



ITASCA COUNTY BOARD OF COMMISSIONERS

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

Tuesday, November 23, 2021

1:00 PM

Itasca County Boardroom

DRAFT

SPECIAL SESSION MINUTES

I. CALL TO ORDER

Chair Ives called the meeting to order at 1:00 PM.

Attendee Name	Title	Status	Arrived
Davin Tinquist	District #1	Present	1:00 PM
Terry Snyder	District #2	Present	1:00 PM
Leo Trunt	District #3	Present	1:00 PM
Burl Ives	District #4	Present	1:00 PM
Ben DeNucci	District #5	Present	1:00 PM

II. REGULAR AGENDA

1. American Rescue Plan (ARP) Fund Update

Accounting Manager Gail Guck provided information regarding the American Rescue Plan (ARP), which will deliver \$8,765,973 in Coronavirus State and Local Fiscal Recovery Funds to Itasca County for use in response to the COVID-19 emergency through 2024. The Board has already approved the use of \$3,840,515.

RESULT: INFORMATIONAL - NO ACTION TAKEN

2. American Rescue Plan (ARP) Funding Requests

Motion To: Approve the use of American Rescue Plan (ARP) Funds in the amount of \$948,543.90 for the fire department requests.

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

Motion To: Approve the use of American Rescue Plan (ARP) Funds in the amount of \$250,000 from the 2022 allocation for the City of Bigfork's Community & School Enhancement Project request.

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

3. Schedule Special Session

Motion To: Schedule a Special Session Re: American Rescue Plan (ARP) Funding on Tuesday, January 11, 2022 beginning at 9 AM in the Boardroom of the Itasca County Courthouse.

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

III. ADJOURN

Chair Ives adjourned the meeting at 1:59 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 23, 2021

REQUEST FOR BOARD ACTION: RBA-2021-1887

DEPARTMENT: Administrative Services

PRESENTER: Brett Skyles, Gail Guck

TIME REQUESTED: 5 Minutes

AGENDA ITEM:

American Rescue Plan (ARP) Fund Update

BOARD ACTION REQUESTED:

Receive update regarding the American Rescue Plan (ARP) Fund.

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 23, 2021

REQUEST FOR BOARD ACTION: RBA-2021-1888

DEPARTMENT: Administrative Services

TIME REQUESTED: 15 Minutes

PRESENTER: Brett Skyles

AGENDA ITEM:

American Rescue Plan (ARP) Funding Requests

BOARD ACTION REQUESTED:

Discuss requests for American Rescue Plan (ARP) funding.

BACKGROUND:

Attached are new requests or updated requests received since the last Special Session.

Requests/Updates include the following entities:

Cohasset Fire & Rescue

Sago Township

City of Marble

City of Grand Rapids

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. ARP Spreadsheet
2. Cohasset Fire and Rescue - Submission #1689
3. Sago Township - Submission #2051
4. City of Marble - Submission #2088
5. City of Grand Rapids - Submission #2044

Motion To: Approve the use of American Rescue Plan (ARP) Funds in the amount of \$948,543.90 for the fire department requests.

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

Motion To: Approve the use of American Rescue Plan (ARP) Funds in the amount of \$250,000 from the 2022 allocation for the City of Bigfork's Community & School Enhancement Project request.

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

AMERICAN RESCUE PLAN (ARP) FUND				
Amount Received 2021	\$ 4,382,986.50	Updated	New	
Amount Expected 2022	\$ 4,382,986.50	Since last update		
	\$ 8,765,973.00			
Encumbered by end of 2024; Spent by end of 2026				
	Requested	Encumbered (2021)	Encumbered (2022)	
Fire Departments				
Taconite Fire Department (Fire Hall Addition)	\$ 125,000.00			
Nashwauk Fire Department (Air Packs)	\$ 135,213.00			
Goodland Township Fire Department (Protective Gear Upgrade)	\$ 50,000.00			
Keewatin Fire Department (Turnout Gear/Equipment)	\$ 12,290.00			
Bigfork Fire Department (Health & Safety Equipment)	\$ 140,669.14			
Greenway Fire & Rescue (Emergency Frst Response Unit)	\$ 65,500.00			
Cohasset Fire & Rescue (SCBA Replacements)	\$ 124,000.00			
Trout Lake Fire Department (Personal Protective Equipment & Turn Out Gear)	\$ 47,656.00			
Warba-Feeley-Sago Fire Department (SCBA Replacements / Water Service)	\$ 45,000.00			
Deer River Fire Department (SCBA Replacements)	\$ 177,125.76			
Balsam Township Volunteer Fire Department (Gear Replacement)	\$ 23,090.00			
Balsam Township Volunteer Fire Department (Truck Fill Modification)	\$ 3,000.00			
Subtotal	\$ 948,543.90	\$ -	\$ -	
Cities / Townships				
Wildwood Township (Class 5 Project)	\$ 128,471.48			
City of Warba (Water & Sewer Update)	\$ 80,000.00			
Feeley Township (Shallow Lake Boat Landing/Road Improvement Project)	\$ 75,000.00			
City of Bigfork (Water Tower Repair & Reconditioning)	\$ 150,000.00			
City of Nashwauk (Storm Sewer / Water Main Improvements)	\$ 100,000.00			
City of Calumet (Well Pump House Improvements)	\$ 12,500.00			
City of Taconite (Water Tower Replacement Project)	\$ 1,302,907.00			
City of Deer River (Various Infrastructure Projects)	\$ 233,000.00			
City of Effie (Waste Treatment System, Building Demo, RV Park Infrastructure)	\$ 35,000.00			
City of Bigfork (Community & School Enhancement Project)	\$ 250,000.00			
Harris Township (Various Projects: Parks/Recreation & Boat Landings)	\$ 185,000.00			
Spang Township (Multi-Purpose Recreational Parking Area)	\$ 137,370.35			
Sago Township (Remote Meeting Facilitation)	\$ 1,771.97			
City of Marble (Wastewater Treatment Facility PER)	\$ 86,250.00			
Subtotal	\$ 2,777,270.80	\$ -	\$ -	
Non-Profits				
Boys & Girls Clubs of Grand Rapids and Greenway (Equity-Focused Services)	\$ 10,000.00			
Subtotal	\$ 10,000.00	\$ -	\$ -	
Other				
Laganki Farm (Chickens)	\$ 8,000.00			
North Central Minnesota Farm & Antique Assn (Negative Economic Impacts)	\$ 12,000.00			
Nashwauk-Keewatin ISD 319 (Pre K-12 School Building)	\$ 1,000,000.00	\$ 500,000.00	\$ 500,000.00	
Grand Village / Itasca Nursing Home (Network Upgrade)	\$ 176,793.00			
Grand Rapids Civil Air Patrol (Negative Economic Impacts)	\$ 4,776.00			
Itasca County Family YMCA (Negative Economic Impacts)	\$ 100,000.00			
Kootasca Community Action (Weatherization Services)	\$ 35,235.00	\$ 35,235.00		
Mt. Itasca	\$ 25,000.00	\$ 25,000.00		
IEDC				
Project Frontier	\$ 2,000,000.00			
Housing Incentive Program	\$ 1,500,000.00			
Broadband Infrastructure	\$ 1,500,000.00			
Itasca Grant Program	\$ 1,000,000.00			
IEDC Revolving Loan Fund	\$ 500,000.00			
Innovation Center (IEDC Airport Building)	\$ 250,000.00	\$ 150,000.00		
Tourism				
Itasca Trails Taskforce	\$ 20,000.00			
Avenue of the Pines Scenic Byway	\$ 20,000.00			
Big Data Subscription (SeeSource)	\$ 40,000.00			
SeeSource Ads	\$ 50,000.00			
Itasca County Attractions & Events Grant: VGR	\$ 112,500.00			
Itasca County Attractions & Events Grant: EOWLA	\$ 21,000.00			
MN Bound, Polaris Adventures & Due North Advertising & TV Shows	\$ 30,000.00			
EOW Destination Marketing (2021-2023)	\$ 32,500.00			
EOW National Scenic Byway (TH 38) & Scenic Highway (CR 7)	\$ 55,000.00			
EMT Co-Ops (2021-2023)	\$ 27,500.00			
Outdoor News	\$ 15,000.00			
Autonomous Vehicles	\$ 300,000.00			
Community Projects	\$ 400,000.00			
City of LaPrairie (Fishing Pier)	\$ 40,000.00			
Harris Township (Boat Landings)	\$ 50,000.00			
City of Deer River (Park Pavillion Concrete Pad)	\$ 15,000.00			
City of Deer River (Senior Housing Building Site)	\$ 50,000.00			

S. Lake (Phase 2 Community Walking Trail)	\$	30,000.00		
Trout Lake Township (Finn Beach Project)	\$	30,000.00		
Trout Lake Township (Baseball Field)	\$	10,000.00		
City of Effie (Clean-up Days)	\$	10,000.00		
City of Effie (INI Sewer & Storm Water)	\$	3,000.00		
City of Nashwauk / City of Keewatin (Joint Water Treatment Facility)	\$	100,000.00		
City of Keewatin (O'Brien Res. Bathrooms)	\$	50,000.00		
City of Nashwauk (Multi-Use Trailhead)	\$	50,000.00		
Buck Lake Improvement Club (Kitchen Renovation)	\$	20,000.00		
City of Marble (Baseball Park Final Improvements)	\$	50,000.00		
City of Marble (Water Tower Project)	\$	50,000.00		
City of Bovey (Business Park Site Prep & Infrastructure)	\$	50,000.00		
City of Bovey (Greenway Park Expansion)	\$	50,000.00		
City of Coleraine (Longyear Park Improvements)	\$	20,000.00		
Deer River Community Center	\$	50,000.00		
Itasca Area Summit	\$	50,000.00	\$	50,000.00
Bigfork Project	\$	49,500.00	\$	49,500.00
Launch MN	\$	50,000.00		
Thrive Up North	\$	50,000.00		
Northern Minnesota Historical Mine Tour (VGR)	\$	65,000.00	\$	65,000.00
	Subtotal	\$ 10,227,804.00	\$ 874,735.00	\$ 500,000.00

County				
Lost Revenue	\$	816,456.00		
Message Boards	\$	40,000.00		
Remaining Decontamination Trailer Items	\$	1,500.00		
EOC IT	\$	1,500.00		
Mobile Command Center	\$	175,000.00		
Wellness Court	\$	150,000.00		
Court Process Review	\$	40,000.00		
Increased EM Trainings	\$	15,000.00		
Courthouse Server and Backup IT	\$	100,000.00		
Pictometry	\$	400,000.00		
EOC HVAC	\$	-		
MIS - Unwarranted Equipment Replacements	\$	-		
MIS - Security Software (Tenable)	\$	-		
Personal Protective Equipment (PPE)	\$	10,000.00		
Land Department				
Fairgrounds				
Campgrounds	\$	220,000.00	\$	220,000.00
Grand Stands	\$	16,000.00	\$	16,000.00
Water Line Replacement	\$	15,000.00	\$	15,000.00
Driveway Replacement	\$	20,000.00		
Security Lighting	\$	8,000.00		
Commercial Building Roof Replacement	\$	75,000.00		
Commercial Building Door Repairs/Replacements	\$	10,000.00		
Crackseal Parking Lots	\$	14,000.00		
Construction/Design of Food Court	\$	150,000.00		
New/Replacement Signs	\$	10,500.00		
Gunn Park				
ADA Inclusive Playset	\$	50,000.00		
ADA Inclusive Dock	\$	13,000.00		
Crackseal Parking Lots	\$	13,000.00		
New Signs & Kiosk	\$	15,000.00	\$	15,000.00
Bass Lake Park			\$	199,780.00
New Campsites	\$	51,930.00		
Electric	\$	62,850.00		
Maintenance	\$	25,000.00		
Amenities	\$	60,000.00		
Project Frontier / Huber - Prepaid Tax Abatement	\$	2,000,000.00	\$	2,000,000.00
	Subtotal	\$ 4,578,736.00	\$ 2,465,780.00	\$ -
	Total	\$ 18,542,354.70	\$ 3,340,515.00	\$ 500,000.00
	Remaining (2021)		\$	1,042,471.50
	Remaining (2022)			\$ 3,882,986.50

From: noreply@civicplus.com
To: [Brett Skyles](#); [Gail Guck](#); [Amanda Schultz](#)
Subject: Online Form Submittal: American Rescue Plan (ARP) Request Form
Date: Tuesday, August 10, 2021 9:31:37 AM

CAUTION: This email originated from outside of the Itasca County email system. Do not click links or open attachments unless you recognize the sender and know the content is safe.

American Rescue Plan (ARP) Request Form

AMERICAN RESCUE PLAN (ARP) REQUEST FORM

Entity Name:	Cohasset Fire and Rescue	
Name of Contact:	Davin Tinquist (Fire Chief)	
Address:	330. 2nd Ave W	
City:	Cohasset	
State:	MN	
Zip Code:	55721	
Phone Number:	328—57232	
E-mail Address:	Field not completed.	
Reason for Request:	Replace Public Sector Revenue Loss	
Project Name:	Replace. SCBA	
Amount Requested:	12400	\$124,000 per attached email received 11/18/2021
Project Budget:	20. SCBA. 5000 20. Spare. Bottles 1200	
Additional Information:	Field not completed.	

Email not displaying correctly? [View it in your browser.](#)

From: [Davin Tinguist](#)
To: [Amanda Schultz](#)
Subject: Re: ARP Fund Spreadsheet
Date: Thursday, November 18, 2021 10:49:15 AM

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Hey Amanda

The request for Cohasset Fire should read 124,000. (Similar to Nashwauk). Not sure if that was a mistake on the entry form or a typo in transferring
Sent from my iPhone

On Nov 18, 2021, at 8:47 AM, Amanda Schultz
<Amanda.Schultz@co.itasca.mn.us> wrote:

Good morning, Commissioners! Attached, please find the much anticipated American Rescue Plan (ARP) Spreadsheet. I will be creating binders for each of you to include this spreadsheet along with documentation of each request. My intention is to have those ready tomorrow and placed in your inboxes along with your agenda for the next Special Session scheduled for Tuesday, November 23. Please let Brett, Gail, and/or myself know if you have any questions or concerns regarding this spreadsheet. Otherwise, we will review it at the upcoming meeting. Have a great day!

Sincerely,

Amanda Schultz
Deputy Clerk of the County Board

 Itasca County
Administrative Services Department
123 NE 4th Street; Suite 103
Grand Rapids, MN 55744-2600
Direct: (218) 327-7362
Fax: (218) 327-2848

<ARP Spreadsheet.pdf>

From: noreply@civicplus.com
To: [Brett Skyles](#); [Gail Guck](#); [Amanda Schultz](#)
Subject: Online Form Submittal: American Rescue Plan (ARP) Request Form
Date: Thursday, November 11, 2021 7:50:09 AM

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American Rescue Plan (ARP) Request Form

AMERICAN RESCUE PLAN (ARP) REQUEST FORM

Entity Name:	Sago Township
Name of Contact:	Craig Scherfenberg
Address:	PO Box 2913
City:	Warba
State:	MN
Zip Code:	55793
Phone Number:	12184924259
E-mail Address:	oaksmoke@hotmail.com
Reason for Request:	Broadband Infrastructure
Project Name:	Remote meeting Facilitation
Amount Requested:	\$1,771.97
Project Budget:	Purchase laptop computers for Township Clerk and the Township Treasurer to formulate agendas and finance reports and distribute them to the Board of Supervisors prior to remote meetings.
Additional Information:	<i>Field not completed.</i>

Email not displaying correctly? [View it in your browser.](#)

From: noreply@civicplus.com
To: [Brett Skyles](#); [Gail Guck](#); [Amanda Schultz](#)
Subject: Online Form Submittal: American Rescue Plan (ARP) Request Form
Date: Thursday, November 18, 2021 6:58:31 AM

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American Rescue Plan (ARP) Request Form

AMERICAN RESCUE PLAN (ARP) REQUEST FORM

Entity Name:	City of Marble
Name of Contact:	Sarah Litchke
Address:	302 Alice Avenue PO Box 38
City:	Marble
State:	MN
Zip Code:	55764
Phone Number:	218-247-7576
E-mail Address:	sarah@marblemn.com
Reason for Request:	Water & Sewer Infrastructure
Project Name:	Wastewater Treatment Facility PER
Amount Requested:	\$86,250
Project Budget:	See attached.
Additional Information:	Marble ARP fund request for WWTP PER.pdf

Email not displaying correctly? [View it in your browser.](#)



Real People. Real Solutions.

4960 Miller Trunk Highway
Suite 350
Duluth, MN 55811

Ph: (218) 729-5939
Bolton-Menk.com

VIA EMAIL

November 4, 2021

Sarah Litchke
Marble-Calumet Joint Powers Board
302 Alice Avenue
PO Box 38
Marble, MN 55764

RE: Wastewater Treatment Facility Preliminary Engineering Report (PER)
Engineering Scope and Fee

Dear Ms. Litchke,

On October 12, 2021 we met with the Marble Calumet Joint Powers Board to discuss the condition of the existing Wastewater Treatment Facility (WWTF) and options for improvements. Since the project will not be eligible for Public Facilities Authority Financing, we discussed funding options through the Rural Development (RD) program with the United States Department of Agriculture (USDA). Funding through USDA RD will require development of a Preliminary Engineering Report (PER). This report will provide the Board with technical information and alternatives for improving your WWTF. The PER will also include an Environmental Report (ER), which will review and determine impacts to the physical and social environment associated with the project. The PER and the ER will meet the guidelines as specified by the USDA Rural Utility Services (Rural Development) Program. The City would submit these reports to the USDA RD for consideration of grant and/or loan funding for the improvements.

Because many of our clients have depended on funding assistance from USDA RD, we have extensive and excellent experience with completing many PERs and ERs that comply with the USDA RD requirements. The following section discusses the scope of work for the PER and ER in detail.

Scope – Preliminary Engineering Report and Environmental Report

The purpose of the PER is to evaluate alternate solutions for the needs at the WWTF and determine the most economical path forward. The report will analyze the complete life cycle costs for each option, including capital, operations, maintenance, and replacement costs. The report will also evaluate the environmental and social impacts of each alternative. From this evaluation, the preferred alternative will be selected. The three alternatives to be evaluated are:

Alternative 1 - Rehabilitation of the existing facility

Alternative 2 - Replacement of the existing facility

Alternative 3 - Conversion of the treatment system to a stabilization pond system

In order to properly evaluate all alternatives and meet all the requirements of USDA RD, our scope of work includes the following:

1.0 Preliminary Engineering Report

The PER will include the following sections.

- 1.1 Project Planning: This section will include a discussion of the project location, potential environmental resources present, population, and wastewater flow trends.
- 1.2 Existing Facilities: This section will provide information on the existing facility including history, a condition assessment, and operational evaluation.
- 1.3 Need for Project: This section will identify the existing concerns for the facility.
- 1.4 Alternatives Considered: This section will provide information on the various options that are available for facility improvements. This section will also discuss the potential environmental impacts of the project.
- 1.5 Selection of an Alternative: This section will explain how the proposed improvement achieves the goals for the project. A life cycle cost analysis will be provided for comparison of the alternatives.
- 1.6 Proposed Project: This section will outline the scope of work, schedule, capital cost estimate, operational cost estimate and debt service cost estimate for the proposed facility.
- 1.7 Conclusions and Recommendations: This section will provide our final recommendation based on information presented in the report.

2.0 Environmental Report and Assessment

The PER will include the following sections.

- 2.1 Project description and location
- 2.2 Historical preservation investigation
- 2.3 Threatened and endangered species investigation
- 2.4 Wetland evaluation
- 2.5 Floodplain review
- 2.6 Important farmland review
- 2.7 Environmental risk management review

3.0 Council Presentation and Report Submittal

- 3.1 A draft of the PER will be presented at a Board Meeting. Comments and requested changes will be integrated into the final report.
- 3.2 Up to ten copies of the final report will be provided to the Board. We will also submit the report to the USDA RD as required.
- 3.3 Comments from USDA RD will be received and addressed to achieve plan approval.

Fees – Preliminary Engineering Report and Environmental Report

The effort and staff time required to complete a PER and ER can vary greatly from project to project based on the system needs being evaluated. Based on our experience working with similar facilities and communities, we anticipate the most economical alternative based on life cycle costs will be Alternative 3 for the pond system. We have completed a number of PERs for pond systems and understand that a PER and ER for a pond system often requires a great deal more effort than one for rehabilitation of an existing facility. There are several factors for this which include:

- The pond system requires land acquisition.
- A pond site must be found and evaluated for suitability for pond construction. This requires soils borings and a purchase agreement.
- The pond system will require disturbance of over 20 acres. Projects disturbing over 10 acres trigger an environmental assessment which adds significant effort to the environmental review.
- The pond system may require easements.

In addition to the above factors, we have found that the environmental review process can also vary and expand as information is obtained through the course of developing the report. An average cost for the ER is around \$25,000, but we have seen costs as high as \$50,000. Therefore, we feel it is appropriate to track the ER costs separately from the PER and make you aware of the fact that the ER costs may go up as we work through the project. As shown in Table 1, our current estimate for the ER is \$23,500. We will track time for this task separately and will alert the Board if additional budget is required. For budgeting purpose, we would suggest the Board budget enough funds to cover up to \$50,000 in ER costs.

Also shown in Table 1 are the costs for the PER and a credit for work which has already been completed under our current agreement with the Board. Work already completed includes data acquisition and analysis for past wastewater flows and loadings, flow analysis for preliminary design of stabilization ponds, site inspection of the existing facilities, and development of preliminary cost estimates.

Table 1 Proposed Fees		
Item	Cost	Approximate Staff Hours
Preliminary Engineering Report (PER)	\$62,750	450
Environmental Review (ER) and Assessment	\$23,500*	165
Subtotal	\$86,250	615
Credit for Work Already Completed	(\$14,000)	NA
Total New Fees	\$72,250	NA
*City should budget for up to \$50,000 in fees for the ER		

Sarah Litchke
November 4, 2021
Page 4

We look forward to helping you through this important project. Please feel free to contact me at brian.guldan@bolton-menk.com or 612-499-0533 with any questions you may have about this scope of work.

Sincerely,

Bolton & Menk, Inc.



Brian Guldan, PE

Principal Environmental Engineer

cc: Joseph Pelawa, PE – Bolton & Menk, Inc.
File

From: noreply@civicplus.com
To: [Brett Skyles](#); [Gail Guck](#); [Amanda Schultz](#)
Subject: Online Form Submittal: American Rescue Plan (ARP) Request Form
Date: Tuesday, November 9, 2021 10:59:27 AM

CAUTION: This email originated from outside of the Itasca County email system. Do not click links or open attachments unless you recognize the sender and know the content is safe.

American Rescue Plan (ARP) Request Form

AMERICAN RESCUE PLAN (ARP) REQUEST FORM

Entity Name:	City of Grand Rapids
Name of Contact:	Tammy Meehan Russell, The PLUM Catalyst (Project Manager)
Address:	420 North Pokegama Ave
City:	Grand Rapids
State:	Minnesota
Zip Code:	55744
Phone Number:	6129995670
E-mail Address:	tammy@theplumcatalyst.com
Reason for Request:	Equity-Focused Services, Address Negative Economic Impacts, Broadband Infrastructure
Project Name:	goMARTI (Minnesota's Automated Rural Transit Initiative) - the first rural self-driving shuttle pilot
Amount Requested:	300000
Project Budget:	The total cost of the pilot project is approximately \$3.5 million with funding coming from cash and in-kind contributions. Contributing partners: - Minnesota Department of Transportation (\$1.6M) - City of Grand Rapids (\$300,000 cash + \$43,000 in-kind) - Iron Range Resources & Rehabilitation (\$350,000) - Various in-kind partner contributions (\$173,000) - Blandin Foundation (requested/under review)
Additional Information:	goMARTI-GRMNruralselfdriving shuttle project-miniwhitepaper.docx (1).pdf



goMARTI.com

(Minnesota's Automated Rural Transit Initiative: the first rural self-driving shuttle pilot)

An self-driving shuttle pilot project to develop the future of shared public *accessibility- focused* transportation for rural communities and winter climate settings.

Introduction

This TWO (2) year project will provide valuable community engagement and technical experiences to help advance and inform Connected and Automated Vehicles (CAV) year-round operations in a cold weather environment in rural Minnesota communities. It will provide a base for future career pathways and economic development for the Minnesota Iron Range region while bringing innovative accessible transportation to the communities in the region.

Project Overview

The City of Grand Rapids, The PLUM Catalyst, and May Mobility have pulled together an innovative and diverse project team with local, state, and national experience across transportation and advanced mobility, accessibility, research, and workforce development. Together, using the collective expertise, the City of Grand Rapids and its partners, believe that the deployment of an automated vehicle pilot can help solve community transportation challenges to improve the quality of life for Minnesotans in the Iron Range Region and the Grand Rapids community, while using the project to inform future pilot and full scale programs. This is a 2 year autonomous shuttle pilot project operation in rural Minnesota setting(s):

- The initial Grand Rapids public transportation micro-transit option is on-demand, on a 12 mile fixed route, free to the public.
- Future expansion plans could include adding an additional route allowing the team to apply lessons learned from the first Grand Rapids route, while serving additional residents in a neighboring US Census Opportunity Zoned community
- It is a complement to Arrowhead Transit, providing extended service to people with disabilities, operating in the evenings and on weekends
- There will be approximately five vehicles operating on the initial fixed route in the City of Grand Rapids. Many of the vehicles will be wheelchair accessible.
- The University of Minnesota's Center for Transportation Studies will be coordinating the following University research to inform local, state and federal agencies:
 - Technology safety issues in winter conditions
 - Transit user satisfaction
 - Infrastructure accessibility gaps
 - Long-term financial modeling and public trust tracking
 - Vehicle charging and electrification
 - Mobility Hubs - a place for people to connect with multiple modes of transportation to make their trip chaining as safe, convenient and accessible as possible
- Itasca and Hibbing Community College along with the Itasca Area Schools Collaborative will be developing curriculum to leverage the pilot program creating career pathways, training a workforce that will attract CAV manufacturers
- The City of Grand Rapids will host new "Smart Rural Mobility" seminars allowing other rural leaders, technology companies and community members to participate in a living lab of a vibrant rural community through a real-world CAV pilot launch.
- Community supported fixtures will help generate awareness, support, and excitement in learning and experiencing the new automated vehicle technology pilot while providing localization structures to help the shuttle to navigate.



Partners

The following table identifies the diverse set of project partners:

City of Grand Rapids	Itasca County	Minnesota DOT
Arrowhead Transit	Itasca Economic Development	May Mobility
VIA	The PLUM Catalyst	Itasca & Hibbing Com. Colleges
University of Minnesota	NEXT Itasca area schools	Mobility Mania
Blandin Foundation	Iron Range Resources & Rehabilitation	Grand Rapids Area Community Foundation
Chamber of Commerce		

Goals of the Initiative

goMARTI.com project has four (4) key goals:

- **Advance:** Advance and inform autonomous technology in rural and winter conditions through public/private partnerships (P3's)
- **Inform:** Engage with the local community and build trust in autonomous shuttles --> informing future projects of the community engagement process
- **Accessibility:** Create more accessible mobility for residents, especially those with transportation challenges
- **Economic & Workforce development:** Embrace the local traditional manufacturing engineering expertise and the natural resource industries to launch into creating an entrepreneurial, creative living lab environment aligned to the trends of these new business technologies

Project Expense and Funding

The total cost of the 2 year pilot is estimated at \$3.5M including service set-up, shuttle operations, community engagement, economic and workforce development. Local match funding sources for pilot project include:

City of Grand Rapids	Minnesota DOT (40%)	Iron Range Resources & Rehabilitation
Itasca County (requested)	Blandin Foundation (requested)	Mobility Mania

Funding Assistance and Project Continuation

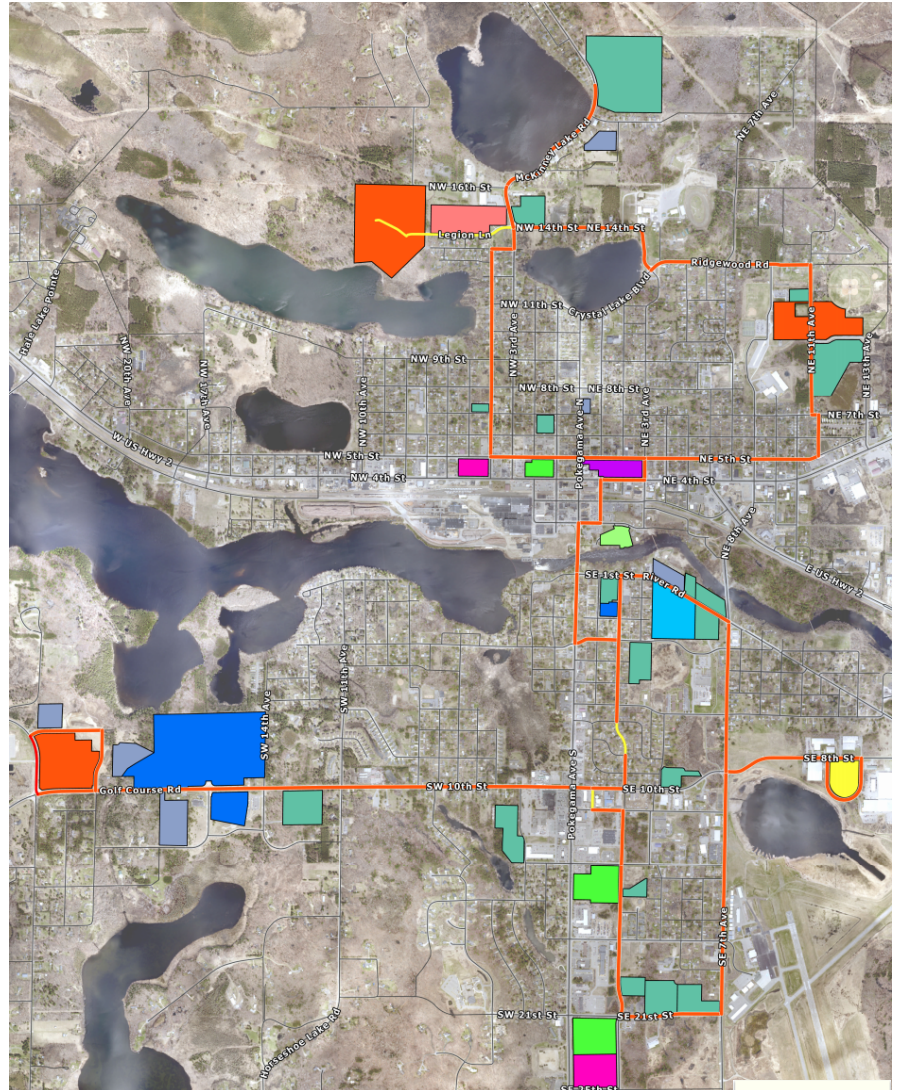
The City would also appreciate any and all direction related to regional and federal funding programs that could assist in continuing the development of CAV technologies in a rural community setting.



12 miles of roadway
4-5 shuttles planned (all accessible)
Evening/Weekend service hours

- Grocery stores, dining & shopping
- Leisure and Recreation activities
- Housing, lodging and hotel areas
- Hospital and assisted living facilities

A woman with blonde hair, wearing a blue t-shirt and tan pants, is seated in a blue motorized wheelchair. She is positioned on a black metal ramp that extends from the open side door of a white, four-wheeled shuttle vehicle. A staff member, wearing a blue long-sleeved shirt and khaki pants, is standing to the right of the ramp, holding the top of the open door frame to assist with boarding. The shuttle vehicle has a black interior and a black door frame. The scene is set on a paved area with trees and a building in the background.



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Director of Policy & Advocacy, May Mobility

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The PLUM Catalyst LLC www.theplumcatalyst.com, established in 2019, is a Minnesota based strategy and technical program management boutique DBE/TGB consulting firm; operating at the intersection of the future mobility technology companies, research entities, governments and nonprofits who want to understand, prepare for and deploy the latest in the new mobility technologies - bringing **P**assion, **L**earning, **U**nderstanding and **M**obilization of the new mobility solutions for vibrant communities. The PLUM Catalyst has managed numerous global public/private partnership projects related to vehicle and infrastructure technology and research studies. The PLUM has also led and been involved in multiple CAV strategic planning and technology pilots and deployments in states throughout the country; including helping lead the new University of Minnesota Center for Transportation Studies' *MnCAV ecosystem* strategic research plan and infrastructure investments. The PLUM also contributes to multiple state and national task force efforts including the Texas CAV Task Force: Licensing, Data, and Education Committees and the new Minnesota CAV Innovation Alliance: Workforce, Data, and Education committees.

The **City of Grand Rapids** www.cityofgrandrapidsmn.com is located on the western edge of the Mesabi Range, approximately 180 miles north of the Twin Cities on the Mississippi River. Grand Rapids prides itself in being a progressive, inventive community. The City implemented their first roundabout in 2005, far in advance of other rural communities in Minnesota and has aggressively developed a trails and sidewalk system making it one of the most walkable cities outside of the Twin Cities metropolitan area. The City thrives on public/private amenities that make life better for its constituents. As a result of these efforts, the City has had the largest percentage population growth in the Arrowhead Region, including Duluth. We look forward to being the rural community leader in autonomous vehicle technology.

May Mobility www.maymobility.com was founded in 2017 with a vision to transform communities through autonomous transportation solutions that create a safer, greener, more accessible world. May has deployed their autonomous vehicles in partnership with cities, state transit agencies, and private enterprises to fill transportation gaps in underserved communities, complement municipal bus routes, and serve first and last-mile connections between commuter rails, parking, and local businesses. Along the way, May has focused on providing solutions that feed the needs of all communities, including the development of our Wheelchair Accessible May Shuttle (WAMS). With this strong commitment to both access and accessibility, we have experienced tremendous growth since our first launch. Not only was May the first company to deploy publicly available AVs, we've provided more than 270,000 public autonomous rides in three years in cities across the Midwest and Northeast United States, including Detroit and Grand Rapids, MI, and Providence, RI.



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, November 23, 2021

REQUEST FOR BOARD ACTION: RBA-2021-1889

DEPARTMENT: Administrative Services

PRESENTER: Chair

TIME REQUESTED: < 5 Minutes

AGENDA ITEM:

Schedule Special Session

BOARD ACTION REQUESTED:

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

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION: None

Motion To: Schedule a Special Session Re: American Rescue Plan (ARP) Funding on Tuesday, January 11, 2022 beginning at 9 AM in the Boardroom of the Itasca County Courthouse.

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