ITASCA COUNTY
BOARD OF COMMISSIONERS

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

Tuesday, January 11, 2022 | 2:30 PM | Itasca County Boardroom

FINAL

REGULAR SESSION MINUTES

I. CALL TO ORDER

Vice-Chair Trunt 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 (Cancellation of Forfeiture) and approve the agenda, as amended.

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

IV. MINUTES APPROVAL

Motion To: Approve the minutes of the Tuesday, January 4, 2022 County Board Organizational/Work Session.

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

1. Approve and authorize necessary signatures for the 2022-2024 Labor Contract for Itasca County Confidential Employee Association (ICCEA) which represents Human Resources and the Accounting Manager.

2. Authorize IMCare Director and County Board Chair to sign the contract between IMCare and Todd Newman, chiropractor.
3. Approve a Revocable License for Use of Property by and between Itasca County and the U.S. Department of Veterans Affairs and authorize necessary signatures.
4. Approve the Cooperative Construction Agreement between Itasca County and the City of Taconite and authorize the County Board Chair and Clerk to sign the agreement.
5. Adopt the Resolution Re: Repurchase of Lot Six (6), Block Two (2), Keewatin, by Patrick Winkleblack.
6. Adopt the Resolution Re: Repurchase of the North One Thousand One Hundred Feet (N. 1100’) of the East Four Hundred Feet (E. 400’) of the Northwest Quarter of the Northeast Quarter (NW NE), Section Seventeen (17), Township One Hundred Forty-nine (149) North, Range Twenty-nine (29) West of the Fifth Principal Meridian by Rosita J. Tupper.
7. Adopt the Resolution Re: Northwest Quarter of the Southeast Quarter (NW SE) and the Southwest Quarter of the Southeast Quarter (SW SE), Less the South 214.5 feet of the West 214.5 feet thereof, Section Two (2), Township Sixty-two (62), Range Twenty-five (25) by Cary J. Rondeau
8. Adopt the Resolution RE: Withdrawal of Tax-Forfeited Property described as the North 510 feet of the East 461.16 feet of the Northwest Quarter of the Southwest Quarter (NW SW), Section Eight (8), Township Fifty-eight (58), Range Twenty-four (24) from the Dunn-Stephens Memorial Forest.
9. Approve recommended classifications for Tracts 8 from Itasca County Land Classification Committee meeting held September 21, 2021.
10. Adopt the Resolution Re: Authorizing Execution of Agreement, which authorizes the Itasca County Attorney to execute agreements and amendments to the Crime Victim Services Grant.

VI. REGULAR AGENDA

1. Citizen Input

   No citizen input provided.

2. Recognition of County Employees

   The following employees were recognized:

   Welcome new employee, David Jacobson, Administrative Support, Veteran Services Department effective December 20, 2021.

   Welcome new employee, Sara Procopio, Social Worker, Health and Human Services Department effective December 27, 2021.

   Welcome new employee Ryan Dowell, Highway Maintenance Worker, Road & Bridge Division, Transportation Department effective December 27, 2021.

   Welcome new employee, Lindsey Wald, Social Worker, Health and Human Services Department effective January 3, 2022.

   Congratulations to Marcie Witkofsky who accepted a job change from Records Deputy, Sheriff Office to Legal Secretary, Attorney Office effective January 3, 2022.

Welcome new employee, Roxann Stewart, Administrative Support, Probation Department effective January 3, 2022.

Congratulations to Tina Holets who has been promoted from Legal Support Specialist to Child Support Officer, Health & Human Services Department, effective January 3, 2022.

Farewell to Kelly Huffman whose last day as a Corrections Agent - Senior, Probation Department will be January 7, 2022 after 3+ years of service.

Welcome new employee, Ken Lipscy, Custodian, Administrative Services Department effective January 10, 2022.

Farewell to Sam Imbleau whose last day as a Corrections Deputy, Sheriff Department will be January 13, 2022 after 4+ years of service.

Farewell to Cari Burgess whose last day as an Elections/Licensing Specialist, Auditor/Treasurer Department will be January 18, 2022 after 1+ years of service.

Condolences to the team and family of Jayme Williams, Deputy Sheriff/Road Deputy, Sheriff Department who passed away on December 27, 2021. We acknowledge with sincere sympathy the significant loss to the entire Itasca County community.

RESULT:	**INFORMATIONAL - NO ACTION TAKEN**

3. Commissioner Warrants

Motion To: Approve Commissioner Warrants with a check date of January 14, 2022, in the amount of $1,046,836.13.

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

4. ICHHS Warrants

Motion To: Approve the Itasca County Health and Human Services (ICHHS) Department Warrants for December 2021, in the amount of $2,635,013.78.

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

5. Re-appointment of Veteran's Service Officer

Motion To: Approve the re-appointment of Luke St. Germain to the position of Veterans Service Officer for a four-year term effective January 22, 2022 through January 21, 2026.

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

6. COVID-19 Update

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

RESULT:	**INFORMATIONAL - NO ACTION TAKEN**

7. Itasca County Vaccination, Testing, and Face Covering Policy

Motion To: Approve the Itasca County Vaccination, Testing, and Face Covering Policy, as required by Federal and State OSHA mandates.

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

8. Cancellation of Forfeiture

Motion To: Approve the Cancellation of Forfeiture for Parcel #88-001-1403, Owner Malachi Nelson.

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

VII. COMMISSIONER COMMENTS

Commissioner Trunt provided comment regarding recognition of Law Enforcement Appreciation Day on January 9, 2022 and communicated thanks and appreciation to those who serve.

VIII. CLOSED SESSIONS

IX. ADJOURN

Vice-Chair Trunt adjourned the meeting at 3:12 PM.

ATTEST

Terry Snyder
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, January 11, 2022

RESOLUTION 2022-2

RE: REPURCHASE OF LOT SIX (6), BLOCK TWO (2), KEEWATIN

WHEREAS, Minn. Stat. 282.241 provides that the State of Minnesota held in trust for the taxing districts may be repurchased by the owner at the time of forfeiture, or the owner's heir, devisee, or representative, or any person to whom the right to pay taxes was given by statute, mortgage, or other agreement, subject to adoption of a resolution by the County board and payment of the sum of all delinquent taxes, penalties, interest and associated costs, and

WHEREAS, the applicant, Patrick Winkleblack, has applied to repurchase State of Minnesota land held in trust for the taxing districts legally described as:
Lot Six (6), Block Two (2), Keewatin and

WHEREAS, the applicant is eligible to repurchase the property, and

WHEREAS, approving the repurchase will promote the use of lands that will best serve the public interest.

NOW THEREFORE BE IT RESOLVED, the Itasca County Board approves the repurchase application by Patrick Winkleblack, subject to payment including taxes, penalties and interest of $2,795.68; deed tax $1.65; deed fee $25.00; recording fee $46.00; repurchase application fee $300.00 for a total of $3,168.33.

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

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 11th day of January A.D. 2022 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 11th day of January A.D. 2022.

Administrator

ITASCA COUNTY
BOARD OF COMMISSIONERS

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

Tuesday, January 11, 2022

RESOLUTION 2022-3

RE: REPUBCHASE OF THE NORTH ONE THOUSAND AND ONE HUNDRED FEET (N. 1100') OF THE EAST FOUR HUNDRED FEET (E. 400') OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER (NW NE), SECTION SEVENTEEN (17), TOWNSHIP ONE HUNDRED FORTY-NINE (149) NORTH, RANGE TWENTY-NINE (29) WEST OF THE FIFTH PRINCIPAL MERIDIAN.

WHEREAS, Minn. Stat. 282.241 provides that the State of Minnesota held in trust for the taxing districts may be repurchased by the owner at the time of forfeiture, or the owner's heir, devisee, or representative, or any person to whom the right to pay taxes was given by statute, mortgage, or other agreement, subject to adoption of a resolution by the County board and payment of the sum of all delinquent taxes, penalties, interest and associated costs, and

WHEREAS, the applicant, Rosita J. Tupper, has applied to repurchase State of Minnesota land held in trust for the taxing districts legally described as:
North One Thousand One Hundred Feet (N. 1100') of the East Four Hundred Feet (E. 400') of the Northwest Quarter of the Northeast Quarter (NW NE), Section Seventeen (17), Township One Hundred Forty-nine (149) North, Range Twenty-nine (29) West of the Fifth Principal Meridian and

WHEREAS, the applicant is eligible to repurchase the property, and

WHEREAS, approving the repurchase will promote the use of lands that will best serve the public interest.

NOW THEREFORE BE IT RESOLVED, the Itasca County Board approves the repurchase application by Rosita J. Tupper, subject to payment including taxes, penalties and interest of $920.59; deed tax $1.65; deed fee $25.00; recording fee $46.00; repurchase application fee $300.00 for a total of $1,293.24.

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

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 11th day of January A.D. 2022 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 11th day of January A.D. 2022.

Administrator

ITASCA COUNTY
BOARD OF COMMISSIONERS
Itasca County Courthouse
123 NE 4th Street
Grand Rapids, MN 55744

Tuesday, January 11, 2022

RESOLUTION 2022-4

RE: REPURCHASE OF THE NORTHWEST QUARTER OF THE SOUTHEAST QUARTER (NW SE) AND THE SOUTHWEST QUARTER OF THE SOUTHEAST QUARTER (SW SE), LESS THE SOUTH 214.5 FEET OF THE WEST 214.5 FEET THEREOF, SECTION TWO (2), TOWNSHIP SIXTY-TWO (62), RANGE TWENTY-FIVE (25)

WHEREAS, Minn. Stat. 282.241 provides that the State of Minnesota held in trust for the taxing districts may be repurchased by the owner at the time of forfeiture, or the owner's heir, devisee, or representative, or any person to whom the right to pay taxes was given by statute, mortgage, or other agreement, subject to adoption of a resolution by the County board and payment of the sum of all delinquent taxes, penalties, interest and associated costs, and

WHEREAS, the applicant, Cary J. Rondeau, has applied to repurchase State of Minnesota land held in trust for the taxing districts legally described as:
Northwest Quarter of the Southeast Quarter (NW SE) and the Southwest Quarter of the Southeast Quarter (SW SE), Less the South 214.5 feet of the West 214.5 feet thereof, Section Two (2), Township Sixty-two (62), Range Twenty-five (25) and

WHEREAS, the applicant is eligible to repurchase the property, and

WHEREAS, approving the repurchase will promote the use of lands that will best serve the public interest.

NOW THEREFORE BE IT RESOLVED, the Itasca County Board approves the repurchase application by Cary J. Rondeau, subject to payment including taxes, penalties and interest of $7,469.36; deed tax $24.64; deed fee $25.00; recording fee $46.00; repurchase application fee $300.00 for a total of $7,865.00.

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

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 11th day of January A.D. 2022 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 11th day of January A.D. 2022.

Administrator

ITASCA COUNTY
BOARD OF COMMISSIONERS

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

Tuesday, January 11, 2022

RESOLUTION 2022-5

RE: WITHDRAWAL OF TAX-FORFEITED PROPERTY FROM THE DUNN-STEPHENS MEMORIAL FOREST

WHEREAS, the North 510 feet of the East 461.16 feet of the Northwest Quarter of the Southwest Quarter (NW SW), Section Eight (8), Township Fifty-eight (58), Range Twenty-four (24) have been dedicated to the Dunn-Stephens Memorial Forest since 1965, and

WHEREAS, Balsam Township has requested said property for expansion of their adjacent cemetery, and

WHEREAS, the Itasca County Board of Commissioners has classified said parcels as non-conservation and has duly approved the sale of these parcels, and

WHEREAS, Minnesota Statute 459.06, Subd. 3 allows withdrawal of any tax-forfeited land included in a Memorial Forest found more suitable for other purposes by Resolution of the County Board,

NOW THEREFORE BE IT RESOLVED, the Itasca County Board of Commissioners withdraws North 510 feet of the East 461.16 feet of the Northwest Quarter of the Southwest Quarter (NW SW), Section Eight (8), Township Fifty-eight (58), Range Twenty-four (24) from the Dunn-Stephens Memorial Forest.

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

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 11th day of January A.D. 2022 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 11th day of January A.D. 2022.

Administrator

ITASCA COUNTY
BOARD OF COMMISSIONERS

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

Tuesday, January 11, 2022

RESOLUTION 2022-6

RE: AUTHORIZING EXECUTION OF AGREEMENT

BE IT RESOLVED, that Itasca County will enter into a cooperative agreement with the Office of Justice Programs in the Minnesota Department of Public Safety; and

BE IF FURTHER RESOLVED, that the Itasca County Attorney is hereby authorized to execute such agreements and amendments, as are necessary to implement the project on behalf of Itasca County.

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

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 11th day of January A.D. 2022 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 11th day of January A.D. 2022.

Administrator

January 11, 2022

Chair:

PULL: None

ADDITIONS:
1. Cancellation of Forfeiture – Item #6.8

CHANGES: None

INFORMATIONAL:
1. Item #6.6 – Additional Information

Amanda

ITASCA COUNTY
BOARD OF COMMISSIONERS

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

Tuesday, January 4, 2022	2:30 PM	Itasca County Boardroom

DRAFT

ORGANIZATIONAL/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	Absent	
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. ELECTION OF OFFICERS

Chair Ives called for nominations for Chair of the County Board for the year 2022.

Commissioner Trunt nominated Commissioner Terry Snyder. Commissioner Snyder accepted the nomination.

After calling for more nominations, Chair Ives called for the question.

Motion To: Cast a unanimous ballot for Commissioner Terry Snyder as Chair of the County Board for the year 2022.

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

Chair Snyder called for nominations for Vice-Chair of the County Board for the year 2022.

Commissioner DeNucci nominated Commissioner Leo Trunt. Commissioner Trunt accepted the nomination.

After calling for more nominations, Chair Snyder called for the question.

Motion To: Cast a unanimous ballot for Commissioner Leo Trunt as Vice-Chair of the County Board for the year 2022.

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

IV. APPROVAL OF AGENDA

Motion To: Approve the agenda, as presented.

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

V. MINUTES APPROVAL

Motion To: Approve the minutes of the Tuesday, December 21, 2021 County Board Work Session.

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

VI. RECOMMENDED FOR CONSENT AGENDA

1. Approve and authorize necessary signatures for the 2022-2024 Labor Contract for Itasca County Confidential Employee Association (ICCEA) which represents Human Resources and the Accounting Manager.

RESULT:	**RECOMMENDED FOR CONSENT**	**NEXT: 01/11/2022 2:30 PM**

2. Approve a Revocable License for Use of Property by and between Itasca County and the U.S. Department of Veterans Affairs and authorize necessary signatures.

RESULT:	**RECOMMENDED FOR CONSENT**	**NEXT: 01/11/2022 2:30 PM**

3. Adopt the Resolution Re: Repurchase of Lot Six (6), Block Two (2), Keewatin, by Patrick Winkleblack.

RESULT:	**RECOMMENDED FOR CONSENT**	**NEXT: 01/11/2022 2:30 PM**

4. Adopt the Resolution Re: Repurchase of the North One Thousand One Hundred Feet (N. 1100’) of the East Four Hundred Feet (E. 400’) of the Northwest Quarter of the Northeast Quarter (NW NE), Section Seventeen (17), Township One Hundred Forty-nine (149) North, Range Twenty-nine (29) West of the Fifth Principal Meridian by Rosita J. Tupper.

RESULT:	**RECOMMENDED FOR CONSENT**	**NEXT: 01/11/2022 2:30 PM**

5. Adopt the Resolution Re: Northwest Quarter of the Southeast Quarter (NW SE) and the Southwest Quarter of the Southeast Quarter (SW SE), Less the South 214.5 feet of the West 214.5 feet thereof, Section Two (2), Township Sixty-two (62), Range Twenty-five (25) by Cary J. Rondeau

RESULT:	**RECOMMENDED FOR CONSENT**	**NEXT: 01/11/2022 2:30 PM**

6. Adopt the Resolution Re: Authorizing Execution of Agreement, which authorizes the Itasca County Attorney to execute agreements and amendments to the Crime Victim Services Grant.

RESULT:	**RECOMMENDED FOR CONSENT**	**NEXT: 01/11/2022 2:30 PM**

VII. DISCUSSION / INFORMATIONAL

1. Citizen Input

   No citizen input provided.

2. Bids for Legal Printing

   Motion To: Award the Bids for Legal Publication for 2022, as follows: Scenic Range News - Official Proceedings (1st run), Delinquent Tax Notice, Financial Statements (2nd run); Grand Rapids Herald Review - Official Proceedings (2nd run), Financial Statements (1st run).

RESULT:	**APPROVED (3 TO 0)**
MOVER:	Commissioner Leo Trunt
SECONDER:	Commissioner Burl Ives
AYES:	Terry Snyder, Leo Trunt, Burl Ives
ABSTAIN:	Ben Denucci
ABSENT:	Davin Tinquist

3. Annual Delegation for Electronic Funds Transfers

   Motion To: Approve the 2022 Annual Delegation of Electronic Funds Transfers to the Auditor/ Treasurer, Accounting Manager, or the officer's designee.

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

4. Minimum Salary for Elected Officials

   Motion To: Adopt the Resolution Re: Minimum Salaries for Elected Officials, which establishes the minimum salary to be paid the: County Attorney as per M.S. 388.18, subd. 2; County Auditor/Treasurer as per M.S. 384.151, subd. 1(b) and M.S. 385.373, subd. 1(b); County Recorder as per M.S. 386.015, subd. 2(b); County Sheriff as per M.S. 387.20, subd. 2(b).

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

5. Appointments to Committees/Commissions/Boards

   Motion To: Approve the appointments to various Itasca County Committees/Commissions/ Boards, per the complete Current List dated December 30, 2021, and authorize the Administrative Services Department to continue actively seeking applications for remaining vacancies.

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

6. Additional Appointments or Changes to Committees/Commissions/Boards

   Motion To: Reappoint Barbara Sanderson to the Itasca County Housing and Redevelopment Authority (HRA) with an expiration date of December 31, 2026; remove MN Counties Computer

Cooperative Board from the Committee/Commission/Board listing; and declare the Advisory appointment of a U.S. Forest Service (USFS) representative on the Planning Commission/Board of Adjustment (PC/BoA) as vacant.

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

VIII. COMMITTEE REPORTS

Commissioner DeNucci reported on his attendance at a recent Grand Village Board meeting, as well as a report to the Iron Range Building Trades.

Commissioner Trunt reported on his attendance at a recent Grand Village Board meeting, as well as the Range Association of Municipalities and Schools (RAMS) Annual meeting.

Commissioner Ives reported on his attendance at recent labor negotiations.

Commissioner Snyder reported on his attendance at a recent Grand Village Board meeting, as well as various township meetings.

IX. ADMINISTRATOR UPDATE

X. COMMISSIONER COMMENTS

XI. CLOSED SESSIONS

XII. ADJOURN

Chair Snyder adjourned the meeting at 2:49 PM.

ATTEST

Terry Snyder 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, January 11, 2022

REQUEST FOR BOARD ACTION: RBA-2021-1962

DEPARTMENT: Human Resources **TIME REQUESTED:** < 5 Minutes
PRESENTER: Lynn Hart

AGENDA ITEM:
2022-2024 Labor Contract - ICCEA

BOARD ACTION REQUESTED:
Approve and authorize necessary signatures for the 2022-2024 Labor Contract for Itasca County Confidential Employee Association (ICCEA) which represents Human Resources and the Accounting Manager.

BACKGROUND:
The labor management committee has been negotiating the 2022-2024 collective bargaining agreement with ICCEA. This collective bargaining agreement has been voted on and approved by the ICCEA and the labor management committee recommends approval by the County Board.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:
1. ICCEA 2022-2024 cba - final 1-4-22

01/04/2022

RESULT:	**RECOMMENDED FOR CONSENT**	**NEXT: 01/11/2022 2:30 PM**

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

AGREEMENT BETWEEN

ITASCA COUNTY CONFIDENTIAL EMPLOYEES' ASSOCIATION

and

THE COUNTY OF ITASCA

JANUARY 1, 2022 - DECEMBER 31, 2024

Table of Contents

AGREEMENT

This Agreement is entered into between the County of Itasca, hereinafter referred to as the “Employer,” and the Itasca County Confidential Employees Association, hereinafter referred to as the “Association.”

ARTICLE I. PURPOSE OF AGREEMENT

1.1 It is the intent and purpose of the parties to set forth herein the basic Agreement covering rates of pay, hours of work, and all other conditions of employment to be observed between the parties.

1.2 The provisions of this Agreement constitute the sole procedure for the processing and settlement of any claims by an employee or the Association or a violation by the Employer of this Agreement. As the representative of the employees, the Association may process grievances through the grievance procedure, including arbitration, in accordance with this Agreement or adjust or settle the grievance.

ARTICLE 2. DEFINITIONS

2.1 The term "regular employee" as used in this Agreement, shall mean any employee who has been employed by the Employer or appointed to work for Itasca County by an authorized supervisor or department head and who works a minimum of 1040 consecutive hours of employment on an hourly basis or 6 months on a monthly basis.

A Regular Part-time employee must be regularly scheduled to work 20 hours or more per week.

2.2 The Employer is the Itasca County Board of Commissioners.

2.3 “Retiree” means an employee who leaves Itasca County service at a time when the employee has reached retirement age as defined in Minnesota Statutes, Chapter 353 (PERA) and has a minimum of 10 years of service with Itasca County.

ARTICLE 3. RECOGNITION

3.1 The Employer hereby recognizes the Itasca County Confidential Employees' Association as the exclusive representative for collective bargaining purposes as per certification by the Bureau of Mediation Services, State of Minnesota.

3.2 For the duration of this Agreement, the Employer will not enter into, establish or promulgate any Resolution, Agreement, or Contract with or affecting employees in this bargaining unit, either individually or collectively, which in any way conflicts with the terms and conditions of this Agreement or with the role of the Association as the exclusive collective bargaining agency for each Association employee.

ARTICLE 4. RESPONSIBILITY OF PARTIES

4.1 Each of the parties of this Agreement hereby acknowledges the rights and responsibilities of the other parties and agrees to discharge its responsibilities under this Agreement, as per PELRA Minnesota Statues Chapter 179A as amended.

4.2 The Employer, including its department heads, managers, supervisors, and representatives at all levels, is firmly bound to observe the conditions of this Agreement.

4.3 The Association, including its officers and representatives, and all employees are firmly bound to observe the conditions of this Agreement.

4.4 In addition to the responsibilities that may be provided elsewhere in this Agreement, the following shall be observed:

A. The applicable procedures of this Agreement will be followed for the settlement of all grievances. All grievances shall be considered carefully and processed promptly in accordance with such procedures.

B. There shall be no interference with the rights of employees to become or continue as members of the Association.

4.5 Nondiscrimination: No discrimination shall be exercised against any employee because of Association membership or because of any protected class as defined in federal, state statute or rule

ARTICLE 5. MANAGEMENT RIGHTS

5.1 The Employer and Association recognize and agree that except as expressly modified in this Agreement, the Employer has and retains all rights and authority necessary for it to direct and administer the affairs of the Employer and to meet its obligations under federal, state and local law, such rights to include, but not be limited to, the rights specified in Minnesota Statutes, Section 179A.07, subd. 1; the right to direct the working forces; to plan, direct and control all the operations of the Employer; to determine methods, means, organization and number of personnel by which such operation and services are to be conducted; to contract for services so long as it is done in good faith, represents a reasonable business decision, and does not subvert the agreement between the parties; to assign and transfer employees; to schedule working hours and to assign overtime; to make and enforce reasonable rules and regulations; to change or eliminate existing methods of operation, equipment or facilities.

ARTICLE 6. HOURS OF WORK

6.1. Normal Hours of Work.

A. Exempt Employees: Exempt employees are expected to be at work during normal office hours and to fulfill the responsibilities of their position. Under normal circumstances an 8 hour day and 40 hour week is appropriate but it is understood that in certain circumstances responsibilities will warrant periodic deviations from the norm. The Department Head has discretion to schedule hours of work as deemed necessary by the Department Head.

B. Non-Exempt Employees: The normal hours of work for non-exempt employees shall be 8 hours per day and 40 hours per week during normal office hours, subject to the Department Head's discretion to schedule hours of work as deemed necessary by the Department Head.

C. Normal Hours of Work: Business hours for services provided to the public are 8:00 a.m. to 4:30 p.m., Monday – Friday (MN statute 373.052, as amended).

The normal hours of work shall be subject to the Department Head's discretion as deemed necessary by business need. The normal work week for full-time employees shall be 40 hours. The normal work week and work days for part-time employees shall be established by the immediate supervisor, with Department Head approval. Employees shall be scheduled to work on a regular work shift, except in cases of emergency, and each work shift shall have a regular start and end time.

Breaks – While ensuring that service needs are met, employees may take a fifteen minute break during each four-hour shift. Rest breaks may not be used to shorten the work day. Employees shall receive a 30 minute non-paid meal period taken during the middle of each shift.

6.2 Overtime/Compensatory Time

All overtime and compensatory time must be pre-approved by the immediate supervisor. The employee may opt to be paid for the overtime hours worked or may opt to take the hours worked as compensatory time. Employees may accrue a maximum of 80 hours of compensatory time.

Exempt employees: all hours worked in excess of 40 hours per week shall be calculated as overtime or compensatory hours at the normal hourly rate.

Non-exempt employees - all hours worked in excess of 40 hours per week shall be calculated as overtime or compensatory hours at the rate of time and one-half the normal hourly rate, as per the Fair Labor Standards Act.

Vacation, sick leave, holidays, compensatory time and other paid time off shall count as hours worked for the purposes of calculating overtime/compensatory time. In no case, will compensatory time earned and compensatory time taken occur in the same day.

Travel Time: Any employee who uses his/her private vehicle for transportation to a site, other than the normal place of work, and is authorized to do so by the supervisor shall be compensated for this cost per mile as authorized by the Employer.

ARTICLE 7. BENEFITS

7.1 Holidays

The following shall be paid holidays, provided employees perform work, are on vacation, sick leave, or are gone due to a death in the family or similar case, in the pay period in which the holiday occurs and work is scheduled or assigned both on their last scheduled work day prior to and on the first scheduled work day following the holiday:

New Year's Day	Labor Day
President's Day	

Thanksgiving Day	Veterans Day
Day after Thanksgiving	Independence Day
Memorial Day	Christmas Eve Day
Christmas Day	4 Floating Holidays

Provided when the following holidays fall on a Sunday, the following day shall be a holiday. Provided when the following holidays fall on a Saturday, the preceding day shall be a holiday:

January 1 - New Year's Day
November 11 -Veteran's Day
July 4 - Independence Day
December 24 –Christmas Eve Day
December 25 -Christmas Day

When Christmas Eve Day is on a Friday and Christmas Day is on a Saturday, Thursday and Friday shall be the holidays. When Christmas Eve Day is on a Sunday and Christmas Day is on a Monday, Monday and Tuesday shall be the holidays.

Part-time employees who work at least 20 hours per week will receive pro-rated holiday pay based on the FTE status as approved in the organizational chart and County budget.

7.2 Floating Holiday

Four floating holidays (eight hours of paid absence from work at the employee's designation and immediate supervisor's approval) will be granted each calendar year. A floating holiday cannot be carried over into the following year or paid upon separation.

Part-time employees who work at least 20 hours per week will receive pro-rated floating holiday based on the FTE status as approved in the organizational chart and County budget.

Initial employment probationary employees will receive 1 floating holiday on their date of hire, 1 floating holiday April 1st, one floating holiday on July 1st, and 1 floating holiday on October 1st. Probationary employees can use floating holidays during the probationary period.

7.3 Vacations

A. Each employee who has received regular status shall receive an annual vacation with pay. Annual vacation is dependent on years of service and is posted on a bi-weekly accumulation basis. The following table outlines the rates:

Completed months Of Service	Rate of Accumulation of Vacation Hours
0-59 months	3.077 hours per pay period
60-119 months	4.616 hours per pay period
120-179 months	6.154 hours per pay period
180+ months	7.693 hours per pay period

2080 straight-time hours including earned time (vacation, sick leave, comp time) shall be used to determine a year of service and to determine when a benchmark year of service for increase in vacation occurs. This pro-ration formula is applicable to less than full-time employees, not to full-time employees. Employees classified as part-time will receive pro-rated vacation leave based on FTE status as approved in the organizational chart and County budget.

B. As vacation is earned, it shall be posted on a bi-weekly basis and may be used as it is earned. Should an employee leave Itasca County employment after the completion of the probationary period, s/he shall be allowed to take earned vacation time in payment or as time off prior to the established termination date provided, however, an employee who retires or resigns without giving the Employer at least 30 days' advance written notice of resignation shall forfeit all accumulated, unused vacation, unless the Department Head agrees to a shorter period of notice.

Per the payroll practice of Itasca County, incremental vacation credit will be credited for the pay period in which the service credit date appears.

C. In determining the vacation schedule, the wishes of the employees shall be respected as to the time of taking vacation, insofar as the needs of the service will permit, it being understood that the rights of the senior employees will prevail in the selection of vacation time when agreement cannot be reached among the employees.

D. In the event an employee has an accumulation of 248 hours on December 31the employee shall have all hours in excess of 248 converted to a contribution to their HCSP. This contribution may not exceed 50 hours and all additional hours shall be lost.

Bonus vacation shall be earned per the following:

(a) 3.693 hours of sick leave per pay period shall be earned, only if the beginning balance is less than 125 days.

(b) 1.847 hours of bonus vacation shall be earned for each pay period the beginning balance is 600 hours or greater, except in any pay period in which sick leave is taken.

E. Employees terminating due to retirement may coordinate vacation use with their retirement date.

F. Heirs of a deceased employee are entitled to compensation for any earned and unused vacation and will receive it in a lump sum following federal & state regulations.

7.4 Sick Leave

A. Sick leave shall be earned at the rate of 3.693 hours per pay period, or prorated for regular part-time status, for each pay period of service in which employee works at least 40 hours, and unused sick leave may accumulate to a maximum of 1000 hours.

B. Employees begin accumulating sick leave as of the first date of employment and may use sick leave during the probationary period.

C. An employee may use sick leave for absences for such reasonable periods as the employee's attendance with the family member may be necessary, on the same terms the employee is able to use sick leave for the employee's own illness.

- Provide care for a family member who is incapacitated as a result of physical or mental illness, injury, pregnancy or childbirth;
- Provide care for a family member as a result of medical, dental or optical examination or treatment.

Family member is defined as:

- Spouse, and parents, thereof,
- Children, including adopted and stepchildren, and spouses thereof,
- Parents, grandparents and grandchildren of the employee and/or the spouse,
- Brothers and sisters, and spouses thereof,

- Domestic partner or guardian.

D. Employees classified as part-time will receive pro-rated sick leave based on FTE status as approved in the organizational chart and County budget.

7.5 Severance Pay

A. Upon termination of employment prior to, on, or subsequent to the normal retirement date, an employee shall allocate as Severance Pay 70% of the employee's accumulated but unused sick leave from first date of County employment. An employee will not receive severance pay if:

(a) The employee has less than 5 years of continuous service with Itasca County; or
(b) The employee is terminated by the Employer for cause.

B. Such severance pay shall be excluded from PERA deductions and from any calculations in PERA retirement benefits, and shall be paid, at the employee's option, in one lump sum, or in a manner mutually agreeable to the employee and Employer over a period not to exceed 5 years from termination of employment. The employee shall take 70% of allowed sick leave as Severance Pay and apply the 30% balance to the employee's Post Health Care Savings Plan.

C. Any payment made upon termination due to death will be paid in accordance with federal and state regulations. In the event of an active employee's death, 100% of his/her sick leave shall be paid out to the surviving beneficiary or to the estate of the employee who passed away.

D. For employees newly hired to Itasca County after ratification of the 1994-96 contract (12/22/1995), the maximum County payment for the 70% dollar value of an employee's accumulated unused sick leave (severance pay) shall not exceed $10,000 (That is, 70% of the employee's accumulated unused sick leave shall have a maximum value of $10,000 at retirement for use for any purpose permitted by the contract.) This limit does not apply to other County payments for retirement group insurance premiums nor does it affect the other 30% dollar value of an employee's accumulated unused sick leave which is deposited into the employee's Post Health Care Savings Plan after all regular pay has been paid out.

E. Unless documentation of a previous agreement exists in the Human Resources Department personnel file, it is agreed that when an employee from another bargaining unit that is NOT capped for purposes of severance and takes a position in ICCEA, the employee will continue as a NOT capped employee in ICCEA.

F. Unless documentation of a previous agreement exists in the Human Resources Department personnel file, it is agreed that when an employee from another bargaining unit that is capped with a higher cap for purposes of severance and takes a position in ICCEA, the employee will be allowed to keep the higher cap limit.

7.6 Bereavement Leave

Regular employees shall be allowed to use 24 hours of Bereavement leave time in case of death in the immediate family. 16 additional hours Bereavement leave time may be used in the event that travel is necessary to a point outside a radius of 150 miles from the employee's home or for other personal reasons related to the death such as for funeral arrangements. Immediate family is defined as:

- Spouse, and parents, thereof,
- Children, including adopted and stepchildren, and spouses thereof,
- Parents, grandparents and grandchildren of the employee and/or the spouse,
- Brothers and sisters, and spouses, thereof,
- Domestic partner or guardian

7.7 Life Insurance

A. Active Employees: The Employer will provide and pay the entire premium for the present group life insurance in the amount of $25,000 for each eligible employee. Said insurance includes a double indemnity clause, Accidental Death and Dismemberment(AD&D) coverage in an amount equal to Basic Life insurance coverage. Active employees may opt to purchase additional Basic Life and AD&D coverage for themselves, their spouse and eligible dependents at their own expense. Both Basic Life and AD&D insurance coverage amounts reduce to 65% at age 65, 50% at age 70 and 35% for age 75 and over.

All employer provided insurance and employee elected additional insurance coverage will terminate upon the employee leaving employment.

7.8 Group Dental Insurance

A. Upon successful completion of the employee's probationary period and provided all necessary application forms have been completed, the Employer will provide dental insurance under Delta Dental Plan of Minnesota or its equivalent. Authorized sick leave, authorized vacation time, and authorized leave of absence of 30 days or less shall be counted as working time for such eligibility.

B. The Employer shall pay the full single premium and 80% of the dependents' cost of said insurance. The employee shall pay 20% of the dependents' cost of said insurance.

The maximum annual benefit is $1,500 per person.

C. The employee shall have the option to enroll in the program within 30 days of completion of the required dental insurance probationary period, or during an open enrollment period.

D. Refer to insurance carrier contract for instances not mentioned or above-mentioned instances in conflict.

7.9 Group Hospital-Medical Insurance.

A. Active Employees

1. All regular employees shall be eligible for hospital/medical insurance. For purposes of health insurance eligibility, coverage shall commence at the beginning date of employment upon completion of the necessary application form.

2. Employees in regular positions, who have opted not to be covered by hospital/medical insurance, and later choose to be covered by same, may be covered by said insurance provided they are accepted by the insurance company.

3. Regular employees who are temporarily laid off for more than 30 days or who are on authorized unpaid leave of absence of more than 30 days (not FMLA covered), may continue their insurance coverage by paying the full amount of the premium themselves during the period of layoff or leave of absence. Upon return to work, an employee need not re-establish eligibility. Employees returning to work after authorized leave of

absence without pay shall be required to work at least 80 hours during the calendar month in which employees return to work in order to be eligible for Employer contribution for the succeeding month.

4. Employees who leave County employment must have worked at least 80 hours during the calendar month in which employment termination becomes effective in order to be eligible for Employer contributions for the succeeding calendar month. (However, life and dental insurance is cancelled at the end of the month in which the employee terminates employment.) Terminated employee(s) have the option to continue coverage with carrier as per the COBRA standards.

5. Employees who voluntarily terminate employment without due notice of 30 calendar days to the department head, unless such termination without notice is approved by the department head, shall forfeit all rights to Employer contributions. Employees who are discharged for cause shall forfeit all rights to Employer contributions.

6. High Deductible Plan (Option 1) $1750/$3500 (in 2022) Deductible or the High Deductible Plan (Option 2) $3500/$7000 (in 2022) Deductible both with a Health Savings Account (HSA) shall be the medical insurance. The Internal Revenue Code requires that the minimum statutory deductible for plans used with HSAs be indexed for inflation and the deductibles will automatically increase in future years in order to remain compliant with the Internal Revenue Service (IRS) guidelines for high deductible health insurance plans.

The Employer will pay 80% of the annual deductible via an HSA contribution on the single or family coverage and the Employee will pay 20% of the annual deductible on the single or family coverage while the employee is enrolled in the plan. The County portion of the annual deductible will be pro-rated by the number of months the employee is enrolled in the plan for employee’s who enroll in the plan mid-year.

Employees enrolled in County sponsored health insurance plans who are ineligible for an HSA contribution shall have the option for the County portion of the annual deductible to be contributed to a VEBA (Voluntary Employee’s Beneficiary Association).

The County portion of the annual deductible will be deposited to the HSA or VEBA accounts during the 1st payroll in January for employees who are enrolled in the health insurance plan for the year.

7. The employee shall have the option to elect either plan on an annual basis during the open enrollment period or when a qualified event occurs. The premium participation for said plans shall be 80% by Employer and 20% by employee.

8. In the event an employee qualifies for a total disability pension under the eligibility stipulations set by the Minnesota Public Retirement Association and/or Federal Social Security, upon approval and acceptance of an employee by either of said entities for a total disability annuity pension and upon an employee drawing said annuity, the Employer shall pay for the employee and his or her dependents' hospital medical insurance in full. Upon reaching age 65, the retiree is required to enroll in both Parts A & B of Medicare (if eligible). At that point the Employer and retiree will be responsible for their payment of health insurance premium as directed within the labor contract.

9. Employees enrolled in one plan may switch coverage during the open enrollment period or when a qualified event occurs.

10. In the event during the term of the Agreement, the County Board decides to change insurance carriers, equivalent coverage to the present hospital/ medical or dental insurance covering the employees under this Agreement, if such alternative should become available. It is understood that the employee's and Union's rights as provided by state and federal statutes relating to their health and welfare insurance provided by the Employer shall not be negated by the aforementioned language (Statutes such as M.S. Chapter 471, Minnesota Comprehensive Health Insurance Act 62 E 03, etc.).

11. Employee's portion of health insurance premiums shall be split between the first and second payroll of each month. This split shall be as close to even as possible.

B. Flexible Spending Account

The County may provide flexible spending account programs. Employees may elect to participate.

C. Retired Employees

1. Hospital and medical coverage provided for retirees shall be the High Deductible Plan (Option 1) $1750/$3500 (in 2022) Deductible or the High Deductible Plan (Option 2) $3500/$7000 (in 2022) Deductible both with a Health Saving Account (HSA) or its equivalent. The Internal Revenue Code requires that the minimum statutory deductible for plans used with HSAs be indexed for inflation and the deductibles will automatically increase in future years in order to remain compliant with the Internal Revenue Service (IRS) guidelines for high deductible health insurance plans. The Employer shall pay the full single premium and 50% of the dependency coverage cost, and the balance 50% of dependency cost shall come from the retiree until their health insurance cap is exhausted. The Employer shall pay 80% of the annual deductible via and HSA or VEBA contribution on the single or family coverage and the retiree shall pay 20 % of the annual deductible on single or family coverage while the retiree is enrolled in the plan, until their health insurance cap is exhausted. The retiree may choose either of the high deductible health plans with a VEBA or HSA contribution from the County. The retiree must designate which health plan option and deductible option (HSA or VEBA) upon retirement. The County portion of the deductible will be pro-rated by the number of months the retiree is enrolled in the plan for retirees who enroll in the plan mid-year. If the retiree's health insurance cap is exhausted, the retiree may continue to stay on the county-sponsored health insurance plan but will pay 100% of the premium and 100% of the deductible. When a retiree reaches age 65, the retiree will be transitioned from their current health plan to one of the Medicare Supplemental Plans offered by the County and the County shall pay the full single premium and 50% of the dependency coverage cost, and the balance 50% of dependency cost shall come from the retiree until their health insurance cap is exhausted. An employee must have a minimum of 10 years of service with Itasca County to be eligible for County payment toward hospital medical insurance upon retirement

2. For employees newly hired to Itasca County after ratification of the 1994-96 contract, the maximum County payment for retirement group insurance premiums shall not exceed $10,000.

D. Employer Obligation Limited

The parties agree that any description of insurance benefits contained in this Article are intended to be informational only and the eligibility of any employee for benefits shall be governed by the terms of the insurance policy. It is further understood that the Employer's only obligation is to pay such amounts as agreed to herein and no claim shall be made against the Employer as a result of a denial of insurance benefits by an insurance carrier.

E. Retiree Health Insurance Caps

Unless documentation of a previous agreement exists in the Human Resources Department personnel file, when an employee from another bargaining unit that is NOT capped for purposes of retiree health insurance and takes a position in ICCEA, the employee will continue as a NOT capped employee in ICCEA.

Unless documentation of a previous agreement exists in the Human Resources Department personnel file, when an employee from another bargaining unit that is capped with a higher cap for purposes of retiree health insurance and takes a position in ICCEA, the employee will be allowed to keep the higher cap limit.

F. All employees classified as part-time will receive pro-rated insurance benefits based on the FTE status as approved in the organizational chart and County budgets.

G. Insurance Advisory Committee

An Insurance Advisory Committee shall be established to examine the County's current medical insurance plan. The Committee shall be composed of representatives from each of the groups participating in the County's program as follows:

Local 639	2 representatives
Local 639A	2 representatives
Local 639-3	1 representative
Local 1626	2 representatives
Local 1452	2 representatives
Local 580	2 representatives
Itasca Co. Non-Contract Employees	1 representative
Itasca Co. Elected Officials/Dept. Heads.	1 representative
Itasca Co. Attorney Employee's Assoc.	1 representative
Itasca County Employees Association	1 representative
Itasca Co. Confidential Employees' Assoc.	1 representative

Itasca Co. HHS Supervisors Association	1 representative

The Committee may recommend changes in medical program to the County Board.

If the Committee recommendations call for changes in the structure of the medical plan, this contract shall be subject to reopening negotiations for medical benefits.

If the County Board deviates from the Committee recommendations, the agreement reopening negotiations for the medical plan is void.

H. Post Health Care Savings Plan

All employees shall be enrolled in the Post Health Care Savings Plan (HCSP), on their date of hire, or the very next pay period. Said employee shall contribute 1% of their regular wages* earned during the biweekly pay period into the HCSP via payroll deduction each pay period if that employee has 0-60 months of Itasca County Service Credit. Said employee shall contribute 2% of their regular wages* if that employee has 61-120 months of Itasca County Service Credit. Said employee shall contribute 3% of their regular wages* if that employee has 121 or more months of Itasca County Service Credit.

*Regular wages is defined as the hourly wage stated in the Union pay plan (regular wages excludes callout pay, on-call pay, shift differential, meals, severance pay, overtime)

The County shall not be responsible for a contribution to any costs associated with the Post Health Care Savings Plan mentioned above.

7.10 Leaves of Absence

A. Parenting Leave: Eligible employees shall be entitled to up to 12 weeks of parenting leave in accordance with State Statute and the Itasca County Personnel Policy.

Any leave taken under this section shall reduce the length of leave for which the employee and spouse are eligible under the Family and Medical Leave Act policy for birth or placement of a child and any unpaid leave taken under the Family and Medical Leave Act policy for birth or placement of a child shall reduce the length of leave for which the employee is eligible under this Section.

B. Family and Medical Leave Act: Family and Medical Leave Act leave shall be available to eligible employees in accordance with the Itasca County Family and Medical Leave Act policy as adopted by the Employer. FMLA Leave is available for use before or after all earned leave has been exhausted and after all requirements have been met.

C. Extended Parenting or Medical Leave: After an employee has used all accumulated sick leave, vacation, and any available FMLA protected leave, the employee shall be granted a leave of absence without pay, with appropriate documentation from the healthcare provider, for a period not to exceed six months without having their name removed from the payroll. If the employee is in the process of seeking a disability determination, the time will be extended a total of up to 12 months. If the employee is certified disabled, employment shall cease.

D. General Leaves: Employees shall be entitled to leaves of absence without pay in accordance with the provisions of the Itasca County Personnel Policy Manual, as amended.

E. Sabbatical Leave: An employee who has completed 15 or more calendar years of service may be given the opportunity for a sabbatical leave of absence without pay upon mutual agreement of the Board and Department Head where such leave would be to the benefit of the County, subject to the following:

(i) The length of the sabbatical leave may vary between 2 and 12 months and will be determined by mutual agreement between the employee and the Department Head, subject to the approval of the County Board.

(ii) Requests for such leave shall be submitted in writing to the Department Head at least 2 months prior to the commencement of the leave. Such requests shall include the reason and length of the leave.

(iii) Length of service and vacation benefits will not accrue during such leave, but will remain the same as at the commencement of the leave.

(iv) The employee shall be returned to the first available vacancy in the classification after expiration of the leave. Provided, however, the Department Head and the employee may mutually agree prior to commencement of the leave that the employee's position will not be permanently filled during such leave, and that at the conclusion of the leave the employee shall be returned to their position without having to wait for a vacancy.

7.11 Workers' Compensation

An employee shall be allowed to utilize vacation or sick leave credits while receiving workers' compensation benefits only to the extent that the workers' compensation benefit plus allowable sick leave or vacation does not exceed the net pay which the employee would receive if the employee were not receiving workers' compensation benefits.

7.12 Eligibility of Regular Part-Time Employees For Benefits

To be eligible for pro-rated fringe benefits including insurance benefits, a regular part-time employee must be regularly scheduled to work 20 or more hours per week. The proration for insurance benefits, holidays, vacation and sick leave will be based on the FTE status as approved in the organizational chart and County budgets.

ARTICLE 8. SENIORITY

8.1 Seniority Standing:

Seniority standing shall be granted to all employees who have attained regular status by completing 6months of a probationary period. The seniority date of employees attaining such regular status shall be the first day of employment with this Employer. During the probationary period the supervisor must provide feedback to the employee regarding performance. An employee’s probation may be extended only for non-performance related reasons for a period greater than 10 days, not to exceed 3 months. During the probationary period, an employee may be discharged by the Employer without cause and without same being a breach of this Agreement or constituting a grievance hereunder.

8.2 Seniority standing for layoffs

Seniority standing for layoffs shall be the first day of employment in a position covered in this Agreement.

8.3 Loss of seniority

A regular employee shall lose their seniority standing in the following situations:

a. Voluntary resignation;
b. discharge for just cause;
c. retirement;
d. failure to accept recall from layoff;

8.4 Layoff

In the event of a layoff, a reduction of force, or the elimination of a position, a senior employee may exert seniority preference over a junior employee in any classification of work of equal or lower pay grade in this bargaining unit in the employee's department, provided the employee has the necessary qualifications to perform the duties of the job involved. Employees who are laid off shall be rehired according to seniority in the inverse order of layoffs. Such employees shall be notified in writing regarding such layoffs, reduction of force or elimination of position, as well as rehiring, as the case may be. Such written notification shall be sent to such employees as soon as practicable by certified mail, with a copy of same submitted to the Association. Within 5 working days after receiving notice of layoff, an employee intending to exercise seniority preference shall advise the Human Resources Director of the specific position into which the employee intends to bump.

8.5 Promotional Policy

Position vacancies in County service shall be filled by promotion of present employees who meet the requirements established for the classification and provided that the promotion would be in the best interests of the County.

The Human Resources Director will post the position vacancy notice for a period of a minimum of 5 working days.

An employee interested in a posted promotional notification of vacancy must complete an application and submit it to the Human Resources Department prior to the closing date. The appointing authority shall make the determination as to whether or not the applicant possesses the necessary qualifications. A list of interested employees, whether eligible, for each posted promotional vacancy shall be maintained. An employee's current position will not be jeopardized by expressing interest in a vacant position.

Employees promoted and then rejected during a probationary period or by abolishment of the position promoted to, shall have the right to assume the position from which he/she was promoted, unless that position has been abolished or filled; in such case, he/she shall be placed on the appropriate layoff list for the same or lower class.

8.6 Transfers/Promotions/Demotions

Employees may be transferred/promoted/demoted from one department to another provided that the employee has the permission of both department heads and the Human Resources Director. All employees transferring/promoting/demoting shall give their present department head 2 weeks notice, unless this requirement is waived by the two department heads involved.

Employees transferring/promoting/demoting from a bargaining unit to a non-contract position or from one non-contract position to another may carry over accumulated service credit for application to fringe benefits.

An employee interested in a transfer/promotion/demotion to a vacant position must complete an application and submit it to the Human Resources Department prior to the closing date. The appointing authority shall make the determination as to whether or not the applicant possesses the necessary qualifications. A list of interested employees, whether eligible or ineligible, for each posted promotional vacancy shall be maintained. An employee's current position will not be jeopardized by expressing interest in a vacant position.

Employees transferred/promoted/demoted and who unsuccessfully complete the probationary period or the position transferred/promoted/demoted to is abolished, shall have the right to assume the position from which he/she was transferred/promoted/demoted, unless that position has been abolished or filled; in such case, he/she shall be placed on the appropriate layoff list for the same or lower class.

8.7 Seniority lists

Seniority lists shall be brought up to date on March 1 of each calendar year. Copies of seniority lists shall be sent to the President of the Association.

8.8 Nothing herein shall be construed to affect the status of war veterans in contravention of existing laws relating to war veterans' employment, discharge, or promotion.

ARTICLE 9 PHYSICAL EXAMINATIONS

The Employer shall pay for all physical examinations for all regular employees if such examinations are required by the Employer.

ARTICLE 10 DISCIPLINE

All disciplinary action shall be for just cause. It shall be the policy of the Employer to administer disciplinary penalties without discrimination of any nature.

ARTICLE 11 GRIEVANCE PROCEDURE

SECTION A:
GRIEVANCE PROCEDURE
A GRIEVANCE, for the purpose of this ARTICLE, is defined as a dispute or disagreement as to the interpretation or application of any terms or conditions of this AGREEMENT.

Employees shall have the right to process GRIEVANCEs through the procedures of this ARTICLE or through other procedures such as Veteran's Preference, Human Rights or other statutorily created procedures, provided that a GRIEVANCE may be processed through one procedure or the other, but not both. An employee who pursues a GRIEVANCE through a procedure other than the procedure provided in this section shall waive the rights of this ARTICLE of the AGREEMENT.

If a GRIEVANCE is not presented within the time limits set forth below, it shall be considered "waived." The time limit in each step may be extended by mutual agreement of the EMPLOYER and the UNION in each step.

Step 1. An employee claiming a violation concerning the interpretation or application of this AGREEMENT shall, within 21 calendar days after such alleged violation has occurred, place in writing, signed by the grieved employee and the grievance representative, setting forth the nature of the GRIEVANCE, the facts on which it is based, the provision or provisions of the AGREEMENT allegedly violated, and the remedy requested.

The matter shall be discussed with the employee's supervisor as designated by the EMPLOYER within 7 calendar days. The EMPLOYER'S response will be made in writing within 7 calendar days after the close of the discussion.

A GRIEVANCE not resolved in Step 1 and appealed to Step 2 shall be appealed to Step 2 within 7 calendar days after the supervisor's final Step 1 response.

Step 2. If appealed, the written GRIEVANCE shall be presented by the UNION and discussed with the Department Head in consultation with Human Resources within 14 calendar days. Human Resources shall give the UNION the EMPLOYER'S Step 2 response in writing within 14 calendar days after the close of the discussion. A GRIEVANCE not resolved in Step 2 may be appealed to Step 3 within 14 calendar days following Human Resources final Step 2 response.

Step 3. If appealed, the written GRIEVANCE shall be presented by the UNION and discussed with the County Board or its designee within 28 calendar days. The County Board or its designee shall give the UNION the EMPLOYER'S Step 3 response in writing within 14 calendar days. A GRIEVANCE not resolved in Step 3 may be appealed to Step 4 within 14 calendar days following the EMPLOYER-designated representative's final Step 3 response.

Step 4. Mediation of a GRIEVANCE: Upon completion of the previous Step and prior to requesting arbitration, the UNION and the EMPLOYER may, by mutual agreement, request mediation of the GRIEVANCE by the Bureau of Mediation Services or contracted services approved by the County Board for appointment of a mediator who will conduct meetings as deemed necessary in an attempt to resolve the GRIEVANCE. After the mediator or either party determines that further mediation would serve no purpose, a GRIEVANCE may be appealed to Step 5 within 30 calendar days.

Step 5. The GRIEVANCE appealed to arbitration shall be subject to the provisions of PELRA. The selection of an arbitrator shall be made in accordance with the Rules Governing the Arbitration of GRIEVANCEs as established by the State Bureau of Mediation Services. Any unresolved GRIEVANCE not submitted for arbitration shall be considered settled on the basis of the EMPLOYER’S Step 3 response and/or Step 4.

Arbitrator’s Authority:

A. The arbitrator shall have no right to amend, modify, nullify, ignore, add to, or subtract from the terms and conditions of this AGREEMENT. The arbitrator shall consider and decide only the specific issue(s) submitted in writing by the EMPLOYER and the UNION, and shall have no authority to make a decision on any other issue not so submitted.

B. The arbitrator shall be without power to make decisions contrary to, or inconsistent with, or modifying or varying in any way the application of laws, rules or regulations having the force and effect of law. The arbitrator's decision shall be submitted in writing within 30 days following close of the hearing or submission of briefs by the parties, whichever is later, unless the parties agree to an extension. The decision shall be binding on both the EMPLOYER and the UNION and shall be based solely on the arbitrator's interpretation or application of the express terms of this AGREEMENT and to the facts of the GRIEVANCE presented.

C. The fees and expenses for the arbitrator's services and proceedings shall be borne equally by the EMPLOYER and the UNION provided that each party shall be responsible for compensating its own representatives and witnesses. If either party desires a verbatim record of the proceedings, it may cause such a record to be made, providing it pays for the record. If both parties desire a verbatim record of the proceedings, the cost shall be shared equally.

Past Practices: The Association agrees that past practices of the employer shall not be the basis for grievances.

ARTICLE 12 BULLETIN BOARD

The Employer may erect and maintain a bulletin board of reasonable size to be placed in all locations that may be mutually agreed upon between the Association and Employer, which bulletin board shall be for the use of the Association to post any notice or document relating to Association affairs.

ARTICLE 13 PAY PLAN AND ADMINISTRATIVE REQUIREMENTS

13.1 Pay Plan.

A. The monthly salary set forth in APPENDIX B entitled "Itasca County Confidential Employee Association Pay Plan" is hereto and hereby made a part of this Agreement and shall apply during the duration of this Agreement except as otherwise indicated in this Agreement. Employees of this bargaining Agreement will receive effective 01/01/2022 a 2% increase; 01/01/2023 a 2% increase and 01/01/2024 a 2.65% increase.

B. New hires for non-department head positions may be placed at any step within the range with concurrence of the Human Resources Director. The Department Head must show sufficient cause for such advancement which will include educational background, previous work experience, market considerations, or other considerations as deemed appropriate by the Human Resources Director.

New-hires for department head positions may be placed at any step within the range by County Board decision as the hiring authority.

C. An entry level position with no experience credit will be placed on the first step of the grade. Upon successful completion of the six-month probationary period, a new employee or an employee who made promotion will receive a step increase effective upon the six-month date. For the employee starting on the first step, the steps shall be viewed at 1st step-starting; 2nd step-6 months; 3rd step-12 months; 4th step-24 months and so on.

D. Probation and Anniversary increases, no matter where the employee is on the pay plan, will not be implemented until Performance Appraisals have been conducted and submitted to the office of the Human Resources Director. Department Heads must verify satisfactory performance. The anniversary increases will become effective on the classification date and upon successful review of the performance. The definition of a classification date shall be the date that an employee entered the job at its current classification.

E. The definition of an anniversary date shall be the first day of employment for any employee who has worked 1040 hours of continuous employment on an hourly wage basis or 6 months of continuous employment on a monthly salary basis.

F. Payroll

1. The pay period shall be a period of 2 consecutive calendar weeks commencing at 12:01 AM Sunday of the first day of such pay period and ending at 11:59 PM on Saturday of said 2 week period. Payment of wages is made on a bi-weekly basis, with the pay date being every other Friday for the employees paid through the Payroll Department.

2. There shall be pay days every other Friday, with the exception of when a pay day falls on a holiday. In such cases, the pay day shall be the day before the holiday.

13.2 Administrative Requirements

A. Changes in employment status: Changes in employment status of employees affecting pay or fringe benefits shall be submitted to the Human Resources department in writing by the respective department head not less than 10 working days before the end of the pay period for which such change becomes effective; otherwise reflection of such changes in employment status will be delayed until the next ensuing pay period. The Human Resources department should also be notified 30 days prior to the completion of an employee's probation period for purposes of those fringe benefits requiring completion of a probation period.

B. Time for filing payroll deduction authorization or discontinuance: Any requests for added payroll deductions or changes in payroll deductions must be submitted by the employee concerned not later than 7 regular working days before the end of the pay period for which such deduction or change in deduction is effective.

C. Jury Duty: When an employee is called for jury duty, they shall receive their hourly rate for their hours lost, up to the end of their assigned shift.. The compensation for jury duty shall be paid from the Fund from which the employee is paid. Employees are required to submit to the County Auditor's Office their daily stipend received for their jury duty service. However, mileage received from the Courts can be kept by the employee.

D. Working Out of Class: This Section covers an employee assigned to accomplish the duties and responsibilities of a higher class position within or outside the bargaining unit which is unoccupied for a temporary, short-term period. If an employee is expressly assigned in writing by the supervisor, or hiring authority, to perform the majority of the duties and responsibilities of a vacant, higher class position, for 15 or more consecutive days, then the employee shall be considered to be working "out-of-class" and shall be placed at Step 1 of the classification or on the step of the classification that is most closely equal to the employee's current salary, but not less than the employee's current salary plus one step. Compensation for work done "out-of-class" shall be retroactive to the first day the employee was assigned to work "out-of-class.""

13.3 Promotions, Demotions, and Comparable Worth Adjustments

A. When an employee is promoted to a higher paid class within the bargaining unit, the employee shall be paid at the step in the higher class which is equal to or next higher than the employee's current pay, plus one step. When an employee voluntarily accepts a demotion to a lower grade, the employee will be placed at the same step as the employee's step in the higher grade prior to demotion. For example, if the employee was at Step 6 in the employee's pay grade prior to accepting a voluntary demotion, the employee would be placed at Step 6 in the class to which the employee demoted.

B. When an employee's position is reclassified as a result of a re-evaluation to a lower grade from the position the employee previously held, the employee's pay shall be frozen until such time that the new pay grade and step are equal to or greater than the employee's current salary. When an employee's position is reclassified as a result of a re-evaluation to a higher grade, the employee will be placed at the step in the higher grade which is equal to or next higher than the employee's current pay.

C. Disciplinary, probationary and voluntary demotions: Any employee may be demoted to a position of a lower grade for which an employee is qualified for any of the following reasons:

1. When an employee would be otherwise laid off because the employee's position is being abolished; employee's position is reclassified to a lower grade; because of lack of work, lack of funds, or the return to work from authorized leave of another employee to such a position in accordance with these rules.

2. When an employee does not possess the necessary qualifications to render satisfactory service in the position the employee holds, or when removed during probation.

3. When an employee voluntarily requests such demotion.

Any employee being demoted shall receive the reasons for such demotion in writing from the Human Resources Director.

When an employee is involuntary demoted, he/she shall be slotted on the step of the lower grade at the rate of compensation prior to the demotion. If the previous salary is beyond the new grade, there will be no increases as long as the employee remains in the demoted position or until such time that the salary may once again be within the range of the class of the demoted position.

When an employee accepts a voluntary demotion he/she shall be slotted on the step of the lower grade which is less than the previous rate of pay. The employee will receive the salary of where he/she is placed.

D. In the event of a lateral in-grade transfer the employee shall retain his/her same anniversary date for purposes of step increases and fringe benefits.

ARTICLE 14 DRUG AND ALCOHOL TESTING POLICY

The provisions of the Itasca County drug and alcohol testing policy as set forth in the Itasca County Personnel Policy are incorporated herein by reference the same as if fully set forth in this Article. However, any employee submitting to a urinalysis test shall have the right to have a portion of the sample sent to another lab at his/her own expense.

ARTICLE 15 ENTIRE AGREEMENT, WAIVER

This Agreement shall represent the complete Agreement between the Association and Employer.

The parties acknowledge that during the negotiations which resulted in this Agreement, each had the unlimited right and opportunity to make requests and proposals with respect to any subject matter not removed by law from the area of collective bargaining, and that the complete understandings and agreements arrived at by the parties after the exercise of that right and opportunity are set forth in this Agreement. Therefore, the Employer and the Association, for the life of this Agreement, each voluntarily and unqualifiedly waives the right and each agrees that the other shall not be obligated to bargain collectively with respect to any subject or matter not specifically referred to or covered in this Agreement, even though such subject or matter may not have been within the knowledge or contemplation of either or both of the parties at the time that they negotiated or signed this Agreement, unless they mutually agreed to do so.

ARTICLE 16 SAVINGS CLAUSE

Any Article, Clause, or Statement herein contained that in any way violates the laws of the State of Minnesota shall be disregarded, and the laws of the State of Minnesota that are applicable hereto shall apply.

ARTICLE 17 DURATION OF AGREEMENT

This Agreement will be in effect from January 1, 2022, through December 31, 2024. This contract remains in force in the event settlement for the ensuing contract period has not been reached at the time this contract expires. In witness thereof:

COUNTY OF ITASCA:

____________________________	____________________________
Terry Snyder County Board Chair	Brett Skyles County Administrator

____
Date

ITASCA COUNTY CONFIDENTIAL EMPLOYEES' ASSOCIATION:

____
Association President

____
Date

APPENDIX A-Language Interpreting Provisions in Agreement

The parties have agreed to place any agreed upon language interpreting the provisions in the Agreement relating to retirees into this Appendix.

APPENDIX B-Pay Plan

APPENDIX B										
01/01/2022 ICCEA ANNUAL PAY PLAN			2.00%	on 2021 base						
	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	
GRADE 1	$18.37	$18.95	$19.54	$20.16	$20.81	$21.48	$22.25	$23.05	$23.85	GRADE 1
GRADE 2	$18.78	$19.33	$19.94	$20.59	$21.14	$21.93	$22.71	$23.52	$24.37	GRADE 2
GRADE 3	$19.22	$19.82	$20.45	$21.10	$21.78	$22.49	$23.30	$24.13	$24.98	GRADE 3
GRADE 4	$19.80	$20.43	$21.06	$21.76	$22.47	$23.21	$24.04	$24.90	$25.80	GRADE 4
GRADE 5	$20.41	$21.04	$21.72	$22.43	$23.16	$23.94	$24.79	$25.69	$26.62	GRADE 5
GRADE 6	$21.04	$21.74	$22.43	$23.16	$23.95	$24.75	$25.63	$26.57	$27.51	GRADE 6
GRADE 7	$21.93	$22.66	$23.41	$24.18	$24.98	$25.83	$26.73	$27.72	$28.72	GRADE 7
GRADE 8	$23.02	$23.77	$24.54	$25.36	$26.22	$27.10	$28.08	$29.12	$30.18	GRADE 8
GRADE 9	$24.26	$25.02	$25.86	$26.71	$27.63	$28.58	$29.60	$30.70	$31.84	GRADE 9
GRADE 10	$26.71	$27.63	$28.58	$29.55	$30.58	$31.63	$32.80	$34.01	$35.26	GRADE 10
GRADE 11	$29.33	$30.33	$31.40	$32.49	$33.62	$34.79	$36.08	$37.42	$38.82	GRADE 11
GRADE 12	$32.21	$33.34	$34.53	$35.74	$37.01	$38.32	$39.76	$41.24	$42.79	GRADE 12
GRADE 13	$35.45	$36.71	$38.02	$39.36	$40.78	$42.26	$43.85	$45.50	$47.21	GRADE 13
GRADE 14	$38.88	$40.29	$41.73	$43.24	$44.81	$46.44	$48.22	$50.02	$51.92	GRADE 14
GRADE 15	$41.16	$42.65	$44.19	$45.80	$47.46	$49.18	$51.06	$52.99	$55.01	GRADE 15
GRADE 16	$43.10	$44.67	$46.28	$47.97	$49.73	$51.55	$53.52	$55.57	$57.68	GRADE 16
GRADE 17	$45.04	$46.69	$48.39	$50.15	$52.01	$53.93	$56.00	$58.12	$60.34	GRADE 17
GRADE 18	$47.09	$48.82	$50.61	$52.47	$54.41	$56.41	$58.57	$60.81	$63.15	GRADE 18
IN THE EVENT THERE IS A ROUNDING DIFFERENCE BETWEEN THIS APPENDIX AND PAYROLL, PAYROLL SHALL GOVERN.										

APPENDIX B										
01/01/2022 ICCEA ANNUAL PAY PLAN			2.00%	on 2021 base						
	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	
GRADE 1	$38,209.60	$39,416.00	$40,643.20	$41,932.80	$43,284.80	$44,678.40	$46,280.00	$47,944.00	$49,608.00	GRADE 1
GRADE 2	$39,062.40	$40,206.40	$41,475.20	$42,827.20	$43,971.20	$45,614.40	$47,236.80	$48,921.60	$50,689.60	GRADE 2
GRADE 3	$39,977.60	$41,225.60	$42,536.00	$43,888.00	$45,302.40	$46,779.20	$48,464.00	$50,190.40	$51,958.40	GRADE 3
GRADE 4	$41,184.00	$42,494.40	$43,804.80	$45,260.80	$46,737.60	$48,276.80	$50,003.20	$51,792.00	$53,664.00	GRADE 4
GRADE 5	$42,452.80	$43,763.20	$45,177.60	$46,654.40	$48,172.80	$49,795.20	$51,563.20	$53,435.20	$55,369.60	GRADE 5
GRADE 6	$43,763.20	$45,219.20	$46,654.40	$48,172.80	$49,816.00	$51,480.00	$53,310.40	$55,265.60	$57,220.80	GRADE 6
GRADE 7	$45,614.40	$47,132.80	$48,692.80	$50,294.40	$51,958.40	$53,726.40	$55,598.40	$57,657.60	$59,737.60	GRADE 7
GRADE 8	$47,881.60	$49,441.60	$51,043.20	$52,748.80	$54,537.60	$56,368.00	$58,406.40	$60,569.60	$62,774.40	GRADE 8
GRADE 9	$50,460.80	$52,041.60	$53,788.80	$55,556.80	$57,470.40	$59,446.40	$61,568.00	$63,856.00	$66,227.20	GRADE 9
GRADE 10	$55,556.80	$57,470.40	$59,446.40	$61,464.00	$63,606.40	$65,790.40	$68,224.00	$70,740.80	$73,340.80	GRADE 10
GRADE 11	$61,006.40	$63,086.40	$65,312.00	$67,579.20	$69,929.60	$72,363.20	$75,046.40	$77,833.60	$80,745.60	GRADE 11
GRADE 12	$66,996.80	$69,347.20	$71,822.40	$74,339.20	$76,980.80	$79,705.60	$82,700.80	$85,779.20	$89,003.20	GRADE 12
GRADE 13	$73,736.00	$76,356.80	$79,081.60	$81,868.80	$84,822.40	$87,900.80	$91,208.00	$94,640.00	$98,196.80	GRADE 13
GRADE 14	$80,870.40	$83,803.20	$86,798.40	$89,939.20	$93,204.80	$96,595.20	$100,297.60	$104,041.60	$107,993.60	GRADE 14
GRADE 15	$85,612.80	$88,712.00	$91,915.20	$95,264.00	$98,716.80	$102,294.40	$106,204.80	$110,219.20	$114,420.80	GRADE 15
GRADE 16	$89,648.00	$92,913.60	$96,262.40	$99,777.60	$103,438.40	$107,224.00	$111,321.60	$115,585.60	$119,974.40	GRADE 16
GRADE 17	$93,683.20	$97,115.20	$100,651.20	$104,312.00	$108,180.80	$112,174.40	$116,480.00	$120,889.60	$125,507.20	GRADE 17
GRADE 18	$97,947.20	$101,545.60	$105,268.80	$109,137.60	$113,172.80	$117,332.80	$121,825.60	$126,484.80	$131,352.00	GRADE 18
IN THE EVENT THERE IS A ROUNDING DIFFERENCE BETWEEN THIS APPENDIX AND PAYROLL, PAYROLL SHALL GOVERN.										

APPENDIX B										
01/01/2023 ICCEA ANNUAL PAY PLAN				2.00%	on 2022 base					
	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	
GRADE 1	$18.74	$19.33	$19.93	$20.56	$21.23	$21.91	$22.70	$23.51	$24.33	GRADE 1
GRADE 2	$19.16	$19.72	$20.34	$21.00	$21.56	$22.37	$23.16	$23.99	$24.86	GRADE 2
GRADE 3	$19.60	$20.22	$20.86	$21.52	$22.22	$22.94	$23.77	$24.61	$25.48	GRADE 3
GRADE 4	$20.20	$20.84	$21.48	$22.20	$22.92	$23.67	$24.52	$25.40	$26.32	GRADE 4
GRADE 5	$20.82	$21.46	$22.15	$22.88	$23.62	$24.42	$25.29	$26.20	$27.15	GRADE 5
GRADE 6	$21.46	$22.17	$22.88	$23.62	$24.43	$25.25	$26.14	$27.10	$28.06	GRADE 6
GRADE 7	$22.37	$23.11	$23.88	$24.66	$25.48	$26.35	$27.26	$28.27	$29.29	GRADE 7
GRADE 8	$23.48	$24.25	$25.03	$25.87	$26.74	$27.64	$28.64	$29.70	$30.78	GRADE 8
GRADE 9	$24.75	$25.52	$26.38	$27.24	$28.18	$29.15	$30.19	$31.31	$32.48	GRADE 9
GRADE 10	$27.24	$28.18	$29.15	$30.14	$31.19	$32.26	$33.46	$34.69	$35.97	GRADE 10
GRADE 11	$29.92	$30.94	$32.03	$33.14	$34.29	$35.49	$36.80	$38.17	$39.60	GRADE 11
GRADE 12	$32.85	$34.01	$35.22	$36.45	$37.75	$39.09	$40.56	$42.06	$43.65	GRADE 12
GRADE 13	$36.16	$37.44	$38.78	$40.15	$41.60	$43.11	$44.73	$46.41	$48.15	GRADE 13
GRADE 14	$39.66	$41.10	$42.56	$44.10	$45.71	$47.37	$49.18	$51.02	$52.96	GRADE 14
GRADE 15	$41.98	$43.50	$45.07	$46.72	$48.41	$50.16	$52.08	$54.05	$56.11	GRADE 15
GRADE 16	$43.96	$45.56	$47.21	$48.93	$50.72	$52.58	$54.59	$56.68	$58.83	GRADE 16
GRADE 17	$45.94	$47.62	$49.36	$51.15	$53.05	$55.01	$57.12	$59.28	$61.55	GRADE 17
GRADE 18	$48.03	$49.80	$51.62	$53.52	$55.50	$57.54	$59.74	$62.03	$64.41	GRADE 18
IN THE EVENT THERE IS A ROUNDING DIFFERENCE BETWEEN THIS APPENDIX AND PAYROLL, PAYROLL SHALL GOVERN.										

APPENDIX B										
01/01/2023 ICCEA ANNUAL PAY PLAN				2.00%	on 2022 base					
	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	
GRADE 1	$38,979.20	$40,206.40	$41,454.40	$42,764.80	$44,158.40	$45,572.80	$47,216.00	$48,900.80	$50,606.40	GRADE 1
GRADE 2	$39,852.80	$41,017.60	$42,307.20	$43,680.00	$44,844.80	$46,529.60	$48,172.80	$49,899.20	$51,708.80	GRADE 2
GRADE 3	$40,768.00	$42,057.60	$43,388.80	$44,761.60	$46,217.60	$47,715.20	$49,441.60	$51,188.80	$52,998.40	GRADE 3
GRADE 4	$42,016.00	$43,347.20	$44,678.40	$46,176.00	$47,673.60	$49,233.60	$51,001.60	$52,832.00	$54,745.60	GRADE 4
GRADE 5	$43,305.60	$44,636.80	$46,072.00	$47,590.40	$49,129.60	$50,793.60	$52,603.20	$54,496.00	$56,472.00	GRADE 5
GRADE 6	$44,636.80	$46,113.60	$47,590.40	$49,129.60	$50,814.40	$52,520.00	$54,371.20	$56,368.00	$58,364.80	GRADE 6
GRADE 7	$46,529.60	$48,068.80	$49,670.40	$51,292.80	$52,998.40	$54,808.00	$56,700.80	$58,801.60	$60,923.20	GRADE 7
GRADE 8	$48,838.40	$50,440.00	$52,062.40	$53,809.60	$55,619.20	$57,491.20	$59,571.20	$61,776.00	$64,022.40	GRADE 8
GRADE 9	$51,480.00	$53,081.60	$54,870.40	$56,659.20	$58,614.40	$60,632.00	$62,795.20	$65,124.80	$67,558.40	GRADE 9
GRADE 10	$56,659.20	$58,614.40	$60,632.00	$62,691.20	$64,875.20	$67,100.80	$69,596.80	$72,155.20	$74,817.60	GRADE 10
GRADE 11	$62,233.60	$64,355.20	$66,622.40	$68,931.20	$71,323.20	$73,819.20	$76,544.00	$79,393.60	$82,368.00	GRADE 11
GRADE 12	$68,328.00	$70,740.80	$73,257.60	$75,816.00	$78,520.00	$81,307.20	$84,364.80	$87,484.80	$90,792.00	GRADE 12
GRADE 13	$75,212.80	$77,875.20	$80,662.40	$83,512.00	$86,528.00	$89,668.80	$93,038.40	$96,532.80	$100,152.00	GRADE 13
GRADE 14	$82,492.80	$85,488.00	$88,524.80	$91,728.00	$95,076.80	$98,529.60	$102,294.40	$106,121.60	$110,156.80	GRADE 14
GRADE 15	$87,318.40	$90,480.00	$93,745.60	$97,177.60	$100,692.80	$104,332.80	$108,326.40	$112,424.00	$116,708.80	GRADE 15
GRADE 16	$91,436.80	$94,764.80	$98,196.80	$101,774.40	$105,497.60	$109,366.40	$113,547.20	$117,894.40	$122,366.40	GRADE 16
GRADE 17	$95,555.20	$99,049.60	$102,668.80	$106,392.00	$110,344.00	$114,420.80	$118,809.60	$123,302.40	$128,024.00	GRADE 17
GRADE 18	$99,902.40	$103,584.00	$107,369.60	$111,321.60	$115,440.00	$119,683.20	$124,259.20	$129,022.40	$133,972.80	GRADE 18
IN THE EVENT THERE IS A ROUNDING DIFFERENCE BETWEEN THIS APPENDIX AND PAYROLL, PAYROLL SHALL GOVERN.										

APPENDIX B										
01/01/2024 ICCEA ANNUAL PAY PLAN				2.65%	on 2023 base					
	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	
GRADE 1	$19.24	$19.84	$20.46	$21.10	$21.79	$22.49	$23.30	$24.13	$24.97	GRADE 1
GRADE 2	$19.67	$20.24	$20.88	$21.56	$22.13	$22.96	$23.77	$24.63	$25.52	GRADE 2
GRADE 3	$20.12	$20.76	$21.41	$22.09	$22.81	$23.55	$24.40	$25.26	$26.16	GRADE 3
GRADE 4	$20.74	$21.39	$22.05	$22.79	$23.53	$24.30	$25.17	$26.07	$27.02	GRADE 4
GRADE 5	$21.37	$22.03	$22.74	$23.49	$24.25	$25.07	$25.96	$26.89	$27.87	GRADE 5
GRADE 6	$22.03	$22.76	$23.49	$24.25	$25.08	$25.92	$26.83	$27.82	$28.80	GRADE 6
GRADE 7	$22.96	$23.72	$24.51	$25.31	$26.16	$27.05	$27.98	$29.02	$30.07	GRADE 7
GRADE 8	$24.10	$24.89	$25.69	$26.56	$27.45	$28.37	$29.40	$30.49	$31.60	GRADE 8
GRADE 9	$25.41	$26.20	$27.08	$27.96	$28.93	$29.92	$30.99	$32.14	$33.34	GRADE 9
GRADE 10	$27.96	$28.93	$29.92	$30.94	$32.02	$33.11	$34.35	$35.61	$36.92	GRADE 10
GRADE 11	$30.71	$31.76	$32.88	$34.02	$35.20	$36.43	$37.78	$39.18	$40.65	GRADE 11
GRADE 12	$33.72	$34.91	$36.15	$37.42	$38.75	$40.13	$41.63	$43.17	$44.81	GRADE 12
GRADE 13	$37.12	$38.43	$39.81	$41.21	$42.70	$44.25	$45.92	$47.64	$49.43	GRADE 13
GRADE 14	$40.71	$42.19	$43.69	$45.27	$46.92	$48.63	$50.48	$52.37	$54.36	GRADE 14
GRADE 15	$43.09	$44.65	$46.26	$47.96	$49.69	$51.49	$53.46	$55.48	$57.60	GRADE 15
GRADE 16	$45.12	$46.77	$48.46	$50.23	$52.06	$53.97	$56.04	$58.18	$60.39	GRADE 16
GRADE 17	$47.16	$48.88	$50.67	$52.51	$54.46	$56.47	$58.63	$60.85	$63.18	GRADE 17
GRADE 18	$49.30	$51.12	$52.99	$54.94	$56.97	$59.06	$61.32	$63.67	$66.12	GRADE 18
IN THE EVENT THERE IS A ROUNDING DIFFERENCE BETWEEN THIS APPENDIX AND PAYROLL, PAYROLL SHALL GOVERN.										

APPENDIX B										
01/01/2024 ICCEA ANNUAL PAY PLAN				2.65%	on 2023 base					
	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	
GRADE 1	$40,019.20	$41,267.20	$42,556.80	$43,888.00	$45,323.20	$46,779.20	$48,464.00	$50,190.40	$51,937.60	GRADE 1
GRADE 2	$40,913.60	$42,099.20	$43,430.40	$44,844.80	$46,030.40	$47,756.80	$49,441.60	$51,230.40	$53,081.60	GRADE 2
GRADE 3	$41,849.60	$43,180.80	$44,532.80	$45,947.20	$47,444.80	$48,984.00	$50,752.00	$52,540.80	$54,412.80	GRADE 3
GRADE 4	$43,139.20	$44,491.20	$45,864.00	$47,403.20	$48,942.40	$50,544.00	$52,353.60	$54,225.60	$56,201.60	GRADE 4
GRADE 5	$44,449.60	$45,822.40	$47,299.20	$48,859.20	$50,440.00	$52,145.60	$53,996.80	$55,931.20	$57,969.60	GRADE 5
GRADE 6	$45,822.40	$47,340.80	$48,859.20	$50,440.00	$52,166.40	$53,913.60	$55,806.40	$57,865.60	$59,904.00	GRADE 6
GRADE 7	$47,756.80	$49,337.60	$50,980.80	$52,644.80	$54,412.80	$56,264.00	$58,198.40	$60,361.60	$62,545.60	GRADE 7
GRADE 8	$50,128.00	$51,771.20	$53,435.20	$55,244.80	$57,096.00	$59,009.60	$61,152.00	$63,419.20	$65,728.00	GRADE 8
GRADE 9	$52,852.80	$54,496.00	$56,326.40	$58,156.80	$60,174.40	$62,233.60	$64,459.20	$66,851.20	$69,347.20	GRADE 9
GRADE 10	$58,156.80	$60,174.40	$62,233.60	$64,355.20	$66,601.60	$68,868.80	$71,448.00	$74,068.80	$76,793.60	GRADE 10
GRADE 11	$63,876.80	$66,060.80	$68,390.40	$70,761.60	$73,216.00	$75,774.40	$78,582.40	$81,494.40	$84,552.00	GRADE 11
GRADE 12	$70,137.60	$72,612.80	$75,192.00	$77,833.60	$80,600.00	$83,470.40	$86,590.40	$89,793.60	$93,204.80	GRADE 12
GRADE 13	$77,209.60	$79,934.40	$82,804.80	$85,716.80	$88,816.00	$92,040.00	$95,513.60	$99,091.20	$102,814.40	GRADE 13
GRADE 14	$84,676.80	$87,755.20	$90,875.20	$94,161.60	$97,593.60	$101,150.40	$104,998.40	$108,929.60	$113,068.80	GRADE 14
GRADE 15	$89,627.20	$92,872.00	$96,220.80	$99,756.80	$103,355.20	$107,099.20	$111,196.80	$115,398.40	$119,808.00	GRADE 15
GRADE 16	$93,849.60	$97,281.60	$100,796.80	$104,478.40	$108,284.80	$112,257.60	$116,563.20	$121,014.40	$125,611.20	GRADE 16
GRADE 17	$98,092.80	$101,670.40	$105,393.60	$109,220.80	$113,276.80	$117,457.60	$121,950.40	$126,568.00	$131,414.40	GRADE 17
GRADE 18	$102,544.00	$106,329.60	$110,219.20	$114,275.20	$118,497.60	$122,844.80	$127,545.60	$132,433.60	$137,529.60	GRADE 18
IN THE EVENT THERE IS A ROUNDING DIFFERENCE BETWEEN THIS APPENDIX AND PAYROLL, PAYROLL SHALL GOVERN.										

APPENDIX C-Exempt/Non-Exempt Positions

EXEMPT/NON-EXEMPT POSITIONS - CONFIDENTIAL UNIT

Job Title	**Exempt/ Non-Exempt**
Human Resources Assistant	Non-exempt
Human Resources Specialist	Non-exempt
Human Resources Director	Exempt
Accounting Manager	Exempt

02/26/2002 Updated Memorandum of Understanding, MOU re: Military Leave Pool

This MOU is being agreed to between Itasca County and Itasca County Confidential Employees' Association to institute a Military Leave Pool (MLP). The terms and conditions of the MLP are spelled out below.

Employees may voluntarily donate vacation, in one-half day increments (4 hours), to a Military Leave Pool.

Itasca County may pay to each employee who is an eligible member of the national guard or other reserve component of the armed forces of the United States an amount equal to the difference between the member's basic active duty military salary and the salary the member would be paid as an active County employee, including any adjustments the employee would have received if not on leave of absence.

Payment may be made only to a person whose basic active duty military salary is less than the salary the person would be paid as an active County employee. Reimbursement will be based on the employee's regular work week. [1] Payments will be made at the intervals at which the employee received pay as a County employee. Back pay authorized by this policy may be paid in a lump sum.

Payment under this Policy must not exceed beyond four years from the date the employee was ordered to active service, plus any additional time the employee may be legally required to serve OR until the MLP is depleted–whichever occurs first. [2]

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[1] No reimbursement beyond the normal work week, i.e. employee normally works 43 hours/week, reimbursement will be based on 43 hours/week.

[2] The value of the pool will be established by actual count of hours donated and the
actual value corresponding to those hours. I.e. If Employee A donates 4 hours of vacation and A's pay is \$50/hour and Employee B donates 8 hours of vacation and B's pay is \$100/hour then the value of the pool is 12 hours with a \$1000 value.

The rate paid out will be subtracted from the value of the pool. I.e. If Employee P receives \$1/hour difference (P makes \$9 in the military and \$10 at the County) and is gone for 25 work days or 200 work hours, then \$200 is taken from the MLP and the MLP new balance is \$800.

[3] Per 11/07/2001 Steve Fecker letter "Lacking an express statutory grant of authority to provide supplemental pay or benefits to employees called up to active military duty, with the exception of the 15 day paid leave provided under MS 192.26, counties are without authority to provide supplemental pay or benefits."

Employee share of state, federal (including FICA) taxes and PERA will be paid from the Military Leave Pool.

Contributions to the Military Leave Pool must be submitted on January 1 or upon depletion of the Military Leave Pool to the Courthouse or Human Services Payroll Clerk and shall be recorded on
the Employee Attendance Record during each year in January or during the occurring month of
donation. To submit donated contribution, complete the Payroll form.[4]

One-time exception to the January 1st submission is granted to Payroll for purposes of organizing and activating the MLP.

This policy provides for retroactive payments to Itasca County employees called to unpaid military leave as of 09/11/2001.[5]

Employees on unpaid military leave who wish to receive contributions from the Military Leave Pool AND who have used all of their vacation and comp time balances[6] must submit written
request with documentation of current military salary to Courthouse or Human Services Payroll. [7]
Employees receiving contribution from the Military Leave Pool will NOT be eligible for County-paid insurance benefits. [3]

Employees on military leave with orders to serve military time in the local area (within Itasca County geographical boundaries) must fulfill 40 hours working for the military and/or the County in order to be eligible to draw from the MLP.[8]

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[4]Payroll will create the necessary forms.

[5]Presumes the MLP is available for future military leaves even after Operating Enduring Freedom has concluded. If MLP was set up specifically for Operation Enduring Freedom, what does the Board and/or employees want to do with any fund balance after Operation Enduring Freedom concludes?

[6]This presumes the Board wants to mandate the use of vacation and comp time before giving Military Leave Pool donations.

[7]Does the Board want to accept a request from other "immediate family member", how will that be defined? And what liability goes with that? I.e. estranged spouse submits request

[8]Language addresses those who may be on local duty with time available to work.

Employees on military leave with orders to serve military time outside of the local area (outside of Itasca County geographical boundaries) must serve 40 hours working for the military in order to be eligible to draw from the MLP.

This 02/26/2002 updated MOU supercedes any previously approved MOU by the County and employee group and the effective date of this updated MOU shall be retroactive to 09/11/2001.

Was signed by: County Board Chair Robert Frick, Coordinator Robert R. Olson, ICCEA President Terry Snyder.

ITASCA COUNTY
BOARD OF COMMISSIONERS
Itasca County Courthouse
123 NE 4th Street
Grand Rapids, MN 55744

Tuesday, January 11, 2022

REQUEST FOR BOARD ACTION: RBA-2022-2073

DEPARTMENT: Health & Human Services **TIME REQUESTED:** < 5 Minutes
PRESENTER: Sarah Anderson

AGENDA ITEM:
IMCare Provider Participation Agreement with Todd Newman

BOARD ACTION REQUESTED:
Authorize IMCare Director and County Board Chair to sign the contract between IMCare and Todd Newman, chiropractor.

BACKGROUND:

COUNTY ATTORNEY REVIEW: Yes and/or Pending

SUPPORTING DOCUMENTATION:
1. Provider Participation Agreement 2020 - 10.01.17
2. PPA Signature Page 2021

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

ITASCA COUNTY
BOARD OF COMMISSIONERS
Itasca County Courthouse
123 NE 4th Street
Grand Rapids, MN 55744

Tuesday, January 11, 2022

REQUEST FOR BOARD ACTION: RBA-2021-1957

DEPARTMENT: Veteran Services **TIME REQUESTED:** < 5 Minutes
PRESENTER: Luke St Germain

AGENDA ITEM:
Revocable License

BOARD ACTION REQUESTED:
Approve a Revocable License for Use of Property by and between Itasca County and the U.S. Department of Veterans Affairs and authorize necessary signatures.

BACKGROUND:

COUNTY ATTORNEY REVIEW: Yes and/or Pending

SUPPORTING DOCUMENTATION:
1. Form - Appendix A No-Cost License RCS DEC 2020
2. Attorney Memo

01/04/2022

RESULT:	**RECOMMENDED FOR CONSENT**	**NEXT: 01/11/2022 2:30 PM**

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

REVOCABLE LICENSE FOR USE OF PROPERTY
GRANTED TO
U.S. DEPARTMENT OF VETERANS AFFAIRS
BY
Readjustment Counseling Service
Duluth Vet Center
429

THIS LICENSE is entered by and between Itasca County Veteran Service Office ("Licensor") and the U.S. DEPARTMENT OF VETERANS AFFAIRS (“Licensee") to permit Licensee to use a portion of Licensor’s property located at 410 2nd Ave NE, Grand Rapids, MN 55744 (the “Premises”), as more fully described in Paragraph 1 below. The Licensor and Licensee are collectively referred to in the License as “Parties” and severally, as a “Party.”

1. Use. Licensor hereby grants to Licensee, a License to enter upon and use the Premises, and the right of ingress and egress to and from the Premises, subject to the terms and conditions herein, for the purpose of providing eligible Veterans and their families no cost readjustment counseling services and case management support, i.e. family counseling, substance abuse, housing assistance, employment referrals, etc. The Premises shall consist of space for ongoing individual counseling appointments with Veterans, every other Wednesday, 10am-3pm.

Licensor agrees to issue this license in an effort to implement its commitment to work with the Licensee to help eligible war veterans and their family members receive supportive readjustment counseling and benefits assistance, i.e. employment referrals, referrals for health care, etc.

Licensor agrees it is responsible for maintaining the Premises that the Licensee will use during the term of the License, as provided in Paragraph 2 below. During the term of the License, the Licensee shall not make any improvements or modifications to the Premises.

2. Term. This License shall commence on 9/1/2021 (the “Effective Date”) and shall expire on 8/30/2023; no later than 24 month(s) from such Effective Date. This License may be revoked at will at any time by the Licensor upon advance notice within 30 calendar days, pursuant to the notification terms of Paragraph 10 of this License. Licensee may end its use of the Premises under this License at any time and notify the Licensor accordingly.

3. Costs and Fees. Licensee shall pay no costs or fees for its use of the Premises.

4. Conditions Applicable to License. This License is subject to all existing covenants, conditions, reservations, contracts, leases, licenses, easements, encumbrances, restrictions, and rights of way with respect to the Premises, whether or not of record. To the best of the Licensor’s knowledge, Licensor is possessed of the right to grant this License and there currently exists no condition that would adversely affect the Licensee’s ability to use the Premises for the purposes described herein. While on Licensor’s property, Licensee shall comply with applicable Licensor policies and rules, including required health and safety measures and restrictions on smoking, alcohol, controlled substances, and weapons.

5. No Transfer or Assignment. Neither Party may assign its rights under this License to any other person or entity, except and to the extent the Parties in their respective sole discretion may otherwise agree in writing. Any attempt to transfer or assign this License shall be grounds for immediate revocation.

6. Permits and Regulations. Licensor shall be responsible for securing any required approvals, permits, and authorizations for the Premises from any federal, state or local agencies and shall comply with all applicable laws and regulations with respect to the physical condition of the Premises.

7. No Interference. During the term of the License, neither Party shall interfere with the other Party's normal operations and activities. Both Parties shall conduct their respective activities in a manner to minimize risk of injury or inconvenience to the other Party's employees, students, agents, and invitees, or damage to the Premises.

8. No Partnership or Joint Venture. This License does not create a partnership or joint venture between Licensor and Licensee, nor shall it be construed to mean that either Party agrees to assume liability for the acts or omission of the other Party. Nothing herein shall be construed to mean that any employee of Licensee is an agent or employee of Licensor.

9. Severability. If any provision of this License shall be held to be invalid or unenforceable for any reason, (i) the remaining provisions shall continue to be valid and enforceable; or (ii) if by limiting such provision it would become valid and enforceable, then such provision shall be deemed to be written, construed and enforced as so limited.

10. Notice. All notices and communications given under this License shall be provided as follows:

If to Licensor:

Luke St. Germain, Itasca County Veterans Service Officer
218-327-2858
Luke.StGermain@co.itasca.mn.us

If to Licensee:

U.S. Department of Veterans Affairs, Readjustment Counseling Service
Clayton Notgrass, Duluth Vet Center Director
218-722-8654
Clayton.Notgrass@va.gov

11. Liability. The liability, if any, of the Licensee for property damage, or personal injury or death, arising from Licensee's use of the Premises, shall be governed exclusively by the provisions of the Federal Tort Claims Act (28 U.S.C. §§ 1346(b)(1), 2671-2680).

12. Insurance. The Parties recognize and agree that the Licensee is an entity of the United States Federal Government and is thereby a self-insured entity.

13. Valid License and Authorization to Enter into License. The Parties hereto represent and warrant that this License is validly entered, and that the persons signing below are authorized to enter in this License on behalf of the Party hereto represented by such person. No alteration or variation of this License shall be valid unless made in writing and signed by Licensor and Licensee.

14. Counterparts. This Agreement may be executed simultaneously in counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument

IN WITNESS WHEREOF, the Parties have executed this License the day and year first above written.

LICENSOR:
By: Luke St. Germain

By (Sign) ____
Its: Itasca County Veteran Service Officer

LICENSEE:
U.S. Department of Veterans Affairs, Readjustment Counseling Service
By: Vet Center Director

By (Sign) ____

By: Deputy District Director

By (Sign) ____

CERTIFICATION OF AUTHORIZATION

I, Luke St. Germain, certify that I am the County Veteran Service Officer of Itasca County named as Licensor in the license and that I am duly authorized to sign for and on behalf of Itasca County by authority of its governing body, and am acting within the scope of its corporate powers.

BY:
Name: Luke St. Germain

Signature: ____
Title: Itasca County Veteran Service Officer

READJUSTMENT COUNSELING SERVICE
NO COST REVOCALBE LICENSE DATA TRACKING FORM

General	
VISN:	
District	
Zone	
Vet Center Number:	
Vet Center Name:	
Space	
Total Square Footage:	
Lease Terms/ Dates	
Revocable License Agreement Start Date/Award Date	
Hard Expiration/Termination Date	
Location	
Address	
Suite	
City	
State	
Zip	
County	
Cong Dist	
Licensor	
Licensor Business Name	
Address	
POC (Name/Number)	
Notes/Comments	

ITASCA COUNTY
BOARD OF COMMISSIONERS
Itasca County Courthouse
123 NE 4th Street
Grand Rapids, MN 55744

Tuesday, January 11, 2022

REQUEST FOR BOARD ACTION: RBA-2021-1931

DEPARTMENT: Transportation **TIME REQUESTED:** < 5 Minutes
PRESENTER: Karin Grandia

AGENDA ITEM:
Cooperative Construction Agreement - City of Taconite

BOARD ACTION REQUESTED:
Approve the Cooperative Construction Agreement between Itasca County and the City of Taconite and authorize the County Board Chair and Clerk to sign the agreement.

BACKGROUND:
The City of Taconite would like to bid a bituminous reclaimation project on Shamrock Drive with Itasca County's project on CSAH 60. This would likely result in more competitive pricing for the City since it would be combined with a larger project. The plans will be prepared by the City's engineering consultant and the project will be inspected by that same consultant. Itasca County would simply include their project as part of our bid package and process payments for the work, There will be no cost to Itasca County for this work.

COUNTY ATTORNEY REVIEW: Yes and/or Pending

SUPPORTING DOCUMENTATION:
1. Cooperative Construction Agreement

12/21/2021

RESULT:	**RECOMMENDED FOR CONSENT**	**NEXT: 01/11/2022 2:30 PM**

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

ITASCA COUNTY
BOARD OF COMMISSIONERS
Itasca County Courthouse
123 NE 4th Street
Grand Rapids, MN 55744

Tuesday, January 11, 2022

REQUEST FOR BOARD ACTION: RBA-2021-1951

DEPARTMENT: Land Department **TIME REQUESTED:** < 5 Minutes
PRESENTER: Cindy Shevich

AGENDA ITEM:
Application for Repurchase of Tax-Forfeited Parcel by Patrick Winkleblack

BOARD ACTION REQUESTED:
Adopt the Resolution Re: Repurchase of Lot Six (6), Block Two (2), Keewatin, by Patrick Winkleblack.

BACKGROUND:
This property forfeited on October 31, 2021 for non-payment of property taxes. Itasca County has received payment for all delinquent taxes, penalties, interest and associated costs.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:
1. Application Winkleblack
2. Location_Map 92-410-0225

01/04/2022

RESULT:	**RECOMMENDED FOR CONSENT**	**NEXT: 01/11/2022 2:30 PM**

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

ITASCA COUNTY
BOARD OF COMMISSIONERS

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

Tuesday, January 11, 2022

RESOLUTION 2022-2

RE: REPURCHASE OF LOT SIX (6), BLOCK TWO (2), KEEWATIN

WHEREAS, Minn. Stat. 282.241 provides that the State of Minnesota held in trust for the taxing districts may be repurchased by the owner at the time of forfeiture, or the owner's heir, devisee, or representative, or any person to whom the right to pay taxes was given by statute, mortgage, or other agreement, subject to adoption of a resolution by the County board and payment of the sum of all delinquent taxes, penalties, interest and associated costs, and

WHEREAS, the applicant, Patrick Winkleblack, has applied to repurchase State of Minnesota land held in trust for the taxing districts legally described as:
Lot Six (6), Block Two (2), Keewatin and

WHEREAS, the applicant is eligible to repurchase the property, and

WHEREAS, approving the repurchase will promote the use of lands that will best serve the public interest.

NOW THEREFORE BE IT RESOLVED, the Itasca County Board approves the repurchase application by Patrick Winkleblack, subject to payment including taxes, penalties and interest of $2,795.68; deed tax $1.65; deed fee $25.00; recording fee $46.00; repurchase application fee $300.00 for a total of $3,168.33.

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

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 11th day of January A.D. 2022 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 11th day of January A.D. 2022.

Administrator

APPLICATION FOR REPURCHASE OF FORFEITED LANDS

Pursuant to Minnesota, Statutes Section 282.241

To the Board of County Commissioners and the County Auditor of Itasca County, Minnesota:

The undersigned **PATRICK WINKLEBLACK,** *hereby make application to repurchase from the State of Minnesota the following described land, pursuant to Minnesota Statutes, Section 282.241, Said land is situated in said Itasca County, Minnesota, and more particularly described as follows:*

Lot Six (6), Block Two (2), KEEWATIN

Applicant states and shows that at the time of the forfeiture to the State of the said land for taxes hereinafter set out, he was the taxpayer. The owner of record is Paul N. Bowden and Carol J. Bowden, husband and wife as joint tenants.

That said land forfeited to the State on the 31ST *day of* **October, 2021>**

That such taxes became delinquent in **2017** *and remained delinquent and unpaid for the subsequent years of* **2018 and 2019.**

That the aggregate of all delinquent taxes and assessments, with penalties, costs and interest, exclusive of taxes and assessments to be reinstated as provided by Minnesota Statutes, Section 282.251, is the sum of ***$ 3,168.33*** *(sum of application fee $300.00; deed issuance fee $25.00; taxes, penalties and interest* $2,795.68; deed tax $1.65; recording fee $ 46.00).

Applicant offers to pay aforementioned aggregate amount due in full.

That permission to repurchase said land is hereby requested for the reasons stated as follows:
Failed to pay taxes due to hardship

Dated 21 *day of* Dec , 2021

Patrick Winkleblack
Applicant

Applicant

State of Minnesota, }ss.
County of Itasca

, being duly sworn ,deposes and says: that he/she is the applicant and petitioner in the forgoing petition; that he/she has read said petition and knows the contents thereof; that the same is true of his/her own knowledge save as to the matters therein stated on information and belief and as to those matters he/she believes it to be true.

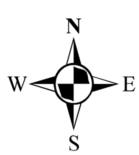
Subscribed and sworn to before me this 21 *day of* December, 2021.

CINDY ANN SHEVICH
Notary Public
Minnesota
My Commission Expires
Jan 31, 2025

Notary Seal

Cindy Shevich
Notary Signature

92-410-0225 / .08 ACRES
PATRICK WINKLEBLACK - KEEWATIN



411 N FIRST STREET
KEEWATIN, MN

0 25 50 100
Feet

ITASCA COUNTY
BOARD OF COMMISSIONERS
Itasca County Courthouse
123 NE 4th Street
Grand Rapids, MN 55744

Tuesday, January 11, 2022

REQUEST FOR BOARD ACTION: RBA-2021-1952

DEPARTMENT: Land Department **TIME REQUESTED:** < 5 Minutes
PRESENTER: Cindy Shevich

AGENDA ITEM:
Application for Repurchase of Tax-Forfeited Parcel by Rosita J. Tupper

BOARD ACTION REQUESTED:
Adopt the Resolution Re: Repurchase of the North One Thousand One Hundred Feet (N. 1100') of the East Four Hundred Feet (E. 400') of the Northwest Quarter of the Northeast Quarter (NW NE), Section Seventeen (17), Township One Hundred Forty-nine (149) North, Range Twenty-nine (29) West of the Fifth Principal Meridian by Rosita J. Tupper.

BACKGROUND:
This property forfeited on October 31, 2021 for non-payment of property taxes. Itasca County has received payment for all delinquent taxes, penalties, interest and associated costs.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:
1. Application Tupper
2. Location_Map

01/04/2022

RESULT:	**RECOMMENDED FOR CONSENT**	**NEXT: 01/11/2022 2:30 PM**

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

ITASCA COUNTY
BOARD OF COMMISSIONERS

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

Tuesday, January 11, 2022

RESOLUTION 2022-3

RE: REPURCHASE OF THE NORTH ONE THOUSAND AND ONE HUNDRED FEET (N. 1100') OF THE EAST FOUR HUNDRED FEET (E. 400') OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER (NW NE), SECTION SEVENTEEN (17), TOWNSHIP ONE HUNDRED FORTY-NINE (149) NORTH, RANGE TWENTY-NINE (29) WEST OF THE FIFTH PRINCIPAL MERIDIAN.

WHEREAS, Minn. Stat. 282.241 provides that the State of Minnesota held in trust for the taxing districts may be repurchased by the owner at the time of forfeiture, or the owner's heir, devisee, or representative, or any person to whom the right to pay taxes was given by statute, mortgage, or other agreement, subject to adoption of a resolution by the County board and payment of the sum of all delinquent taxes, penalties, interest and associated costs, and

WHEREAS, the applicant, Rosita J. Tupper, has applied to repurchase State of Minnesota land held in trust for the taxing districts legally described as:
North One Thousand One Hundred Feet (N. 1100') of the East Four Hundred Feet (E. 400') of the Northwest Quarter of the Northeast Quarter (NW NE), Section Seventeen (17), Township One Hundred Forty-nine (149) North, Range Twenty-nine (29) West of the Fifth Principal Meridian and

WHEREAS, the applicant is eligible to repurchase the property, and

WHEREAS, approving the repurchase will promote the use of lands that will best serve the public interest.

NOW THEREFORE BE IT RESOLVED, the Itasca County Board approves the repurchase application by Rosita J. Tupper, subject to payment including taxes, penalties and interest of $920.59; deed tax $1.65; deed fee $25.00; recording fee $46.00; repurchase application fee $300.00 for a total of $1,293.24.

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

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 11th day of January A.D. 2022 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 11th day of January A.D. 2022.

Administrator

APPLICATION FOR REPURCHASE OF FORFEITED LANDS

Pursuant to Minnesota, Statutes Section 282.241

To the Board of County Commissioners and the County Auditor of Itasca County, Minnesota:

The undersigned Rosita J. Tupper, hereby make application to repurchase from the State of Minnesota the following described land, pursuant to Minnesota Statutes, Section 282.241, Said land is situated in said Itasca County, Minnesota, and more particularly described as follows:

The North One Thousand One Hundred Feet (N. 1100') of the East Four Hundred Feet (E. 400') of the Northwest Quarter of the Northeast Quarter (NW NE), Section Seventeen (17), Township One Hundred Forty-nine (149) North, Range Twenty-nine (29) West of the Fifth Principal Meridian.

Applicant states and shows that at the time of the forfeiture to the State of the said land for taxes hereinafter set out, she was the taxpayer and owner of record.

That said land forfeited to the State on the 31ST *day of* **October, 2021.**

That such taxes became delinquent in **2017** *and unpaid for the year of* 2021.

That the aggregate of all delinquent taxes and assessments, with penalties, costs and interest, exclusive of taxes and assessments to be reinstated as provided by Minnesota Statutes, Section 282.251, is the sum of ***$1,293.24*** *(sum of application fee $300.00; deed issuance fee $25.00; taxes, penalties and interest* $920.59; deed tax $1.65; recording fee $ 46.00).

Applicant offers to pay aforementioned aggregate amount due in full.

That permission to repurchase said land is hereby requested for the reasons stated as follows:

Would like to repurchase.

Dated 17 *day of* December, 2021

Rosita J Tupper
Applicant

Applicant

State of Minnesota, }ss.
County of Itasca

Rosita J. Tupper, *being duly sworn ,deposes and says: that he/she is the applicant and petitioner in the forgoing petition; that he/she has read said petition and knows the contents thereof; that the same is true of his/her own knowledge save as to the matters therein stated on information and belief and as to those matters he/she believes it to be true.*

Subscribed and sworn to before me this 17th *day of* December, 2021.

KATHERINE ANN HOPE
Notary Public-Minnesota
My Commission Expires Jan 31, 2024

Notary Seal

Katherine Hope
Notary Signature

28-017-1201 / 10.10 ACRES
ROSITA TUPPER   MOOSE PARK TWP

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

County Road 13
Blackduck, MN 56630

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025100
Feet

ITASCA COUNTY
BOARD OF COMMISSIONERS
Itasca County Courthouse
123 NE 4th Street
Grand Rapids, MN 55744

Tuesday, January 11, 2022

REQUEST FOR BOARD ACTION: RBA-2021-1958

DEPARTMENT: Land Department **TIME REQUESTED:** < 5 Minutes
PRESENTER: Cindy Shevich

AGENDA ITEM:
Application for Repurchase of Tax-Forfeited Parcel by Cary J. Rondeau

BOARD ACTION REQUESTED:
Adopt the Resolution Re: Northwest Quarter of the Southeast Quarter (NW SE) and the Southwest Quarter of the Southeast Quarter (SW SE), Less the South 214.5 feet of the West 214.5 feet thereof, Section Two (2), Township Sixty-two (62), Range Twenty-five (25) by Cary J. Rondeau

BACKGROUND:
This property forfeited on October 31, 2021 for non-payment of property taxes. Itasca County has received payment for all delinquent taxes, penalties, interest and associated costs.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:
1. Application Rondeau.doc
2. Location_Map

01/04/2022

RESULT:	**RECOMMENDED FOR CONSENT**	**NEXT: 01/11/2022 2:30 PM**

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

ITASCA COUNTY
BOARD OF COMMISSIONERS

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

Tuesday, January 11, 2022

RESOLUTION 2022-4

RE: REPURCHASE OF THE NORTHWEST QUARTER OF THE SOUTHEAST QUARTER (NW SE) AND THE SOUTHWEST QUARTER OF THE SOUTHEAST QUARTER (SW SE), LESS THE SOUTH 214.5 FEET OF THE WEST 214.5 FEET THEREOF, SECTION TWO (2), TOWNSHIP SIXTY-TWO (62), RANGE TWENTY-FIVE (25)

WHEREAS, Minn. Stat. 282.241 provides that the State of Minnesota held in trust for the taxing districts may be repurchased by the owner at the time of forfeiture, or the owner's heir, devisee, or representative, or any person to whom the right to pay taxes was given by statute, mortgage, or other agreement, subject to adoption of a resolution by the County board and payment of the sum of all delinquent taxes, penalties, interest and associated costs, and

WHEREAS, the applicant, Cary J. Rondeau, has applied to repurchase State of Minnesota land held in trust for the taxing districts legally described as:
Northwest Quarter of the Southeast Quarter (NW SE) and the Southwest Quarter of the Southeast Quarter (SW SE), Less the South 214.5 feet of the West 214.5 feet thereof, Section Two (2), Township Sixty-two (62), Range Twenty-five (25) and

WHEREAS, the applicant is eligible to repurchase the property, and

WHEREAS, approving the repurchase will promote the use of lands that will best serve the public interest.

NOW THEREFORE BE IT RESOLVED, the Itasca County Board approves the repurchase application by Cary J. Rondeau, subject to payment including taxes, penalties and interest of $7,469.36; deed tax $24.64; deed fee $25.00; recording fee $46.00; repurchase application fee $300.00 for a total of $7,865.00.

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

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 11th day of January A.D. 2022 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 11th day of January A.D. 2022.

Administrator

Form 2856— Form 2856 Petition for Repurchase of Land Forfeited to the State of Minnesota Delinquent Taxes. (REV 1955)

APPLICATION FOR REPURCHASE OF FORFEITED LANDS

Pursuant to Minnesota, Statutes Section 282.241

To The Board of County Commissioners and The County Auditor of Itasca County, Minnesota:

The undersigned **Cary J. Rondeau** *hereby makes application to repurchase from the State of Minnesota the following described land, pursuant to Minnesota Statutes, Section 282.241, Said land is situated in said* **Itasca** *County, Minnesota, and more particularly described as follows:*

Northwest Quarter of the Southeast Quarter (NW SE) and the Southwest Quarter of the Southeast Quarter (SW SE), Less the South 214.5 feet of the West 214.5 feet thereof, Section Two (2), Township Sixty-two (62), Range Twenty-five (25)

Applicant states and shows that at the time of the forfeiture to the State of the said land for taxes hereinafter set out, they were the owners and taxpayers.

That said land forfeited to the State on the 31st *day of* **October, 2020**

That such taxes became delinquent **2015** *and remained delinquent*

and unpaid for the subsequent years of 2016-2021

That the aggregate of all delinquent taxes and assessments, with penalties, costs and interest, exclusive of taxes and assessments to be reinstated as provided by Minnesota Statutes, Section 282. 251, is the sum of **Seven Thousand Eight Hundred Sixty-five and 01/100th Dollars($7,865.01), which includes (taxes, penalties & interest $7469.37; plus deed tax $24.64; deed issuance fee $25.00; recording fee $46.00; application fee $300.00)**

That permission to repurchase said land is hereby requested for the reasons stated as follows:

Land has been in family for over 30 years want to repurchase for the kids and grand kids to enjoy

This applicant offers to pay upon such repurchase not less than one-tenth of the aggregate sum of said delinquent taxes and assessments together with penalties and costs, with interest at the rate fixed by law for the respective years computed to the date of repurchase from the time such taxes and as-assessments became delinquent, and also the sum of taxes and assessments with penalties and costs, with interest at the rate fixed by law for the respective years to the date of repurchase from the time such taxes and assessments would have been delinquent that would have been levied and assessed against such parcel between the date of forfeiture and the date of repurchase, all due and to be computed as set out in the Minnesota Statutes, Section 282.251, and to pay the remaining portion of repurchase price in ten equal annual installments, with the privilege of paying the unpaid balance in full at any time with interest at four percent per annum on the balance remaining unpaid each year.

Dated 12/29, 2021

C Rondeau
Applicant

____
Applicant

State of Minnesota, }ss.
County of Itasca

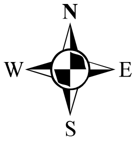
Carey Rondeau. *being duly sworn, deposes and says: that they are the applicants and petitioners in the forgoing petition; that they have read said petition and knows the contents thereof; that the same is true of their own knowledge save as to the matters therein stated on information and belief and as to those matters they believe it to be true.*

Subscribed and sworn to before me this

29 *day of* Dec, 2021

MICHAEL LEE LIND
NOTARY PUBLIC - MINNESOTA
MY COMMISSION EXPIRES 01/31/2022

62-002-4200 & 62-002-4300 / 80.21 ACRES
CAREY RONDEAU - COUNTY RD 525, EFFIE



Feet

ITASCA COUNTY
BOARD OF COMMISSIONERS
Itasca County Courthouse
123 NE 4th Street
Grand Rapids, MN 55744

Tuesday, January 11, 2022

REQUEST FOR BOARD ACTION: RBA-2021-1963

DEPARTMENT: Land Department **TIME REQUESTED:** < 5 Minutes
PRESENTER: Cindy Shevich

AGENDA ITEM:
Withdrawal of Tax-Forfeited Property from Memorial Forest

BOARD ACTION REQUESTED:
Adopt the Resolution RE: Withdrawal of Tax-Forfeited Property described as the North 510 feet of the East 461.16 feet of the Northwest Quarter of the Southwest Quarter (NW SW), Section Eight (8), Township Fifty-eight (58), Range Twenty-four (24) from the Dunn-Stephens Memorial Forest.

BACKGROUND:
The property described herein is within a Memorial Forest. The Itasca County Board of Commissioners classified the parcel on September 21, 2021 as non-conservation and has approved the sale of said property. Balsam Township has requested the property for expansion of their adjacent cemetery, so the property must be removed from Memorial Forest to allow for sale.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION: None

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

ITASCA COUNTY
BOARD OF COMMISSIONERS

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

Tuesday, January 11, 2022

RESOLUTION 2022-5

RE: WITHDRAWAL OF TAX-FORFEITED PROPERTY FROM THE DUNN-STEPHENS MEMORIAL FOREST

WHEREAS, the North 510 feet of the East 461.16 feet of the Northwest Quarter of the Southwest Quarter (NW SW), Section Eight (8), Township Fifty-eight (58), Range Twenty-four (24) have been dedicated to the Dunn-Stephens Memorial Forest since 1965, and

WHEREAS, Balsam Township has requested said property for expansion of their adjacent cemetery, and

WHEREAS, the Itasca County Board of Commissioners has classified said parcels as non-conservation and has duly approved the sale of these parcels, and

WHEREAS, Minnesota Statute 459.06, Subd. 3 allows withdrawal of any tax-forfeited land included in a Memorial Forest found more suitable for other purposes by Resolution of the County Board,

NOW THEREFORE BE IT RESOLVED, the Itasca County Board of Commissioners withdraws North 510 feet of the East 461.16 feet of the Northwest Quarter of the Southwest Quarter (NW SW), Section Eight (8), Township Fifty-eight (58), Range Twenty-four (24) from the Dunn-Stephens Memorial Forest.

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

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 11th day of January A.D. 2022 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 11th day of January A.D. 2022.

Administrator

ITASCA COUNTY
BOARD OF COMMISSIONERS
Itasca County Courthouse
123 NE 4th Street
Grand Rapids, MN 55744

Tuesday, January 11, 2022

REQUEST FOR BOARD ACTION: RBA-2021-1964

DEPARTMENT: Land Department **TIME REQUESTED:** < 5 Minutes
PRESENTER: Cindy Shevich

AGENDA ITEM:
Approve Classifications of Tax-Forfeited Land

BOARD ACTION REQUESTED:
Approve recommended classifications for Tracts 8 from Itasca County Land Classification Committee meeting held September 21, 2021.

BACKGROUND:
The Land Classification Committee reviewed and classified 8 requested and recommended tax-forfeited land parcels. The Committee consists of the Itasca County Board Members with the Land Commissioner as a non-voting ex-officio member. Tract 1-6 of the attached List was approved by the County Board on October 12, 2021. Tract 7-8 had not been approved by the Minnestoa DNR at that time. On October 25, 2021, the Minnesota Department of Natural Resources recommended that the County retain Tract 7 and gave authorization for sale of Tract 8. Therefore, it is requested that the County Board approve the recommended classification of Tracts 8, thus the Land Department may proceed with preparing for land sale.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:
1. Classification Codes
2. 9-21-21 LAND CLASS RESULTS

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

CODES FOR CLASSIFICATION

CLASSES	REASONS
R=Retain	A=Needed for access
P=Provisionally Retain	B=Balance Public Ownership
E=Exchange	E=Environmental Reasons
D=Dispose (Sell)	F=Forestry
	G=Gravel
	I=Improved property
	L=Contains a lease
	LF=Reserved for future landfill
	M=Mining
	MF=Memorial Forest
	N=Near Public Services (Roads, Electricity, etc)
	O=Other
	P=Partial Interest
	R=Recreation
	S=Surrounding Use
	U=Uneconomical to manage
	V=Visual
	W=Contains Protected Waters

UNPLATTED- LAND CLASSIFICATION SEPTEMBER 21, 2021 RESULTS

TRACT	ACRES	PID	DISTRICT NAME	SEC	TWP	RGE	LEGAL DESCRIPTION	Waterfront footage and water body	LC RESULT	REASON
1	0.20	05-010-1401	COHASSEET CITY	10	55	26	Governement Lot 1, Lyg S & E of Brook	320' on Mississippi River	Dispose/Non-Conservation	N,S
2	18.79	64-031-2302	56-26 UNORG	31	56	26	Government Lot 2, Lyg E of Hwy 6	NO	Dispose/Non-Conservation	N,S
3	79.53	64-031-3002	56-26 UNORG	31	56	26	E1/2 of SW1/4	NO	Dispose/Non-Conservation	N,S
4	29.26	64-031-3200	56-26 UNORG	31	56	26	Government Lot 3 LESS Hwy R/W	NO	Dispose/Non-Conservation	N,S
5	28.37	64-031-3300	56-26 UNORG	31	56	26	Government Lot 4 LESS Hwy R/W	NO	Dispose/Non-Conservation	N,S
6	148.37	64-031-4000	56-26 UNORG	31	56	26	SE1/4	NO	Dispose/Non-Conservation	N,S
7	38.26	10-010-2400	CARPENTER TWP	10	62	22	SE1/4 NW1/4	NO	Dispose/Non-Conservation	N,S
8	39.02	04-108-3200	BALSAM TWP	8	58	24	The North 510 feet of the East 461.16 feet of the NW1/4 SW1/4	NO	Dispose/Non-Conservation	N,S

ITASCA COUNTY
BOARD OF COMMISSIONERS
Itasca County Courthouse
123 NE 4th Street
Grand Rapids, MN 55744

Tuesday, January 11, 2022

REQUEST FOR BOARD ACTION: RBA-2021-1949

DEPARTMENT: Attorney **TIME REQUESTED:** < 5 Minutes
PRESENTER: Matti Adam

AGENDA ITEM:
Crime Victim Services Grant Agreement

BOARD ACTION REQUESTED:
Adopt the Resolution Re: Authorizing Execution of Agreement, which authorizes the Itasca County Attorney to execute agreements and amendments to the Crime Victim Services Grant.

BACKGROUND:

COUNTY ATTORNEY REVIEW: Yes and/or Pending

SUPPORTING DOCUMENTATION: None

01/04/2022

RESULT:	**RECOMMENDED FOR CONSENT**	**NEXT: 01/11/2022 2:30 PM**

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

ITASCA COUNTY
BOARD OF COMMISSIONERS

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

Tuesday, January 11, 2022

RESOLUTION 2022-6

RE: AUTHORIZING EXECUTION OF AGREEMENT

BE IT RESOLVED, that Itasca County will enter into a cooperative agreement with the Office of Justice Programs in the Minnesota Department of Public Safety; and

BE IF FURTHER RESOLVED, that the Itasca County Attorney is hereby authorized to execute such agreements and amendments, as are necessary to implement the project on behalf of Itasca County.

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

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 11th day of January A.D. 2022 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 11th day of January A.D. 2022.

Administrator

ITASCA COUNTY
BOARD OF COMMISSIONERS
Itasca County Courthouse
123 NE 4th Street
Grand Rapids, MN 55744

Tuesday, January 11, 2022

REQUEST FOR BOARD ACTION: RBA-2021-1954

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, January 11, 2022

REQUEST FOR BOARD ACTION: RBA-2022-2076

DEPARTMENT: Human Resources **TIME REQUESTED:** < 5 Minutes
PRESENTER: Brett Skyles

AGENDA ITEM:
Recognition of County Employees

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

BACKGROUND:

- Welcome new employee, David Jacobson, Administrative Support, Veteran Services Department effective December 20, 2021.
- Welcome new employee, Sara Procopio, Social Worker, Health and Human Services Department effective December 27, 2021.
- Welcome new employee Ryan Dowell, Highway Maintenance Worker, Road & Bridge Division, Transportation Department effective December 27, 2021.
- Welcome new employee, Lindsey Wald, Social Worker, Health and Human Services Department effective January 3, 2022.
- Congratulations to Marcie Witkofsky who accepted a job change from Records Deputy, Sheriff Office to Legal Secretary, Attorney Office effective January 3, 2022.
- Welcome new employee, Roxann Stewart, Administrative Support, Probation Department effective January 3, 2022.
- Congratulations to Tina Holets who has been promoted from Legal Support Specialist to Child Support Officer, Health & Human Services Department, effective January 3, 2022.
- Farewell to Kelly Huffman whose last day as a Corrections Agent - Senior, Probation Department will be January 7, 2022 after 3+ years of service.

- Welcome new employee, Ken Lipscy, Custodian, Administrative Services Department effective January 10, 2022.
- Farewell to Sam Imbleau whose last day as a Corrections Deputy, Sheriff Department will be January 13, 2022 after 4+ years of service.
- Farewell to Cari Burgess whose last day as an Elections/Licensing Specialist, Auditor/Treasurer Department will be January 18, 2022 after 1+ years of service.
- Condolences to the team and family of Jayme Williams, Deputy Sheriff/Road Deputy, Sheriff Department who passed away on December 27, 2021. We acknowledge with sincere sympathy the significant loss to the entire Itasca County community.

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, January 11, 2022

REQUEST FOR BOARD ACTION: RBA-2022-2082

DEPARTMENT: Auditor / Treasurer **TIME REQUESTED:** < 5 Minutes
PRESENTER: Gail Guck

AGENDA ITEM:
Commissioner Warrants

BOARD ACTION REQUESTED:
Approve Commissioner Warrants with a check date of January 14, 2022, in the amount of $1,046,836.13.

BACKGROUND:
N/A

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION: None

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

ITASCA COUNTY
BOARD OF COMMISSIONERS
Itasca County Courthouse
123 NE 4th Street
Grand Rapids, MN 55744

Tuesday, January 11, 2022

REQUEST FOR BOARD ACTION: RBA-2022-2081

DEPARTMENT: Health & Human Services **TIME REQUESTED:** < 5 Minutes
PRESENTER: Christine Krebs

AGENDA ITEM:
ICHHS Warrants

BOARD ACTION REQUESTED:
Approve the Itasca County Health and Human Services (ICHHS) Department Warrants for December 2021, in the amount of $2,635,013.78.

BACKGROUND:
N/A

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:
1. ICHHS Warrants - December 2021

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

ITASCA COUNTY HEALTH AND HUMAN SERVICES

ITASCA RESOURCE CENTER

1209 SE 2nd Avenue, Grand Rapids, MN 55744

Hearing Impaired Number TDD: 218-327-5549

218-327-2941

Visit us at : www.co.itasca.mn.us

December 2021

Income Maint/Admin Payments	$	320,662.55
Social Services - Waivers	$	3,175.00
Social Services - Non-Waivers	$	509,692.35
Foster Care/Out of Home/FamilySupport	$	280,089.95
Relative Custoday/Preventive Placement Costs/Incidentals	$	14,935.36
Public Health	$	85,693.52
Community Health Board	$	1,420,765.05
Total	$	2,635,013.78

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

December 2021
Out of Home Placement Breakdown

Foster Care/Out-of-Home/Family Support Comparison

	Actual 2021	Actual 2020	Actual 2019	Actual 2018	Actual 2017
January	375,450.87	459,792.92	304,901.00	403,335.16	487,398.32
February	276,036.33	591,619.05	395,125.46	317,598.86	481,561.52
March	470,336.10	503,054.15	481,292.60	401,231.62	412,873.40
April	327,746.28	447,083.94	369,984.89	486,982.25	457,943.88
May	435,540.15	533,038.47	431,360.66	326,329.84	477,818.82
June	453,742.31	382,221.73	511,262.03	511,990.80	413,821.03
July	295,647.79	361,553.69	374,861.55	345,911.09	386,995.99
August	406,809.83	324,126.58	553,349.32	420,305.34	505,027.90
September	351,501.34	388,223.65	454,942.93	346,840.99	340,256.49
October	253,884.89	482,584.01	535,920.86	505,385.69	393,487.54
November	424,163.31	397,425.90	420,910.89	379,374.21	442,092.74
December	280,089.95	351,799.88	222,554.78	410,475.92	433,741.15
Total	4,350,949.15	5,222,523.97	5,056,466.97	4,855,761.77	5,233,018.78

Child Protection Statistics

	Maltreatment Reports	Opened for Assessment	% Opened	Children Placed	% Placed of Open
January	40	21	53%	6	29%
February	46	34	74%	15	44%
March	46	29	63%	6	21%
April	29	28	97%	8	29%
May	42	34	81%	9	26%
June	55	28	51%	10	36%
July	44	28	64%	8	29%
August	44	28	64%	3	11%
September	42	29	69%	8	28%
October	38	24	63%	8	33%
November	56	33	59%	7	21%
December	40	27	68%	7	26%
	522	343	67%	95	28%
			average		average

December 2021
Out of Home Placement Payments by Vendor

		Rate		Invoices Paid
Northwestern MN Juvenile	-	$200-$340/day		$ 51,155
The Bridge Residential Facility	-	$250/day		$ 48,000
Snyders/Foundation for Life	-	$122/day		$ 25,060
Go Forward Group Home	-	$245/day		$ 22,050
Northwood	-	$294-$331/day		$ 19,811
Heartland Girls Ranch	-	$249 - $316/day		$ 9,588
North Homes	-	$175 - $365/day		$ 9,343
Village Ranch	-	$175 - $231/day		$ 5,870
Arrowhead Juvenile Center	-	$250/day		$ 4,910
Northstar	-	$128/day		$ 4,200
Kindred Family Focus	-			$ 2,657
Lutheran Social Services	-	$148-$194/day		$ 2,611
West Central Juvenile Center	-	$334/day		$ 1,264
Anoka County Juvenile Center	-	$226 - $282/day		$ -
Bar None	-	$475/day		$ -
Dakota County Juvenile Serv	-	$325 - $340/day		$ -
Fond Du Lac Foster Care	-			$ -
Healing Foundations	-	$375.77/day		$ -
Itaskin Juvenile Center	-	$175 - $328/day		$ -
Kidspeace Corp	-	$266/day		$ -
Lighthouse	-	$128/day		$ -
Little Sand Group Home	-	$240/day		$ -
MCF - Redwing	-	$215/day		$ -
Mille Lacs Academy	-	$334 - $403/day		$ -
MN Dept of Corrections	-	$269/day		$ -
New Trails Group Home	-	$242/day		$ -
Pathfinders Children Treat	-	$106/day		$ -
Peace House	-	$115/day		$ -
Port Group Homes	-	$178/day		$ -
Prairie Lakes Youth Program	-	$209 - $239/day		$ -
Serenity Christian Homes	-	$256.69/day		$ -
St Cloud Children's Home	-	$221/day		$ -
Woodland Hills	-	$152 - $331/day		$ -
Individuals*	-	$21 - $121/day		$ 73,571
Total				**$ 280,090**

*Individuals : Includes Foster Care & Family Support Programs

ITASCA COUNTY
BOARD OF COMMISSIONERS
Itasca County Courthouse
123 NE 4th Street
Grand Rapids, MN 55744

Tuesday, January 11, 2022

REQUEST FOR BOARD ACTION: RBA-2022-2079

DEPARTMENT: Human Resources **TIME REQUESTED:** < 5 Minutes
PRESENTER: Lynn Hart

AGENDA ITEM:
Re-appointment of Veteran's Service Officer

BOARD ACTION REQUESTED:
Approve the re-appointment of Luke St. Germain to the position of Veterans Service Officer for a four-year term effective January 22, 2022 through January 21, 2026.

BACKGROUND:
Minnesota Statute 197.60 (attached) requires that the Veterans Service Officer be appointed for a four-year term. current Veterans Service Officer Luke St. Germain's four-year term ends on January 21, 2022.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:
1. VSO Statute - MS 197.60

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

197.60 COUNTY VETERANS SERVICE OFFICERS; APPOINTMENT; COMPENSATION.

Subdivision 1. **Appointment; administrative support.** The county board of any county, or the county boards of any two or more counties acting pursuant to section 197.602, shall appoint a county veterans service officer and may appoint one or more assistant county veterans service officers who are qualified under section 197.601. The county board or boards shall provide necessary clerical help, office space, equipment, and supplies for the officer, and reimbursement for mileage and other traveling expenses necessarily incurred in the performance of duties. Subject to the direction and control of the county veterans service officer, the assistant county veterans service officer may exercise all the powers, and shall perform the duties, of the county veterans service officer, and is subject to all the provisions of sections 197.60 to 197.606 relating to a county veterans service officer. Every county officer and agency shall cooperate with the county veterans service officer and shall provide the officer with information necessary in connection with the performance of duties.

Subd. 2. **Term.** Except as otherwise prescribed in sections 197.60 to 197.606, the term of appointment of a county veterans service officer appointed pursuant to this section shall be for four years with the first 12 months of the initial appointment being a probationary period, unless removed for cause upon written charges and after a hearing thereon. If the board of county commissioners does not intend to reappoint a county veterans service officer who has been certified by the Department of Veteran Affairs, the board shall present written notice to the county veterans service officer, not later than 90 days before the termination of the county veterans service officer's term, that it does not intend to reappoint the county veterans service officer. If written notice is not timely made, the county veterans service officer must automatically be reappointed by the board of county commissioners.

Subd. 3. **Compensation.** Except as otherwise prescribed in sections 197.60 to 197.606, the county board shall fix the compensation of the county veterans service officer and assistant county veterans service officers which shall be paid in the same manner and at the same time as the county officers. The county board may fix the compensation of the county veterans service officer at a level commensurate with other county officials with the same level of responsibility.

Subd. 4. **Tax levy.** In each county employing a county veterans service officer, the county board may levy a tax annually sufficient to defray the estimated cost of all salaries and expenses necessarily incident to the performance by the county veterans service officer of duties during the succeeding year, and to make up any deficiency in the fund raised for that purpose during the preceding year. The tax so levied may be levied in excess of and over and above all taxing limitations, including, but not restricted to, limitations based upon population or local tax rates.

Subd. 5. **Oath.** Every county veterans service officer, before entering upon duties, shall take and subscribe the oath required of public officials.

History: *1945 c 96 s 1; 1947 c 408 s 1; 1949 c 583 s 1; 1973 c 350 s 1-3; 1978 c 625 s 1; 1986 c 444; 1988 c 699 s 4; 1988 c 719 art 5 s 84; 1Sp1989 c 1 art 2 s 11; 1991 c 123 s 3,4; 2010 c 333 art 2 s 15; 2011 c 76 art 1 s 78*

ITASCA COUNTY
BOARD OF COMMISSIONERS
Itasca County Courthouse
123 NE 4th Street
Grand Rapids, MN 55744

Tuesday, January 11, 2022

REQUEST FOR BOARD ACTION: RBA-2022-2080

DEPARTMENT: Health & Human Services **TIME REQUESTED:** 10 Minutes
PRESENTER: Kelly Chandler

AGENDA ITEM:
COVID-19 Update

BOARD ACTION REQUESTED:
Receive an informational update regarding COVID-19.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:
1. COVID report 1-11-2021

RESULT:	**INFORMATIONAL - NO ACTION TAKEN**

ITASCA COUNTY
BOARD OF COMMISSIONERS
Itasca County Courthouse
123 NE 4th Street
Grand Rapids, MN 55744

Tuesday, January 11, 2022

REQUEST FOR BOARD ACTION: RBA-2022-2083

DEPARTMENT: Administrative Services **TIME REQUESTED:** 15 Minutes
PRESENTER: Brett Skyles, Lynn Hart

AGENDA ITEM:
Itasca County Vaccination, Testing, and Face Covering Policy

BOARD ACTION REQUESTED:
Approve the Itasca County Vaccination, Testing, and Face Covering Policy, as required by Federal and State OSHA mandates.

BACKGROUND:
Per 29 CFR 1910.501 and duly adopted by the State of MN, all employers that have over 100 employees must put in place either a Vaccination, Testing and Face Covering Policy or a Mandatory Vaccination Policy. The Itasca County Vaccination, Testing and Face Covering policy reflects the template provided by OSHA and enacts the necessary rules to be in compliance.

Policy will be provided and attached once available.

COUNTY ATTORNEY REVIEW: Yes and/or Pending

SUPPORTING DOCUMENTATION:
1. Itasca County Vaccination Testing and Face Covering Policy 1-11-21

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

Itasca County Vaccination, Testing, and Face Covering Policy

Purpose:
Vaccination is a vital tool to reduce the presence and severity of COVID-19 cases in the workplace, in communities, and in the nation as a whole. Itasca County encourages all employees to receive a COVID-19 vaccination to protect themselves and other employees. However, should an employee choose not to be vaccinated, this policy's sections on testing and face coverings will apply. This policy complies with OSHA's Emergency Temporary Standard on Vaccination and Testing (29 CFR 1910.501).

Scope:
This COVID-19 Policy on vaccination, testing, and face covering use applies to all employees of Itasca County, including elected officials.

All employees are encouraged to be fully vaccinated. Employees are considered fully vaccinated two weeks after completing primary vaccination with a COVID-19 vaccine with, if applicable, at least the minimum recommended interval between doses. For example, this includes two weeks after a second dose in a two-dose series, such as the Pfizer or Moderna vaccines, two weeks after a single-dose vaccine, such as Johnson & Johnson's vaccine, or two weeks after the second dose of any combination of two doses of different COVID-19 vaccines as part of one primary vaccination series. Employees who are not fully vaccinated will be required to provide proof of weekly COVID-19 testing and wear a face covering at the workplace.

All employees are required to report their vaccination status and, if vaccinated, provide proof of vaccination. Employees must provide truthful and accurate information about their COVID-19 vaccination status, and, if not fully vaccinated, their testing results. Employees not in compliance with this policy will be subject to discipline. Discipline could include written warnings, suspension without pay and termination.

Employees may be entitled to a reasonable accommodation if they cannot comply with this policy. The Reasonable Accommodation request form will be included in the vaccination status procedure which will be available through UKG (Kronos).

Procedures:

Overview and General Information

Vaccination

Any Itasca County employee that chooses to be vaccinated against COVID-19 must be fully vaccinated no later than February 9, 2022. Any employee not fully vaccinated by February 9, 2022, will be subject to the regular testing and face covering requirements of the policy.

Employees will be considered fully vaccinated two weeks after receiving the requisite number of doses of a COVID-19 vaccine as stated above. An employee will be considered partially vaccinated if they have received only one dose of a two-dose vaccine.

Vaccination clinic information can be found on the Itasca County website at:
http://www.co.itasca.mn.us/844/COVID-19-VACCINATION-INFORMATION

Face Coverings

All employees who are not fully vaccinated as of January 11, 2022, will be required to wear a face covering when in the workplace. Policies and procedures for face coverings are described in the relevant sections of this policy.

Vaccination Status and Acceptable Forms of Proof of Vaccination

Vaccinated Employees

All vaccinated employees are required to provide proof of COVID-19 vaccination, regardless of where they received vaccination. Proof of vaccination status can be submitted via UKG (Kronos). Instructions will be emailed to all employees.

Acceptable proof of vaccination status is:

1. The record of immunization from a health care provider or pharmacy;
2. A copy of the COVID-19 Vaccination Record Card;
3. A copy of medical records documenting the vaccination;
4. A copy of immunization records from a public health, state, or tribal immunization information system; or
5. A copy of any other official documentation that contains the type of vaccine administered, date(s) of administration, and the name of the health care professional(s) or clinic site(s) administering the vaccine(s).

Proof of vaccination generally should include the employee's name, the type of vaccine administered, the date(s) of administration, and the name of the health care professional(s) or clinic site(s) that administered the vaccine. In some cases, state immunization records may not include one or more of these data fields, such as clinic site; in those circumstances Itasca County will still accept the state immunization record as acceptable proof of vaccination.

All Employees

All employees, both vaccinated and unvaccinated, must inform Itasca County of their vaccination status. The following table outlines the requirements for submitting vaccination status documentation.

Vaccination Status	Instructions	Deadline(s)
Employees who are fully vaccinated.	Submit proof of vaccination that indicates full vaccination.	January 21, 2022
Employees who are partially vaccinated (i.e., one dose of a two dose vaccine series).	Submit proof of vaccination that indicates when the first dose of vaccination was received, followed by proof of the second dose when it is obtained.	January 21, 2022

Employees who are not vaccinated.	Submit status that you are unvaccinated, but are planning to receive a vaccination by the deadline.	January 21, 2022
	Submit status that you are unvaccinated and not planning to receive a vaccination.	January 21, 2022

Supporting COVID-19 Vaccination

An employee may take up to four hours of employer paid **emergency paid sick leave** per COVID-19 vaccination dose to travel to the vaccination site, receive a vaccination, and return to work. This would mean a maximum of eight hours of employer paid **emergency paid sick leave** for employees receiving two doses. If an employee spends less time getting the vaccine, only the necessary amount of emergency paid sick leave will be granted. Employees who take longer than four hours to get the vaccine must send their supervisor an email documenting the reason for the additional time (e.g., they may need to travel long distances to get the vaccine). Any additional time requested will be granted, if reasonable, but will not be paid as **emergency paid sick leave** in that situation, the employee can elect to use accrued leave, e.g., sick leave, vacation, comp time, to cover the additional time. If an employee is vaccinated outside of their scheduled work hours, they will not be compensated.

Employees may utilize up to two workdays of employer paid **emergency paid sick leave** immediately following each dose to recover from side effects from the COVID-19 vaccination that prevent them from working. Employees will complete a time-off request in UKG (Kronos) for emergency paid sick leave which their supervisor must approve. Once approved, the time will auto-populate on the employee's timesheet.

Employee Notification of COVID-19 and Removal from the Workplace

Itasca County will require employees to promptly notify their supervisor when they have tested positive for COVID-19 or have been diagnosed with COVID-19 by a licensed healthcare provider. Employees must use their sick leave, vacation, or comp time for any work time missed due to a COVID-19 diagnosis, COVID-19 isolation or quarantine requirement.

Employees who have exhausted all of their own eligible earned leave will be eligible to use Leave Without Pay (LWOP) or a Medical Leave of Absence without Pay. Some employees may also be eligible for unpaid Family Medical Leave Act (FMLA). Employees and supervisors should contact Human Resources regarding FMLA and unpaid leaves of absence.

<u>Medical Removal from the Workplace</u>

Itasca County will immediately remove an employee from the workplace if they have received a positive COVID-19 test or have been diagnosed with COVID-19 by a licensed healthcare provider (i.e., immediately send them home or to seek medical care, as appropriate).

<u>Return to Work Criteria</u>

For any employee removed because they are COVID-19 positive, Itasca County will keep them removed from the workplace until the employee is deemed safe to return to the workplace via current Minnesota

Department of Health and Centers for Disease Control guidelines. These guidelines can be found at: *https://www.health.state.mn.us/diseases/coronavirus/sick.html#stayhome*

COVID-19 Testing

All employees who are not fully vaccinated by February 9, 2022, will be required to comply with this policy for COVID-19 testing.

Employees who report to the workplace must provide documentation of the most recent COVID-19 test result to their supervisor no later than the seventh day following the date on which the employee last provided a test result.

Any employee who does not report to the workplace during a period of seven or more days (e.g., vacation, sick, other) must provide documentation of that test result to their supervisor upon return to the workplace. The test must have occurred within the past 7 days prior to reporting to the workplace.

If an employee does not provide documentation of a COVID-19 test result as required by this policy, they will be removed from the workplace until they provide a test result.

Employees who have received a positive documented COVID-19 test, or have been diagnosed with COVID-19 by a licensed healthcare provider, are not required to undergo COVID-19 testing for 90 days following the date of their positive test or diagnosis. However, the face covering requirement remains in effect.

Employees will be required to submit the weekly COVID-19 test results in UKG (Kronos). Instructions will be emailed to all employees and incorporated into this policy.

Face Coverings

Itasca County will require all employees who are not fully vaccinated to wear a face covering. Face coverings must: (i) completely cover the nose and mouth; (ii) be made with two or more layers of a breathable fabric that is tightly woven (i.e., fabrics that do not let light pass through when held up to a light source); (iii) be secured to the head with ties, ear loops, or elastic bands that go behind the head. If gaiters are worn, they should have two layers of fabric or be folded to make two layers; (iv) fit snugly over the nose, mouth, and chin with no large gaps on the outside of the face; and (v) be a solid piece of material without slits, exhalation valves, visible holes, punctures, or other openings. Acceptable face coverings include clear face coverings or cloth face coverings with a clear plastic panel that, despite the non-cloth material allowing light to pass through, otherwise meet these criteria and which may be used to facilitate communication with people who are deaf or hard-of-hearing or others who need to see a speaker’s mouth or facial expressions to understand speech or sign language respectively.

Employees who are not fully vaccinated must wear face coverings over the nose and mouth when indoors and when occupying a vehicle with another person for work purposes.

The following are exceptions to Itasca County’s requirements for face coverings:

1. When an employee is alone in a room with floor to ceiling walls and a closed door.
2. For a limited time, while an employee is eating or drinking at the workplace or for identification purposes in compliance with safety and security requirements.
3. When an employee is wearing a respirator or facemask.

4. Where Itasca County has determined that the use of face coverings is infeasible or creates a greater hazard (e.g., when it is important to see the employee’s mouth for reasons related to their job duties, when the work requires the use of the employee’s uncovered mouth, or when the use of a face covering presents a risk of serious injury or death to the employee).

New Hires:

All new employees are required to comply with the vaccination, testing, and face covering requirements outlined in this policy as soon as practicable and as a condition of employment. Potential candidates for employment will be notified of the requirements of this policy prior to the start of employment.

Confidentiality and Privacy:

All medical information collected from individuals, including vaccination information, test results, and any other information obtained as a result of testing, will be treated in accordance with applicable laws and policies on confidentiality and privacy.

Questions:

Please direct any questions regarding this policy to the Human Resources department.

ITASCA COUNTY
BOARD OF COMMISSIONERS
Itasca County Courthouse
123 NE 4th Street
Grand Rapids, MN 55744

Tuesday, January 11, 2022

REQUEST FOR BOARD ACTION: RBA-2022-2091

DEPARTMENT: Auditor / Treasurer **TIME REQUESTED:** < 5 Minutes
PRESENTER: Deb Davis

AGENDA ITEM:
Cancellation of Forfeiture

BOARD ACTION REQUESTED:
Approve the Cancellation of Forfeiture for Parcel #88-001-1403, Owner Malachi Nelson.

BACKGROUND:

COUNTY ATTORNEY REVIEW: Yes and/or Pending

SUPPORTING DOCUMENTATION:
1. Application for Cancellation of Forfeiture - Malachi Nelson

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

MINNESOTA · REVENUE

Application for Cancellation of Forfeiture

PT90

in ITASCA County

The applicant requests that the certificate of forfeiture for the property described below be canceled pursuant to Minnesota Statutes, sections 279.33 and 279.34.

Applicant Information

Name(s) of applicant(s)
Debra R. Davis, Chief Deputy Auditor/Treasurer

Mailing address of applicant
123 NE FOURTH STREET

City	State	Zip code	Phone
GRAND RAPIDS	MN	55744	218-327-2860

Applicant is: [X] County auditor [ ] Property owner [ ] Owner's agent

Property Information

Legal description of property: (attach additional sheets if needed)
The West 123.76 Feet of the North 281.6 Feet of the Southeast Quarter of the Northeast Quarter, Secion 1, Township 55, Range 25.

All or part of the described real property is registered (Torrens): [ ] Yes [X] No

Certificate of Forfeiture

Date of execution	Date of recording
November 9, 2021	November 18, 2021
Location of recording	**Recording number**
ITASCA COUNTY RECORDER'S OFFICE	A000758437/T000068721

Cancellation

Reason for Cancellation

[ ] Exemption [■] Administrative error

Explain in detail the reason(s) for cancellation. Attach additional sheets if necessary.
The taxpayer, Malachi Nelson owned two parcels in Itasca County. He was paying his taxes through an Online Bill Payment Processing Center and only listed one of the two parcels on the checks he had sent by USAA Federal Savings Loan. Both parcels were on a Confession of Judgement plan. The payments the owner sent were applied correctly based on the parcel number on the check but he intended for the payments to be allocated to both parcels. This resulted in one of the parcels going tax forfeit this year.

Sign Here

Signature of applicant	Date
[signature]	January 10, 2022

County Approval

Auditor to complete this section.
The County Board and county auditor of ITASCA County, Minnesota, have reviewed this application for the cancellation of the certificate of forfeiture for the property described above, pursuant to Minnesota Statutes 279.33 and 279.34, and recommend that the cancellation be granted by the Minnesota Department of Revenue.

Sign Here

Signature of county auditor	County	Date	Phone
[signature]	Itasca	January 10, 2022	218-327-2887

Return application to: Minnesota Department of Revenue Property Tax Division Mail Station 3340 St. Paul, MN 55146-3340

Department Use Only

Order of the Minnesota Department of Revenue
Upon examination of the contents of this application, it is hereby:

[ ] **rejected.** Reasons for rejection:

[ ] **accepted.** The certificate of forfeiture is to be canceled, and the county auditor is to record this application as a certificate of cancellation pursuant to Minn. Stat. 279.33 and 279.34 which will void the tax forfeiture of the property described in this application.

Commissioner of Revenue	By	Date application received by Minnesota Department of Revenue
Minnesota Department of Revenue's number		**County Auditor's number**