



**ITASCA COUNTY  
BOARD OF COMMISSIONERS**

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

Thursday, June 9, 2022

9:00 AM

Land Department

**FINAL**

**COUNTY FACILITIES TOUR MINUTES**

**I. CALL TO ORDER**

Chair Snyder called the meeting to order at 9:00 AM at the Itasca County Land Department located at 1177 LaPrairie Avenue, Grand Rapids, MN.

| Attendee Name  | Title       | Status  | Arrived |
|----------------|-------------|---------|---------|
| Davin Tinquist | District #1 | Present | 9:00 AM |
| Terry Snyder   | District #2 | Present | 9:00 AM |
| Leo Trunt      | District #3 | Present | 9:00 AM |
| Burl Ives      | District #4 | Present | 9:00 AM |
| Ben DeNucci    | District #5 | Present | 9:00 AM |

Others Present: Land Commissioner Kory Cease, Assistant Land Commissioner Mike Gibbons, Risk/Safety Manager Duane Dockter, County Administrator Brett Skyles, and Deputy Clerk of the County Board Amanda Schultz.

**II. REGULAR AGENDA**

**1. Land Department**

Land Commissioner Kory Cease provided a tour of the Itasca County Land Department buildings and grounds and discussed any pertinent questions or concerns.

**RESULT: INFORMATIONAL - NO ACTION TAKEN**

**III. ADJOURN**

Chair Snyder adjourned the meeting at 9:33 AM.

**ATTEST**

  
Terry Snyder  
Chair of the County Board

  
Brett Skyles  
Clerk of the County Board



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**REQUEST FOR BOARD ACTION: RBA-2022-2429**

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**DEPARTMENT:** Administrative Services

**TIME REQUESTED:** 30 Minutes

**PRESENTER:** Chair

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**AGENDA ITEM:**

Land Department

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**BOARD ACTION REQUESTED:**

Receive tour of the Itasca County Land Department.

**BACKGROUND:**

**COUNTY ATTORNEY REVIEW:** N/A

**SUPPORTING DOCUMENTATION:**

1. Land Department
2. Risk Safety Concerns - Land Dept

**RESULT:**

**INFORMATIONAL - NO ACTION TAKEN**

**Itasca County Land Department: Facilities Tour 6/9/22**  
**1177 LaPrairie Ave. Grand Rapids, MN 55744**



- Land Commissioner: Kory Cease; Assistant Land Commissioner: Mike Gibbons
- 16 Land Dept. Staff = 9 Forestry, 3 Parks/ Recreation, 1 Real Estate, 3 Office Admin./Support
- Planning and financially preparation occurred for eight years before the Land Department moved into the current facilities in 2005. Consolidating all office, shop, garages and grounds in one location has provided numerous operational efficiencies.

**Building Details:**

- |                                                                      |                                        |
|----------------------------------------------------------------------|----------------------------------------|
| • Bldg Constructed 1969-72: \$41,785.00<br>(Old Central Garage Site) | • Heating/Cooling Company: Honeywell   |
| • Building Material: Steel Frame/Steel                               | • Cleaning Company: Service Master     |
| • Purchase by TF Trust 2003/4: \$503,738                             | • Garage Bays: (4 Forestry), (2 Parks) |
| • Land Dept. Remodel 2005: \$817,719                                 | • Garage Bay: 1 (Chemical Storage)     |
| • 2.66 ac.; Bldg Size: 86'x160', 13,760 Sq ft                        | • 16 Offices                           |
| • City Water (2018); Sanitary (2015)                                 | • Front Office Area & Copy Room        |
| • Heating- Natural Gas: MN Energy                                    | • Conference & Meeting Rooms           |
| • Electric Company: Lake Country Power                               | • Locker Rooms & Bathrooms             |
| • Phone Company: Paul Bunyan/TD                                      | • Lunchroom                            |
|                                                                      | • Shop & Tool/Storage Areas            |

**Equipment:**

- |                              |                                |
|------------------------------|--------------------------------|
| • Pickups (County-owned) – 5 | • Snowmobiles – 11             |
| • Pickups (Rental) – 11      | • Side by Side & Groomer       |
| • Trailers– 9                | • ASV/ with attachments        |
| • ATVs – 9                   | • International Dump Truck – 1 |

**Priority Maintenance Needs:**

- Front Canopy Post and Concrete Repair
- New Boiler System
- Minor Siding Paint



Southeast Side of Land Building – Garage Bays



Southwest Side of Land Building – Garage and Storage Bays



Probation Building (1975): 5800 ft<sup>2</sup>– Northwest side  
 Purchased by TF Trust: \$100,000 in about 2012 (3.3 ac.)  
 Purchased by Probation from TF Trust: \$70,000 in 2013



Land Dept. Site Develop. Limitations –Overhead Powerlines (6) and Enbridge Underground Pipelines (3).