's office records a list of duly tax-forfeited properties. Once forfeited, the parcels are managed by the Land Department. In 2020, 46 parcels forfeited, including 32 full interest parcels, 3 undivided interest surface parcels, 1 full mineral interest parcel, and 10 undivided mineral interest parcels.

Land Classification

Minnesota State Law recognizes that the public's interest is best served by sale of some lands and retention of other lands in public ownership. State Statute requires tax-forfeited lands be classified in that regard. Each year, Itasca County classifies all new forfeitures and reclassifies requested lands. Lands identified for sale are sold mostly through public auction at Itasca County's annual land sale, usually held in October each year. During 2020, 67 parcels were either classified or reclassified.

Repurchases

State Law allows prior owners to apply to the County Board for repurchase of their forfeited property within time frames set forth and for sufficient reasons allowed in statute. Costs associated with repurchase include the amount of the unpaid taxes, penalties, interest, administration fees, and required closing costs. During 2020, Itasca County processed 9 repurchase applications.

Land Sales

Itasca County held a public land auction on October 23, 2020. Parcels were sold through oral auction at the County Courthouse. Parcels are sometimes sold to adjoining landowners to dispose of small or irregularly shaped parcels or to improve compliance with current zoning standards. Occasionally, special legislation is obtained to sell a parcel. Some parcels are conveyed directly to other government entities for authorized public uses or public purposes. Direct county parcels no longer needed for public use may also be sold. The following summarizes land sale activity during 2020:

Transaction Description	Number of parcels	Acres	Revenue
Tax-forfeited trust parcels public auction – Platted	13	4.19	\$89,710.00
Tax-forfeited trust parcels public auction Non-Platted	4	18.82	\$33,795.00
Tax-forfeited trust over the counter – Platted	--	--	--
Tax-forfeited trust over the counter – Non-Platted	2	40.10	\$50,700.00
Direct County public auction – Platted	--	--	--
Direct County public auction – Non-Platted	--	--	--
Direct County over the counter – Platted	--	--	--
Direct County over the counter – Non-Platted	--	--	--
Tax-forfeited trust private sales – Adjoining Landowner	--	--	--
Tax-forfeited trust sold to other government entities	2	0.25	\$200.00
Sale via Special Legislation	--	--	--
TOTAL	21	63.36	\$174,405.00

Land Acquisitions

To assist in establishing a steel mill in 2008 and 2009, Itasca County sold 11,952.5 acres to Essar Steel Minnesota. The income from this sale was set up in a Land Replacement Trust Fund (LRTF) to replace those public lands and their associated natural resource benefits. Itasca County acquired special legislation allowing income from sales of other sold tax-forfeited properties to be placed in the land replacement fund, prior to apportionment, for use in buying replacement lands. Typically, the County purchases high quality forest lands lying in remote locations and surrounded by large tracts of public land. Retaining consolidation of natural resource lands maximizes their natural resource benefits and minimizes conflicts between natural resource use and development. Such consolidation also helps direct future development nearer to public roadways, public infrastructure, and existing development, reducing County costs for providing public services. The replacement lands are managed for forestry, public recreation, and other natural resource benefits. The County completed zero acquisitions in 2020.

Conditional Use Deeds and Re-conveyances

Tax-forfeited parcels may be conveyed to governmental subdivisions for a specific public use as provided in statute. A re-conveyance to the State of Minnesota in trust for the taxing districts can occur when a governmental subdivision fails to put the property to the public use for which it was originally conveyed. Neither a conditional use deed nor a re-conveyance was processed in 2020.

Leases

The Land Department manages leases on Tax Forfeit and County land. Many shore land and hunting cabin leases were established on County lands prior to 1980. Since then, Itasca County has discontinued creating such leases and is gradually terminating existing ones. Examples of remaining leases are campsite leases, some shore land leases, agricultural leases, tower leases, leases to other public entities, utility leases, and some recreational club leases. New leases have been limited to those which provide widespread public benefit (e.g. communication tower leases, surface leases for mining activities). Following is a summary of lease activity and income during 2020.

Item	Number	Receipts
Land and other leases (non-mining related)	81	\$36,763.00
Mesabi Metallics (surface lease for mining)	1	\$2,688.30
TOTAL		\$39,451.30

Land Exchanges

State law allows for the application to exchange tax-forfeited lands for private lands. Exchanges are limited to cases where the public would significantly benefit from the exchange. The land exchange process can be lengthy and can take two years or more to complete. There were no land exchanges in 2020.

Road Easements and Licenses

The Land Department processes two types of agreements for written access across Tax Forfeit Trust and County lands: licenses to cross and road easements. In addition, recreational trail easements are sometimes granted. Road easements are occasionally acquired by the Land Department for land management purposes. Eight new and two transfers of Licenses to Cross were processed on Tax Forfeit land in 2020. Six road easements were granted on Tax Forfeit land and four easements were acquired by Itasca County in 2020.

Utility Easements and Utility Licenses

In 2020, eight utility easements were granted on Tax Forfeit Trust land.

Demolition

Occasionally, newly forfeited properties have dilapidated improvements that must be removed or structures on tax-forfeited lands need to be demolished. There were no demolitions in 2020.

Itasca County Land Department 2020 Annual Report

Cartways

Minnesota Statute 164.08 requires Itasca County to process cartway requests in unorganized townships. This statute, commonly known as the Cartway Law, assures that private landowners with 5 or more acres have access to their property across private lands. The County Board has assigned the Land Department's Real Estate Specialist to administer the Cartway Law for Itasca County. There was one cartway proceeding in 2020.

Environmental Trust Fund

State legislation that allowed sale of State and County shore land lease lots required revenues from these sales be deposited into an Environmental Trust Fund. Itasca County may spend up to 5.5% of the market value of the fund each year, which is approximately equal to the interest earned from the fund each year. Money from this fund can be spent only for purposes related to the improvement of natural resources. In 2005, the Itasca County Board of Commissioners transferred administration of the Trust Fund Grant Program to the Land Commissioner. The Real Estate Specialist is responsible for the day-to-day coordination and management of the Trust Fund Program. The following table represents a summary of budget activity during 2019 for the Environmental Trust Fund.

ITEM	AMOUNT
Fund balance on January 1, 2020	\$8,188,806.33
Interest earned during the calendar year	\$386,100.73
Expenditures during the calendar year	\$124,653.00
Fund balance as of December 31, 2019	\$8,450,254.06

Note: For the purposes of this report, land sales revenues are summarized by date sold.

County Agricultural Inspector and Noxious Weed Program

Program Overview

The "Minnesota Noxious Weed Law" is found in Sections 18.76 to 18.91 of the Minnesota State Statutes. It is the policy of the state legislature that residents of the state be protected from the injurious effects of noxious weeds. It contains procedures for controlling and eradicating noxious weeds on all lands within the state of Minnesota. The objective of the Minnesota Noxious Weed Law is to prevent the spread and proliferation of undesirable plants in order to minimize the adverse effects on the state's citizens. All landowners in Itasca County are responsible for controlling noxious weeds on their property.

A noxious weed is defined as an annual, biennial, or perennial plant that the Commissioner of Agriculture designates to be injurious to public health, the environment, public roads, crops, livestock or other property. Currently there are twenty-seven plant species regulated as noxious weeds in Minnesota. Nineteen plants are listed as prohibited noxious weeds which consist of two regulatory lists— eleven plants listed on the prohibited-eradicate list and eight on the prohibited-control list. Prohibited noxious weeds must be eradicated or controlled in accordance with the Minnesota Noxious Weed Law. Five species are listed as restricted noxious weeds and are prohibited from importation, sale, and unlawful transportation in Minnesota. Three species are listed as specially regulated plants that can be enforced under specific conditions.

County Agricultural Inspectors are appointed for each county. These inspectors also assist the MDA with laws dealing with seeds, feeds, fertilizers, pesticides, and plant pests. The Land Department is responsible for the duties of County Agricultural Inspector. This position was created by the Minnesota Noxious Weed Law to help manage noxious weeds within Minnesota.

Local Weed Inspectors are the mayors within cities and supervisors on township boards. An assistant weed inspector may be appointed by the city mayor or the township board to act in their behalf as local weed inspectors. Their duties are to examine all lands, including highways, roads, alleys and public ground within the territory over which their jurisdiction extends to evaluate and address Noxious Weed Law violations. They see that the control and eradication of noxious weeds is carried out. They also issue permits in accordance with the transportation of materials and equipment infested with noxious weed propagating parts.

2020 Noxious Weed Program Overview

Beginning in the 2020 season, staff focused on building our Noxious Weed Program. Our department hired an Invasive Species Seasonal Worker to assist with monitoring and herbicide control. The species focused on this year was spotted knapweed, plumeless thistle, wild parsnip, and leafy spurge. Spraying occurred from May - August and mowing by the County started in late June. County road rights of way were treated along with a canister site, gravel pits, forest access roads, and wildlife openings.

Notifications and site visits were made throughout the season. Itasca County Land Department has been working on compliance for species specific target areas, mainly gravel pits, and largely infested county roads. County wide, sites were sprayed this year for spotted knapweed, wild parsnip, and leafy spurge.

The Annual Local Weed Inspector training was cancelled due to COVID-19 restrictions.

Every January the Local Weed Inspector Annual Reporting goes out. This year, 31 of 39 townships submitted reports. Out of 16 cities, 1 did not report. Control costs are shown below.

Township Spraying Cost	\$3,486.93		City Spraying Cost	\$2,040.00
Township Mowing Cost	\$45,407.00		City Mowing Cost	\$32,433.00
Mowing Acres	3.5		Mowing Acres	38
Mowing Miles	171.30		Mowing Miles	75
Spraying Acres	11		Spraying Acres	7.0
Spraying Miles	3.25		Spraying Miles	8.5

The Annual County Ag Inspector Conference and the Itasca County Noxious Weed booth were both cancelled due to COVID-19 restrictions.

Land Department Staff/ Safety Meetings

The Land Department holds safety meetings and staff meetings monthly. Minutes are taken at each meeting and pertinent material is incorporated into Land Department operations and procedures.

Public Education

Normal public education projects were not able to be executed in 2020 due to COVID-19 restrictions.

ANNUAL REPORT 2020

ITASCA COUNTY LAND DEPARTMENT



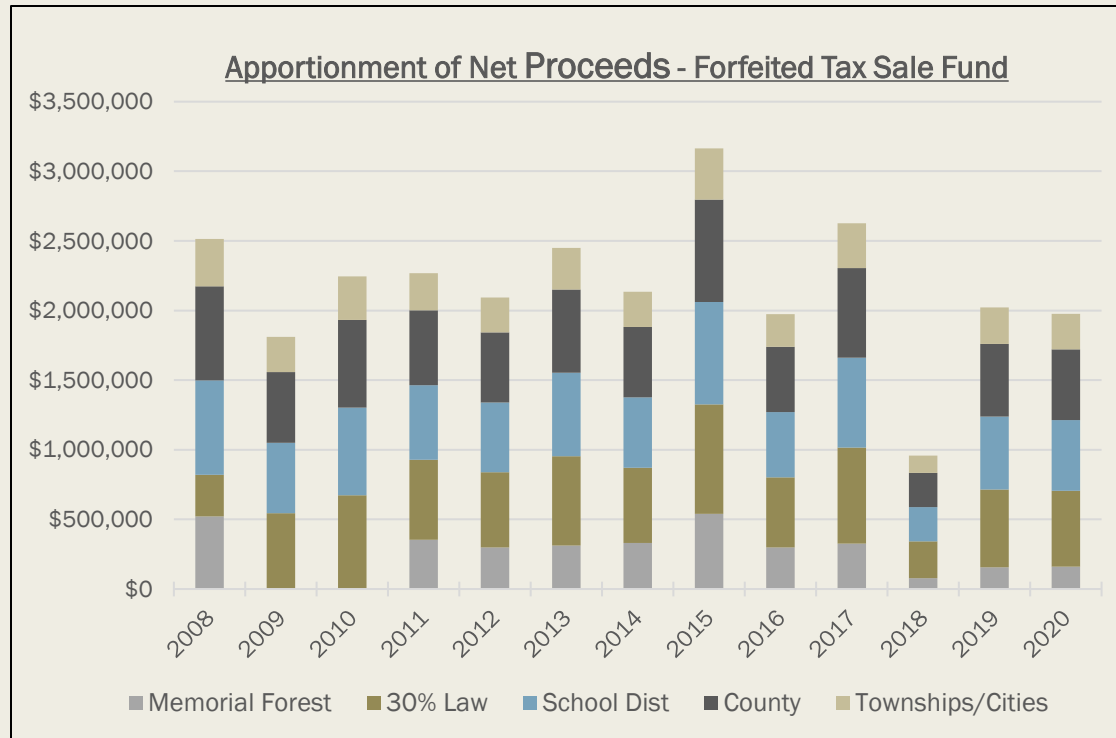
“Dedicated To Quality
Natural Resource Stewardship”



ITASCA COUNTY LAND DEPARTMENT

- REAL ESTATE
- PARK SYSTEM
- FOREST RECREATION AND TRAILS
- NOXIOUS WEEDS
- PUBLIC EDUCATION
- MINING & GRAVEL
- FORESTRY

- Department is funded by annual revenue from Tax-Forfeited Trust lands,
- Annual revenue from prior year is apportioned to the local taxing districts.

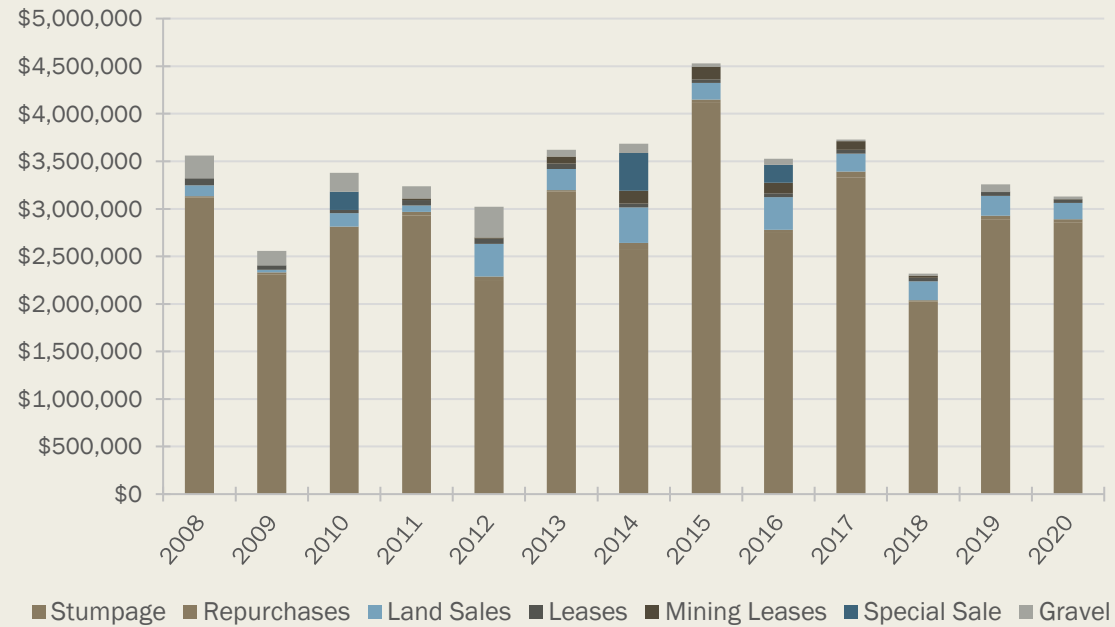


■ REAL ESTATE

- New Forfeitures & Land Classification (36 parcels - surface interest)
- Repurchases (9 parcels)
- Land Sales (21 parcels)
- Road Easements & Licenses (20 total)
- Utility Easements & Licenses (8 total)
- Clean-ups & Demolitions (3 total)
- Leases (82 total)
- Cartways (0)
- Environmental Trust Fund (3 grants)



Forfeited Tax Sale Fund - Annual Revenue



■ PARK SYSTEM

- Fairgrounds Park & Campground (Public Events. Cattle Barn Roof, Grandstands)
- Gunn Park (Events, ADA Enhancement Projects)
- Bass Lake Campground
- Dispersed Campsites
- Public Boat Accesses
- Hunter Walking Trails
- Ski Trails
- Mesabi Trail



■ FOREST RECREATION AND TRAILS

- MN DNR Grant-in-Aid Program Sponsorship,
- ATV Trail Projects (Herb Brandstrom, Len Hardy, Wilderness, & Alborn Trails)
- Snowmobile Trail Projects (Nashwauk-Keewatin, Del Brandstrom Trails)
- Non-Motorized Trail Projects (Tioga MB Trail)
- Northern Outdoor Recreation & Land Use Alliance (NORLUA)
- ATV & Snowmobile Alliance



■ NOXIOUS WEED LAWS

- County Agriculture Inspector Program
- Local Weed Inspector/ Town and City Weed Control
- Public Education on Noxious Plant ID & Herbicide Application



■ FORESTRY PROGRAM

- Forest Certification
- Timber Program
- Reforestation/ Forest Development
- Gravel & Non-Timber Forest Products (102 permits issued)
- Forest Roads (56.5 miles of new/reconstructed forest road)
- Forest Inventory, GIS & Analysis (nearly 25,000 acres re-inventoried)

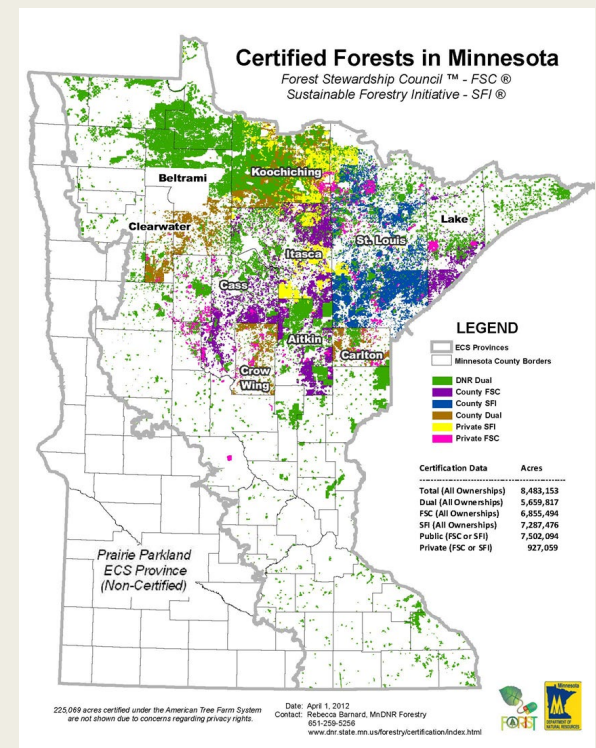


■ FOREST CERTIFICATION

Forest Stewardship Council (FSC)



- The 15th annual Itasca County forest management and chain-of-custody re-assessment was conducted by the NEPCon FSC certification service.
- Itasca County addressed one observation from 2019, and maintained FSC certification,
- Two CARs and one observation were issued during the 2019 re-assessment for Itasca County to address at the next annual audit in 2021.



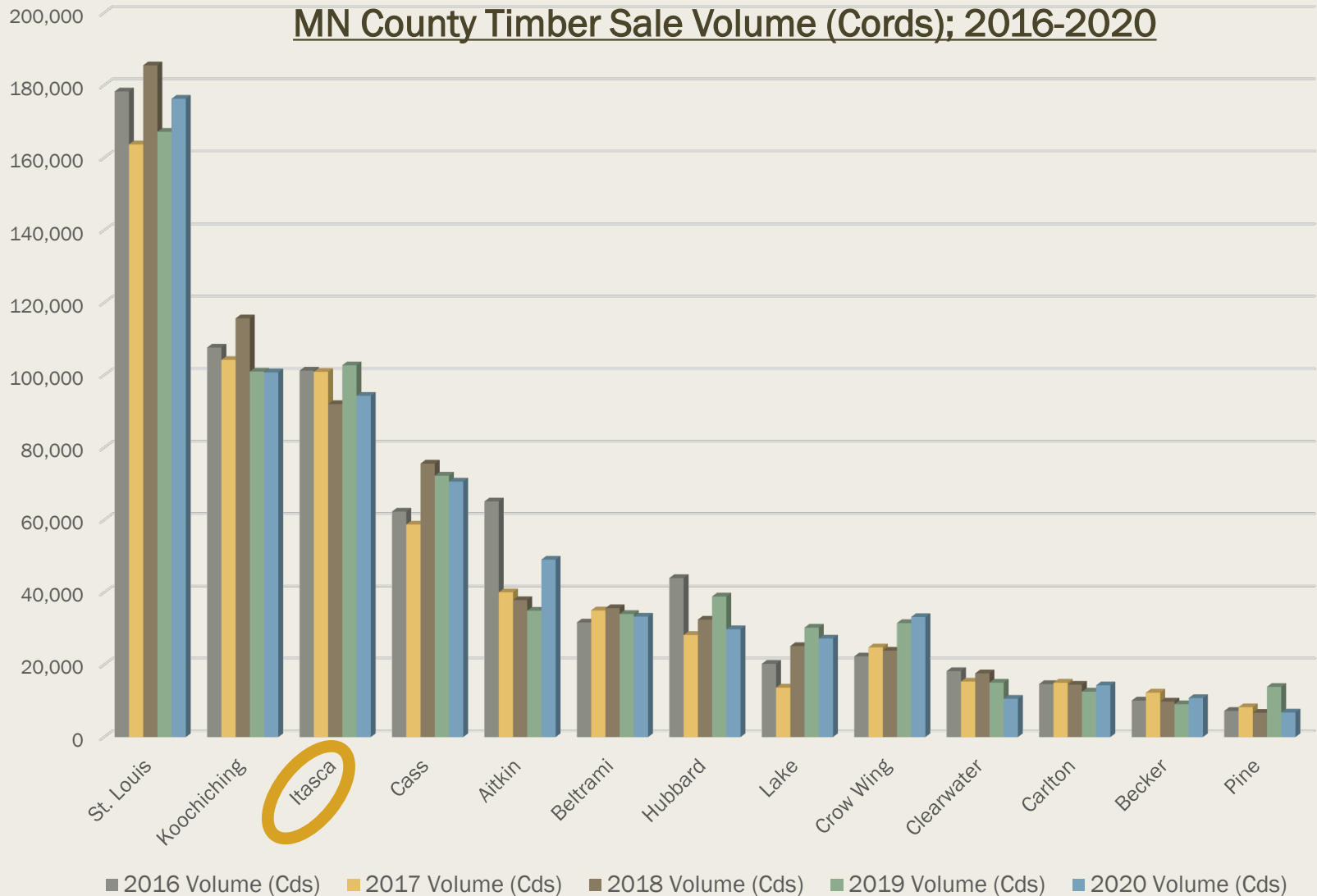
■ MINNESOTA COUNTY FORESTRY PROGRAMS

15 Minnesota counties manage over 2,700,000 acres of Tax-Forfeited Trust lands.



* = Primary Forest Product Mill Locations

MN County Timber Sale Volume (Cords); 2016-2020



2019

Itasca County Forest Management Plan



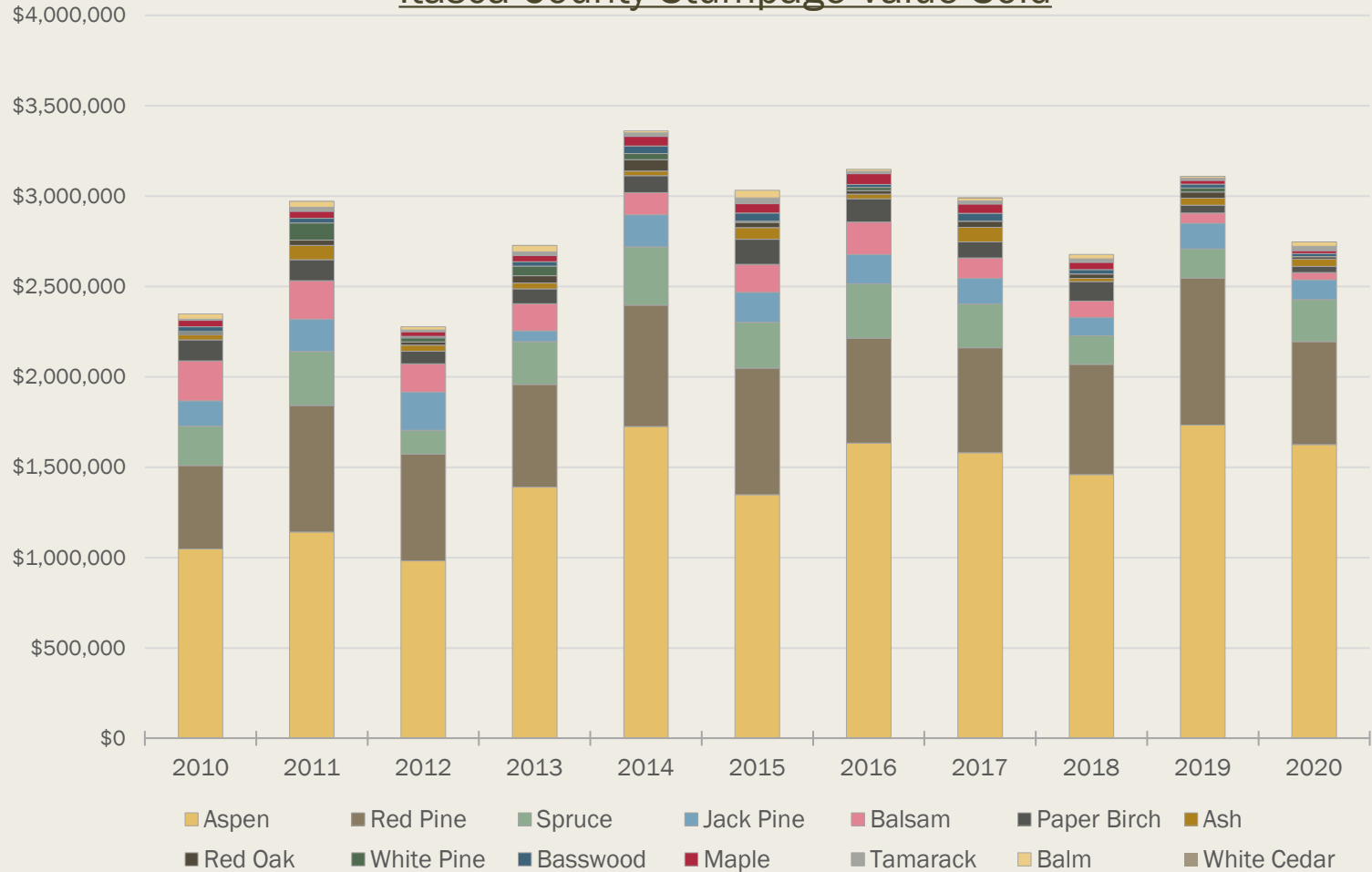
***Itasca County Forest
Management Plan***

Publicly Reviewed &
County Board Approved

Timber Harvesting is based on
Scientific & Sustainable data.

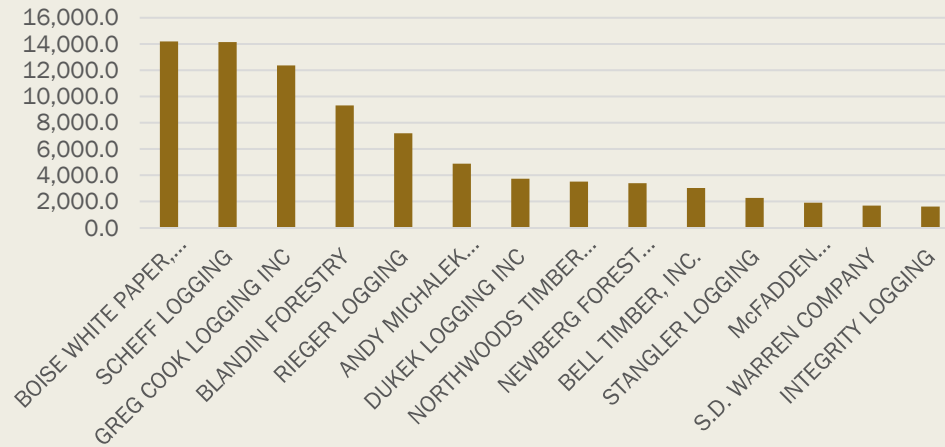
Forest Management Plan Update
= *10 years*

Annual Harvest Levels Update
= *5 years*

[illegible]

(94,305 cords sold in 2020)

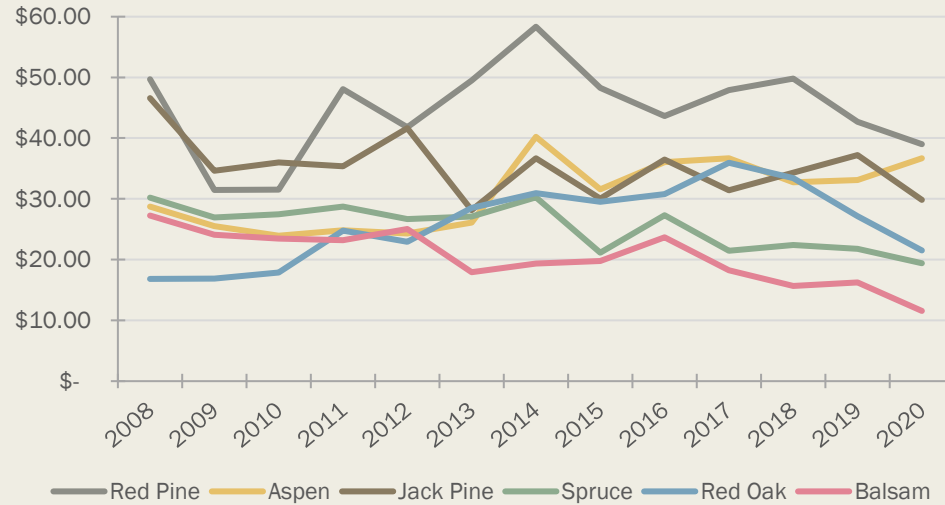
2020 Itasca County Timber Purchaser Volume (Over 1500 cords)



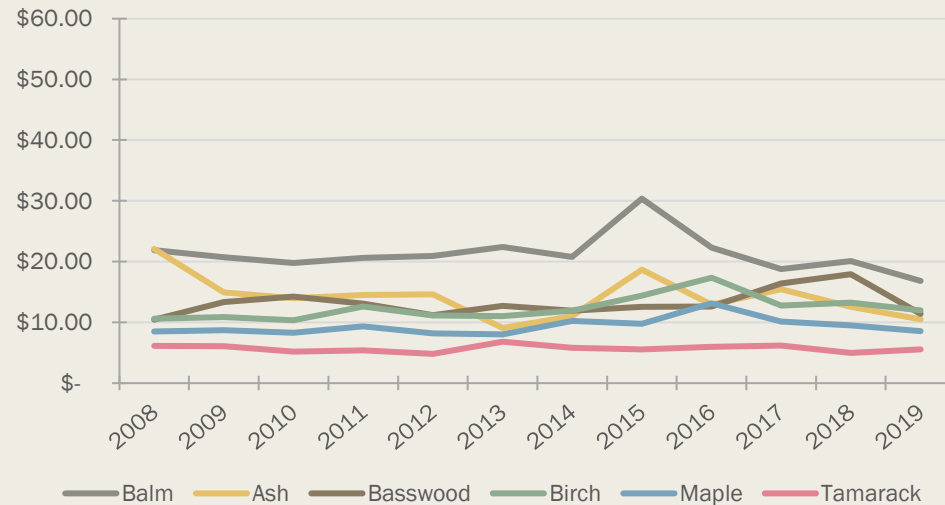
2020 Itasca County Timber Purchaser Volume (Under 1500 cords)



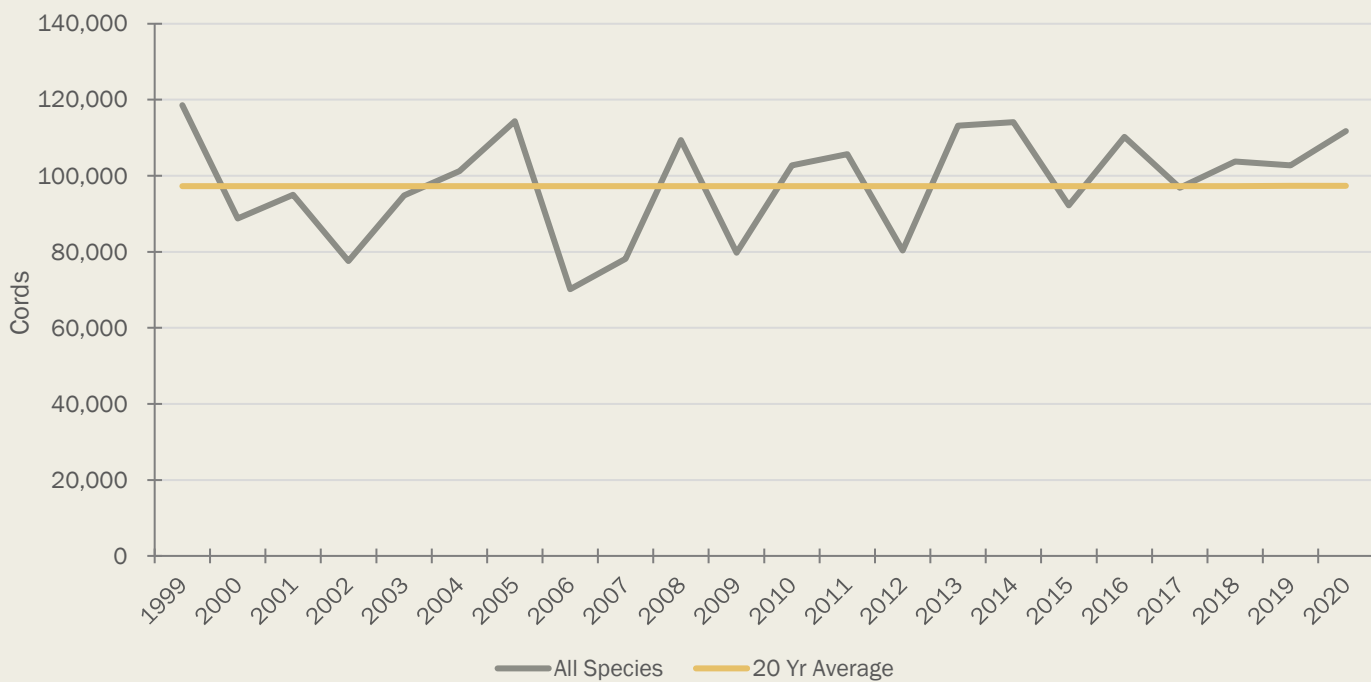
Itasca County Average Timber Value per Cord



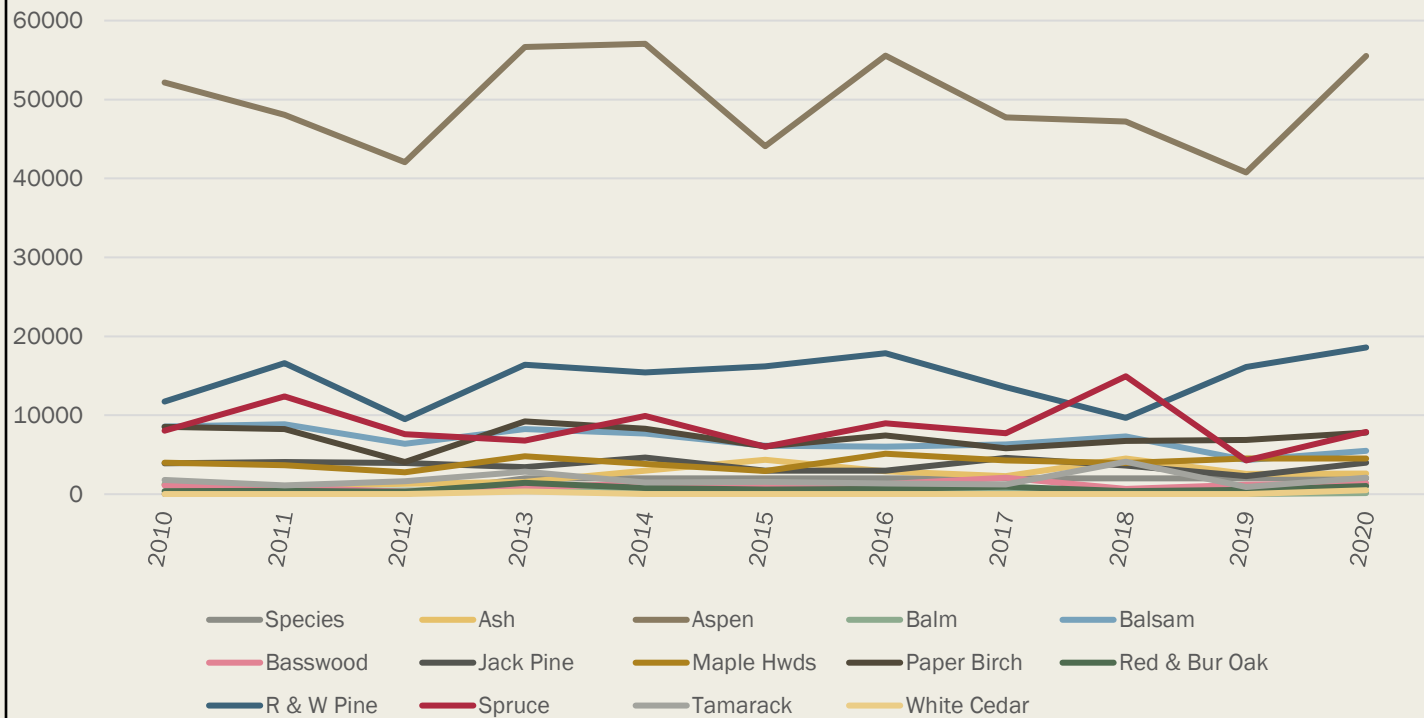
Itasca County Average Timber Value per Cord



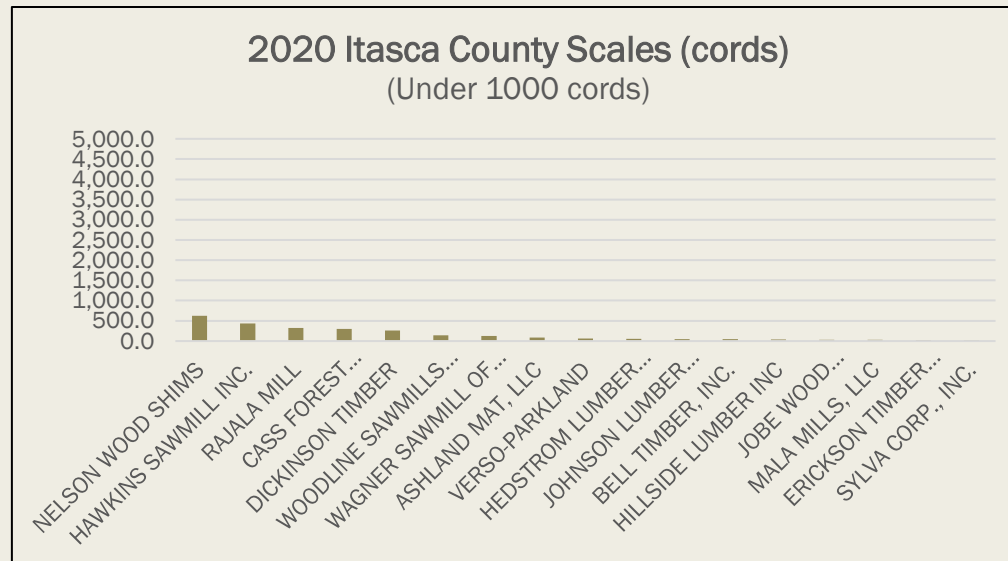
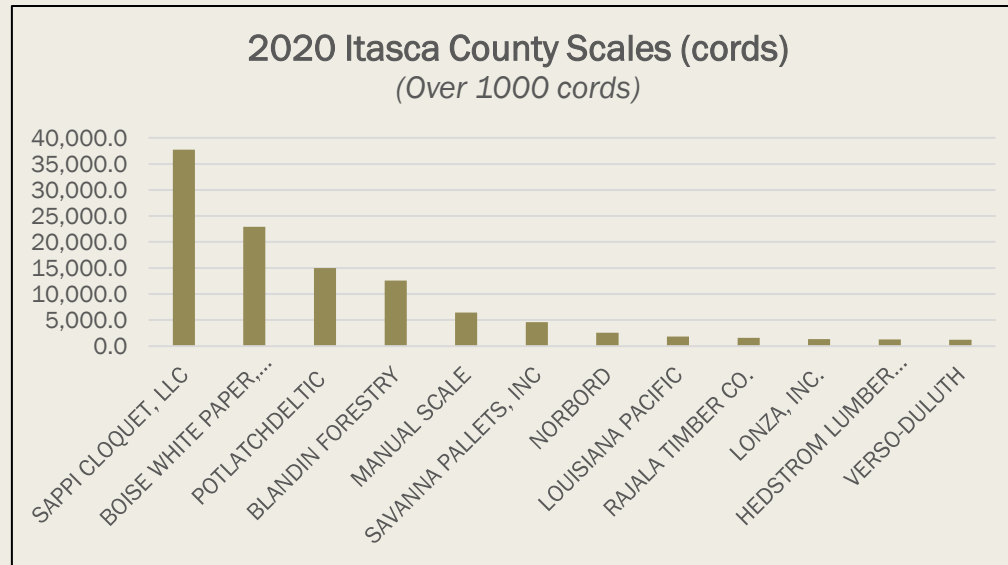
Itasca County Timber Volume Scaled (cords); 1999-2020



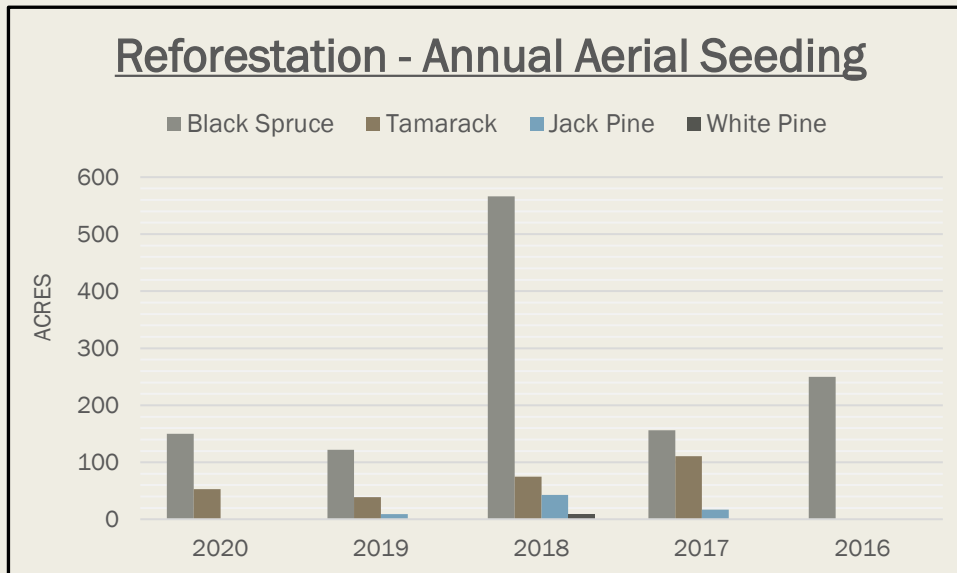
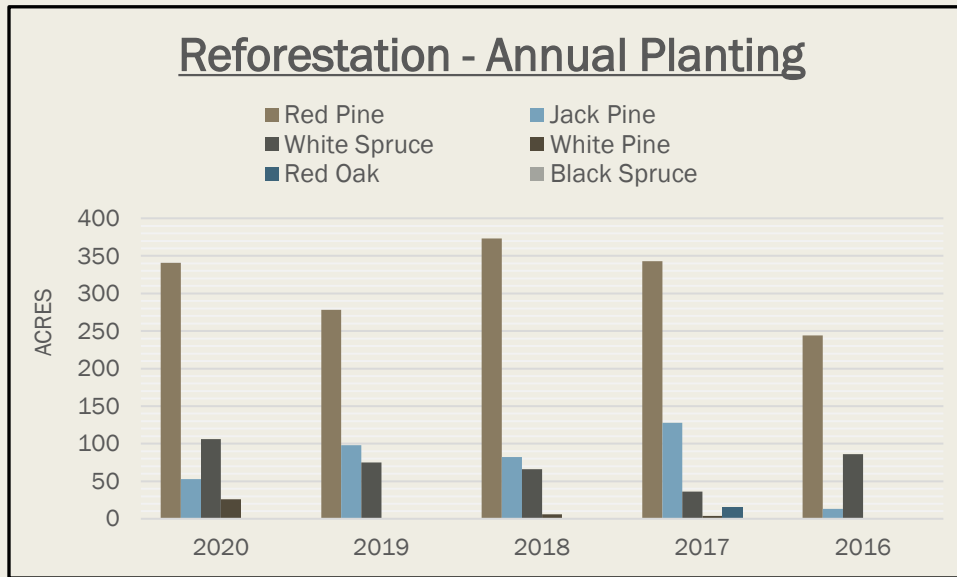
Itasca County Timber Scaled (cords); 2010-2020



2020 Itasca County Total Timber Scaled = 111,739 cords



■ REFORESTATION



Stand Treatments

-405 acres bud capped

-1,099 thinning acres auctioned

**Approx. 2 Million Seedlings
planted in past 5 Years*





Questions ?



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, November 16, 2021

REQUEST FOR BOARD ACTION: RBA-2021-1871

DEPARTMENT: Attorney
PRESENTER: Matti Adam

TIME REQUESTED: 10 Minutes

AGENDA ITEM:
Itasca County Attorney's Office Update

BOARD ACTION REQUESTED:
Receive an update on the activities of the Itasca County Attorney's Office.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:
1. Attorney Update

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, November 16, 2021

REQUEST FOR BOARD ACTION: RBA-2021-1871

DEPARTMENT: Attorney
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TIME REQUESTED: 10 Minutes

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BOARD ACTION REQUESTED:
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BACKGROUND:

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SUPPORTING DOCUMENTATION:
1. Attorney Update

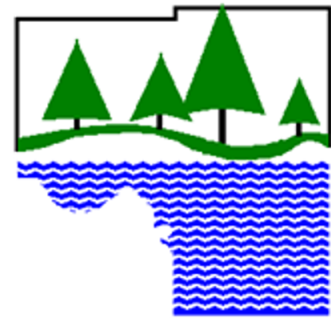
RESULT:	INFORMATIONAL - NO ACTION TAKEN
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Office of the Itasca County Attorney

County Attorney
Matti R. Adam

Assistants

Todd S. Webb	Michael J. Haig
David S. Schmit	John R. Kempe
Rachel A. Evenson	Heather M. Roy
Jacqueline A. Destache	Justin J. Lee



January 1, 2021 to November 1, 2021

All Files Opened **1,358**

Adult Criminal

1-1-2021 to 11-1-2021

Total Cases:	876
Under Review:	90
Felony:	340
Cases w/Victims:	121
Drug Charges:	471

All Dates through Dec. 31, 2020

Open Active Adult Criminal: 237

All Other Files

1-1-2021 to 11-1-2021

Opened Juv (CHIPS/Delinquency)

Open CHIPS:	112
Delinquency:	180
Adoptions:	9
	301

Opened Civil/ADMIN:

Commitments	47	
Guardianships	7	
Admin	72	(Tax, Data Rqst, Dept, Contract Rvw,
		Expungements, Restore Firearm Rights)
Forfeitures	49	
Correspondence	25	
	200	

Trials (now through February)

Court Trials: 7 (4 CHIPS)
Jury Trials: 18 Defendants
Pretrials: 75 Defendants

(these numbers are per defendant-not counting each file number)



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, November 16, 2021

REQUEST FOR BOARD ACTION: RBA-2021-1881

DEPARTMENT: Land Department
PRESENTER: Kory Cease

TIME REQUESTED: 5 Minutes

AGENDA ITEM:

TED Account Request by Blackberry Township

BOARD ACTION REQUESTED:

Approve request of \$5,000 from the Tourism and Economic Development Account (12-611) by Blackberry Township.

BACKGROUND:

Request attached.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. Blackberry Twp TED Request

Motion To: Approve \$1,829 from the 2021 Tourism and Economic Development (TED) Account (12-611) and \$3,171 from the 2022 Tourism and Economic Development (TED) Account (12-611), as requested by Blackberry Township.

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



ITASCA COUNTY
GRAND RAPIDS, MINNESOTA 55744

September 29th, 2021

Dear Burl,

Blackberry township is looking to make some park improvements at our community center. For the first phase of our project, we would like to put in a walking/ski trail to be used both summer and winter. This would give community members a safe place to be outdoors and get exercise year-round.

Our total cost estimate is \$28,000. We have received funding from several places including Lake Country Power, Essentia Health, and Enbridge, totaling \$11,000.

We are asking for a contribution of \$5,000 to go towards this project.

Thank you for your time and consideration of this project to better our community.

Blackberry Town Board

Gary Nelson – Supervisor/Chair



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, November 16, 2021

REQUEST FOR BOARD ACTION: RBA-2021-1882

DEPARTMENT: Administrative Services

PRESENTER: Brett Skyles

TIME REQUESTED: < 5 Minutes

AGENDA ITEM:

COVID-19 Update

BOARD ACTION REQUESTED:

Receive COVID-19 Update.

BACKGROUND:

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, November 16, 2021

REQUEST FOR BOARD ACTION: RBA-2021-1874

DEPARTMENT: Administrative Services

PRESENTER: Brett Skyles

TIME REQUESTED: 15 Minutes

AGENDA ITEM:

Closed Session Re: Labor Negotiations

BOARD ACTION REQUESTED:

Hold a Closed Session per MN Statutes 13D.03 Re: Labor Negotiations.

BACKGROUND:

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, November 16, 2021

REQUEST FOR BOARD ACTION: RBA-2021-1877

DEPARTMENT: Administrative Services

PRESENTER: Lynn Hart

TIME REQUESTED: 15 Minutes

AGENDA ITEM:

Closed Session Re: County Administrator Annual Performance Review

BOARD ACTION REQUESTED:

Hold a Closed Session per MN Statutes 13D.05, subd. 3, to conduct County Administrator Brett Skyles' Annual Performance Review.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION: None

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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