# ITASCA COUNTY
# BOARD OF COMMISSIONERS

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

Tuesday, October 24, 2023 | 2:30 PM | Itasca County Boardroom

**FINAL**

**REGULAR SESSION MINUTES**

## I. CALL TO ORDER

Chair Ives called the meeting to order at 2:30 PM.

| Attendee Name | Title | Status | Arrived |
|---|---|---|---|
| Cory Smith | District #1 | Absent | |
| Terry Snyder | District #2 | Present | 2:30 PM |
| John Johnson | District #3 | Present | 2:30 PM |
| Burl Ives | District #4 | Present | 2:30 PM |
| Casey Venema | District #5 | Present | 2:30 PM |

## II. PLEDGE OF ALLEGIANCE

## III. APPROVAL OF AGENDA

**Motion To:** Pull Items #5.7 (Contract Award - 2025 Containerized Seedlings) and #6.7 (Shoreland Stewardship Awards), add Item #6.8 (Schedule Public Hearing), and approve the agenda, as amended.

| | |
|---|---|
| **RESULT:** | **APPROVED (4 TO 0)** |
| **MOVER:** | Commissioner Terry Snyder |
| **SECONDER:** | Commissioner Casey Venema |
| **AYES:** | Terry Snyder, John Johnson, Burl Ives, Casey Venema |
| **ABSENT:** | Cory Smith |

## IV. MINUTES APPROVAL

**Motion To:** Approve the minutes of the Tuesday, October 17, 2023 County Board Work Session.

| | |
|---|---|
| **RESULT:** | **APPROVED (4 TO 0)** |
| **MOVER:** | Commissioner John Johnson |
| **SECONDER:** | Commissioner Terry Snyder |
| **AYES:** | Terry Snyder, John Johnson, Burl Ives, Casey Venema |
| **ABSENT:** | Cory Smith |

## V. CONSENT AGENDA

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

| | |
|---|---|
| **RESULT:** | **APPROVED (4 TO 0)** |
| **MOVER:** | Commissioner John Johnson |
| **SECONDER:** | Commissioner Casey Venema |
| **AYES:** | Terry Snyder, John Johnson, Burl Ives, Casey Venema |
| **ABSENT:** | Cory Smith |

1. Accept the resignation of Pat Schwartz from the Bowstring Airport Commission, effective Wednesday, October 11, 2023.
2. Accept the resignation of Ed Bolf from the Housing & Redevelopment Authority (HRA), effective Wednesday, October 24, 2023.
3. Approve acquiring a membership with the Greater Minnesota Partnership (GMNP).
4. Approve and accept submission of the 2024-2025 Itasca County MFIP Biennial Agreement Application to the Department of Human Services.
5. Authorize IMCare Director and County Board Chair to sign the contract between IMCare and Compass North for Substance Use Disorder (SUD) services.
6. Authorize the notice of intermediate and regular oral bid auction of timber to be given by publication in the official newspaper of the County as provided by law, and that Land Commissioner offers such tracts of timber in order in which they appear in said notice for sale, and that sale shall commence at 10:30 AM on Thursday December 14, 2023 at Cohasset Community Center.
8. Approve DNR acquisition of the Sixberry property on Sturgeon Lake, commonly known as the Sixberry Landing Access.

## VI. REGULAR AGENDA

1. Citizen Input

   Simon Gretton provided citizen input regarding termination of the contract between IMCare and Lakeview Behavioral Health.

| **RESULT:** | **INFORMATIONAL - NO ACTION TAKEN** |
|---|---|

2. Recognition of County Employees

   The following employees were recognized:

   Welcome to new employee Robert Vlasnik, Highway Maintenance Worker with the Transportation Department, effective October 24, 2023.

   Welcome to new employee Kohl Mattson, Corrections Deputy with the Sheriff's Department, effective October 16, 2023.

   Welcome to new employee Chris Acevedo, Corrections Deputy with the Sheriff's Department, effective October 17, 2023.

   Welcome to new employee Chris LeNoie, Corrections Deputy with the Sheriff's Department, effective October 24, 2023.

   Farewell to Kendra Predovich, whose last day as MN Choice Assessor with the Health & Human Services Department will be October 27, 2023, after 9+ years of service.

   Farewell to Cory Leinwander, whose last day as Assistant County Assessor with the Assessors Department will be November 3, 2023, after 7+ years of service.

| **RESULT:** | **INFORMATIONAL - NO ACTION TAKEN** |
|---|---|

3. Commissioner Warrants

   **Motion To:** Approve Commissioner Warrants with a check date of October 27, 2023, in the amount of $3,718,010.18.

| | |
|---|---|
| **RESULT:** | **APPROVED (4 TO 0)** |
| **MOVER:** | Commissioner Terry Snyder |
| **SECONDER:** | Commissioner Casey Venema |
| **AYES:** | Terry Snyder, John Johnson, Burl Ives, Casey Venema |
| **ABSENT:** | Cory Smith |

4. Cancellation of Old Warrants/Checks

**Motion To:** Adopt the Resolution Re: Cancellation of Old Warrants/Checks.

| | |
|---|---|
| **RESULT:** | **APPROVED (4 TO 0)** |
| **MOVER:** | Commissioner John Johnson |
| **SECONDER:** | Commissioner Casey Venema |
| **AYES:** | Terry Snyder, John Johnson, Burl Ives, Casey Venema |
| **ABSENT:** | Cory Smith |

5. ICHHS Warrants

**Motion To:** Approve the Itasca County Health and Human Services (ICHHS) Department Warrants for October 2023, in the amount of $1,797,533.96.

| | |
|---|---|
| **RESULT:** | **APPROVED (4 TO 0)** |
| **MOVER:** | Commissioner Terry Snyder |
| **SECONDER:** | Commissioner Casey Venema |
| **AYES:** | Terry Snyder, John Johnson, Burl Ives, Casey Venema |
| **ABSENT:** | Cory Smith |

6. County Based Purchasing (IMCare) Division Update/Presentation

Health Plan Division Manager Sarah Anderson provided a review of the IMCare 2023 Q2 Compliance Program Report.

| | |
|---|---|
| **RESULT:** | **INFORMATIONAL - NO ACTION TAKEN** |

8. Schedule Public Hearing

**Motion To:** Schedule a Public Hearing Re: Proposed Property Tax Abatement Request from L&M to be held at the Tuesday, November 14, 2023 County Board Regular Session, which begins at 2:30 PM.

| | |
|---|---|
| **RESULT:** | **APPROVED (4 TO 0)** |
| **MOVER:** | Commissioner John Johnson |
| **SECONDER:** | Commissioner Terry Snyder |
| **AYES:** | Terry Snyder, John Johnson, Burl Ives, Casey Venema |
| **ABSENT:** | Cory Smith |

## VII. COMMISSIONER COMMENTS

Commissioner Johnson reported on his attendance at recent Arrowhead Regional Development Commission (ARDC) and Arrowhead Counties Association (ACA) meetings and provided comment regarding interest in reviewing the Grand Village land appraisals.

Commissioner Ives reported on his attendance at a recent Itasca Economic Development Corporation (IEDC) meeting.

County Attorney Matti Adam provided comment regarding the successful filing of the Amicus Brief with respect to the Mesabi Metallics challenge in the Minnesota Supreme Court, as well as the defense of the requested vacation of a platted road to a body of water in the Eastern portion of the County, which received a favorable ruling from the District Court allowing Itasca County to intervene in that matter.

County Administrator Brett Skyles provided comment regarding the Correction Facility/Courts construction project, which continues to be on budget.

## VIII. CLOSED SESSIONS

## IX. ADJOURN

Chair Ives adjourned the meeting at 2:58 PM.

**ATTEST**

Burl Ives
Chair of the County Board

Brett Skyles
Clerk of the County Board

# ITASCA COUNTY
# BOARD OF COMMISSIONERS

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

Tuesday, October 24, 2023

## RESOLUTION 2023-43

### RE: CANCELLATION OF OLD WARRANTS/CHECKS

**WHEREAS,** pursuant to MN Statute 345.41, the Itasca County Auditor/Treasurer has submitted a list of warrants-checks three years or older and has recommended that said warrants-checks be canceled.

2023 Unslaimed Property Total: $15,749.20

HHS

| | | | |
|---|---|---|---|
| 9/3/2019 | $36.96 | 510203 | Batdorf, Rae |
| 9/10/2019 | $135.50 | 510345 | Newman, Sheila |
| 10/15/2019 | $5.94 | 511081 | Lane, Melissa |
| 11/12/2019 | $53.24 | 511464 | Guderian, Autum |
| 12/11/2019 | $135.50 | 512118 | Bullock, Howard |
| 12/20/2019 | $94.54 | 512413 | Tillma, Rebecca |
| 12/31/2019 | $7,582.91 | 509949 | North Homes Inc Boys Next Step |
| 1/14/2020 | $135.50 | 512639 | Brons, Pamala |
| 2/10/2020 | $1,503.65 | 513080 | Wydra-Loe, Sierra |
| 2/12/2020 | $144.60 | 513248 | Tuominen, Connie |
| 3/24/2020 | $32.50 | 513978 | Arrowhead Transit Grand Rapids |
| 4/13/2020 | $141.59 | 514180 | Tomczyk, Valerie |
| 5/11/2020 | $30.00 | 514585 | Midwest Special Services Inc |
| 5/11/2020 | $2,193.00 | 514599 | Shearen, Samantha |

Sub-Total: $12,225.43

IMCARE

| | | | |
|---|---|---|---|
| 10/16/2019 | $59.30 | 634640 | Leech Lake Tribal Council |
| 11/13/2019 | $3.36 | 634849 | Leech Lake Tribal Council |
| 11/27/2019 | $94.06 | 634925 | Miller Hill Chiropractic |
| 12/18/2019 | $7.03 | 635075 | Leech Lake Tribal Council |
| 12/18/2019 | $102.63 | 635094 | Fairview Othotics and Prosthetics |
| 4/8/2020 | $5.41 | 635821 | Thrifty Drug Stores |
| 4/15/2020 | $144.09 | 635854 | Anesthesiology P.A. |
| 4/22/2020 | $0.28 | 635897 | Walgreen Drug #13163 |

Sub-Total: $416.16

COURTHOUSE

| | | | |
|---|---|---|---|
| 8/16/2019 | $7.00 | 185027 | Madison, Janique Goff |
| 9/13/2019 | $1,369.52 | 185552 | Town of Alvwood |
| 11/15/2019 | $43.56 | 186530 | Solberg, Corrine |
| 1/17/2020 | $19.25 | 187254 | DVS Renewal |
| 1/17/2020 | $19.25 | 187258 | DVS Renewal |
| 1/17/2020 | $19.25 | 187259 | DVS Renewal |
| 1/17/2020 | $14.16 | 187365 | Olson, Patti |
| 1/31/2020 | $31.48 | 187549 | Christensen/Dubbels,Brian/Brenda |
| 1/31/2020 | $270.20 | 187641 | Hill, Chad |
| 2/14/2020 | $6.44 | 187939 | Butson, Joan |
| 3/13/2020 | $884.00 | 188442 | Kelly, James |
| 3/13/2020 | $275.00 | 188470 | Minnesota BCA |
| 5/29/2020 | $148.50 | 189570 | Fairview Clinics |

Sub-Total: $3,107.61

**NOW THEREFORE BE IT RESOLVED,** that the above listed warrants-checks are hereby canceled and if any of the above listed warrants-checks are returned, the Itasca County Board will follow the proper channels to reinstate said warrants-checks.

| | |
|---|---|
| **RESULT:** | **APPROVED (4 TO 0)** |
| **MOVER:** | Commissioner John Johnson |
| **SECONDER:** | Commissioner Casey Venema |
| **AYES:** | Terry Snyder, John Johnson, Burl Ives, Casey Venema |
| **ABSENT:** | Cory Smith |

**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 24th day of October A.D. 2023 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 24th day of October A.D. 2023.**

**Administrator**

October 24, 2023

Chair:

**PULL:**
1. Item #5.7 (Contract Award – 2025 Containerized Seedlings)

2. Item #6.7 (Shoreland Stewardship Awards) – Will be moved to 11/14/2023 Regular Session at the request of item presenter.

**ADDITIONS:**
1. Item #6.8 (Schedule Public Hearing)

**CHANGES:** None

**INFORMATIONAL:** None

# ITASCA COUNTY
# BOARD OF COMMISSIONERS

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

Tuesday, October 17, 2023 | 2:30 PM | Itasca County Boardroom

**DRAFT**

**WORK SESSION MINUTES**

## I. CALL TO ORDER

Chair Ives called the meeting to order at 2:31 PM.

| Attendee Name | Title | Status | Arrived |
|---|---|---|---|
| Cory Smith | District #1 | Present | 2:31 PM |
| Terry Snyder | District #2 | Present | 2:31 PM |
| John Johnson | District #3 | Present | 2:31 PM |
| Burl Ives | District #4 | Present | 2:31 PM |
| Casey Venema | District #5 | Present | 2:31 PM |

## II. PLEDGE OF ALLEGIANCE

## III. APPROVAL OF AGENDA

**Motion To:** Approve the agenda, as presented.

| | |
|---|---|
| **RESULT:** | **APPROVED (5 TO 0)** |
| **MOVER:** | Commissioner Terry Snyder |
| **SECONDER:** | Commissioner Casey Venema |
| **AYES:** | Cory Smith, Terry Snyder, John Johnson, Burl Ives, Casey Venema |

## IV. MINUTES APPROVAL

**Motion To:** Approve the minutes of the Tuesday, October 10, 2023 County Board Regular Session.

| | |
|---|---|
| **RESULT:** | **APPROVED (5 TO 0)** |
| **MOVER:** | Commissioner Cory Smith |
| **SECONDER:** | Commissioner John Johnson |
| **AYES:** | Cory Smith, Terry Snyder, John Johnson, Burl Ives, Casey Venema |

## V. RECOMMENDED FOR CONSENT AGENDA

1. Approve and accept submission of the 2024-2025 Itasca County MFIP Biennial Agreement Application to the Department of Human Services.

| | | |
|---|---|---|
| **RESULT:** | **RECOMMENDED FOR CONSENT** | **NEXT: 10/24/2023 2:30 PM** |

2. Authorize IMCare Director and County Board Chair to sign the contract between IMCare and Compass North for Substance Use Disorder (SUD) services.

| | | |
|---|---|---|
| **RESULT:** | **RECOMMENDED FOR CONSENT** | **NEXT: 10/24/2023 2:30 PM** |

3. Authorize the notice of intermediate and regular oral bid auction of timber to be given by publication in the official newspaper of the County as provided by law, and that Land Commissioner offers such tracts of timber in order in which they appear in said notice for sale, and that sale shall commence at 10:30 AM on Thursday December 14, 2023 at Cohasset Community Center.

| | | |
|---|---|---|
| **RESULT:** | **RECOMMENDED FOR CONSENT** | **NEXT: 10/24/2023 2:30 PM** |

4. Award the 2025 Containerized Seedling Contract to PRT USA, Inc. in the amount of $54,755.00 to be paid from the Forest Resources Fund 12 and authorize necessary signatures.

| | | |
|---|---|---|
| **RESULT:** | **RECOMMENDED FOR CONSENT** | **NEXT: 10/24/2023 2:30 PM** |

## VI. DISCUSSION / INFORMATIONAL

1. Citizen Input

   No citizen input provided.

2. Greater Minnesota Partnership (GMNP) Membership

   Commissioner Johnson provided information regarding the request to consider acquiring membership with the Greater Minnesota Partnership (GMNP).

| | | |
|---|---|---|
| **RESULT:** | **RECOMMENDED FOR CONSENT** | **NEXT: 10/24/2023 2:30 PM** |

3. Schedule of Fees Increase

   Environmental Services Coordinator Greg Stoltz and Administrative Support Katie Benes provided information regarding the request to alter and/or amend the schedule of fees in the Environmental Services Department.

| | | |
|---|---|---|
| **RESULT:** | **RECOMMENDED FOR DISCUSSION** | **NEXT: 11/08/2023 2:30 PM** |

4. Public Hearing Re: Conditional Use Permit Submitted by Breanna Church

   **Motion To:** Open the Public Hearing Re: Conditional Use Permit (CUP) submitted by Breanna Church to establish a wedding chapel and barn to be used for wedding receptions and events.

| | |
|---|---|
| **RESULT:** | **APPROVED (5 TO 0)** |
| **MOVER:** | Commissioner Terry Snyder |
| **SECONDER:** | Commissioner Casey Venema |
| **AYES:** | Cory Smith, Terry Snyder, John Johnson, Burl Ives, Casey Venema |

   **Motion To:** Close the above public hearing.

| | |
|---|---|
| **RESULT:** | **APPROVED (5 TO 0)** |
| **MOVER:** | Commissioner Casey Venema |
| **SECONDER:** | Commissioner Cory Smith |
| **AYES:** | Cory Smith, Terry Snyder, John Johnson, Burl Ives, Casey Venema |

   **Motion To:** Approve the Conditional Use Permit (CUP) Application submitted by Breanna Church to establish a wedding chapel and barn to be used for wedding receptions and events, as approved by the Planning Commission at their regular meeting on October 11, 2023 per attached Findings of Fact, Conclusions of Law, Order and Resolution.

| | |
|---|---|
| **RESULT:** | **APPROVED (5 TO 0)** |
| **MOVER:** | Commissioner Cory Smith |
| **SECONDER:** | Commissioner Casey Venema |
| **AYES:** | Cory Smith, Terry Snyder, John Johnson, Burl Ives, Casey Venema |

5. Presentation of the Sixberry Landing Public Water Access

   Minnesota Department of Natural Resources (MN DNR) Representatives Kacie Stanek and Shelby Kok provided a presentation regarding acquisition of the Sixberry Landing Public Water Access.

| | | |
|---|---|---|
| **RESULT:** | **RECOMMENDED FOR CONSENT** | **NEXT: 10/24/2023 2:30 PM** |

6. Lifesaving Award and Recognition
   Sheriff Joe Dasovich presented a Life Saving Award to Lily Evangeline Ervin Dittmer for heroic acts in 2023.

| **RESULT:** | **INFORMATIONAL - NO ACTION TAKEN** |
|---|---|

## VII. COMMITTEE REPORTS

Commissioner Venema reported on his attendance at a recent Grand Rapids/Greenway Boys and Girls Club meeting.

Commissioner Smith reported on his attendance at a recent Classification Committee meeting, as well as the Iron Range Resources & Rehabilitation Board (IRRRB) Special Meeting.

Commissioner Johnson reported on his attendance at a recent Classification Committee meeting.

Commissioner Snyder reported on his attendance at recent Trails Task Force and West Itasca Trails meetings.

Commissioner Ives reported on his attendance at recent Itasca County Township Association (ICTA) and Trails Task Force meetings, as well as the Iron Range Resources & Rehabilitation (IRRRB) Special Meeting.

## VIII. ADMINISTRATOR UPDATE

## IX. COMMISSIONER COMMENTS

Commissioner Snyder provided comment regarding the need to discuss 2024 Legislative Priorities.

Commissioner Johnson provided comment regarding Itasca County's diverse ambulance service structure and his interest in looking at how the various services exist, operate, and how they are supported by the County.

Commissioner Ives provided comment regarding the upcoming Public Meeting Re: Keewatin Trail Runner's New ATV Trail Proposal on Thursday, October 19, 2023 beginning at 5:30 PM at the Hibbing City Hall, Second Floor Conference Room, 401 E 21st St, Hibbing, MN 55746.

## X. CLOSED SESSIONS

## XI. ADJOURN

Chair Ives adjourned the meeting at 3:28 PM.

**ATTEST**

| | |
|---|---|
| Burl Ives | Brett Skyles |
| Chair of the County Board | Clerk of the County Board |

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

Tuesday, October 24, 2023

# REQUEST FOR BOARD ACTION: RBA-2023-3319

**DEPARTMENT:** Administrative Services
**TIME REQUESTED:** < 5 Minutes
**PRESENTER:** Amanda Schultz

**AGENDA ITEM:**
Resignation of Appointment

**BOARD ACTION REQUESTED:**
Accept the resignation of Pat Schwartz from the Bowstring Airport Commission, effective Wednesday, October 11, 2023.

**BACKGROUND:**
Resignation was provided to the Bowstring Airport Commission on October 11, 2023. If there are a sufficient number of applications during the appointment process, this vacancy could be filled at that time; otherwise it will be published along with any other remaining vacancies.

**COUNTY ATTORNEY REVIEW:** N/A

**SUPPORTING DOCUMENTATION:**
1. Bowstring Airport Commission - Resignation Notice - P Schwartz

| | |
|---|---|
| **RESULT:** | **APPROVED (4 TO 0)** |
| **MOVER:** | Commissioner John Johnson |
| **SECONDER:** | Commissioner Casey Venema |
| **AYES:** | Terry Snyder, John Johnson, Burl Ives, Casey Venema |
| **ABSENT:** | Cory Smith |

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

Tuesday, October 24, 2023

# REQUEST FOR BOARD ACTION: RBA-2023-3320

**DEPARTMENT:** Administrative Services
**TIME REQUESTED:** < 5 Minutes
**PRESENTER:** Amanda Schultz

**AGENDA ITEM:**
Resignation of Appointment

**BOARD ACTION REQUESTED:**
Accept the resignation of Ed Bolf from the Housing & Redevelopment Authority (HRA), effective Wednesday, October 24, 2023.

**BACKGROUND:**
Resignation was provided to Amanda Schultz on October 10, 2023. If there are a sufficient number of applications during the appointment process, this vacancy could be filled at that time; otherwise it will be published along with any other remaining vacancies.

**COUNTY ATTORNEY REVIEW:** N/A

**SUPPORTING DOCUMENTATION:**
1. Housing & Redevelopment Authority - Resignation Notice - E Bolf

| | |
|---|---|
| **RESULT:** | **APPROVED (4 TO 0)** |
| **MOVER:** | Commissioner John Johnson |
| **SECONDER:** | Commissioner Casey Venema |
| **AYES:** | Terry Snyder, John Johnson, Burl Ives, Casey Venema |
| **ABSENT:** | Cory Smith |

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

Tuesday, October 24, 2023

# REQUEST FOR BOARD ACTION: RBA-2023-3308

**DEPARTMENT:** Administrative Services
**TIME REQUESTED:** 10 Minutes
**PRESENTER:** John Johnson

**AGENDA ITEM:**
Greater Minnesota Partnership (GMNP) Membership

**BOARD ACTION REQUESTED:**
Approve acquiring a membership with the Greater Minnesota Partnership (GMNP).

**BACKGROUND:**

**COUNTY ATTORNEY REVIEW:** N/A

**SUPPORTING DOCUMENTATION:**
1. Greater MN Partnership

10/17/2023

| | |
|---|---|
| **RESULT:** | **RECOMMENDED FOR CONSENT NEXT: 10/24/2023 2:30 PM** |

| | |
|---|---|
| **RESULT:** | **APPROVED (4 TO 0)** |
| **MOVER:** | Commissioner John Johnson |
| **SECONDER:** | Commissioner Casey Venema |
| **AYES:** | Terry Snyder, John Johnson, Burl Ives, Casey Venema |
| **ABSENT:** | Cory Smith |

CONTACT US | www.gmnp.org

# GROWING PROSPERITY IN GREATER MINNESOTA

GMNP
GREATER MN PARTNERSHIP

## WHO WE ARE

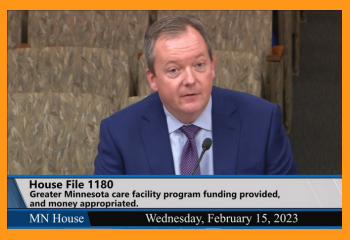
We are a nonprofit made up of more than 80 businesses, EDAs, chambers of commerce, higher education institutions, nonprofits, and local governments advocating for public policies and investments that stimulate prosperity throughout Greater Minnesota.

## WHY WE MATTER

We are the only advocacy organization that is solely devoted to ensuring that state policies and funds foster economic growth all across Greater Minnesota.

## WE FOCUS ON ISSUES THAT MATTER TO YOUR BUSINESS & COMMUNITY:

- CHILD CARE
- WORKFORCE DEVELOPMENT
- HOUSING
- INFRASTRUCTURE
- BROADBAND
- BUSINESS PROPERTY TAXES
- RURAL HEALTH CARE




## WE NEED YOU!

Greater Minnesota needs a strong voice at the State Capitol, and the GMNP is a place for your voice to be heard. Join your fellow business and community leaders by becoming a member of the GMNP today!

Scott McMahon
*Executive Director*
scott@gmnp.org
(651) 259 - 1908

GMNP
GREATER MN PARTNERSHIP

# FAQ GMNP BASICS

## WHAT IS THE GMNP?

The GMNP is a nonprofit advocacy organization focused on securing state investments and public policies that stimulate prosperity throughout Greater Minnesota. We work closely with stakeholders, industry experts, and community leaders to bring attention to critical issues affecting our communities, and to inform policymakers about economic growth opportunities throughout Greater Minnesota.

## HOW & WHEN WAS THE GMNP ESTABLISHED?

The GMNP originated as a task force of the Coalition of Greater Minnesota Cities in 2012. Due to a growing interest in its programs and the desire to branch out to additional stakeholders, the GMNP was established as a separate nonprofit corporation in 2013. Today, the GMNP has more than 80 members and is one of the leading advocates for businesses and economic growth in Greater Minnesota.

## HOW DOES THE GMNP DECIDE WHICH ISSUES TO WORK ON?

Our legislative advocacy work focuses on six key areas: economic and workforce development, housing, child care, broadband, rural healthcare, and state-based business property taxes. Within these areas and their subtopics, we craft public policy and public investment positions based on input we solicit from our membership and expertise from advocates.

- LEGISLATIVE ADVOCACY
- GRASSROOTS ENGAGEMENT
- COALITION DEVELOPMENT
- PUBLIC POLICY EXPERTISE

## WHO IS THE GMNP?

The GMNP is a membership organization representing employers, chambers of commerce, local governments, nonprofits, higher education institutions, and regional economic development organizations from Greater Minnesota's 80-county region. We are governed by a board of directors made up of members from all sectors of our membership and all regions of Greater Minnesota.

Visit us at www.gmnp.org.

GMNP
GREATER MN PARTNERSHIP

# GREATER MINNESOTA PARTNERSHIP

The leading advocate for economic development in Greater Minnesota since 2013.

**With your help, we can achieve even more!**

## CHILD CARE

- GMNP works closely with other stakeholders to bring attention to Greater Minnesota's child care crisis & its impact on economic development.
- In 2023, GMNP helped secure **$6 million** in new funding for the 6 Initiative Foundations to expand their child care programs, as well as **$13 million** for DEED child care grants, of which at least 50% must go toward projects in Greater Minnesota.

## BROADBAND

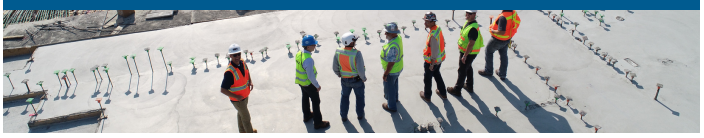
- GMNP was instrumental in the creation of the Border-to-Border Broadband Development Grant Program, which helps bring high-quality, high-speed broadband to businesses & households in Greater Minnesota.
- In 2022 and 2023, GMNP helped secure a combined total of **$335 million** in new funding for the Border-to-Border grant program to help ensure all Minnesotans have access to broadband connections.

## HOUSING

- GMNP leads the push for funding for programs that address the housing shortage that hampers economic growth throughout Greater Minnesota.
- In 2023, GMNP helped bring in **$39 million** for the Greater Minnesota Workforce Housing Development fund, the most the program has ever received in a single biennium.
- GMNP assisted in the creation of the Greater Minnesota Housing Public Infrastructure Grant program in 2023, which received **$8 million** for grants to help cities build the infrastructure needed to support new housing.

## WORKFORCE & ECONOMIC DEVELOPMENT

- GMNP advocated for the creation of the Job Training Incentive program (JTIP), which provides grants to help Greater Minnesota businesses train workers quickly to fill open positions.
- JTIP has received **$10 million** in state funding since it was established in 2015.
- In 2019, GMNP stopped an attempt by some legislators to change the program from Greater Minnesota-only to a statewide program.

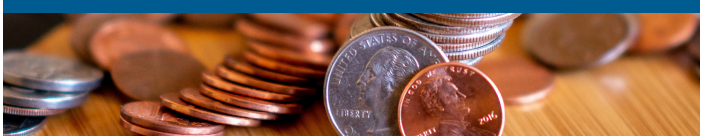


## INFRASTRUCTURE

- GMNP is a key advocate for the Greater Minnesota Business Development Public Infrastructure (BDPI) Grant Program, which helps cities provide the infrastructure needed to accommodate business growth.
- The BDPI program has received **$61 million** in funding since the GMNP was formed in 2013. $14.5 million is from the 2023 session alone.

## BUSINESS PROPERTY TAXES

- GMNP fights to reduce property taxes for Greater Minnesota businesses and residents through tax exemptions and Local Government Aid.
- In 2021, the GMNP successfully advocated for an exemption of up to the first $150,000 in commercial/industrial property value for Main Street businesses.



# GREATER MINNESOTA PARTNERSHIP

## MEMBERSHIP LEVELS | 2023-2024

### BUSINESS

*(dues based on annual sales)*

- Under $1.5 million: $250
- $1.5M — $5M: $500
- $5M — $10M: $750
- $10M — $50M: $1,000
- $50M — $250M: $1,500
- $250M — $500M: $2,000
- $500M — $750M: $2,500
- $750M — $1 billion: $3,000
- More than $1B: $4,000

### LOCAL GOVERNMENT: EDAs, CITIES, COUNTIES

*(dues based on population served)*

- Under 4,999: $500
- 5,000 — 9,999: $1,000
- 10,000 — 19,999: $1,500
- More than 20,000: $2,500

### NON-PROFIT & CHAMBER OF COMMERCE

*(dues based on operating budget)*

- Under $500,000: $100
- $500,001 — $1 million: $250
- $1M — $4M: $750
- More than $4M: $1,000

### HIGHER ED

- 2-year institutions: $1,000
- 4-year institutions: $2,500

**Send completed form to:** Greater Minnesota Partnership, 525 Park Street, Suite 470, St. Paul, MN 55103 or to emma@gmnp.org.
**Questions?** Contact GMNP Executive Director Scott McMahon at scott@gmnp.org or 651-259-1908.

THANK YOU FOR YOUR MEMBERSHIP

www.gmnp.org

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

Tuesday, October 24, 2023

# REQUEST FOR BOARD ACTION: RBA-2023-3311

**DEPARTMENT:** Health & Human Services
**TIME REQUESTED:** < 5 Minutes
**PRESENTER:** Jason Johnson

**AGENDA ITEM:**
2024-2025 Itasca County MFIP Biennial Agreement

**BOARD ACTION REQUESTED:**
Approve and accept submission of the 2024-2025 Itasca County MFIP Biennial Agreement Application to the Department of Human Services.

**BACKGROUND:**
The MFIP Biennial Agreement is required by DHS, and outlines the County's plan for administering MFIP-ES services as well as anticipated expenditures and services that the County will bill through the MFIP Consolidated Grant.

**COUNTY ATTORNEY REVIEW:** N/A

**SUPPORTING DOCUMENTATION:**
1. DRAFT MFIP Biennial Service Agreement 2024-2025

10/17/2023

| | |
|---|---|
| **RESULT:** | **RECOMMENDED FOR CONSENT NEXT: 10/24/2023 2:30 PM** |

| | |
|---|---|
| **RESULT:** | **APPROVED (4 TO 0)** |
| **MOVER:** | Commissioner John Johnson |
| **SECONDER:** | Commissioner Casey Venema |
| **AYES:** | Terry Snyder, John Johnson, Burl Ives, Casey Venema |
| **ABSENT:** | Cory Smith |

DEPARTMENT OF HUMAN SERVICES

# 2024-2025 County and Tribal Nation MFIP Biennial Service Agreement

**January 1, 2024 - December 31, 2025**



*Required field

**Enter the county or tribal nation's unique ID number** **31ITA459**

## Contact Information

COUNTY/CONSORTIUM NAME

**Itasca**

| PLAN YEAR | * CONTACT PERSON | * TITLE |
|---|---|---|
| 2024-2025 | Jason Johnson | Financial Assistance Supervisor |

| * ADDRESS | * CITY | * STATE | * ZIP CODE | * PHONE NUMBER |
|---|---|---|---|---|
| 1209 SE 2nd Ave | Grand Rapids | MN | 55744 | 218-327-2941 |

| * EMAIL ADDRESS (where correspondence related to this form will be sent) | * CONFIRM EMAIL ADDRESS |
|---|---|
| jason.johnson@co.itasca.mn.us | |

**Note: Please review Bulletin #23-11-02: 2024-2025 Minnesota Family Investment Program (MFIP) Biennial Service Agreement (BSA) Guidelines for more details before you complete this document.**

## A. Needs Statement

### 1. Identify challenges in financial assistance that are prohibiting you from properly serving MFIP/DWP families in your community.

Programs, policy, and computer systems are very complicated. A single MFIP household can require staff to know program policy for several different programs. Programs do not coincide, and each program can have a different set of rules - even for basic things like income and assets. Eligibility workers can have to spend hours looking up policy in the various manuals when working cases.

Itasca County continues to have a large FSS population, and it can be very difficult to find work activities for this population. Clients designated FSS need a very unique approach to employment services. A model in Itasca County would be our Northern Opportunity Works (NOW) program. This program provides vocational rehabilitation services to persons with mental heath issues.

The orientation and overview process for DWP can be difficult when DWP applicants present with potential FSS (MFIP) issues, but have no Medical Opinion Form (MOF) to support FSS. Policy requires a referral to DWP in very tight timeframe. Often securing a MOF prior to referral to DWP Employment Services is unlikely. This causes the potential of a referral to the wrong program as we often will have to transition them to MFIP once the MOF is received. This causes a lot of extra work for the applicant, ES provider, and the financial worker.

**8688** characters remaining

### 2. * Identify challenges in employment services that are prohibiting you from properly serving MFIP/DWP families in your community.

Childcare - Itasca County has a lack of affordable, flexible childcare near the place of employment or home of our clients. We have many clients who are either struggling to find childcare, have it patched together from multiple sources (friends and family), or have given up all together and are resigned to waiting until the children are school-aged and will try to find employment then.

Transportation - Reliable transportation is a huge barrier to overcome for our clients. Itasca county is a large and mostly rural county. While there is some public transportation in Grand Rapids there are very limited opportunities to get a ride to work for those outside of Grand Rapids.

Seasonality of Service Employment - Itasca County has a strong tourism business sector, and is working to promote itself as such. However, the jobs that support that sector are usually low wage variable hour jobs. The flexibility is an advantage to our participants, especially in light of the childcare challenges noted above, but while it is great to have a resort or other employer that is flexible, eventually they will close for the season and then that participant will need to look elsewhere for either a mirrored seasonal job, or start over again at the bottom of the employment ladder. Often with an even lower paying job.

Generational Poverty - We have numerous generational poverty households where the support and modeling of work has not been established.

**8548** characters remaining

### 3. * Identify the strengths in your community that you are most proud of that benefit MFIP/DWP families.

Itasca County is fortunate to have an abundance of services and non-profit agencies that provide a safety net for our MFIP clients. We currently have a PIP to improve our self-support index that includes a continued, and strengthened relationship with our business community. We have a strong and collaborative working relationship with our three ES providers. This includes monthly case reviews, and quarterly ES provider meetings with HHS staff.

Our Financial Assistance Unit is located in the same building as our county's Public Health unit, Social Services, Child Support unit, andWorkforce (Career) Center. Our unit goals include, "To be more involved with community and other agencies to help us provide better services to our clients."

Itasca County continues to have an active community partner in both the Blandin Foundation and the Community Foundation. They provide leadership and dialogue about poverty and the community needs/responsibilities concerning issues of poverty like housing, transportation, and crisis prevention. They also can provide some initial and ongoing support to various non-profit efforts.

**8873** characters remaining

## A. Needs Statement (continued)

### 4. What strengths and resources do you have available to address the needs of your participants?

*Please **check all** the resources available to participants in your service area and check whether the resource is available within MFIP financial or employment services "in-house" or from a partner organization (County/Tribal Nation resources with developed connections to MFIP), and/or an external community resource or both. If you lack the resources in your service area, check the Resource Gaps column. Add any "other" resources that you consider necessary.*

| MFIP Resources | Partner Resources | Community Resources | Resource Gaps | |
|---|---|---|---|---|
| ☐ | ☑ | ☑ | ☐ | ABE/GED |
| ☑ | ☑ | ☑ | ☐ | Adult/elder services |
| ☐ | ☑ | ☑ | ☐ | Career planning |
| ☑ | ☑ | ☑ | ☐ | Childcare funds |
| ☑ | ☑ | ☑ | ☐ | Chemical health services |
| ☐ | ☑ | ☑ | ☐ | Computer lab access |
| ☐ | ☐ | ☐ | ☑ | Credit counseling/financial literacy |
| ☐ | ☑ | ☑ | ☐ | English Language Learner (ELL) |
| ☐ | ☐ | ☑ | ☐ | Food shelf |
| ☑ | ☑ | ☑ | ☐ | Housing assistance |
| ☐ | ☑ | ☑ | ☐ | Job club |
| ☐ | ☑ | ☑ | ☐ | Job development |
| ☐ | ☑ | ☑ | ☐ | Job placement |
| ☐ | ☑ | ☑ | ☐ | Job retention |
| ☐ | ☑ | ☑ | ☐ | Job search workshops |
| ☑ | ☑ | ☑ | ☐ | Mental health services |
| ☐ | ☑ | ☑ | ☐ | On-the-job training program |
| ☐ | ☑ | ☑ | ☐ | Post-secondary education planning |
| ☐ | ☑ | ☑ | ☐ | Re-entry support |
| ☐ | ☑ | ☑ | ☐ | Short-term training |
| ☑ | ☑ | ☑ | ☐ | Supported work / paid work experience |
| ☑ | ☑ | ☑ | ☐ | Transportation assistance (gas cards, bus cards) |
| ☑ | ☑ | ☐ | ☐ | Vehicle repair funds |
| ☑ | ☐ | ☑ | ☐ | Veteran Services Support |
| ☐ | ☑ | ☑ | ☐ | Volunteer opportunities |
| ☐ | ☑ | ☑ | ☐ | Youth program |
| ☐ | ☐ | ☐ | ☐ | Other |

### 5. County/Tribal Nation Program Contact Information

Please name contacts for the following programs if different from the contact on the cover page.
You only need to give a person's phone and email once.

| * **MFIP EMPLOYMENT SERVICES** STAFF CONTACT NAME | * PHONE NUMBER | * EMAIL ADDRESS |
|---|---|---|
| | | |

| * **DWP** STAFF CONTACT NAME | PHONE NUMBER | EMAIL ADDRESS |
|---|---|---|
| | | |

| * **FINANCIAL ASSISTANCE SERVICES** STAFF CONTACT NAME | PHONE NUMBER | EMAIL ADDRESS |
|---|---|---|
| | | |

## A. Needs Statement (continued)

### 6. Employment Services Provider(s) Information

MN Statute 256J.50, Subdivision 8: Each county, or group of counties working cooperatively, must make available to participants the choice of at least two employment and training service providers as defined under MN Statute 256J.49, Subdivision 4, except in counties contracting with workforce centers that use multiple employment and training services or that offer multiple services options under a collaborative effort and can document that participants have choice among employment and training services designed to meet specialized needs.

List your current employment services provider(s) and check the respective box to indicate which population served. If a Workforce Center is the only employment services provider, list the multiple employment and training services among which participants can choose. Section I of this form addresses provider choice.

**NAME**: Advanced MN - MN North Colleges
ADDRESS: 1851 Hwy 169 E Grand Rapids, MN 55744
CONTACT PERSON: Gail Anderson
PHONE NUMBER: 218-262-7267
EMAIL: gail.anderson@advancedmn.org
**Population Served**: ☑ MFIP ES ☑ DWP ES ☑ FSS ☐ Teen Parents ☑ 200% FPG ☐ Other

**NAME**: JET
ADDRESS: PO Box 1028 Virginia, MN 55792
CONTACT PERSON: Jennifer Frimanslund
PHONE NUMBER: 218-322-6080
EMAIL: jennifer.frimanslund@nemojt.org
**Population Served**: ☑ MFIP ES ☑ DWP ES ☑ FSS ☑ Teen Parents ☑ 200% FPG ☐ Other

**NAME**: AEOA
ADDRESS: 712 S 3rd Ave Virginia, MN 55792
CONTACT PERSON: Jan Francisco
PHONE NUMBER: 218-327-6760
EMAIL: jan.francisco@aeoa.org
**Population Served**: ☑ MFIP ES ☑ DWP ES ☑ FSS ☐ Teen Parents ☑ 200% FPG ☐ Other

## B. Service Models

### Minnesota Family Investment Program (MFIP) and the Diversionary Work Program (DWP)

**1.** *What strategies do you use for hard-to-engage participants? *Check all that apply.*

- [x] Home visits
- [x] Sanction outreach services
- [x] Off-site meeting opportunities
- [x] Incentives – specify: Gas Cards/Bus vouchers
- [ ] Virtual appointments
- [ ] Workforce One Connect app
- [x] Other – specify: Monthly ES/FW meetings SPECIFY: to discuss/share ideas.

**2.** *What types of job development do you do? *Check all that apply.*

- [ ] Sector job development
- [x] Individual job development
- [ ] Other – specify:

**3.** * Do you have an ongoing job development partnership or sector based job development with community employers to help participants with employment?

- (●) No ( ) Yes – check all activities employer provides:
- [ ] Interview opportunities
- [ ] Job skills training
- [ ] Job placement
- [ ] Job shadowing
- [ ] On-site job training
- [ ] Work experience
- [ ] Helps plan training programs
- [ ] Other – specify:

**4.** * Do you provide the following services to prepare participants for work?

- ( ) No (●) Yes – check all that apply:
- [ ] Transportation
- [ ] Soft skills training
- [ ] Financial planning
- [x] Mentoring
- [ ] Other – specify:

**5.** * Do you provide job retention services to employed participants while they are receiving MFIP?

- ( ) No (●) Yes – check all that apply and answer the follow up question below:
- [x] Available to assist with issues that develop on the job
- [ ] Financial planning
- [x] Soft skills training
- [x] Mentoring
- [x] Transportation
- [x] Personal contact with the employee HOW OFTEN? As needed
- [ ] Other – specify:

If yes, how long do you provide job retention services?

- ( ) Less than 3 months ( ) 3-6 months ( ) 7-12 months (●) More than one year

**6.** * Do you provide job advancement services to employed participants?

- ( ) No (●) Yes – check all that apply:
- [x] Career laddering
- [x] Networking
- [x] Coaching/mentoring
- [x] Ongoing job search
- [x] Education/training
- [ ] Other – specify:

**7.** * Do you utilize any career pathways programs or skill assessment and credentialing programs for your participants?

- (●) No ( ) Yes – check all that apply:
- [ ] Pathways to Prosperity (P2P)
- [ ] Work Keys
- [ ] National Career Readiness Certificate (NCRC)
- [ ] Other – specify:

## B. Service Models (continued)

### Family Stabilization Services (FSS)

**1.** * Do you have qualified professionals available to assist with FSS cases in your service area who meet the licensure and accreditation requirements below?

○ No ◉ Yes – check all that apply:

- ☑ Licensed physician
- ☑ Physician assistant
- ☑ Advanced practice registered nurse
- ☑ Physical therapist
- ☑ Occupational therapist
- ☑ Licensed social worker
- ☑ Licensed psychologist
- ☐ Certified school psychologist
- ☑ Mental health professional
- ☐ Certified psychometrist
- ☐ Other – specify:

**2.** * Do you make referrals for children of FSS participants?

○ No ◉ Yes – check all that apply:

- ☑ Children's Mental Health Services
- ☑ Public Health Nurse home visiting services
- ☑ Child Wellness Check-ups
- ☑ Women, Infants and Children Program (WIC)
- ☐ Follow Along Program
- ☐ Other – specify:

**3.** * Are any of these services for children offered to non-FSS families?

○ No ◉ Yes

### Services for families under 200% of Federal Poverty Guideline (FPG)

**1.** * Do you serve families not receiving MFIP/DWP that are under 200% of the Federal Poverty Guideline (FPG)?

○ No ◉ Yes

DESCRIBE

SNAP, Health Care, CCAP

**2.** * Do you provide services to families who have exited MFIP/DWP or families at risk of receiving MFIP or the Diversionary Work Program (DWP), but are under 200% of the Federal Poverty Guideline (FPG)?

○ No ◉ Yes – check all the services that apply:

- ☑ Child care
- ☑ Job retention services
- ☑ GED
- ☑ ABE/ELL classes
- ☑ Job postings
- ☑ Computer lab access
- ☑ Support services
- ☑ Transportation/vehicle repair
- ☑ Other – specify: Crisis/Employment need funding for employed individuals.

If yes, how long do you provide these services?

○ Up to 3 months ○ 6 months ○ 12 months ◉ Other – specify: Access to these services are always available.

**3.** * Do you provide services to Non-Custodial Parents (NCPs) that are under 200% of the Federal Poverty Guideline (FPG)?

○ No ◉ Yes

Describe below, including how many NCPs you are currently serving:

SNAP, Health Care, CCAP

**4.** * Describe the process you have in place to verify income below 200% FPG for participants that are not on MFIP or DWP.

We utilize state systems like MAXIS, MNSure, and MEC2.

## B. Service Models (continued)

### Minnesota Family Investment Program (MFIP) Services for Teen Parents

**1.** * Are there specialized workers who work primarily with teens?

◯ No ◉ Yes – check all that apply for each age group:

| Minors (under age 18) | Age 18/19 | |
|---|---|---|
| ☐ | ☐ | Financial worker |
| ☑ | ☐ | Employment service worker |
| ☑ | ☐ | Social worker |
| ☑ | ☐ | Public health nurse |
| ☐ | ☐ | Child care worker |
| ☐ | ☐ | Child protection worker |
| ☐ | ☐ | Other job role – specify: |

**2.** * Is there a single point of contact for teens, that is, one staff with primary responsibility for keeping in contact with the teen, working with the teen, and making connections to other services? Respond for each age group separately. If yes for an age group, check the one position that serves this function within that age group.

◯ No ◉ Yes

| Minors (under age 18) | Age 18/19 |
|---|---|
| ◯ Financial worker | ◯ Financial worker |
| ◯ Employment service worker | ◯ Employment service worker |
| ◉ Social worker (Social Services) | ◯ Social worker (Social Services) |
| ◯ Public health nurse | ◯ Public health nurse |
| ◯ Child care worker | ◯ Child care worker |
| ◯ Child protection worker | ◯ Child protection worker |
| ◯ Other job role | ◯ Other job role |

**3.** *Does your County/Tribal Nation have an active partnership with the local public health agency to get teen parents enrolled and engaged in public health nurse home visiting services? *Check one for each age group.*

| Minors (under age 18) | Age 18/19 |
|---|---|
| ◉ Yes, mandatory | ◯ Yes, mandatory |
| ◯ Yes, voluntary | ◉ Yes, voluntary |
| ◯ No | ◯ No |

## C. Addressing Equity

**1.** * Describe how you are ensuring your services are inclusive and accessible for all.

We follow all state guidelines and statutes to ensure that services are accessible for all. No one is ever discouraged from applying for services. Not everyone will be eligible based on state set guidelines, but we check eligibility for everyone.

**2.** * How are you working to advance equity in service delivery in your county/Tribal Nation?

Itasca County does not have any specific interventions in place currently to address equity in service delivery. That is because right now we do not view that there is an issue with this here. Time and resources are very limited right now, and to invest into something that does not appear to be a problem for us seems like a poor use of tax payer dollars.

**3.** * Do you provide equity and diversity training for workers?

- (●) No
- ( ) Yes, voluntary
- ( ) Yes, mandatory

**4.** * Do you have culturally specific employment services for different racial/ethnic groups?

( ) No (●) Yes – check all that apply:

- [ ] African American
- [ ] African immigrant
- [x] American Indian
- [ ] Asian American
- [ ] Asian immigrant
- [ ] Hispanic/Latino
- [ ] Newly arrived immigrant
- [ ] Other – specify:

## D. Collaboration and Communication with Others

### Workforce One

1. * How many Financial Workers have access to Workforce One?

   1

2. * How many Child Care assistance workers have access to Workforce One?

   0

3. * How many support staff have access to Workforce One?

   0

### Workforce One Connect App

1. * Does your county/Tribal Nation have the Workforce One Connect app available to participants?

   ○ No – explain:

   ◉ Yes – indicate which of the following groups are utilizing the app features in Workforce One:

   ☑ Employment services ☐ Financial workers ☐ Child care workers

   ☑ Other – specify: This has been made available, but clients are not utilizing it.

### MAXIS

1. * How many employment services staff have MAXIS access?

   2

2. * How many managers/supervisors have MAXIS access?

   2

3. * Describe the process your service area uses to identify and resolve discrepancies between MAXIS and WF1 data in areas such as Family Stabilization Services coding, employment/hours, sanction status, etc.

   Itasca County HHS and all ES providers complete monthly case reviews of all MFIP and DWP cases. We feel confident that continuing with our monthly case reviews, as well as continuing our outstanding working relationship with our ES providers, will ensure that we are handling any discrepancies quickly and accurately.

   **7683** characters remaining

## D. Collaboration and Communication with Others (continued)

### Child Care Assistance Program

**1.** *What strategies does your agency use that involve MFIP and/or Employment Services staff to support timely and consistent receipt of child care assistance through the Child Care Assistance Program? *Check all that apply.*

- [ ] Shared electronic document management system
- [x] Regular case consultation meetings
- [ ] Workers with dual MFIP and CCAP role
- [ ] Workers with dual Employment Services and CCAP role
- [ ] Specific CCAP workers process MFIP child care cases
- [ ] MFIP and/or Employment Services workers receive training related to CCAP
- [x] Communication with CCAP worker via phone, email or fax
- [ ] Use of agency-developed forms or documents
- [x] MFIP and/or Employment Services workers assist families with completing CCAP paperwork (for example, the CCAP application)
- [x] MFIP and/or Employment Services workers have MEC2 Inquiry access
- [ ] Other – specify:

**2.** * What barriers prevent timeliness?

Itasca County has historically done very well timeliness. We don't see any barriers in continuing to have this success.

**7880** characters remaining

## E. Emergency Services

**1.** * Does your County/Tribal Nation provide emergency or crisis services from your Consolidated Fund?

(●) No ( ) Yes

**2.** *Submit a copy of your Emergency Assistance policy as an attachment.

Describe any major changes you've made to this policy below.

**8000** characters remaining

## F. Measures

### Performance Measures

Performance-based funding is determined by a service area's annualized Self-Support Index value. Review the information and report links in this section to see the effect of performance on funding and reporting, based on MN Statute 256J.626, Subdivision 7.

Each year a bonus to a service area's Consolidated Fund allocation will be based on its performance on the Self-Support Index in the previous April to March year.

The three-year Self-Support Index (S-SI): This measure starts with all adults receiving MFIP or DWP cash assistance in a quarter and tracks what percentage of them, three years later, are no longer receiving family cash assistance or are working an average of 30 hours a week if still receiving cash assistance. Those who left MFIP after reaching 60 counted months and those who left due to 100 percent sanction are only counted as a success if they worked an average of 30 hours per week in their last month of eligibility or if they began receiving Supplemental Security Income (SSI) after family cash assistance ended. To provide fair comparisons across service areas, DHS calculates a "Range of Expected Performance" for the S-SI that is based on local caseload characteristics and economic conditions. The service area's Self-Support Index value is whether the service area was above, within, or below its expected Range.

The S-SI and Range are annualized for the four quarters in the April through March year ending in the reporting year before the funding year. See the annualized report on the MFIP Reports page on the DHS website for 2023: Minnesota Family Investment Program 2023 Annualized Self-Support Index (state.mn.us). A service area with an annualized S-SI above its customized Range of Expected Performance for 2023 will receive a 2.5 percent bonus added to its Consolidated Fund allocation for calendar year 2024.

Minnesota Family Investment Program 2023 Annualized Self-Support Index (PDF)

If your service area is receiving a bonus, congratulations! Please share a success strategy here:

**9999** characters remaining

If your service area performed "above" or "within," you can go to Section G.

If your service area performed "below" for two consecutive years, you will have to **negotiate a multi-year improvement plan** with DHS. If no improvement is shown by the end of the multi-year plan, the next year's allocation must be decreased by 2.5 percent, to remain in effect until the service area performs within or above its Range of Expected Performance.

## F. Measures (continued)

### Racial/Ethnic Disparities

A racial/ethnic disparity is defined as a one-year Self Support Index that is five or more percentage points lower for a non-white racial/ethnic group than for the white group of MFIP/DWP-eligible adults in the County/Tribal Nation or consortium. The report "Annualized MFIP Performance Measures by Racial/Ethnic or Immigrant Group and by County, County Consortium, and Tribal Provider" is now available at https://public.tableau.com/app/profile/tyler.borgmann/viz/AnnualizedS-SISuccessRatebyRacialEthnicorImmigrantGroup/SSISuccessRateDashboard-intro

To view your agency's measurement, click on the "S-SI Success Rate by Agency" button. This will bring you to the statewide data for 2022. From the first drop down you can select your county, county consortium or Tribal Nation. If you note any groups that are below the line (indicated by a green bar) your county, county consortium or Tribal Nation will answer the next question below:

What strategies and action steps for each of the groups below the disparities reference line do you plan to implement for the coming biennium to reduce these disparities?

**9999** characters remaining

## G. Program Monitoring and Compliance

**1.** *What procedures do you have in place to ensure that program funds are being used appropriately as directed in law? *Check all that apply.*

- [x] Budget control procedures for approving expenditures
- [x] Cash management procedures for ensuring program income is used for permitted activities
- [x] Internal policies around use of funds (i.e. participant support services)
- [ ] Other – specify:

**2.** *What procedures do you have in place to ensure program policies are followed and applied accurately? *Check all that apply.*

- [x] Case consultation
- [ ] Sample case review by supervisors
- [x] Sample case review by lead worker/mentor
- [ ] Sample case reviews by peers
- [x] Other – specify: Monthly meetings all state/federal MFIP cases are reviewed.

**3.** Effective August 1st, 2023, counties and Tribal Nations are no longer required to administer random drug tests to MFIP participants who are convicted drug felons but may do so at the county or Tribal Nation's option. If applicable, what procedures/policies do you have in place for administering random drug tests to MFIP participants who are convicted drug felons as allowed by MN Statute 256J.26, Subdivision 1? **Select one.**

- ○ Written policy within the MFIP unit
- ○ Coordination with Corrections
- ○ Currently establishing new policy/procedure(s)
- ○ Other – specify:

**Submit a copy of your written policy as an attachment.**

## H. Administrative Cap Waiver

Minnesota Family Investment Program (MFIP) allows counties to request a waiver of the MFIP administrative cap (currently at 7.5%) for providing supported employment, uncompensated work, or a community work experience program for a major segment of the county's MFIP population. Counties that are operating such a program may request up to 15% administrative costs per MN Statute 256J.626, Subdivision 2.

If your County/Tribal Nation is interested in applying for the waiver for the coming biennium, please complete the following four questions.

**1.** Describe the activity(s) you will provide.

**4000** characters remaining

**2.** Explain the reasons for the increased administrative cost.

**4000** characters remaining

**3.** Describe the target population and number of people expected to be served.

**4000** characters remaining

**4.** Describe how the unpaid work experience is designed to impart skills and what steps are taken to help participants move from unpaid work to paid work.

**4000** characters remaining

If your County/Tribal Nation is providing unpaid work experience activities for MFIP participants and you don't already have an Injury Protection Plan (IPP) in place, please click on eDocs to fill out the IPP form. Email the completed form to: Jonathan.Hausman@state.mn.us.

## I. Provider Choice

MFIP provisions require counties to provide a choice of at least two employment service providers available to participants unless a workforce center is being utilized (MN Statute 256J.50, Subdivision 8). Counties may request an exception if meeting this requirement results in a financial hardship (MN Statute 256J.50, Subdivision 9).

Does your County/Tribal Nation:

- (●) Have at least two employment and training services providers. Go to Section J.
- ( ) Have a CareerForce center that provides multiple employment and training services, offers multiple services options under a collaborative effort and can document that participants have choice among employment and training services designed to meet specialized needs. Go to Section J.
- ( ) Intend to submit a financial hardship request.

## I. Provider Choice (continued)

### Financial Hardship Request

A financial hardship is defined as a county's inability to provide the minimum level of service for all programs if a disproportionate amount of the MFIP consolidated fund must be used to cover the costs of purchasing employment services from two providers or the cost of contracting with a workforce center.

To request approval of a financial hardship exception from the choice of provider requirement, please provide the following information.

**1.** If the County/Triban Nation had a choice of providers in calendar year 2023, describe:
- factors that have changed which indicate a financial hardship,
- why the hardship is expected to continue, and
- the magnitude of the hardship, which makes limiting delivery of employment services the best financial option for the County/Tribal Nation.

**2000** characters remaining

**2.** Summarize options explored by the county, including use of other partners in a workforce center or other community agencies, such as a Community Action Program or a technical college. The summary should also include:
- major factors which prevent the County/Tribal Nation from utilizing these options and include a cost analysis of each option considered; and
- the process used to determine the cost of other options (RFP or other County/Tribal Nation process).

**2000** characters remaining

**3.** If the County/Tribal Nation proposes to directly deliver MFIP employment services, provide a budget and staffing plan that clearly indicates consolidated funds will not be used to supplant County/Tribal Nation funds. The description should include information about what steps will be taken to ensure that staff have the experience and skills to deliver employment services.

**2000** characters remaining

Financial Hardship requests will be reviewed by the Department of Human Services (DHS) and the Department of Employment and Economic (DEED) leadership. DHS and DEED will also look at the amount budgeted by the County/Tribal Nation for employment and training during calendar year 2023 and use this amount as a guide to determine whether the amount budgeted by the County/Tribal Nation for calendar year 2024 is reasonable.

If a financial hardship is approved, DHS and DEED will closely monitor County/Tribal Nation programs to ensure outcomes are achieved and services are being delivered consistent with state law. For additional information or if you have questions, please email Pamela McCauley at Pamela.McCauley@state.mn.us.

## J. Budget

Click on the link below to review your service area's 2024 MFIP allocation and Federal Funding Sources:

MFIP Consolidated Fund (PDF)

In the budget table below, indicate the amount and percentage for each item listed for the budget line items for calendar years 2024-2025. Also note:

- Refer to the 2024-25 Minnesota Family Investment Program (MFIP) Biennial Service Agreement (BSA) Guidelines Bulletin section, "Allowable Services under MFIP Consolidated Fund."
- Total percent must equal 100.
- Income maintenance administration is reasonable in comparison to the whole budget.
- Ensure the Emergency Assistance/Crisis Services plan is included if funds are allocated.
- All services must be an allowable expenditure under the MFIP Consolidated Fund.
- Allocation amounts must be spent by the end of calendar year, remaining amounts does not roll over into the following year.
- Medical expenditures are NOT allowable.
- Email Arina Preston at Arina.Preston@state.mn.us, if you need assistance or have questions with the budget section.

### 2024 Budget

| Budgeted Amount | Percent | Line Items |
|---|---|---|
| 30,000.00 | 3.87% | Employment Services (DWP) |
| 387,145.50 | 50.00% | Employment Services (MFIP) |
| 20,000.00 | 2.58% | Emergency Services/Crisis Fund |
| 58,071.83 | 7.50% | Administration (cap at 7.5% or up to 15% with an approved adminstrative cap waiver) |
| 157,073.67 | 20.29% | Income Maintenance Administration |
| 25,000.00 | 3.23% | Incentives (Include the total amount of funds budgeted for participant incentives but don't include support services here) |
| | 0.00% | Under 200% Services |
| | 0.00% | Capital Expenditures |
| 97,000.00 | 12.53% | Other: NOW ($45000) Supported Services ($7000) Supported Works ($45000) |
| **$774,291.00** | **100.00%** | **Total** |

### 2025 Budget

| Budgeted Amount | Percent | Line Items |
|---|---|---|
| 30,000.00 | 3.87% | Employment Services (DWP) |
| 387,145.50 | 50.00% | Employment Services (MFIP) |
| 20,000.00 | 2.58% | Emergency Services/Crisis Fund |
| 58,071.83 | 7.50% | Administration (cap at 7.5% or up to 15% with an approved adminstrative cap waiver) |
| 157,073.67 | 20.29% | Income Maintenance Administration |
| 25,000.00 | 3.23% | Incentives (Include the total amount of funds budgeted for participant incentives but don't include support services here) |
| | 0.00% | Under 200% Services |
| | 0.00% | Capital Expenditures |
| 97,000.00 | 12.53% | Other: NOW ($45000) Supported Services ($7000) Supported Works ($45000) |
| **$774,291.00** | **100.00%** | **Total** |

## K. Certifications and Assurances

### Public Input

* Prior to submission, did the County/Tribal Nation solicit public input for at least 30 days on the contents of the agreement?

○ No ◉ Yes

Was public input received?

◉ No ○ Yes

If received but not used, please explain.

**4000** characters remaining

## K. Certifications and Assurances

### Assurances

It is understood and agreed by the County/Tribal Nation board that funds granted pursuant to this service agreement will be expended for the purposes outlined in Minnesota Statutes, section 256J; that the commissioner of the Minnesota Department of Human Services (hereafter department) has the authority to review and monitor compliance with the service agreement, that documentation of compliance will be available for audit; that the County/Tribal Nation make reasonable efforts to comply with all MFIP requirements, including efforts to identify and apply for available state and federal funding for services within the limits of available funding; and that the County/Tribal Nation agrees to operate MFIP in accordance with state law and federal law and guidance from the department.

Counties and Tribal Nations may use the funds for any allowable expenditures under subdivision 2, including case management outlined in Minnesota Statutes, section 256J.

This allocation is funded with 8% state funds and 92% federal TANF funds and paid quarterly.

**Federal funds.** Payments are to be made from federal funds. If at any time such funds become unavailable, this CONTRACT shall be terminated immediately upon written notice of such fact by STATE to County/Tribal Nation. In the event of such termination, County/Tribal Nation shall be entitled to payment, determined on a pro rata basis, for services satisfactorily performed. An amendment must be executed any time any of the data elements listed in 2 CFR 200.332 and this clause, including the Assistance Listing number, are changed, such as additional funds from the same federal award or additional funds from a different federal award. STATE has determined that County/Tribal Nation is a "contractor" and not a "subrecipient" pursuant to 2 C.F.R section 200.331.

**Pass-through requirements.** County/Tribal Nation acknowledges that, if it is a subrecipient of federal funds under this CONTRACT, County/Tribal Nation may be subject to certain compliance obligations. County/Tribal Nation can view a table of these obligations in the Health and Human Services Grants Policy Statement,[1] Exhibit 3 on page II-3, in addition to specific public policy requirements related to the federal funds here. To the degree federal funds are used in this contract. STATE and County/Tribal Nation must comply with 2 C.F.R. § 200.332 (Requirements for pass-through entities) and 2 C.F.R. §§ 200.501-521 (Subpart F – Audit Requirements).[2]

1. **County/Tribal Nation:** Itasca
(Must match the name associated with the Unique Entity Identifier)

2. **County/Tribal Nation Unique Entity Identifer (EUI):**
31ITA459
Effective April 4, 2022, the Unique Entity Identifier is the 12 character alphanumeric identifier established and assigned at SAM.gov to uniquely identify business entities and must match County/Tribal Nation name.

3. **Federal Award Identification Number (FAIN):** 2201MNTANF and 2301MNTANF

4. **Federal Award Date:** October 1, 2022 (projected) (The date of the award to the MN Dept. of Human Services.)

5. **Period of Performance:** January 1, 2024 – December 31, 2025

6. **Budget period start and end date:** January 1, 2024 – December 31, 2025

7. ***Amount of federal funds:**
A. Total Amount Awarded to DHS for this project: $103,290,000 (projected)
B. Total Amount Awarded by DHS for this project to County/Tribal Nation named above: $ 774,291.00

8. **Federal Award Project description:** Temporary Assistance for Needy Families (TANF)

9. **Name:**
A. Federal Awarding Agency: Administration for Children and Families
B. MN Dept. of Human Services (DHS)
C. Contact information of DHS's awarding official: Jovon Perry, Jovon.perry@state.mn.us

10. ***Assistance Listings Number & Name** (formerly known as CFDA No.):
Payments are to be made from federal funds obtained by STATE through Catalog of Federal Domestic Assistance (CFDA) No.:
NUMBER: 93.558 NAME: Temporary Assistance for Needy Families (TANF)
Total amount made available at time of disbursement: $

11. * **Is this federal award related to research and development?** (●) No ( ) Yes

12. **Indirect Cost Rate for this federal award is:** up to 15% (including if the de minimis rate is charged)

## Service Agreement Certification

☐ Checking this box certifies that this 2024 - 2025 MFIP Biennial Service Agreement has been prepared as required and approved by the County/Tribal Nation board(s) under the provisions of Minnesota Statutes, section 256J. In the box below, state the name of the chair of the County/Tribal Nation board of commissioners or authorized designee, their mailing address and the name of the county.

| * DATE OF CERTIFICATION | * NAME (CHAIR OR DESIGNEE) | * COUNTY/TRIBE |
|---|---|---|
| | | |

| * MAILING ADDRESS | * CITY | * STATE | * ZIP CODE |
|---|---|---|---|
| | | | |

If your county/tribal agency is unable to complete your BSA by October 15th, 2023, you will need to request an extension by emailing Jonathan.Hausman@state.mn.us. Please provide additional information about why you were not able to compete this form.

## Save or Submit

**To save your work**, click the 'Save Form for Later' button. Your information will be saved, and you may finish the form later.

**To submit your information to DHS,** click the 'Submit Final Form' button.

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

Tuesday, October 24, 2023

# REQUEST FOR BOARD ACTION: RBA-2023-3313

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

**AGENDA ITEM:**
IMCare Provider Participation Agreement with Compass North

**BOARD ACTION REQUESTED:**
Authorize IMCare Director and County Board Chair to sign the contract between IMCare and Compass North for Substance Use Disorder (SUD) services.

**BACKGROUND:**
There is also a contract in place currently for Behavioral Health services.

**COUNTY ATTORNEY REVIEW:** Yes and/or Pending

**SUPPORTING DOCUMENTATION:**
1. signed PPA-Compass North
2. Provider Participation Agreement 2020 - 10.01.17

10/17/2023

| | |
|---|---|
| **RESULT:** | **RECOMMENDED FOR CONSENT NEXT: 10/24/2023 2:30 PM** |

| | |
|---|---|
| **RESULT:** | **APPROVED (4 TO 0)** |
| **MOVER:** | Commissioner John Johnson |
| **SECONDER:** | Commissioner Casey Venema |
| **AYES:** | Terry Snyder, John Johnson, Burl Ives, Casey Venema |
| **ABSENT:** | Cory Smith |

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

Tuesday, October 24, 2023

# REQUEST FOR BOARD ACTION: RBA-2023-3306

**DEPARTMENT:** Land Department
**PRESENTER:** Michael Gibbons

**TIME REQUESTED:** < 5 Minutes

**AGENDA ITEM:**
Notice of Oral Auction of Timber

**BOARD ACTION REQUESTED:**
Authorize the notice of intermediate and regular oral bid auction of timber to be given by publication in the official newspaper of the County as provided by law, and that Land Commissioner offers such tracts of timber in order in which they appear in said notice for sale, and that sale shall commence at 10:30 AM on Thursday December 14, 2023 at Cohasset Community Center.

**BACKGROUND:**

**COUNTY ATTORNEY REVIEW:** N/A

**SUPPORTING DOCUMENTATION:**
1. Timber Auction Notice- Dec 2023

10/17/2023

| | |
|---|---|
| **RESULT:** | **RECOMMENDED FOR CONSENT NEXT: 10/24/2023 2:30 PM** |

| | |
|---|---|
| **RESULT:** | **APPROVED (4 TO 0)** |
| **MOVER:** | Commissioner John Johnson |
| **SECONDER:** | Commissioner Casey Venema |
| **AYES:** | Terry Snyder, John Johnson, Burl Ives, Casey Venema |
| **ABSENT:** | Cory Smith |

## NOTICE OF INTERMEDIATE AND REGULAR TIMBER AUCTION SALE

Itasca County Forest Lands are FSC Certified by
NEPCon, NC-FM/COC-001709; FSC 100%

Pursuant to the October 24, 2023, official action of the Itasca County Board of Commissioners and under the provisions of Minnesota Statute 282.04, as amended, timber on tax-forfeited land within Itasca County will be offered for sale WITHOUT the sale of land at an Intermediate and Regular Auction at **10:30 A.M. on Thursday, December 14, 2023, at the Cohasset Community Center, Cohasset, MN.** Timber will be sold to the highest bidder at not less than the appraised value listed in the Timber Report. Bidding shall be by ORAL BID ONLY. Bid up shall be by two (or even numbered) percent increments, the percent bid up to be added to the appraised price. Itasca County reserves the right to accept or reject any or all bids. **Prior to being able to bid on county timber auctions, eligible bidders must sign a one-time affidavit of compliance and the bidder must be listed on the Minnesota DNR Qualified Purchasers list, in good standing, as provided for in Minnesota statute 90.145. All bidders who have not previously registered (i.e. signed Affidavit of Compliance) must register prior to 4:30 p.m. on Wednesday, December 13, 2023.** Interested bidders are responsible to know and comply with all permit regulations and eligibility limits. Bidders must be 18 years and older and in good standing with Itasca County. No bidder can act in any capacity on behalf of a non-qualifying operation for the purpose of procuring rights to timber from Itasca County. No bid will be accepted from any bidder having a delinquent or uncollectible timber permit account or a pending timber trespass with a county, state, or federal agency. Violation of eligibility limits will result in loss of down payment and/or loss of privilege to purchase stumpage from Itasca County.

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

Tuesday, October 24, 2023

# REQUEST FOR BOARD ACTION: RBA-2023-3310

**DEPARTMENT:** Land Department
**TIME REQUESTED:** < 5 Minutes
**PRESENTER:** Michael Gibbons, Jesse Lehner

**AGENDA ITEM:**
Contract Award - 2025 Containerized Seedlings

**BOARD ACTION REQUESTED:**
Award the 2025 Containerized Seedling Contract to PRT USA, Inc. in the amount of $54,755.00 to be paid from the Forest Resources Fund 12 and authorize necessary signatures.

**BACKGROUND:**
Quotes have been solicited for the supply of containerized seedlings to be planted on tax-forfeited trust land in 2025. According to specifications, contactors are to supply 185,000 red pine, 22,000 jack pine and 12,000 white spruce.
One quote was received: PRT USA Inc. $54,755.00

**COUNTY ATTORNEY REVIEW:** Yes and/or Pending

**SUPPORTING DOCUMENTATION:**
1. PRT - Itasca Spring 2025 Seedling Quote - signed
2. Service Contract Seedlings 2025

10/17/2023

| | |
|---|---|
| **RESULT:** | **RECOMMENDED FOR CONSENT NEXT: 10/24/2023 2:30 PM** |

10/24/2023

| | |
|---|---|
| **RESULT:** | **PULLED** |

# ATTACHMENT B
# 2025 SEEDLINGS

## PROJECT FORM FOR SUPPLY OF CONTAINERIZED SEEDLINGS

Supply and delivery of seedlings to the Itasca County Land Department according to the specifications set in Attachment A. Seedlings will be awarded by item. Items 1 through 4 are for the spring of 2025.

**ITEM 1:** **185,000 red pine** containerized seedlings at a cost of
$ 235.00 per thousand, for a total of $ $43,475.00

**ITEM 2:** **22,000 improved jack pine** containerized seedlings at a cost of
$ 220.00 per thousand, for a total of $ $4,840.00

**ITEM 3:** 12,**000 improved white spruce** containerized seedlings at a cost of
$ 270.00 per thousand, for a total of $ $3,240.00

**ITEM 4:** Delivery to a designated drop site in the Grand Rapids vicinity.
**$** $3,200.00

Total project cost for this contract: $ $54,755.00

PRT USA Inc.
Company

Sylvain Montpellier
Contractor Name

Signature

4653 Bishop Lake Rd, Howell, MI 48843
Address

807-371-0126
Telephone

sylvain.montpellier@prt.com
Email

# County of Itasca, Minnesota
# Service Contract

## A.1 DATES AND PARTIES

A.1.1 THIS CONTRACT, made this ____ day of _____, 2023, by and between the County of Itasca, herein called the "County," and _____, a corporation organized and existing under the laws of the State of _____, or a partnership consisting of _____, or an individual trading as _____, located at _____, herein called the "Vendor."

## B.1 AGREEMENT

B.1.1 NOW, THEREFORE, it is mutually agreed that, in consideration of the payments to be made to said Vendor, subject to the conditions, hereinafter set forth, the County shall purchase **tree seedling growing** services from said Vendor, upon terms and at the agreed price(s), and the Vendor shall perform said services all in accordance with the specifications of County as set forth in the Special Conditions of this Agreement.

## C.1 TERM OF CONTRACT

C.1.1 The term of this Contract is from **January 2024** through **May 2025**, inclusive. The Contract may be extended if provided for in the Special Conditions. **Specific project dates are defined in Attachment A.**

## D.1 SPECIAL CONDITIONS

D.1.1 This Contract is subject to such special conditions as are set forth in the Special Conditions Supplements attached hereto and made a part hereof and marked **Attachment A** and **Attachment B**.

## E.1 CONTRACT AMOUNT

E.1.1 This Agreement when fully completed and fulfilled on the part of said Vendor to the satisfaction of the County or its duly authorized agent, is estimated to be $_____for the current term.

## F.1 INCREASE

F.1.1 No increases to the above said Contract amount will be allowed to the Vendor during the term of this Contract unless provided for in the Special Conditions or mutual agreement of the parties.

## G.1 PAYMENT

G.1.1 The County does hereby agree, to pay said Vendor as services are performed to the satisfaction of the County, or its duly authorized agent, _____ payments of $_____ each, or as indicated in the Special Conditions. Payment terms of this Contract are Net 30.

## H.1 GUARANTEE

H.1.1 The Vendor further agrees to guarantee all materials and parts supplied under this Contract against inferiority as to specifications, such guarantee to be unconditional. Failure or neglect of the County or its designated representative to require compliance with any term or condition of this Contract or the specifications shall not be deemed a waiver of such term or condition.

## I.1 BOND

I.1.1 Minnesota Statute 574.26 requires the vendor to furnish a Performance Bond and a Labor & Materials Payment Bond in the full amount, for any contract over $75,000, in favor of the County, to protect the County against any breach of contract. The surety company providing the bond(s) must be registered to do business in the State of Minnesota and be satisfactory to the County.

## J.1 INSURANCE

J.1.1 The following insurance must be maintained for the duration of this Contract. A Certificate of Insurance for each policy which lists Itasca County as a certificate holder and as an additional insured must be on file with the Itasca County Risk Management Department within 10 days of execution of this Contract and prior to commencement of any work under this Contract. Each certificate must include a 30-day notice of cancellation, nonrenewal, or material change to all named and additional insureds.

J.1.2 The County reserves the right to terminate, suspend or rescind any contract not in compliance with these requirements and retains all rights thereafter to pursue any legal remedies against Contractor. All insurance policies shall be open to inspection by the County, and copies of policies shall be submitted to the County upon written request. All subcontractors shall provide evidence of similar coverage.

J.1.3 General Liability Insurance

***The limits listed below reflect the Itasca County Board of Commissioners reduction in insurance requirements as per Request for Board Action (RBA) February 2, 2011.***

J.1.3.1

| | Limit |
|---|---|
| General Aggregate | $2,000,000 |
| Products-Completed Operations Aggregate | $2,000,000 |
| Personal and Advertising Injury | $1,000,000 |
| Each Occurrence: | |
| Combined Bodily Injury and Property Damage | $1,000,000 |

J.1.3.2 Policy shall contractors and subcontractors, and contractual liability.

J.1.3.3 Itasca County **must be named as certificate holder and an additional insured.**

J.1.4 Automobile Liability Insurance

J.1.4.1

| | Limit |
|---|---|
| Automobile Liability - Combined single limit each occurrence for bodily injury and property damage covering owned, non-owned and hired automobiles | $500,000 |

J.1.4.2 Must cover owned, nonowned and hired vehicles.

J.1.5 Workers' Compensation Per Statutory Requirements

J.1.5.1 Vendor must maintain statutory limits. Itasca County reserves the right to rescind any contract not in compliance with these requirements and retains all rights thereafter to pursue any legal remedies against bidder. If the Contractor is based outside the State of Minnesota, coverage must apply to Minnesota laws.

J.1.6 Employer's Liability

| | Limit |
|---|---|
| J.1.6.1 Bodily injury by: | |
| Accident - Each Accident | $500,000 |
| Disease - Policy Limit | $500,000 |

Disease - Each Employee $500,000

J.1.7 Professional Liability Insurance [For Professional Services Contracts Only]

J.1.6.1 Provider shall maintain at its sole expense a valid policy of insurance covering professional liability, arising from the acts or omissions of Provider, its agent and employees in the amount of not less than $500,000 per claim and $3,000,000 annual aggregate. (These suggested limits should be reviewed on a cases by case basis)

J.1.8 Indemnification Clause

J.1.8.1 Except as may be caused by the sole negligence of the County or its employees, Contractor shall indemnify and save harmless Itasca County, its employees, and its agents from all claims, actions, demands, and judgments of any kind arising in whole or in part from any act or omission of Contractor, is subcontractors, and their agents, servants, or employees, incidental to the performance of the Contract and from all expenses in connection with such claims, actions, demands and judgments, and shall assume, without expense to the County, the defense of any such claims, actions, demands and judgments, irrespective of whether it is alleged, claimed, or proved in connection with such act or omission that negligence of the County or its representatives caused or contributed thereto.

J.1.8.2 Contractor agrees, that in order to protect itself and the County under the indemnity provisions set forth above, it will at all times during the term of this Agreement keep in force policies of insurances indicated in paragraph entitled, “INSURANCE.”

J.1.8.3 This provision is not intended to create any cause of action in favor of any third party against the Contractor or the County or to enlarge in any way the Contractor’s liability, but it is intended solely to provide for indemnification of the County from liability for damages or injuries to third persons or property arising from

the Contractor's or the Contractor's agents' performance hereunder.

The above establishes minimum insurance requirements. It is the sole responsibility of Vendor to determine the need for and to procure additional coverage that may be needed in connection with this Agreement.

**Vendor further agrees the minimum requirements set forth above shall at all times be in an amount at least equal to the maximum liability of the County under Minn. Stat. 466.04 now or as said statute is hereafter amended or as otherwise required by law, statute or rule.**

## K.1 UNAVOIDABLE CIRCUMSTANCES

K.1.1 The Vendor shall not be held responsible for damages caused by delay or failure to perform hereunder, when such delay or failure is due to fires, strikes, acts of God, legal acts of the public authorities, or delays or defaults caused by public carriers, or acts or demands of the Government in time of war or national emergency.

## L.1 RIGHT TO TERMINATE

L.1.1 County reserves the right to terminate this Contract immediately, at any time during the contract period for failure of Vendor to perform as specified in the Special Conditions, or to the reasonable satisfaction of County, upon notification to Vendor.

## M.1 ASSIGNMENT

M.1.1 Vendor shall not enter into any subcontract for performance of any services contemplated under this Contract, nor assign any part of this Contract, without the prior written approval of the County and subject to such conditions and provisions as the County may deem necessary. The Vendor shall be responsible for the performance of all subcontractors.

## N.1 INDEMNIFICATION

N.1.1 Vendor shall indemnify, hold harmless and defend the County, its officers and employees against any and all liability, loss, costs, damages, expenses, claims or actions, including attorney's fees which the County, its officers or employees may hereafter sustain, incur or be required to pay, arising out of or by reason of any act or omission of Vendor, its agents, servants

or employees, in the execution, performance, or failure to adequately perform Vendor's obligations pursuant to this Contract.

## O.1 COMPLIANCE WITH LAWS

O.1.1 Vendor shall abide by all Federal, State and local laws, statutes, ordinances, rules and regulations now in effect or hereinafter adopted pertaining to this Contract or to the facilities, programs and staff for which Vendor is responsible.

## P.1 RECORDS AUDITING AND RETENTION

P.1.1 Vendor's books, records, documents, papers, accounting procedures and practices, and other evidences relevant to this Contract are subject to the examination, duplication, transcription and audit by the County and either the legislative or State Auditor, pursuant to Minn. Stat. § 16C.05, subd. 5. Such evidences are also subject to review by the Comptroller General of the United States, or a duly authorized representative, if federal funds are used for any work under this Contract. Vendor agrees to maintain such evidences for a period of six (6) years from the date services or payment were last provided or made or longer if any audit in progress required a longer retention period.

## Q.1 WAIVER

Q.1.1 Any waiver by either party of any provision of this Contract shall not imply a subsequent waiver of that or any other provision.

## R.1 MODIFICATIONS/AMENDMENT

R.1.1 Any alterations, variations, modifications, amendments or waivers of the provisions of this Contract shall only be valid when they have been reduced to writing, and signed by authorized representative of the County and Vendor.

## S.1 SEVERABILITY

S.1.1 The provision of this Contract shall be deemed severable. If any part of this Contract is rendered void, invalid, or unenforceable, such rendering shall not affect the validity and enforceability of the remainder of this Contract unless the part or parts which are void, invalid or otherwise unenforceable shall substantially impair the value of the entire Contract with respect to either party.

## T.1 FINAL AGREEMENT

T.1.1 This Contract is the final expression of the agreement of the parties and the complete and exclusive statement of the terms agreed upon, and shall supersede all prior negotiations, understandings or agreements. There are no representations, warranties, or stipulations, either oral or written, not herein contained.

**U.1 EXECUTION**

U.1.1 IN WITNESS WHEREOF, the County has caused this Contract to be signed by its duly authorized officers and the Vendor has hereunto set its hand.

Dated this _____ day of _____, _____.

(Vendor Name)

By: _____
Its _____

COUNTY OF ITASCA, MINNESOTA

By: _____
Its _____

By:_____
Its_____

APPROVED AS TO FORM & EXECUTION

By: _____
Itasca County Attorney

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

Tuesday, October 24, 2023

# REQUEST FOR BOARD ACTION: RBA-2023-3236

**DEPARTMENT:** Administrative Services **TIME REQUESTED:** 10 Minutes
**PRESENTER:** Shelly Patten, DNR NE Regional Director and DNR Parks & Trails employees

**AGENDA ITEM:**
Sixberry Landing Public Water Access

**BOARD ACTION REQUESTED:**
Approve DNR acquisition of the Sixberry property on Sturgeon Lake, commonly known as the Sixberry Landing Access.

**BACKGROUND:**

**COUNTY ATTORNEY REVIEW:** N/A

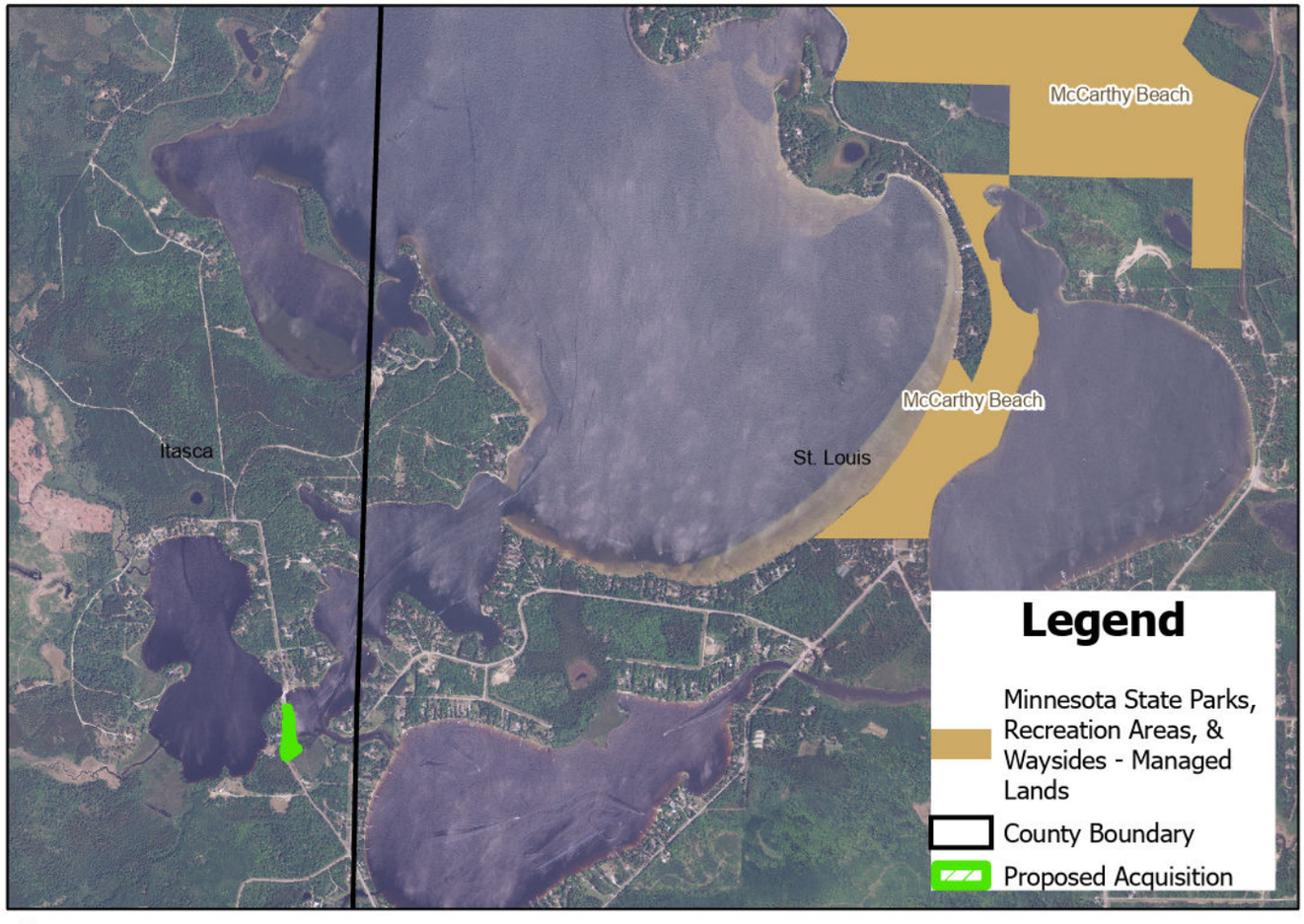
**SUPPORTING DOCUMENTATION:**
1. Map_SturgeonLake_SixberryACQ
2. Sixberry Landing handouts

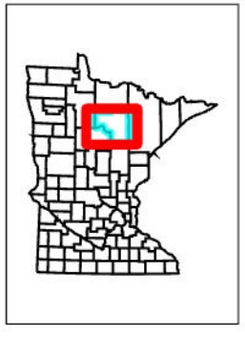
10/17/2023

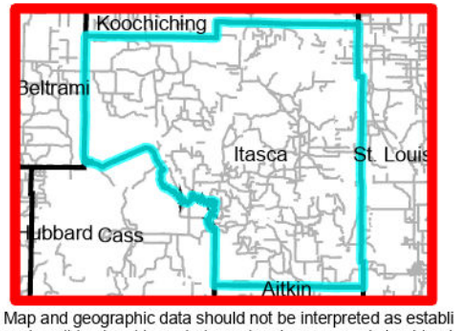
| | |
|---|---|
| **RESULT:** | **RECOMMENDED FOR CONSENT NEXT: 10/24/2023 2:30 PM** |

| | |
|---|---|
| **RESULT:** | **APPROVED (4 TO 0)** |
| **MOVER:** | Commissioner John Johnson |
| **SECONDER:** | Commissioner Casey Venema |
| **AYES:** | Terry Snyder, John Johnson, Burl Ives, Casey Venema |
| **ABSENT:** | Cory Smith |

# Public Water Access Site - Proposed Acquisition








Parcel Information
Owner: Sixberry
Acres: 1.3
Government Lot 3, Section 25, Township 60 North, Range 25 West

Landowner is looking to sell to the Department of Natural Resources, Division of Parks and Trails 1.3 acres that contains a public water access.

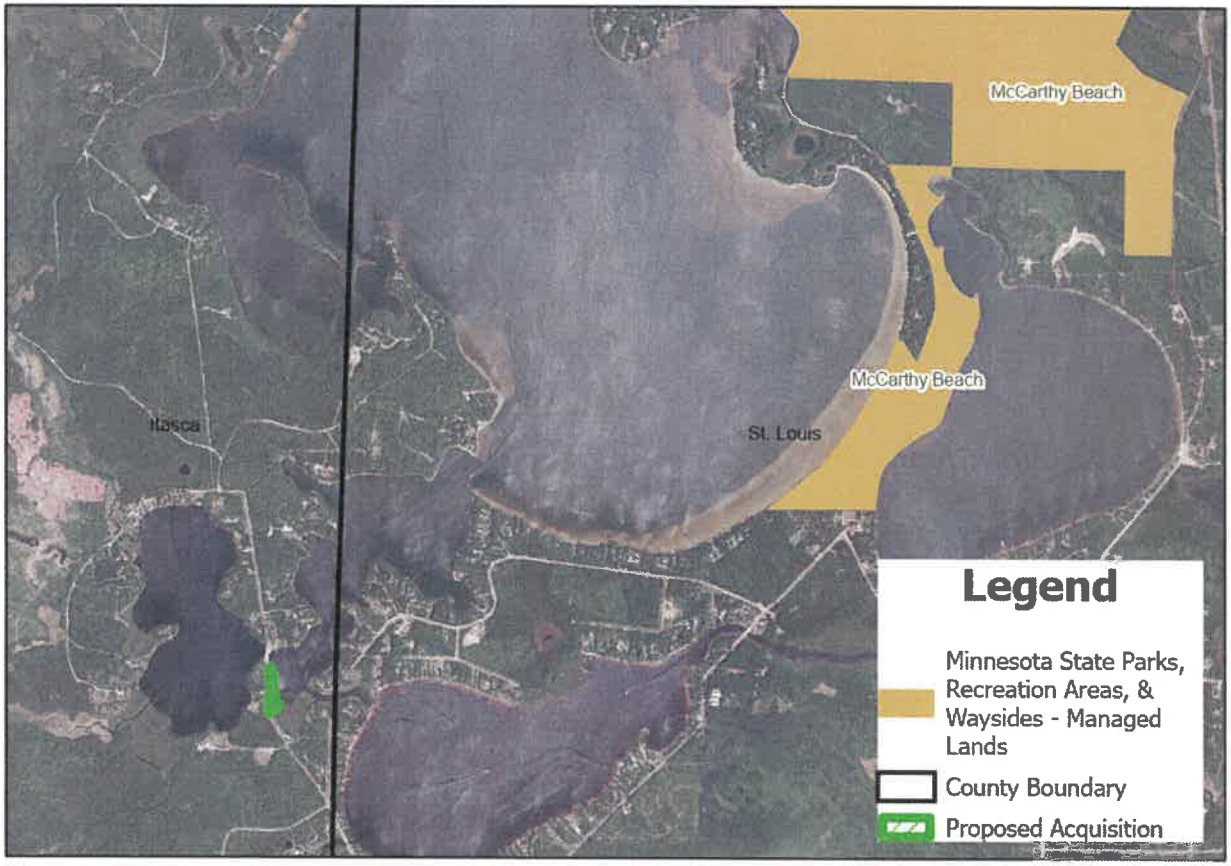
DEPARTMENT OF NATURAL RESOURCES

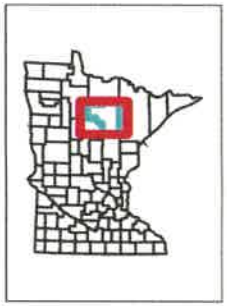
Date Saved: 10/11/2023 11:31 AM

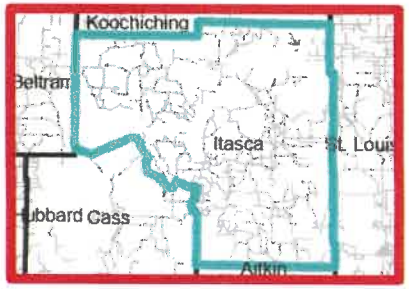
Map and geographic data should not be interpreted as establishing or describing legal boundaries or legal access and should not be used for navigational purposes. Map and geographic data should be used for reference only. Users of the data are responsible for verifying public land or water boundaries by observing boundary signs and markers, consulting official surveys and maps, and contacting local MNDNR offices.

Document Path: C:\Users\shkok\OneDrive - State of Minnesota - MN365\Desktop\REAP Map Template.aprx

# Public Water Access Site - Proposed Acquisition








Parcel Information
Owner: Sixberry
Acres: 1.3
Government Lot 3, Section 25, Township 60 North, Range 25 West

Landowner is looking to sell to the Department of Natural Resources, Division of Parks and Trails 1.3 acres that contains a public water access.

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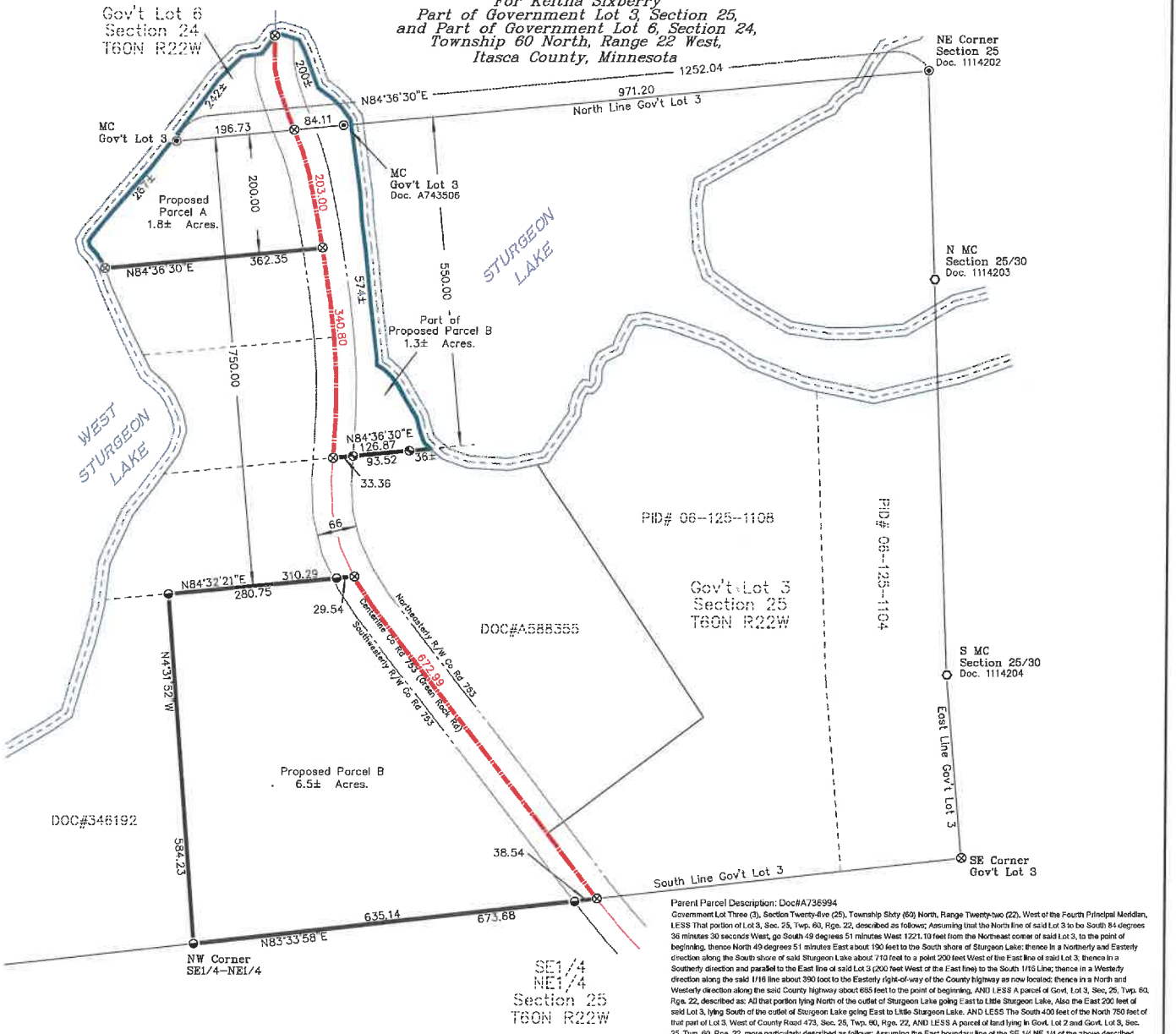
Document Path: C:\Users\shkok\OneDrive - State of Minnesota - MN365\Desktop\REAP Map Template.aprx

# PARCEL DESCRIPTION EXHIBIT

*For Keitha Sixberry*
*Part of Government Lot 3, Section 25,*
*and Part of Government Lot 6, Section 24,*
*Township 60 North, Range 22 West,*
*Itasca County, Minnesota*




*Bearings are based on*
*The North Line of Gov't Lot 3*
*Bearing N84°36'30"E*

*LEGEND*

- *Capped Rebar set, marked PLS #51766*
- *Found Capped Monument, marked PLS #16089*
- *Found County Monument*
- *Calculated Position*
- *Monument of Record*

0 60 120 240
SCALE IN FEET

*I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.*

*Chris Mattila*

*Date:_____ License No. 51766*


NORTHERN LIGHTS SURVEYING SERVICES
1305 E US Hwy 169
Grand Rapids, MN. 55744
Phone: (218) 326-5325
grandrapids@nlsurvey.com


PREPARED FOR:
*Keitha Sixberry*

SECTION: 25
TOWNSHIP 60 NORTH
RANGE 22 WEST
COUNTY: Itasca
DATE: 10-4-2022
DRAWN BY: AT
JOB NO: GR2022-013
DRAWING NO: 2022-013

Parent Parcel Description: Doc#A736994
Government Lot Three (3), Section Twenty-five (25), Township Sixty (60) North, Range Twenty-two (22), West of the Fourth Principal Meridian, LESS That portion of Lot 3, Sec. 25, Twp. 60, Rge. 22, described as follows; Assuming that the North line of said Lot 3 to be South 84 degrees 36 minutes 30 seconds West, go South 49 degrees 51 minutes West 1221.10 feet from the Northeast corner of said Lot 3, to the point of beginning, thence North 49 degrees 51 minutes East about 190 feet to the South shore of Sturgeon Lake; thence in a Northerly and Easterly direction along the South shore of said Sturgeon Lake about 710 feet to a point 200 feet West of the East line of said Lot 3; thence in a Southerly direction and parallel to the East line of said Lot 3 (200 feet West of the East line) to the South 1/16 Line; thence in a Westerly direction along the said 1/16 line about 390 feet to the Easterly right-of-way of the County highway as now located; thence in a North and Westerly direction along the said County highway about 655 feet to the point of beginning, AND LESS A parcel of Govt. Lot 3, Sec. 25, Twp. 60, Rge. 22, described as: All that portion lying North of the outlet of Sturgeon Lake going East to Little Sturgeon Lake, Also the East 200 feet of said Lot 3, lying South of the outlet of Sturgeon Lake going East to Little Sturgeon Lake. AND LESS The South 400 feet of the North 750 feet of that part of Lot 3, West of County Road 473, Sec. 25, Twp. 60, Rge. 22, AND LESS A parcel of land lying in Govt. Lot 2 and Govt. Lot 3, Sec. 25, Twp. 60, Rge. 22, more particularly described as follows: Assuming the East boundary line of the SE 1/4 NE 1/4 of the above described Section to run North 00 degrees 02 minutes 08 seconds West and commencing at the Northeast corner of said forty, which is 1312.66 feet North of the Southeast corner of said forty, thence run South 87 degrees 21 minutes 18 seconds West along the North boundary line of said forty for a distance of 1307.60 feet to the Northwest corner of said forty which is the point of beginning of the parcel about to be describe, thence run South 00 degrees 40 minutes East for a distance of 139.12 feet, thence South 89 degrees 56 minutes 30 seconds West for a distance of 825.83 feet, thence due North for a distance of 387 feet to the South shore of West Sturgeon Lake, thence Northeasterly along the shoreline for 1050 feet more or. Less to a point which lies North 00 degrees 40 minutes West of the point of beginning, thence South 00 degrees 40 minutes East for a distance of 583 feet to the point of beginning
AND
Government Lot Six (6), Section Twenty-four (24), Township Sixty (60) North, Range Twenty-two (22), West of the Fourth Principal Meridian.

Proposed Parcel A Description:
The North 200.00 feet of Government Lot 3, Section 25, Township 60 North, Range 22 West of the Fourth Principal Meridian, Itasca County, Minnesota lying westerly of the centerline of County Road No. 753, formerly referred to as County Road Number 473.
AND
That part of Government Lot Six (6), Section Twenty-four (24), Township Sixty (60) North, Range Twenty-two (22), West of the Fourth Principal Meridian, Itasca County, Minnesota lying westerly of the centerline of County Road No. 753, formerly referred to as County Road Number 473.

Proposed Parcel B Description:
That part of Government Lot Six (6), Section Twenty-four (24), Township Sixty (60) North, Range Twenty-two (22), West of the Fourth Principal Meridian, Itasca County, Minnesota lying easterly of the centerline of County Road No. 753, formerly referred to as County Road Number 473.
AND
The North 550.00 feet of Government Lot 3, Section 25, Township 60 North, Range 22 West of the Fourth Principal Meridian, Itasca County, Minnesota lying easterly of the centerline of County Road No. 753, formerly referred to as County Road Number 473, and westerly of the shoreline of Sturgeon Lake.
AND
Government Lot 3, EXCEPT the North 750.00 feet, Section 25, Township 60 North, Range 22 West of the Fourth Principal Meridian, Itasca County, Minnesota lying westerly of the centerline of County Road No. 753, formerly referred to as County Road Number 473.
EXCEPT (DOC# 346192)
A parcel of land lying in Government Lot 2 and Government Lot 3 in Section 25, Township 60 North, Range 22 West of the Fourth Principal Meridian according to the United States Government Survey more particularly described as follows:
Assuming the East Boundary Line of the Southeast one-quarter of the Northeast one-quarter (SE1/4 of the NE1/4) of the above described Section to run N 00° 02' 08" W and commencing at the Northeast corner of said forty, which is 1312.66 feet North of the Southeast corner of said forty, thence run S 87° 21' 18" W along the North boundary line of said forty for a distance of 1307.60 feet to the Northwest corner of said forty which is the point of beginning of the parcel about to be described, thence run S 00° 40' E for a distance of 139.12 feet, thence S 89° 56' 30" W for a distance of 825.83 feet, thence due North for a distance of 387 feet to the South shore of West Sturgeon Lake, thence Northeasterly along the shoreline for 1050 feet more or less to a point which lies N 00° 40' West of the point of beginning, thence S 00° 40' E for a distance of 583 feet to the point of beginning.

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

Tuesday, October 24, 2023

# REQUEST FOR BOARD ACTION: RBA-2023-2805

**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, October 24, 2023

# REQUEST FOR BOARD ACTION: RBA-2023-3322

**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 to new employee Robert Vlasnik, Highway Maintenance Worker with the Transportation Department, effective October 24, 2023.
- Welcome to new employee Kohl Mattson, Corrections Deputy with the Sheriff's Department, effective October 16, 2023.
- Welcome to new employee Chris Acevedo, Corrections Deputy with the Sheriff's Department, effective October 17, 2023.
- Welcome to new employee Chris LeNoie, Corrections Deputy with the Sheriff's Department, effective October 24, 2023.
- Farewell to Kendra Predovich, whose last day as MN Choice Assessor with the Health & Human Services Department will be October 27, 2023, after 9+ years of service.
- Farewell to Cory Leinwander, whose last day as Assistant County Assessor with the Assessors Department will be November 3, 2023, after 7+ years of service.

**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, October 24, 2023

# REQUEST FOR BOARD ACTION: RBA-2023-2831

**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 October 27, 2023, in the amount of $3,718,010.18.

**BACKGROUND:**

**COUNTY ATTORNEY REVIEW:** N/A

**SUPPORTING DOCUMENTATION:** None

| | |
|---|---|
| **RESULT:** | **APPROVED (4 TO 0)** |
| **MOVER:** | Commissioner Terry Snyder |
| **SECONDER:** | Commissioner Casey Venema |
| **AYES:** | Terry Snyder, John Johnson, Burl Ives, Casey Venema |
| **ABSENT:** | Cory Smith |

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

Tuesday, October 24, 2023

# REQUEST FOR BOARD ACTION: RBA-2023-3321

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

**AGENDA ITEM:**
Cancellation of Old Warrants/Checks

**BOARD ACTION REQUESTED:**
Adopt the Resolution Re: Cancellation of Old Warrants/Checks.

**BACKGROUND:**

**COUNTY ATTORNEY REVIEW:** N/A

**SUPPORTING DOCUMENTATION:**
1. 2023 UNCLAIMED PROPERTY REPORTING Board List

| | |
|---|---|
| **RESULT:** | **APPROVED (4 TO 0)** |
| **MOVER:** | Commissioner John Johnson |
| **SECONDER:** | Commissioner Casey Venema |
| **AYES:** | Terry Snyder, John Johnson, Burl Ives, Casey Venema |
| **ABSENT:** | Cory Smith |

# ITASCA COUNTY
# BOARD OF COMMISSIONERS

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

Tuesday, October 24, 2023

## RESOLUTION 2023-43

### RE: CANCELLATION OF OLD WARRANTS/CHECKS

**WHEREAS,** pursuant to MN Statute 345.41, the Itasca County Auditor/Treasurer has submitted a list of warrants-checks three years or older and has recommended that said warrants-checks be canceled.

2023 Unslaimed Property Total: $15,749.20

HHS

| | | | |
|---|---|---|---|
| 9/3/2019 | $36.96 | 510203 | Batdorf, Rae |
| 9/10/2019 | $135.50 | 510345 | Newman, Sheila |
| 10/15/2019 | $5.94 | 511081 | Lane, Melissa |
| 11/12/2019 | $53.24 | 511464 | Guderian, Autum |
| 12/11/2019 | $135.50 | 512118 | Bullock, Howard |
| 12/20/2019 | $94.54 | 512413 | Tillma, Rebecca |
| 12/31/2019 | $7,582.91 | 509949 | North Homes Inc Boys Next Step |
| 1/14/2020 | $135.50 | 512639 | Brons, Pamala |
| 2/10/2020 | $1,503.65 | 513080 | Wydra-Loe, Sierra |
| 2/12/2020 | $144.60 | 513248 | Tuominen, Connie |
| 3/24/2020 | $32.50 | 513978 | Arrowhead Transit Grand Rapids |
| 4/13/2020 | $141.59 | 514180 | Tomczyk, Valerie |
| 5/11/2020 | $30.00 | 514585 | Midwest Special Services Inc |
| 5/11/2020 | $2,193.00 | 514599 | Shearen, Samantha |

Sub-Total: $12,225.43

IMCARE

| | | | |
|---|---|---|---|
| 10/16/2019 | $59.30 | 634640 | Leech Lake Tribal Council |
| 11/13/2019 | $3.36 | 634849 | Leech Lake Tribal Council |
| 11/27/2019 | $94.06 | 634925 | Miller Hill Chiropractic |
| 12/18/2019 | $7.03 | 635075 | Leech Lake Tribal Council |
| 12/18/2019 | $102.63 | 635094 | Fairview Othotics and Prosthetics |
| 4/8/2020 | $5.41 | 635821 | Thrifty Drug Stores |
| 4/15/2020 | $144.09 | 635854 | Anesthesiology P.A. |
| 4/22/2020 | $0.28 | 635897 | Walgreen Drug #13163 |

Sub-Total: $416.16

COURTHOUSE

| | | | |
|---|---|---|---|
| 8/16/2019 | $7.00 | 185027 | Madison, Janique Goff |
| 9/13/2019 | $1,369.52 | 185552 | Town of Alvwood |
| 11/15/2019 | $43.56 | 186530 | Solberg, Corrine |
| 1/17/2020 | $19.25 | 187254 | DVS Renewal |
| 1/17/2020 | $19.25 | 187258 | DVS Renewal |
| 1/17/2020 | $19.25 | 187259 | DVS Renewal |
| 1/17/2020 | $14.16 | 187365 | Olson, Patti |
| 1/31/2020 | $31.48 | 187549 | Christensen/Dubbels,Brian/Brenda |
| 1/31/2020 | $270.20 | 187641 | Hill, Chad |
| 2/14/2020 | $6.44 | 187939 | Butson, Joan |
| 3/13/2020 | $884.00 | 188442 | Kelly, James |
| 3/13/2020 | $275.00 | 188470 | Minnesota BCA |
| 5/29/2020 | $148.50 | 189570 | Fairview Clinics |

Sub-Total: $3,107.61

**NOW THEREFORE BE IT RESOLVED,** that the above listed warrants-checks are hereby canceled and if any of the above listed warrants-checks are returned, the Itasca County Board will follow the proper channels to reinstate said warrants-checks.

| | |
|---|---|
| **RESULT:** | **APPROVED (4 TO 0)** |
| **MOVER:** | Commissioner John Johnson |
| **SECONDER:** | Commissioner Casey Venema |
| **AYES:** | Terry Snyder, John Johnson, Burl Ives, Casey Venema |
| **ABSENT:** | Cory Smith |

**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 24th day of October A.D. 2023 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 24th day of October A.D. 2023.**

**Administrator**

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

Tuesday, October 24, 2023

# REQUEST FOR BOARD ACTION: RBA-2023-2845

**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 October 2023, in the amount of $1,797,533.96.

**BACKGROUND:**
N/A

**COUNTY ATTORNEY REVIEW:** N/A

**SUPPORTING DOCUMENTATION:**
1. October 2023 Board Report - ICHHS Warrants

| | |
|---|---|
| **RESULT:** | **APPROVED (4 TO 0)** |
| **MOVER:** | Commissioner Terry Snyder |
| **SECONDER:** | Commissioner Casey Venema |
| **AYES:** | Terry Snyder, John Johnson, Burl Ives, Casey Venema |
| **ABSENT:** | Cory Smith |

# 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


## October 2023

| | | |
|---|---|---|
| Income Maint/Admin Payments | $ | 252,881.30 |
| Social Services - Waivers | $ | 6,658.64 |
| Social Services - Non-Waivers | $ | 418,955.89 |
| Foster Care/Out of Home/FamilySupport | $ | 445,148.34 |
| Relative Custody/Preventive Placement Costs/Incidentals | $ | 64,056.07 |
| Public Health | $ | 22,002.21 |
| Community Health Board | $ | 587,831.51 |
| Total | $ | 1,797,533.96 |

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.

# October 2023
# Out of Home Placement Breakdown

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

| | Actual 2023 | Actual 2022 | Actual 2021 | Actual 2020 | Actual 2019 |
|---|---|---|---|---|---|
| January | 481,711.66 | 433,150.76 | 375,450.87 | 459,792.92 | 304,901.00 |
| February | 553,117.21 | 348,631.48 | 276,036.33 | 591,619.05 | 395,125.46 |
| March | 549,963.91 | 390,198.68 | 470,336.10 | 503,054.15 | 481,292.60 |
| April | 519,051.04 | 552,814.60 | 327,746.28 | 447,083.94 | 369,984.89 |
| May | 438,535.58 | 487,698.28 | 435,540.15 | 533,038.47 | 431,360.66 |
| June | 563,762.89 | 585,853.92 | 453,742.31 | 382,221.73 | 511,262.03 |
| July | 429,881.33 | 400,212.87 | 295,647.79 | 361,553.69 | 374,861.55 |
| August | 482,732.73 | 484,467.08 | 406,809.83 | 324,126.58 | 553,349.32 |
| September | 397,517.32 | 499,454.00 | 351,501.34 | 388,223.65 | 454,942.93 |
| October | 445,148.34 | 596,946.77 | 253,884.89 | 482,584.01 | 535,920.86 |
| November | | 361,433.79 | 424,163.31 | 397,425.90 | 420,910.89 |
| December | | 510,726.16 | 280,089.95 | 351,799.88 | 222,554.78 |
| Total | 4,861,422.01 | 5,651,588.39 | 4,350,949.15 | 5,222,523.97 | 5,056,466.97 |

## Child Protection Statistics

| | Maltreatment Reports | Opened for Assessment | % Opened | Children Placed | % Placed of Open |
|---|---|---|---|---|---|
| January | 36 | 25 | 69% | 9 | 36% |
| February | 52 | 26 | 50% | 9 | 35% |
| March | 64 | 29 | 45% | 2 | 7% |
| April | 64 | 30 | 47% | 9 | 30% |
| May | 25 | 13 | 52% | 10 | 77% |
| June | 35 | 26 | 74% | 9 | 35% |
| July | 33 | 22 | 67% | 5 | 23% |
| August | 44 | 20 | 45% | 8 | 40% |
| September | 35 | 27 | 77% | 9 | 33% |
| October | 35 | 18 | 51% | 3 | 17% |
| November | | | #DIV/0! | | #DIV/0! |
| December | | | #DIV/0! | | #DIV/0! |
| | 423 | 236 | #DIV/0! | 73 | #DIV/0! |
| | | | average | | average |

## October 2023

### Out of Home Placement Payments by Vendor

| | | Rate | | Invoices Paid |
|---|---|---|---|---|
| Northwestern MN Juvenile | - | $200-$340/day | | $ 79,897 |
| The Bridge Residential Facility | - | $250/day | | $ 67,090 |
| Port Group Homes | - | $269/day | | $ 44,664 |
| Mille Lacs Academy | - | $525/day | | $ 32,001 |
| Snyders/Foundation for Life | - | $122/day | | $ 22,528 |
| New Trails Group Home | - | $242/day | | $ 19,034 |
| Northstar | - | $128/day | | $ 15,360 |
| North Homes | - | $175 - $365/day | | $ 13,478 |
| Little Sand Group Home | - | $240/day | | $ 9,979 |
| Lutheran Social Services | - | $148-$194/day | | $ 7,668 |
| Go Forward Group Home | - | $245/day | | $ 7,350 |
| Village Ranch | - | $175 - $231/day | | $ 6,515 |
| West Central Juvenile Center | - | $334/day | | $ 5,655 |
| Lighthouse | - | $128/day | | $ 5,120 |
| Evergreen Shelter | - | | | $ 3,705 |
| Northwood | - | $294-$331/day | | $ 272 |
| Anoka County Juvenile Center | - | $226 - $282/day | | $ - |
| Arrowhead Juvenile Center | - | $250/day | | $ - |
| Crow Wing Community Serv | - | $295/day | | $ - |
| Dakota County Juvenile Serv | - | $325 - $340/day | | $ - |
| Heartland Girls Ranch | - | $249 - $316/day | | $ - |
| Kidspeace Corp | - | $266/day | | $ - |
| Kindred Family Focus | - | | | $ - |
| MCF - Redwing | - | $260/day | | $ - |
| MN Dept of Corrections | - | $269/day | | $ - |
| Pathfinders Children Treat | - | $106/day | | $ - |
| Peace House | - | $115/day | | $ - |
| Prairie Lakes Youth Program | - | $209 - $239/day | | $ - |
| Serenity Christian Homes | - | $256.69/day | | $ - |
| St Cloud Children's Home | - | $221/day | | $ - |
| Volunteers of America | - | | | $ - |
| Woodland Hills | - | $152 - $331/day | | $ - |
| | | | | |
| | | | | |
| Individuals* | - | $21 - $121/day | | $ 104,832 |
| **Total** | | | | **$ 445,148** |

*Individuals : Includes Foster Care & Family Support Programs

# October 2023
# North Homes & Northwestern Placement Breakdown

## North Homes

| | Assessment Evaluation | Shelter | Hawkins Home | Boys & Girls Programs | Cottage | Foster | Total |
|---|---|---|---|---|---|---|---|
| Jan | 9,743.95 | 40,591.98 | 10,147.20 | 27,260.40 | - | 20,115.90 | 107,859.43 |
| Feb | 8,114.60 | 61,092.98 | 10,485.44 | 19,327.26 | 9,354.00 | 20,786.43 | 129,160.71 |
| Mar | 26,239.62 | 52,728.50 | 10,485.44 | 19,327.26 | 12,082.25 | 13,282.34 | 134,145.41 |
| Apr | 15,499.59 | 27,061.32 | 9,470.72 | 12,383.28 | 14,175.47 | 26,098.98 | 104,689.36 |
| May | - | 32,391.58 | 10,485.44 | 16,959.58 | 9,697.48 | 4,734.32 | 74,268.40 |
| Jun | 8,184.75 | 28,291.38 | 10,147.20 | 32,394.36 | 26,297.25 | 4,581.60 | 109,896.54 |
| Jul | 7,254.06 | 21,731.06 | 10,485.44 | 37,010.90 | 7,763.95 | 4,476.05 | 88,721.46 |
| Aug | 6,625.75 | 32,801.60 | 10,430.03 | 35,817.00 | 2,003.60 | 5,337.30 | 93,015.28 |
| Sep | 7,505.03 | 31,161.52 | 10,485.44 | 11,694.02 | 3,118.00 | 14,434.53 | 78,398.54 |
| Oct | - | - | 202.95 | - | - | 13,275.09 | 13,478.04 |
| Nov | | | | | | | - |
| Dec | | | | | | | - |
| | 89,167.35 | 327,851.92 | 92,825.30 | 212,174.06 | 84,492.00 | 127,122.54 | 933,633.17 |
| | | | | | | | 1,400,449.76 |

## Northwestern

| | | Residential | Non-Secure Detention | Secure Detention | Satellite Homes | | Total |
|---|---|---|---|---|---|---|---|
| Jan | | 59,610.41 | 9,768.00 | 53,847.00 | 8,386.46 | | 131,611.87 |
| Feb | | 54,809.24 | 12,180.00 | 48,900.00 | 13,580.95 | | 129,470.19 |
| Mar | | 53,268.00 | 17,980.00 | 45,600.00 | 11,128.88 | | 127,976.88 |
| Apr | | 69,455.83 | 53,760.00 | 22,200.00 | 13,514.76 | | 158,930.59 |
| May | | 70,375.57 | 26,396.00 | 5,700.00 | 13,130.87 | | 115,602.44 |
| Jun | | 57,663.55 | 27,138.00 | 18,300.00 | 14,093.82 | | 117,195.37 |
| Jul | | 24,289.07 | 9,796.00 | 15,000.00 | 12,747.30 | | 61,832.37 |
| Aug | | 24,092.43 | 8,926.00 | 8,700.00 | 13,280.21 | | 54,998.64 |
| Sep | | 34,479.86 | 18,184.00 | 12,990.00 | 13,322.07 | | 78,975.93 |
| Oct | | 36,135.90 | 20,300.00 | 10,500.00 | 12,960.83 | | 79,896.73 |
| Nov | | | | | | | - |
| Dec | | | | | | | - |
| | - | 484,179.86 | 204,428.00 | 241,737.00 | 126,146.15 | - | 1,056,491.01 |

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

Tuesday, October 24, 2023

# REQUEST FOR BOARD ACTION: RBA-2023-2855

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

**AGENDA ITEM:**
County Based Purchasing (IMCare) Division Update/Presentation

**BOARD ACTION REQUESTED:**
Receive County Based Purchasing (IMCare) Division Update/Presentation.

**BACKGROUND:**

**COUNTY ATTORNEY REVIEW:** N/A

**SUPPORTING DOCUMENTATION:**
1. Q2 2023 Compliance Program Report

| **RESULT:** | **INFORMATIONAL - NO ACTION TAKEN** |
|---|---|

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

Tuesday, October 24, 2023

# REQUEST FOR BOARD ACTION: RBA-2023-3303

**DEPARTMENT:** Environmental Services
**TIME REQUESTED:** 10 Minutes
**PRESENTER:** Tom Nelson, Austin Steere

**AGENDA ITEM:**
Shoreland Stewardship Awards

**BOARD ACTION REQUESTED:**
Shoreland Stewardship Award presentation by ICOLA and SWCD.

**BACKGROUND:**
The Shoreland Stewardship Awards have been presented during a County Board meeting for several years. This award promotes the protection of the County's waters by both residents and resorts/camps on the shoreland.

**COUNTY ATTORNEY REVIEW:** N/A

**SUPPORTING DOCUMENTATION:** None

10/24/2023

| **RESULT:** | **PULLED** |
|---|---|

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

Tuesday, October 24, 2023

# REQUEST FOR BOARD ACTION: RBA-2023-3324

**DEPARTMENT:** Auditor / Treasurer
**TIME REQUESTED:** 5 Minutes
**PRESENTER:** Austin Rohling

**AGENDA ITEM:**
Schedule Public Hearing

**BOARD ACTION REQUESTED:**
Schedule a Public Hearing Re: Proposed Property Tax Abatement Request from L&M to be held at the Tuesday, November 14, 2023 County Board Regular Session, which begins at 2:30 p.m.

**BACKGROUND:**

**COUNTY ATTORNEY REVIEW:** N/A

**SUPPORTING DOCUMENTATION:** None

| | |
|---|---|
| **RESULT:** | **APPROVED (4 TO 0)** |
| **MOVER:** | Commissioner John Johnson |
| **SECONDER:** | Commissioner Terry Snyder |
| **AYES:** | Terry Snyder, John Johnson, Burl Ives, Casey Venema |
| **ABSENT:** | Cory Smith |