



ITASCA COUNTY BOARD OF COMMISSIONERS

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

Tuesday, February 21, 2023

2:30 PM

Itasca County Boardroom

ITASCA COUNTY MISSION: Itasca County government strives to preserve and enhance the quality of life, the environment, and economic well-being within the community.

DRAFT

WORK SESSION AGENDA

A work session is a meeting of the County Board designed to provide an opportunity for in-depth review and discussion of topics that may come before the Board at a Regular Session for official action. They are also an opportunity for trainings, presentations, and informational updates. Work Sessions are scheduled on the first and third Tuesday of each month beginning at 2:30 p.m. and are open to the public.

2:30 PM I. CALL TO ORDER

2:31 PM II. PLEDGE OF ALLEGIANCE

2:32 PM III. APPROVAL OF AGENDA

2:33 PM IV. MINUTES APPROVAL

1. Approve the minutes of the Tuesday, February 14, 2023 County Board Regular Session. ,

2:34 PM V. RECOMMENDED FOR CONSENT AGENDA

1. Approve 2023 Setup Liquor Licenses for the following establishments: Deer Lake Charlie's LLC, Dixon Lake Resort LLC and Wilderness Wedding Barn.
2. Approve the Coronavirus Response and Relief Supplemental Appropriations Act (CAA) - Home and Community Based Services Federal Medical Assistance Percentage (FMAP) contract with DHS and authorize signature of the County Board Chair.
3. Authorize the County Engineer to enter into a Professional Technical Services Contract with WSB & Associates, Inc., to provide right of way acquisition services for the CSAH 7 reconstruction project (SAP #031-607-030: approximately from CSAH 59 to CSAH 8) and authorize the County Engineer to execute the contract documents.
4. Authorize the Itasca County Transportation Department to acquire Highway Easement across State Lands for State Aid Project #031-607-030.
5. Approve of the Disposition of Obsolete Road and Bridge Equipment through Hansen Auction Group.
6. Award Bituminous Contract 60413 which includes bituminous projects SAP 031-604-013 CSAH 4, SAP 031-692-002 CSAH 92, CP 2023-04 County Road 427 and CP 2023-05 County Road 432 to the lowest responsible bidder, Hawkinson Construction Co, in the amount of \$3,129,023.33 and authorize the required signatures on the contract documents.

7. Authorize the County Engineer to enter into a professional service contract with Bolton & Menk to provide bridge design services for a bridge replacement on CSAH 17, over Pokegama Lake, and authorize the County Engineer to execute the contract documents.
8. Authorize the County Engineer to enter into a professional service contract with Widseth Smith Nolting & Associates, Inc. to provide bridge design services for a bridge replacement on CSAH 80 over BNSF rail line and authorize the County Engineer to execute the contract documents.
9. Award 2023 Site Preparation Contract to Future Forests Inc. in the amount of \$55,675.00 to be paid from Forest Resources Fund 12 and authorize necessary signatures.
10. Award 2023 Tree Planting Contract to Superior Forestry Service Inc. in the amount of \$25,690.09 to be paid from Forest Resources Fund 12 and authorize necessary signatures.
11. Award the 2023 Balsam Creek Bridge Replacement and Trail Improvement Project Contract to the lowest responsible bidder, for the estimated amount of and authorize necessary signatures.
12. Approve the Grant Application form for the submission of the 2023 Polaris Grant Application for an additional \$10,000 that will go towards the replacement of the Balsam Creek Bridge and Trail Improvement on the Delbert Brandstrom Snowmobile Trail and Balsam ATV/OHM Trail.
13. Authorize the Probation Department to apply for the Remote Electronic Alcohol Monitor (REAM) Grant and authorize signature of the County Board Chair for acceptance of the grant, if awarded.

VI. DISCUSSION / INFORMATIONAL

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|----------------|--|
| 2:35 PM | 1. Citizen Input, Chair |
| 2:40 PM | 2. Legislative Conference Call, Loren Solberg, Senator Green |
| 2:55 PM | 3. Presentation of Handcrafted Memorial Flag in Honor of Deputy Sheriff Jayme Williams, Joe Dasovich |
| 3:00 PM | 4. IRC Leased Space Update, Eric Villeneuve, Brett Skyles |
| 3:15 PM | 5. Towards Zero Death (TZD) Update, Kelly Chandler |
| 3:25 PM | 6. Microsoft Enterprise Agreement Renewal Options, Chris Gunderson |
| 3:35 PM | 7. Incident Response Planning Contract, Chris Gunderson |
| 3:45 PM | 8. MN DNR Heritage Forest Project, Kory Cease, Wes Belanger |

3:50 PM VII. COMMITTEE REPORTS

3:55 PM VIII. ADMINISTRATOR UPDATE

4:00 PM IX. COMMISSIONER COMMENTS

4:05 PM RECESS

4:10 PM RECONVENE

X. CLOSED SESSIONS

1. Closed Litigation Session - Attorney-Client Privilege

4:40 PM XI. ADJOURN

OTHER MEETINGS

February 21-23, 2023 – The Association of Minnesota Counties (AMC) is hosting a Legislative Conference at the InterContinental Hotel – St. Paul Riverfront in St. Paul, MN. (Posted 1/1/2023)

Wednesday, February 22, 2023 beginning at 11 a.m. – The Itasca County Board of Commissioners has been invited to attend the Intergovernmental Affairs Committee meeting to be held in Conference Room J135 of the Itasca County Courthouse. (Posted 1/12/2023; Updated 2/9/2023)

Tuesday, February 28, 2023 beginning at 2:30 p.m. – The Itasca County Board of Commissioners will meet in a Regular Session in the Boardroom of the Itasca County Courthouse. (Posted 12/6/2022)

Note: This time schedule is approximate!! Individuals with appointments should be available 10 minutes ahead of their appointment time.

Portions of this meeting may be closed to the public, if data classified as private or confidential is discussed.

If you require an accommodation to participate in this event, please contact the Administrative Services Department at (218) 327-7363 as soon as possible so necessary arrangements may be made.