



ITASCA COUNTY BOARD OF COMMISSIONERS

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

Tuesday, November 28, 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: Add Item #6.8 (Facilities Department Position Reallocation) and approve the agenda, as amended.

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

IV. MINUTES APPROVAL

Motion To: Approve the minutes of the Tuesday, November 21, 2023 County Board Work Session and the Tuesday, November 21, 2023 County Board Special Session Re: Transportation.

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

V. CONSENT AGENDA

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

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

1. Adopt the Resolution Re: Per Diems Paid to Itasca County Commissioners.
2. Adopt the Resolution Re: Reimbursable Expenses to Itasca County Commissioners.
3. Accept the 2024 Child Welfare Opiate Allocation.
4. Approve and accept the Itasca County Health and Human Services 2024 Purchase of Service Contracts and corresponding contract rates; and authorize County Board Chair and Health and Human Services Director to sign said contracts.
5. Accept and authorize the County Board Chair to sign the TriMin Support service agreement for 2024.
6. Adopt the Resolution Re: Adoption of an Amended Schedule of Fees, Relative to the Itasca County Zoning Ordinance, Article 22.1.
7. Approve final payment for Contract 61614 - 2021 Bituminous Projects and authorize the County Board Chairperson and Clerk to the County Board to sign the Certificate of Final Payment.
8. Adopt the Resolution Re: Resolution of Support from the Sponsoring Agency, which indicates that Itasca County agrees to act as the sponsor/fiscal agent for an application for funding from the Local Road Improvement Program (LRIP), as requested by the City of Taconite.
9. Adopt the Resolution Re: Local Road Improvement Grant Application for County Road 540, which indicates support for the grant application for a proposed project on County Road 540.
10. Approve final payment for Contract 59916, a bridge/culvert replacement project for Nashwauk TWP, and authorize the County Board Chairperson and Clerk to the County Board to sign the necessary documents.
11. Adopt the Resolution Re: Resolution of Support from Sponsoring Agency, which indicates that Itasca County agrees to act as the sponsor/fiscal agent for an application for funding from the Local Road Improvement Program (LRIP), as requested by Nashwauk Township.
12. Approve State of Minnesota Joint Powers agreement for Forest Development Projects and authorize signatures.

VI. REGULAR AGENDA

1. Citizen Input
No citizen input provided.
2. Recognition of County Employees
The following employees were recognized:

Welcome to new employee Brandon Nistler, Corrections Deputy with Sheriff Department, effective October 30, 2023.

Welcome to new employee Joe Burns, Road Deputy with Sheriff Department, effective October 24, 2023.

Welcome to new employee Robert Key, Highway Maintenance Worker with Transportation Department, effective October 30, 2023.

Farewell to James Gustafson whose last day as Environmental Services Technician with the Environmental Services Department will be November 27, 2023, after 8+ years of service.

Welcome to new employee Jennifer Sutherland, IT Director with MIS Department, effective November 13, 2023.

Congratulations to Brianna Roberts who is transferring from Social Worker – Home & Community-based Services to Social Worker for Family Services with HHS, effective November 13, 2023.

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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3. Commissioner Warrants

Motion To: Approve Commissioner Warrants with a check date of December 1, 2023, in the amount of \$1,704,500.30.

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. ICHHS Warrants

Motion To: Approve the Itasca County Health and Human Services (ICHHS) Department Warrants for November 2023, in the amount of \$1,492,930.52.

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

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

QI/UM Director Amber Silliman provided a County Based Purchasing (IMCare) Division update, including information regarding project proposals for Depression and Diabetes Quality Improvement and Healthy Start Performance Improvement.

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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6. Shoreland Stewardship Awards

Tom Nelson of the Itasca County Coalition of Lake Associations (ICOLA) and Austin Steere of the Itasca County Soil and Water Conservation District (SWCD) recognized the following individuals as the winners of the Shoreland Stewardship Awards:

- 1) Kate & Steve Lavalier (Loon Lake); and
- 2) John Carney & Family (Turtle Lake).

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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7. Surveying and Mapping Department Update

County Surveyor Guy Carlson provided a 2023 Department of Surveying and Mapping Annual Report.

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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8. Facilities Department Position Reallocation

Motion To: Reallocate one (1) Grade 7 Custodian/Boiler Tech position to one (1) Grade 7 Facilities Worker I position in the Facilities Department.

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

VII. COMMISSIONER COMMENTS

Commissioners Snyder and Ives provided comment regarding continued work and meetings regarding the snowmobile trail liability insurance issue.

Commissioner Snyder reported on his attendance at a recent Extension Committee meeting.

Commissioner Ives reported on his attendance at a recent Northeast Minnesota Office of Job Training (NEMOJT) meeting and reminded the public that there will not be a December 5, 2023 Work Session meeting.

County Attorney Matti Adam provided comment regarding current workload in the County Attorney's office.

VIII. CLOSED SESSIONS**IX. ADJOURN**

Chair Ives adjourned the meeting at 3:25 PM.

ATTEST

Burl Ives
Chair of the County Board



Brett Skyles
Clerk of the County Board



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, November 28, 2023

RESOLUTION 2023-48

RE: PER DIEMS PAID TO ITASCA COUNTY COMMISSIONERS

WHEREAS, MN Statutes 375.055 provides for the establishment of compensation for services and per diems rendered by County Commissioners in all Minnesota Counties except Hennepin and Ramsey; and,

WHEREAS, the Itasca County Board of Commissioners views the Nursing Home Board to be a function of the regular Commissioner duties; and,

WHEREAS, the Attorney General has opined (No. 124a, April 28, 1994, p.4) that an officer may not collect more than one days per diem pursuant to the same authority regardless of the number of hours spent performing work in a single day.

NOW THEREFORE BE IT RESOLVED, that the Itasca County Board of Commissioners will not receive per diems for the discharge of official duties for the Nursing Home Board.

BE IT FURTHER RESOLVED that the Itasca County Board of Commissioners shall not collect more than one per diem per day while acting on any committee under the direction of the Board.

RESULT:	APPROVED (4 TO 0)
MOVER:	Commissioner Casey Venema
SECONDER:	Commissioner Terry Snyder
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 28th day of November 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 28th day of November A.D. 2023.

Administrator



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, November 28, 2023

RESOLUTION 2023-49

RE: REIMBURSABLE EXPENSES TO THE ITASCA COUNTY COMMISSIONERS

WHEREAS, MN Statutes 375.06 provides for the reimbursement of travel expenses incurred while County Commissioners are discharging their official duties while acting on any committee under the direction of the Board; and,

WHEREAS, County Commissioners are authorized to be reimbursed for mileage expense for using their personal automobile in discharging their official duties as County Commissioners while serving on a board, committee, or commission.

NOW THEREFORE BE IT RESOLVED, that the Itasca County Board of Commissioners shall be reimbursed for actual expenses incurred as outlined in the Itasca County Reimbursement for Expenses Policy while acting in the official duties of a County Commissioner under the direction of the County Board; and,

BE IT FURTHER RESOLVED that the Itasca County Board of Commissioners shall be reimbursed at the current Internal Revenue Service (IRS) rate for the use of their personal automobile while acting in their official duties or on a committee under the direction of the County Board.

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

STATE OF MINNESOTA
Office of County Administrator
ss. County of Itasca

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WITNESS MY HAND AND SEAL OF OFFICE at Grand Rapids, Minnesota, this 28th day of November A.D. 2023.

Administrator



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, November 28, 2023

RESOLUTION 2023-50

**RE: ADOPTION OF AN AMENDED SCHEDULE OF FEES, RELATIVE TO THE ITASCA COUNTY
ZONING ORDINANCE, ARTICLE 22.1**

WHEREAS, the schedule of zoning fees has not been amended for a period of greater than ten years; and

WHEREAS, costs to conduct zoning business, including, but not limited to, site visits, SSTs inspections, and Planning Commission and Board of Adjustment actions, have increased during that time; and

WHEREAS, Environmental Services staff has conducted a comparison of neighboring county zoning fees and found Itasca's current fees to be comparatively low; and

WHEREAS, a proposed schedule of fees was presented to the Itasca County Board of Commissioners on October 17, 2023, for review.

NOW THEREFORE BE IT RESOLVED, the Itasca County Board of Commissioners hereby adopts the amended schedule of fees to Article 22 of the Itasca County Zoning Ordinance.

BE IT FURTHER RESOLVED that these amendments shall take effect on January 1, 2024.

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

STATE OF MINNESOTA
Office of County Administrator
ss. County of Itasca

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WITNESS MY HAND AND SEAL OF OFFICE at Grand Rapids, Minnesota, this 28th day of November A.D. 2023.

Administrator



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, November 28, 2023

RESOLUTION 2023-51

RE: RESOLUTION OF SUPPORT FROM SPONSORING AGENCY

WHEREAS, Local Road Improvement Program (LRIP) funds are available for local agency projects meeting Routes of Regional Significance or Rural Road Safety criteria; and

WHEREAS, non-state aid cities and townships must have a county sponsor to apply for LRIP funding; and

WHEREAS, The City of Taconite has requested that Itasca County sponsor its application for the rehabilitation of the Riley Beach Road from CSAH 7 to the O'Reilly lake public water access ; and

WHEREAS, The City of Taconite understands that it will be responsible for all costs not covered by LRIP funding including all engineering and right of way costs and any construction costs over the funding cap.

NOW THEREFORE BE IT RESOLVED, the County of Itasca hereby agrees to act as a sponsor/fiscal agent for the application from the City of Taconite for LRIP funding for the rehabilitation of Riley Beach Road.

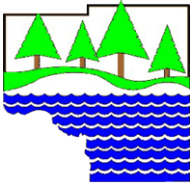
RESULT:	APPROVED (4 TO 0)
MOVER:	Commissioner Casey Venema
SECONDER:	Commissioner Terry Snyder
AYES:	Terry Snyder, John Johnson, Burl Ives, Casey Venema
ABSENT:	Cory Smith

STATE OF MINNESOTA
Office of County Administrator
ss. County of Itasca

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WITNESS MY HAND AND SEAL OF OFFICE at Grand Rapids, Minnesota, this 28th day of November A.D. 2023.

Administrator



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

Itasca County Courthouse
123 NE 4th Street
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Tuesday, November 28, 2023

RESOLUTION 2023-52

**RE: LOCAL ROAD IMPROVEMENT GRANT APPLICATION - COUNTY ROAD 540
IMPROVEMENT PROJECT**

WHEREAS, The State of Minnesota has \$102.967 million in LRIP funding available, with a cap of \$1.5 million for each project, and;

WHEREAS, Itasca County acknowledges that LRIP funding can be used for roadway construction and other costs, including but not limited to, engineering and inspection, right-of-way and permitting costs must be covered by the County. Additionally, Itasca County understands it is responsible for covering all costs in excess of the grant amount, and;

WHEREAS, Itasca County is planning an improvement project on County Road 540 which was originally paved over 35 years ago and has severe pavement distress which results in unsafe driving conditions. The road is narrow and has numerous sight distance concerns, contributing to the unsafe driving conditions. and;

WHEREAS, there are over 25 residents along the corridor and the road has an ADT of 70, and;

WHEREAS, Itasca County's intent is to address the safety issues along the corridor by providing a wider road that allows for vehicles to meet and improved sight distance, and;

NOW THEREFORE BE IT RESOLVED, The Itasca County Board of Commissioners fully supports the improvement project and agrees to maintain the improvements, and;

NOW THEREFORE BE IT RESOLVED, the Itasca County Board of Commissioners fully supports the submittal of the LRIP application.

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

STATE OF MINNESOTA
Office of County Administrator
ss. County of Itasca

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WITNESS MY HAND AND SEAL OF OFFICE at Grand Rapids, Minnesota, this 28th day of November A.D. 2023.

Administrator



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, November 28, 2023

RESOLUTION 2023-53

RE: RESOLUTION OF SUPPORT FROM SPONSORING AGENCY

WHEREAS, Local Road Improvement Program (LRIP) funds are available for local agency projects meeting Routes of Regional Significance or Rural Road Safety criteria; and

WHEREAS, non-state aid cities and townships must have a county sponsor to apply for LRIP funding; and

WHEREAS, Nashwauk Township has requested that Itasca County sponsor its application for the rehabilitation of Little Sweden Road from Trunk Highway 65 to the intersection of North Little Sweden Road and North Little Sweden Loop; and

WHEREAS, Nashwauk Township understands that it will be responsible for all costs not covered by LRIP funding including all engineering and right of way costs and any construction costs over the funding cap.

NOW THEREFORE BE IT RESOLVED, the County of Itasca hereby agrees to act as a sponsor/fiscal agent for the application from Nashwauk Township for LRIP funding for the rehabilitation of the Little Sweden Road.

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

STATE OF MINNESOTA
Office of County Administrator
ss. County of Itasca

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WITNESS MY HAND AND SEAL OF OFFICE at Grand Rapids, Minnesota, this 28th day of November A.D. 2023.

Administrator



November 28, 2023

Chair:

PULL: None

ADDITIONS:

1. Item #6.8 – Facilities Department Position Reallocation

CHANGES: None

INFORMATIONAL: None



ITASCA COUNTY BOARD OF COMMISSIONERS

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

Tuesday, November 21, 2023

2:30 PM

Itasca County Boardroom

DRAFT

WORK 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: Add Item #6.5 (2024 ECPN Application) 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, November 14, 2023 County Board Regular Session.

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

V. RECOMMENDED FOR CONSENT AGENDA

It was the consensus of the County Board to pull Item #5.3 (2022-2024 Collective Bargaining Agreement - LELS Deputy Sheriff/Road Deputy Unit) and add the item as Item #6.6.

1. Adopt the Resolution Re: Per Diems Paid to Itasca County Commissioners.

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 11/28/2023 2:30 PM
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2. Adopt the Resolution Re: Reimbursable Expenses to Itasca County Commissioners.

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 11/28/2023 2:30 PM
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4. Accept the 2024 Child Welfare Opiate Allocation.

RESULT: RECOMMENDED FOR CONSENT NEXT: 11/28/2023 2:30 PM

5. Approve and accept the Itasca County Health and Human Services 2024 Purchase of Service Contracts and corresponding contract rates; and authorize County Board Chair and Health and Human Services Director to sign said contracts.

RESULT: RECOMMENDED FOR CONSENT NEXT: 11/28/2023 2:30 PM

6. Accept and authorize the County Board Chair to sign the TriMin Support service agreement for 2024.

RESULT: RECOMMENDED FOR CONSENT NEXT: 11/28/2023 2:30 PM

7. Approve final payment for Contract 61614 - 2021 Bituminous Projects and authorize the County Board Chairperson and Clerk to the County Board to sign the Certificate of Final Payment.

RESULT: RECOMMENDED FOR CONSENT NEXT: 11/28/2023 2:30 PM

8. Adopt the Resolution Re: Resolution of Support from the Sponsoring Agency, which indicates that Itasca County agrees to act as the sponsor/fiscal agent for an application for funding from the Local Road Improvement Program (LRIP), as requested by the City of Taconite.

RESULT: RECOMMENDED FOR CONSENT NEXT: 11/28/2023 2:30 PM

9. Adopt the Resolution Re: Local Road Improvement Grant Application for County Road 540, which indicates support for the grant application for a proposed project on County Road 540.

RESULT: RECOMMENDED FOR CONSENT NEXT: 11/28/2023 2:30 PM

10. Approve final payment for Contract 59916, a bridge/culvert replacement project for Nashwauk TWP, and authorize the County Board Chairperson and Clerk to the County Board to sign the necessary documents.

RESULT: RECOMMENDED FOR CONSENT NEXT: 11/28/2023 2:30 PM

11. Adopt the Resolution Re: Resolution of Support from Sponsoring Agency, which indicates that Itasca County agrees to act as the sponsor/fiscal agent for an application for funding from the Local Road Improvement Program (LRIP), as requested by Nashwauk Township.

RESULT: RECOMMENDED FOR CONSENT NEXT: 11/28/2023 2:30 PM

12. Approve State of Minnesota Joint Powers agreement for Forest Development Projects and authorize signatures.

RESULT: RECOMMENDED FOR CONSENT NEXT: 11/28/2023 2:30 PM

VI. DISCUSSION / INFORMATIONAL

1. Citizen Input

No citizen input provided.

2. Adopt the Resolution Re: Year 2024 Schedule of Itasca County Board Meetings.

Motion To: Adopt the Resolution Re: Year 2024 Schedule of Itasca County Board Meetings.

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

3. M.N. Technology Presentation

Mandy Nintzel, Andy Nintzel, Jamielee Maturi, and Ronald Saxton of M.N. Technology, LLC provided a presentation and information regarding the M.N. Technology cannabis cultivation operation project in Cohasset.

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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4. COPS Grants Award Discussion

County Sheriff Joe Dasovich provided information regarding the U.S. Department of Justice, Office of Community Oriented Policing Services (COPS) grant recently awarded to the Sheriff's Office, in the amount of \$750,000 to be dispersed over a three-year period to hire six (6) full-time law enforcement officers.

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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5. 2024 ECPN Application

Motion To: Authorize County Administrator Brett Skyles to sign the 2024 Equitable Cost-Sharing for Publicly Owned Nursing Facilities (ECPN) Application in the amount of \$182,099.39.

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

3. 2022-2024 Collective Bargaining Agreement – LELS Deputy Sheriff/Road Deputy Unit

Motion To: Adopt the Resolution Re: Approving the Arbitration Award Covering the Collective Bargaining Agreement Between the County of Itasca and Law Enforcement Labor Services, Inc. Representing the Road Deputy and Sergeant Unit for the Calendar Years 2022, 2023 and 2024 and authorize necessary signatures to execute the contract for the collective bargaining agreement between Itasca County and Law Enforcement Labor Services, Inc. representing the Road Deputy and Sergeant Unit for the calendar years 2022, 2023 and 2024.

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

VII. COMMITTEE REPORTS

Commissioner Venema reported on a recent meeting with the Grand Rapids Youth Baseball Association, as well as a recent round table discussion with the Nashwauk Garage.

Commissioner Johnson reported on his attendance at recent Arrowhead Counties Association (ACA) and Arrowhead Regional Development Commission (ARDC) meetings, as well as recent round table discussions with the Health and Human Services (HHS) Department and District #3 Garage.

Commissioner Ives reported on his attendance at recent Risk Management Commission and Northeast Minnesota Office of Job Training (NEMOJT) meetings, as well as various meetings regarding snowmobile trails.

VIII. ADMINISTRATOR UPDATE

IX. COMMISSIONER COMMENTS

County Attorney Matti Adam provided comment regarding the current workload in the County Attorney's office, as well as her attendance at a recent community outreach event at Grand Rapids High School.

Commissioner Venema wished the public a safe and enjoyable Thanksgiving holiday.

Commissioner Snyder encouraged the public to attend the Lights in the Pines event that begins on Friday, November 24, 2023 at 5 PM at the Itasca County Fairgrounds.

X. CLOSED SESSIONS

XI. ADJOURN

Chair Ives adjourned the meeting at 3:31 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
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(218) 327-2847

Tuesday, November 21, 2023

2:00 PM

Itasca County Boardroom

DRAFT

SPECIAL SESSION MINUTES

I. CALL TO ORDER

Chair Ives called the meeting to order at 2:00 PM.

Attendee Name	Title	Status	Arrived
Cory Smith	District #1	Absent	
Terry Snyder	District #2	Present	2:00 PM
John Johnson	District #3	Present	2:00 PM
Burl Ives	District #4	Present	2:00 PM
Casey Venema	District #5	Present	2:00 PM

II. REGULAR AGENDA

1. Transverse Rumble Strips

County Engineer Karin Grandia provided information regarding the potential use of Transverse Rumble Strips.

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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III. ADJOURN

Chair Ives adjourned the meeting at 2:24 PM.

ATTEST

Burl Ives
Chair of the County Board

Brett Skyles
Clerk of the County Board



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, November 28, 2023

REQUEST FOR BOARD ACTION: RBA-2023-3295

DEPARTMENT: Administrative Services

TIME REQUESTED: < 5 Minutes

PRESENTER: Brett Skyles

AGENDA ITEM:

Per Diems

BOARD ACTION REQUESTED:

Adopt the Resolution Re: Per Diems Paid to Itasca County Commissioners.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION: None

11/21/2023

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 11/28/2023 2:30 PM
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RESULT:	APPROVED (4 TO 0)
MOVER:	Commissioner Casey Venema
SECONDER:	Commissioner Terry Snyder
AYES:	Terry Snyder, John Johnson, Burl Ives, Casey Venema
ABSENT:	Cory Smith



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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Tuesday, November 28, 2023

RESOLUTION 2023-48

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WHEREAS, the Itasca County Board of Commissioners views the Nursing Home Board to be a function of the regular Commissioner duties; and,

WHEREAS, the Attorney General has opined (No. 124a, April 28, 1994, p.4) that an officer may not collect more than one days per diem pursuant to the same authority regardless of the number of hours spent performing work in a single day.

NOW THEREFORE BE IT RESOLVED, that the Itasca County Board of Commissioners will not receive per diems for the discharge of official duties for the Nursing Home Board.

BE IT FURTHER RESOLVED that the Itasca County Board of Commissioners shall not collect more than one per diem per day while acting on any committee under the direction of the Board.

RESULT:	APPROVED (4 TO 0)
MOVER:	Commissioner Casey Venema
SECONDER:	Commissioner Terry Snyder
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 28th day of November 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 28th day of November A.D. 2023.

Administrator



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, November 28, 2023

REQUEST FOR BOARD ACTION: RBA-2023-3296

DEPARTMENT: Administrative Services

TIME REQUESTED: < 5 Minutes

PRESENTER: Brett Skyles

AGENDA ITEM:

Reimbursable Expenses

BOARD ACTION REQUESTED:

Adopt the Resolution Re: Reimbursable Expenses to Itasca County Commissioners.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION: None

11/21/2023

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 11/28/2023 2:30 PM
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RESULT:	APPROVED (4 TO 0)
MOVER:	Commissioner Casey Venema
SECONDER:	Commissioner Terry Snyder
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, November 28, 2023

RESOLUTION 2023-49

RE: REIMBURSABLE EXPENSES TO THE ITASCA COUNTY COMMISSIONERS

WHEREAS, MN Statutes 375.06 provides for the reimbursement of travel expenses incurred while County Commissioners are discharging their official duties while acting on any committee under the direction of the Board; and,

WHEREAS, County Commissioners are authorized to be reimbursed for mileage expense for using their personal automobile in discharging their official duties as County Commissioners while serving on a board, committee, or commission.

NOW THEREFORE BE IT RESOLVED, that the Itasca County Board of Commissioners shall be reimbursed for actual expenses incurred as outlined in the Itasca County Reimbursement for Expenses Policy while acting in the official duties of a County Commissioner under the direction of the County Board; and,

BE IT FURTHER RESOLVED that the Itasca County Board of Commissioners shall be reimbursed at the current Internal Revenue Service (IRS) rate for the use of their personal automobile while acting in their official duties or on a committee under the direction of the County Board.

RESULT:	APPROVED (4 TO 0)
MOVER:	Commissioner Casey Venema
SECONDER:	Commissioner Terry Snyder
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 28th day of November 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 28th day of November A.D. 2023.

Administrator



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, November 28, 2023

REQUEST FOR BOARD ACTION: RBA-2023-3331

DEPARTMENT: Health & Human Services

TIME REQUESTED: < 5 Minutes

PRESENTER: Eric Villeneuve

AGENDA ITEM:

2024 Child Welfare Opiate Allocation

BOARD ACTION REQUESTED:

Accept the 2024 Child Welfare Opiate Allocation.

BACKGROUND:

The Child Welfare Opiate Allocation for 2024 is \$110,305.00. This funding is used for the Juvenile Recovery Specialist Program, peer support specialists, recovery coaches and peer mentors, as well as flexible spending to assist families with expenses such as transportation, housing support, phones, and other miscellaneous expenses.

COUNTY ATTORNEY REVIEW: No

SUPPORTING DOCUMENTATION:

1. 2024 Opioid Grant

11/21/2023

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 11/28/2023 2:30 PM
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RESULT:	APPROVED (4 TO 0)
MOVER:	Commissioner Casey Venema
SECONDER:	Commissioner Terry Snyder
AYES:	Terry Snyder, John Johnson, Burl Ives, Casey Venema
ABSENT:	Cory Smith

CHILDREN AND FAMILY SERVICES – CHILD SAFETY AND PERMANENCY

Child Welfare opiate allocation – agency plan

County/tribal agency contact information

COUNTY/TRIBAL AGENCY NAME Itasca County Health & Human Services		CONTACT PERSON Becky Lauer	
STREET ADDRESS 1209 SE 2nd Ave		CITY Grand Rapids	STATE MN
		ZIP CODE 55744	
PHONE NUMBER 218-327-6192	EMAIL ADDRESS becky.lauer@co.itasca.mn.us		
BUDGET PERIOD January 1, 2024 - December 31, 2024			TOTAL AMOUNT \$110,305.00

Budget information

Identify the service/program/staff that funding is being used for:

SERVICE/PROGRAM Juvenile Recovery Specialist Program	
DESCRIPTION Recovery Specialist for juveniles involved with CPS, Truancy and probation who are/have used chemicals	
BUDGET FOR THIS PROGRAM/SERVICE \$57,840.00	WHAT SPECIFIC POPULATION(S) IS/ARE BEING SERVED WITH THIS FUNDING? Juveniles involved with CPS, Truancy and Probation
HOW MANY CHILDREN AND FAMILIES WILL BE SERVED? 4 juveniles per month	
DESCRIBE HOW IDENTIFIED POPULATIONS WILL BE REACHED Outreach to community partners, CJI Referrals from CPS, Truancy, probation and courts	
HOW WILL EQUITY/DIVERSITY/INCLUSION BE ADDRESSED WITH THIS PROGRAM/SERVICE? All residents of Itasca County will be eligible for the program	
SERVICE/PROGRAM Peer support specialists, recovery coaches, or peer mentors	
DESCRIPTION Recovery coaches/specialists for pregnant women in CPS or probation system in lieu of commitment	
BUDGET FOR THIS PROGRAM/SERVICE \$38,160.00	WHAT SPECIFIC POPULATION(S) IS/ARE BEING SERVED WITH THIS FUNDING? Women actively using during pregnancy
HOW MANY CHILDREN AND FAMILIES WILL BE SERVED? 3 women per month	
DESCRIBE HOW IDENTIFIED POPULATIONS WILL BE REACHED Outreach to community partners Referrals from CPS, Probation, Courts, Hospitals, SUD providers	
HOW WILL EQUITY/DIVERSITY/INCLUSION BE ADDRESSED WITH THIS PROGRAM/SERVICE? Residents of Itasca County are eligible for the program	

SERVICE/PROGRAM Flexible spending	
DESCRIPTION Assist families with expenses such as transportation, housing support, phones and other expenses	
BUDGET FOR THIS PROGRAM/SERVICE \$14,305.00	WHAT SPECIFIC POPULATION(S) IS/ARE BEING SERVED WITH THIS FUNDING? Families involved in CPS and in SUD treatment
HOW MANY CHILDREN AND FAMILIES WILL BE SERVED? 20-25 families	
DESCRIBE HOW IDENTIFIED POPULATIONS WILL BE REACHED Outreach to community partners, referrals from CPS, SUD providers, courts	
HOW WILL EQUITY/DIVERSITY/INCLUSION BE ADDRESSED WITH THIS PROGRAM/SERVICE? Residents of Itasca County will be eligible to access the funding	

Assurances

What procedures are in place to ensure that program funds are being used appropriately, as directed in law?
Check all that apply.

- ☒ Budget control procedures for approving expenditures
- ☒ Cash management procedures for ensuring program income is used for permitted activities
- ☒ Implement internal policies regarding use of funds
- ☒ Other

DESCRIBE: Director will approve referrals prior to enrollment in the program and expenses prior to funds being spent.
--

What procedures are in place to ensure program policies are followed and applied accurately?
Check all that apply.

- ☒ Case Consultation
- ☐ Sample case review by workers
- ☐ Sample case review by supervisors
- ☐ Other

PLEASE DESCRIBE: Case consultation between CPS, Probation and program providers.

Assurances

It is understood and agreed by the county/tribal board that:

- Funds granted pursuant to this service agreement will be expended solely for the purposes outlined in Minnesota Statutes, section 256.043, subdivision 3(b) and as outlined in the Opiate Account bulletin;
- Annual reports will be made to the commissioner of the Minnesota Department of Human Services on how funds were used to provide child protection services, including measurable outcomes, as determined by the commissioner, and that documentation is subject to audit;
- Funds must not supplant state or local funding for child protection services for children and families affected by addiction; and
- The allocation is funded with state funds and paid quarterly.

The Award amount for the period of July 1, 2020 – December 31, 2020 will be published with the bulletin.

- ☒ By checking here, I agree to the assurance statement above.

By checking "I agree" and typing my name in the "Electronic Signature" field, I understand that I am electronically signing this form. In addition, I attest and certify that I have verified the profile change against an acceptable form of identification and that the information provided above is true and accurate. I understand that my electronic signature has the same legal effect and can be enforced in the same way as a handwritten signature. (MN Stat. §325L.07)

☒ I agree	ELECTRONIC SIGNATURE (type name) Becky Lauer	DATE 10/12/2023
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DHS staff approval:

By checking "I agree" and typing my name in the "Electronic Signature" field, I understand that I am electronically signing this form. In addition, I attest and certify that I have verified the profile change against an acceptable form of identification and that the information provided above is true and accurate. I understand that my electronic signature has the same legal effect and can be enforced in the same way as a handwritten signature. (MN Stat. §325L.07)

☐ I agree	ELECTRONIC SIGNATURE (type name)	DATE
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Budget Period: January 1, 2024 - December 31, 2024

Service/Program	Budget
Juvenile Recovery Specialist Program	\$57,840.00
Peer support specialists, recovery coaches, or peer mentors	\$38,160.00
Flexible spending	\$14,305.00
Total:	\$110,305.00



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, November 28, 2023

REQUEST FOR BOARD ACTION: RBA-2023-3337

DEPARTMENT: Health & Human Services

TIME REQUESTED: < 5 Minutes

PRESENTER: Eric Villeneuve

AGENDA ITEM:

Itasca County Health and Human Services 2024 Purchase of Service Contracts

BOARD ACTION REQUESTED:

Approve and accept the Itasca County Health and Human Services 2024 Purchase of Service Contracts and corresponding contract rates; and authorize County Board Chair and Health and Human Services Director to sign said contracts.

BACKGROUND:

The Purchase of Service Contracts are annual provider contracts.

COUNTY ATTORNEY REVIEW: No

SUPPORTING DOCUMENTATION:

1. ICHHS - Mental Health Contract Rates-exA 2024
2. ICHHS POS Contract Rates 2024

11/21/2023

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 11/28/2023 2:30 PM
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RESULT:	APPROVED (4 TO 0)
MOVER:	Commissioner Casey Venema
SECONDER:	Commissioner Terry Snyder
AYES:	Terry Snyder, John Johnson, Burl Ives, Casey Venema
ABSENT:	Cory Smith

EXHIBIT "A"

ITASCA COUNTY MENTAL HEALTH CONTRACT RATES
Effective 1/1/2024

Service Description		Procedure	Proposed Rates
437	Employability	Facility Emp	\$20.00/day
		Supported Emp	\$20.00/day \$11.00/half day
443	Housing Subsidy		\$55.00/hr.
454	Interagency Team Psych Consultation		\$150.00/hr
490	Child Rule 79 Case Management The County shall pay the contracted provider per unit in accordance with the statewide subcontracted TCM rate methodology. The services under this contract are eligible for the following rate types under the rate methodology, as described on the Minnesota Department of Human Services fiscal reporting and accounting webpage. CMH-TCM (includes children 18-21) the default rate with a caseload size of 15	T2023	\$772.00
491	Adult Rule 79 Case Management The County shall pay the contracted provider per unit in accordance with the statewide subcontracted TCM rate methodology. The services under this contract are eligible for the following rate types under the rate methodology, as described on the Minnesota Department of Human Services fiscal reporting and accounting webpage. AMH-TCM the default rate with a caseload size of 26	T2023	\$446.00
492	Child Welfare Targeted Case Management The County shall pay the contracted provider per unit in accordance with the statewide subcontracted TCM rate methodology. The services under this contract are eligible for the following rate types under the rate methodology, as described on the Minnesota Department of Human Services fiscal reporting and accounting webpage. CW-TCM the default rate with a caseload size of 25	T2023	\$463.00
408	Outpatient Diag Assess	90791	\$152.23/session
		90792	\$169.84/session
454	Outpatient Medication Monitoring (maximum 8units/yr	99213	\$65.22/session
468	Adult Day Treatment (maximum 156 hrs/yr	H2012	\$20.41/hr

All services are to be prior authorized by ICHHS
ICHHS will not expand or subsidize MA coverage
All charges to be billed on HCFA 1500 forms

CONTRACT	2023 CONTRACT RATES	2024 CONTRACT RATES
ABSOLUTE PCA COUNTY FUNDED HOMEMAKER	County Funded Homemaker: \$20.16 per hour \$ 5.04 per 15 min	County Funded Homemaker: \$20.16 per hour \$ 5.04 per 15 min
ACCESS NORTH SEMI INDEPENDENT LIVING SERVICES (SILS)	\$33.98 PER HOUR \$ 8.49 PER 15 MIN	\$33.98 PER HOUR \$ 8.49 PER 15 MIN
ADVOCATES FOR FAMILY PEACE - INTERVENTION PROGRAM	INTERVENTION PROGRAM	INTERVENTION PROGRAM
AEOA – MEALS	COUNTY PAID MEALS Congregate or home delivered meals 13,950 @ \$1.32	COUNTY PAID MEALS Congregate or home delivered meals 13,950 @ \$1.32
AEOA – MFIP	\$129,704.00 DWP & MFIP PROGRAM \$ 17,605.00 ADMINISTRATION \$ 20,000.00 SUPPORTED WORK	\$141,381.00 DWP & MFIP PROGRAM \$ 19,357.00 ADMINISTRATION \$ 22,500.00 SUPPORTED WORK
AMBULANCE - BIGFORK	Pay the contractor \$15,000.00 in the months of March, June, September, and December of each year for past ambulance services provided by the contractor. Contract period 2022-2023. The Agency will pay ambulance contractor \$125.00 (maximum) for coroner calls transported to a funeral home or morgue after an invoice for said transports is received. Itasca County will reimburse the Contractor a sum of \$350.00 for behavioral calls for each uncollectible transport.	Pay the contractor \$15,000.00 in the months of March, June, September, and December of each year for past ambulance services provided by the contractor. Contract period Jan 2024-Dec 2024. The Agency will pay ambulance contractor \$125.00 (maximum) for coroner calls transported to a funeral home or morgue after an invoice for said transports is received. Itasca County will reimburse the Contractor a sum of \$350.00 for behavioral calls for each uncollectible transport.
AMBULANCE -DEER RIVER	Pay the contractor \$10,000.00 in the months of March, June, September, and December of each year for past ambulance services provided by the contractor. Contract period 2021-2023. The Agency will pay ambulance contractor \$125.00 (maximum) for coroner calls transported to a funeral home or morgue after an invoice for said transports is received. Itasca County will reimburse the Contractor a sum of \$350.00 for behavioral calls for each uncollectible transport.	Pay the contractor \$10,000.00 in the months of March, June, September, and December of each year for past ambulance services provided by the contractor. Contract period Jan 2024-Dec 2024. The Agency will pay ambulance contractor \$125.00 (maximum) for coroner calls transported to a funeral home or morgue after an invoice for said transports is received. Itasca County will reimburse the Contractor a sum of \$350.00 for behavioral calls for each uncollectible transport.
AMBULANCE - NASHWAUK	Pay the contractor \$15,000.00 in the months of March, June, September, and December of each year for past ambulance services provided by the contractor. Contract period 2022-2023. The Agency will pay ambulance contractor \$125.00 (maximum) for coroner calls transported to a funeral home or morgue after an invoice for said transports is received. Itasca County will reimburse the Contractor a sum of \$350.00 for behavioral calls for each uncollectible transport.	Pay the contractor \$15,000.00 in the months of March, June, September, and December of each year for past ambulance services provided by the contractor. Contract period Jan 2024-Dec 2024. The Agency will pay ambulance contractor \$125.00 (maximum) for coroner calls transported to a funeral home or morgue after an invoice for said transports is received. Itasca County will reimburse the Contractor a sum of \$350.00 for behavioral calls for each uncollectible transport.

CONTRACT	2023 CONTRACT RATES	2024 CONTRACT RATES
PATTY BEECH	07/01/2022 – 12/31/2022, EXTENDED THROUGH 03/31/2024	07/01/2022 – 12/31/2022, EXTENDED THROUGH 06/30/2025
BRIDGE RESIDENTIAL FACILITY LLC DOC RESIDENTIAL SERVICES FOR MALES	LICENSED FOR 8 INDIVIDUALS @ \$250.00/DAY	LICENSED FOR 9 INDIVIDUALS @ \$255.00/DAY
DR. PATTI CARLIN-JANSSEN - MEDICAL CONSULTANT	MEDICAL CONSULTANT	MEDICAL CONSULTANT
CHILDRENS' MENTAL HEALTH/REACH MENTAL HEALTH CASE MANAGEMENT	Diagnostic Assessment Interactive 90791 + 90785 \$165.06 Diagnostic Extended 90791 TG \$366.07 Diagnostic Brief 90791 52/HN \$152.53 Diagnostic Assessment Interactive/Extended 90791 TG/HN \$366.07 Diagnostic Assessment 90791, 90791 HN session \$152.53 The County shall pay the contracted provider per unit in accordance with the statewide subcontracted TCM rate methodology. The services under this contract are eligible for the following rate types under the rate methodology, as described on the Minnesota Department of Human Services fiscal reporting and accounting webpage. AMH-TCM the default rate with a caseload size of 26. CMH-TCM (includes children 18-21) the default rate with a caseload size of 15.	Diagnostic Assessment Interactive 90791 + 90785 \$164.76 Diagnostic Extended 90791 TG \$298.27 Diagnostic Brief 90791 52/HN \$ 99.88 Diagnostic Assessment Interactive/Extended 90791 TG/HN \$348.09 Diagnostic Assessment 90791, 90791 HN session \$152.23 The County shall pay the contracted provider per unit in accordance with the statewide subcontracted TCM rate methodology. The services under this contract are eligible for the following rate types under the rate methodology, as described on the Minnesota Department of Human Services fiscal reporting and accounting webpage. AMH-TCM the default rate with a caseload size of 26 = \$446.00 CMH-TCM (includes children 18-21) the default rate with a caseload size of 15 = \$772.00
COMPASS NORTH PSYCHOLOGICAL SERVICES, INC. ADULT RULE 79 CASE MANAGEMENT	ADULT RULE 79 CASE MANAGEMENT RATE - The County shall pay the contracted provider per unit in accordance with the statewide subcontracted TCM rate methodology. The services under this contract are eligible for the following rate types under the rate methodology, as described on the Minnesota Department of Human Services fiscal reporting and accounting webpage. AMH-TCM the default rate with a caseload size of 26	ADULT RULE 79 CASE MANAGEMENT RATE - The County shall pay the contracted provider per unit in accordance with the statewide subcontracted TCM rate methodology. The services under this contract are eligible for the following rate types under the rate methodology, as described on the Minnesota Department of Human Services fiscal reporting and accounting webpage. AMH-TCM the default rate with a caseload size of 26 = \$446.00
CORE PROFESSIONAL SERVICES COURT ORDERED JUVENILE SEX OFFENDER TREATMENT SERVICES	CONTRACT IN PLACE 07/01/21 – 06/30/2023	CONTRACT IN PLACE 07/01/21 – 06/30/2025
CORTESE, PATRICIA RULE 5 MENTAL HEALTH SCREENINGS AND DIAGNOSTIC ASSESSMENTS	Rule 5 Screenings \$100.00 per screening \$15,000 Max Diagnostic Assessments \$152.53 per session \$1,500 Max Clinical Supervision \$ 85.00 per hour \$7,305 Max Mileage at Federal Reimbursable Rate	Rule 5 Screenings \$100.00 per screening Diagnostic Assessments \$152.23 per session Clinical Supervision \$ 85.00 per hour Mileage at Federal Reimbursable Rate

CONTRACT	2023 CONTRACT RATES	2024 CONTRACT RATES
LEAH CROSSLEY QUALIFIED INDIVIDUAL ASSESSMENTS	Qualified Individual Assessments \$50/HOUR	Qualified Individual Assessments \$50/HOUR
ELDER CIRCLE ELDERCIRCLE PROGRAM/ADULT DAY STAY	ElderCircle Program, Committee on Aging, Chore Service Adult Day Stay \$94.15/Day Transportation \$3.37/15 Min. Increments	ElderCircle Program, Committee on Aging, Chore Service Adult Day Stay \$94.15/Day Transportation \$3.37/15 Min. Increments
ELDERCIRCLE – GUARDIANSHIP & CONSERVATORSHIP	Guardianship & Conservatorship	Guardianship & Conservatorship
EMBRACE MENTAL HEALTH EMDR (EYE MOVEMENT DESENSITIZATION REPROCESSING) SERVICES	EYE MOVEMENT DESENSITIZATION REPROCESSING FOR TRAUMA AND SECONDARY TRAUMA \$50.00 x 30 min sessions up to 90 min session	EYE MOVEMENT DESENSITIZATION REPROCESSING FOR TRAUMA AND SECONDARY TRAUMA \$50.00 x 30 min sessions up to 90 min session
ESSENTIA HEALTH EMS COMMUNITY PARAMEDIC SERVICES	Hourly Rate \$100.00/Per Hour Mileage Federal Mileage Rate	Hourly Rate \$100.00/Per Hour Mileage Federal Mileage Rate
FIRST CALL FOR HELP CRISIS RESPONSE TEAM SERVICES	CRISIS RESPONSE TEAM SERVICES, PROTECTED TRANSPORTATION, RESIDENTIAL CRISIS STABILIZATION, AND MEDICAL TRANSPORTATION	CRISIS RESPONSE TEAM SERVICES, PROTECTED TRANSPORTATION, RESIDENTIAL CRISIS STABILIZATION, AND MEDICAL TRANSPORTATION
FIRST CALL FOR HELP 24 HOUR CRISIS INTERVENTION AND INFORMATION AND REFERRAL SERVICES	CRISIS INTERVENTION FAMILY COLLAB OUTLYING AREAS FAMILY COLLAB OUTREACH ASSISTANCE W/COMPLETION OF IVE APS	CRISIS INTERVENTION FAMILY COLLAB OUTLYING AREAS FAMILY COLLAB OUTREACH ASSISTANCE W/COMPLETION OF IVE APS

CONTRACT	2023 CONTRACT RATES	2024 CONTRACT RATES
ITASCA COUNTY HRA – HOUSING SUBSIDY SERVICES TO SPMI CLIENTS	STATE MENTAL HEALTH INITIATIVE FUNDS	STATE MENTAL HEALTH INITIATIVE FUNDS
ITASCA LIFE OPTIONS DAY TRAINING & HABILITATION SERVICES	Pre-Voc 1:1 \$10.95 Day Service Support-PreVoc 1:3 \$ 4.49 (15 min unit) Day Service Support 1:1 \$10.95 (15 min unit) Day Service Support 1:2 \$ 6.11 (15 min unit) One-way Transportation \$17.00 Employment Support 1:1 \$12.57 (15 min unit) Employment Support 1:2 \$ 6.29 (15 min unit) Employment Support 1:3 \$ 4.19 (15 min unit) One-way Transportation \$17.00	Pre-Voc 1:1 \$10.95 Day Service Support-PreVoc 1:3 \$ 4.49 (15 min unit) Day Service Support 1:1 \$10.95 (15 min unit) Day Service Support 1:2 \$ 6.11 (15 min unit) One-way Transportation \$17.00 Employment Support 1:1 \$12.57 (15 min unit) Employment Support 1:2 \$ 6.29 (15 min unit) Employment Support 1:3 \$ 4.19 (15 min unit) One-way Transportation \$17.00
JUSTICE NORTH Formerly LEGAL AID SERVICE OF NORTHEASTERN MN LEGAL SERVICES	Housing Advocate for Disabled & Outreach Service	Housing Advocate for Disabled & Outreach Service
LIGHTHOUSE GROUP FOSTER HOME	DOC Child Foster Care - 6 individuals @ \$170.67 per day	DOC Child Foster Care - 6 individuals @ \$200.00 per day
LUTHERAN SOCIAL SERVICE GUARDIANSHIP/ AND CONSERVATORSHIP	Guardianship and Conservatorship \$55.50 per hour	Guardianship and Conservatorship \$55.50 per hour
LUTHERAN SOCIAL SERVICE SEMI INDEPENDENT LIVING SERVICES	SEMI-INDEPENDENT LIVING SKILLS \$33.98/ PER HOUR \$ 8.49/ PER 15 MIN	SEMI-INDEPENDENT LIVING SKILLS \$40.00/ PER HOUR \$ 8.49/ PER 15 MIN
MDI HIRED HANDS DAY TRAINING AND HABILITATION SERVICE	15 min Pre-Vocational (working in MDI Cohasset) \$2.87 15 min Employment Development \$13.89 15 min Employment Supports Group \$1.94 15 min Employment Supports Individual \$11.63 Transportation – one way \$17.00 Supported Employment Services One on One \$10.32 per 15 min unit Supported Employment Services One to Four \$2.58 per 15 min unit Supported Employment Transportation \$17.00 each way	15 min Pre-Vocational (working in MDI Cohasset) \$2.87 15 min Employment Development \$13.89 15 min Employment Supports Group \$1.94 15 min Employment Supports Individual \$11.63 Transportation – one way \$17.00 Supported Employment Services One on One \$10.32 per 15 min unit Supported Employment Services One to Four \$2.58 per 15 min unit Supported Employment Transportation \$17.00 each way
MEDS-1 Community Paramedicine Services	Hourly Rate \$100.00/Per Hour Mileage Federal Mileage Rate	Hourly Rate \$100.00/Per Hour Mileage Federal Mileage Rate

CONTRACT	2023 CONTRACT RATES	2024 CONTRACT RATES
MERIDIAN SERVICES NON-WAIVER CASE MANAGEMENT SERVICES	Non-waiver Case Management Services: 205 hours @ \$45.24 per hour @ \$11.31 per 15 min	Non-waiver Case Management Services: 205 hours @ \$45.24 per hour @ \$11.31 per 15 min
MINNESOTA NORTH COLLEGE- ITASCA ** MFIP SERVICES DWP SERVICES	\$129,704.00 DWP & MFIP EMPLOYMENT SERVICES \$17,605.00 ADMINISTRATION	\$141,381.00 DWP & MFIP EMPLOYMENT SERVICES \$19,357.00 ADMINISTRATION
NIEMALA MEDIATION CONFLICT CONSULTING AND CONFLICT ASSESSMENT SERVICES	CONFLICT CONSULTING: \$ 50.00 PER HOUR UP TO SIX (6) HOURS PARENTING CONSULTING: \$ 100.00 PER HOUR UP TO SIX (6) HOURS MEDIATION \$ 100.00 PER HOUR UP TO SIX (6) HOURS	CONFLICT CONSULTING: \$ 50.00 PER HOUR UP TO SIX (6) HOURS PARENTING CONSULTING: \$ 100.00 PER HOUR UP TO SIX (6) HOURS MEDIATION \$ 100.00 PER HOUR UP TO SIX (6) HOURS
NORTH HOMES INC - STABILIZATION SHELTER & RESIDENTIAL MENTAL HEALTH TREATMENT	a. SHELTER BEDS – ITASCA COUNTY: \$410.02 per bed SHELTER BEDS – OTHER COUNTIES: \$492.02 per bed b. RULE 5 RESID TRTMT – ITASCA COUNTY: \$389.75 per day RULE 5 RESID TRTMT – OTHER COUNTIES: \$467.70 per day c. 35 DAY EVAL – ITASCA COUNTY: \$389.75 per day 35 DAY EVAL – OTHER COUNTIES: \$467.70 per day d. TRANSPORTATION SERVICES: \$45.32 per hour Itasca County has made an upfront investment of \$50,000 in order to maintain the lower rate for Shelter, 35 Day Evaluation & Cottage services for up to 1,102 days of service. Beyond 1,102 days Itasca County will pay the full rate.	a. SHELTER BEDS – ITASCA COUNTY: \$428.73 per bed SHELTER BEDS – OTHER COUNTIES: \$531.38 per bed b. RULE 5 RESID TRTMT – ITASCA COUNTY: \$428.73 per day RULE 5 RESID TRTMT – OTHER COUNTIES: \$505.12 per day c. 35 DAY EVAL – ITASCA COUNTY: \$428.73 per day 35 DAY EVAL – OTHER COUNTIES: \$505.12 per day d. TRANSPORTATION SERVICES: \$45.32 per hour Itasca County has made upfront investments in order to maintain the lower rate for Shelter, 35 Day Evaluation & Cottage services for up to 1,227 days of service. Beyond 1,227 days Itasca County will pay the full rate.
FOSTER CARE LICENSING AND SUPERVISION	PROFESSION FAMILY FOSTER CARE \$45.05 PER DAY+ DOC RATE SPECIALIZED FOSTER CARE \$83.22 PER DAY+ DOC RATE MEDICALLY FRAGILE \$88.96 DAY+ DOC RATE EMERGENCY FOSTER CARE \$116.08 PER DAY + MAX DOC RATE	PROFESSION FAMILY FOSTER CARE \$47.30 PER DAY+ DOC RATE SPECIALIZED FOSTER CARE \$87.38 PER DAY+ DOC RATE MEDICALLY FRAGILE \$93.41 DAY+ DOC RATE EMERGENCY FOSTER CARE \$121.88 PER DAY + MAX DOC RATE
IN-HOME FAMILY SERVICES	IN HOME FAMILY SERVICE AIDES: DIRECT CLIENT CONTACT: \$51.20 per hour INDIRECT CLIENT WORK: \$51.20 per hour MILEAGE .50 per mile "Thinking for a Change"	IN HOME FAMILY SERVICE AIDES: DIRECT CLIENT CONTACT: \$51.20 per hour INDIRECT CLIENT WORK: \$51.20 per hour MILEAGE .50 per mile "Thinking for a Change"
OUTPATIENT MENTAL HEALTH SERVICES	DAY TREATMENT SERVICES PARENT CAPACITY EVALUATION: \$110.00 per hour PSYCHOLOGICAL EVALUATION: \$86.94 per hour PSYCHO-SEXUAL ASSESSMENT: \$159.00 per hour	DAY TREATMENT SERVICES PARENT CAPACITY EVALUATION: \$110.00 per hour PSYCHOLOGICAL EVALUATION: \$86.94 per hour PSYCHO-SEXUAL ASSESSMENT: \$159.00 per hour

CONTRACT	2023 CONTRACT RATES	2024 CONTRACT RATES																														
NORTH HOMES INC – CONTINUED.....	The County shall pay the contracted provider per unit in accordance with the statewide subcontracted TCM rate methodology. The services under this contract are eligible for the following rate types under the rate methodology, as described on the Minnesota Department of Human Services fiscal reporting and accounting webpage. AMH-TCM the default rate with a caseload size of 26. CMH-TCM (includes children 18-21) the default rate with a caseload size of 15.	The County shall pay the contracted provider per unit in accordance with the statewide subcontracted TCM rate methodology. The services under this contract are eligible for the following rate types under the rate methodology, as described on the Minnesota Department of Human Services fiscal reporting and accounting webpage. AMH-TCM the default rate with a caseload size of 26 = \$446.00. CMH-TCM (includes children 18-21) the default rate with a caseload size of 15 = \$772.00.																														
DRUG TESTING	\$25.00 per test	\$25.00 per test																														
RULE 8 GROUP HOME SERVICES	Rule 8 Group Home / Teens in Transition (TNT) \$285.22 day	Rule 8 Group Home / Teens in Transition (TNT) – Itasca County \$313.74 day Teens in Transition (TNT) – Other Counties \$342.26 day Itasca County has made upfront investments in order to maintain the lower rate for Teens in Transition (TNT), Boys Program & Next Step Program for up to 903 days of service. Beyond 903 days Itasca County will pay the full rate.																														
OUTPATIENT SUBSTANCE USE DISORDER SERVICES	<table> <tr><td>Ind. Outpatient Treatment</td><td>H2035</td><td>\$72.11 per hour</td></tr> <tr><td>Group Outpatient Treatment</td><td>H2035</td><td>\$35.03 per hour</td></tr> <tr><td>Treatment Coordination</td><td>T1016</td><td>\$11.71 per 15 min unit</td></tr> <tr><td>Peer Recovery Support</td><td>H0038</td><td>\$15.02 per 15 min unit</td></tr> <tr><td>Comprehensive Assessment</td><td>H0001</td><td>\$164.24 per session</td></tr> </table>	Ind. Outpatient Treatment	H2035	\$72.11 per hour	Group Outpatient Treatment	H2035	\$35.03 per hour	Treatment Coordination	T1016	\$11.71 per 15 min unit	Peer Recovery Support	H0038	\$15.02 per 15 min unit	Comprehensive Assessment	H0001	\$164.24 per session	<table> <tr><td>Ind. Outpatient Treatment</td><td>H2035</td><td>\$72.11 per hour</td></tr> <tr><td>Group Outpatient Treatment</td><td>H2035</td><td>\$35.03 per hour</td></tr> <tr><td>Treatment Coordination</td><td>T1016</td><td>\$11.71 per 15 min unit</td></tr> <tr><td>Peer Recovery Support</td><td>H0038</td><td>\$15.02 per 15 min unit</td></tr> <tr><td>Comprehensive Assessment</td><td>H0001</td><td>\$164.24 per session</td></tr> </table>	Ind. Outpatient Treatment	H2035	\$72.11 per hour	Group Outpatient Treatment	H2035	\$35.03 per hour	Treatment Coordination	T1016	\$11.71 per 15 min unit	Peer Recovery Support	H0038	\$15.02 per 15 min unit	Comprehensive Assessment	H0001	\$164.24 per session
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COMPREHENSIVE ASSESSMENTS & SUBSTANCE USE CASE MGMT SERVICES	Comprehensive Assessments (with case mgmt): \$190.00 per Assessment Comprehensive Assessments (without case mgmt): \$130.00 per Assessment Competency Restoration Program \$150.00 per hr/per client plus mileage @ state mileage rate Civil Commitment (case mgmt.): The County shall pay the contracted provider per unit in accordance with the statewide subcontracted TCM rate methodology. The services under this contract are eligible under the rate methodology, as described on the Minnesota Department of Human Services fiscal reporting and accounting webpage.	Comprehensive Assessments (with case mgmt): \$190.00 per Assessment Comprehensive Assessments (without case mgmt): \$130.00 per Assessment Competency Restoration Program \$150.00 per hr/per client plus mileage @ state mileage rate Civil Commitment (case mgmt.): The County shall pay the contracted provider per unit in accordance with the statewide subcontracted TCM rate methodology. The services under this contract are eligible under the rate methodology, as described on the Minnesota Department of Human Services fiscal reporting and accounting webpage.																														
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WINNIE SISU & HAWKINS HOUSE GIRLS PROGRAM	HAWKINS HOUSE & WINNIE SISU \$338.24 per day	HAWKINS HOUSE & WINNIE SISU \$355.15 per day																														

CONTRACT	2023 CONTRACT RATES	2024 CONTRACT RATES
NORTH HOMES INC – CONTINUED..... ADULT CASE MANAGEMENT SERVICES CHILD WELFARE TARGETED CASE MANAGEMENT BOYS NEXT STEP PROGRAM SECURE TRANSPORTS	The County shall pay the contracted provider per unit in accordance with the statewide subcontracted TCM rate methodology. The services under this contract are eligible for the following rate types under the rate methodology, as described on the Minnesota Department of Human Services fiscal reporting and accounting webpage. AMH-TCM the default rate with a caseload size of 26 The County shall pay the contracted provider per unit in accordance with the statewide subcontracted TCM rate methodology. The services under this contract are eligible for the following rate types under the rate methodology, as described on the Minnesota Department of Human Services fiscal reporting and accounting webpage. CW-TCM the default rate with a caseload of 25. Daily Rate \$285.22/per child SUPPORT RATE: \$45.32/per hour \$65.00/per hour	The County shall pay the contracted provider per unit in accordance with the statewide subcontracted TCM rate methodology. The services under this contract are eligible for the following rate types under the rate methodology, as described on the Minnesota Department of Human Services fiscal reporting and accounting webpage. AMH-TCM the default rate with a caseload size of 26 = \$446.00 The County shall pay the contracted provider per unit in accordance with the statewide subcontracted TCM rate methodology. The services under this contract are eligible for the following rate types under the rate methodology, as described on the Minnesota Department of Human Services fiscal reporting and accounting webpage. CW-TCM the default rate with a caseload of 25 = \$463.00 NEXT STEP PROGRAM -- Itasca County \$313.74/per child NEXT STEP PROGRAM – Other Counties \$342.26/per child Itasca County has made upfront investments in order to maintain the lower rate for Teen in Transition (TNT), Boys Program & Next Step Program for up to 903 days of service. Beyond 903 days Itasca County will pay the full rate. SUPPORT RATE: \$45.32/per hour \$65.00/per hour
NORTH STAR GROUP HOME DOC CHILD FOSTER CARE SERVICES	DOC CHILD FOSTER CARE - LICENSED FOR 6 CLIENTS @ \$170.67 per day	DOC CHILD FOSTER CARE - LICENSED FOR 6 CLIENTS @ \$200.00 per day
NORTHEAST MINN OFFICE OF JOB TRAINING – MFIP	DWP & MFIP PROGRAM \$ 129,704.00 ADMINISTRATION \$ 17,605.00 SUPPORTED SERVICES \$ 20,000.00	DWP & MFIP PROGRAM \$ 141,381.00 ADMINISTRATION \$ 19,357.00 SUPPORTED SERVICES \$ 22,500.00
NHS -NORTHSTAR Inc SEMI INDEPENDENT LIVING SERVICES	SEMI-INDEPENDENT LIVING SKILLS \$33.98/ PER HOUR \$ 8.49/ PER 15 MN	SEMI-INDEPENDENT LIVING SKILLS \$40.00/ PER HOUR \$ 8.49/ PER 15 MN
NORTHLAND COUNSELING - CD PROGRAMS DETOXIFICATION	DETOX - CLIENT BILLABLE RATE OF \$325 PER DAY	DETOX - CLIENT BILLABLE RATE OF \$390.00 PER DAY

CONTRACT	2023 CONTRACT RATES	2024 CONTRACT RATES																																																																												
NORTHLAND COUNSELING – MENTAL HEALTH SERVICES/CRISIS SERVICES/SPECIALIST SERVICES	Mental Health Services, Crisis Services, Specialist Services, Parenting Assessment Services, Club House, Shared Housing and Keisler House.	Mental Health Services, Crisis Services, Specialist Services, Parenting Assessment Services, Club House, Shared Housing and Keisler House.																																																																												
NORTHLAND COUNSELING- NORTHERN OPPORTUNITY WORKS (NOW)	SUPPORTED EMPLOYMENT SERVICES FOR DWP & MFIP CLIENTS	SUPPORTED EMPLOYMENT SERVICES FOR DWP & MFIP CLIENTS																																																																												
ODC – EMPLOYMENT SERVICES EMPLOYMENT SERVICES FOR DD AND MI PERSONS/ DAY TRAINING AND HABILITATION SERVICES	Day Training and Habilitation Services <table><tr><td>T2020</td><td>Adult full day</td><td>\$76.00</td></tr><tr><td>T2020 U5</td><td>Adult partial day</td><td>\$54.00</td></tr><tr><td>T2002</td><td>Transportation</td><td>\$17.00</td></tr></table> Screen and/or Intake \$90.00 Community based \$34.50/day Supported Employment – One to One \$13.00/15 min unit Supported Employment – One to Four or above \$ 6.00/15 min unit Screening and/or Intake \$90.00 per individual (once) Employment Planning Services <table><tr><td>On the Job Evaluation</td><td>\$65.00</td><td>Person served Hours 9 miles or less</td></tr><tr><td></td><td>\$90.00</td><td>Person served hours more than 9 miles</td></tr></table> Job Shadowing \$65.00 Staff Hours 9 miles or less No hours charged for Job Shadowing \$90.00 Staff Hours more than 9 miles Employment Development Services Job Placement/Individual Planning and Supports <table><tr><td></td><td>\$55.00</td><td>Per hour 9 miles or less</td></tr><tr><td></td><td>\$70.00</td><td>Per hour more than 9 miles</td></tr></table> Job Seeking Skills Training <table><tr><td></td><td>\$55.00</td><td>Per hour 9 miles or less</td></tr><tr><td></td><td>\$70.00</td><td>Per hour more than 9 miles</td></tr></table> Employment Support Services Job Coaching <table><tr><td></td><td>\$55.00</td><td>Per hour 9 miles or less</td></tr><tr><td></td><td>\$70.00</td><td>Per hour more than 9 miles</td></tr></table> Community Based <table><tr><td></td><td>\$150.00</td><td>per week</td></tr><tr><td></td><td>\$30.00</td><td>per day</td></tr></table> Organization Employment Services <table><tr><td></td><td>\$150.00</td><td>per week</td></tr><tr><td></td><td>\$30.00</td><td>per day</td></tr></table> Transportation <table><tr><td></td><td>\$12.00</td><td>9 miles or under – One Way</td></tr><tr><td></td><td>\$24.00</td><td>More than 9 miles – One Way</td></tr></table>	T2020	Adult full day	\$76.00	T2020 U5	Adult partial day	\$54.00	T2002	Transportation	\$17.00	On the Job Evaluation	\$65.00	Person served Hours 9 miles or less		\$90.00	Person served hours more than 9 miles		\$55.00	Per hour 9 miles or less		\$70.00	Per hour more than 9 miles		\$55.00	Per hour 9 miles or less		\$70.00	Per hour more than 9 miles		\$55.00	Per hour 9 miles or less		\$70.00	Per hour more than 9 miles		\$150.00	per week		\$30.00	per day		\$150.00	per week		\$30.00	per day		\$12.00	9 miles or under – One Way		\$24.00	More than 9 miles – One Way	Day Training and Habilitation Services <table><tr><td>T2020</td><td>Adult full day</td><td>\$76.00</td></tr><tr><td>T2020 U5</td><td>Adult partial day</td><td>\$54.00</td></tr><tr><td>T2002</td><td>Transportation</td><td>\$17.00</td></tr></table> Screen and/or Intake \$90.00 Community based \$34.50/day Supported Employment – One to One \$13.00/15 min unit Supported Employment – One to Four or above \$ 6.00/15 min unit Screening and/or Intake \$125.00 per individual (once) Employment Exploration Services/Employment Planning Services <table><tr><td>Employment Exploration</td><td>\$20.00/per 15 min unit</td></tr><tr><td>Employment Exploration</td><td>Wages + 50%</td></tr><tr><td></td><td>(will be calculated into 15 minute units)</td></tr></table> Employment Development Services <table><tr><td>Employment Development</td><td>\$20.00/per 15 min unit</td></tr><tr><td>Employment Support – Individual</td><td>\$20.00/per 15 min unit</td></tr></table> Employment Support Services <table><tr><td>Employment Support – Individual</td><td>\$20.00/per 15 min unit</td></tr><tr><td>Employment Support – Group</td><td>\$15.00/per 15 min unit</td></tr><tr><td>Prevocational – 15 min unit</td><td>\$15.00/per 15 min unit</td></tr></table> Transportation will be negotiated per individual.	T2020	Adult full day	\$76.00	T2020 U5	Adult partial day	\$54.00	T2002	Transportation	\$17.00	Employment Exploration	\$20.00/per 15 min unit	Employment Exploration	Wages + 50%		(will be calculated into 15 minute units)	Employment Development	\$20.00/per 15 min unit	Employment Support – Individual	\$20.00/per 15 min unit	Employment Support – Individual	\$20.00/per 15 min unit	Employment Support – Group	\$15.00/per 15 min unit	Prevocational – 15 min unit	\$15.00/per 15 min unit
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CONTRACT	2023 CONTRACT RATES	2024 CONTRACT RATES
ORION – SILS (NON-WAIVER)	SEMI-INDEPENDENT LIVING SKILLS \$33.98/ PER HOUR \$ 8.49/ PER 15 MIN	SEMI-INDEPENDENT LIVING SKILLS \$40.00/ PER HOUR \$ 8.49/ PER 15 MIN
ROSS RESOURCES, LTD. – RECOVERY SPECIALIST	KATHLEEN BLATZ FAMILY RECOVERY PROGRAM	KATHLEEN BLATZ FAMILY RECOVERY PROGRAM
ROSS RESOURCES, LTD. – DRUG TESTING & MENTAL HEALTH CASE MANAGEMENT CASE MANAGEMENT AND DRUG TESTING	DRUG TESTING: Various rates per service The County shall pay the contracted provider per unit in accordance with the statewide subcontracted TCM rate methodology. The services under this contract are eligible for the following rate types under the rate methodology, as described on the Minnesota Department of Human Services fiscal reporting and accounting webpage. AMH-TCM the default rate with a caseload size of 26. CMH-TCM (includes children 18-21) the default rate with a caseload size of 15.	DRUG TESTING: Various rates per service The County shall pay the contracted provider per unit in accordance with the statewide subcontracted TCM rate methodology. The services under this contract are eligible for the following rate types under the rate methodology, as described on the Minnesota Department of Human Services fiscal reporting and accounting webpage. AMH-TCM the default rate with a caseload size of 26 = \$446.00 CMH-TCM (includes children 18-21) the default rate with a caseload size of 15 = \$772.00
ROSS RESOURCES, LTD. –LCTS	COLLABORATIVE AND LCTS COORDINATION	COLLABORATIVE AND LCTS COORDINATION
ROSS RESOURCES, LTD. – FAMILY VISITATION	SUPERVISED FAMILY VISITATION \$42.00 per hour OUT OF COUNTY FAMILY VISITATION \$42.00 per hour FEDERAL MILEAGE RATE	SUPERVISED FAMILY VISITATION \$42.00 per hour OUT OF COUNTY FAMILY VISITATION \$42.00 per hour FEDERAL MILEAGE RATE
ROSS RESOURCES, LTD. – PRIVATE PARTY SUPERVISED VISITATION	PRIVATE PARTY SUPERVISED VISITATION \$42.00 per hour FEDERAL MILEAGE RATE	PRIVATE PARTY SUPERVISED VISITATION \$42.00 per hour FEDERAL MILEAGE RATE
VICKY SCHOELLER FIDUCIARY SERVICES, LLC ADMINISTRATIVE SERVICES	Personal Representative and/or Power of Attorney: \$40.00 Will Executor or Conservator: \$55.00 Guardianship \$70.00	Personal Representative and/or Power of Attorney: \$40.00 Will Executor or Conservator: \$55.00 Guardianship: \$70.00
SNYDER GROUP HOME	LICENSED FOR 6 CLIENTS @ \$170.67 PER DAY	LICENSED FOR 6 CLIENTS @ \$200.00 PER DAY



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, November 28, 2023

REQUEST FOR BOARD ACTION: RBA-2023-3342

DEPARTMENT: Health & Human Services

TIME REQUESTED: < 5 Minutes

PRESENTER: Christine Krebs

AGENDA ITEM:

Accept CMHS Service Agreement for 2024

BOARD ACTION REQUESTED:

Accept and authorize the County Board Chair to sign the TriMin Support service agreement for 2024.

BACKGROUND:

The current 2023 support agreement for the Agency Collections System and Social Welfare System ends 12/31/2023. ICHHS recommends approval.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. ACS SWS TriMin Support for 2024

11/21/2023

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 11/28/2023 2:30 PM
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RESULT:	APPROVED (4 TO 0)
MOVER:	Commissioner Casey Venema
SECONDER:	Commissioner Terry Snyder
AYES:	Terry Snyder, John Johnson, Burl Ives, Casey Venema
ABSENT:	Cory Smith

ACS / SWS Support Services Agreement for 2024

AGREEMENT TO PROVIDE PROFESSIONAL SERVICES BETWEEN

(County)

and

TRIMIN SYSTEMS, INC.

This Agreement made by and between _____, hereinafter referred to as the "County" and TriMin Systems Inc., 2277 Highway 36 West, Suite 250, St. Paul, Minnesota, hereinafter referred to as "TriMin". Where the Agreement refers to "User Group", it is understood to mean all counties who are parties to this Agreement.

WITNESSETH

WHEREAS, the County wishes to retain professional services to obtain computer programming and technical assistance for the maintenance and support of computer systems now in use by the County and a number of other counties; and

WHEREAS, the County has undertaken to retain professional services as described above as a member (or past member) of a group of Minnesota county welfare and human services agencies and other entities, previously known as Computer Management for Human Services (CMHS); and

WHEREAS, TriMin has and will be expected to render support services hereunder.

NOW, THEREFORE, in consideration of the mutual promises and agreements contained herein, and for other good and valuable consideration, the parties agree as follows:

I. Systems to be supported

TriMin agrees to provide computer programming, technical assistance, and related services to support and maintain the systems and systems components including, but not limited to:

- A. Agency Collection System (ACS)
- B. Social Welfare System (SWS)

II. Support Definition

- A. Support: TriMin will provide remote application support for County via telephone and email. Support includes the following aspects:
1. Consultation and problem assistance, as scheduled
 2. New staff orientation/overview training, as scheduled
 3. Bug Fixes, as needed
 4. Mandated Modifications, per II-C below
 5. Invoicing of charges to the County
- B. Special Projects: "Special Projects" are those projects which the User Group (the group of counties using ACS and/or SWS) may authorize from time to time above the fixed annual amount for Support. A Special Project shall be initiated upon receipt of written notification from the User Group, with individual Counties each deciding to participate upon knowing the cost of the project and their expected contribution. Special project charges will only apply if a given county has agreed to said project and given approval to participate. Counties that do not participate would not receive the benefit of the project.
- C. Mandated Systems Modifications: "Mandated Systems Modifications" are those systems modifications necessitated by mandates or service program changes imposed by federal or state laws, rules, or regulations. TriMin agrees that Mandated Systems Modifications shall be undertaken without delay and with the understanding that, with respect to completion of the modifications, time is of the essence. Mandated Systems Modifications shall take precedence over any other project or maintenance service being performed pursuant to this Agreement.
- Mandated Systems Modifications services shall be included in the scope of this support agreement, provided that the estimated hours for any particular mandated modification is less than or equal to 40 hours of effort.
- In the event that a Mandated Systems Modification effort is deemed to be greater than 40 hours the Mandated Systems Modifications services shall be approved by the User Group and funded by Counties participating in the Annual Support for a given application (i.e. ACS or SWS).
- Mandated Systems Modifications shall be subject to the cost allocation billing rates and special conditions set forth in this Section and in Sections III. and IV. below.
- Mandated Systems Modifications shall be initiated upon receipt of authorization from the User Group. Counties not wishing to participate may opt out, but will not receive the system modification.
- D. Direct Support: "Direct Support" is that assistance provided to the County or to a group of counties at its/their request and is not Shared Support. Direct Support includes, but is not limited to, start-up services for the County, special seminars or training or modifications for a county or counties not requested by the User Group as a whole.

III. Allocation of Charges and Costs

- A. Charges and costs for Support, Special Projects, and Mandated Systems Modifications, as defined in Section II-A, B, and C above, shall be billed to the County.
- B. Charges and costs for Direct Support, as defined in Section II-D, above, shall be chargeable to the County requesting such services, and TriMin shall bill the County for Direct Support. Direct support charges and costs shall be itemized according to type of services.

IV. Billings of Charges and Costs for Counties that submit signed agreement by December 15, 2023.

- A. TriMin shall bill the County the charges and costs for Support services, as defined in Section II, above, at a flat rate as set forth below, and per the system(s) used and selected below by the county (per "x" in square(s) below):

☐ **Annual Support for ACS, paid as one-time charge (one billing): \$1,600**

☐ **Annual Support for SWS, paid as one-time charge (one billing): \$1,600**

- B. TriMin shall bill the County the charges and costs for Special Projects as defined in Section II-B, above, at the hourly rates, set forth in Section IV-D, below. Such billing shall identify the system being supported.
- C. Invoices pursuant to Section IV-A and IV-B above, shall be billed no more than 30 days in advance to the County, annually for charges in section IV-A above, and on a quarterly basis for charges related to Section IV-B (if any), and shall be paid by the county within forty-five (45) days of the date of the invoice.
- D. The hourly rates charged by TriMin during the duration of this Agreement shall be the following:
- \$180 per hour
- E. Non-payment and remedies of TriMin: In the event that the County does not pay TriMin, within forty-five (45) days of the date of the invoice, the amount due pursuant to the Annual invoice, TriMin shall have the option to terminate its obligation to render further services to the County upon fourteen (14) days written notice thereof.

V. Allowance for Cost of Additional Services

Special Projects and Mandated Systems Modifications, as defined in Sections II-B and II-C, above, may only be billed to County if approved by the User Group prior to commencement of services being performed on County's behalf. The actual expenditure of this allowance is only authorized as defined in Sections II-B and II-C above.

VI. Warranties of the Parties

- A. TriMin represents and warrants as follows:

1. TriMin represents and warrants that any modifications, enhancements, or related products furnished pursuant to Section I above are designed to and will meet the functional and performance specifications and standards to be agreed upon by the parties.
2. TriMin represents and warrants that the modifications or enhancements and related products are, or shall be when completed and delivered hereunder, original work products of TriMin and that neither the modifications, enhancements, and related products nor any of their elements nor the use thereof shall violate or infringe upon any patent, copyrights, or trade secret.

- B. The County represents and warrants as follows:

1. The County represents, warrants, and covenants that it will provide the cooperation and assistance of its personnel, as reasonably required, and as would be necessary for the completion of TriMin's services hereunder, to the extent that the services are being rendered for the County and for the County activity or system involved.
2. The County represents and warrants that it will make prompt and full disclosure to TriMin of any information regarding the government requirements and regulations related to the government program and that the system services.

VII. Other Conditions

- A. Entire Agreement; Requirement of a Writing: Except where negotiations are otherwise authorized in the Agreement, it is understood and agreed that the entire agreement of the parties is contained herein, and that this Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter hereof, as well as any previous Agreement presently in effect between the parties relating to the subject matter hereof.

Any alterations, amendments, deletions, or waivers of the provisions of this Agreement shall be valid only when expressed in writing and duly signed by the authorized representatives of the parties.

- B. Non-Assignment: TriMin shall not assign any interest in the Agreement without the prior written consent of the County thereto, provided, however, that claims for money due or to become due to TriMin from the County under this Agreement may be assigned to a bank, trust company, or other financial institutions without such approval.
- C. Conflicts of Interest. TriMin covenants that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance under this Agreement. TriMin further covenants that in the performance of this Agreement, no persons having any such conflicting interest shall be employed.
- D. Subcontracting. None of the work or services covered by this Agreement, and properly authorized by the User Group, shall be subcontracted without prior written approval of the User Group.

Said written consent shall not be unreasonably withheld in the event that TriMin shall reasonably request the authority to delegate or subcontract or consult regarding services to be provided hereunder and shall do so in writing except in the event of emergency, and shall request such authority only as to qualified personnel or entities, all of which shall be without any release of the responsibility of TriMin hereunder to the County for the services provided.

- E. Expenses Incurred: No Payment shall be made under this Agreement for any expenses incurred in a manner contrary to any provision contained herein or in a manner inconsistent with any federal, state, or local law, rule, or regulations.
- F. Independent Contractor: For the purpose of this Agreement, TriMin shall be deemed an independent contractor, and not an employee of the County or the User Group. Any and all employees, members, or associates of TriMin or other persons, while engaged in the work or services required to be performed by TriMin under this Agreement, shall not be considered employees of the County or the User Group; and any and all claims that may or might arise on behalf of said employees or other persons as a consequence of any act or omission on the part of said employees or TriMin, shall in no way be the obligation or responsibility of the County or the User Group.
- G. Liability: In recognition of the fact that the software covered by this agreement is not owned by TriMin, and that TriMin has no control of the use of the software by the County, TriMin's liability in performance of this Agreement shall be satisfied by its maintaining in full force and effect professional liability insurance as set forth in Section VII-I-4, below. In no event shall TriMin be liable for any consequential, indirect, special, punitive or incidental damages, whether foreseeable or unforeseeable. The limitations of damages does not apply to indemnification claims or data practice violations.
- H. Disclaimer of Warranties: Except as expressly provided in this Agreement, there are no warranties, express or implied, including but not limited to implied warranties of merchantability or fitness for a particular purpose.
- I. Indemnification: Each party shall be liable for its own acts to the extent provided by law and hereby agrees to indemnify, hold harmless and defend the other, its officers and employees against any and all liability, loss, costs, damages, expenses, claims or actions, including attorney's fees which the other, its officers and

employees may hereafter sustain, incur or be the party, its agents, servants or employees, in the execution or performance or failure to adequately perform its obligations pursuant to this Agreement.

- J. Insurance: TriMin, for the benefit of itself, the County, and the User Group, at all times during the term of this Agreement, shall maintain and keep in full force and effect the following.
1. A single limit, combined limit, or excess umbrella automobile liability insurance policy, if applicable, covering agency-owned, non-owned and hired vehicles used regularly in provision of services under this Agreement, in an amount of not less than one million dollars (\$1,000,000) per accident for combined single limit.
 2. A single limit or combined limit or excess umbrella general liability insurance policy of an amount of not less than two million dollars (\$2,000,000) for property damage arising from one (1) occurrences, two million dollars (\$2,000,000) for total bodily injury including death and/or damages arising from one (1) occurrence, and two million dollars (\$2,000,000) for total personal injury and/or damages arising from one (1) occurrence. Such policy shall also include contractual liability coverage.
 3. Statutory Workers' Compensation Insurance
 4. Professional liability (errors and omissions) insurance in an amount of not less than one million five hundred thousand and no/100th dollars (\$1,500,000.00).
 5. TriMin will provide the certificates of insurance as requested and provide that the insurance carrier will notify the User Group in writing at least thirty (30) days prior to any reduction, cancellation, or material alteration in TriMin's insurance coverage.
- K. Local Alterations: For each of the systems supported under this contract, the code maintained by TriMin shall be designated the "Base System". The parties to Agreement agree to accept the base system and modifications to the base system as approved by the User Group. TriMin shall not be liable for claims arising from local alterations. The term "Local Alterations" shall include, but not be limited to, any software modification, and any modification to system operations contrary to those specified in the system documentation.
- L. Data Practices: All data collected, created, received, maintained, disseminated or used for any purposes in the course of TriMin's performance of this Agreement is governed by the Minnesota Government Data Practices Act, Minn. Stat. Chapter 13, and any other applicable state statutes and rules adopted to implement the Act as well as other state and federal laws on data privacy. TriMin agrees to abide by these statutes, rules and regulations currently in effect and as they may be amended. TriMin designates Joe McNiff, as its "responsible authority" pursuant to the Minnesota Government Data Practices Act for purposes of this Agreement, the individual responsible for the collection, reception, maintenance, dissemination, and use of any data on individuals and other government data including summary data.
- M. Force Majeure: TriMin shall not be held responsible for delay or failure to perform when such delay or failure is due to any of the following uncontrollable circumstances: fire, flood, epidemic, strikes, wars, acts of God, unusually severe weather, acts of public authorities, or delays or defaults caused by public carriers.
- N. Severability: The provisions of this Agreement are severable. If any paragraph, section, subdivision, sentence, clause, or other phrase of this Agreement is, for any reason, held to be contrary to the law or contrary to any rule or regulation having the force and effect of law, such decision shall not affect the remaining provisions of this Agreement.
- O. Governing Laws: The laws of the State of Minnesota shall govern as to the interpretation, validity, and effect of this Agreement.
- P. Non-Discrimination: In carrying out the terms of this Agreement, TriMin shall not discriminate against any employee, applicant for employment, or other person, supplier, or contractor, because of race, color, religion, sex, sexual orientation, marital status, national origin, disability, or public assistance.

- Q. Applicability of Uniform Commercial Code: Except to the extent the provisions of this Agreement are clearly inconsistent therewith, this Agreement shall be governed by the applicable provisions of the Uniform Commercial Code. To the extent this Agreement entails delivery or performance of services, such services shall be deemed "goods" within the meaning of the Uniform Commercial Code, except when deeming such services as "goods" would result in a clearly unreasonable interpretation.
- R. Whereas Clauses: The matters set forth in the "Whereas" clauses on page (1) hereof are incorporated into and made a part of this Agreement.
- S. Paragraph Headings: The paragraph and subparagraph headings used in this Agreement are for reference purposes only and shall not be deemed to be a part of this Agreement.
- T. Pursuant to Minn. Stat. §16C.05, Subd.5, the Contractor agrees that the County, the State Auditor, or any of their duly authorized representatives at any time during normal business hours and as often as they may reasonably deem necessary, shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, etc., which are pertinent to the accounting practices and procedures of the Contractor and involve transactions relating to this Agreement. Contractor agrees to maintain these records for a period of six years from the date of termination of this Agreement.
- U. Liability of the County shall be governed by the provisions of Minnesota Statutes, Chapter 466 (Tort Liability, Political Subdivisions) and other applicable law. This Agreement shall not constitute a waiver by the County of limitations on liability provided by Minnesota Statutes, Chapter 466 or other applicable laws.
- V. Duration

The duration of this Agreement shall be January 1, 2024, to December 31, 2024, inclusive.

W. Cancellation

This Agreement is binding for the duration of the agreement (1 year) and may not be canceled by the County or by TriMin within the contract period.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed intending to be bound thereby.

Accepted and Agreed for:

Accepted and Agreed for:

County: _____

TriMin Systems, Inc.:

Signed By: _____

Signed By: _____

Name: _____

Name: Joe McNiff

Title: _____

Title: Vice President

Date: _____

Date: _____



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, November 28, 2023

REQUEST FOR BOARD ACTION: RBA-2023-3312

DEPARTMENT: Environmental Services

TIME REQUESTED: 10 Minutes

PRESENTER: Greg Stoltz, Katie Benes

AGENDA ITEM:

Schedule of Fees Increase

BOARD ACTION REQUESTED:

Adopt the Resolution Re: Adoption of an Amended Schedule of Fees, Relative to the Itasca County Zoning Ordinance, Article 22.1.

BACKGROUND:

Itasca County Zoning Ordinance; Article 22 "FEES" Section 22.1 "Schedule of Fees"

The County Board shall establish by resolution a schedule of fees applicable to all permit applications, petitions, certificates of compliance and appeals. The fee schedule resolution shall be attached to all copies of this Ordinance that are distributed to the public. The schedule of fees may be altered or amended by County Board resolution.

The Itasca County Board of Commissioners has not altered or amended the schedule of fees since 2005. The Environmental Services Department (ESD) would like the Itasca County Board of Commissioners to review the proposed fee increases and comment on the best path forward. Once completed and if approved, the fee increase would go into effect in January 2024.

COUNTY ATTORNEY REVIEW: Yes and/or Pending

SUPPORTING DOCUMENTATION:

1. 10.31.2023 Environmental Services Fee Comparison
2. PLANNING AND ZONING FEE SCHEDULE 1.1.2024

10/17/2023

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

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 11/14/2023 2:30 PM
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11/14/2023

RESULT:	PULLED FROM AGENDA
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RESULT:	APPROVED (4 TO 0)
MOVER:	Commissioner Casey Venema
SECONDER:	Commissioner Terry Snyder
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, November 28, 2023

RESOLUTION 2023-50

**RE: ADOPTION OF AN AMENDED SCHEDULE OF FEES, RELATIVE TO THE ITASCA COUNTY
ZONING ORDINANCE, ARTICLE 22.1**

WHEREAS, the schedule of zoning fees has not been amended for a period of greater than ten years; and

WHEREAS, costs to conduct zoning business, including, but not limited to, site visits, SSTs inspections, and Planning Commission and Board of Adjustment actions, have increased during that time; and

WHEREAS, Environmental Services staff has conducted a comparison of neighboring county zoning fees and found Itasca's current fees to be comparatively low; and

WHEREAS, a proposed schedule of fees was presented to the Itasca County Board of Commissioners on October 17, 2023, for review.

NOW THEREFORE BE IT RESOLVED, the Itasca County Board of Commissioners hereby adopts the amended schedule of fees to Article 22 of the Itasca County Zoning Ordinance.

BE IT FURTHER RESOLVED that these amendments shall take effect on January 1, 2024.

RESULT:	APPROVED (4 TO 0)
MOVER:	Commissioner Casey Venema
SECONDER:	Commissioner Terry Snyder
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 28th day of November 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 28th day of November A.D. 2023.

Administrator

	Current Itasca	Proposed Itasca	Aitkin	Beltrami	Cass	Crow Wing	Koochiching	St. Louis	Comments
Single-family Dwelling/Deck/Garage/SSTS	\$275	N/A					\$75-100		These fees will be charged separately, rather than bundled
New Dwelling & Deck/Dwelling Addition <500 sq ft	\$127	\$150	\$300	\$.38/sq ft (\$125 min)	\$.30/sq ft (\$150 min)	\$250-500	\$50	\$160	"Hunting Shack"
New Dwelling & Deck/Dwelling Addition 501-1250 sq ft	\$127	\$200	\$400	\$.38/sq ft	\$.30/sq ft	\$250-500	\$50	\$160	"Modest Home"
New Dwelling & Deck/Dwelling Addition 1251-2500 sq ft	\$127	\$300	\$550	\$.38/sq ft	\$.30/sq ft	\$750-1000	\$50	\$315	"Nice Home"
New Dwelling & Deck/Dwelling Addition >2500 sq ft		\$400							"Grand Home"
Dwelling Addition	\$65	N/A		\$.38/sq ft	\$.40/sq ft (\$100 min)	\$25-500	\$50	\$80	Fee would be based on square footage of addition
New Deck or Patio/Deck or Patio Replacement	\$50	\$75	\$100-150	\$75	\$100		\$50	\$80	
E911	\$100	\$100	\$70	\$100	\$80	\$100			
SSTS	\$175	\$275	\$300-350	\$200	\$300	\$250	\$50-75	\$300-520	Most SSTS require 2 inspections during install
Additional Tank Fee		\$100							Per tank fee would be charged when system necessitates additional tanks
Advanced SSTS		\$275 + Advanced Inspector Fee							Fee to advanced inspector is currently \$450
Holding Tank	\$150	\$200	\$200	\$250	\$50 annual		\$50	\$250	Requires site visit
Privy	\$60	\$100	\$150	\$50	\$150			\$100	Requires site visit
Commercial Establishment <500 sq ft	\$250	\$250	\$300	\$.38/sq ft (\$125 min)	\$300	\$400	\$50	\$160	
Commercial Establishment 501-1500 sq ft	\$250	\$350	\$400	\$.38/sq ft	\$325	\$400-500	\$50	\$160	
Commercial Establishment 1501-2500 sq ft	\$250	\$450	\$400	\$.38/sq ft	\$460	\$500-750	\$50	\$315	
Commercial Establishment >2500 sq ft	\$250	\$550	\$600	\$.38/sq ft	\$545	\$750-1250	\$50	\$315	
Commercial Establishment w/ SSTS	\$400	N/A		\$.38/sq ft			\$50		SSTS will be charged separately
Commercal Addition	\$150	N/A		\$.38/sq ft		\$300-1000	\$50		Fee would be based on square footage of addition
Accessory Structure ≤250 sq ft	\$60	\$75	\$50	\$.27/sq ft (\$125 min)	\$100	\$25-100	\$30	\$160	
Accessory Structure 251-1000 sq ft	\$60	\$150	\$200	\$.27/sq ft (\$125 min)	\$.25/sq ft (\$100 min)	\$125-250	\$30	\$160	
Accessory Structure <1000 sq ft	\$60	\$225	\$300	\$.27/sq ft	\$.25/sq ft	\$300-500	\$30	\$315	
Accessory Addition	\$60	N/A		\$.27/sq ft (\$125 min)		\$25-500	\$30	\$80	Fee would be based on square footage of addition
Water-Oriented Accessory Structure/Dry Sauna/Gazebo (within OHWL setback)		\$150							Requires site visit
Variance	\$475	\$750	\$650	\$550	\$1,000	\$500	\$100	\$630	Per diem cost for PCBOA is \$500-1000 + Mileage + Public Notices + Permit Fee
Conditional Use/Amendment	\$475	\$750	\$650	\$550	\$1,000	\$500	\$100	\$630	Per diem cost for PCBOA is \$500-1000 + Mileage + Public Notices + Permit Fee
After-the-fact Variance/CUP		\$1,000		\$550x2	\$2,000				Per diem cost for PCBOA is \$500-1000 + Public Notices + Mileage + Permit Fee + Should discourage development w/o consideration
Rezone	\$450	\$750	\$650		\$496		\$150		Per diem cost for PCBOA is \$500-1000 + Public Notices + County Board
Administrative Subdivision (review before approval)			\$100					\$80	Consideration needed. How could we charge for this? Can recorders office help with this? Do they charge?
Major Subdivision	450+	\$750	\$650	\$450	\$1000+	\$1000+	\$200+	\$1,260	
Plus Per Parcel	\$50	\$50							
Road Name Sign & Post (each)	\$150	\$250							
Minor Subdivision	300+	\$600	\$650	\$450	\$1000+	\$1000+	\$200+	\$630	
Road Name Sign & Post (each)	\$150	\$250							
Resort Expansion	\$225		\$300		\$100/site				
Plus Per Cabin		\$225							
Plus Per RV Site		\$25							
Conservation Development	\$450	\$700	\$650						
Per Unit Fee (as they are constructed)	\$127	*See Dwelling Fees							
Resort	\$450	\$700	\$650						
Shore Alteration/Land Alteration	\$80	\$200	\$200	\$125	\$150	\$150	\$25	\$370	Consider "rebranding" this as Land Alteration in order to dispel confusion. Requires a site review, scheduling
Restoration Order	\$300	\$200 x2							2x Shore Alteration fee
Change In Use	*Depends on Use	*Depends on Use						\$80	
Home Occupation II	\$50	\$100						\$370	
Handicap Permit	\$225	\$500							Investigating process for licensing county staff
Temporary Borrow Area	\$200	\$300						\$370	
Extractive Use	\$400	\$500				\$500		\$370	
Certificate of Occupancy	\$115	\$150							
Zoning Ordinance Copy	\$30	\$30	\$25					\$16	
SSTS/Sanitation/Subdivision Ordinance Copy	\$20	\$20	\$10						
Comprehensive Management Plan	\$10	\$10							
Amendment to Comprehensive Management Plan	\$500	\$500							
Communications Tower	\$500	\$650	\$650		\$830	\$400-500		\$370	
Site Planning Visit		\$150	\$100		\$150				
After-the-fact Permit		2x fee	5x fee	Fee + \$60/hour admin fee	3x fee		3x fee	2x fee	Should discourage development w/o consideration
Site Visit for Riparian Lot Permit		\$50							Structures on riparian lots requiring a site visit would be charged this fee in addition to permit fee

PLANNING AND ZONING FEE SCHEDULE
EFFECTIVE 1/1/2024

1	New Dwelling & Deck/Dwelling Addition ≤ 500 sq ft	\$ 150.00
2	New Dwelling & Deck/Dwelling Addition 501-1250 sq ft	\$ 200.00
3	New Dwelling & Deck/Dwelling Addition 1251-2500 sq ft	\$ 300.00
4	New Dwelling & Deck/Dwelling Addition > 2500 sq ft	\$ 400.00
5	New Deck or Patio/Deck or Patio Replacement	\$ 75.00
6	E911 Address	\$ 100.00
7	Subsurface Treatment System (SSTS) <i>includes New, Replacement, & Alteration Systems</i>	\$ 275.00
8	Additional Tank Fee <i>for each additional tank in a "clustered" system</i>	\$ 100.00
9	Advanced SSTS	\$ 275.00 + Advanced Inspector Fee
10	Holding Tank	\$ 200.00
11	Privy	\$ 100.00
12	New Commercial Establishment/Commercial Addition ≤ 500 sq ft	\$ 250.00
13	New Commercial Establishment/Commercial Addition 501-1500 sq ft	\$ 350.00
14	New Commercial Establishment/Commercial Addition 1501-2500 sq ft	\$ 450.00
15	New Commercial Establishment/Commercial Addition > 2500 sq ft	\$ 550.00
16	Accessory Structure/Accessory Addition ≤ 250 sq ft	\$ 75.00
17	Accessory Structure/Accessory Addition 251-1000 sq ft	\$ 150.00
18	Accessory Structure/Accessory Addition > 1000 sq ft	\$ 225.00
19	Water-Oriented Accessory Structure/Dry Sauna/Gazebo (within OWHL setback)	\$ 150.00
20	After-the-Fact Permit	2x Permit Fee
21	Variance or Appeal	\$ 750.00
22	Conditional Use Permit	\$ 750.00
23	After-the-Fact Variance/Conditional Use Permit	\$1000.00
24	Zone Change Requests / Maps Amendments	\$ 750.00
25	Plat / Subdivision (Major / RLS)	\$ 750.00
	Per Parcel Fee	\$ 50.00
	Road Name Sign & Post (each)	\$ 250.00
26	Minor Subdivision	\$ 600.00
	Road Name Sign & Post (each)	\$ 250.00
27	New Resort Development	\$ 700.00
28	Resort Expansion <i>applies to 1-6 unit expansions and new resorts</i>	
	Per cabin as they are constructed	\$ 225.00
	Per RV site as they are added	\$ 25.00
29	Conservation Development	\$ 700.00
	Per unit fee as they are constructed	See Dwelling Fees
30	Shoreland Alteration Permit	\$ 200.00
31	Restoration Order	\$ 400.00
32	Change In Use Permit	See fee associated with proposed use
33	Home Occupation II	\$ 100.00
34	Handicap Permit	\$ 500.00
35	Temporary Borrow Area Permit	\$ 300.00
36	Extractive Use Permit	\$ 500.00
37	Communications Tower	\$ 650.00
38	Site Planning Visit	\$ 150.00

39	Site Visit for Riparian Lot Permit	\$ 50.00
40	Certificate of Occupancy	\$ 150.00
41	Copy of Itasca County Zoning Ordinance	\$ 30.00
42	Copy of Itasca County Sanitation or Subdivision Ordinance	\$ 20.00
43	Copy of Comprehensive Management Plan	\$ 10.00
44	Amendment to Comprehensive Management Plan	\$ 500.00



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, November 28, 2023

REQUEST FOR BOARD ACTION: RBA-2023-3339

DEPARTMENT: Transportation
PRESENTER: Ryan Sutherland

TIME REQUESTED: < 5 Minutes

AGENDA ITEM:

Contract 61614 - Final Payment 2021 Bituminous Paving

BOARD ACTION REQUESTED:

Approve final payment for Contract 61614 - 2021 Bituminous Projects and authorize the County Board Chairperson and Clerk to the County Board to sign the Certificate of Final Payment.

BACKGROUND:

KGM Contractors has completed the contract and it is recommended that final payment be processed.

Contract 61614 included bituminous projects on CSAH 16, CSAH 82, CSAH 84, County Road 433 and County Road 561.

SAP 013-684-003 CSAH 84 was removed from the contract and no payment was made.

Bid Amount \$2,687,971.69

Final Amount \$2,367,897.65

COUNTY ATTORNEY REVIEW: Yes and/or Pending

SUPPORTING DOCUMENTATION:

1. FINAL DOCUMENTS

11/21/2023

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 11/28/2023 2:30 PM
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RESULT:	APPROVED (4 TO 0)
MOVER:	Commissioner Casey Venema
SECONDER:	Commissioner Terry Snyder
AYES:	Terry Snyder, John Johnson, Burl Ives, Casey Venema
ABSENT:	Cory Smith

CERTIFICATE FOR FINAL PAYMENT

State Of Minnesota

Project No.: SAP 031-616-014, SAP 031-682-004
SAP 031-680-005, SAP 031-684-003,
CP 2021-06 & CP 2021-11

County of Itasca

Contract No.: 61614

The County Board of Itasca County hereby recognizes that the work done by KGM Contractors, Inc. of Angora, MN, under contract with Itasca County, made and entered into on July 20, 2021, relating to the furnishing of materials, and/or, the construction of the above named project has been completed.

We hereby approve of the Engineer's Final Estimate hereto attached, including variations from the original plans, and hereby find the Contractor entitled to total compensation for said work according to said estimate.

Dated: _____, 2023

Signed: _____
Chairman, Itasca County Board

Clerk to the County Board

CERTIFICATE OF PERFORMANCE FORM

County of Itasca

Project No.: SAP 031-616-014, SAP 031-682-004, SAP 031-680-005, SAP 031-684-003,
CP 2021-06 & CP 2021-11

Name of Contractor: KGM Contractors, Inc.

Contract No.: 61614

Total Value of Work: \$ 2,367,897.65

I HEREBY CERTIFY to the Board of commissioners of the above named County, that I have been in charge of the work required by the above described contract; that all of such work has been done and performed as measured by and in accordance with and pursuant to the terms of said contract.

11-14-2023
Date

Karin Grandia
County Highway Engineer
Karin Grandia

Contract Number: 031-682-004
 Pay Request Number: 8

Project Number	Project Description
031-682-004	CSAH 82 & CSAH 16 REHABILITATION

Contractor: KGM Contractors, Inc. 9211 Hwy 53 Angora, MN 55703	Vendor Number: 000128780 Up To Date: 03/27/2023
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Contract Amount		Funds Encumbered	
Original Contract	\$611,389.50	Original	\$611,389.50
Contract Changes	\$2,187.95	Additional	N/A
Revised Contract	\$613,577.45	Total	\$611,389.50

Work Certified To Date

Base Bld Items	\$719,968.39
Contract Changes	\$2,187.95
Material On Hand	\$0.00
Total	\$722,156.34

Work Certified This Request	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Request	Total Amount Paid To Date
\$60.00	\$722,156.34	\$0.00	\$685,991.52	\$36,164.82	\$722,156.34
Percent: Retained: 0%			Percent Complete: 117.7%		

This is to certify that the items of work shown in this certificate of Pay Estimate have been actually furnished for the work comprising the above-mentioned projects in accordance with the plans and specifications heretofore approved.

Approved By

County/City/Project Engineer

Date

[Signature]
 11/9/2023

Approved By KGM Contractors, Inc.

Contractor

Date

[Signature]
 Vice President
 11-9-23

Payment Summary				
No.	Up To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request
1	2021-09-07	\$193,219.60	\$9,660.98	\$183,558.62
2	2021-09-20	\$8,005.00	\$400.25	\$7,604.75
3	2021-10-01	\$1,984.00	\$99.20	\$1,884.80
4	2021-10-18	\$167,405.36	\$7,870.27	\$149,535.09
5	2021-11-01	\$263,225.33	\$13,161.26	\$250,064.07
6	2021-11-17	\$86,226.05	\$4,311.31	\$81,914.74
7	2022-12-07	\$12,031.00	\$601.55	\$11,429.45
8	2023-03-27	\$60.00	(\$36,104.82)	\$36,164.82

Funding Category Name	Funding Category Number	Work Certified to Date	Less Amount Retained	Less Previous Payments	Amount Paid this Request	Total Amount Paid to Date
031-616-014		\$261,134.37	\$0.00	\$248,020.65	\$13,113.72	\$261,134.37
031-682-004		\$461,021.97	\$0.00	\$437,970.87	\$23,051.10	\$461,021.97

Accounting Number	Funding Source	Amount Paid this Request	Revised Contract Amount	Funds Encumbered to Date	Paid Contractor to Date
031-616-014	Municipal (CSAH < 5000)	\$13,113.72	\$245,441.15	\$245,441.15	\$261,134.37
031-682-004	Municipal (CSAH < 5000)	\$23,051.10	\$368,136.30	\$365,948.35	\$461,021.97

Contract Item Status										
Base/Alt	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
Base Bid	1	2021.501/00010	MOBILIZATION	LS	\$92,000.00	1	0	\$0.00	1	\$92,000.00
Base Bid	2	2104.503/00205	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LF	\$3.75	712	0	\$0.00	1084	\$4,065.00
Base Bid	3	2104.503/00315	REMOVE CURB & GUTTER	LF	\$3.30	2633	0	\$0.00	2795	\$9,223.50
Base Bid	4	2104.504/00050	REMOVE CONCRETE WALK	SY	\$16.50	1121	0	\$0.00	1838.3	\$30,331.95
Base Bid	5	2104.504/00080	REMOVE CONCRETE DRIVEWAY PAVEMENT	SY	\$18.75	74	0	\$0.00	109	\$2,043.75
Base Bid	6	2104.504/00120	REMOVE BITUMINOUS PAVEMENT	SY	\$3.80	626	0	\$0.00	676	\$2,568.80
Base Bid	7	2104.603/01810	REMOVE & REPLACE BITUMINOUS PAVEMENT	LF	\$5.00	2633	0	\$0.00	2795	\$13,975.00
Base Bid	8	2105.507/00015	COMMON EXCAVATION	CY	\$25.00	200	0	\$0.00	200	\$5,000.00
Base Bid	9	2211.507/00170	AGGREGATE BASE (CV) CLASS 5	CY	\$40.00	60	0	\$0.00	0	\$0.00
Base Bid	10	2232.504/00060	MILL BITUMINOUS SURFACE (2.0")	SY	\$1.55	24516	0	\$0.00	29855.3	\$46,275.72

Contract Item Status										
Base/Alt	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
Base Bid	11	2360.509/12200	TYPE SP 9.5 WEARING COURSE MIX (2,B)	TON	\$57.00	2700	0	\$0.00	3864.11	\$220,254.27
Base Bid	12	2504.602/00034	ADJUST VALVE BOX	EACH	\$350.00	11	0	\$0.00	8	\$2,800.00
Base Bid	13	2506.502/06020	ADJUST FRAME & RING CASTING	EACH	\$450.00	10	0	\$0.00	8	\$3,600.00
Base Bid	14	2521.518/00040	4" CONCRETE WALK	S F	\$6.50	11173	0	\$0.00	15437.3	\$100,342.45
Base Bid	15	2521.518/00060	6" CONCRETE WALK	S F	\$9.75	4334	0	\$0.00	4699.6	\$45,821.10
Base Bid	16	2531.503/02315	CONCRETE CURB & GUTTER DESIGN B618	L F	\$24.50	960	0	\$0.00	1258.5	\$30,833.25
Base Bid	17	2531.503/04090	CONCRETE CURB & GUTTER DESIGN D418	L F	\$30.00	701	0	\$0.00	696	\$20,880.00
Base Bid	18	2531.504/00060	6" CONCRETE DRIVEWAY PAVEMENT	S Y	\$70.00	96	0	\$0.00	127.9	\$8,953.00
Base Bid	19	2531.603/24070	CONCRETE CURB & GUTTER	L F	\$30.00	1551	0	\$0.00	1298.5	\$38,955.00
Base Bid	20	2531.618/00010	TRUNCATED DOMES	S F	\$48.00	548	0	\$0.00	336	\$16,128.00
Base Bid	21	2563.601/00010	TRAFFIC CONTROL	LS	\$8,000.00	1	0	\$0.00	1	\$8,000.00
Base Bid	22	2573.501/00020	STORM DRAIN INLET PROTECTION	LS	\$225.00	13	0	\$0.00	12	\$2,700.00
Base Bid	23	2573.503/00020	SILT FENCE, TYPE HI	L F	\$3.25	780	0	\$0.00	650	\$2,112.50
Base Bid	24	2575.501/00020	TURF ESTABLISHMENT	LS	\$6,400.00	1	0	\$0.00	1	\$6,400.00
Base Bid	25	2582.503/1004	4" SOLID LINE PAINT	L F	\$0.15	8685	0	\$0.00	10539	\$1,580.85
Base Bid	26	2582.503/10024	24" SOLID LINE PAINT	L F	\$5.00	72	12	\$60.00	84	\$420.00
Base Bid	27	2582.503/100404	4" DBLE SOLID LINE PAINT	L F	\$0.25	4761	0	\$0.00	5797	\$1,449.25
Base Bid	28	2582.518/04020	PAVT MSSG PREF THERMO GR IN	S F	\$26.25	124	0	\$0.00	124	\$3,255.00
Base Bid Totals:								\$60.00		\$719,968.39

Project Category Totals			
Project	Category	Amount This Request	Amount To Date
031-682-004	PARTICIPATING	\$60.00	\$719,968.39

Contract Change Item Status											
Project	CC	Line	Item	Unit Price	Contract Quantity	Contract Amount	New Item or Adj to Existing	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
031-682-004	BK1	29	2360 Bituminous Density Incentive (LS)	\$2,187.95	1	\$2,187.95	ITM	\$0.00	\$0.00	1	\$2,187.95
Contract Change Totals:									\$0.00		\$2,187.95

Contract Change Totals			Effective Date	Amount
Number	Description			
1	Bituminous Density Incentive		11/17/2021	\$2,187.95

Material On Hand Additions					
Line	Item	Description	Date	Added	Comments

Material On Hand Balance						
Line	Item	Description	Date	Added	Used	Remaining

Contract Total	\$722,156.34
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Contract Number: 031-680-005
 Pay Request Number: 13

Project Number	Project Description
SAP 031-680-005	PAVEMENT MILL AND OVERLAY, PAVEMENT RECONSTRUCTION, CURB & GUTTER, SIDEWALK, PIPE CULVERT REPLACEMENT

Contractor: KGM Contractors, Inc. 9211 Hwy 53 Angora, MN 55703	Vendor Number: 000128780 Up To Date: 08/02/2023
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Contract Amount		Funds Encumbered	
Original Contract	\$1,073,931.30	Original	\$1,073,931.30
Contract Changes	\$37,487.40	Additional	N/A
Revised Contract	\$1,111,418.70	Total	\$1,073,931.30

Work Certified To Date	
Base Bid Items	\$1,038,491.88
Contract Changes	\$37,487.40
Material On Hand	\$0.00
Total	\$1,075,979.28

Work Certified This Request	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Request	Total Amount Paid To Date
\$0.00	\$1,075,979.28	\$0.00	\$1,022,180.32	\$53,798.96	\$1,075,979.28
Percent Retained: 0%			Percent Complete: 96.81%		

This is to certify that the items of work shown in this certificate of Pay Estimate have been actually furnished for the work comprising the above-mentioned projects in accordance with the plans and specifications heretofore approved.

Approved By

County/City/Project Engineer

Date

11/9/2023

Approved By KGM Contractors, Inc.

Contractor

Pauline Ratchesby
Vice President

Date

11-9-23

Payment Summary				
No.	Up To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request
1	2021-09-20	\$8,457.90	\$422.90	\$8,035.00
2	2021-10-01	\$116,701.25	\$5,835.06	\$110,866.19
3	2021-10-18	\$42,695.65	\$2,134.78	\$40,560.87
4	2021-11-01	\$393,390.64	\$19,669.53	\$373,721.11
5	2021-11-16	\$13,248.41	\$662.42	\$12,585.99
6	2022-06-06	\$262,462.41	\$13,123.12	\$249,339.29
7	2022-06-21	\$64,966.00	\$3,248.30	\$61,717.70
8	2022-07-20	\$105,762.72	\$5,288.14	\$100,474.58
9	2022-08-16	\$53,444.00	\$2,672.20	\$50,771.80
10	2023-02-08	\$5,960.30	\$298.01	\$5,662.29
11	2023-03-27	\$5,390.00	\$269.50	\$5,120.50
12	2023-04-27	\$3,500.00	\$175.00	\$3,325.00
13	2023-08-02	\$0.00	(\$53,798.96)	\$53,798.96

Funding Category Name	Funding Category Number	Work Certified to Date	Less Amount Retained	Less Previous Payments	Amount Paid this Request	Total Amount Paid to Date
Participating		\$1,075,979.28	\$0.00	\$1,022,180.32	\$53,798.96	\$1,075,979.28

Accounting Number	Funding Source	Amount Paid this Request	Revised Contract Amount	Funds Encumbered to Date	Paid Contractor to Date
01 CSAH	Municipal (CSAH < 5000)	\$53,798.96	\$1,106,028.70	\$1,073,931.30	\$1,075,979.28

Contract Item Status										
Base/Alt	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
Base Bid	1	2021.501/00010	MOBILIZATION	LS	\$40,000.00	1	0	\$0.00	1	\$40,000.00
Base Bid	2	2104.502/00130	REMOVE PIPE APRON	EACH	\$700.00	8	0	\$0.00	8	\$5,600.00
Base Bid	3	2104.502/00350	REMOVE ANCHORAGE ASSEMBLY	EACH	\$375.00	2	0	\$0.00	2	\$750.00
Base Bid	4	2104.502	REMOVE END TREATMENT	EACH	\$375.00	4	0	\$0.00	4	\$1,500.00
Base Bid	5	2104.502/00510	REMOVE LIGHT STANDARD	EACH	\$300.00	24	0	\$0.00	24	\$7,200.00
Base Bid	6	2104.502/01220	REMOVE SIGN	EACH	\$42.00	3	0	\$0.00	3	\$126.00
Base Bid	7	2104.502/03590	SALVAGE MAIL BOX SUPPORT	EACH	\$105.00	1	0	\$0.00	1	\$105.00
Base Bid	8	2104.503/00255	REMOVE PIPE CULVERTS	L F	\$16.00	300	0	\$0.00	275	\$4,125.00
Base Bid	9	2104.503/00315	REMOVE CURB & GUTTER	L F	\$3.30	1472	0	\$0.00	1452.5	\$4,793.25
Base Bid	10	2104.503/00440	REMOVE GUARDRAIL	L F	\$10.00	609	0	\$0.00	609	\$6,090.00

Contract Item Status										
Base/Alt	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
Base Bid	11	2104.504/00050	REMOVE CONCRETE WALK	S Y	\$16.60	3393	0	\$0.00	3195.2	\$52,720.80
Base Bid	12	2104.504/00080	REMOVE CONCRETE DRIVEWAY PAVEMENT	S Y	\$19.00	186	0	\$0.00	204	\$3,876.00
Base Bid	13	2104.504/00120	REMOVE BITUMINOUS PAVEMENT	S Y	\$3.75	3421	0	\$0.00	3007.6	\$11,278.50
Base Bid	14	2104.603/01810	REMOVE & REPLACE BITUMINOUS PAVEMENT	L F	\$7.00	652	0	\$0.00	756.5	\$5,295.50
Base Bid	15	2105.507/00015	COMMON EXCAVATION	C Y	\$17.00	1000	0	\$0.00	315	\$5,355.00
Base Bid	16	2105.507/00290	SELECT GRANULAR BORROW (CV)	C Y	\$27.00	340	0	\$0.00	105	\$2,835.00
Base Bid	17	2105.603/00060	DITCH CLEANING	L F	\$15.00	1266	0	\$0.00	1319	\$19,785.00
Base Bid	18	2118.507/00150	AGGREGATE SURFACING (CV) CLASS 5	C Y	\$51.00	25	0	\$0.00	213.36	\$10,881.36
Base Bid	19	2211.507/00170	AGGREGATE BASE (CV) CLASS 5	C Y	\$35.00	470	0	\$0.00	105	\$3,675.00
Base Bid	20	2232.504/00040	MILL BITUMINOUS SURFACE (1.5")	S Y	\$1.60	12790	0	\$0.00	14155.6	\$22,648.96
Base Bid	21	2232.504/00060	MILL BITUMINOUS SURFACE (2.0")	S Y	\$1.80	14350	0	\$0.00	15602.1	\$27,903.78
Base Bid	22	2360.509/12300	TYPE SP 9.5 WEARING COURSE MIX (2,C)	TON	\$64.20	3990	0	\$0.00	3914.3	\$251,298.06
Base Bid	23	2360.509/22305	TYPE SP 12.5 NON WEAR COURSE MIX (2,C)	TON	\$63.00	400	0	\$0.00	310.43	\$19,557.09
Base Bid	24	2411.507/04050	GRANULAR BACKFILL (CV)	C Y	\$31.00	200	0	\$0.00	0	\$0.00
Base Bid	25	2451.507/00250	FINE AGGREGATE BEDDING (CV)	C Y	\$37.00	400	0	\$0.00	195	\$7,215.00
Base Bid	26	2501.502/04018	18" GS PIPE APRON	EACH	\$550.00	5	0	\$0.00	4	\$2,200.00
Base Bid	27	2501.502/04024	24" GS PIPE APRON	EACH	\$625.00	6	0	\$0.00	6	\$3,750.00
Base Bid	28	2501.503/05012	12" CP PIPE CULVERT	L F	\$62.00	25	0	\$0.00	0	\$0.00
Base Bid	29	2501.503/05018	18" CP PIPE CULVERT	L F	\$70.00	70	0	\$0.00	72	\$5,040.00
Base Bid	30	2501.503/05024	24" CP PIPE CULVERT	L F	\$80.00	205	0	\$0.00	205	\$16,400.00
Base Bid	31	2506.502/06020	ADJUST FRAME & RING CASTING	EACH	\$450.00	5	0	\$0.00	0	\$0.00
Base Bid	32	2521.518/00040	4" CONCRETE WALK	S F	\$6.30	23661	0	\$0.00	24439.1	\$153,966.33

Contract Item Status										
Base/Alt	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
Base Bid	33	2521.518/0060	6" CONCRETE WALK	S F	\$9.00	4306	0	\$0.00	5377.9	\$48,401.10
Base Bid	34	2531.503/02316	CONCRETE CURB & GUTTER DESIGN B618 (MOD)	L F	\$28.00	821	0	\$0.00	789	\$22,092.00
Base Bid	35	2531.504/0070	7" CONCRETE DRIVEWAY PAVEMENT	S Y	\$85.00	185	0	\$0.00	356.7	\$30,319.50
Base Bid	36	2531.603/24070	CONCRETE CURB & GUTTER	L F	\$28.00	652	0	\$0.00	707.5	\$19,810.00
Base Bid	37	2531.618/00010	TRUNCATED DOMES	S F	\$49.00	520	0	\$0.00	479.8	\$23,510.20
Base Bid	38	2540.602/00140	INSTALL MAIL BOX SUPPORT	EACH	\$115.00	1	0	\$0.00	1	\$115.00
Base Bid	39	2545.502/14040	LUMINAIRE (LED) 40 FOOT	EACH	\$3,500.00	15	0	\$0.00	15	\$52,500.00
Base Bid	40	2545.502/14080	LIGHT FOUNDATION DESIGN E	EACH	\$1,450.00	15	0	\$0.00	15	\$21,750.00
Base Bid	41	2545.502/21201	SERVICE CABINET -TYPE L1	EACH	\$7,500.00	1	0	\$0.00	1	\$7,500.00
Base Bid	42	2545.503/01041	1.5" NON-METALLIC CONDUIT	L F	\$10.75	4650	0	\$0.00	3126	\$33,604.50
Base Bid	43	2545.503/01053	12" NON-METALLIC CONDUIT	L F	\$13.40	20	0	\$0.00	20	\$268.00
Base Bid	44	2545.503/03010	UNDERGROUND WIRE 1/C 1 AWG	L F	\$4.85	60	0	\$0.00	60	\$291.00
Base Bid	45	2545.503/03080	UNDERGROUND WIRE 1/C 8 AWG	L F	\$1.55	18200	0	\$0.00	17520	\$27,156.00
Base Bid	46	2554.502/00024	END TREATMENT-TANGENT TERMINAL	EACH	\$3,400.00	4	0	\$0.00	4	\$13,600.00
Base Bid	47	2554.503/00131	TRAFFIC BARRIER DESIGN TYPE 31	L F	\$43.10	312.5	0	\$0.00	312.5	\$13,468.75
Base Bid	48	2563.601/00010	TRAFFIC CONTROL	LS	\$4,700.00	1	0	\$0.00	1	\$4,700.00
Base Bid	49	2564.602/010515	INSTALL SIGN	EACH	\$135.00	3	0	\$0.00	3	\$405.00
Base Bid	50	2573.502/00110	STORM DRAIN INLET PROTECTION	EACH	\$225.00	7	0	\$0.00	7	\$1,575.00
Base Bid	51	2573.503/00021	SILT FENCE, TYPE PA	L F	\$3.25	2450	0	\$0.00	1727	\$5,612.75
Base Bid	52	2573.503/00061	SEDIMENT CONTROL LOG TYPE WOOD FIBER	L F	\$4.25	200	0	\$0.00	0	\$0.00
Base Bid	53	2574.508/00011	FERTILIZER TYPE 1	LB	\$1.05	170	0	\$0.00	130	\$136.50

Contract Item Status										
Base/Alt	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
Base Bid	54	2575.504/0073	EROSION CONTROL BLANKETS CATEGORY 3N	S Y	\$2.35	2620	0	\$0.00	4510	\$10,598.50
Base Bid	55	2575.508/22111	SEED MIXTURE 22-111	LB	\$5.25	54	0	\$0.00	50	\$262.50
Base Bid	56	2575.508/25151	SEED MIXTURE 25-151	LB	\$5.25	102	0	\$0.00	100	\$526.00
Base Bid	57	2575.508/40006	HYDRAULIC STABILIZED FIBER MATRIX	LB	\$4.00	233	0	\$0.00	450	\$1,800.00
Base Bid	58	2582.503/104104	4" SOLID LINE PAINT	L F	\$0.15	5511	0	\$0.00	7413	\$1,111.95
Base Bid	59	2582.503/104404	4" DBLE SOLID LINE PAINT	L F	\$0.25	7425	0	\$0.00	5632	\$1,408.00
Base Bid Totals:								\$0.00		\$1,038,491.88

Project Category Totals			
Project	Category	Amount This Request	Amount To Date
SAP 031-680-005	PARTICIPATING	\$0.00	\$1,038,491.88

Contract Change Item Status											
Project	CC	Line	Item	Unit Price	Contract Quantity	Contract Amount	New Item or Adj to Existing	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
SAP 031-680-005	BK1	60	2360 Bituminous Density Incentive (LS)	\$1,377.10	1	\$1,377.10	ITM	\$0.00	\$0.00	1	\$1,377.10
SAP 031-680-005	CO1	61	2545.503/01045 1.5" NON-METALLIC COND(DIRECTIONAL BORE) (L F)	\$30.00	1160	\$34,800.00	ITM	\$0.00	\$0.00	1160	\$34,800.00
SAP 031-680-005	CO2	62	1807 FAILURE TO COMPLETE THE WORK ON TIME (LS)	(\$10,000.00)	1	(\$10,000.00)	ITM	\$0.00	\$0.00	1	(\$10,000.00)
SAP 031-680-005	CO3	63	2565.601 SOURCE OF POWER (LUMP SUM)	\$5,920.30	1	\$5,920.30	ITM	\$0.00	\$0.00	1	\$5,920.30
SAP 031-680-005	CO4	64	2565.601 SOURCE OF POWER (LUMP SUM)	\$5,390.00	1	\$5,390.00	ITM	\$0.00	\$0.00	1	\$5,390.00
Contract Change Totals:									\$0.00		\$37,487.40

Contract Change Totals			
Number	Description	Effective Date	Amount
1	Bituminous Density Incentive	11/16/2021	\$1,377.10
1	It was determined that in the best interest of the project to directional drill a portion of the 1.5" Non Metallic Conduit to eliminate the requirement of removing sidewalk and open trenching segments of roadway.	06/21/2022	\$34,800.00
2	Liquidated Damages as agreed upon October 2021.	09/15/2022	(\$10,000.00)
3	Replacement of existing city lighting receptacles that were required to be removed for new placement of new power source and lighting cabinet.	09/15/2022	\$5,920.30

4	Added receptacles to light poles.	03/27/2023	\$5,390.00
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Material On Hand Additions					
Line	Item	Description	Date	Added	Comments

Material On Hand Balance						
Line	Item	Description	Date	Added	Used	Remaining

Contract Total				\$1,075,979.28
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Contract Number: 2021-06
Pay Request Number: 4

Project Number	Project Description
2019-10	CR 561 Bituminous Rehabilitation and Aggregate Shouldering

Contractor: KGM Contractors, Inc. 9211 Hwy 53 Angora, MN 55703	Vendor Number: 000128780 Up To Date: 12/05/2022
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Contract Amount		Funds Encumbered	
Original Contract	\$180,654.05	Original	\$180,654.05
Contract Changes	\$0.00	Additional	N/A
Revised Contract	\$180,654.05	Total	\$180,654.05

Work Certified To Date	
Base Bld Items	\$176,405.69
Contract Changes	\$0.00
Material On Hand	\$0.00
Total	\$176,405.69

Work Certified This Request	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Request	Total Amount Paid To Date
\$0.00	\$176,405.69	\$0.00	\$167,585.41	\$8,820.28	\$176,405.69
Percent: Retained: 0%			Percent Complete: 97.65%		

This is to certify that the items of work shown in this certificate of Pay Estimate have been actually furnished for the work comprising the above-mentioned projects in accordance with the plans and specifications heretofore approved.

Approved By

County/City/Project Engineer

Date

11/9/2023

Approved By KGM Contractors, Inc.

Contractor

Date

Pauline Rutherford
Vice President
11-9-23

Payment Summary				
No.	Up To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request
1	2021-10-01	\$24,317.75	\$1,215.89	\$23,101.86
2	2021-11-01	\$143,508.67	\$7,175.43	\$136,333.24
3	2021-11-15	\$8,579.27	\$428.96	\$8,150.31
4	2022-12-05	\$0.00	(\$8,820.28)	\$8,820.28

Funding Category Name	Funding Category Number	Work Certified to Date	Less Amount Retained	Less Previous Payments	Amount Paid this Request	Total Amount Paid to Date
Participating		\$176,405.69	\$0.00	\$167,585.41	\$8,820.28	\$176,405.69

Accounting Number	Funding Source	Amount Paid this Request	Revised Contract Amount	Funds Encumbered to Date	Paid Contractor to Date
1	County Highway Preservation	\$8,820.28	\$180,654.05	\$180,654.05	\$176,405.69

Contract Item Status										
Base/Alt	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
Base Bid	1	2016.601/00050	QUALITY MANAGEMENT	LS	\$3,500.00	1	0	\$0.00	0	\$0.00
Base Bid	2	2021.501/00010	MOBILIZATION	LS	\$14,000.00	1	0	\$0.00	1	\$14,000.00
Base Bid	3	2105.601/00030	SITE GRADING	LS	\$12,500.00	1	0	\$0.00	1	\$12,500.00
Base Bid	4	2112.519/00010	SUBGRADE PREPARATION	RDST	\$120.00	35.3	0	\$0.00	27.37	\$3,284.40
Base Bid	5	2118.509/00010	AGGREGATE SURFACING CLASS 1	TON	\$18.25	467	0	\$0.00	371.76	\$6,784.62
Base Bid	6	2211.509/00070	AGGREGATE BASE CLASS 5	TON	\$12.00	1043	0	\$0.00	1311.5	\$15,738.00
Base Bid	7	2232.504/00120	MILL BITUMINOUS SURFACE (3.0")	S Y	\$2.45	8084	0	\$0.00	7299	\$17,882.55
Base Bid	8	2360.509/2200	TYPE SP 12.5 WEARING COURSE MIX (2,B)	TON	\$59.00	1458	0	\$0.00	1475.08	\$87,029.72
Base Bid	9	2501.502/19018	18" CAS SAFETY APRON & GRATE DES 3128	EACH	\$1,250.00	2	0	\$0.00	2	\$2,500.00
Base Bid	10	2501.503/00018	18" CAS PIPE CULVERT	L F	\$110.00	48	0	\$0.00	48	\$5,280.00
Base Bid	11	2540.602/00150	MAIL BOX SUPPORT	EACH	\$115.00	10	0	\$0.00	7	\$805.00
Base Bid	12	2563.601/00010	TRAFFIC CONTROL	LS	\$2,500.00	1	0	\$0.00	1	\$2,500.00
Base Bid	13	2575.501/00020	TURF ESTABLISHMENT	LS	\$6,400.00	1	0	\$0.00	1	\$6,400.00

Contract Item Status										
Base/Alt	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
Base Bid	14	2582.503/104	4" SOLID LINE PAINT	L F	\$0.15	6260	0	\$0.00	6171	\$925.65
Base Bid	15	2582.503/104	4" DOUBLE SOLID LINE PAINT	L F	\$0.25	3130	0	\$0.00	3103	\$775.75
Base Bid Totals:								\$0.00		\$176,405.69

Project Category Totals			
Project	Category	Amount This Request	Amount To Date
2019-10	PARTICIPATING	\$0.00	\$176,405.69

Contract Change Item Status											
Project	CC	Line	Item	Unit Price	Contract Quantity	Contract Amount	New Item or Adj to Existing	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
Contract Change Totals:									\$0.00		\$0.00

Contract Change Totals			
Number	Description	Effective Date	Amount

Material On Hand Additions					
Line	Item	Description	Date	Added	Comments

Material On Hand Balance						
Line	Item	Description	Date	Added	Used	Remaining

Contract Total	\$176,405.69
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Contract Number: 2021-11
Pay Request Number: 5

Project Number	Project Description
2021-11	CR433 Base and Bituminous Surfacing

Contractor: KGM Contractors, Inc. 9211 Hwy 53 Angora, MN 55703	Vendor Number: 000128780 Up To Date: 03/27/2023
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Contract Amount

Original Contract
Contract Changes
Revised Contract

\$622,557.14
\$14,535.09
\$637,092.23

Funds Encumbered

Original
Additional
Total

\$622,557.14
N/A
\$622,557.14

Work Certified To Date

Base Bld Items
Contract Changes
Material On Hand
Total

\$375,191.25
\$18,165.09
\$0.00
\$393,356.34

Work Certified This Request	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Request	Total Amount Paid To Date
\$4,196.19	\$393,356.34	\$0.00	\$369,702.14	\$23,654.20	\$393,356.34
Percent: Retained: 0%			Percent Complete: 61.74%		

This is to certify that the items of work shown in this certificate of Pay Estimate have been actually furnished for the work comprising the above-mentioned projects in accordance with the plans and specifications heretofore approved.

Approved By

County/City/Project Engineer

Date

11/9/2023

Approved By KGM Contractors, Inc.

Contractor

Date

Paulene Rutschky
Vice President
11-9-23

Payment Summary				
No.	Up To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request
1	2021-10-01	\$68,219.60	\$3,410.98	\$64,808.62
2	2021-10-18	\$305,108.91	\$15,255.45	\$289,853.46
3	2021-11-17	\$13,031.64	\$651.58	\$12,380.06
4	2022-12-07	\$2,800.00	\$140.00	\$2,660.00
5	2023-03-27	\$4,196.19	(\$19,458.01)	\$23,654.20

Funding Category Name	Funding Category Number	Work Certified to Date	Less Amount Retained	Less Previous Payments	Amount Paid this Request	Total Amount Paid to Date
Participating		\$393,356.34	\$0.00	\$369,702.14	\$23,654.20	\$393,356.34

Accounting Number	Funding Source	Amount Paid this Request	Revised Contract Amount	Funds Encumbered to Date	Paid Contractor to Date
1	County Highway Preservation	\$23,654.20	\$637,092.23	\$622,557.14	\$393,356.34

Contract Item Status										
Base/Alt	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
Base Bid	1	2016.601/00050	QUALITY MANAGEMENT	LS	\$3,500.00	1	0	\$0.00	0	\$0.00
Base Bid	2	2021.601/00010	MOBILIZATION	LS	\$50,000.00	1	0	\$0.00	1	\$50,000.00
Base Bid	3	2101.505/00030	GRUBBING	ACRE	\$30,000.00	0.14	0	\$0.00	0	\$0.00
Base Bid	4	2104.603/00255	REMOVE PIPE CULVERTS	LF	\$15.00	64	0	\$0.00	0	\$0.00
Base Bid	5	2105.607/00015	COMMON EXCAVATION	CY	\$7.90	11113	0	\$0.00	0	\$0.00
Base Bid	6	2105.607/00290	SELECT GRANULAR BORROW (CV)	CY	\$16.20	2933	0	\$0.00	0	\$0.00
Base Bid	7	2112.519/00010	SUBGRADE PREPARATION	RDST	\$120.00	54.3	0	\$0.00	59.33	\$7,119.60
Base Bid	8	2118.509/00010	AGGREGATE SURFACING CLASS 1	TON	\$17.30	1238	105.56	\$1,826.19	1067.2	\$18,462.56
Base Bid	9	2211.509/00070	AGGREGATE BASE CLASS 5	TON	\$12.21	5194	0	\$0.00	1661	\$20,280.81
Base Bid	10	2360.509/12300	TYPE SP 9.5 WEARING COURSE MIX (2,C)	TON	\$67.00	1591	0	\$0.00	1377.12	\$92,267.04
Base Bid	11	2360.509/32205	TYPE SP 19.0 NON WEAR COURSE MIX (2,B)	TON	\$63.00	2652	-20	(\$1,260.00)	2300.63	\$144,939.69
Base Bid	12	2501.603/00018	18" CAS PIPE CULVERT	LF	\$82.00	174	0	\$0.00	0	\$0.00
Base Bid	13	2502.604/00120	2" INSULATION	SY	\$19.00	1900	0	\$0.00	1900	\$36,100.00

Contract Item Status										
Base/Alt	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
Base Bld	14	2540.602/00150	MAIL BOX SUPPORT	EACH	\$115.00	10	0	\$0.00	9	\$1,035.00
Base Bld	15	2563.601/00010	TRAFFIC CONTROL	LS	\$2,800.00	1	0	\$0.00	1	\$2,800.00
Base Bld	16	2575.601/00020	TURF ESTABLISHMENT	LS	\$6,400.00	1	0	\$0.00	0	\$0.00
Base Bld	17	2582.503/104104	4" SOLID LINE PAINT	L F	\$0.15	18466	0	\$0.00	13377	\$2,006.55
Base Bld	18	2582.503/104204	4" BROKEN LINE PAINT	L F	\$0.15	512	0	\$0.00	1200	\$180.00
Base Bld Totals:								\$566.19		\$375,191.25

Project Category Totals			
Project	Category	Amount This Request	Amount To Date
2021-11	PARTICIPATING	\$566.19	\$375,191.25

Contract Change Item Status											
Project	CC	Line	Item	Unit Price	Contract Quantity	Contract Amount	New Item or Adj to Existing	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
2021-11	BK1	19	2360 Bituminous Density Incentive (LS)	\$922.59	1	\$922.59	ITM	\$0.00	\$0.00	1	\$922.59
2021-11	CO1	20	2360.502/32200 TYPE SP 19.0 NON WEAR COURSE MIX (2,B) (TON)	\$181.50	75	\$13,612.50	ITM	\$20.00	\$3,630.00	95	\$17,242.50
Contract Change Totals:									\$3,630.00		\$18,165.09

Contract Change Totals			
Number	Description	Effective Date	Amount
1	Bituminous Density Incentive	11/17/2021	\$922.59
1	Salt Shed Paving	11/17/2021	\$13,612.50

Material On Hand Additions					
Line	Item	Description	Date	Added	Comments

Material On Hand Balance						
Line	Item	Description	Date	Added	Used	Remaining

Contract Total				\$393,356.34
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**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, November 28, 2023

REQUEST FOR BOARD ACTION: RBA-2023-3345

DEPARTMENT: Transportation

TIME REQUESTED: < 5 Minutes

PRESENTER: Karin Grandia

AGENDA ITEM:

Sponsor Resolution for the City of Taconite's LRIP Grant Application

BOARD ACTION REQUESTED:

Adopt the Resolution Re: Resolution of Support from the Sponsoring Agency, which indicates that Itasca County agrees to act as the sponsor/fiscal agent for an application for funding from the Local Road Improvement Program (LRIP), as requested by the City of Taconite.

BACKGROUND:

The LRIP has a program called the Local Road Improvement Program and cities can apply for funds to improve local roads. The maximum grant amount is \$1.5 million. The funds can only be used for capital construction costs and cities must pay for all project development costs including, but not limited to, engineering, permitting and right-of-way. Additionally, the City must agree to cover all costs in excess of the grant amount.

Cities are required to have their local County act as a sponsor and fiscal agent for the project.

The City of Taconite is applying for LRIP funds to rehabilitate Riley Beach Road from CSAH 7 to the O'Reilly lake public water access. The road is paved and the bituminous has reached the end of its useful life and needs to be rehabilitated.

The Township has passed a resolution committing to the project and agreeing to cover any costs not covered by the LRIP grant.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. 2023_1001_A_LRIP_

11/21/2023

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 11/28/2023 2:30 PM
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RESULT:	APPROVED (4 TO 0)
MOVER:	Commissioner Casey Venema
SECONDER:	Commissioner Terry Snyder
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, November 28, 2023

RESOLUTION 2023-51

RE: RESOLUTION OF SUPPORT FROM SPONSORING AGENCY

WHEREAS, Local Road Improvement Program (LRIP) funds are available for local agency projects meeting Routes of Regional Significance or Rural Road Safety criteria; and

WHEREAS, non-state aid cities and townships must have a county sponsor to apply for LRIP funding; and

WHEREAS, The City of Taconite has requested that Itasca County sponsor its application for the rehabilitation of the Riley Beach Road from CSAH 7 to the O'Reilly lake public water access ; and

WHEREAS, The City of Taconite understands that it will be responsible for all costs not covered by LRIP funding including all engineering and right of way costs and any construction costs over the funding cap.

NOW THEREFORE BE IT RESOLVED, the County of Itasca hereby agrees to act as a sponsor/fiscal agent for the application from the City of Taconite for LRIP funding for the rehabilitation of Riley Beach Road.

RESULT:	APPROVED (4 TO 0)
MOVER:	Commissioner Casey Venema
SECONDER:	Commissioner Terry Snyder
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 28th day of November 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 28th day of November A.D. 2023.

Administrator

CITY TACONITE, MINNESOTA
RESOLUTION NO. 2023 1001 A



STATE OF MINNESOTA)
COUNTY OF ITASCA)
CITY OF TACONITE)

RESOLUTION 2023 1001A
REILLY BEACH ROAD IMPROVEMENT PROJECT
(Local Road Improvement Program)

November 13^h, 2023

WHEREAS, the City of Taconite has applied for up to \$1.5M in funding through the Minnesota Department of Transportation Local Road Improvement Program (LRIP) and funded by the Minnesota Legislature 2020 Bonding Bill; and

WHEREAS, the City of Taconite is being sponsored by Itasca County (Transportation Department); and

WHEREAS, Reilly Beach Road was rehabilitated 40+ years ago by Iron Range Township which has since been annexed by the City of Taconite; and

WHEREAS, the City of Taconite's road improvement project is to rehabilitate the pavement structure of Reilly Beach Road, located in Itasca County; and

WHEREAS, the City of Taconite's intent is to extend the life of Reilly Beach Road, and address critical safety and operation needs through improvement to the existing road; and

WHEREAS, Reilly Beach Road is a DNR public boat landing access that is the only public access for the lakes of O'Reilly, Island, Shamrock, and Little O'Reilly, with 18 residential homes located on it also providing vehicle access for the timber and utility industries; and

NOW THEREFORE, be it resolved that the City of Taconite commits to funding engineering plans and specification, and any amounts above an LRIP award; and

NOW THEREFORE, be it further resolved that the City of Taconite fully supports the application proposed Reilly Beach Road project.

Upon roll call vote taken thereon, the following voted:

For: Mayor Troumbly, Hron, Kilpatrick, Torkkola and Clerk Troumbly

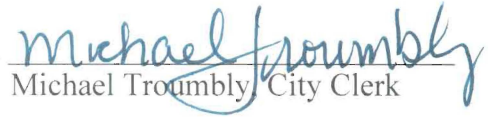
Absent: None Against: None

Whereupon said Resolution No. 2023 1001A was declared duly passed and adopted
this 13th day of November 2023.
Month/Year



Ryan Troumbly, Mayor

Attest:


Michael Troumbly, City Clerk



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, November 28, 2023

REQUEST FOR BOARD ACTION: RBA-2023-3346

DEPARTMENT: Transportation

TIME REQUESTED: < 5 Minutes

PRESENTER: Karin Grandia

AGENDA ITEM:

Local Road Improvement Grant Application for County Road 540

BOARD ACTION REQUESTED:

Adopt the Resolution Re: Local Road Improvement Grant Application for County Road 540, which indicates support for the grant application for a proposed project on County Road 540.

BACKGROUND:

The LRIP has a program called the Local Road Improvement Program and counties can apply for funds to improve local roads. The maximum grant amount is \$1.5 million. The funds can only be used for capital construction costs and counties must pay for all project development costs including, but not limited to, engineering, permitting and right-of-way. Additionally, the County must agree to cover all costs in excess of the grant amount.

County Road 540 is a narrow, curvy road with numerous sight distance issues which makes meeting oncoming traffic a safety concern. The road is paved and the bituminous has reached the end of its useful life and needs to be rehabilitated.

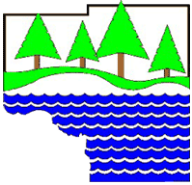
COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION: None

11/21/2023

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 11/28/2023 2:30 PM
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RESULT:	APPROVED (4 TO 0)
MOVER:	Commissioner Casey Venema
SECONDER:	Commissioner Terry Snyder
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, November 28, 2023

RESOLUTION 2023-52

**RE: LOCAL ROAD IMPROVEMENT GRANT APPLICATION - COUNTY ROAD 540
IMPROVEMENT PROJECT**

WHEREAS, The State of Minnesota has \$102.967 million in LRIP funding available, with a cap of \$1.5 million for each project, and;

WHEREAS, Itasca County acknowledges that LRIP funding can be used for roadway construction and other costs, including but not limited to, engineering and inspection, right-of-way and permitting costs must be covered by the County. Additionally, Itasca County understands it is responsible for covering all costs in excess of the grant amount, and;

WHEREAS, Itasca County is planning an improvement project on County Road 540 which was originally paved over 35 years ago and has severe pavement distress which results in unsafe driving conditions. The road is narrow and has numerous sight distance concerns, contributing to the unsafe driving conditions. and;

WHEREAS, there are over 25 residents along the corridor and the road has an ADT of 70, and;

WHEREAS, Itasca County's intent is to address the safety issues along the corridor by providing a wider road that allows for vehicles to meet and improved sight distance, and;

NOW THEREFORE BE IT RESOLVED, The Itasca County Board of Commissioners fully supports the improvement project and agrees to maintain the improvements, and;

NOW THEREFORE BE IT RESOLVED, the Itasca County Board of Commissioners fully supports the submittal of the LRIP application.

RESULT:	APPROVED (4 TO 0)
MOVER:	Commissioner Casey Venema
SECONDER:	Commissioner Terry Snyder
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 28th day of November 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 28th day of November A.D. 2023.

Administrator



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, November 28, 2023

REQUEST FOR BOARD ACTION: RBA-2023-3347

DEPARTMENT: Transportation

TIME REQUESTED: < 5 Minutes

PRESENTER: Rachel Metelak

AGENDA ITEM:

Contract 59916 - Nashwauk TWP - Bridge/Culvert Replacement, Final Payment Request

BOARD ACTION REQUESTED:

Approve final payment for Contract 59916, a bridge/culvert replacement project for Nashwauk TWP, and authorize the County Board Chairperson and Clerk to the County Board to sign the necessary documents.

BACKGROUND:

Utility Systems of America, Inc. has completed the bridge/culvert project on South Sucker Lake Rd. for Nashwauk TWP and it is recommended that final payment be processed.

Bid Amount: \$168,422.00

Final Amount: \$171,238.00

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. 59916 Closeout Packet for Board Approval

11/21/2023

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 11/28/2023 2:30 PM
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RESULT:	APPROVED (4 TO 0)
MOVER:	Commissioner Casey Venema
SECONDER:	Commissioner Terry Snyder
AYES:	Terry Snyder, John Johnson, Burl Ives, Casey Venema
ABSENT:	Cory Smith

CERTIFICATE FOR FINAL PAYMENT

State of Minnesota

Project No.: SAP 031-599-016

County of Itasca

Contract No.: 59916

The County Board of Itasca County hereby recognizes that the work done by Utility Systems of America, Inc. of Eveleth, MN, under contract with Itasca County, made and entered into on June 14, 2022, relating to the furnishing of materials, and/or, the construction of the above-named project has been completed.

We hereby approve of the Engineer's Final Estimate hereto attached, including variations from the original plans, and hereby find the Contractor entitled to total compensation for said work according to said estimate.

Dated: _____, 2023

Signed:

Chairman, Itasca County Board

Clerk to the County Board

CERTIFICATE OF PERFORMANCE FORM

County of Itasca

Project No.: SAP 031-599-016 – Nashwauk TWP – Bridge/Culvert Replacement

Name of Contractor: Utility Systems of America, Inc.

Contract No.: 59916

Total Value of Work: \$171,238.00

I HEREBY CERTIFY to the Board of commissioners of the above named County, that I have been in charge of the work required by the above described contract; that all of such work has been done and performed as measured by and in accordance with and pursuant to the terms of said contract.

11-15-2023
Date

Karin Grandia
County Highway Engineer
Karin Grandia, P.E.

cc County Auditor
 State Aid Engineer
 County Highway Engineer

** Required for all State Aid and Federal Aid Projects

Contract Number: 59916
Pay Request Number: 2

Project Number	Project Description
031-599-016	Sucker creek bridge (culvert replacement)

Contractor: Utility Systems of America Inc. PO Box 706 Eveleth, MN 55734	Vendor Number: N/A Up To Date: 11/07/2023
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Contract Amount		Funds Encumbered	
Original Contract	\$168,422.00	Original	\$168,422.00
Contract Changes	\$0.00	Additional	N/A
Revised Contract	\$168,422.00	Total	\$168,422.00

Work Certified To Date	
Base Bid Items	\$171,238.00
Contract Changes	\$0.00
Material On Hand	\$0.00
Total	\$171,238.00

Work Certified This Request	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Request	Total Amount Paid To Date
\$0.00	\$171,238.00	\$0.00	\$162,676.10	\$8,561.90	\$171,238.00
Percent: Retained: 0%			Percent Complete: 101.67%		

This is to certify that the items of work shown in this certificate of Pay Estimate have been actually furnished for the work comprising the above-mentioned projects in accordance with the plans and specifications heretofore approved.

Approved By

Rachul Motelak
County/City/Project Engineer

11/7/23
Date

Approved By Utility Systems of America Inc.

[Signature]
Contractor

11-7-23
Date

Payment Summary				
No.	Up To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request
1	2023-06-02	\$171,238.00	\$8,561.90	\$162,676.10
2	2023-11-07	\$0.00	(\$8,561.90)	\$8,561.90

Funding Category Name	Funding Category Number	Work Certified to Date	Less Amount Retained	Less Previous Payments	Amount Paid this Request	Total Amount Paid to Date
SAP 031-599-016 Bridge		\$150,112.00	\$0.00	\$142,606.40	\$7,505.60	\$150,112.00
SAP 031-599-016 Grading		\$21,126.00	\$0.00	\$20,069.70	\$1,056.30	\$21,126.00

Accounting Number	Funding Source	Amount Paid this Request	Revised Contract Amount	Funds Encumbered to Date	Paid Contractor to Date
1	Town Bridge	\$8,061.90	\$158,422.00	\$158,422.00	\$161,238.00
2	Local	\$500.00	\$10,000.00	\$10,000.00	\$10,000.00

Contract Item Status										
Base/Alt	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
Base Bid	1	2021.501/0010	MOBILIZATION	LS	\$32,000.00	1	0	\$0.00	1	\$32,000.00
Base Bid	2	2104.503/00255	REMOVE PIPE CULVERTS	L F	\$25.00	33	0	\$0.00	33	\$825.00
Base Bid	3	2106.507/00010	EXCAVATION - COMMON	C Y	\$25.00	241	0	\$0.00	241	\$6,025.00
Base Bid	5	2106.507/00130	COMMON EMBANKMENT (CV)	C Y	\$20.00	1102	0	\$0.00	1102	\$22,040.00
Base Bid	6	2118.507/00110	AGGREGATE SURFACING (CV) CLASS 1 (P)	C Y	\$45.00	149	0	\$0.00	149	\$6,705.00
Base Bid	7	2451.507/00270	COARSE AGGREGATE BEDDING (CV) (P)	C Y	\$40.00	188	0	\$0.00	188	\$7,520.00
Base Bid	8	2501.503	103" SPAN PC-CS PIPE-ARCH CULVERT	LF	\$506.00	72	0	\$0.00	72	\$36,432.00
Base Bid	9	2501.503	81" SPAN PC-CS PIPE-ARCH CULVERT	LF	\$441.00	70	0	\$0.00	70	\$30,870.00
Base Bid	10	2563.601/00010	TRAFFIC CONTROL	LS	\$1,500.00	1	0	\$0.00	1	\$1,500.00
Base Bid	11	2573.503/00023	SILT FENCE, TYPE MS	L F	\$6.00	880	0	\$0.00	1116	\$6,696.00
Base Bid	13	2575.501/00020	TURF ESTABLISHMENT	LS	\$3,500.00	1	0	\$0.00	1.4	\$4,900.00
Base Bid	14	2106.507	EXCAVATION - MUCK	C Y	\$25.00	549	0	\$0.00	549	\$13,725.00

Contract Item Status										
Base/Alt	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
Base Bid	15	2573.503	FLOTATION SILT CURTAIN TYPE MOVING WATER	LF	\$40.00	50	0	\$0.00	50	\$2,000.00
Base Bid Totals:								\$0.00		\$171,238.00

Project Category Totals			
Project	Category	Amount This Request	Amount To Date
031-599-016	Approach	\$0.00	\$21,126.00
031-599-016	Bridge	\$0.00	\$150,112.00

Contract Change Item Status											
Project	CC	Line	Item	Unit Price	Contract Quantity	Contract Amount	New Item or Adj to Existing	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
Contract Change Totals:									\$0.00		\$0.00

Contract Change Totals			
Number	Description	Effective Date	Amount

Material On Hand Additions					
Line	Item	Description	Date	Added	Comments

Material On Hand Balance						
Line	Item	Description	Date	Added	Used	Remaining

Contract Total	\$171,238.00
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**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, November 28, 2023

REQUEST FOR BOARD ACTION: RBA-2023-3349

DEPARTMENT: Transportation

TIME REQUESTED: < 5 Minutes

PRESENTER: Karin Grandia

AGENDA ITEM:

Sponsor Resolution for Nashwauk Twp LRIP Grant Application

BOARD ACTION REQUESTED:

Adopt the Resolution Re: Resolution of Support from Sponsoring Agency, which indicates that Itasca County agrees to act as the sponsor/fiscal agent for an application for funding from the Local Road Improvement Program (LRIP), as requested by Nashwauk Township.

BACKGROUND:

The LRIP has a program called the Local Road Improvement Program and Townships can apply for funds to improve local roads. The maximum grant amount is \$1.5 million. The funds can only be used for capital construction costs and townships must pay for all project development costs including, but not limited to, engineering, permitting and right-of-way. Additionally, the Township must agree to cover all costs in excess of the grant amount.

Townships are required to have their local County act as a sponsor and fiscal agent for the project.

Nashwauk Township is applying for LRIP funds to rehabilitate Little Sweden Road from Trunk Highway 65 to the intersection of North Little Sweden Road and North Little Sweden Loop. The road is paved and the bituminous has reached the end of its useful life and needs to be rehabilitated.

The Township has passed a resolution committing to the project and agreeing to cover any costs not covered by the LRIP grant.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. Nashwauk Twp Resolution

11/21/2023

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 11/28/2023 2:30 PM
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RESULT:	APPROVED (4 TO 0)
MOVER:	Commissioner Casey Venema
SECONDER:	Commissioner Terry Snyder
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, November 28, 2023

RESOLUTION 2023-53

RE: RESOLUTION OF SUPPORT FROM SPONSORING AGENCY

WHEREAS, Local Road Improvement Program (LRIP) funds are available for local agency projects meeting Routes of Regional Significance or Rural Road Safety criteria; and

WHEREAS, non-state aid cities and townships must have a county sponsor to apply for LRIP funding; and

WHEREAS, Nashwauk Township has requested that Itasca County sponsor its application for the rehabilitation of Little Sweden Road from Trunk Highway 65 to the intersection of North Little Sweden Road and North Little Sweden Loop; and

WHEREAS, Nashwauk Township understands that it will be responsible for all costs not covered by LRIP funding including all engineering and right of way costs and any construction costs over the funding cap.

NOW THEREFORE BE IT RESOLVED, the County of Itasca hereby agrees to act as a sponsor/fiscal agent for the application from Nashwauk Township for LRIP funding for the rehabilitation of the Little Sweden Road.

RESULT:	APPROVED (4 TO 0)
MOVER:	Commissioner Casey Venema
SECONDER:	Commissioner Terry Snyder
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 28th day of November 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 28th day of November A.D. 2023.

Administrator

NASHWAUK TOWNSHIP
RESOLUTION 2023-3

Resolution Approving 2023 Local Road Improvement Program (LRIP) Funding Application to the Minnesota Department of Transportation (MnDOT) for Little Sweden Road Improvements

WHEREAS, Little Sweden Road Improvement Project (i.e. Project) includes upgrades to Little Sweden Road from State Highway 65 to the intersection of North Little Sweden Road and North Little Sweden Loop, and

WHEREAS, Little Sweden Road serves as a partially paved thoroughfare providing a route of regional significance including access to the Itasca County Garage, District 5 and 30 residential homes, and

WHEREAS, Little Sweden Road is currently in need of safety improvements to address road deterioration due to high traffic, and area loggers that use the road, and

WHEREAS, Over the past several decades Nashwauk Township has invested thousands of dollars to keep the road drivable, and

WHEREAS, the existing roadway requires heavy yearly maintenance, and

WHEREAS, the MnDOT has solicited grant applications for funding administered through the LRIP, which targets routes of regional significance, and

WHEREAS, the grant requires the township to work with Itasca County to act as sponsor for the Nashwauk Township LRIP funding application and the associated Project development, and

WHEREAS, Itasca County is supportive of the proposed Project, and

WHEREAS, the proposed year for the said Project construction is 2024, and

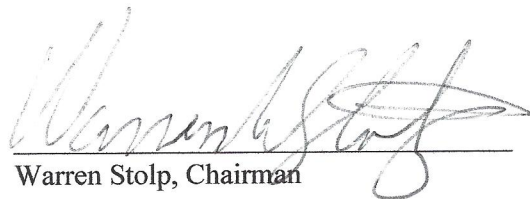
NOW THEREFORE BE IT RESOLVED BY THE TOWN BOARD OF NASHWAUK, MINNESOTA;

1. Supports the upgrade of Little Sweden Road to address safety concerns and road surface deterioration.
2. Supports the preparation and submission of the 2023 LRIP funding application to advance improvements of Little Sweden Road.
3. Commits to funding engineering plans and specification, and any amounts above an LRIP award.

WHEREUPON SAID RESOLUTION was declared duly passed and adopted on this 14th day of November 14, 2023.

AYES: Warren Stolp, Robert Coughlin, Marc Engel

NAYES: None


Warren Stolp, Chairman


Attest: Karen Calaguire, Clerk



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, November 28, 2023

REQUEST FOR BOARD ACTION: RBA-2023-3341

DEPARTMENT: Land Department

TIME REQUESTED: < 5 Minutes

PRESENTER: Michael Gibbons

AGENDA ITEM:

State of Minnesota Joint Powers Agreement

BOARD ACTION REQUESTED:

Approve State of Minnesota Joint Powers agreement for Forest Development Projects and authorize signatures.

BACKGROUND:

The current State of Minnesota Joint Powers Agreement expires at the end of this year. In the past, Itasca County has participated with the Minnesota DNR in forest management projects, primarily aerial seeding. Adding work together into a single contract is beneficial in that we share technical expertise among ourselves, we gain a higher degree of coordination and the increased acres generally offers a lower per acre contract rate.

In order to combine agencies into a single contract for forest management projects, a Joint Powers Agreement (JPA) is necessary. It is very basic, there is no financial obligations between parties. The term of the JPA is five years, 2024 - 2028.

COUNTY ATTORNEY REVIEW: Yes and/or Pending

SUPPORTING DOCUMENTATION:

1. Itasca County Joint Powers Agreement 24-28

11/21/2023

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 11/28/2023 2:30 PM
----------------	--------------------------------	---------------------------------

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



State of Minnesota

Joint Powers Agreement

SWIFT Contract Number: _____

This Agreement is between the State of Minnesota, acting through its **commissioner of the Department of Natural Resources** ("State") and **Itasca County, Minnesota** ("Governmental Unit").

Recitals

Under Minnesota Statutes § 471.59, subd. 10, the State is empowered to engage such assistance as deemed necessary. The State is in need of **and the Government Unit are in need of contractors to implement forest management projects for the purpose of enhancing and sustainably managing their respective natural resources. Both parties require reputable and reliable contractors at the lowest possible cost. This can be obtained by awarding both the State contract and the Government Unit contract to a single bidder.**

Agreement

1. Term of Agreement

- 1.1 Effective Date: **January 1, 2024**, or the date the State obtains all required signatures under Minn. Stat. § 16C.05, subd. 2, whichever is later.
- 1.2 Expiration Date: **December 31, 2028**, or until all obligations have been satisfactorily fulfilled, whichever occurs first.

2. Agreement between the Parties

STATE

2.1 To include on its request for silvicultural contract work (such as but not limited to aerial seeding and aerial herbicide application), Governmental Unit sites that fall within the work specifications and requirements, and are located within or reasonably near the area of the State sites.

2.2 To develop its own work specifications and requirements, to request bids, open bids, determine if acceptable bid(s) meet specifications, award the contract, and administer all business and administrative aspects of the request for bid and final contract documents.

2.3 To monitor and serve as project supervisor on State sites only.

2.4 To be responsible for approval of work completed, and to pay the contractor for work completed meeting specifications, on State sites only.

GOVERNMENT UNIT

2.5 To inform the State in writing that they would like to include Governmental Unit sites on a particular contract.

2.6 To provide within the time frame and in the format and quantity as requested by the State, site and other information and documentation related to the sites they desire to include on the State's request for contract work.

2.7 To accept the State's determination on whether or not Governmental Unit sites meet the requirements as stated in item 2.1 above, so as to be included in the State's request for contract work.

2.8 To accept the State's determination on whether or not a contract will be made.

2.9 To provide written signed acceptance of the low bid meeting specifications on Governmental Unit sites within 14 working days of bid opening and that said written acceptance binds them to the terms and conditions of the contract awarded by the State, the same as if they had signed said contract.

2.10 To monitor and serve as project supervisor on Governmental Unit sites only.

2.11 To be responsible for approval of work completed, and to pay the contractor for work completed meeting specifications, on Governmental Unit sites only.]

3. Payment

Nothing in this agreement will make the State financially responsible for the Governmental Unit's projects, or the Governmental Unit financially responsible for the State's projects.

The total obligation of the State under this Agreement will not exceed \$0.00.

4. Authorized Representatives

The State's Authorized Representative is Mike Reinikainen, Silviculture Program Consultant, mike.reinikainen@state.mn.us, MN DNR, Division of Forestry, 500 Lafayette Road, St. Paul, MN 55155, 651.259.5270 or his/her successor.

The Governmental Unit's Authorized Representative is Kory Cease, Land Commissioner, kory.cease@co.itasca.mn.us, Itasca County Land Department, 1177 LaPrairie Avenue, Grand Rapids, MN, 55744, 218.327.2855 or his/her successor.

5. Assignment, Amendments, Waiver, and Contract Complete.

5.1 Assignment. The Governmental Unit may neither assign nor transfer any rights or obligations under this Agreement without the prior consent of the State and a fully executed assignment agreement, executed and approved by the authorized parties or their successors.

5.2 Amendments. Any amendment to this Agreement must be in writing and will not be effective until it has been executed and approved by the authorized parties or their successors.

5.3 Waiver. If the State fails to enforce any provision of this Agreement, that failure does not waive the provision or its right to enforce it.

5.4 Contract Complete. This Agreement contains all negotiations and agreements between the State and the Contractor. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party.

6. Indemnification.

6.1 In the performance of this Agreement, the Indemnifying Party must indemnify, save, and hold harmless the State, its agents, and employees, from any claims or causes of action, including attorney's fees incurred by the State, to the extent caused by Indemnifying Party's:

- Intentional, willful, or negligent acts or omissions; or
- Actions that give rise to strict liability; or
- Breach of contract or warranty.

The Indemnifying Party is defined to include the Governmental Unit, the Governmental Unit's reseller, any third party that has a business relationship with the Governmental Unit, or Governmental Unit's agents or employees, and to the fullest extent permitted by law. The indemnification obligations of this section do not apply in the event the claim or cause of action is the result of the State's sole negligence. This clause will not be construed to bar any legal remedies the Indemnifying Party may have for the State's failure to fulfill its obligation under this Agreement.

6.2 Nothing within this Agreement, whether express or implied, shall be deemed to create an obligation on the part of the State to indemnify, defend, hold harmless or release the Indemnifying Party. This shall extend to all agreements related to the subject matter of this Contract, and to all terms subsequently added, without regard to order of precedence.

7. State Audits.

Under Minn. Stat. § 16C.05, subd. 5, the Governmental Unit's books, records, documents, and accounting procedures and practices relevant to this Agreement are subject to examination by the State, the State Auditor, or Legislative Auditor, as appropriate, for a minimum of six years from the expiration or termination of this Agreement.

8. Government Data Practices.

The Governmental Unit and State must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, (or, if the State contracting party is part of the Judicial Branch, with the Rules of Public Access to Records of the Judicial Branch promulgated by the Minnesota Supreme Court as the same may be amended from time to time) as it applies to all data provided by the State under this Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Governmental Unit under this Contract. The civil remedies of Minn. Stat. § 13.08 apply to the release of the data governed by the Minnesota Government Practices Act, Minn. Stat. Ch. 13, by either the Governmental Unit or the State.

If the Governmental Unit receives a request to release the data referred to in this clause, the Governmental Unit must immediately notify and consult with the State's Authorized Representative as to how the Governmental Unit should respond to the request. The Governmental Unit's response to the request shall comply with applicable law.

9. Venue

Venue for all legal proceedings out of this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

10. Termination

10.1 Termination. The State or the Governmental Unit may terminate this agreement at any time, with or without cause, upon 30 days' written notice to the other party.

10.2 Termination for Insufficient Funding. The State may immediately terminate this Agreement if it does not obtain funding from the Minnesota Legislature, or other funding source; or if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to the Governmental Unit. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Governmental Unit will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. The State must provide the Governmental Unit notice of the lack of funding within a reasonable time of the State's receiving that notice.

11. E-Verify Certification (in accordance with Minn. Stat. § 16C.075).

For services valued in excess of \$50,000, the Governmental Unit certifies that as of the date of services performed on behalf of the State, Governmental Unit and all its subcontractors will have implemented or be in the process of implementing the federal E-Verify Program for all newly hired employees in the United States who will perform work on behalf of the State. The Governmental Unit is responsible for collecting all subcontractor certifications and may do so utilizing the E-Verify Subcontractor Certification Form available at <http://www.mmd.admin.state.mn.us/doc/EverySubCertForm.doc>. All subcontractor certifications must be kept on file with Contractor and made available to the State upon request.

1. State Encumbrance Verification

Individual certifies that funds have been encumbered as required by Minn. Stat. §§ 16A.15 and 16C.05

Print Name: _____

Signature: _____

Title: _____ Date: _____

SWIFT Contract No. _____

2. Governmental Unit

Print Name: _____

Signature: _____

Title: _____ Date: _____

3. State Agency

With delegated authority

Print Name: _____

Signature: _____

Title: _____ Date: _____

4. Commissioner of Administration

As delegated to The Office of State Procurement

Print Name: _____

Signature: _____

Title: _____ Date: _____

Admin ID: _____



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, November 28, 2023

REQUEST FOR BOARD ACTION: RBA-2023-2809

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
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**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, November 28, 2023

REQUEST FOR BOARD ACTION: RBA-2023-3357

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 Brandon Nistler, Corrections Deputy with Sheriff Department, effective October 30, 2023.
- Welcome to new employee Joe Burns, Road Deputy with Sheriff Department, effective October 24, 2023.
- Welcome to new employee Robert Key, Highway Maintenance Worker with Transportation Department, effective October 30, 2023.
- Farewell to James Gustafson whose last day as Environmental Services Technician with the Environmental Services Department will be November 27, 2023, after 8+ years of service.
- Welcome to new employee Jennifer Sutherland, IT Director with MIS Department, effective November 13, 2023.
- Congratulations to Brianna Roberts who is transferring from Social Worker – Home & Community-based Services to Social Worker for Family Services with HHS, effective November 13, 2023.

COUNTY ATTORNEY REVIEW:

SUPPORTING DOCUMENTATION: None

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, November 28, 2023

REQUEST FOR BOARD ACTION: RBA-2023-2833

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 December 1, 2023, in the amount of \$1,704,500.30.

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, November 28, 2023

REQUEST FOR BOARD ACTION: RBA-2023-2846

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 November 2023, in the amount of \$1,492,930.52.

BACKGROUND:

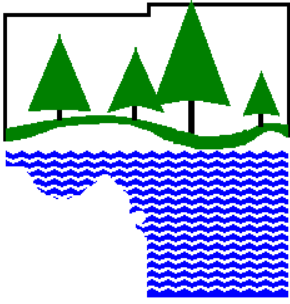
N/A

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. ICHHS Warrants - November 2023

RESULT:	APPROVED (4 TO 0)
MOVER:	Commissioner Casey Venema
SECONDER:	Commissioner John Johnson
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

November 2023

Income Maint/Admin Payments	\$ 367,626.41
Social Services - Waivers	\$ 7,785.77
Social Services - Non-Waivers	\$ 514,098.77
Foster Care/Out of Home/FamilySupport	\$ 510,070.44
Relative Custody/Preventive Placement Costs/Incidentals	\$ 37,606.74
Public Health	\$ 17,763.29
Community Health Board	\$ 37,979.10
Total	\$ 1,492,930.52

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.

November 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	510,070.44	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	5,371,492.45	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	45	22	49%	5	23%
December			#DIV/0!		#DIV/0!
	468	258	#DIV/0!	78	#DIV/0!
	average			average	

November 2023
Out of Home Placement Payments by Vendor

		Rate	Invoices Paid
North Homes	-	\$175 - \$365/day	\$ 149,891
Northwestern MN Juvenile	-	\$200-\$340/day	\$ 91,871
The Bridge Residential Facility	-	\$250/day	\$ 67,750
Snyders/Foundation for Life	-	\$122/day	\$ 26,454
Mille Lacs Academy	-	\$525/day	\$ 16,263
Northstar	-	\$128/day	\$ 15,872
Port Group Homes	-	\$269/day	\$ 11,666
Little Sand Group Home	-	\$240/day	\$ 10,312
New Trails Group Home	-	\$242/day	\$ 9,673
Lutheran Social Services	-	\$148-\$194/day	\$ 9,254
Go Forward Group Home	-	\$245/day	\$ 7,595
Village Ranch	-	\$175 - \$231/day	\$ 6,733
Lighthouse	-	\$128/day	\$ 5,291
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	\$ -
Evergreen Shelter	-		\$ -
Heartland Girls Ranch	-	\$249 - \$316/day	\$ -
Kidspeace Corp	-	\$266/day	\$ -
Kindred Family Focus	-		\$ -
MCF - Redwing	-	\$260/day	\$ -
MN Dept of Corrections	-	\$269/day	\$ -
Northwood	-	\$294-\$331/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	-		\$ -
West Central Juvenile Center	-	\$334/day	\$ -
Woodland Hills	-	\$152 - \$331/day	\$ -
Individuals*	-	\$21 - \$121/day	\$ 104,832
Total			\$ 533,456

*Individuals : Includes Foster Care & Family Support Programs

November 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	7,473.88	22,961.12	31,118.08	52,480.48	35,857.00	-	149,890.56
Dec							-
	96,641.23	350,813.04	123,943.38	264,654.54	120,349.00	127,122.54	1,083,523.73
							1,625,285.60

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		35,612.43	22,040.00	21,000.00	13,218.81		91,871.24
Dec							-
	-	519,792.29	226,468.00	262,737.00	139,364.96	-	1,148,362.25



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, November 28, 2023

REQUEST FOR BOARD ACTION: RBA-2023-2856

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. 112823 board review A106013900_CMRTS_PIP_Proposal_BehavioralHealthImpact_092023 - Copy
2. 112823 A106013900_CMRTS_PIP_Proposal_HealthyStart_092023

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, November 28, 2023

REQUEST FOR BOARD ACTION: RBA-2023-3303

DEPARTMENT: Environmental Services
PRESENTER: Tom Nelson, Austin Steere

TIME REQUESTED: 10 Minutes

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:
1. 2023 Shoreline Stewardship Awards Presentation

10/24/2023

RESULT:	PULLED
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RESULT:	INFORMATIONAL - NO ACTION TAKEN
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2023 Shoreline Stewardship Award



Kate & Steve Lavalier











John Carney & Family

















**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, November 28, 2023

REQUEST FOR BOARD ACTION: RBA-2023-3354

DEPARTMENT: Surveying & Mapping

TIME REQUESTED: 10 Minutes

PRESENTER: Guy Carlson

AGENDA ITEM:

Surveying and Mapping Department Update

BOARD ACTION REQUESTED:

Informational

BACKGROUND:

N/A

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. Department of Surveying and Mapping Report for 2023

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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Department of Surveying and Mapping yearly Report for 2023

Public Land Survey Progress:

- As of the end of October, we have gathered GPS coordinates on an additional 149 corner positions within Itasca County since January. This gives us a total of 10,365 Public Land Survey corner positions with survey grade GPS coordinates on them!
- We still need to establish GPS coordinates on approximately 55 corner positions that have a recorded monument.
- There are still nearly 361 corner positions to calculate, search for and then ultimately set. Some of these larger areas include portions of 147-28, 147-29, 146-26, 60-27, and 58-27.
- There are 265 original corner positions that we won't be setting. (Usually due to their positions being impractical or impossible to set. Original positions that are now under water in Lake Winnibigoshish and Blackwater Lake are a couple of examples.)
- I can't give an estimate as to when the County will be completely surveyed.

Field Projects of the Public Land Survey System in Itasca County:

- Completed the setting of monuments in 149-25, mostly along the Bigfork River.
- Completed the setting of monuments in 149-27, along the Bigfork River and Dora Lake.
- Completed the setting of monuments in 149-26, along the Bigfork River. (We had the use of a Sheriff's boat to complete these 3 townships.)
- We completed the field search for all Benchmarks encompassed within the Corps of Engineer's Reservoir survey area. This past summer, we aided Beltrami, Cass, and Hubbard Counties in the recovery of 43 stone benchmarks (see the photos at the end of this packet.). These stones were originally placed below a 4" by 4' capped iron pipe. Since their original placement, some of the pipes have been pulled, however in most instances the stones remained. This brings our total to 164 recovered benchmarks. These benchmarks will aid in the calculation of the Public Land Survey corners that were recovered by the Corps 120-125 years ago but currently aren't in.

Certificate of Location of Government Corners:

- 174 Recorded this year by me. This number is down compared to previous years. The reason being that the field crew has been out in the field most of the year. They plan to get caught up this winter when they spend more time in the office.

Parcel Mapping:

- Staff has gathered geodetic coordinates on dozens of private survey monuments to depict their positions more accurately on the parcel base map.
- Staff have gathered geodetic coordinates on recovered plat monuments within Deer River, Ball Club and Grand Rapids.
- MnDOT Right of Way monuments along Highway 6 between Talmoon and County Road 14.
- Using the above information, we have completed the re-drawing of ± 53 Townships on what we are calling the Next-Gen parcel map. We are using the actual deeds to draw in the parcels rather than the tax descriptions that were originally used to draw the parcels.
- We have recently received highly accurate Lidar data from the Upper Mississippi project. We are hoping to use this data to aid us in showing the Ordinary High-Water level on those lakes with a published OHW. This will replace the traced lakeshore method that we currently use.
- Continue to update parcel splits and merges on the current GIS parcel map.

Office Work

- I have been scrutinizing the results of the Corps of Engineer's survey work using the recovered benchmark positions using a least squares adjustment of their survey network, searching for possible input errors on the survey work.
- I have been calculating original search positions for the field crew to visit and search for evidence of the Public Land Survey.
- Staff have scanned an additional 122 private surveys. We're looking to make them available on-line and to geo-reference them.
- Staff have kept our over 200 Survey field books and the thousands of corner cards scanned and up to date for public viewing.
- My Deputy surveyor has been working strictly on the Next Gen parcel map and the upkeep of the existing parcel map. There have been approximately 184 parcel splits this year and a dozen parcel combinations.

Platting in greater Itasca County:

- I reviewed one plat this year.

GIS Accomplishments:

- Provided GIS layers to Eagleview for use with pictometry.
- Created a GIS dashboard to follow mowing and plowing progress of the transportation department.
- Established approximately 211 new addresses this year.
- Named 16 new roads within Itasca County this year.

- Completed the validation phase for NG9-1-1 including data pre-processing, community name, ESN, street name, address, MSAG, edge matching and polygon-to-location validations.
- We are currently working on a responsive app for Itasca County recreation. The app will be optimized for a desktop, tablet, and phone.
- Working with Itasca County Dispatch and the fire departments to develop a Box alarm layer for the fire departments.
- Consolidated Boundary & Annexation Survey (CBAS) submittal to the US Census Bureau.
- Assist other agencies, other departments in the courthouse, and the private sector with map and data requests.
- Continue to develop an enterprise GIS system including upgrades to a new generation of GIS software products and an improved technology infrastructure.
- Continue to customize both internal and external GIS web viewers to meet customer's needs. GIS web viewers have been developed for the Environmental Services, Transportation, Assessor, Emergency Management and Surveying Departments as well as a public web viewer.
- Working to migrate staff from ArcMap to ArcPro.
- Provide centerline data and address points to Google maps to incorporate into their maps.

Below is a list and their links of Dashboard viewers created by the GIS team.

Public GIS Viewer

<https://maps-test.co.itasca.mn.us/publicapp>

GIS Department Apps

<https://maps-test.co.itasca.mn.us/transportationapp> (Transportation Dept. Secured)

<https://maps-test.co.itasca.mn.us/zoningapp> (Environmental Services Dept. Secured)

<https://maps-test.co.itasca.mn.us/electionapp> (Elections Secured)

<https://maps-test.co.itasca.mn.us/assessorapp> (Assessor Dept. Secured)

Roadside Mowing Dashboard

[https://maps-](https://maps-test.co.itasca.mn.us/portal/apps/dashboards/f706b71e83324000ad715b61c5325553)

[test.co.itasca.mn.us/portal/apps/dashboards/f706b71e83324000ad715b61c5325553](https://maps-test.co.itasca.mn.us/portal/apps/dashboards/f706b71e83324000ad715b61c5325553)

Snowplowing Dashboard (Secured)

[https://maps-](https://maps-test.co.itasca.mn.us/portal/home/item.html?id=b74daa5868d746afa90429c841e6a60d)

[test.co.itasca.mn.us/portal/home/item.html?id=b74daa5868d746afa90429c841e6a60d](https://maps-test.co.itasca.mn.us/portal/home/item.html?id=b74daa5868d746afa90429c841e6a60d)

Budget:

- This department is on track to be under budget again this year.

Staffing:

- We are currently fully staffed.

Equipment:

- There were no large purchases of equipment this year.

Services/Assistance to other Departments.**County Administration:**

- Reviewed legal descriptions for the First Amendment to Bond Declaration at the transfer site and prepared exhibits for the same.
- Responded to a member of the public data request.
- Responded to questions on remote work.
- Provided a map of Grand Village and the surrounding County owned property.
- Responded to a question about a possible name change for Squaw Lake.
- Review an easement for the City of Grand Rapids to install streetlights along the sidewalk near the west end of the justice center.
- Review the Bearville fire district.

County Assessor:

- Answered a question pertaining to a parcel immediately north of parcel 38-127-1402.
- Edited lakeshore boundaries on a portion of Little Jessie Lake.
- Answered questions pertaining to omitted lands. (mis-meandered lakeshore)
- Updated a field ready mobile solution for the Assessor's reassessment work including an app with all the reassessment parcels, links to their data sheets and an automated process for downloading and naming their photos.
- Created a dashboard to track the progress of the reassessment work.
- Updated a field ready mobile solution for the maintenance properties including properties with new construction and building permits.
- Created a contiguous ownership layer by identifying properties that are owned by the person and adjacent.

County Attorney:

- Discussed and reviewed matters dealing with the Moratzka case.
- Reviewed legal descriptions for the First Amendment to Bond Declaration at the transfer site and prepared exhibits for the same.

- Reviewed and offered an opinion on a petition to vacate a street within the plat of GREENROCK.
- Reviewed and commented on MnDOT condemnation documents at the intersection of State Highway 65 and U.S. Highway 2.
- Provided poster sized maps for possible use in trials.

County Auditor:

- Provide Auditor's staff with acreages on newly created splits.
- Complete parcel splits and merges on the parcel base map.
- Correct parcel errors brought to our attention.
- Review potential splits for correctness prior to them being recorded.
- Draft new descriptions for hospital district lines.
- Assisted with elections questions including verifying addresses and precinct boundaries.

County Commissioners:

- Provided research and information regarding the Old Church Road in Warba.

County Environmental Services:

- Answered questions about parcel splits and survey requirements.
- Provided answers to Addressing and Road Mapping questions.
- Discussion for a possible minor subdivision on Crooked Lake.
- Reviewed legal descriptions for the First Amendment to Bond Declaration at the transfer site and prepared exhibits for the same.
- Answered questions on plat submittal requirements.
- Answered questions pertaining to sketch and descriptions.
- Provide maps and mailing addresses for conditional use permits and variance applications.
- Created drive time analysis for the new canister site and the adjacent canister sites.

County Land Department/ Real Estate Division:

- Surveyed Bathing Beach Avenue within the plat of SUNNY BEACH for a proposed snowmobile trail access.
- Surveyed and drafted a legal description for an easement swap in 53-26. (Rancourt)
- Reviewed records for descriptions on an easement in 55-22.
- Drafted legal descriptions for easements in 54-25. (Ugrich-Vaneps)
- Reviewed surveys and descriptions for utility easements over TF lands.
- Determined acreage for valuation.

County Recorder:

- Assisted personnel in tracting parcels.
- Scanned newly recorded plats for their imaging system.
- Provided scanned copies of a road order located in Nore Township.

Sheriff's Office:

- Assisted Sheriff's Office with the E-911 addressing System.
- Created a layer indicating properties to use caution when visiting. The addresses were provided by the Sheriff's Office and categorized into high, medium, and low by the Assessor's office. Apps loaded onto field personnel's iPad will notify them when they are entering and leaving a property to use caution.

County Transportation Department:

- Drafted a Certificate of Survey for right of way over Tribal Land on County Road 149.
- Held meeting to discuss road signage and responsibilities.
- Provided a layer, developed by the City of Grand Rapids, to locate storm drains for ice removal in the Spring.
- Verified township road names and lengths.
- Reviewed Construction projects to make sure private survey monuments and corners of the public land survey system are recovered before construction and replaced if destroyed by construction.

Here is a list of projects that were researched, and field work performed if needed:

- CSAH 52
- CSAH 7
- CR 427
- CR 432
- CSAH 4
- CSAH 78
- CSAH 92
- CR 336
- CR 238
- CSAH 18

The Public:

- Answered questions on the phone and in person relating to encroachments, survey requirements, and survey and mapping questions in general.
- Answered questions about mis-meandered lakes and possible remedies.
- Retrieval of filed surveys for viewing by the public and answering questions related to them.
- Answered questions about the GIS Viewer.
- Provided numerous maps to private individuals.

Private Survey Firms:

- Provided advice on questions relating to surveying practices.
- Provided copies of surveys.
- Answered questions about mis-meandered lakes and possible remedies.

Miscellaneous

- My GIS Coordinator and I are active members of the Arrowhead Geospatial Collaborative. Its aim is to create a statewide model for a control point inventory.

Respectfully submitted,

Guy T. Carlson
Itasca County Surveyor

For your viewing enjoyment!



Figure 1 Benchmark 192



Figure 2 Collection over Benchmark 192



Figure 3 Size of hole for Benchmark 328



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, November 28, 2023

REQUEST FOR BOARD ACTION: RBA-2023-3362

DEPARTMENT: Facilities Management

TIME REQUESTED: < 5 Minutes

PRESENTER: Randal Washburn, Janet Borth

AGENDA ITEM:

Facilities Department Position Reallocation

BOARD ACTION REQUESTED:

Reallocate one Grade 7 Custodian/Boiler Tech Position to a Grade 7 Facilities Worker I position

BACKGROUND:

The Facilities Management Supervisor sees an increasing need to add employees with facilities maintenance skills and experience. This need will further increase as the new jail facility opens. As part of the 2023 budget approval process, the Board approved a Lead Custodian position as well as a maintenance position. Those positions have not been filled, but it is the intent to fill both positions in the near future. In addition, the Facilities Management Supervisor is requesting that the current Grade 7 Custodian/Boiler Tech position be reallocated to a Grade 7 Maintenance Worker I position.

The Classification Committee recently approved sending the position description for this Facilities Worker I position for a classification review, and it was determined to be a Grade 7 position. (The Facilities Worker II position is classified as Grade 8 and the Lead Custodian position is a Grade 7, both for the HHS and Courthouse Lead Custodian positions.)

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. Facility Maintenance Worker I 10252023

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 JOB DESCRIPTION

(This job description is not intended to be an all-encompassing list of responsibilities, skills, efforts or working conditions, nor does it limit the assignment of related duties to this classification.)

Job Title: Facility Maintenance Worker I

Department: Administrative Services (Facility Management)

Classification: Grade 7 Local 1626

FLSA Status: Non-Exempt; SM/SW

Position Description: Performs repairs, troubleshoots, and performs maintenance on a wide variety of building systems, fixtures, and equipment in County-owned facilities including the secure jail facility. Assist with developing short and long-term solutions in maintaining building systems and equipment. Works with the Facilities team in maintaining building and grounds. Is licensed and serves as shift engineer for building boiler systems. The position may be required to be on a rotating on-call status..

Supervisor:

Direct–Facilities Management Supervisor

Indirect – County Administrator

Total # positions that report directly to this job: 0

Total # positions that report indirectly to this job: 0

Machines or equipment used regularly in this job: Building automation systems, Security access systems, Fire alarm systems, Backup electrical generators, Electrical meters, HVAC test equipment, high-pressure washer; ladders; battery chargers; power tools (saw, drills, etc.); plumbing snakes; hand tools; vacuums (wet/dry); computers; lawn mowers; weed trimmers; snow blower; shovels; rakes; vehicle; pickup truck with snowplow.

Job qualifications including education, experience, license, certificates, etc.:

Minimum Qualifications (Pass/Fail):

- High school graduate OR equivalent
- AND-
- 3 years of facilities maintenance in a commercial building related to maintenance and repair of buildings, HVAC, electrical, plumbing, or mechanical equipment and systems.
- Valid driver's license and reliable means of transportation
- Minimum 2nd Class "C" Boiler License, or ability obtain within 6 months of employment.
- 1-year education (**must attach transcript**) and/or work experience operating personal computers
- Successfully pass a pre-placement screen, contingent upon a job offer.
- Successful completion of a federal criminal justice background check contingent upon a job offer.

Knowledge, Skills & Abilities:

Knowledge: Principles and practices of commercial building operations, maintenance, and repair; of various mechanical, electrical, plumbing and HVAC systems and systems; of various fire, security and building automation systems; of the use of tools, test equipment and materials commonly used in building

Job Title: Facility Maintenance Worker I

Date: 11/03/2023

maintenance, HVAC, electrical, plumbing and repairs on miscellaneous related projects; of building maintenance.

Skills: good mechanical aptitude; effective written and verbal communication skills; use of tools, test equipment and materials commonly used in building maintenance and repairs on HVAC, electrical, plumbing, and miscellaneous related projects; good steward to the taxpayer

Ability to: work with minimal supervision, set priorities and organize multiple work tasks; to operate, maintain, and repair buildings HVAC, electrical, plumbing, various fire, and security systems; to work in a team environment, take directions from supervisor, work weekends, evenings and holidays as required; provide quality customer service.

Preferred Qualifications:

- Additional work experience with HVAC systems beyond the above minimums above
- Additional work experience in facilities maintenance in a commercial building related to upkeep and repair buildings beyond the minimums above
- Courses of study or degree in HVAC, Energy Management, Building Repair and Maintenance or related facilities maintenance field (must attach training certificate or transcript).

Duties and Responsibilities

Percentage of Time (100%): Time spent performing the duty and responsibility.

Essential Function (E): The basic job duties that an employee must be able to perform, with or without reasonable accommodation. If the position exists to perform that duty, it is an essential function.

Non-essential Function (NE): Marginal duties that have limited or no consequences should the duties not be performed by the particular position.

%	E or NE	Duties and Responsibilities
75%	E	Building maintenance work: • Performs preventative and general building maintenance and repairs. • Assists in maintaining, troubleshooting, and repairs of building HVAC equipment and their controls; operates building automation systems; run air compressors, emergency generators, uses all types of hand tools and power tools; • Maintains, troubleshoots, and performs minor repairs to electrical and plumbing equipment and systems. Notify supervisor when professional services are needed. • Maintains, and repairs commercial kitchen equipment. • Completes routine building inspection to comply with building safety standards as prescribed by OSHA and Itasca County Risk/Safety policies. • Perform timely repair, maintenance, and installation of safety/emergency equipment and associated documentation (i.e., eyewash and shower equipment (as required), backup generator, etc.). • Mitigates environmental hazards to keep building occupants' healthy and safe. • Responsible for moving workstations and equipment; resetting cubicles; setting up meeting rooms; attending safety committee meetings

Job Title: Facility Maintenance Worker I

Date: 11/03/2023

15%	E	Grounds maintenance: • Operates and keeps in good working order plow truck, lawn mowers, snow blowers, weed whips, sidewalk edger, shovels, rakes, wheelbarrows, plows, etc. • Shovels snow; mows lawns; sweeps parking lots; strips and paints parking lots.
0-10%	E	Boiler operations: • Serves as shift engineer for boiler operations.
	E	Regular attendance on the job.
	E	Perform other duties as delegated.

Annual Budget Data:

Identify the average annual dollar amount this job impacts:

Capital budget:

\$ Description:

Operating budget:

\$ Description:

Payroll budget:

\$ Description:

Other Financial Measures (i.e., transfer payments, collections, reimbursements):

\$ Description:

Working Conditions:

Critical Demand: Definitions of the Critical Demand are below.

Frequency Key (Total cumulative amount of time during a day completing the job function. *i.e., bending to open a file drawer can take only seconds of time so the total cumulative during a day may amount to R or possibly O*):

(N) Never	NA
(R) Rarely	1-5% of the day = < ½ hr.
(O) Occasionally	6-33% of the day = ½ hr. to 2 hrs.
(F) Frequently	34-66% of the day = 2–5 hrs.
(C) Continuously	67%+ of the day = > 5 hrs.

Description: List the job function(s) that describes the work being performed in the Critical Demand. *i.e., Lift Low-Level under 10 lbs. – place an R in the Frequency column as the cumulative amount of time a day spent doing these job function(s). Then list those job function(s) in the description line – lifting file folders.*

i.e., Lift Mid-Range 25 – 50 lbs. – place an R in the Frequency column as the cumulative amount of time a

day spent doing these job function(s). Then list those job function(s) in the description line – box of paper from cart to countertop.

Critical Demand	Frequency		Description
Lift			
Low-level			
	Under 10 lbs.	O	Hand tools, cleaning supplies
	10-25 lbs.	O	10# jug of chemical with handle to 4'2" shelf
	26-50 lbs.	O	50# box of paper, no handles; 50# 5-gal. pail of floor stripper, handle on top of cardboard box at 18-24"
	50+ lbs.	R	
Mid-Range			
	Under 10 lbs.	R	Hand tools, 10# jug cleaning supplies from cart
	10-25 lbs.	R	14# box of garbage can liners from 4'2" shelf
	26-50 lbs.	R	30# printer, 20# PC tower, 30-49# partially empty bag of salt
	50+ lbs.	R	50# bag of salt from 4 ft stack, no handles
Overhead			
	Under 10 lbs.	R	Hand tools, cleaning supplies onto 7ft shelf, 5'5" shelf
	10-25 lbs.	R	14# box of garbage can liners, 5'5" shelf
	26-50 lbs.	R	35# bags of garbage into 5ft high dumpster, 10-12 bags
	50+ lbs.	R	75# banker's box of papers to 5ft shelf
Positional			
	Under 10 lbs.	R	Lifting and holding keyboard in place during installation
	10-25 lbs.	N	
	26-50 lbs.	R	90# cubicle panels, 5ft wide, 5-7 ft tall (tipping up and maneuvering into place)
	50+ lbs.	N	
Carry	Under 10 lbs.	O	Hand tools, cleaning supplies, 300 ft
	10-25 lbs.	O	Cleaning supplies, maintenance items 300 ft
	26-50 lbs.	O	35# bag of garbage, 150 ft
	50+ lbs.	R	55# 8-ft folding table, 300 ft, 3 trips
	Marginal: Dolly available	R	75# bankers' box of paper, handles 8" from floor, (as needed, 1x/mo.) 75 ft from storage area, up 19 steps
Push / Pull	Under 10 lbs.	O	Cleaning cart, 2-wheel dolly, vacuuming (2 hrs.)
	10-25 lbs.	O	2-wheel dolly
	26-50 lbs.	O	Shoveling snow, pushing into handheld drill or screwdriver
	50+ lbs.	O	55# force to Push/Pull/Turn mechanical lift

Job Title: Facility Maintenance Worker I**Date:** 11/03/2023

			device
Reach		O	Forward, lateral, and overhead to clean bathroom surfaces, top of cubicle walls (6-7 ft), change dispensers and filters (2-3 ft forward reach)
Forward Bend Standing		R	Cleaning or repairing toilet, shoveling
Forward Bend Sitting		R	Marginal: Can be done in Low Work position General maintenance work
Rotation		F	Mopping, sweeping, vacuuming, 3-4 hrs.
Standing		R	Observing machine or workspace, checking for leaks
Standing Work		C	Floor care, general cleaning, maintenance, repair, installation, moving and/or re-arranging equipment and supplies
Sitting		O	Computer work, training
Squatting		O	Misc. items/trash from floor, rugs, empty/replace garbage bags
Low Work			
Crouch		O	Use putty knife to remove gum, cleaning, painting, stripping floors
Kneel – ½ Kneel		O	Use putty knife to remove gum, cleaning, painting, stripping floors
Crawl		O	, Cleaning and maintenance work; work in crawl space under buildings
Balance		R	Working on slippery floor during stripping process, ladders, mechanical lift, replace filters and shovel on roof
Walking		F	Approximately 80% indoor, 20% outdoor, around entire building and grounds
Stair Climb		O	1 flight up to roof; 19 steps from main floor to office space, stairways up to 20 steps
Ladder Climb		R	Folding ladder: repair ceiling tiles/scissions, replace light bulbs

Job Title: Facility Maintenance Worker I**Date:** 11/03/2023

Climb		R	Ramps around building
Use of Hands:			
Grip		C	Open bottles of chemicals, valves, spray bottle, trigger on hand tools
Pinch		C	Connecting wiring, safety clamps/fasteners, nuts/bolts/screws
Finger		C	Keyboard, operate control panels on equipment, telephone keypad
Handle		C	Mop/hand-held tools, cleaning supplies, filters/belts
Driving		O	25 minutes one-way on highway; multiple trips to hardware store 10 minutes one-way, 60 minutes snow plowing parking lot
Sensory:			
Vision		C	Adequate to perform essential functions of job
Hearing		C	Adequate to perform essential functions of job
Talk/Speak		C	Adequate to perform essential functions of job
Taste/Smell		C	Adequate to perform essential functions of job

Physical Environment: Using the Critical Demand definitions, place an “X” if the position has the Physical Environment described. If not, leave blank. List the job function(s) performed in the Physical Environment.

X	Critical Demand	List:
X	Exposure to Weather	Shovel, roof, outdoor maintenance
X	Extreme Heat (not weather related)	Working in the boiler room
X	Extreme Cold (not weather related)	Walk in freezer/refrigerator
X	Extreme Wet/Humid (not weather related)	Sprinkler break, plumbing breakdowns/repairs/cleanup
X	Extreme Noise	Floor scrubber, generator
	Vibration	
X	Mechanical Hazards	HVAC Units (belts/blowers)
X	Electrical Hazards	electrical switches, HVAC equipment
X	Burns	Kitchen equipment (stoves, ovens), water heaters, boilers
X	Confined Spaces	Crawl space under Courthouse
	Explosives	
	Radiant Energy	
	Unprotected Heights	
	Atmospheric Conditions	
X	Elevated Surfaces	Ladders, roof
X	Chemicals (Caustic or Toxic)	Cleaning products, floor stripper, drain cleaners, lubricants, maintenance chemicals
X	Blood-borne Pathogen &/or Biomedical/Microorganisms	Classrooms, restrooms, drain cleaning, bodily fluids

Job Title: Facility Maintenance Worker I

Date: 11/03/2023

X	Critical Demand	List:
X	Slippery Surfaces	Ice on sidewalk, stripping floors
	Moving Objects	
X	Traffic	Parking Lot
	Other	

Place an "X" if the position has the working condition described. If not, leave blank.

X	Works Alone
X	Customer/Public Contact
X	Clients with Behavioral Challenges
	Shift Work

	Extended Day
X	Indoors
X	Outdoors

Mental Demands:

X	Frequent Contact with People
X - seasonally	Irregular Work Schedule
	Supervisory Skills
X	Detailed Work
X	Frequent Interruptions

X	Decision Making Skills
X	Concentration
X	Ability to Work Independently
	Multiple Concurrent Tasks
	Frequent Deadlines

Personal Protective Equipment:

X	Hearing Protection
X	Eye Protection
X	Face Shield
	Steel toe shoes/boots
X	Slip Resistant Footwear
X	Gloves (heat, cold, sharp)
X	Breathing Protection

	Bump Cap/Hard Hat
X	Fall Protection
	Protective Overalls
	Uniform
X	Street Clothes
	Other
List:	

Supervisor's signature and date:

Signature: _____ Date: _____

CRITICAL DEMANDS:**DEFINITIONS OF PHYSICAL, MOTOR, SENSORY DEMANDS AND ENVIRONMENTAL CONDITIONS:****MATERIAL HANDLING:**

LOW LIFT: Manually lift/lower a load between floor and 36" while standing. Item is moved <3ft horizontally.

MID-RANGE LIFT: Manually lift/lower a load with the entire lift between 36" and 55" while standing. Item moved <3ft horizontally.

HIGH LIFT: Manually lift/lower a load beginning 36" or higher and exceeding 55" while standing. Item moved <3ft horizontally.

POSITIONAL LIFT: Lifting performed within the confines of a static position combined and occurring simultaneously (not sequentially) such that the nature of the combination functionally creates stressors that may not be understood if the items are identified separately. (Example: baggage handlers working in a kneeling position.)

CARRY: Transport a load over a distance of 3ft or more via walking and use of the upper extremities (includes lifting/lowering to achieve carry angle and appropriate walk mechanics).

PUSH: After making hand contact with the load, force is generated away from the body upon an object, so that the object generally moves away from the force in either a horizontal or vertical direction.

PULL: After making hand contact with the load, force is generated toward the body upon an object, so that the object generally moves toward the force in either a horizontal or vertical direction, not lifting or removing load from resting surface.

POSITIONAL ACTIVITIES:

REACH: Moving the arm(s) away from the body >15 degrees (related to neutral sitting) with <5# for Forward Reaching. Lateral Reaching involves motions beyond 30 degrees of horizontal abduction. Overhead reaching involves motions above 90 degrees of shoulder flexion.

FORWARD BEND – STANDING: In a standing position, bending or movement of the trunk forward (relative to vertical) >15 degrees with a load <5#.

FORWARD BEND – SITTING: In a sitting position, bending or movement of the trunk forward (relative to vertical) >15 degrees with a load <5#.

ROTATION: In a seated or standing position, rotating the trunk more than 15 degrees with a load of <5#.

STANDING: Maintaining an upright posture while weight bearing on both feet and working with loads <5#.

STANDING WORK: This may include performance of a variety of activities with the primary requirement of standing and/or short distance movement <10ft in the immediate work area.

SITTING: Maintaining a seated position with trunk flexion and rotation less than 15 degrees and loads <5#.

SQUATTING: Bending the hips and knees to lower the body. Load must be <5# and not sustained.

LOW WORK: Working low to the ground in positions such as crouch/kneel/1/2-kneel sitting on heels, where options vary and may change. May be accompanied by forward flexion due to the height of the work. May include forward bending or be accompanied by reaching and rotating.

CROUCH: Assuming or working in a position low to the ground where both knees are fully flexed for more than 5 seconds with

loads <5#. This assumes hip and knee flexion of 90 degrees or greater and may include forward flexion.

KNEEL – ½ KNEEL: Assuming or working in a position low to the ground where one or both knees are in contact with the ground. This may include forward flexion, sitting on heels or working with loads <5#.

CRAWL: Moving across a surface on hands and knees. May include working from crawl position.

BALANCE: Adaptive postural control and stability, generally consistent with controlled activity performance. Activities involving high degree of balance requirements should be operationally defined.

AMBULATION AND CLIMBING:

WALKING: Walk/move on foot = 10ft or greater distance with load <5#.

STAIR CLIMB: Ascend or descend fixed or portable stairs.

LADDER CLIMB: Ascend or descend rungs on various types of ladders (stationary or portable) where help of the upper extremities is necessary.

CLIMB: Ascend or descend ladders, stairs, scaffolding, ramps, poles and the like, using feet and legs and/or hands and arms.

HAND:

GRIP: Generating force >10# while grasping to move, hold, or stabilize an object within the span of the hand. (Not related to tasks that are parts of other critical demands. Example: Gripping a wrench while reaching would be considered separate physical demands, while gripping during a lift is captured in the performance of the lift and would not be listed as a separate physical demand.)

PINCH: Squeeze and generate force of >5# between fingers to move, hold or stabilize an object within the span of the fingers/thumb.

FINGER: Pick, pinch or otherwise working primarily with fingers rather than with the whole hand or arms as in handling.

HANDLE: Seize, hold, grasp, turn, or otherwise working with hand or hands. Moving and using the hands or fingers to perform fine motor activities, manipulation, or handling of objects, and/or operation of controls.

SENSORY:

VISION:

COLOR VISION: Ability to identify and distinguish colors.

DEPTH PERCEPTION: Three-dimensional vision. Ability to judge distances and relationships so as to see objects where and as they actually are.

FAR VISION: Clarity of vision at 20 ft or more.

NEAR VISION: Clarity of vision at 20 inches or less.

FIELD OF VISION: Observe an area that can be seen up and down or right to left while eyes are fixed on a given point. (peripheral).

VISUAL ACCOMMODATION: Adjustment of lens of eye to bring an object into sharp focus. Especially important when doing near-point work at varying distances from eye.

HEAR: perceive the nature of sounds.

TALK/SPEAK: Express or exchange ideas by means of the spoken word.

TASTE/SMELL: Distinguish, with a degree of accuracy, differences or similarities in intensity or quality of flavors and/or odors, or recognize particular flavors and/or odors, using tongue and/or nose.

ENVIRONMENTAL CONDITIONS:

EXPOSURE TO WEATHER: Hot, cold, wet, humid, or windy conditions, caused by the weather, which results in marked bodily discomfort.

EXTREME HEAT: Non-weather-related temperatures that are sufficiently high to cause marked bodily discomfort.

EXTREME COLD: Non-weather-related temperatures that are sufficiently low to cause marked bodily discomfort.

WET AND/OR HUMID: Contact with water or other liquids; or exposure to non-weather-related conditions where humidity is sufficiently high to cause marked bodily discomfort.

EXTREME NOISE: Constant or intermittent sounds of a pitch or level sufficient to cause a worker to have difficulty hearing the voice of a person three or four feet away unless voice is raised above normal conversational level.

VIBRATION: Shaking objects or surfaces that cause a strain on the body or extremities.

MECHANICAL HAZARDS: Danger to fingers or limbs due to feeding or operating either portable or stationary power-driven equipment.

ELECTRICAL HAZARDS: Exposure to electric wires, transformers, or uninsulated electrical parts.

BURNS: Potential of burns from hot material, fire, or chemical agents (identify which factor is present).

CONFINED SPACES: Areas where dangerous air contamination or oxygen deficiencies may exist or develop; or, where an emergency removal of a suddenly disabled employee is difficult due to the location or size of the opening the worker entered through.

EXPLOSIVES: Materials which undergo rapid chemical or nuclear reaction with the production of noise, heat, and violent expansion of gases.

RADIANT ENERGY: Exposure to radiant energy such as x-rays, radioactive material, ultraviolet, or infrared rays.

UNPROTECTED HEIGHTS: Exposure to working in high, exposed places.

ATMOSPHERIC CONDITIONS: Exposure to conditions that affect the respiratory system or the skin, such as fumes, noxious odors, dust, mists, gases, and poor ventilation (identify which factor is present).

ELEVATED SURFACES: Work occurs in places elevated above the ground such as catwalks, scaffolds, ladders, and roofs.

CHEMICALS (CAUSTIC OR TOXIC): Substances or compounds which may cause illness or injury.

BLOOD-BORNE PATHOGENS &/OR BIOMEDICAL/MICROORGANISMS: Pathogenic microorganisms that are present in human blood and cause disease in humans. These pathogens include but are not limited to Hepatitis B virus (HBV) and human immunodeficiency virus (HIV) &/or chicken pox, infectious disease.

SLIPPERY SURFACES: Walking surface of work site is necessarily wet, muddy, greasy, oily, or highly polished surfaces which may cause employees to slip or lose footing.

MOVING OBJECTS: Moving equipment and objects in the immediate work area such as cranes, heavily laden carts, gurneys, and forklifts.

TRAFFIC: Physical exposure to vehicular traffic.