



ITASCA COUNTY BOARD OF COMMISSIONERS

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

Tuesday, January 23, 2024

2:30 PM

Itasca County Boardroom

FINAL

REGULAR SESSION MINUTES

I. CALL TO ORDER

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

Attendee Name	Title	Status	Arrived
Cory Smith	District #1	Present	2:30 PM
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: Approve the agenda, as presented.

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

IV. MINUTES APPROVAL

Motion To: Approve the minutes of the Tuesday, January 16, 2024 County Board Work Session.

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

V. CONSENT AGENDA

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

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

1. Approve final payment for Contract 66010, four road construction projects on CSAH 7, CSAH 60, & Shamrock Drive (City of Taconite), and authorize the County Board Chairperson and Clerk to the County Board to sign the necessary documents.
2. Adopt the Resolution Re: Sponsorship of a Safe Routes to School Grant Application which indicates that Itasca County agrees to act as the sponsor/fiscal agent for an application for funding from the Safe Routes to School Grant Program, as requested by the City of Cohasset for the 3rd Street sidewalk connection.

3. Adopt the Resolution Re: Sponsorship of a Safe Routes to School Grant Application which indicates that Itasca County agrees to act as the sponsor/fiscal agent for an application for funding from the Safe Routes to School Grant Program, as requested by the City of Cohasset for the Forest History Center Trail connection.
4. Accept attached land classification list and reschedule the 2024 Land Classification Meeting for Tuesday, April 2, 2024 at 10:00 am in the County Board Room.
5. Adopt the Resolution Re: Greenway Snowmobile Club Federal Recreational Trail Program Grant Application and authorize necessary signatures.

VI. REGULAR AGENDA

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

Congratulations to Harry Johnson who promoted from Custodian, to Lead Custodian in the Administrative Services Department, effective January 8, 2024.

Congratulations to Kenneth Lipsy who promoted from Custodian, to Facilities Worker I in the Administrative Services Department, effective January 8, 2024.

Farewell to Kristina Schumacher whose last day as Public Health Nurse, with the Health & Human Services Department will be February 2, 2024, after 1+ years of service.

Farewell to Becky Carlson whose last day as Eligibility Investigator, with the Health & Human Services Department will be January 19, 2024, after 17+ years of service.

Welcome to new employee, Gary O'Brien, Road Deputy with the Sheriff Department, effective January 29, 2024.

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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3. Commissioner Warrants

Motion To: Approve Commissioner Warrants with a check date of January 26, 2024, in the amount of \$2,100,841.97.

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

4. Employee Expense Report Approval

Motion To: Approve employee expense reimbursement for expenses submitted over 60 days from when they were incurred.

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

5. ICHHS Warrants

Motion To: Approve the Itasca County Health and Human Services (ICHHS) Department Warrants for January 2024, in the amount of \$1,196,837.70.

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

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

Motion To: Approve an exchange of appointments to designate Commissioner Burl Ives as the county's delegate on the AMC District II Public Safety Policy Committee and Commissioner John Johnson as the county's delegate on the AMC District II Health & Human Services Policy Committee, retaining appointment expirations of December 31, 2024 and December 31, 2026, respectively; appoint Environmental Services Director Katie Benes to the Bigfork Airport Joint Zoning Board fulfilling an unexpired vacancy effective January 23, 2024 through December 31, 2024; approve an exchange of appointments on the Grand Rapids/Itasca County Cooperating Committee to designate Commissioner Burl Ives as delegate and Commissioner John Johnson as alternate, retaining appointment expirations of December 31, 2024 and December 31, 2026, respectively; and appoint Commissioner Snyder as alternate to the Laurentian RC&D Council for a one-year term effective January 23, 2024 through December 31, 2024.

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

7. Service Contract – Itasca Economic Development Corporation

Motion To: Approve a Service Contract between Itasca County Administration and Itasca Economic Development Corporation (IEDC) for provision of consultant services in the amount of \$80,000, and authorize necessary signatures.

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

8. Service Contract – Itasca County Administration and Community and Economic Development Associates

Motion To: Approve a Service Contract between Itasca County Administration and Community and Economic Development Associates (CEDA) for provision of consultant services in the amount of \$104,003, and authorize necessary signatures.

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

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

Health Plan Division Manager Sarah Anderson provided a County Based Purchasing (IMCare) Division Update, including information regarding the IMCare 2023 Q3 Compliance Program Report.

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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10. Maintenance Update 2023 End of Year – Brushing & Fuel Use

Highway Maintenance Director Kory Johnson provided a Maintenance Update, including information regarding brushing and fuel use information for End of Year 2023.

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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VII. COMMISSIONER COMMENTS

Commissioner Ives provided comment regarding the ongoing snowmobile club trail liability issue, as well as his attendance at the recent Legislative Luncheon.

Commissioner Smith provided comment regarding a recent meeting with Itasca Soil & Water Conservation District (SWCD), as well as ongoing concerns regarding ice safety.

Commissioner Venema provided comment regarding a recent ambulance service meeting.

Commissioner Johnson provided comment regarding his attendance at the recent Legislative Luncheon, Short-Term Rental Stakeholders meeting, Arrowhead Counties Association (ACA), and Arrowhead Regional Development Corporation (ARDC), as well a meeting with Kootasca Re: Housing, continued efforts to streamline the data request procedure, and consideration of a potential external audit of Human Resources practices and procedures.

VIII. CLOSED SESSIONS**IX. ADJOURN**

Chair Johnson adjourned the meeting at 3:09 PM.

ATTEST
John Johnson
Chair of the County Board
Brett Skyles
Clerk of the County Board



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, January 23, 2024

RESOLUTION 2024-3

RE: SAFE ROUTES TO SCHOOL GRANT - CITY OF COHASSET 3RD STREET CONNECTION

WHEREAS, Itasca County has in the past sponsored federally funded projects for various cities and townships; and

WHEREAS, Cities under 5,000 in population and townships require a sponsor; and

WHEREAS, The listed project merits sponsorship by Itasca County; and

WHEREAS, The project listed below does not require funding or maintenance by Itasca County; and

WHEREAS, Funding is anticipated to be SRTS and the City of Cohasset.

NOW THEREFORE BE IT RESOLVED, Itasca County shall agree to sponsor the listed project for the purposes of receiving Safe Routes to School (SRTS) funding.

RESOLVED FURTHER, Itasca County shall provide assistance on a limited basis to assure success of the following project:

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

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 23rd day of January A.D. 2024 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 23rd day of January A.D. 2024.

Administrator



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, January 23, 2024

RESOLUTION 2024-4

RE: SAFE ROUTES TO SCHOOL GRANT - FOREST HISTORY CENTER TRAIL CONNECTION

WHEREAS, Itasca County has in the past sponsored federally funded projects for various cities and townships; and

WHEREAS, Cities under 5,000 in population and townships require a sponsor; and

WHEREAS, The listed project merits sponsorship by Itasca County; and

WHEREAS, The project listed below does not require funding or maintenance by Itasca County; and

WHEREAS, Funding is anticipated to be SRTS and the City of Cohasset.

NOW THEREFORE BE IT RESOLVED, Itasca County shall agree to sponsor the listed project for the purposes of receiving Safe Routes to School (SRTS) funding.

RESOLVED FURTHER, Itasca County shall provide assistance on a limited basis to assure success of the following project:

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

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 23rd day of January A.D. 2024 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 23rd day of January A.D. 2024.

Administrator



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, January 23, 2024

RESOLUTION 2024-5

**RE: GREENWAY SNOWMOBILE CLUB
FEDERAL RECREATIONAL TRAILS PROGRAM
EQUIPMENT GRANT APPLICATION**

WHEREAS, Itasca County recognizes the importance of snowmobile trails to the local economy and supports the grant application made to the Minnesota Department of Natural Resources for the Federal Recreational Trail Grant Program, and

WHEREAS, the Greenway Snowmobile Club is looking for a new groomer to assist with their trail system, and

WHEREAS, a Federal Recreational Trail grant program grant is available to fund seventy-five (75) percent of the cost of the grooming equipment being purchased under this grant, and

WHEREAS, Itasca County affirms that the Greenway Snowmobile Club recognizes the twenty-five (25) percent match requirements for the Federal Recreational Trail grant program, and that they have secured matching funds, now, therefore be it

NOW, THEREFORE, BE IT RESOLVED, if Itasca County is awarded a grant by the Minnesota Department of Natural Resources, Itasca County agrees to accept the grant award, and may enter into an agreement with the State of Minnesota for the above referenced project and Itasca County will comply with all applicable laws, environmental requirements and regulations as stated in the grant agreement, and

BE IT FURTHER RESOLVED, Itasca County hereby assures the grooming equipment acquired through this grant will be maintained for no less than twenty (20) years or until such time as appropriate disposition actions are approved by the Minnesota Department of Natural Resources, and

BE IT FURTHER RESOLVED, that the Itasca County Auditor, 123 NE 4th St. Grand Rapids, MN 55744, be named as the fiscal agent for this grant.

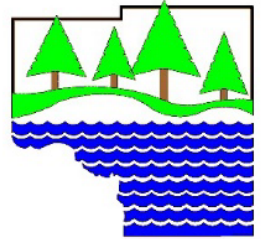
RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Cory Smith
SECONDER:	Commissioner Casey Venema
AYES:	Cory Smith, Terry Snyder, John Johnson, Burl Ives, Casey Venema

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 23rd day of January A.D. 2024 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 23rd day of January A.D. 2024.

Administrator



January 23, 2024

Chair:

PULL: None

ADDITIONS: None

CHANGES: None

INFORMATIONAL:

1. Item #6.7 – Additional Information
2. Item #6.8 – Additional Information



ITASCA COUNTY BOARD OF COMMISSIONERS

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

Tuesday, January 16, 2024

2:30 PM

Itasca County Boardroom

DRAFT WORK SESSION MINUTES

I. CALL TO ORDER

Chair Johnson called the meeting to order at 02:30 PM.

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

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF AGENDA

Motion To: Pull Items #5.6 (MOU between Itasca County and Law Enforcement Labor Services, Inc Local 493) and #6.6 (Addendum to Canister Site Operation Contract) and approve Agenda, as amended.

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

IV. MINUTES APPROVAL

Motion To: Approve the minutes of the 01/09/2024 County Board Regular Session.

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

V. RECOMMENDED FOR CONSENT AGENDA

1. Approve final payment for Contract 66010, four road construction projects on CSAH 7, CSAH 60, & Shamrock Drive (City of Taconite), and authorize the County Board Chairperson and Clerk to the County Board to sign the necessary documents.

RESULT:	RECOMMENDED FOR CONSENT NEXT: 01/23/2024 2:30 PM
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2. Adopt the Resolution Re: Sponsorship of a Safe Routes to School Grant Application which indicates that Itasca County agrees to act as the sponsor/fiscal agent for an application for funding from the Safe Routes to School Grant Program, as requested by the City of Cohasset for the 3rd Street sidewalk connection.

RESULT: RECOMMENDED FOR CONSENT NEXT: 01/23/2024 2:30 PM

3. Adopt the Resolution Re: Sponsorship of a Safe Routes to School Grant Application which indicates that Itasca County agrees to act as the sponsor/fiscal agent for an application for funding from the Safe Routes to School Grant Program, as requested by the City of Cohasset for the Forest History Center Trail connection.

RESULT: RECOMMENDED FOR CONSENT NEXT: 01/23/2024 2:30 PM

4. Accept attached land classification list and reschedule the 2024 Land Classification Meeting for Tuesday, April 2, 2024 at 10:00 am in the County Board Room.

RESULT: RECOMMENDED FOR CONSENT NEXT: 01/23/2024 2:30 PM

5. Adopt the Resolution Re: Greenway Snowmobile Club Federal Recreational Trail Program Grant Application and authorize necessary signatures.

RESULT: RECOMMENDED FOR CONSENT NEXT: 01/23/2024 2:30 PM

VI. DISCUSSION / INFORMATIONAL

1. Citizen Input
No citizen input provided.
2. Boys & Girls clubs Programming and Support
Todd Johnson, CEO; Britta Arendt, Development Director; and Isaac Meyer, Chair discussed the increased need for Boys & Girls Clubs of Grand Rapids and Greenway programming and the support required to grow it.

RESULT: INFORMATIONAL - NO ACTION TAKEN

3. Potential updates to Data Practices Manual/Implementation of Electronic Process
Motion To: Direct County Administrator Skyles to pursue amendment to the policy and research cost and capabilities of Data Request software.

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

4. Local Housing Trust Fund Ordinance
Diane Larson, Housing and Redevelopment Authority Executive Director, provided information regarding the request to adopt an ordinance creating the Itasca County Housing Trust Fund.

RESULT: INFORMATIONAL – NO ACTION TAKEN

5. American Rescue Plan (ARP) Request Form
Motion To: Approve the new American Rescue Plan (ARP) Request Form.

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

Motion To: Open the Public Hearing Re: Conditional Use Permit (CUP) submitted by Jake & Amanda Perrington to establish storage facilities.

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

Motion To: Close the above public hearing.

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

Motion To :Approve the Conditional Use Permit (CUP) application submitted by Jake & Amanda Perrington to establish storage facilities as approved by the Planning Commission at their regular meeting on January 10, 2024 per attached Findings of Fact, Conclusions of Law, Order and Resolution.

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

VII. COMMITTEE REPORTS

Commissioner Ives attended a Trails Task Force meeting and met with some Snowmobile Clubs regarding insurance.

Commissioner Snyder attended a Trails Task Force meeting, Fairgrounds Task Force meeting, Marcell Township meeting, City/County Coop meeting, Short Term Rental meeting, Legislative Luncheon, MN LLC, and Snowmobile Club meetings.

Commissioner Smith attended a Joint Powers meeting.

Commissioner Venema attended Carpenter Township meeting, and a Western Mine Planning Board meeting.

Commissioner Johnson attended a Statewide Armor Grant Committee meeting, City/County Coop meeting, and Western Mine Planning Board meeting. Commissioner Johnson stated that he will take over Commissioner Ives position on the Board for HHS and Commissioner Ives will take Commissioner Johnson's place on the City/County Coop Board moving forward.

VIII. ADMINISTRATOR UPDATE

County Administrator Skyles attended the Short Term Rental meeting. He gave an update on the new jail stating that the County is not over budget, but the completion date has moved out to accommodate for unforeseen circumstances. He also stated that the County is collecting enough monies from the Local Sales Tax Option to make payments.

It was the consensus of the County Board to schedule a Public Hearing Re: Adoption of a Short Term Rental Ordinance on Tuesday, February 27, 2024.

IX. COMMISSIONER COMMENTS

Commissioner Smith cautioned everybody to be careful on the ice and stay safe.

Commissioner Ives reminded people to make sure that their heat tape is plugged in and that sewer and mound systems are not driven on as that may cause them to freeze.

Commissioner Johnson had conversations with Legislators of Itasca County.

X. CLOSED SESSIONS

XI. ADJOURN

Chair Johnson adjourned the meeting at 3:44 PM.

ATTEST

John Johnson
Chair of the County Board

Brett Skyles
Clerk of the County Board



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, January 23, 2024

REQUEST FOR BOARD ACTION: RBA-2024-152

DEPARTMENT: Transportation

TIME REQUESTED: < 5 Minutes

PRESENTER: Rachel Metelak

AGENDA ITEM:

Contract 66010 - CSAH 7, CSAH 60, & Shamrock Drive Road Construction - Final Payment

BOARD ACTION REQUESTED:

Approve final payment for Contract 66010, four road construction projects on CSAH 7, CSAH 60, & Shamrock Drive (City of Taconite), and authorize the County Board Chairperson and Clerk to the County Board to sign the necessary documents.

BACKGROUND:

William J. Schowartz & Sons, Inc. has completed Contract 66010 which included the four projects below, and it is recommended that final payment be processed.

CSAH 7 (SAP 031-607-031)

Bid Amount \$2,094,380.50

Final Amount \$2,093,161.47

*Note this project had several change orders that increased the original cost due to a partial road failure. We decided not to pave the final wear course until the partial road failure stabilizes and as a result the project ended up just under the original contract amount.

CSAH 60 (SAP 031-660-010)

Bid Amount: \$1,679,879.79

Final Amount: \$1,867,970.20

*Note this project came in slightly over the original bid amount largely due to the discovery of additional muck and poor soils throughout a portion of the project.

CSAH 60 (SAP 031-660-012)

Bid Amount: \$195,810.50

Final Amount: \$182,759.32

City of Taconite, Shamrock Drive

Bid Amount: \$170,576.40

Final Amount: \$157,511.07

COUNTY ATTORNEY REVIEW: NA

SUPPORTING DOCUMENTATION:

1. Contract 66010 - Closeout Packet for Board
2. Certificate for Final Payment Contract 66010 SIGNED

01/16/2024

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 01/23/2024 2:30 PM
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RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Cory Smith
SECONDER:	Commissioner Casey Venema
AYES:	Cory Smith, Terry Snyder, John Johnson, Burl Ives, Casey Venema

CERTIFICATE FOR FINAL PAYMENT

State of Minnesota

Project No.: SAP 031-607-031
SAP 031-660-010
SAP 031-660-012
City of Taconite – Shamrock Dr.

County of Itasca

Contract No.: 66010

The County Board of Itasca County hereby recognizes that the work done by William J. Schwartz & Sons, Inc. of Bovey, MN, under contract with Itasca County, made and entered into on February 8, 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: _____, 20____

Signed: _____
Chairman, Itasca County Board

Clerk to the County Board

CERTIFICATE OF PERFORMANCE FORM

County of Itasca

Project No.: SAP 031-607-031 – CSAH 7 Grading, Aggregate Base & Bituminous
SAP 031-660-010 – CSAH 60 Grading, Aggregate Base & Bituminous
SAP 031-660-012 – Bituminous Paving & Aggregate Shouldering
City of Taconite – Shamrock Drive

Name of Contractor: William J. Schwartz & Sons, Inc.

Contract No.: 66010

Total Value of Work: \$4,301,402.06

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.

12-11-2023
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: 66010
Pay Request Number: 14

Project Number	Project Description
031-607-031	CSAH 7 Grading, Aggregate Base & Bituminous Surfacing

Contractor: William J. Schwartz & Sons, Inc. 34882 Scenic Hwy Bovey, MN 55709	Vendor Number: 000159603 Up To Date: 11/02/2023
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Contract Amount		Funds Encumbered	
Original Contract	\$2,094,380.50	Original	\$2,094,380.50
Contract Changes	\$70,136.74	Additional	N/A
Revised Contract	\$2,164,517.24	Total	\$2,094,380.50

Work Certified To Date	
Base Bid Items	\$1,956,735.08
Contract Changes	\$136,426.39
Material On Hand	\$0.00
Total	\$2,093,161.47

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	\$2,093,161.47	\$0.00	\$2,051,298.24	\$41,863.23	\$2,093,161.47
Percent: Retained: 0%			Percent Complete: 96.7%		

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

Rodul Metelan
County/City/Project Engineer

11/2/23
Date

Approved By William J. Schwartz & Sons, Inc.

Bob Schwartz
Contractor

11-7-23
Date

Payment Summary				
No.	Up To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request
1	2022-05-17	\$70,526.48	\$3,526.32	\$67,000.16
2	2022-06-07	\$83,511.50	\$4,175.58	\$79,335.92
3	2022-06-21	\$522,476.45	\$26,123.82	\$496,352.63
4	2022-07-01	\$391,132.94	\$19,556.65	\$371,576.29
5	2022-07-19	\$419,181.98	\$20,959.10	\$398,222.88
6	2022-08-01	\$447,234.20	\$22,361.71	\$424,872.49
7	2022-08-16	\$45,332.17	\$2,266.61	\$43,065.56
8	2022-09-19	\$1,470.00	\$73.50	\$1,396.50
9	2022-10-18	\$10,705.70	\$535.28	\$10,170.42
10	2023-05-19	\$0.00	(\$59,747.14)	\$59,747.14
11	2023-09-25	\$94,156.00	\$1,883.12	\$92,272.88
12	2023-10-16	\$4,861.35	\$97.23	\$4,764.12
13	2023-11-01	\$2,572.70	\$51.45	\$2,521.25
14	2023-11-02	\$0.00	(\$41,863.23)	\$41,863.23

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
CSAH		\$2,093,161.47	\$0.00	\$2,051,298.24	\$41,863.23	\$2,093,161.47

Accounting Number	Funding Source	Amount Paid this Request	Revised Contract Amount	Funds Encumbered to Date	Paid Contractor to Date
1	Regular (CSAH)	\$41,863.23	\$2,164,517.24	\$2,094,380.50	\$2,093,161.47

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	\$49,000.00	1	0	\$0.00	1	\$49,000.00
Base Bid	2	2051.501/00010	MAINT & RESTORATION OF HAUL ROADS	LS	\$6,000.00	1	0	\$0.00	1	\$6,000.00
Base Bid	3	2101.505/00020	CLEARING (P)	ACRE	\$2,300.00	4.9	0	\$0.00	4.9	\$11,270.00
Base Bid	4	2101.505/00030	GRUBBING (P)	ACRE	\$2,300.00	4.9	0	\$0.00	4.9	\$11,270.00
Base Bid	5	2104.502/02230	SALVAGE ENERGY ABSORBING TERMINAL	EACH	\$600.00	5	0	\$0.00	6	\$3,600.00
Base Bid	6	2104.502/03300	SALVAGE SIGN	EACH	\$145.00	7	0	\$0.00	7	\$1,015.00
Base Bid	7	2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	\$11.50	92	0	\$0.00	85	\$977.50
Base Bid	8	2104.503/00255	REMOVE PIPE CULVERTS	L F	\$11.50	504	0	\$0.00	504	\$5,796.00
Base Bid	9	2104.503/01560	SALVAGE GUARDRAIL-PLATE BEAM	L F	\$6.75	3568	0	\$0.00	3493	\$23,577.75

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	10	2104.504/00120	REMOVE BITUMINOUS PAVEMENT (P)	S Y	\$0.87	20825	0	\$0.00	20825	\$18,117.75
Base Bid	11	2105.507/00015	COMMON EXCAVATION (P)	C Y	\$5.25	68157	0	\$0.00	68157	\$357,824.25
Base Bid	12	2105.507/00030	MUCK EXCAVATION	C Y	\$7.50	2121	0	\$0.00	2038	\$15,285.00
Base Bid	13	2105.507/00290	SELECT GRANULAR BORROW (CV) (P)	C Y	\$7.80	23590	0	\$0.00	23590	\$184,002.00
Base Bid	14	2105.607/00660	GEOFOAM	C Y	\$150.62	3585	0	\$0.00	3585	\$539,972.70
Base Bid	15	2118.509/00010	AGGREGATE SURFACING CLASS 1	TON	\$21.00	1020	0	\$0.00	536	\$11,256.00
Base Bid	16	2123.610/00440	1.5 CU YD BACKHOE	HOUR	\$150.00	50	0	\$0.00	5	\$750.00
Base Bid	17	2130.523/00010	WATER	MGAL	\$20.00	100	0	\$0.00	0	\$0.00
Base Bid	18	2211.507/00170	AGGREGATE BASE (CV) CLASS 5 (P)	C Y	\$17.75	10481	0	\$0.00	10481	\$186,037.75
Base Bid	19	2360.509/12300	TYPE SP 9.5 WEARING COURSE MIX (2,C)	TON	\$65.00	1932.79	0	\$0.00	1932.79	\$125,631.35
Base Bid	20	2360.509/32205	TYPE SP 19.0 NON WEAR COURSE MIX (2,B)	TON	\$53.00	2894	0	\$0.00	2884.06	\$152,855.18
Base Bid	21	2451.507/00270	COARSE AGGREGATE BEDDING (CV) (P)	C Y	\$35.00	307	0	\$0.00	307	\$10,745.00
Base Bid	22	2501.502/04024	24" GS PIPE APRON	EACH	\$525.00	4	0	\$0.00	4	\$2,100.00
Base Bid	23	2501.502/19018	18" CAS SAFETY APRON & GRATE DES 3128	EACH	\$825.00	12	0	\$0.00	12	\$9,900.00
Base Bid	24	2501.503/00012	12" CAS PIPE CULVERT	L F	\$51.00	20	0	\$0.00	20	\$1,020.00
Base Bid	25	2501.503/00018	18" CAS PIPE CULVERT	L F	\$58.00	322	0	\$0.00	322	\$18,676.00
Base Bid	26	2501.503/05024	24" CP PIPE CULVERT	L F	\$76.50	192	0	\$0.00	196	\$14,994.00
Base Bid	27	2501.503/07072	72" PC-CS PIPE CULVERT	L F	\$393.34	150	0	\$0.00	150	\$59,001.00
Base Bid	28	2511.507/00013	RANDOM RIPRAP CLASS II	C Y	\$35.00	588	0	\$0.00	676	\$23,660.00
Base Bid	29	2554.502/00024	END TREATMENT-TANGENT TERMINAL	EACH	\$4,500.00	2	0	\$0.00	2	\$9,000.00
Base Bid	30	2554.503/00131	TRAFFIC BARRIER DESIGN TYPE 31	L F	\$81.00	275	0	\$0.00	275	\$22,275.00
Base Bid	31	2563.601/00010	TRAFFIC CONTROL	LS	\$10,600.00	1	0	\$0.00	1	\$10,600.00

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	32	2563.610/00011	FLAGGER	HOUR	\$85.00	100	0	\$0.00	0	\$0.00
Base Bid	33	2573.501/00025	STABILIZED CONSTRUCTION EXIT	LS	\$6,000.00	1	0	\$0.00	1	\$6,000.00
Base Bid	34	2573.503/00023	SILT FENCE, TYPE MS	L F	\$2.40	8501	0	\$0.00	6434	\$15,441.60
Base Bid	35	2573.503/00064	SEDIMENT CONTROL LOG TYPE COMPOST	L F	\$4.00	400	0	\$0.00	0	\$0.00
Base Bid	36	2573.503/00065	SEDIMENT CONTROL LOG TYPE ROCK	L F	\$6.00	52	0	\$0.00	52	\$312.00
Base Bid	37	2574.508/00013	FERTILIZER TYPE 3	LB	\$1.30	2454	0	\$0.00	2850	\$3,705.00
Base Bid	38	2575.504/00020	MULCH MATERIAL TYPE 4 (P)	S Y	\$0.40	59378	0	\$0.00	59378	\$23,751.20
Base Bid	39	2575.504/00073	EROSION CONTROL BLANKETS CATEGORY 3N	S Y	\$1.75	1324	0	\$0.00	7270	\$12,722.50
Base Bid	40	2575.505/00021	SEEDING (P)	ACRE	\$175.00	12.3	0	\$0.00	12.3	\$2,152.50
Base Bid	41	2575.505/00025	DISK ANCHORING	ACRE	\$45.00	12.3	0	\$0.00	0	\$0.00
Base Bid	42	2575.508/25141	SEED MIXTURE 25-141	LB	\$5.10	824	0	\$0.00	710.5	\$3,623.55
Base Bid	43	2575.509/00030	MULCH MATERIAL TYPE 3	TON	\$175.00	20.2	0	\$0.00	14.5	\$2,537.50
Base Bid	44	2580.503/00010	INTERIM PAVEMENT MARKING	L F	\$0.25	1361	0	\$0.00	1120	\$280.00
Base Bid	45	2582.502/40106	6" SOLID LINE EPOXY GR IN (WR)	L F	\$1.00	11346	0	\$0.00	0	\$0.00
Base Bid	46	2582.503/104104	4" SOLID LINE PAINT	L F	\$0.35	9746	0	\$0.00	0	\$0.00
Base Bid	47	2582.503/104204	4" BROKEN LINE PAINT	L F	\$0.35	1600	0	\$0.00	0	\$0.00
Base Bid Totals:								\$0.00		\$1,956,735.08

Project Category Totals			
Project	Category	Amount This Request	Amount To Date
031-607-031	PARTICIPATING	\$0.00	\$1,956,735.08

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
031-607-031	BK1	48	1910 Fuel Escalation (Fuel Cost Adjustment)	\$6,257.27	1	\$6,257.27	ITM	\$0.00	\$0.00	1	\$6,257.27
031-607-031	BK2	49	1910 Fuel Escalation (Fuel Cost Adjustment)	\$5,419.63	1	\$5,419.63	ITM	\$0.00	\$0.00	1	\$5,419.63
031-607-031	BK3	50	1910 Fuel Escalation (Fuel Cost Adjustment)	\$11,383.61	1	\$11,383.61	ITM	\$0.00	\$0.00	1	\$11,383.61
031-607-031	BK4	53	1910 Fuel Escalation (Fuel Cost Adjustment)	\$5,350.76	1	\$5,350.76	ITM	\$0.00	\$0.00	1	\$5,350.76
031-607-031	BK5	54	1910 Fuel Escalation (Fuel Cost Adjustment)	\$165.92	1	\$165.92	ITM	\$0.00	\$0.00	1	\$165.92
031-607-031	CO1	51	2021.501/00010 MOBILIZATION (LS)	\$6,800.00	1	\$6,800.00	ITM	\$0.00	\$0.00	0	\$0.00
031-607-031	CO2	52	2105.507/00020 ROCK EXCAVATION (C Y)	\$25.25	250	\$6,312.50	ITM	\$0.00	\$0.00	250	\$6,312.50
031-607-031	CO3	55	2231.604 BITUMINOUS PATCH SPECIAL (LUMP SUM)	\$7,380.70	1	\$7,380.70	ITM	\$0.00	\$0.00	1	\$7,380.70
031-607-031	CO4	56	2021.501 MOBILIZATION (LS)	\$3,500.00	1	\$3,500.00	ITM	\$0.00	\$0.00	1	\$3,500.00
031-607-031	CO4	57	2106.507 COMMON EMBANKMENT (CV) (C Y)	\$19.85	3500	\$69,475.00	ITM	\$0.00	\$0.00	2500	\$49,625.00
031-607-031	CO4	58	2563.601 TRAFFIC CONTROL (LS)	\$2,500.00	1	\$2,500.00	ITM	\$0.00	\$0.00	1	\$2,500.00
031-607-031	CO4	59	2563.610 FLAGGER (HOUR)	\$100.00	110	\$11,000.00	ITM	\$0.00	\$0.00	28	\$2,800.00
031-607-031	CO4	60	2573.503 FLOTATION SILT CURTAIN TYPE STILL WATER (L F)	\$28.00	250	\$7,000.00	ITM	\$0.00	\$0.00	250	\$7,000.00
031-607-031	CO4	61	2574.507 COMMON TOPSOIL BORROW (C Y)	\$29.75	300	\$8,925.00	ITM	\$0.00	\$0.00	335	\$9,966.25
031-607-031	CO4	62	2575.505 SEEDING (ACRE)	\$1,500.00	0.55	\$825.00	ITM	\$0.00	\$0.00	0.55	\$825.00
031-607-031	CO4	63	2575.509 MULCH MATERIAL TYPE 3 (TON)	\$3,000.00	0.55	\$1,650.00	ITM	\$0.00	\$0.00	0.55	\$1,650.00
031-607-031	CO4	64	2511.504 GEOTEXTILE FILTER TYPE 4 (S Y)	\$5.75	2700	\$15,525.00	ITM	\$0.00	\$0.00	2833	\$16,289.75
031-607-031	CO5	19	2360.509/12300 TYPE SP 9.5 WEARING COURSE MIX (2,C) (TON)	\$65.00	-1528.21	(\$99,333.65)	ADJ				
Contract Change Totals:									\$0.00		\$136,426.39

Contract Change Totals			
Number	Description	Effective Date	Amount
1	Fuel Escalation for CSAH 7 - Pay Estimate #3	06/21/2022	\$6,257.27
2	Fuel Escalation	07/01/2022	\$5,419.63

3	Fuel Escalation for CSAH 7 - Pay Estimate #5	07/19/2022	\$11,383.61
4	Fuel Escalation for CSAH 7 - Pay Estimate #6	08/01/2022	\$5,350.76
5	Fuel Escalation for CSAH 7 - Pay Estimate #7	08/16/2022	\$165.92
1	The Engineer has decided to complete the final 1.5" of Bid Item 2360.509 - Type SP 9.5 Wearing Course Mix, in June of 2023. Originally it was going to be completed this fall, but since we will be paving the wearing course on CSAH 60 (in the same Contract) next year, it makes more sense to wait to do the final lift until after a freeze thaw cycle. The Contract completion date will remain the same, June 15, 2023.	07/27/2022	\$6,800.00
2	The plans did not include a pay item for rock excavation. During the common excavation work, numerous large rocks were encountered which qualify as pay rocks per MnDOT specification 2105.D.2. These rocks will be paid for as rock excavation at the specification price of Common Excavation \$5.25/CY + \$20.00/CY. The contractor provided all equipment, material, and labor to remove the oversized rocks as determined by the Project Engineer. All work was in accordance with all the applicable specifications.	07/28/2022	\$6,312.50
3	There was settlement under the pavement from approximately St. 3+00 to 3+50. This settlement caused a dip in the road that needs a bituminous patch until the final wear course is placed next spring, 2023.	09/27/2022	\$7,380.70
4	A portion of the road and inslope along CSAH 7 from approximately St. 2+00 to St. 4+00 Rt. has failed. The road sloughed off into a deep wetland area. After working with a soils consultant and permitting agencies, the best fix was determined to be adding a soil berm into part of the wetland to add weight to offset the sloughing of the road before finishing paving the final lift of wearing course. This work will be done under one lane of traffic. This work does affect the Contract completion date. The new completion date shall be October 15, 2023	09/11/2023	\$120,400.00
5	The Engineer has decided to eliminate the top lift (1 1/2") of Bid Item 2360.509 - TYPE 9.5 WEARING COURSE MIX (2,C) from the Contract. The road meets the required strength without the last 1 1/2".	11/01/2023	(\$99,333.65)

Material On Hand Additions					
Line	Item	Description	Date	Added	Comments

Material On Hand Balance						
Line	Item	Description	Date	Added	Used	Remaining
14	2105.607/00 660	GEOFOAM	2022-05-16	57 C Y \$8,504.10	57 C Y \$8,504.10	0 C Y \$0.00
14	2105.607/00 660	GEOFOAM	2022-06-20	2,254.13 C Y \$339,516.53	2,254.13 C Y \$339,516.53	0 C Y \$0.00
22	2501.502/04 024	24" GS PIPE APRON	2022-05-16	3.28 EACH \$1,717.79	3.28 EACH \$1,717.79	0 EACH \$0.00
23	2501.502/19 018	18" CAS SAFETY APRON & GRATE DES 3128	2022-05-16	9.14 EACH \$7,537.73	9.14 EACH \$7,537.73	0 EACH \$0.00
24	2501.503/00 012	12" CAS PIPE CULVERT	2022-05-16	8.15 L F \$415.54	8.15 L F \$415.54	0 L F \$0.00
25	2501.503/00 018	18" CAS PIPE CULVERT	2022-05-16	177.77 L F \$10,310.19	177.77 L F \$10,310.19	0 L F \$0.00

26	2501.503/05 024	24" CP PIPE CULVERT	2022-05-16	113.78 L F \$8,703.82	113.78 L F \$8,703.82	0 L F \$0.00
27	2501.503/07 072	72" PC-CS PIPE CULVERT	2022-05-16	67.57 L F \$26,575.31	67.57 L F \$26,575.31	0 L F \$0.00

Contract Total				\$2,093,161.47		
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Contract Number: 66010
 Pay Request Number: 13

Project Number	Project Description
031-660-010	CSAH 60 Grading, Aggregate Base, & Bit - Btwn CR 329 and CSAH 7

Contractor: William J. Schwartz & Sons, Inc. 34882 Scenic Hwy Bovey, MN 55709	Vendor Number: 000159603 Up To Date: 11/13/2023
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Contract Amount		Funds Encumbered	
Original Contract	\$1,679,879.79	Original	\$1,679,879.79
Contract Changes	\$35,184.47	Additional	N/A
Revised Contract	\$1,715,064.26	Total	\$1,679,879.79

Work Certified To Date	
Base Bid Items	\$1,834,955.73
Contract Changes	\$33,014.47
Material On Hand	\$0.00
Total	\$1,867,970.20

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	\$1,867,970.20	\$0.00	\$1,774,571.69	\$93,398.51	\$1,867,970.20
Percent: Retained: 0%			Percent Complete: 108.92%		

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

Rachel Metelak

County/City/Project Engineer

11/1/23

Date

Approved By William J. Schwartz & Sons, Inc.

Bob Schwartz

Contractor

11-7-23

Date

Payment Summary				
No.	Up To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request
1	2022-05-17	\$79,913.61	\$3,995.68	\$75,917.93
2	2022-08-01	\$61,431.64	\$3,071.58	\$58,360.06
3	2022-08-16	\$33,552.25	\$1,677.62	\$31,874.63
4	2022-09-07	\$300,385.70	\$15,019.28	\$285,366.42
5	2022-09-19	\$260,619.85	\$13,030.99	\$247,588.86
6	2022-10-04	\$350,867.52	\$17,543.38	\$333,324.14
7	2022-10-18	\$217,682.60	\$10,884.13	\$206,798.47
8	2022-11-01	\$5,318.22	\$265.91	\$5,052.31
9	2023-06-01	\$38,794.00	\$1,939.70	\$36,854.30
10	2023-06-20	\$187,913.55	\$9,395.68	\$178,517.87
11	2023-07-28	\$294,742.18	\$14,737.11	\$280,005.07
12	2023-08-14	\$36,749.08	\$1,837.45	\$34,911.63
13	2023-11-13	\$0.00	(\$93,398.51)	\$93,398.51

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
CSAH		\$1,867,970.20	\$0.00	\$1,774,571.69	\$93,398.51	\$1,867,970.20

Accounting Number	Funding Source	Amount Paid this Request	Revised Contract Amount	Funds Encumbered to Date	Paid Contractor to Date
1	Regular (CSAH)	\$93,398.51	\$1,715,064.26	\$1,679,879.79	\$1,867,970.20

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	\$53,000.00	1	0	\$0.00	1	\$53,000.00
Base Bid	2	2051.501/00010	MAINT AND RESTORATION OF HAUL ROADS	LS	\$6,000.00	1	0	\$0.00	1	\$6,000.00
Base Bid	3	2101.505/00020	CLEARING (P)	ACRE	\$3,800.00	1.41	0	\$0.00	1.41	\$5,358.00
Base Bid	4	2101.505/00030	GRUBBING (P)	ACRE	\$3,200.00	1.41	0	\$0.00	1.41	\$4,512.00
Base Bid	5	2104.503/00205	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	L F	\$12.00	85	0	\$0.00	72	\$864.00
Base Bid	6	2104.503/00255	REMOVE PIPE CULVERTS	L F	\$8.50	680	0	\$0.00	767	\$6,519.50
Base Bid	7	2104.503/00390	REMOVE FENCE	L F	\$1.28	3310	0	\$0.00	0	\$0.00
Base Bid	8	2104.503/00750	REMOVE BARBED WIRE FENCE	L F	\$1.15	7026	0	\$0.00	4300	\$4,945.00
Base Bid	9	2104.503/01220	SALVAGE FENCE	L F	\$2.00	222	0	\$0.00	222	\$444.00

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	10	2104.504/00120	REMOVE BITUMINOUS PAVEMENT	S Y	\$0.87	20272	0	\$0.00	20272	\$17,636.64
Base Bid	11	2105.507/00015	COMMON EXCAVATION (P)	C Y	\$5.50	32621	0	\$0.00	32621	\$179,415.50
Base Bid	12	2105.507/00030	MUCK EXCAVATION	C Y	\$8.00	12222	0	\$0.00	22943	\$183,544.00
Base Bid	13	2105.507/00110	GRANULAR BORROW (EV)	C Y	\$8.00	12200	0	\$0.00	23188.5	\$185,508.00
Base Bid	14	2105.507/00290	SELECT GRANULAR BORROW (CV) (P)	C Y	\$8.90	21368	0	\$0.00	21368	\$190,175.20
Base Bid	15	2105.603/00060	DITCH CLEANING	L F	\$8.00	2000	0	\$0.00	2000	\$16,000.00
Base Bid	16	2118.509/00010	AGGREGATE SURFACING CLASS 1	TON	\$21.00	493	0	\$0.00	857.48	\$18,007.08
Base Bid	17	2123.610/00440	1.5 CU YD BACKHOE	HOURL	\$150.00	50	0	\$0.00	5	\$750.00
Base Bid	18	2130.523/00010	WATER	MGAL	\$15.00	150	0	\$0.00	0	\$0.00
Base Bid	19	2211.507/00170	AGGREGATE BASE (CV) CLASS 5 (P)	C Y	\$18.00	10701	0	\$0.00	10701	\$192,618.00
Base Bid	20	2360.509/12300	TYPE SP 9.5 WEARING COURSE MIX (2,C)	TON	\$71.00	4152	0	\$0.00	4100.65	\$291,146.15
Base Bid	21	2360.509/32205	TYPE SP 19.0 NON WEAR COURSE MIX (2,B)	TON	\$55.00	3416	0	\$0.00	3416.61	\$187,913.55
Base Bid	22	2451.507/00270	COARSE AGGREGATE BEDDING (CV) (P)	C Y	\$35.00	275	0	\$0.00	273	\$9,555.00
Base Bid	23	2501.502/04024	24" GS PIPE APRON	EACH	\$530.00	10	0	\$0.00	12	\$6,360.00
Base Bid	24	2501.502/04048	48" GS PIPE APRON	EACH	\$1,295.00	2	0	\$0.00	2	\$2,590.00
Base Bid	25	2501.502/19018	18" CAS SAFETY APRON AND GRATE DESIGN 3128	EACH	\$800.00	26	0	\$0.00	26	\$20,800.00
Base Bid	26	2501.502/19024	24" CAS SAFETY APRON AND GRATE DESIGN 3128	EACH	\$1,050.00	8	0	\$0.00	8	\$8,400.00
Base Bid	27	2501.503/00018	18" CAS PIPE CULVERT	L F	\$55.00	474	0	\$0.00	474	\$26,070.00
Base Bid	28	2501.503/00024	24" CAS PIPE CULVERT	L F	\$70.00	247	0	\$0.00	247	\$17,290.00
Base Bid	29	2501.503/05024	24" CP PIPE CULVERT	L F	\$76.50	327	0	\$0.00	387	\$29,605.50
Base Bid	30	2501.503/06048	48" CP PIPE CULVERT (SMOOTH)	L F	\$280.00	80	0	\$0.00	80	\$22,400.00

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	31	2511.507/00013	RANDOM RIPRAP CLASS II	C Y	\$35.00	103	0	\$0.00	88	\$3,080.00
Base Bid	32	2531.503/04180	CONCRETE CURB AND GUTTER DESIGN D418	L F	\$19.00	990	0	\$0.00	833	\$15,827.00
Base Bid	33	2531.504/00060	6" CONCRETE DRIVEWAY PAVEMENT	S Y	\$115.00	72	0	\$0.00	60	\$6,900.00
Base Bid	34	2540.602/00155	RELOCATE MAIL BOX SUPPORT	EACH	\$120.00	3	0	\$0.00	7	\$840.00
Base Bid	35	2540.602/00158	RELOCATE MAIL BOX	EACH	\$65.00	3	0	\$0.00	7	\$455.00
Base Bid	36	2557.503/00001	WIRE FENCE DESIGN SPECIAL	L F	\$4.00	222	0	\$0.00	222	\$888.00
Base Bid	37	2563.601/00010	TRAFFIC CONTROL	LS	\$9,300.00	1	0	\$0.00	1	\$9,300.00
Base Bid	38	2563.610/00011	FLAGGER	HOURL	\$85.00	50	0	\$0.00	0	\$0.00
Base Bid	39	2573.501/00025	STABILIZED CONSTRUCTION EXIT	LS	\$6,000.00	1	0	\$0.00	1	\$6,000.00
Base Bid	40	2573.503/00023	SILT FENCE, TYPE MS	L F	\$2.50	13435	0	\$0.00	12710	\$31,775.00
Base Bid	41	2573.503/00031	FLOTATION SILT CURTAIN TYPE MOVING WATER	L F	\$24.00	100	0	\$0.00	150	\$3,600.00
Base Bid	42	2573.503/00064	SEDIMENT CONTROL LOG TYPE COMPOST	L F	\$4.00	450	0	\$0.00	200	\$800.00
Base Bid	43	2573.503/00065	SEDIMENT CONTROL LOG TYPE ROCK	L F	\$7.00	112	0	\$0.00	72	\$504.00
Base Bid	44	2574.508/00013	FERTILIZER TYPE 3	LB	\$1.30	2344	0	\$0.00	2344	\$3,047.20
Base Bid	45	2575.504/00020	MULCH MATERIAL TYPE 4 (P)	S Y	\$0.40	56725	0	\$0.00	56725	\$22,690.00
Base Bid	46	2575.504/00073	EROSION CONTROL BLANKETS CATEGORY 3N	S Y	\$1.71	4595	0	\$0.00	4321	\$7,388.91
Base Bid	47	2575.504/00110	RAPID STABILIZATION METHOD 4	S Y	\$1.75	4950	0	\$0.00	3239	\$5,668.25
Base Bid	48	2575.505/00021	SEEDING (P)	ACRE	\$170.00	11.7	0	\$0.00	11.7	\$1,989.00
Base Bid	49	2575.505/00025	DISK ANCHORING	ACRE	\$42.00	11.7	0	\$0.00	0	\$0.00
Base Bid	50	2575.508/25141	SEED MIXTURE 25-141	LB	\$5.10	752	0	\$0.00	760	\$3,876.00
Base Bid	51	2575.509/00030	MULCH MATERIAL TYPE 3	TON	\$175.00	19.2	0	\$0.00	10	\$1,750.00

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	52	2580.503/0010	INTERIM PAVEMENT MARKING	L F	\$0.25	7800	0	\$0.00	9633	\$2,408.25
Base Bid	53	2582.503/104	4" SOLID LINE PAINT	L F	\$0.35	6000	0	\$0.00	8412	\$2,944.20
Base Bid	54	2582.503/104204	4" BROKEN LINE PAINT	L F	\$0.35	400	0	\$0.00	968	\$338.80
Base Bid	55	2582.503/40106	6" SOLID LINE MULTI-COMPONENT GROUND IN (WR)	L F	\$1.00	15750	0	\$0.00	15459	\$15,459.00
Base Bid Totals:								\$0.00		\$1,834,955.73

Project Category Totals			
Project	Category	Amount This Request	Amount To Date
031-660-010		\$0.00	\$1,834,955.73

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
031-660-010	BK1	56	1910 Fuel Escalation (Fuel Cost Adjustment)	\$33.75	1	\$33.75	ITM	\$0.00	\$0.00	1	\$33.75
031-660-010	BK2	57	1910 Fuel Escalation (Fuel Cost Adjustment)	\$4,232.30	1	\$4,232.30	ITM	\$0.00	\$0.00	1	\$4,232.30
031-660-010	BK3	58	1910 Fuel Escalation (Fuel Cost Adjustment)	\$637.41	1	\$637.41	ITM	\$0.00	\$0.00	1	\$637.41
031-660-010	BK4	60	1910 Fuel Escalation (Fuel Cost Adjustment)	\$1,880.12	1	\$1,880.12	ITM	\$0.00	\$0.00	1	\$1,880.12
031-660-010	BK5	61	1910 Fuel Escalation (Fuel Cost Adjustment)	\$5,978.11	1	\$5,978.11	ITM	\$0.00	\$0.00	1	\$5,978.11
031-660-010	BK6	67	2360 Bituminous Density Incentive (LS)	\$1,187.78	1	\$1,187.78	ITM	\$0.00	\$0.00	1	\$1,187.78
031-660-010	CO1	3	2101.505/00020 CLEARING (P) (ACRE)	\$3,800.00	0.31	\$1,178.00	ADJ				
031-660-010	CO1	4	2101.505/00030 GRUBBING (P) (ACRE)	\$3,200.00	0.31	\$992.00	ADJ				
031-660-010	CO2	62	2105.507 ROCK EXCAVATION (CY)	\$25.50	150	\$3,825.00	ITM	\$0.00	\$0.00	150	\$3,825.00
031-660-010	CO3	63	2112.619 SHOULDER PREPARATION (RDST)	\$6,586.00	1	\$6,586.00	ITM	\$0.00	\$0.00	1	\$6,586.00
031-660-010	CO4	64	2501.503 18" CP PIPE CULVERT (LF)	\$60.00	60	\$3,600.00	ITM	\$0.00	\$0.00	60	\$3,600.00
031-660-010	CO4	65	2501.502 18" GS PIPE APRON (EACH)	\$475.00	2	\$950.00	ITM	\$0.00	\$0.00	2	\$950.00

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
031-660-010	CO4	66	2211.507 AGGREGATE BASE (CV) CLASS 5 (C Y)	\$18.00	228	\$4,104.00	ITM	\$0.00	\$0.00	228	\$4,104.00
Contract Change Totals:									\$0.00		\$33,014.47

Contract Change Totals

Number	Description	Effective Date	Amount
1	Fuel Escalation - SAP 031-660-010 - Pay Request #3	08/16/2022	\$33.75
2	Fuel Escalation - SAP 031-660-010 - Pay Request #4	09/06/2022	\$4,232.30
3	Fuel Escalation - SAP 031-660-010 - Pay Request #5	09/19/2022	\$637.41
4	Fuel Escalation - SAP 031-660-010 - Pay Request #6	10/04/2022	\$1,880.12
5	Fuel Escalation - SAP 031-660-010 - Pay Request #7	10/18/2022	\$5,978.11
6	Bituminous Density Incentive	07/28/2023	\$1,187.78
1	It was determined that there are some small areas along the project where the woods line wasn't turned on in the Plan. Due to this oversight there is some additional clearing and grubbing needed to construct the project. Bid ITEM NO. 2101.505 CLEARING (P) ACRE and 2101.505 GRUBBING (P) ACRE are Planned quantities, therefore this Change Order is to increase the Planned quantities by 0.31 acres.	09/08/2022	\$2,170.00
2	The Plans did not include a pay item for rock excavation. During the common excavation work, numerous large rocks were encountered which qualify as pay rocks per MnDOT specification 2105.D.2. These rocks will be paid for as rock excavation at the specification price of Common Excavation \$5.50/CY + \$20.00/CY. The contractor provided all equipment, material, and labor to remove the oversized rocks as determined by the Project Engineer. All work was in accordance with the applicable specifications.	10/20/2022	\$3,825.00
3	After letting the road sit gravel over the winter, there is an area from St. 37 to 38 Rt. that has a small failure along the road shoulder and inslope. This area was mucked out previously, it appears there was just some overly saturated soil placed as fill on the inslope (outside of the 1:1 road core) last fall. The Engineer proposed taking out the overly saturated soils, and fixing the road back up to profile before paving.	05/18/2023	\$6,586.00
4	Suring spring thaw the need for an additional centerline pipe at the beginning of the job was found. Water was being trapped on the east side of the intersection and had nowhere to go. The Engineer added an 18" pipe on the north side of the intersection with CR 329, approximately St. 0+00. The pipe will allow water from the east side of CSAH 60 to the west and down CR 329 during high flows.	05/30/2023	\$8,654.00

Material On Hand Additions

Line	Item	Description	Date	Added	Comments

Material On Hand Balance

Line	Item	Description	Date	Added	Used	Remaining
23	2501.502/04 024	24" GS PIPE APRON	2022-05-16	8.11 EACH \$4,294.46	8.11 EACH \$4,294.46	0 EACH \$0.00
24	2501.502/04 048	48" GS PIPE APRON	2022-05-17	2 EACH \$2,590.00	2 EACH \$2,590.00	0 EACH \$0.00

25	2501.502/19 018	18" CAS SAFETY APRON AND GRATE DESIGN 3128	2022-05-17	20.42 EACH \$16,331.74	20.42 EACH \$16,331.74	0 EACH \$0.00
26	2501.502/19 024	24" CAS SAFETY APRON AND GRATE DESIGN 3128	2022-05-17	6.13 EACH \$6,433.91	6.13 EACH \$6,433.91	0 EACH \$0.00
27	2501.503/00 018	18" CAS PIPE CULVERT	2022-05-17	275.95 L F \$15,177.11	275.95 L F \$15,177.11	0 L F \$0.00
28	2501.503/00 024	24" CAS PIPE CULVERT	2022-05-17	142.09 L F \$9,945.61	142.09 L F \$9,945.61	0 L F \$0.00
29	2501.503/05 024	24" CP PIPE CULVERT	2022-05-17	192.77 L F \$14,746.88	192.77 L F \$14,746.88	0 L F \$0.00
30	2501.503/06 048	48" CP PIPE CULVERT (SMOOTH)	2022-05-17	37.13 L F \$10,393.90	37.13 L F \$10,393.90	0 L F \$0.00

Contract Total

\$1,867,970.20

Contract Number: 66010
Pay Request Number: 5

Project Number	Project Description
031-660-012	CSAH 60 BITUMINOUS PAVING AND AGGREGATE SHOULDERING, CR329 TO WILLOW CREEK TRAIL

Contractor: William J. Schwartz & Sons, Inc. 34882 Scenic Hwy Bovey, MN 55709	Vendor Number: 000159603 Up To Date: 11/02/2023
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Contract Amount		Funds Encumbered	
Original Contract	\$195,810.50	Original	\$195,810.50
Contract Changes	\$0.00	Additional	N/A
Revised Contract	\$195,810.50	Total	\$195,810.50

Work Certified To Date	
Base Bid Items	\$182,759.32
Contract Changes	\$0.00
Material On Hand	\$0.00
Total	\$182,759.32

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	\$182,759.32	\$0.00	\$173,621.35	\$9,137.97	\$182,759.32
Percent: Retained: 0%			Percent Complete: 93.33%		

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

Rachel Metelak

County/City/Project Engineer

11/1/23

Date

Approved By William J. Schwartz & Sons, Inc.

Bob Schwartz

Contractor

11-7-23

Date

Payment Summary				
No.	Up To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request
1	2022-05-17	\$2,211.92	\$110.60	\$2,101.32
2	2023-06-01	\$8,388.08	\$419.40	\$7,968.68
3	2023-07-28	\$123,953.22	\$6,197.66	\$117,755.56
4	2023-08-14	\$48,206.10	\$2,410.31	\$45,795.79
5	2023-11-02	\$0.00	(\$9,137.97)	\$9,137.97

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
CSAH		\$182,759.32	\$0.00	\$173,621.35	\$9,137.97	\$182,759.32

Accounting Number	Funding Source	Amount Paid this Request	Revised Contract Amount	Funds Encumbered to Date	Paid Contractor to Date
1	Regular (CSAH)	\$9,137.97	\$195,810.50	\$195,810.50	\$182,759.32

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	\$27,000.00	1	0	\$0.00	1	\$27,000.00
Base Bid	2	2104.502/00120	REMOVE METAL APRON	EACH	\$130.00	2	0	\$0.00	2	\$260.00
Base Bid	3	2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	\$12.00	48	0	\$0.00	50	\$600.00
Base Bid	4	2104.503/00255	REMOVE PIPE CULVERTS	L F	\$11.50	52	0	\$0.00	52	\$598.00
Base Bid	5	2104.504/00120	REMOVE BITUMINOUS PAVEMENT	S Y	\$2.00	102	0	\$0.00	352	\$704.00
Base Bid	6	2105.507/00015	COMMON EXCAVATION (P)	C Y	\$13.00	146	0	\$0.00	146	\$1,898.00
Base Bid	7	2105.507/00290	SELECT GRANULAR BORROW (CV)	C Y	\$13.00	82	0	\$0.00	0	\$0.00
Base Bid	8	2118.509/00010	AGGREGATE SURFACING CLASS 1	TON	\$21.00	936	0	\$0.00	429	\$9,009.00
Base Bid	9	2211.507/00170	AGGREGATE BASE (CV) CLASS 5	C Y	\$20.00	47	0	\$0.00	47	\$940.00
Base Bid	10	2231.509/00010	BITUMINOUS PATCHING MIXTURE	TON	\$87.00	154	0	\$0.00	172.56	\$15,012.72
Base Bid	11	2232.504/00040	MILL BITUMINOUS SURFACE (1.5")	S Y	\$6.25	990	0	\$0.00	1022.8	\$6,392.50
Base Bid	12	2360.509/12300	TYPE SP 9.5 WEARING COURSE MIX (2,C)	TON	\$68.00	1013	0	\$0.00	1009.4	\$68,639.20
Base Bid	13	2360.509/32205	TYPE SP 19.0 NON WEAR COURSE MIX (2,B)	TON	\$90.00	28	0	\$0.00	25.72	\$2,314.80

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	2451.507/00270	COARSE AGGREGATE BEDDING (CV)	C Y	\$35.00	27	0	\$0.00	27	\$945.00
Base Bid	15	2501.502/04018	18" GS PIPE APRON	EACH	\$475.00	2	0	\$0.00	2	\$950.00
Base Bid	16	2501.503/05018	18" CP PIPE CULVERT	L F	\$60.00	52	0	\$0.00	52	\$3,120.00
Base Bid	17	2540.602/00150	MAIL BOX SUPPORT	EACH	\$120.00	10	0	\$0.00	0	\$0.00
Base Bid	18	2554.502/00009	ANCHORAGE ASSEMBLY - TYPE 31	EACH	\$1,775.00	1	0	\$0.00	1	\$1,775.00
Base Bid	19	2554.502/00024	END TREATMENT-TANGENT TERMINAL	EACH	\$3,650.00	3	0	\$0.00	3	\$10,950.00
Base Bid	20	2554.503/00001	TRAFFIC BARRIER DESIGN SPECIAL	L F	\$170.00	100	0	\$0.00	100	\$17,000.00
Base Bid	21	2563.601/00010	TRAFFIC CONTROL	LS	\$4,200.00	1	0	\$0.00	1	\$4,200.00
Base Bid	22	2573.503/00023	SILT FENCE, TYPE MS	L F	\$5.00	220	0	\$0.00	117	\$585.00
Base Bid	23	2575.504/00110	RAPID STABILIZATION METHOD 4	S Y	\$2.00	488	0	\$0.00	0	\$0.00
Base Bid	24	2580.503/00010	INTERIM PAVEMENT MARKING	L F	\$0.25	4185	0	\$0.00	1576	\$394.00
Base Bid	25	2582.503/104104	4" SOLID LINE PAINT	L F	\$0.35	3648	0	\$0.00	3797	\$1,328.95
Base Bid	26	2582.503/104204	4" BROKEN LINE PAINT	L F	\$0.35	537	0	\$0.00	489	\$171.15
Base Bid	27	2582.503/406106	6" SOLID LINE MULTI COMP GR IN (WR)	L F	\$1.00	7896	0	\$0.00	7972	\$7,972.00
Base Bid Totals:								\$0.00		\$182,759.32

Project Category Totals			
Project	Category	Amount This Request	Amount To Date
031-660-012	PARTICIPATING	\$0.00	\$182,759.32

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
15	2501.502/04 018	18" GS PIPE APRON	2022-05-17	1.34 EACH \$633.51	1.34 EACH \$633.51	0 EACH \$0.00
16	2501.503/05 018	18" CP PIPE CULVERT	2022-05-17	26.31 L F \$1,578.41	26.31 L F \$1,578.41	0 L F \$0.00

Contract Total				\$182,759.32
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Contract Number: 66010
 Pay Request Number: 6

Project Number	Project Description
City of Taconite - Shamrock Dr.	City of Taconite - Shamrock Dr. - Street Improvements

Contractor: William J. Schwartz & Sons, Inc. 34882 Scenic Hwy Bovey, MN 55709	Vendor Number: 000159603 Up To Date: 11/02/2023
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Contract Amount**Funds Encumbered**

Original Contract	\$170,576.40	Original	\$170,576.40
Contract Changes	\$0.00	Additional	N/A
Revised Contract	\$170,576.40	Total	\$170,576.40

Work Certified To Date

Base Bid Items	\$157,511.07
Contract Changes	\$0.00
Material On Hand	\$0.00
Total	\$157,511.07

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	\$157,511.07	\$0.00	\$149,635.52	\$7,875.55	\$157,511.07
Percent: Retained: 0%			Percent Complete: 92.34%		

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

Jeremy Schwarze
 County/City/Project Engineer

11/3/23
 Date

Approved By William J. Schwartz & Sons, Inc.

WJ Schwartz
 Contractor

11-7-23
 Date

Payment Summary				
No.	Up To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request
1	2022-10-10	\$13,318.80	\$665.94	\$12,652.86
2	2022-10-18	\$27,341.00	\$1,367.05	\$25,973.95
3	2023-06-20	\$61,728.42	\$3,086.42	\$58,642.00
4	2023-07-28	\$49,947.75	\$2,497.39	\$47,450.36
5	2023-08-14	\$5,175.10	\$258.75	\$4,916.35
6	2023-11-02	\$0.00	(\$7,875.55)	\$7,875.55

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
City of Taconite		\$157,511.07	\$0.00	\$149,635.52	\$7,875.55	\$157,511.07

Accounting Number	Funding Source	Amount Paid this Request	Revised Contract Amount	Funds Encumbered to Date	Paid Contractor to Date
2	Local	\$7,875.55	\$170,576.40	\$170,576.40	\$157,511.07

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	\$10,100.00	1	0	\$0.00	1	\$10,100.00
Base Bid	2	2104.503/00255	REMOVE PIPE CULVERTS	L F	\$20.00	30	0	\$0.00	30	\$600.00
Alternate 1	3	2104.504/00120	REMOVE BITUMINOUS PAVEMENT	S Y	\$2.00	670	0	\$0.00	670	\$1,340.00
Alternate 1	4	2105.504/00035	GEOTEXTILE FABRIC TYPE 5	S Y	\$2.00	730	0	\$0.00	490	\$980.00
Alternate 1	5	2105.507/00015	COMMON EXCAVATION	C Y	\$15.00	320	0	\$0.00	330	\$4,950.00
Alternate 1	6	2105.507/00290	SELECT GRANULAR BORROW (CV)	C Y	\$12.00	245	0	\$0.00	133	\$1,596.00
Base Bid	7	2118.507/00150	AGGREGATE SURFACING (CV) CLASS 5	C Y	\$35.00	80	0	\$0.00	147.86	\$5,175.10
Base Bid	8	2123.510/00020	MOTOR GRADER	HOURL	\$220.00	10	0	\$0.00	10	\$2,200.00
Base Bid	9	2123.510/00300	8 TON STEEL-WHEELED ROLLER	HOURL	\$200.00	10	0	\$0.00	10	\$2,000.00
Base Bid	10	2130.523/00010	WATER	MGAL	\$55.00	30	0	\$0.00	30	\$1,650.00
Base Bid	11	2131.506/00010	CALCIUM CHLORIDE SOLUTION	GAL	\$1.50	1500	0	\$0.00	1500	\$2,250.00
Alternate 1	12	2211.507/00170	AGGREGATE BASE (CV) CLASS 5	C Y	\$25.00	190	0	\$0.00	143	\$3,575.00

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	13	2215.504/00010	FULL DEPTH RECLAMATION	S Y	\$1.50	6950	0	\$0.00	6950	\$10,425.00
Base Bid	14	2360.509/12300	TYPE SP 9.5 WEARING COURSE MIX (2,C)	TON	\$75.00	630	0	\$0.00	583.47	\$43,760.25
Base Bid	15	2360.509/32205	TYPE SP 19.0 NON WEAR COURSE MIX (2,B)	TON	\$61.00	1000	0	\$0.00	865.32	\$52,784.52
Base Bid	16	2501.502/15022	22" SPAN RC PIPE-ARCH APRON	EACH	\$1,400.00	2	0	\$0.00	2	\$2,800.00
Base Bid	17	2501.503/19222	22" SPAN RC PIPE-ARCH CULV CL IIA	L F	\$215.00	30	0	\$0.00	30	\$6,450.00
Base Bid	18	2563.601/00010	TRAFFIC CONTROL	LS	\$2,275.00	1	0	\$0.00	1	\$2,275.00
Base Bid	19	2573.503/00023	SILT FENCE, TYPE MS	L F	\$4.20	900	0	\$0.00	689	\$2,893.80
Alternate 1	20	2215.504/00010	FULL DEPTH RECLAMATION	S Y	(\$0.40)	734	0	\$0.00	734	(\$293.60)
Base Bid Totals:								\$0.00		\$157,511.07

Project Category Totals			
Project	Category	Amount This Request	Amount To Date
City of Taconite - Shamrock Dr.	CITY	\$0.00	\$157,511.07

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	\$157,511.07
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CERTIFICATE FOR FINAL PAYMENT

State of Minnesota

Project No.: SAP 031-607-031
SAP 031-660-010
SAP 031-660-012
City of Taconite – Shamrock Dr.

County of Itasca

Contract No.: 66010

The County Board of Itasca County hereby recognizes that the work done by William J. Schwartz & Sons, Inc. of Bovey, MN, under contract with Itasca County, made and entered into on February 8, 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: January 23, 2024

Signed:


John Johnson (Jan 23, 2024 15:58 CST)
Chairman, Itasca County Board

Brett Skyles
Brett Skyles (Jan 23, 2024 15:25 CST)
Clerk to the County Board

PLEASE SIGN: Certificate for Final Payment Contract 66010

Final Audit Report

2024-01-23

Created:	2024-01-23
By:	Amanda Schultz (amanda.schultz@co.itasca.mn.us)
Status:	Signed
Transaction ID:	CBJCHBCAABAArZAWIAHXkBM6E0itWV2GidGDc3sN9ufu

"PLEASE SIGN: Certificate for Final Payment Contract 66010" History

 Document created by Amanda Schultz (amanda.schultz@co.itasca.mn.us)
2024-01-23 - 8:56:22 PM GMT- IP address: 207.171.101.27

 Document emailed to brett.skyles@co.itasca.mn.us for signature
2024-01-23 - 8:57:58 PM GMT

 Email viewed by brett.skyles@co.itasca.mn.us
2024-01-23 - 9:25:15 PM GMT- IP address: 104.47.64.254

 Signer brett.skyles@co.itasca.mn.us entered name at signing as Brett Skyles
2024-01-23 - 9:25:46 PM GMT- IP address: 207.171.101.27

 Document e-signed by Brett Skyles (brett.skyles@co.itasca.mn.us)
Signature Date: 2024-01-23 - 9:25:48 PM GMT - Time Source: server- IP address: 207.171.101.27

 Document emailed to john.johnson@co.itasca.mn.us for signature
2024-01-23 - 9:25:49 PM GMT

 Email viewed by john.johnson@co.itasca.mn.us
2024-01-23 - 9:55:09 PM GMT- IP address: 107.121.100.16

 Signer john.johnson@co.itasca.mn.us entered name at signing as JohnJohnson
2024-01-23 - 9:58:20 PM GMT- IP address: 107.121.100.16

 Document e-signed by JohnJohnson (john.johnson@co.itasca.mn.us)
Signature Date: 2024-01-23 - 9:58:22 PM GMT - Time Source: server- IP address: 107.121.100.16

 Agreement completed.
2024-01-23 - 9:58:22 PM GMT



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, January 23, 2024

REQUEST FOR BOARD ACTION: RBA-2024-3427

DEPARTMENT: Transportation
PRESENTER: Ryan Sutherland

TIME REQUESTED: < 5 Minutes

AGENDA ITEM:

Safe Routes to School Project Sponsorship City of Cohasset - 3rd Street Connection

BOARD ACTION REQUESTED:

Adopt the Resolution Re: Sponsorship of a Safe Routes to School Grant Application which indicates that Itasca County agrees to act as the sponsor/fiscal agent for an application for funding from the Safe Routes to School Grant Program, as requested by the City of Cohasset for the 3rd Street sidewalk connection.

BACKGROUND:

The City of Cohasset is proposing a sidewalk project for the 2024 construction season and is applying for a Safe Routes to School Grant (SRTS). The project consists of constructing a sidewalk along 3rd Street to connect existing sidewalk segments that are used by students to travel to and from the elementary school. Safe Routes to School grants can only be given to a city with a population over 5,000. Smaller cities wishing to apply must have a sponsoring agency. Itasca County would be required to pass a resolution of sponsorship. The City is willing to assume the maintenance responsibilities for the sidewalk and a cooperative agreement will need to be developed and entered into formalizing that agreement. There is no cost to Itasca County for this project.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. COHASSET SRTS

01/16/2024

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 01/23/2024 2:30 PM
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RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Cory Smith
SECONDER:	Commissioner Casey Venema
AYES:	Cory Smith, Terry Snyder, John Johnson, Burl Ives, Casey Venema



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, January 23, 2024

RESOLUTION 2024-3

RE: SAFE ROUTES TO SCHOOL GRANT - CITY OF COHASSET 3RD STREET CONNECTION

WHEREAS, Itasca County has in the past sponsored federally funded projects for various cities and townships; and

WHEREAS, Cities under 5,000 in population and townships require a sponsor; and

WHEREAS, The listed project merits sponsorship by Itasca County; and

WHEREAS, The project listed below does not require funding or maintenance by Itasca County; and

WHEREAS, Funding is anticipated to be SRTS and the City of Cohasset.

NOW THEREFORE BE IT RESOLVED, Itasca County shall agree to sponsor the listed project for the purposes of receiving Safe Routes to School (SRTS) funding.

RESOLVED FURTHER, Itasca County shall provide assistance on a limited basis to assure success of the following project:

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

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 23rd day of January A.D. 2024 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 23rd day of January A.D. 2024.

Administrator



January 10, 2024

Ryan Sutherland, PE
Assistant County Engineer
Itasca County
123 NE 4th Street
Grand Rapids, MN 55744

Dear Mr. Sutherland,

The City of Cohasset is pursuing Safe Routes to Schools grant funding for two projects in Cohasset. The Cohasset Elementary and Forest History Center trail projects are significant improvements to access with the City of Cohasset.

The City is requesting Itasca County to be the project sponsor for the City of Cohasset SRTS application. The City of Cohasset is the applicant for the SRTS grant. The City agrees to fund all project costs above and beyond any grants. The City also agrees to maintain the SRTS projects (sidewalk). All agreements have been approved by the City of Cohasset City Council.

Please advise if there is an opportunity for you to assist in this issue and what next steps would be for our community.

Thank you,

A handwritten signature in black ink, appearing to read "Max Peters", is located below the "Thank you," text. The signature is stylized with a large, looped initial "M" and a long horizontal stroke extending to the right.

Max Peters
City Administrator
City of Cohasset



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, January 23, 2024

REQUEST FOR BOARD ACTION: RBA-2024-3433

DEPARTMENT: Transportation
PRESENTER: Ryan Sutherland

TIME REQUESTED: < 5 Minutes

AGENDA ITEM:

Safe Routes to School Project Sponsorship City of Cohasset - Forest History Center Trail

BOARD ACTION REQUESTED:

Adopt the Resolution Re: Sponsorship of a Safe Routes to School Grant Application which indicates that Itasca County agrees to act as the sponsor/fiscal agent for an application for funding from the Safe Routes to School Grant Program, as requested by the City of Cohasset for the Forest History Center Trail connection.

BACKGROUND:

The City of Cohasset is proposing a trail project and is applying for a Safe Routes to School Grant (SRTS). The project consists of constructing a trail connecting the existing trail along CSAH 63 and the Forest History Center trail network. Safe Routes to School grants can only be given to a city with a population over 5,000. Smaller cities wishing to apply must have a sponsoring agency. Itasca County would be required to pass a resolution of sponsorship. The City is willing to assume the maintenance responsibilities for the sidewalk and a cooperative agreement will need to be developed and entered into formalizing that agreement. There is no cost to Itasca County for this project.

COUNTY ATTORNEY REVIEW:

SUPPORTING DOCUMENTATION:

1. COHASSET SRTS

01/16/2024

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 01/23/2024 2:30 PM
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RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Cory Smith
SECONDER:	Commissioner Casey Venema
AYES:	Cory Smith, Terry Snyder, John Johnson, Burl Ives, Casey Venema



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, January 23, 2024

RESOLUTION 2024-4

RE: SAFE ROUTES TO SCHOOL GRANT - FOREST HISTORY CENTER TRAIL CONNECTION

WHEREAS, Itasca County has in the past sponsored federally funded projects for various cities and townships; and

WHEREAS, Cities under 5,000 in population and townships require a sponsor; and

WHEREAS, The listed project merits sponsorship by Itasca County; and

WHEREAS, The project listed below does not require funding or maintenance by Itasca County; and

WHEREAS, Funding is anticipated to be SRTS and the City of Cohasset.

NOW THEREFORE BE IT RESOLVED, Itasca County shall agree to sponsor the listed project for the purposes of receiving Safe Routes to School (SRTS) funding.

RESOLVED FURTHER, Itasca County shall provide assistance on a limited basis to assure success of the following project:

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

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 23rd day of January A.D. 2024 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 23rd day of January A.D. 2024.

Administrator



January 10, 2024

Ryan Sutherland, PE
Assistant County Engineer
Itasca County
123 NE 4th Street
Grand Rapids, MN 55744

Dear Mr. Sutherland,

The City of Cohasset is pursuing Safe Routes to Schools grant funding for two projects in Cohasset. The Cohasset Elementary and Forest History Center trail projects are significant improvements to access with the City of Cohasset.

The City is requesting Itasca County to be the project sponsor for the City of Cohasset SRTS application. The City of Cohasset is the applicant for the SRTS grant. The City agrees to fund all project costs above and beyond any grants. The City also agrees to maintain the SRTS projects (sidewalk). All agreements have been approved by the City of Cohasset City Council.

Please advise if there is an opportunity for you to assist in this issue and what next steps would be for our community.

Thank you,

A handwritten signature in black ink, appearing to read "Max Peters", is located below the "Thank you," text. The signature is stylized with a large, looped initial "M" and a long horizontal stroke extending to the right.

Max Peters
City Administrator
City of Cohasset



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, January 23, 2024

REQUEST FOR BOARD ACTION: RBA-2024-3426

DEPARTMENT: Land Department

TIME REQUESTED: < 5 Minutes

PRESENTER: Cindy Shevich

AGENDA ITEM:

2024 Land Classification Meeting

BOARD ACTION REQUESTED:

Accept attached land classification list and reschedule the 2024 Land Classification Meeting for Tuesday, April 2, 2024 at 10:00 am in the County Board Room.

BACKGROUND:

The Land Classification Committee reviews new forfeitures, land sale requests, and land exchange requests annually at the Land Classification Meeting. The Committee consists of the County Board members with the Land Commissioner as a non-voting ex-officio member. The attached Land Classification List is subject to change.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. RBA list attachment 2024

01/16/2024

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 01/23/2024 2:30 PM
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RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Cory Smith
SECONDER:	Commissioner Casey Venema
AYES:	Cory Smith, Terry Snyder, John Johnson, Burl Ives, Casey Venema

2024 LAND CLASSIFICATION - PLATTED PROPERTIES									
Tract	ACRES	PARCEL ID	DISTRICT NAME	TWP	RGE	SEC	LEGAL DESCRIPTION *	PLAT	REASON
1	0.19	18-480-0012	GREENWAY TWP	56	23	24	PT OF LT 1 BEF AT NE COR OF SAID LT 1 TH	LAKEVIEW ACRES	FORFEITURE
2	0.69	18-480-0160	GREENWAY TWP	56	23	24	LOT 16	LAKEVIEW ACRES	FORFEITURE
3	0.63	18-560-0200	GREENWAY TWP	56	23	13	LOT 20-21	2ND ADD TO SWAN LAKE	FORFEITURE
4	1	40-440-0130	TROUT LAKE TWP	55	24	15	LOT 15 BLK 1 DEMINGS ESTATES AND 1/35 INT IN	DEMINGS ESTATES	FORFEITURE
5	1	40-440-0132	TROUT LAKE TWP	55	24	15	LOT 16 BLK 1 DEMINGS ESTATES AND 1/35 INT IN	DEMINGS ESTATES	FORFEITURE
6	1.07	40-440-0140	TROUT LAKE TWP	55	24	15	LOT 20 BLK 1 DEMINGS ESTATES AND 1/35 INT IN	DEMINGS ESTATES	FORFEITURE
7	1	40-440-0210	TROUT LAKE TWP	55	24	15	LOT 3 BLK 2 DEMINGS ESTATES AND 1/35 INT IN	DEMINGS ESTATES	FORFEITURE
8	0.14	64-480-0714	56-26 UNORG	56	26	2	S 50 FT OF LOT 5 BLK G	NORTHLAND PARK	FORFEITURE
9	0.28	74-420-0610	144-26 UNORG	144	26	2	LOTS 1-3 BLK 6	BALL CLUB	FORFEITURE
10	0.11	74-420-1220	144-26 UNORG	144	26	2	LOTS 7-8-BLK 12 LESS HWY 2	BALL CLUB	FORFEITURE
11	0.28	85-490-0110	BIGFORK CITY	61	26	27	A PARCEL OF LAND IN LOTS 10 & 11 HAVING THE	ZAISERS ADDITION TO BIGFORK	FORFEITURE
12	0.01	91-501-0405	GRAND RAPIDS CITY	55	25	16	S 3' OF LOT 1, BLK 4	CRYSTAL LAKE ESTATES	FORFEITURE
13	0.17	91-515-0011	GRAND RAPIDS CITY	55	25	9	LOT 1 LESS PART LYG NW OF NE EXT OF NW	ELM ACRES	FORFEITURE
14	0.33	91-530-0140	GRAND RAPIDS CITY	55	25	16	LOT 4 BLK 1	FAIRVIEW 2ND ADDITION	FORFEITURE
15	0.64	91-663-0230	GRAND RAPIDS CITY	55	25	18	LOT 13-BLK 2	REMER DESCHEPPER ADDITION	FORFEITURE
16	0.64	91-663-0232	GRAND RAPIDS CITY	55	25	18	LOT 14-BLK 2	REMER DESCHEPPER ADDITION	FORFEITURE
17	0.11	91-725-0335	GRAND RAPIDS CITY	55	25	20	W 1/2 OF LOTS 13-15 LESS ST IN LT 15 BLK 3	WOODLAND ADD. TO GRAND RAPIDS	FORFEITURE
18	0.02	91-725-0655	GRAND RAPIDS CITY	55	25	20	N 10FT OF W 1/2 OF LOT 26 BLK 6	WOODLAND ADD. TO GRAND RAPIDS	FORFEITURE
19	0.22	92-440-1010	KEEWATIN CITY	57	22	25	ALL LOTS 1 & 2 & LOT 3 LESS E 1/2 BLK 10 &	HAYES ADDITION TO KEEWATIN	FORFEITURE
20	0.07	95-410-1455	NASHWAUK CITY	57	22	32	LOT 18-BLK 14	NASHWAUK	FORFEITURE
21	0.20	97-420-0110	TACONITE CITY	56	24	21	LOT 1- BLK 1	VILLAGE OF TACONITE	FORFEITURE

* Legal description is taken from the tax system, and is subject to inaccuracies. Refer to the deed of record for current legal descriptions.

2024 LAND CLASSIFICATION - UNPLATTED PROPERTIES

Tract	ACRES	PARCEL ID	DISTRICT NAME	TWP	RGE	SEC	LEGAL DESCRIPTION *	REASON
22	0.41	14-124-4405	GOODLAND TWP	55	22	24	THAT PT OF LOT 1 DESC AS FOLL: BEG AT THE SE	FORFEITURE
23	3.63	19-001-4304	HARRIS TWP	54	25	1	S 490FT OF W 1/2 OF W 1/2 OF SW SE	FORFEITURE
24	5	48-023-1202	58-22 UNORG	58	22	23	W 435.60FT OF S 500FT OF NW NE	FORFEITURE
25	2.5	74-002-4405	144-26 UNORG	144	26	2	N 330FT OF W 330FT OF SE SE	FORFEITURE
26	30.84	83-019-3400	146-29 UNORG	146	29	19	LOT 5	FORFEITURE
27	0.32	89-036-2405	DEER RIVER CITY	145	25	36	E 100' OF W 350' OF S 140' OF PT OF SE NW	FORFEITURE
28	40.14	90-023-1100	EFFIE CITY	62	26	23	NE NE	FORFEITURE
29	40.04	90-023-1200	EFFIE CITY	62	26	23	NW NE	FORFEITURE
30	0.31	90-023-3300	EFFIE CITY	62	26	23	ED PT OF SW SW LYG S OF LOTS 7 & 8 BLK 3 OF BYRNE ADDN	FORFEITURE
31	2.02	97-009-3103	TACONITE CITY	56	24	9	E 280.5 FT OF N 313.5 FT OF S 643.5 FT	FORFEITURE

UNDIVIDED SURFACE INTEREST PARCELS

Tract	ACRES	PARCEL ID	DISTRICT NAME	TWP	RGE	SEC	LEGAL DESCRIPTION *	REASON
32	16.04	02-013-4415	ARBO TWP	56	25	13	UND 1.57 INT IN SE SE LESS REV DESC 1	FORFEITURE
33	26.99	02-024-1146	ARBO TWP	56	25	24	UND 1.57 INT IN NE NE LESS REV DESCS 1-2	FORFEITURE
34	41.19	02-024-1446	ARBO TWP	56	25	24	UND 1.57 INT IN SE NE LESS REV DESC 1	FORFEITURE
35	0.40	40-015-3206	TROUT LAKE TWP	55	24	15	UND 1/35 INT IN LT 9 SEC 15, TWP 55, RGE 24	FORFEITURE
36	10.3	88-019-2123	COLERAINE CITY	56	24	19	UND 1.22 INT IN NE NW LESS REV DESC 2 & LESS	FORFEITURE
37	12.99	88-019-2253	COLERAINE CITY	56	24	19	UND 1.57 INT IN REV DESC 4 OF LOT 1	FORFEITURE
38	29.44	88-019-3448	COLERAINE CITY	56	24	19	UND .21% INT IN THAT PT OF SE SW, DESCRIBED	FORFEITURE
39	6.34	88-019-4322	COLERAINE CITY	56	24	19	UND .21% INT IN THAT PT OF SW SE, DESCRIBED	FORFEITURE
40	3.13	88-030-1223	COLERAINE CITY	56	24	30	UND .21% INT IN THAT PT OF NW NE, DESCRIBED	FORFEITURE
41	8.3	88-030-2129	COLERAINE CITY	56	24	30	UND .21% INT IN THAT PT OF NE NW, DESCRIBED	FORFEITURE
42	40.34	88-030-3110	COLERAINE CITY	56	24	30	UDI PARCEL CONSISTING OF: UND 2.0834 INT IN	FORFEITURE
43	4.19	97-018-3327	TACONITE CITY	56	24	18	UND 1.57 INT IN LOT 4 LESS REV DESCS 1-2	FORFEITURE

REQUESTED PARCELS

Tract	ACRES	PARCEL ID	DISTRICT NAME	TWP	RGE	SEC	LEGAL DESCRIPTION *	REASON
44	1.15	04-216-2102	BALSAM TWP	58	25	16	REV DESC #2 OF LOT 8 LESS PT	ICLD REQUEST
45	39.86	35-004-4300	SAND LAKE TWP	148	26	4	SW SE	REQUESTED
46	40.21	55-015-4300	59-24 UNORG	59	24	15	SW SE	ICLD REQUEST
47	1.83	91-583-0160	GRAND RAPIDS CITY	55	25	8	OUTLOT B	ICLD REQUEST
48	0.48	91-680-0650	GRAND RAPIDS CITY	55	25	20	LOTS 15-20, BLK 6 RIVERSIDE PARK DIV OF GR	ICLD REQUEST

2024 LAND CLASSIFICATION - SEVERED MINERALS - UNDIVIDED INTEREST PARCELS

Tract	ACRES	PARCEL ID	DISTRICT NAME	TWP	RGE	SEC	UND INT	LEGAL DESCRIPTION *	REASON
49	8	02-820-2300005	ARBO	56	25	20	2/15	LOT 8	FORFEITURE
50	8	02-834-2300010	ARBO	56	25	34	2/15	SW NW	FORFEITURE
51	8	05-813-1400005	COHASSET	55	26	13	2/15	LOT 4	FORFEITURE
52	8	18-828-2205005	GREENWAY	56	23	28	1/7	NW NW	FORFEITURE
53	8	18-828-2205010	GREENWAY	56	23	28	1/7	LOT 7	FORFEITURE
54	8	19-804-1202005	HARRIS	54	25	4	1/162	LOT 2	FORFEITURE
55	8	36-850-3301005	SPANG	53	27	14	1/12	SW SW	FORFEITURE
56	8	36-850-3302005	SPANG	53	27	14	1/12	SW SW	FORFEITURE
57	8	36-851-3301010	SPANG	53	27	15	1/12	SW SE	FORFEITURE
58	8	36-851-3302010	SPANG	53	27	15	1/13	SW SE	FORFEITURE
59	8	36-859-3301015	SPANG	53	27	23	1/12	NW NW	FORFEITURE
60	8	36-859-3301020	SPANG	53	27	23	1/12	SW NW	FORFEITURE
61	8	36-859-3302015	SPANG	53	27	23	1/12	NW NW	FORFEITURE
62	8	36-859-3302020	SPANG	53	27	23	1/12	SW NW	FORFEITURE
63	16.23	88-830-1200007	COLERAINE CITY	56	24	30	288/25	PT NW NE	FORFEITURE
64	36.74	88-831-1300001	COLERAINE CITY	56	24	31		PT SW NE	FORFEITURE
65	12.38	88-831-1400002	COLERAINE CITY	56	24	31		PT SE NE	FORFEITURE
66	11.31	88-831-3100001	COLERAINE CITY	56	24	31		NE SW LYG N OF CSAH	FORFEITURE
67	8	91-818-3200005	GRAND RAPIDS CITY	55	25	18	2/15	LOT 3	FORFEITURE
68	8	91-821-3200010	GRAND RAPIDS CITY	55	25	21	2/15	LOT 7	FORFEITURE
69	39.97	97-816-1400001	TACONITE CITY	56	24	16		SE NE	FORFEITURE
70	39.77	97-816-3400000	TACONITE CITY	56	24	16		SE SW	FORFEITURE
71	40.14	97-816-4100000	TACONITE CITY	56	24	16		LOT 9	FORFEITURE



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, January 23, 2024

REQUEST FOR BOARD ACTION: RBA-2024-3432

DEPARTMENT: Land Department

TIME REQUESTED: < 5 Minutes

PRESENTER: Sara Thompson

AGENDA ITEM:

Greenway Snowmobile Club FRTP Equipment Grant

BOARD ACTION REQUESTED:

Adopt the Resolution Re: Greenway Snowmobile Club Federal Recreational Trail Program Grant Application and authorize necessary signatures.

BACKGROUND:

The Greenway Snowmobile Club will be looking at purchasing a new Pisten Bully for \$300,000. They are looking selling or trading their existing 2010 Pisten Bully with 2000 hours. They are also looking at other funding sources to off set cost of the groomer.

COUNTY ATTORNEY REVIEW: No

SUPPORTING DOCUMENTATION: None

01/16/2024

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 01/23/2024 2:30 PM
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RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Cory Smith
SECONDER:	Commissioner Casey Venema
AYES:	Cory Smith, Terry Snyder, John Johnson, Burl Ives, Casey Venema



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, January 23, 2024

RESOLUTION 2024-5

**RE: GREENWAY SNOWMOBILE CLUB
FEDERAL RECREATIONAL TRAILS PROGRAM
EQUIPMENT GRANT APPLICATION**

WHEREAS, Itasca County recognizes the importance of snowmobile trails to the local economy and supports the grant application made to the Minnesota Department of Natural Resources for the Federal Recreational Trail Grant Program, and

WHEREAS, the Greenway Snowmobile Club is looking for a new groomer to assist with their trail system, and

WHEREAS, a Federal Recreational Trail grant program grant is available to fund seventy-five (75) percent of the cost of the grooming equipment being purchased under this grant, and

WHEREAS, Itasca County affirms that the Greenway Snowmobile Club recognizes the twenty-five (25) percent match requirements for the Federal Recreational Trail grant program, and that they have secured matching funds, now, therefore be it

NOW, THEREFORE, BE IT RESOLVED, if Itasca County is awarded a grant by the Minnesota Department of Natural Resources, Itasca County agrees to accept the grant award, and may enter into an agreement with the State of Minnesota for the above referenced project and Itasca County will comply with all applicable laws, environmental requirements and regulations as stated in the grant agreement, and

BE IT FURTHER RESOLVED, Itasca County hereby assures the grooming equipment acquired through this grant will be maintained for no less than twenty (20) years or until such time as appropriate disposition actions are approved by the Minnesota Department of Natural Resources, and

BE IT FURTHER RESOLVED, that the Itasca County Auditor, 123 NE 4th St. Grand Rapids, MN 55744, be named as the fiscal agent for this grant.

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

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 23rd day of January A.D. 2024 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 23rd day of January A.D. 2024.

Administrator



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, January 23, 2024

REQUEST FOR BOARD ACTION: RBA-2024-62

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, January 23, 2024

REQUEST FOR BOARD ACTION: RBA-2024-3438

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:

- Congratulations to Harry Johnson who promoted from Custodian, to Lead Custodian in the Administrative Services Department, effective January 8, 2024.
- Congratulations to Kenneth Lipsy who promoted from Custodian, to Facilities Worker I in the Administrative Services Department, effective January 8, 2024.
- Farewell to Kristina Schumacher whose last day as Public Health Nurse, with the Health & Human Services Department will be February 2, 2024, after 1+ years of service.
- Farewell to Becky Carlson whose last day as Eligibility Investigator, with the Health & Human Services Department will be January 19, 2024, after 17+ years of service.
- Welcome to new employee, Gary O'Brien, Road Deputy with the Sheriff Department, effective January 29, 2024.

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, January 23, 2024

REQUEST FOR BOARD ACTION: RBA-2024-67

DEPARTMENT: Auditor / Treasurer

TIME REQUESTED: < 5 Minutes

PRESENTER: Gail Guck

AGENDA ITEM:

Commissioner Warrants

BOARD ACTION REQUESTED:

Approve Commissioner Warrants with a check date of January 26, 2024, in the amount of \$2,100,841.97.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION: None

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



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, January 23, 2024

REQUEST FOR BOARD ACTION: RBA-2024-3435

DEPARTMENT: Auditor / Treasurer

TIME REQUESTED: < 5 Minutes

PRESENTER: Gail Guck

AGENDA ITEM:

Employee Expense Report Approval

BOARD ACTION REQUESTED:

Approve employee expense reimbursement for expenses submitted over 60 days from when they were incurred.

BACKGROUND:

Based on County policy, these expenses must be approved by the County Board.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. Snyder Expenses

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



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, January 23, 2024

REQUEST FOR BOARD ACTION: RBA-2024-64

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 January 2024, in the amount of \$1,196,837.70.

BACKGROUND:

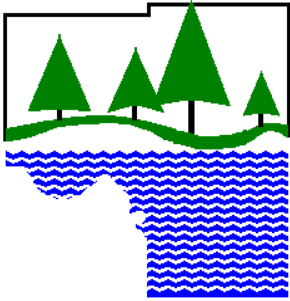
N/A

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. ICHHS Warrants - January 2024

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



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

January 2024

Income Maint/Admin Payments	\$ 283,907.29
Social Services - Waivers	\$ 7,050.73
Social Services - Non-Waivers	\$ 498,072.42
Foster Care/Out of Home/FamilySupport	\$ 358,655.03
Relative Custody/Preventive Placement Costs/Incidentals	\$ 38,434.82
Public Health	\$ 9,952.48
Community Health Board	\$ 764.93
Total	\$ 1,196,837.70

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.

January 2024
Out of Home Placement Breakdown

Foster Care/Out-of-Home/Family Support Comparison					
	Actual 2024	Actual 2023	Actual 2022	Actual 2021 (COVID Yr)	Actual 2020
January	358,655.03	481,711.66	433,150.76	375,450.87	459,792.92
February		553,117.21	348,631.48	276,036.33	591,619.05
March		549,963.91	390,198.68	470,336.10	503,054.15
April		519,051.04	552,814.60	327,746.28	447,083.94
May		438,535.58	487,698.28	435,540.15	533,038.47
June		563,762.89	585,853.92	453,742.31	382,221.73
July		429,881.33	400,212.87	295,647.79	361,553.69
August		482,732.73	484,467.08	406,809.83	324,126.58
September		397,517.32	499,454.00	351,501.34	388,223.65
October		445,148.34	596,946.77	253,884.89	482,584.01
November		510,070.44	361,433.79	424,163.31	397,425.90
December		383,715.02	510,726.16	280,089.95	351,799.88
Total	358,655.03	5,755,207.47	5,651,588.39	4,350,949.15	5,222,523.97

Child Protection Statistics					
	Maltreatment Reports	Opened for Assessment	% Opened	Children Placed	% Placed of Open
January	49	24	49%	8	33%
February			#DIV/0!		#DIV/0!
March			#DIV/0!		#DIV/0!
April			#DIV/0!		#DIV/0!
May			#DIV/0!		#DIV/0!
June			#DIV/0!		#DIV/0!
July			#DIV/0!		#DIV/0!
August			#DIV/0!		#DIV/0!
September			#DIV/0!		#DIV/0!
October			#DIV/0!		#DIV/0!
November			#DIV/0!		#DIV/0!
December			#DIV/0!		#DIV/0!
	49	24	#DIV/0!	8	#DIV/0!
	average			average	

2023	510	275	56%	84	32%
2022	605	300	50%	96	33%
2021 (COVID Yr)	522	343	67%	95	28%
2020	573	326	56%	97	33%

January 2024
Out of Home Placement Payments by Vendor

		Rate	Invoices Paid
Northwestern MN Juvenile	-	\$200-\$340/day	\$ 66,067
North Homes	-	\$175 - \$365/day	\$ 64,593
The Bridge Residential Facility	-	\$250/day	\$ 63,705
Snyders/Foundation for Life	-	\$122/day	\$ 24,576
Northstar	-	\$128/day	\$ 18,249
Mille Lacs Academy	-	\$525/day	\$ 11,171
Little Sand Group Home	-	\$366/day	\$ 10,312
Go Forward Group Home	-	\$245/day	\$ 7,350
Port Group Homes	-	\$269/day	\$ 7,000
Lutheran Social Services	-	\$148-\$194/day	\$ 6,810
Northwood	-	\$294-\$331/day	\$ 5,511
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	\$ -
New Trails Group Home	-	\$242/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	\$ -
Village Ranch	-	\$175 - \$231/day	\$ -
Volunteers of America	-		\$ -
West Central Juvenile Center	-	\$334/day	\$ -
Woodland Hills	-	\$152 - \$331/day	\$ -
Individuals*	-	\$21 - \$121/day	\$ 68,021
Total			\$ 358,655

*Individuals : Includes Foster Care & Family Support Programs

January 2024
North Homes & Northwestern Placement Breakdown

North Homes							
	Assessment Evaluation	Shelter	Hawkins Home	Boys & Girls Programs	Cottage	Foster	Total
Jan	7,263.05	410.02	10,147.20	23,958.48	16,943.96	5,869.85	64,592.56
Feb							-
Mar							-
Apr							-
May							-
Jun							-
Jul							-
Aug							-
Sep							-
Oct							-
Nov							-
Dec							-
	7,263.05	410.02	10,147.20	23,958.48	16,943.96	5,869.85	64,592.56

Northwestern							
		Residential	Non-Secure Detention	Secure Detention	Satellite Homes		Total
Jan		32,457.27	9,570.00	17,100.00	6,939.57		66,066.84
Feb							-
Mar							-
Apr							-
May							-
Jun							-
Jul							-
Aug							-
Sep							-
Oct							-
Nov							-
Dec							-
	-	32,457.27	9,570.00	17,100.00	6,939.57	-	66,066.84



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, January 23, 2024

REQUEST FOR BOARD ACTION: RBA-2024-3439

DEPARTMENT: Administrative Services

TIME REQUESTED: 5 Minutes

PRESENTER: Chair, Amanda Schultz

AGENDA ITEM:

Additional Appointments or Changes to Committees/Commissions/Boards

BOARD ACTION REQUESTED:

Approve an exchange of appointments to designate Commissioner Burl Ives as the county's delegate on the AMC District II Public Safety Policy Committee and Commissioner John Johnson as the county's delegate on the AMC District II Health & Human Services Policy Committee, retaining appointment expirations of December 31, 2024 and December 31, 2026, respectively.

Appoint Environmental Services Director Katie Benes to the Bigfork Airport Joint Zoning Board fulfilling an unexpired vacancy effective January 23, 2024 through December 31, 2024.

Approve an exchange of appointments on the Grand Rapids/Itasca County Cooperating Committee to designate Commissioner Burl Ives as delegate and Commissioner John Johnson as alternate, retaining appointment expirations of December 31, 2024 and December 31, 2026, respectively.

Appoint a Commissioner as alternate to the Laurentian RC&D Council for a one-year term effective January 23, 2024 through December 31, 2024.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. APPT AMC & District 2 Policy Cmtes updated
2. APPT Bigfork Airport Joint Zoning Board - K Benes
3. APPT Laurentian RC&D alternate

Motion To: Approve an exchange of appointments to designate Commissioner Burl Ives as the county's delegate on the AMC District II Public Safety Policy Committee and Commissioner John Johnson as the county's delegate on the AMC District II Health & Human Services Policy Committee, retaining appointment expirations of December 31, 2024 and December 31, 2026, respectively; appoint Environmental Services Director Katie Benes to the Bigfork Airport Joint Zoning Board

fulfilling an unexpired vacancy effective January 23, 2024 through December 31, 2024; approve an exchange of appointments on the Grand Rapids/Itasca County Cooperating Committee to designate Commissioner Burl Ives as delegate and Commissioner John Johnson as alternate, retaining appointment expirations of December 31, 2024 and December 31, 2026, respectively; and appoint Commissioner Snyder as alternate to the Laurentian RC&D Council for a one-year term effective January 23, 2024 through December 31, 2024.

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



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, January 23, 2024

REQUEST FOR BOARD ACTION: RBA-2024-3440

DEPARTMENT: Administrative Services

TIME REQUESTED: 5 Minutes

PRESENTER: Brett Skyles

AGENDA ITEM:

Service Contract - Itasca Economic Development Corporation

BOARD ACTION REQUESTED:

Approve a Service Contract between Itasca County Administration and Itasca Economic Development Corporation (IEDC) for provision of consultant services in the amount of \$80,000, and authorize necessary signatures.

BACKGROUND:

COUNTY ATTORNEY REVIEW: Yes and/or Pending

SUPPORTING DOCUMENTATION:

1. IEDC POS Agreement 2024
2. IEDC POS Agreement 2024 updated

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

County of Itasca, Minnesota

Service Contract

A.1 DATES AND PARTIES

A.1.1 THIS CONTRACT, made this 23rd day of January, 2024, by and between the County of Itasca, herein called the “County,” and Itasca Economic Development Corporation (IEDC), a corporation organized and existing under the laws of the State of Minnesota, located at 1201 7th Ave SE, Grand Rapids, MN 55744, herein called the “Vendor.”

B.1 AGREEMENT

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

C.1 TERM OF CONTRACT

C.1.1 The term of this Contract is from January 23, 2024 to December 31, 2024, inclusive. The Contract may be extended if provided for in the Special Conditions.

D.1 SPECIAL CONDITIONS

D.1.1 This Contract is subject to such special conditions as are set forth in the Special Conditions Supplement attached hereto and made a part hereof and marked Exhibit(s): A.

E.1 CONTRACT AMOUNT

E.1.1 This Agreement when fully completed and fulfilled on the part of said Vendor to the satisfaction of the County or its duly authorized agent, is estimated to be \$80,000.00 for the current term.

F.1 INCREASE

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

G.1 PAYMENT

- G.1.1 The County does hereby agree, to pay said Vendor as services are performed to the satisfaction of the County, or its duly authorized agent, one (1) payments of \$80,000.00 each, or as indicated in the Special Conditions. Payment terms of this Contract are Net 30.

H.1 GUARANTEE

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

I.1 BOND

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

J.1 INSURANCE

- J.1.1 The following insurance must be maintained for the duration of this Contract. A Certificate of Insurance for each policy which lists Itasca County as a certificate holder and as an additional insured must be on file with the Itasca County Risk Management Department within 10 days of execution of this Contract and prior to commencement of any work under this Contract. Each certificate must include a 30-day notice of cancellation, nonrenewal, or material change to all named and additional insureds.
- J.1.2 The County reserves the right to terminate, suspend or rescind any contract not in compliance with these requirements and retains all rights thereafter to pursue any legal remedies against Contractor. All insurance policies shall be open to inspection by the County, and copies of policies shall be submitted to the County upon written request. All subcontractors shall provide evidence of similar coverage.

- J.1.3 General Liability Insurance

J.1.3.1

	<u>Limit</u>
General Aggregate	\$3,000,000
Products-Completed	
Operations Aggregate	\$3,000,000
Personal and Advertising Injury	\$1,500,000
Each Occurrence:	
Combined Bodily Injury and Property Damage	\$1,500,000

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

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

J.1.4 Automobile Liability Insurance

J.1.4.1

	<u>Limit</u>
Automobile Liability - Combined single limit each occurrence for bodily injury and property damage covering owned, non-owned and hired automobiles	\$1,500,000

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

J.1.5 Workers' Compensation Per Statutory Requirements

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

J.1.6 Employer's Liability

	<u>Limit</u>
J.1.6.1 Bodily injury by:	
Accident - Each Accident	\$500,000
Disease - Policy Limit	\$500,000
Disease - Each Employee	\$500,000

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

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

J.1.8 Indemnification Clause

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

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

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

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

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

K.1 UNAVOIDABLE CIRCUMSTANCES

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

L.1 RIGHT TO TERMINATE

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

M.1 ASSIGNMENT

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

N.1 INDEMNIFICATION

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

O.1 COMPLIANCE WITH LAWS

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

P.1 RECORDS AUDITING AND RETENTION

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

Q.1 WAIVER

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

R.1 MODIFICATIONS/AMENDMENT

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

S.1 SEVERABILITY

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

T.1 FINAL AGREEMENT

- T.1.1 This Contract is the final expression of the agreement of the parties and the complete and exclusive statement of the terms agreed upon, and shall supersede all prior negotiations, understandings or agreements. There are

no representations, warranties, or stipulations, either oral or written, not herein contained.

U.1 EXECUTION

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

Dated this 23rd day of January 2024.

ITASCA ECONOMIC DEVEL. CORP.

COUNTY OF ITASCA, MINNESOTA

By: _____
Its _____

By: _____
Its _____

By: _____
Its _____

APPROVED AS TO FORM & EXECUTION

By: _____
Itasca County Attorney

Itasca Economic Development Corporation (IEDC)

IEDC shall provide the following services:

1. Continue county-wide efforts regarding business attraction, retention, and recruitment.
2. Measurable outreach to the greater Itasca County area; measurement factors to include: number of times in each Commissioner district, who the outreach involved (both IEDC and Community representative), outcomes or resulting actions, follow-up activities and other notable results. Outreach should include both normal business hours and after-hour interactions.
3. Specific outreach to greater Itasca County city/township councils.
4. Inform District specific County Commissioner when conducting outreach in their respective areas, afford the opportunity for the Commissioner to be present at the meeting.
5. Organize and promote training for current business to assist in topics and issues pertinent to critical issues.
6. Complete an Itasca County shovel ready site inventory list. Shovel-ready should include: infrastructure to curb stop, land surveyed, boring samples collected (if applicable) and contaminates or other soil issues identified, etc.
7. Present to the County Board on a bi-annual basis activities conducted related to agreement to include measurement items listed in #2 and #6 above.
8. All County funds to be spent on activities to promote business within Itasca County.

County of Itasca, Minnesota
Service Contract

A.1 DATES AND PARTIES

A.1.1 THIS CONTRACT, made this 23rd day of January, 2024, by and between the County of Itasca, herein called the “County,” and Itasca Economic Development Corporation (IEDC), a corporation organized and existing under the laws of the State of Minnesota, located at 1201 7th Ave SE, Grand Rapids, MN 55744, herein called the “Vendor.”

B.1 AGREEMENT

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

C.1 TERM OF CONTRACT

C.1.1 The term of this Contract is from January 23, 2024 to December 31, 2024, inclusive. The Contract may be extended if provided for in the Special Conditions.

D.1 SPECIAL CONDITIONS

D.1.1 This Contract is subject to such special conditions as are set forth in the Special Conditions Supplement attached hereto and made a part hereof and marked Exhibit(s): A.

E.1 CONTRACT AMOUNT

E.1.1 This Agreement when fully completed and fulfilled on the part of said Vendor to the satisfaction of the County or its duly authorized agent, is estimated to be \$80,000.00 for the current term.

F.1 INCREASE

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

G.1 PAYMENT

G.1.1 The County does hereby agree, to pay said Vendor as services are performed to the satisfaction of the County, or its duly authorized agent, one (1) payments of \$80,000.00 each, or as indicated in the Special Conditions. Payment terms of this Contract are Net 30.

H.1 GUARANTEE

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

I.1 BOND

I.1.1 No bond required for this service contract.

J.1 INSURANCE

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

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

J.1.3 General Liability Insurance

J.1.3.1

General Aggregate
Products-Completed

Limit
\$3,000,000

Operations Aggregate	\$3,000,000
Personal and Advertising Injury	\$1,500,000
Each Occurrence:	
Combined Bodily Injury and Property Damage	\$1,500,000

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

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

J.1.4 Automobile Liability Insurance

J.1.4.1

	<u>Limit</u>
Automobile Liability - Combined single limit each occurrence for bodily injury and property damage covering owned, non-owned and hired automobiles	\$1,500,000

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

J.1.5 Workers' Compensation Per Statutory Requirements

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

J.1.6 Employer's Liability

	<u>Limit</u>
J.1.6.1 Bodily injury by:	
Accident - Each Accident	\$500,000
Disease - Policy Limit	\$500,000
Disease - Each Employee	\$500,000

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

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

J.1.8 Indemnification Clause

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

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

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

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

Vendor further agrees the minimum requirements set forth above shall at all times be in an amount at least equal to the maximum liability of the County under Minn.

Stat. 466.04 now or as said statute is hereafter amended or as otherwise required by law, statute or rule.

K.1 UNAVOIDABLE CIRCUMSTANCES

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

L.1 RIGHT TO TERMINATE

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

M.1 ASSIGNMENT

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

N.1 INDEMNIFICATION

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

O.1 COMPLIANCE WITH LAWS

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

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

Q.1 WAIVER

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

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

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

T.1 FINAL AGREEMENT

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

U.1 EXECUTION

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

Dated this 23rd day of January 2024.

ITASCA ECONOMIC DEVEL. CORP.

COUNTY OF ITASCA, MINNESOTA

By: _____
Its _____

By: _____
Its _____

By: _____
Its _____

APPROVED AS TO FORM & EXECUTION

By: _____
Itasca County Attorney

Exhibit A

Itasca Economic Development Corporation (IEDC)

IEDC shall provide the following services:

1. Continue county-wide efforts regarding business attraction, retention, and recruitment.
2. Measurable outreach to the greater Itasca County area; measurement factors to include: number of times in each Commissioner district, who the outreach involved (both IEDC and Community representative), outcomes or resulting actions, follow-up activities and other notable results. Outreach should include both normal business hours and after-hour interactions.
3. Specific outreach to greater Itasca County city/township councils.
4. Inform District specific County Commissioner when conducting outreach in their respective areas, afford the opportunity for the Commissioner to be present at the meeting.
5. Organize and promote training for current business to assist in topics and issues pertinent to critical issues.
6. Continued assessment of an Itasca County Business Construction ready site list. Construction ready should include such items as: infrastructure to curb stop, land surveyed, boring samples collected (if applicable) and contaminates or other soil issues identified, etc.
7. Present to the County Board on a bi-annual basis activities conducted related to agreement to include measurement items listed in #2 and #6 above.
8. All County funds to be spent on activities to promote business within Itasca County.



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, January 23, 2024

REQUEST FOR BOARD ACTION: RBA-2024-3441

DEPARTMENT: Administrative Services

TIME REQUESTED: 5 Minutes

PRESENTER: Brett Skyles

AGENDA ITEM:

Service Contract - Community and Economic Development Associates

BOARD ACTION REQUESTED:

Approve a Service Contract between Itasca County Administration and Community and Economic Development Associated (CEDA) for provision of consultant services in the amount of \$104,003, and authorize necessary signatures.

BACKGROUND:

COUNTY ATTORNEY REVIEW: Yes and/or Pending

SUPPORTING DOCUMENTATION:

1. CEDA POS Agreement 2024
2. CEDA POS Agreement 2024 updated

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

County of Itasca, Minnesota Service Contract

A.1 DATES AND PARTIES

A.1.1 THIS CONTRACT, made this 23rd day of January, 2024, by and between the County of Itasca, herein called the “County,” and Community and Economic Development Associates (CEDA), a corporation organized and existing under the laws of the State of Minnesota, located at 1500 South Highway 52. PO Box 483, Chatfield MN, herein called the “Vendor.”

B.1 AGREEMENT

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

C.1 TERM OF CONTRACT

C.1.1 The term of this Contract is from January 23, 2024 to December 31, 2024, inclusive. The Contract may be extended if provided for in the Special Conditions.

D.1 SPECIAL CONDITIONS

D.1.1 This Contract is subject to such special conditions as are set forth in the Special Conditions Supplement attached hereto and made a part hereof and marked Exhibit(s): A.

E.1 CONTRACT AMOUNT

E.1.1 This Agreement when fully completed and fulfilled on the part of said Vendor to the satisfaction of the County or its duly authorized agent, is estimated to be \$104,003.00 for the current term.

F.1 INCREASE

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

G.1 PAYMENT

- G.1.1 The County does hereby agree, to pay said Vendor as services are performed to the satisfaction of the County, or its duly authorized agent, one (1) payments of \$104,003.00 each, or as indicated in the Special Conditions. Payment terms of this Contract are Net 30.

H.1 GUARANTEE

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

I.1 BOND

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

J.1 INSURANCE

- J.1.1 The following insurance must be maintained for the duration of this Contract. A Certificate of Insurance for each policy which lists Itasca County as a certificate holder and as an additional insured must be on file with the Itasca County Risk Management Department within 10 days of execution of this Contract and prior to commencement of any work under this Contract. Each certificate must include a 30-day notice of cancellation, nonrenewal, or material change to all named and additional insureds.
- J.1.2 The County reserves the right to terminate, suspend or rescind any contract not in compliance with these requirements and retains all rights thereafter to pursue any legal remedies against Contractor. All insurance policies shall be open to inspection by the County, and copies of policies shall be submitted to the County upon written request. All subcontractors shall provide evidence of similar coverage.

- J.1.3 General Liability Insurance

J.1.3.1

	<u>Limit</u>
General Aggregate	\$3,000,000
Products-Completed	
Operations Aggregate	\$3,000,000
Personal and Advertising Injury	\$1,500,000
Each Occurrence:	
Combined Bodily Injury and Property Damage	\$1,500,000

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

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

J.1.4 Automobile Liability Insurance

J.1.4.1

	<u>Limit</u>
Automobile Liability - Combined single limit each occurrence for bodily injury and property damage covering owned, non-owned and hired automobiles	\$1,500,000

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

J.1.5 Workers' Compensation Per Statutory Requirements

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

J.1.6 Employer's Liability

	<u>Limit</u>
J.1.6.1 Bodily injury by:	
Accident - Each Accident	\$500,000
Disease - Policy Limit	\$500,000
Disease - Each Employee	\$500,000

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

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

J.1.8 Indemnification Clause

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

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

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

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

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

K.1 UNAVOIDABLE CIRCUMSTANCES

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

L.1 RIGHT TO TERMINATE

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

M.1 ASSIGNMENT

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

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

O.1 COMPLIANCE WITH LAWS

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

P.1 RECORDS AUDITING AND RETENTION

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

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

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

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no representations, warranties, or stipulations, either oral or written, not herein contained.

U.1 EXECUTION

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

Dated this 23rd day of January 2024.

COMMUNITY & ECON DEV ASSOC (CEDA) COUNTY OF ITASCA, MINNESOTA

By: _____
Its _____

By: _____
Its _____

By: _____
Its _____

APPROVED AS TO FORM & EXECUTION

By: _____
Itasca County Attorney

Community and Economic Development Associates (CEDA)

CEDA shall provide the following services:

1. Continued greater Itasca County community outreach to assist with community development and economic enrichment.
2. Continue to facilitate a countywide trails study and collect additional tourism impact data for Itasca County.
3. Continued focus on trails and recreational development with a focus on the Nashwauk trailhead.
4. Provided continued assistance on phase 3 of the Squaw Lake pedestrian and recreation bridge.
5. Focused energies on a Recreational Hub designation for the city of Coleraine.
6. Present to the County Board on a bi-annual basis activities, status and outcomes of required services.
7. All County funds to be spent on activities to promote activities within Itasca County.

County of Itasca, Minnesota
Service Contract

A.1 DATES AND PARTIES

A.1.1 THIS CONTRACT, made this 23rd day of January, 2024, by and between the County of Itasca, herein called the “County,” and Community and Economic Development Associates (CEDA), a corporation organized and existing under the laws of the State of Minnesota, located at 1500 South Highway 52. PO Box 483, Chatfield MN, herein called the “Vendor.”

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I.1 BOND

- I.1.1 No bond required for this service contract.

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J.1.3 General Liability Insurance

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General Aggregate
Products-Completed

Limit
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Operations Aggregate	\$3,000,000
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Dated this 23rd day of January 2024.

COMMUNITY & ECON DEV ASSOC (CEDA) COUNTY OF ITASCA, MINNESOTA

By: _____
Its _____

By: _____
Its _____

By: _____
Its _____

APPROVED AS TO FORM & EXECUTION

By: _____
Itasca County Attorney

Exhibit A

Community and Economic Development Associates (CEDA)

CEDA shall provide the following services:

1. Continued greater Itasca County community outreach to assist with community development and economic enrichment.
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3. Continued focus on trails and recreational development with a focus on the Nashwauk trailhead.
4. Provided continued assistance on phase 3 of the Squaw Lake pedestrian and recreation bridge.
5. Work with Arrowhead Regional Development Corporation (ARDC) to obtain a Recreational Hub designation for the city of Coleraine.
6. Present to the County Board on a bi-annual basis activities, status and outcomes of required services.
7. All County funds to be spent on activities to promote activities within Itasca County.



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, January 23, 2024

REQUEST FOR BOARD ACTION: RBA-2024-65

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. Q3 2023 Compliance Program Report

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, January 23, 2024

REQUEST FOR BOARD ACTION: RBA-2024-3434

DEPARTMENT: Transportation

TIME REQUESTED: 5 Minutes

PRESENTER: Kory Johnson

AGENDA ITEM:

Maintenance Update 2023 End of Year - Brushing & Fuel Use

BOARD ACTION REQUESTED:

N/A - Informational Update

BACKGROUND: End of Year 2023 Update on Brushing Completed and Fuel Use

Attachments:

- Brushing Hours by Year 2018-2023
- Brushing by Road 2023
- 2023 Fuel Analysis

COUNTY ATTORNEY REVIEW: No

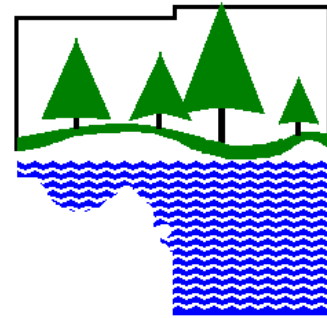
SUPPORTING DOCUMENTATION:

1. Brushing Hours
2. Brushing 2023 By Road
3. 2023 Fuel Analysis

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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ITASCA COUNTY

Transportation Department
123 NE 4th Street, Courthouse
Grand Rapids, MN 55744-2600
Office (218) 327-2853 Fax (218) 327-0688



Fall Brushing Hours by Year					
Year	Sept. Hours	Oct. Hours	Nov. Hours	Dec, Hours	Total Hours
2018	48	122	444	807	1,421
2019	225	208	390	356	1,179
2020	110	78	423	1,192	1,803
2021	167	179	89	490	925
2022	494	126	281	351	1,252
2023	241	256	280	1,358	2,135

Brushing Hours By Year - 2023

10:03:01 AM

160	3,912.50	188,201.65	3,254.00	208,148.80	396,350.45	865.538
Road	Labor Hrs	Labor Cost	Equip Hrs	Equip Cost	Total Cost	Road Length
0003	101.50	5,054.22	56.00	3,049.76	8,103.98	18.62
0004	162.50	7,410.47	155.00	11,051.91	18,462.38	22.4
0007	166.00	7,692.32	130.00	7,260.06	14,952.38	39.52
0008	41.50	1,778.05	48.50	3,128.28	4,906.33	10.6
0010	38.50	1,932.25	46.00	2,585.01	4,517.26	14.61
0011	8.50	426.60	6.50	190.78	617.38	5.6
0012	15.50	777.92	7.50	220.13	998.05	15.2
0014	11.00	560.30	11.00	488.15	1,048.45	15.5
0017	71.25	3,554.97	68.25	4,167.19	7,722.16	10.6
0018	17.00	853.20	5.00	312.05	1,165.25	4.6
0019	32.50	1,522.15	28.50	1,778.70	3,300.85	10.6
0021	4.00	200.76	4.00	150.46	351.22	6.5
0022	5.00	256.51	3.00	521.66	778.17	3.9
0025	23.50	1,179.43	33.00	2,974.40	4,153.83	5
0029	80.50	3,624.69	79.50	4,622.82	8,247.51	25.9
0031	28.00	1,223.66	15.00	1,607.92	2,831.58	20.9
0032	74.00	3,316.40	81.50	6,043.41	9,359.81	7.2
0033	39.50	1,789.82	36.00	2,093.50	3,883.32	16.2
0034	12.00	574.89	0.00	0.00	574.89	4.7
0035	75.00	3,495.29	57.00	3,292.17	6,787.46	15
0037	15.00	752.82	15.00	1,703.70	2,456.52	10.3
0040	14.00	702.64	5.00	146.75	849.39	10.7
0042	9.00	451.70	9.00	264.15	715.85	5.2
0043	9.00	446.61	9.00	330.27	776.88	5.7
0048	7.50	376.41	7.50	851.85	1,228.26	12.4
0049	25.50	1,166.93	19.50	1,217.00	2,383.93	25.2
0051	8.00	338.18	0.00	0.00	338.18	6.8
0052	14.50	712.67	13.50	2,076.09	2,788.76	20.5
0053	68.50	3,249.55	44.00	2,947.10	6,196.65	11
0054	9.00	451.70	9.00	1,065.51	1,517.21	6
0055	22.50	1,053.89	22.50	908.10	1,961.99	8.8
0057	23.00	1,008.42	15.00	687.98	1,696.40	6.3
0058	14.00	702.64	14.00	1,657.46	2,360.10	6.408
0059	23.00	1,077.22	23.00	1,435.45	2,512.67	4.4
0060	25.50	1,215.79	18.00	1,007.68	2,223.47	11.6
0061	3.50	163.92	3.50	218.44	382.36	8.12
0062	12.00	577.91	0.00	0.00	577.91	13.2

Road	Labor Hrs	Labor Cost	Equip Hrs	Equip Cost	Total Cost	Road Length
0063	12.50	635.70	11.00	632.52	1,268.22	9.7
0064	11.50	577.17	12.50	819.76	1,396.93	3.5
0066	27.00	1,319.46	10.50	559.26	1,878.72	4.4
0067	32.50	1,652.00	18.50	542.99	2,194.99	9.5
0068	1.00	50.19	1.00	62.41	112.60	7.4
0069	7.50	376.41	7.50	220.13	596.54	5.1
0071	15.00	762.57	22.50	1,292.11	2,054.68	4.6
0072	107.50	5,425.77	126.50	8,531.36	13,957.13	16.8
0073	12.00	614.79	12.00	748.93	1,363.72	1.4
0074	11.50	577.16	7.50	468.08	1,045.24	4.77
0076	9.50	472.56	4.50	132.08	604.64	1.9
0077	16.00	784.87	16.00	783.39	1,568.26	0.19
0078	2.00	100.38	0.00	0.00	100.38	0.74
0079	6.00	301.13	6.00	374.46	675.59	1.5
0083	22.00	1,104.15	14.00	1,034.18	2,138.33	1.5
0087	2.00	105.94	2.00	58.70	164.64	1.29
0088	7.50	351.27	7.50	220.13	571.40	7.68
0091	77.50	3,792.72	85.00	4,563.54	8,356.26	3.3
0096	42.50	2,093.93	20.50	601.68	2,695.61	1.25
0126	2.00	87.73	2.00	101.74	189.47	6
0127	3.00	135.63	3.00	152.61	288.24	6.3
0133	7.50	376.41	7.50	468.08	844.49	6
0141	56.50	2,537.45	56.50	3,252.23	5,789.68	6.5
0145	2.00	90.42	2.00	124.76	215.18	4.8
0149	40.00	1,792.31	40.00	2,347.39	4,139.70	6.8
0156	25.50	1,180.86	18.00	930.33	2,111.19	6
0157	11.50	557.25	11.50	855.09	1,412.34	1.5
0158	10.00	449.42	2.00	124.82	574.24	6.5
0162	7.00	341.06	2.00	58.70	399.76	3.4
0163	2.00	87.73	2.00	58.70	146.43	5.3
0167	8.00	368.18	0.00	0.00	368.18	0.55
0176	15.00	752.82	22.50	1,788.01	2,540.83	2.65
0195	7.50	317.05	7.50	468.08	785.13	2.75
0214	14.50	661.23	9.00	264.15	925.38	0.2
0221	1.50	75.28	1.50	82.08	157.36	1.4
0225	27.50	1,405.21	23.50	1,073.65	2,478.86	2.6
0229	81.50	4,024.42	44.50	2,264.70	6,289.12	3.9
0230	2.50	125.47	2.50	156.03	281.50	1.3
0237	3.00	150.57	3.00	355.17	505.74	2.9
0239	7.00	322.67	7.00	302.30	624.97	4.5
0242	27.00	1,342.90	9.00	432.61	1,775.51	3.75
0243	101.00	5,103.98	66.50	3,158.40	8,262.38	4.7

Road	Labor Hrs	Labor Cost	Equip Hrs	Equip Cost	Total Cost	Road Length
0244	57.00	2,756.52	20.50	601.69	3,358.21	3.35
0246	10.00	505.17	6.00	176.10	681.27	1.8
0250	28.50	1,458.22	21.50	1,423.09	2,881.31	2.95
0253	50.50	2,568.74	42.00	3,154.29	5,723.03	5.5
0254	68.25	3,436.07	57.25	2,448.94	5,885.01	4.5
0257	14.50	699.28	8.50	260.24	959.52	5
0261	7.00	351.32	7.00	563.78	915.10	1.3
0272	36.50	1,766.01	22.50	660.38	2,426.39	0.95
0280	15.00	711.03	11.00	322.85	1,033.88	1
0282	11.00	545.86	5.00	146.75	692.61	1.45
0285	9.50	476.79	9.50	278.83	755.62	0.8
0290	15.00	739.28	7.00	205.45	944.73	0.85
0294	1.00	46.84	0.00	0.00	46.84	0.7
0298	6.00	257.22	6.00	176.11	433.33	0.45
0299	14.00	702.63	14.00	873.32	1,575.95	0.65
0302	1.00	46.84	0.00	0.00	46.84	0.3
0325	38.00	1,796.82	28.50	1,134.02	2,930.84	11.05
0327	9.50	478.69	5.50	161.43	640.12	1.3
0330	10.00	468.36	10.00	624.11	1,092.47	3.3
0333	7.50	317.05	7.50	381.53	698.58	5.2
0335	15.00	733.21	5.00	146.75	879.96	4.25
0336	107.00	5,010.44	77.50	4,425.87	9,436.31	15.5
0339	37.50	1,809.45	37.50	2,091.53	3,900.98	3.1
0340	15.50	714.59	7.50	468.08	1,182.67	6.5
0341	12.00	542.90	12.00	662.38	1,205.28	4.4
0343	11.00	465.01	11.00	686.52	1,151.53	4.5
0345	24.00	1,073.91	16.00	878.96	1,952.87	3.6
0347	99.00	4,938.08	85.50	9,522.29	14,460.37	4.15
0348	23.50	1,095.05	19.50	1,308.53	2,403.58	5.4
0422	4.00	207.72	2.50	73.38	281.10	0.75
0423	23.00	1,122.16	9.00	264.16	1,386.32	0.13
0426	26.50	1,355.06	24.00	952.37	2,307.43	0.53
0427	17.00	853.21	17.00	961.37	1,814.58	5
0429	24.00	1,222.62	24.00	2,477.50	3,700.12	3.8
0431	5.50	276.04	5.50	161.43	437.47	4.3
0433	48.50	2,375.31	54.50	3,371.08	5,746.39	2.8
0434	65.00	3,150.73	57.00	3,414.98	6,565.71	9.3
0436	8.00	326.57	4.00	117.40	443.97	0.25
0438	15.00	768.14	24.50	2,060.87	2,829.01	2.75
0439	1.00	50.19	1.00	50.87	101.06	1.5
0440	17.50	878.29	17.50	1,075.14	1,953.43	2.6
0444	1.00	50.19	1.00	102.97	153.16	1.5

Road	Labor Hrs	Labor Cost	Equip Hrs	Equip Cost	Total Cost	Road Length
0446	3.50	175.66	3.50	102.73	278.39	3.5
0447	7.50	376.41	7.50	468.08	844.49	1
0449	18.00	901.69	18.00	1,007.24	1,908.93	6.8
0450	6.00	306.69	0.00	0.00	306.69	4
0451	1.00	50.19	1.00	50.87	101.06	0.05
0455	28.50	1,407.99	8.50	249.48	1,657.47	0.25
0456	7.50	376.41	7.50	468.08	844.49	1.3
0458	32.00	1,559.82	19.00	755.83	2,315.65	2.25
0459	16.00	803.01	9.50	543.07	1,346.08	1.5
0466	26.50	1,341.12	19.50	1,034.75	2,375.87	1.25
0474	20.50	1,028.86	20.50	1,196.22	2,225.08	1.7
0475	48.50	2,460.57	73.00	4,908.79	7,369.36	0.38
0525	23.50	1,133.28	20.50	601.68	1,734.96	6.6
0527	7.00	351.32	7.00	828.73	1,180.05	2
0528	8.50	429.38	8.50	424.17	853.55	1.5
0529	36.50	1,638.52	22.50	908.11	2,546.63	0.8
0533	7.00	351.32	7.00	828.73	1,180.05	3.6
0534	0.50	26.49	0.50	102.02	128.51	2
0536	7.00	351.32	7.00	205.45	556.77	2.15
0538	9.00	451.70	9.00	1,065.51	1,517.21	2.85
0539	45.50	2,197.03	37.50	3,396.27	5,593.30	9.4
0542	0.50	26.49	0.50	102.02	128.51	4
0543	8.00	405.68	8.00	829.57	1,235.25	2
0549	8.50	450.26	8.50	1,734.34	2,184.60	2.5
0551	29.50	1,420.39	29.50	3,690.94	5,111.33	6.2
0553	39.50	1,800.91	38.50	2,884.43	4,685.34	2.5
0557	8.50	430.78	8.50	869.84	1,300.62	3
0560	77.50	3,463.47	57.00	3,868.62	7,332.09	10.1
0562	2.50	126.87	2.50	338.80	465.67	3
0568	9.00	451.70	9.00	1,065.51	1,517.21	2
056A	18.50	928.49	27.50	2,680.34	3,608.83	0.9
0578	13.00	667.76	13.00	811.34	1,479.10	2.2
0583	8.00	314.96	0.00	0.00	314.96	0.85
0584	7.50	376.41	7.50	220.13	596.54	0.65
0585	60.00	2,740.17	67.00	5,907.50	8,647.67	1.1
0587	7.50	376.41	7.50	467.85	844.26	0.25
0597	17.00	805.76	17.00	1,344.84	2,150.60	1.3
0623	21.00	1,014.84	7.00	205.45	1,220.29	5.5
0944	9.50	476.79	9.50	592.90	1,069.69	1
160	3,912.50	188,201.65	3,254.00	208,148.80	396,350.45	865.538

Itasca County Transportation Department
Diesel Use Analysis
As of 12/31/2023

Year	Jan-April	% of Year	Avg Cost/Gal	May-Oct	% of Year2	Avg Price/Gal	Nov-Dec	% of Year3	Avg Price/Gal2	Total for Year	Winter	Column1
2018	55,811.40	33%	2.29	84,543.50	50%	2.63	28,954.50	17%	2.41	169,309.40		
2019	69,650.40	38%	2.24	81,829.55	45%	2.25	30,219.55	17%	2.27	181,699.50	98,604.90	
2020	50,726.25	30%	1.72	100,818.66	59%	1.35	19,691.45	11%	1.54	171,236.36	80,945.80	
2021	53,377.75	30%	2.08	89,671.35	50%	2.52	36,092.10	20%	2.63	179,141.20	73,069.20	
2022	90,434.30	39%	3.37	85,573.85	37%	4.38	55,595.80	24%	3.78	231,603.95	126,526.40	
2023	71,133.35	37%	3.50	100,009.45	52%	3.25	20,507.35	11%	3.46	191,650.15	126,729.15	

Gallons Used 2023	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTALS
Tandems: (diesel)	10,816.95	9,208.85	12,622.55	6,896.40	2,889.05	5,884.55	5,850.85	6,020.80	6,525.20	5,534.20	3,935.10	7,073.95	83,258.45
Pickups: (gasoline)	2,184.10	2,796.70	2,487.10	3,189.55	2,689.85	2,984.75	2,238.60	2,610.75	2,694.75	2,143.00	2,342.30	3,441.65	31,803.10
Graders / Off-Road: (diesel)	7,325.55	6,524.80	8,853.10	6,394.75	8,138.65	8,582.20	8,501.60	8,322.10	9,931.00	5,292.30	4,484.85	3,456.05	85,806.95
Sheriff Department (gasoline)	885.85	988.20	914.25	778.10	921.25	812.70	679.30	697.65	998.45	943.05	930.40	998.95	10,548.15
Transfer Tank / Test keys	397.80	560.75	1,109.10	423.25	300.30	1,412.55	1,049.75	1,927.90	1,457.55	474.10	438.75	1,118.65	10,670.45
TOTAL FUEL USED - ALL REPORTS:	21,610.25	20,079.30	25,986.10	17,682.05	14,939.10	19,676.75	18,320.10	19,579.20	21,606.95	14,386.65	12,131.40	16,089.25	222,087.10
Total Diesel Only Gallons Used	18,540.30	16,294.40	22,584.75	13,714.40	23,242.80	15,879.30	15,402.20	16,270.80	17,913.75	11,300.60	8,858.70	11,648.65	191,650.65
Total Diesel Purchased Jan-Dec	1,283.90	14,982.80	23,500.00	22,242.80	9,765.90	16,677.50	14,094.10	11,533.10	17,119.90	12,236.50	9,496.50	11,176.60	164,109.60

Total Motor Fuel Budget	
Budget	650,000.00
Actual	807,382.18
Over	(157,382.18)