



ITASCA COUNTY BOARD OF COMMISSIONERS

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

Tuesday, April 9, 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: Add Items #6.18 (American Rescue Plan (ARP) Request - City of Deer River) and #6.19 (American Rescue Plan (ARP) Request - Moose Park Township), pull Items #5.5 (Heartland Behavioral Health Contract, #6.2 (Legislative Conference Call), and #6.17 (State Assessed Utilities Discussion), and approve the agenda, as amended.

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

IV. MINUTES APPROVAL

Motion To: Approve the minutes, as delineated below.

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

1. Approve the minutes of the Tuesday, April 2, 2024 County Board Work Session.

V. CONSENT AGENDA

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

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

1. Accept the resignation of Pat Schwartz from the Personnel Board of Appeals, effective March 21, 2024.

2. Accept the resignation of Pat Schwartz from the Housing & Redevelopment Authority (HRA), effective March 21, 2024.
3. Approve 2024 Set-Up Liquor Licenses for the following establishments: Deer Lake Charlie's LLC, Dixon Lake Resort LLC, and Wilderness Wedding Barn.
4. Accept the minutes of the March 14, 2024 HHS Advisory Committee Meeting.
6. Approve contract between IMCare and Home Assessments by Dawn.
7. Approve the State Fiscal Year (SFY) 2025 Itasca County Soil & Water Conservation District (SWCD) Aquatic Invasive Species (AIS) Program Budget Proposal.
8. Approve final payment for Contract 60413 - 2023 Bituminous Projects and authorize the County Board Chairperson and Clerk to the County Board to sign the Certificate of Final Payment.
9. Approve final payment for Contract 202303 - County Road 238 bituminous project and authorize the County Board Chairperson and Clerk to the County Board to sign the Certificate of Final Payment.
10. Authorize the Itasca County Transportation Department to acquire Highway Easement across State Lands for State Aid Project #031-652-006.
11. Authorize the Itasca County Transportation Department to acquire Highway Easement across Tax Forfeit Lands for State Aid Project #031-652-006.
12. Award bids for Propane, Diesel Fuel, and Gasoline for a one (1) year period from May 1, 2024 through April 30, 2025 to the lowest responsible bidders, as follows, and authorize the county engineer to sign the service agreement: Propane: Edwards Oil Inc. - Arbo, Balsam, Balsam (Old Garage), Deer River, Max, Nashwauk, Swan River, Togo; Diesel Fuel: Davis Oil Inc. - Arbo, Balsam, Bigfork, Cohasset, Max, Nashwauk, Togo; Diesel Fuel: Edwards Oil Inc. - Deer River, Swan River; Gasoline: Davis Oil Inc. - Balsam, Bigfork, Cohasset, Nashwauk; Gasoline: Edwards Oil Inc. - Deer River, Swan River; and Gasoline: Petroleum Traders Corporation - Courthouse.
13. Award County Project 2024-01 for Calcium Chloride and Magnesium Chloride to the lowest responsible bidder, Edwards Oil Inc dba Trimark Industrial and authorize the necessary signatures to execute the contract documents.
14. Award County Project 2024-02 for 2024 Pavement Markings to the lowest responsible bidder, Sir Lines-A-Lot, LLC, in the amount of \$275,938.08 and authorize the necessary signatures to execute the contract documents.

VI. REGULAR AGENDA

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

Farewell to Jeff Bryngelson, whose last day as Deputy Sheriff/Sergeant, with the Sheriff Department will be April 27, 2024, after 28+ years of service.

Farewell to Rachelle Dethloff, whose last day as an HR Specialist, with the HR Department will be April 26, 2024, after 6+ years of service.

Farewell to Buffy Dege whose last day as an Eligibility Specialist with HHS Department will be April 12, 2024, after 1 year of service.

Welcome to new employee, Kasey Troumbly, Social Worker – HCBS, with the HHS Department which was effective April 1, 2024.

Welcome to new employee, Mariah Linder, Social Worker – HCBS, with the HHS Department which was effective April 2, 2024.

Welcome to new employee, Adam Bamberg, Social Worker, with the HHS Department which was effective April 8, 2024.

Welcome to new employee, Lori Stavnes, Social Worker, with the HHS Department which is effective April 9, 2024.

Welcome to new employee, Sarah Vosen, Legal Secretary, with the Attorney Department which was effective on March 25, 2024.

Welcome to new employee, Caulin Olson, Deputy Sheriff/Road Deputy, with the Sheriff Department, which was effective on April 1, 2024.

Welcome to new employee, Olivia O'Hern, Corrections Deputy, with the Sheriff Department, which was effective on April 8, 2024.

Welcome to new employee, Paul Twedt, Park Operations Coordinator, with the Land Department, which was effective on April 8, 2024.

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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4. Commissioner Warrants

Motion To: Approve Commissioner Warrants with a check date of April 12, 2024, in the amount of \$825,776.72.

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

5. Adoption of a Local Housing Trust Fund Ordinance

Motion To: Adopt an Ordinance Creating the Itasca County Housing Trust Fund pursuant to MN Statute 462C.16.

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

6. Memorandum of Agreement with Itasca County Attorney Employees Association
Human Resources (HR) Director Janet Borth and County Attorney Matti Adam provided information regarding the request to approve the Memorandum of Agreement between Itasca County and Itasca County Attorney Employees Association.

RESULT:	RECOMMENDED FOR DISCUSSION/INFO	NEXT: 04/16/2024 2:30 PM
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7. TZD Update.

Public Health Educator Shane Troumbly provided a Towards Zero Death (TZD) Update.

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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8. Old Balsam Garage Discussion

Highway Maintenance Director Kory Johnson provided information regarding the current uses of the buildings at the Old Balsam Garage.

It was the consensus of the County Board to direct staff to collect the Board's historical record regarding this property.

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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9. Joint Powers Leasing Agreement for Iron-Bearing Materials

Motion To: Adopt the Resolution Re: Joint Powers Leasing Agreement for Iron-Bearing Materials, which approves entering into a Joint Powers Leasing Agreement for Iron-Bearing Materials with the Commissioner of Natural Resources for leasing iron-bearing materials, and authorize necessary signatures.

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

10. 2024 Annual County Boat & Water Safety Grant Agreement

Motion To: Accept the 2024 State of Minnesota Annual County Boat and Water Safety Grant Contract Agreement between the State of Minnesota and Itasca County and authorize Board Chair John Johnson and County Administrator Brett Skyles to sign the agreement and Conflict of Interest Disclosure Form.

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

11. MagIron Update

Larry Lehtinen provided an update on MagIron activities and progress.

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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12. American Rescue Plan (ARP) Request – Visit Grand Rapids

Motion To: Approve the American Rescue Plan (ARP) request, in the amount of \$50,000, from Visit Grand Rapids to come from the remaining unallocated fund amount.

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

13. American Rescue Plan (ARP) Request – City of Calumet

Motion To: Approve the American Rescue Plan (ARP) request, in the amount of \$65,000, from the City of Calumet.

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

14. American Rescue Plan (ARP) Request – Lawrence Lake Township.

Motion To: Approve the American Rescue Plan (ARP) request, in the amount of \$10,000, from Lawrence Lake Township.

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

15. American Rescue Plan (ARP) Request – Spang Township

Motion To: Approve the American Rescue Plan (ARP) request, in the amount of \$75,000, from Spang Township.

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

16. American Rescue Plan (ARP) Request – Harris Township

Motion To: Approve the American Rescue Plan (ARP) request, in the amount of \$75,000, from Harris Township.

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

18. American Rescue Plan (ARP) Request – City of Deer River

Motion To: Approve the American Rescue Plan (ARP) request, in the amount of \$130,000, from the City of Deer River.

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

19. American Rescue Plan (ARP) Request – Moose Park Township

Motion To: Approve the American Rescue Plan (ARP) request, in the amount of \$11,000, from Moose Park Township.

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

VII. COMMISSIONER COMMENTS

Commissioner Ives provided comment regarding recent allegations that he has blocked email communications, indicating that IT staff has determined that an incorrect email address was used and confirmed that he has not blocked any email communications. Commissioner Ives reported on his attendance of the recent Itasca County Township Association (ICTA) Annual Dinner, as well as a recent tour of County Road 557.

Commissioner Snyder provided comment regarding State Assessed Utilities acknowledging the letter sent by County Auditor/Treasurer Austin Rohling to address the issue with the Department of Revenue.

Commissioner Smith provided comment regarding recent communications with townships in his district regarding American Rescue Plan (ARP) funds.

Commissioner Venema reported on his attendance at a recent meeting with Governor Walz's staff to discuss Itasca County, Mesabi Metallics, Hwy 35, M.N. Technologies, and Bougalis; as well as the recent Itasca County Township Association (ICTA) Annual Dinner.

Commissioner Johnson reported on his attendance at a recent Coleraine City Council meeting, Children's Justice Initiative conference, Land Classification Committee meeting, Citizen's Academy hosted by Itasca County Sheriff's office, and DARE Fundraiser; as well as plans to attend the upcoming Minnesota United Snowmobile Association Region 2 Annual Meeting.

Commissioner Ives provided comment regarding the recent passing of previous County Auditor/Treasurer Jeff Walker and expressed condolences to his family.

VIII. CLOSED SESSIONS

IX. ADJOURN

Chair Johnson adjourned the meeting at 4:29 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, April 9, 2024

RESOLUTION 2024-19

RE: JOINT POWERS LEASING AGREEMENT FOR IRON-BEARING MATERIALS

WHEREAS, Itasca County has Undivided 185/1200 interest in iron-bearing materials located on the following parcels in the Arcturus Tailings Basin: North Half of Northeast Quarter (N1/2-NE1/4); Northeast Quarter of Northwest Quarter (NE1/4-NW1/4); East Half of East Half of Southwest Quarter of Northwest Quarter (E1/2-E1/2-SW1/4-NW1/4); Southeast Quarter of Northwest Quarter (SE1/4-NW1/4); Northeast Quarter of Southwest Quarter (NE1/4-SW1/4); North Half of Southeast Quarter (N1/2-SE1/4); all located in Section Thirteen (13), Township Fifty-six (56) North, Range Twenty-four (24) West of the Fourth Principal Meridian, Itasca County, Minnesota.

WHEREAS, Minnesota Statutes, section 93.285, subd. 3, provides that the Commissioner of Natural Resources may lease for mining purposes iron-bearing materials belonging to the state or in which the state has an interest for a term not exceeding 25 years, and

WHEREAS, Minnesota Statutes, section 373.01, subd. 1, provides that Itasca County may lease real or personal estate owned by Itasca County, and

WHEREAS, Minnesota Statutes, section 471.59, provides for the joint exercise of powers common to contracting governmental units, and authorizes contractual agreements by which one governmental unit may exercise such powers on behalf of the other contracting governmental units, and

WHEREAS, the Commissioner and Itasca County wish to enter into an agreement to allow the Commissioner to lease certain Itasca County-owned iron-bearing materials.

NOW THEREFORE BE IT RESOLVED, that Itasca County approves entering into a Joint Powers Leasing Agreement for Iron-Bearing Materials with the Commissioner of Natural Resources for leasing iron-bearing materials on said parcels in the Arcturus Tailings Basin listed above.

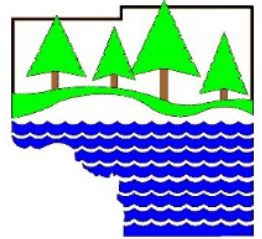
RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Casey Venema
SECONDER:	Commissioner Terry Snyder
AYES:	Cory Smith, Terry Snyder, John Johnson, Burl Ives, Casey Venema

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 9th day of April 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 9th day of April A.D. 2024.

Administrator



April 9, 2024

Chair:

PULL:

1. Item #5.5 – Heartland Behavioral Health Contract
2. Item #6.17 – State Assessed Utilities Discussion

ADDITIONS:

1. Item #6.18 – American Rescue Plan (ARP) Request – City of Deer River
2. Item #6.19 – American Rescue Plan (ARP) Request – Moose Park Township

CHANGES: None

INFORMATIONAL: None



ITASCA COUNTY BOARD OF COMMISSIONERS

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

Tuesday, April 2, 2024

2:30 PM

Itasca County Boardroom

DRAFT

WORK 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 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, as delineated below.

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

1. Approve the minutes of the Tuesday, March 26, 2024 County Board Regular Session.

V. RECOMMENDED FOR CONSENT AGENDA

1. Accept the resignation of Pat Schwartz from the Personnel Board of Appeals, effective March 21, 2024.

RESULT: RECOMMENDED FOR CONSENT NEXT: 04/09/2024 2:30 PM

2. Accept the resignation of Pat Schwartz from the Housing & Redevelopment Authority (HRA), effective March 21, 2024.

RESULT: RECOMMENDED FOR CONSENT NEXT: 04/09/2024 2:30 PM

3. Accept the minutes of the March 14, 2024 HHS Advisory Committee Meeting.

RESULT: RECOMMENDED FOR CONSENT NEXT: 04/09/2024 2:30 PM

4. Approve final payment for Contract 60413 - 2023 Bituminous Projects and authorize the County Board Chairperson and Clerk to the County Board to sign the Certificate of Final Payment.

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 04/09/2024 2:30 PM
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5. Approve final payment for Contract 202303 - County Road 238 bituminous project and authorize the County Board Chairperson and Clerk to the County Board to sign the Certificate of Final Payment.

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 04/09/2024 2:30 PM
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6. Authorize the Itasca County Transportation Department to acquire Highway Easement across State Lands for State Aid Project #031-652-006.

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 04/09/2024 2:30 PM
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7. Authorize the Itasca County Transportation Department to acquire Highway Easement across Tax Forfeit Lands for State Aid Project #031-652-006.

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 04/09/2024 2:30 PM
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8. Award bids for Propane, Diesel Fuel, and Gasoline for a one (1) year period from May 1, 2024 through April 30, 2025 to the lowest responsible bidders, as follows, and authorize the county engineer to sign the service agreement: Propane: Edwards Oil Inc. - Arbo, Balsam, Balsam (Old Garage), Deer River, Max, Nashwauk, Swan River, Togo; Diesel Fuel: Davis Oil Inc. - Arbo, Balsam, Bigfork, Cohasset, Max, Nashwauk, Togo; Diesel Fuel: Edwards Oil Inc. - Deer River, Swan River; Gasoline: Davis Oil Inc. - Balsam, Bigfork, Cohasset, Nashwauk; Gasoline: Edwards Oil Inc. - Deer River, Swan River; and Gasoline: Petroleum Traders Corporation - Courthouse.

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 04/09/2024 2:30 PM
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9. Award County Project 2024-01 for Calcium Chloride and Magnesium Chloride to the lowest responsible bidder, Edwards Oil Inc dba Trimark Industrial and authorize the necessary signatures to execute the contract documents.

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 04/09/2024 2:30 PM
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10. Award County Project 2024-02 for 2024 Pavement Markings to the lowest responsible bidder, Sir Lines-A-Lot, LLC, in the amount of \$275,938.08 and authorize the necessary signatures to execute the contract documents.

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 04/09/2024 2:30 PM
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VI. DISCUSSION / INFORMATIONAL

1. Citizen Input

No citizen input provided.

2. Legislative Conference Call

A Legislative Conference Call was provided by Representative Roger Skraba and Itasca County Lobbyist Shane Zahrt.

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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3. Public Hearing Re: Adoption of a Short-Term Rental Ordinance

Motion To: Open the Public Hearing Re: Adoption of a Short-Term Rental Ordinance.

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

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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RECESS

Chair Johnson recessed the meeting at 3:22 PM.

RECONVENE

Chair Johnson reconvened the meeting at 3:33 PM, with all members present.

4. Public Hearing Re: Adoption of a Local Housing Trust Fund Ordinance

Motion To: Open the Public Hearing Re: Adoption of an Ordinance Creating the Itasca County Housing Trust Fund pursuant to MN Statute 462C.16.

RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Terry Snyder
SECONDER:	Commissioner Cory Smith
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

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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5. National County Government Month

Motion To: Adopt the Resolution Re: National County Government Month – April 2024.

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

6. Public Health Division Update/Presentation

Public Health Division Manager Naesa Myers provided a Public Health Division presentation.

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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7. IMCare Quality Program Document Review and Approval

Motion To: Approve the IMCare Quality Program Document.

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

8. Itasca SWCD AIS Program Budget for SFY 2025

Itasca County Aquatic Invasive Species (AIS) Coordinator Bill Grantges provided information regarding the request to approve the State Fiscal Year (SFY) 2025 Itasca County Soil & Water Conservation District (SWCD) Aquatic Invasive Species (AIS) Program Budget Proposal.

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 04/09/2024 2:30 PM
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9. American Rescue Plan (ARP) Request – City of Bovey

Motion To: Approve the American Rescue Plan (ARP) request, in the amount of \$50,000, from the City of Bovey.

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

10. American Rescue Plan (ARP) Request – City of Effie

Motion To: Approve the American Rescue Plan (ARP) request, in the amount of \$60,000, from the City of Effie.

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

11. American Rescue Plan (ARP) Request – City of Keewatin

Motion To: Approve the American Rescue Plan (ARP) request, in the amount of \$75,000, from the City of Keewatin.

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

12. American Rescue Plan (ARP) Request – City of Marble

Motion To: Approve the American Rescue Plan (ARP) request, in the amount of \$25,000, from the City of Marble.

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

13. Ambulance Service Discussion

Health and Human Services (HHS) Director Eric Villeneuve and Commissioner Casey Venema provided information regarding ambulance service financial needs.

Commissioners confirmed Commissioner Venema's continued attendance as the County's delegate at the Ambulance Service meetings.

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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VII. COMMITTEE REPORTS

Commissioner Ives reported on his attendance at various recent township meetings.

Commissioner Snyder reported on his attendance at recent Land Classification Committee, Intergovernmental Affairs Committee, Mt. Itasca Brainstorming Session, Government Affairs Committee, and Highway 38 Leadership Board meetings, as well as the Grand Village 127 Year Celebration and a Transportation meeting regarding maintenance routes.

Commissioner Smith reported on his attendance at the recent Land Classification Committee meeting.

Commissioner Johnson reported on his attendance at a recent Association of Minnesota Counties (AMC) Conference.

VIII. ADMINISTRATOR UPDATE

County Administrator Brett Skyles provided an Administrator update, including information regarding the current status of the Tyler v. Hennepin case.

IX. COMMISSIONER COMMENTS

Commissioners Smith, Venema, and Johnson provided comment regarding the Tyler v. Hennepin case and the effects it has on the County's ability to sell tax-forfeited lands.

X. CLOSED SESSIONS

XI. ADJOURN

Chair Johnson adjourned the meeting at 4:55 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, April 9, 2024

REQUEST FOR BOARD ACTION: RBA-2024-3569

DEPARTMENT: Administrative Services

TIME REQUESTED: < 5 Minutes

PRESENTER: Amanda Schultz

AGENDA ITEM:

Resignation of Appointment

BOARD ACTION REQUESTED:

Accept the resignation of Pat Schwartz from the Personnel Board of Appeals, effective March 21, 2024.

BACKGROUND:

Resignation was given to Human Resources Director Janet Borth and Deputy Clerk of the County Board Amanda Schultz on March 20, 2024.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. Personnel Board of Appeals - Resignation - P Schwartz
2. Personnel Board of Appeals - Resignation Ltr - P Schwartz

04/02/2024

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 04/09/2024 2:30 PM
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RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Casey Venema
SECONDER:	Commissioner Terry Snyder
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, April 9, 2024

REQUEST FOR BOARD ACTION: RBA-2024-3570

DEPARTMENT: Administrative Services

TIME REQUESTED: < 5 Minutes

PRESENTER: Amanda Schultz

AGENDA ITEM:

Resignation of Appointment

BOARD ACTION REQUESTED:

Accept the resignation of Pat Schwartz from the Housing & Redevelopment Authority (HRA), effective March 21, 2024.

BACKGROUND:

Resignation was given to Deputy Clerk of the County Board Amanda Schultz on March 20, 2024 and shared with HRA Executive Director Diane Larson on March 25, 2024.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. Housing & Redevelopment Authority - Resignation - P Schwartz
2. Housing & Redevelopment Authority - Resignation Ltr - P Schwartz

04/02/2024

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 04/09/2024 2:30 PM
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RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Casey Venema
SECONDER:	Commissioner Terry Snyder
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, April 9, 2024

REQUEST FOR BOARD ACTION: RBA-2024-158

DEPARTMENT: Auditor / Treasurer

TIME REQUESTED: < 5 Minutes

PRESENTER: Austin Rohling

AGENDA ITEM:

2024 Set-Up Liquor Licenses Renewals

BOARD ACTION REQUESTED:

Approve 2024 Set-Up Liquor Licenses for the following establishments: Deer Lake Charlie's LLC, Dixon Lake Resort LLC, and Wilderness Wedding Barn.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION: None

RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Casey Venema
SECONDER:	Commissioner Terry Snyder
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, April 9, 2024

REQUEST FOR BOARD ACTION: RBA-2024-3572

DEPARTMENT: Health & Human Services

TIME REQUESTED: < 5 Minutes

PRESENTER: Eric Villeneuve

AGENDA ITEM:

HHS Advisory Committee Meeting Minutes

BOARD ACTION REQUESTED:

Accept the minutes of the March 14, 2024 HHS Advisory Committee Meeting.

BACKGROUND:

Informational

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. ICHHSAC Meeting Minutes 03-14-2024

04/02/2024

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 04/09/2024 2:30 PM
----------------	--------------------------------	---------------------------------

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

MINUTES
HEALTH & HUMAN SERVICES ADVISORY COMMITTEE (HHSAC)
Thursday, March 14, 2024
Virtual Teams Meeting / Itasca Resource Center / Room 122

Members Present:	Lester Kachinske	Angie Baratto
	Lloyd Adams	Dave Holmbeck
	Daniel Miesle	Renee Bymark
	Cheryl Lemler	

Members Absent:	Brandi Worrath	Chris Jenkins
	Hailey Cortese	Kevin Glass – E
	Roxan Hawkins	Sarah Anderson

Others Present:	Eric Villeneuve	Naesa Myers
	Brenda Oberg	

Call to Order:

The meeting was called to order by Chair Lester Kachinske at 12:15 pm.

Election of Officers:

Eric called for nominations for Chair and Co-Chair of the Advisory Committee for 2024. Lester stated he could hold Chair and Lloyd stated he would be willing to hold Co-Chair and work together to facilitate the meetings. There being no other nominations, Cheryl Lemler made a motion and seconded by Angie Baratto to approve Lester Kachinske for Chair and Lloyd Adams for Co-Chair. The group cast a unanimous ballot. Motion carried.

Approval of November 9, 2023, Minutes:

A motion was made by Dave Holmbeck and seconded by Angie Baratto to approve the November 9, 2023, minutes. Motion carried.

Additions/Corrections to Agenda:

There were no additions or corrections to the agenda.

Eric Villeneuve, Director:

Listing of Current ICHHS Advisory Committee Members:

The current list of ICHHS Advisory members was reviewed, please email Brenda or Eric with any changes/corrections. Informational.

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HHS Advisory Committee Minutes
March 14, 2024

Resignation

Dan Seward submitted his resignation but the committee will hold off on accepting his resignation until our next meeting. Craig Pierce w/Itasca County is working with Dan to make a plan for the AMHAC and determining who will be leading this committee.

Public Health Update: Naesa Myers, Public Health Division Manager, provided an update on SHIP(State Health Improvement Plan): Farm to School-Early Childhood. Meeting with nutrition service directors and discussing what SHIP could provide for kitchen equipment. GR Invest Early/ head start wants to implement farm to early childcare when their kitchen space is fully remodeled. They moved into the old Murphy school building. We are also discussing a school garden for the future. Naesa is in the process of collaborating with the GR Farmers' Market Hub and Itasca Co WIC, to support purchasing of locally grown produce while introducing WIC participants to the farmers market- to include education about using their SNAP benefits at the farmers market (if they receive them).

MN Moves work- SHIP supported the 318 &319 Safe Routes To School coordinator to apply for MnDOT grants (coordinator grant & a boost grant) to continue safe routes to school work in Itasca County, extending SRTS work to ISD #316 and #317.

MN Commercial Tobacco Free Living- Public Health is going to start the MDH Counter Tools audit which will conclude June 14th. We will have a report to share- all about target marketing to youth.

MN Mental Wellbeing-Working with ISD#318 wellness committee- applied for grants through Essentia Health & Education MN. These funds will help support staff driven interventions to address staff's mental wellbeing.

Towards Zero Death (TZD) -There will be a mock crash May 2nd at the DRHS, with May 16th being the alternate date.

There is a detailed overview of the Legionella outbreak on the Grand Rapids Public Utilities website. You can visit their site at cityofgrandrapidsmn.com/utilities .

IMCare Update:

No update provided.

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HHS Advisory Committee Minutes
March 14, 2024

Legislative Update:

Eric reviewed the Association of Minnesota Counties (AMC) 2024 Legislative updates stating this past week was an extremely busy week in human services committees. AMC was active on several bills, with Stearns County Commissioner Tarryl Clark testifying on HF4366, which is a bill reflecting recommendations from the Priority Admissions Task Force, and Steele County Commissioner Greg Krueger testifying with Matt Freeman in favor of HF3533, which directs the Department of Human Services to develop a county-administered rural medical assistance model. The House author of the modernization bill is working with Dakota County to host a demonstration of the limited technological capacity of human services systems. This will be a strong opportunity to show legislators in real-time the limitations of this system. The Senate Counsel was provided suggested principles for targeted case management legislation, hoping to see a bill drafted early next week. Angie Thies (AMC, MACSSA) testified with concerns on HF3689 that would require counties to provide an out-of-home placement plan summary to parents/guardians before signing off on the summary, citing technology challenges. Patty Harrelson (MN Prairie County Alliance/MACSSA) testified alongside the Department of Human Services and White Earth Nation on the challenges with SSIS and vision for updating the system. There was bipartisan support for investing in the SSIS updates this session, which are estimated to cost the state \$40-50 million (plus federal match). Anne Broskoff (Brown County) testified on SF3614 requiring that children in the foster care system age 13 or older or their next kin/guardian be informed if they are eligible for any federal benefits. Broskoff expressed concern about the potential impact on the workforce without remedying the underlying technology infrastructure of SSIS. MACSSA has been actively engaged in discussions with the hospitals on how their proposal around MnCHOICES' expedited timelines might affect counties and individuals being served. Jill Pooler, social services manager from Wright County, testified with concerns on plausibility of the timelines included in the amendment to SF3989, which modify Medical Assistance, MnCHOICES assessments, and other assessment timeliness for health care and waived services eligibility. Behavior Health, HF 4366 which is a bill for an act relating to behavioral health; modifying civil commitment priority admission requirements. Despite the task force voting together for the recommendations, significant disagreement remains on central items to the legislation, very much the result of a rushed process facilitated in the taskforce. Counties continue to advocate for the need for the firm requirement that the legislature invest in added capacity Direct Care and Treatment (DCT) and that, only tied to that, can changes be made to the priority criteria. There also remains disagreement about whether the 48-hour rule or some other timelines need to exist that DCT must follow for admitting those who are committed to the Commissioner or who are waiting to be admitted to DCT from a new priority admissions wait list. AMC, MACSSA, Minnesota Sheriffs Association, and Minnesota County Attorneys Association continue to be in close communication and collaboration about counties' needs on this top priority. Lastly,

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HHS Advisory Committee Minutes
March 14, 2024

HF3533 which directs the Department of Human Services to develop a county-administered rural medical assistance model.

HHSAC Subcommittee Reports:

AMHAC: Eric stated Craig Pierce will be providing us updates in the future on the Mental Health Advisory Counsel. As of today, there is no update to share with the committee.

ICCOA:

Lloyd stated Committee on Aging continues to meet monthly, January through November on the 2nd Wednesday of the month at 10:00am. Grand Itasca came to the last meeting to talk about Type I and Type II diabetes and Search and Rescue gave a presentation with their canine.

Tax Aid is going strong, there is about one month left, and to date they have processed around 360 returns. They did outreach to the Deer River area this year and that has brought in new clients. Property tax rebates will continue after April 15th. Tax Aid location is at the United Methodist Church, Mon, Wed, Fri from 12-5pm. Reach out to ElderCircle if you have any questions.

Provider Updates:

Northland Counseling – Angie stated last October Northland Counseling Center became a CCBHC. As of July 1, residential treatment centers will have to staff licensed alcohol and drug counselors 7 days a week, including holidays. This may create an issue as these positions are hard to fill when it includes weekends and holidays. I'Falls opened a crisis stabilization unit for adults who are in crisis. For the last 6 months, NCC has been working with a consultation group to help improve getting people in quickly and have revamped their open access policy and are now getting people in the same day.

Elder Circle – Renee is the interim director as of March 4th, and ElderCicle is actively trying to recruit a new Executive Director. The virtual dementia tour is back from before Covid, it gives you an opportunity to experience what it is like for someone living with dementia. They are looking at an age friendly designation for Itasca County. Also working on extending their evidence-based classes.

First Call for Help – No update provided.

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HHS Advisory Committee Minutes
March 14, 2024

Other:

The next meeting is May 9, 2024.

Adjournment:

There being no further business to come before the Advisory Committee, a motion was made by Lloyd Adams seconded by Cheryl Lemler to adjourn the meeting at 12:50 pm. Motion passed.



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, April 9, 2024

REQUEST FOR BOARD ACTION: RBA-2024-157

DEPARTMENT: Health & Human Services

TIME REQUESTED: < 5 Minutes

PRESENTER: Becky Lauer

AGENDA ITEM:

Heartland Behavioral Health Contract

BOARD ACTION REQUESTED:

Approve a contract between Itasca County Health & Human Services and Heartland Behavioral Health and authorize necessary signatures.

BACKGROUND:

Facility is licensed as a PRTF (Psychiatric Residential Treatment Facility) and has an opening for a child in the care and custody of Itasca County. No other location will accept admittance. ICHHS has contacted 42 placements in and around Minnesota with no success in securing a placement.

COUNTY ATTORNEY REVIEW: Yes and/or Pending

SUPPORTING DOCUMENTATION:

1. Heartland Behavioral Health contract

RESULT:	PULLED FROM AGENDA
----------------	---------------------------



SINGLE CASE AGREEMENT

Resident Name: _____

Dates of Service:

Admission Date: _____

Maximum Covered days of Service _____

Payer: _____

Payer Address: _____

Payer Contact; _____

Contact Phone: _____ Contact Email: _____

Resident Name: _____

Dates of Service:

Admission Date: _____

Maximum Covered days of Service _____

Payer agrees to reimburse Heartland Behavioral Health for Residential services for the above listed resident according to the payment schedule below:

Residential Programming

Daily Residential Rate \$765.00/day

Daily Education Fee \$75.00/day in school

Customized Services 1:1 Supervision \$75.00/hour

Acute Hospitalization Rate \$1,300.00/day

Our Combined Residential is broken down as follows:

- ***Daily supervision is required to maintain mandatory staff ratio and all corresponding checks of students for all shifts 24 hours a day. This rate does not include any administrative cost.***
- ***Residential Case Management • Residential Therapeutic Amenities • Residential Medical Counseling***

**The above rates EXCLUDE pharmacy services, psych testing, emergency medical services, and catastrophic medical costs as these services will be reimbursed at cost.*

Payer Acceptance:

Signature: _____

Date: _____

Name: _____

Title: _____

Phone: _____

Email: _____

Heartland Acceptance:

Signature: _____

Date: _____

Name: _____

Title: _____

Phone: _____

Email: _____

Facility Main: 417-448-5634 Fax: 417-448-5688 Wendy.Duvall@uhsinc.com (CFO)

Remit all payments to:
Heartland Behavioral Health (ACH)



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, April 9, 2024

REQUEST FOR BOARD ACTION: RBA-2024-161

DEPARTMENT: Health & Human Services

TIME REQUESTED: < 5 Minutes

PRESENTER: Sarah Anderson

AGENDA ITEM:

Contract between IMCare and Home Assessments by Dawn

BOARD ACTION REQUESTED:

Approve contract between IMCare and Home Assessments by Dawn.

BACKGROUND:

This contract is to provide for in-home assessments for our senior population at the rate of \$400 per assessment.

Contract has previously been reviewed and approved by County Attorney.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. POS - Home Assessments by Dawn

RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Casey Venema
SECONDER:	Commissioner Terry Snyder
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, April 9, 2024

REQUEST FOR BOARD ACTION: RBA-2024-3582

DEPARTMENT: Environmental Services

TIME REQUESTED: 10 Minutes

PRESENTER: Bill Grantges

AGENDA ITEM:

Itasca SWCD AIS Program Budget for SFY 2025

BOARD ACTION REQUESTED:

Approve the State Fiscal Year (SFY) 2025 Itasca County Soil & Water Conservation District (SWCD) Aquatic Invasive Species (AIS) Program Budget Proposal.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. State Fiscal Year 2025 - Itasca SWCD AIS Program Budget
2. SFY 2025 SWCD AIS Budget

04/02/2024

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 04/09/2024 2:30 PM
----------------	--------------------------------	---------------------------------

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



**Itasca County Soil and Water Conservation District
Aquatic Invasive Species (AIS) Program SFY 2025 Budget**

In 2014, Minnesota Statute 477A.19 was enacted to provide \$10 million to counties each year to prevent the introduction and limit the spread of aquatic invasive species (AIS). The funds are allocated based on each county's share of watercraft trailer launches (50%) and each county's share of watercraft trailer parking spaces (50%). It is up to individual counties to make decisions on how the funds are to be used while still abiding by all current laws and regulations. Itasca County through a cooperative agreement, allocates these funds received to the Itasca Soil and Water Conservation District. This budget shows how those AIS funds received from the county will be allocated. This draft of the SFY 2025 AIS Budget was drafted by Bill Grantges, Itasca SWCD AIS Program Manager, and Chris Evans, Itasca SWCD AIS Specialist, and assistant AIS Coordinator. On Tuesday, March 5, 2024, Andy Arens, Itasca SWCD District Manager, and the Itasca SWCD AIS Technical Advisory Committee reviewed this draft budget and recommended that it be forwarded to the SWCD Board of Supervisors for their review. The Itasca SWCD Board of Supervisors approved this budget on March 12, 2024.

The Itasca SWCD AIS Program has four "priority areas". The four Priority Areas, are:

Prevention: priorities include AIS watercraft inspection and decontamination program, enforcement, education, public landing infrastructure improvements, partnerships (anglers, fishing guides, bait shops, hunters, marine businesses, float plane operators and all other businesses)

Monitoring and Control: priorities include coordinating trained SWCD AIS field crew(s) for early detection, control, and monitoring of AIS in Itasca County lakes and rivers. Supplemental training and education will be provided for AIS professionals of Itasca County.

Community Action Projects: priorities include managing a small grants program that enables organizations, associations, or individuals to further AIS prevention locally by means of enhancing other AISP programs or innovative projects, matching funds required to leverage AIS prevention efforts.

Awareness and Training: priorities include managing public communications, mass media programs, AIS awareness at public events, printed materials, outreach to new partners or external AIS partners, AIS programs for youth, contributing website content and collateral support for other priority areas' communication needs. Public training on AIS as well as Citizen science training for the early detection of AIS and AIS identification will be offered to citizens of Itasca County.

This budget allocates funds to Itasca County, the four Priority Areas, Itasca SWCD AIS Administration, and SWCD AIS Personnel accounts.

Submitted by Bill Grantges, AIS Program Manager March 28, 2024



Po Box 990, 1895 W U.S. Hwy. 2 ~ Grand Rapids, MN 55744 ~ 218-326-5573 ~
www.itascaswcd.org

An Equal Opportunity Employer



State Fiscal Year 2025 Itasca SWCD AIS Program Budget

Highlights:

- State Aid down by \$2,500.
- 2024 Grants awarded to us in addition to State AIS AID:
 - USFS Recreation Resource Advisory Committee (RAC)
 - \$5,000 AIS Cleaning Tools Stations, October 2024
 - USFS General Fund Grant
 - \$30,000 AIS Control Projects in Chippewa National Forest (15K '24 & 15K '25)
 - USFS Bipartisan Infrastructure Law (BIL)
 - \$4,500 Kiosk Redesign Winni Plughat, and Cut Foot Sioux Mosomo Landings
 - \$42,000 AIS Control Projects in Chippewa National Forest
- Control & monitoring seasonal staffing same in 2024 as in 2023.
- Watercraft inspector seasonal staffing will be approximately the same in 2024 as in 2023.
- New Control & Monitoring truck to replace two 28 year old worn out trucks.

Itasca SWCD AIS Program

State Fiscal Year 2025 Budget

Proposal to Itasca County Board of Commissioners

	1st half 7/1/23 to 12/31/23	2nd Half 1/1/24 to 6/30/24	SFY 2024 Total	SFY 2025 Total	1st half 7/1/24 to 12/31/24	2nd Half 1/1/25 to 6/30/25
Income						
AIS State Funding Allocation To County	318,530	318,530	637,060	634,521	317,261	317,261
Itasca County Allocations						
County Admin	1,500	1,500	3,000	3,000	1,500	1,500
Itasca SWCD	317,030	317,030	634,060	631,521	315,761	315,761
Itasca SWCD Allocations						
Admin	-	7,500	7,500	-	-	-
Personnel	90,000	94,000	184,000	190,000	92,000	98,000
Priority Areas						
Prevention	192,000	159,600	351,600	393,022	206,261	186,761
Monitoring & Control	13,500	30,000	43,500	44,000	13,500	30,500
Community Action Projects	20,000	20,000	40,000	4,000	4,000	-
Awareness & Training	1,530	5,930	7,460	500	-	500
Total Itasca SWCD Allocations	317,030	317,030	634,060	631,522	315,761	315,761

Itasca SWCD AIS Program
State Fiscal Year 2025 Budget
Administrative Charges

	SFY 2024	SFY 2025
Allocation	7,500	-
Administrative Assistant hrs *	205	177
District Manager hrs *	88	68
Administrative Assistant Draw	7,165	10,129
District Manager Draw	12,431	4,211
Total Draw	19,596	14,340
<u>Billable Rates</u>		
Administrative Assistant	56.84	57.84
District Manager	60.24	63.25
* Hours are prior year's actual.		

Itasca SWCD AIS Program
State Fiscal Year 2025 Budget
Personnel Charges

	SFY 2024	SFY 2025
<u>Allocation</u>	184,000	190,000
<u>Draw</u>		
Assistant Program Mgr./AIS Specialist	89,827	95,826
Program Manager	95,087	95,384
<u>Billable Rates</u>		
Assistant Program Mgr./AIS Specialist	45.57	46.57
Program Manager	45.18	46.54

Itasca SWCD
State Fiscal Year 2025 Budget
CAP Grants

	SFY 2024	SFY 2025	<u>Notes</u>
	<u>Total</u>	<u>Total</u>	
Allocation	40,000	4,000	
<u>Inspection Grants</u>			
Deer Lake Association	15,000	21,000	
Swan Lake Association	1,000	2,000	
Wabana Chain of Lakes Association	5,000	5,000	
Wabana Chain of Lakes Decon Staffing	7,500	-	Decon moved to landing
Wabana Township	2,500	2,500	
Turtle Lake Association	-	8,000	
<u>AIS Infestation Treatment Grants</u>			
City of Grand Rapids	7,500	7,500	
Grennway Township	1,050	-	No treatment needed in '24
<u>Misc Grants</u>			
Greater Pokegama Lake Association	393	393	
Shallow Lake Association		600	
Acadia Lodge Pressure Washer	1,600	-	
Bowens Lodge Pressure Washer		3,000	
Prairie Lake Association Access Signs	800	-	
AIS Cleaning Tool Stations		5,000	\$5K USFS RAC Grant
All grants have 50% match unless stated otherwise			

2024 CAP Grants were awarded in October 2023

Itasca SWCD
State Fiscal Year 2025 Budget
Prevention

	SFY 2024 Total	SFY 2025 Total
Allocation	351,600	393,022
Seasonal Staffing	432,155	455,210
Personnel Dynamics Rate	34%	35%
L1 Inspector Starting Rate	15.00	16.00
L2 Inspector/Decontamination Operator Starting Rate	16.00	17.00
Full Time Equivalents (FTE)	24	24
New Truck	45,000	-
Deer Lake Decon Operating stipend	2,500	2,500
Wabana Decon Operating Stipend (Wabana NW Access)	500	1,500
CD-3 Operating Expenses \$1,200/year each	2,400	2,400
Repairs	4,300	4,500
Supplies	2,025	2,175
Fuel	4,225	5,425
Equipment	2,550	2,750
Expenses Total	495,655	476,460

Itasca SWCD
State Fiscal Year 2025 Budget
Control & Monitoring

	SFY 2024 Total	SFY 2025 Total
Allocation	43,500	44,000
U.S. Forest Service Grant	15,000	15,000
U.S. Forest Service BIL Grant	42,000	
Total Income	100,500	59,000
Seasonal Staffing	46,076	48,654
Personnel Dynamics Rate	34%	35%
New AIS Technition Starting Rate	15.00	16.50
Returning AIS Technition Starting Rate	16.50	17.00
New Truck	0	47,250
Repairs	2,500	1,250
Maintenance	2,000	990
Equipment	1,500	1,000
Supplies	1,500	1,050
ID Materials	500	500
Fuel	3,850	5,100
Licenses	50	520
Conferences/Training/Wkshp	300	300
Expenses Total	58,276	106,614

Itasca SWCD
State Fiscal Year 2025 Budget
Awareness & Training

	SFY 2024 Total	SFY 2025 Total
Allocation	7,460	-
Minnesota Traditions	5,000	5,000
Promotions	2,050	500
Publications & mailings	500	-
Conferences & meetings	300	400
Public events	1,330	900
Fuel	150	150
Expenses Total	9,330	6,950

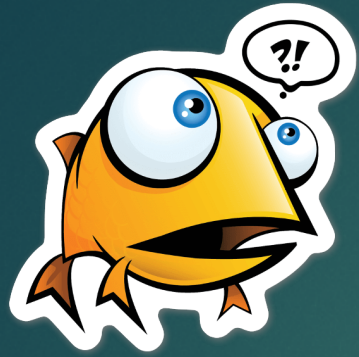
Itasca County Aquatic Invasive Species Program State Fiscal Year 2025 Budget



Funding

\$10,000,000 Annually distributed to
MN Counties for ALS use only

Total # of Launches X Value of Each Launch
+
Total # of Trailer Spaces X Value of Each



Funding

- * Trailer Launches with ramp X variable
- * Trailer spaces (12x46) X variable

What is the variable ?

Trailer Launches state-wide = \$5 Million

Trailer spaces state-wide = \$5 Million



Itasca County SFY 2025 Funding

192 Launches = \$425,721

913 Trailer spaces = \$208,800

\$634,521

Highlights

- ▶ USFS Recreation Resource Advisory Committee (RAC)
 - ▶ \$5,000 AIS Cleaning Tools Stations, October 2024
- ▶ USFS General Fund Grant
 - ▶ \$30,000 AIS Control Projects in Chippewa National Forest (15K '24 & 15K '25)
- ▶ USFS Bipartisan Infrastructure Law (BIL)
 - ▶ \$4,500 Kiosk Redesign Winni Plughat, and Cut Foot Sioux Mosomo Landings
 - ▶ \$42,000 AIS Control Projects in Chippewa National Forest



Highlights

- ▶ Control & monitoring seasonal staffing same in 2024 as in 2023. 3 Techs
- ▶ Watercraft inspector seasonal staffing will be approximately the same in 2024 as in 2023. 24 FTE = 30-32 inspectors
- ▶ New Control & Monitoring truck to replace two 28-year-old worn out trucks.
- ▶ AIS Cleaning Tool Stations



Itasca SWCD AIS Program

State Fiscal Year 2025 Budget

Proposal to Itasca County Board of Commissioners

	1st half 7/1/23 to 12/31/23	2nd Half 1/1/24 to 6/30/24	SFY 2024 Total	SFY 2025 Total	1st half 7/1/24 to 12/31/24	2nd Half 1/1/25 to 6/30/25
<u>Income</u>						
AIS State Funding Allocation To County	318,530	318,530	637,060	634,521	317,261	317,261
<u>Itasca County Allocations</u>						
County Admin	1,500	1,500	3,000	3,000	1,500	1,500
Itasca SWCD	317,030	317,030	634,060	631,521	315,761	315,761
<u>Itasca SWCD Allocations</u>						
Admin	-	7,500	7,500	-	-	-
Personnel	90,000	94,000	184,000	190,000	92,000	98,000
Priority Areas						
Prevention	192,000	159,600	351,600	393,022	206,261	186,761
Monitoring & Control	13,500	30,000	43,500	44,000	13,500	30,500
Community Action Projects	20,000	20,000	40,000	4,000	4,000	-
Awareness & Training	1,530	5,930	7,460	500	-	500
Total Itasca SWCD Allocations	317,030	317,030	634,060	631,522	315,761	315,761

	1st half 7/1/23 to 12/31/23	2nd Half 1/1/24 to 6/30/24	SFY 2024 Total	SFY 2025 Total	1st half 7/1/24 to 12/31/24	2nd Half 1/1/25 to 6/30/25
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Itasca SWCD	317,030	317,030	634,060	631,521	315,761	315,761

Itasca SWCD AIS Program

State Fiscal Year 2025 Budget

Proposal to Itasca County Board of Commissioners

	1st half 7/1/23 to 12/31/23	2nd Half 1/1/24 to 6/30/24	SFY 2024 Total	SFY 2025 Total	1st half 7/1/24 to 12/31/24	2nd Half 1/1/25 to 6/30/25
<u>Itasca SWCD Allocations</u>						
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Awareness & Training	1,530	5,930	7,460	500	-	500
Total Itasca SWCD Allocations	317,030	317,030	634,060	631,522	315,761	315,761

	<u>SFY 2024</u> <u>Total</u>	<u>SFY 2025</u> <u>Total</u>	<u>Notes</u>
Allocation	40,000	4,000	
<u>Inspection Grants</u>			-
Deer Lake Association	15,000	21,000	
Swan Lake Association	1,000	2,000	
Wabana Chain of Lakes Association	5,000	5,000	
Wabana Chain of Lakes Decon Staffing	7,500	-	Decon moved to landing
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City of Grand Rapids	7,500	7,500	
Grennway Township	1,050	-	No treatment needed in '24
<u>Misc Grants</u>			
Greater Pokegama Lake Association	393	393	
Shallow Lake Association		600	
Acadia Lodge Pressure Washer	1,600	-	
Bowens Lodge Pressure Washer		3,000	
Prairie Lake Association Access Signs	800	-	
AIS Cleaning Tool Stations		5,000	\$5K USFS RAC Grant
All grants have 50% match unless stated otherwise			

2024 CAP Grants were awarded in October 2023

HELP WANTED

Work at the Lake

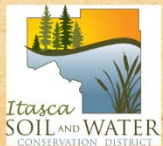


WATERCRAFT INSPECTOR

\$16.00/hr

Training provided

218-256-4243



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HELP WANTED

Work at the Lake

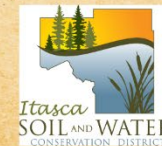


LEVEL 2 WATERCRAFT INSPECTOR

\$17.00/hr

Training provided

218-256-4243





www.ItascaAIS.Info

AIS INFORMATION HOTLINE:

218-256-4243



www.facebook.com

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**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, April 9, 2024

REQUEST FOR BOARD ACTION: RBA-2024-3497

DEPARTMENT: Transportation
PRESENTER: Ryan Sutherland

TIME REQUESTED: < 5 Minutes

AGENDA ITEM:

Contract 60413 Final Payment - 2023 Bituminous Projects

BOARD ACTION REQUESTED:

Approve final payment for Contract 60413 - 2023 Bituminous Projects and authorize the County Board Chairperson and Clerk to the County Board to sign the Certificate of Final Payment.

BACKGROUND:

Hawkinson Construction has completed the contract and it is recommended that final payment be processed. Contract 60413 included bituminous projects on CSAH 4, CSAH 92, County Road 427 and County Road 432.

Bid Amount: \$3,129,023.33

Final Amount: \$3,184,916.52

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. FINAL PAYMENT DOCUMENTS CONTRACT 60413
2. Final Payment - Contract 604013 FULLY EXECUTED

04/02/2024

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 04/09/2024 2:30 PM
----------------	--------------------------------	---------------------------------

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

CERTIFICATE FOR FINAL PAYMENT

State Of Minnesota

Project No.: SAP 031-604-013, SAP 031-692-002
CP 2023-04 & CP 2023-05

County of Itasca

Contract No.: 60413

The County Board of Itasca County hereby recognizes that the work done by Hawkinson Construction, Inc. of Grand Rapids, MN, under contract with Itasca County, made and entered into on February 28, 2023, 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: _____, 2024

Signed:

Chairman, Itasca County Board

Clerk to the County Board

CERTIFICATE OF PERFORMANCE FORM

County of Itasca

Project No.: SAP 031-604-013, SAP 031-692-002, CP 2023-04 & CP 2023-05

Name of Contractor: Hawkinson Construction, Inc.

Contract No.: 60413

Total Value of Work: \$ 3,184,916.52

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.

3/25/2024
Date

Karin Grandia Digitally signed by Karin Grandia
Date: 2024.03.25 08:47:50 -05'00'

County Highway Engineer
Karin Grandia

*** CERTIFICATE of FINAL ACCEPTANCE ***

CONTRACT NUMBER 60413 CONTRACTOR HAWKINSON CONSTRUCTION, INC.
DATE CERTIFIED _____
PAYMENT NUMBER 8

THE UNDERSIGNED CONTRACTOR DOES HEREBY CERTIFY THAT HE HAS PERFORMED AND COMPLETED ALL THE WORK DESCRIBED HEREIN IN ACCORDANCE WITH AND PURSUANT TO THE TERMS OF HIS CONTRACT, AND DOES HEREBY ACCEPT THIS FINAL VOUCHER AS BEING CORRECT, FULL AND COMPLETE AND DOES MAKE CLAIM FOR FINAL PAYMENT ON THIS CONTRACT IN ACCORDANCE WITH THE FINAL VOUCHER.

CONTRACTOR:

STATE OF MINNESOTA
COUNTY OF ITASCA

BY

AND

AND

**** INDIVIDUAL ACKNOWLEDGMENT ****

ON THIS _____ DAY OF _____, 20____, BEFORE ME PERSONALLY
APPEARED _____ TO ME KNOWN TO BE THE PERSON WHO
EXECUTED THE FOREGOING ACCEPTANCE AND ACKNOWLEDGED THAT HE EXECUTED THE
SAME AS (HIS / THEIR) FREE ACT AND DEED.

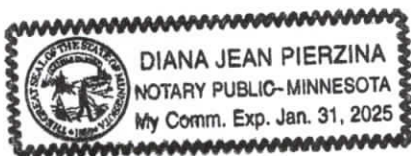
**** CORPORATE ACKNOWLEDGMENT ****

Brian Anderson AND Chris Francisco, TO ME PERSONALLY
KNOWN, WHO, BEING EACH BY ME PERSONALLY SWORN, EACH DID SAY THAT THEY ARE
RESPECTIVELY THE Project Manager AND
Vice President OF THE Hawkinson Construction Co Inc
CORPORATION NAMED IN THE FOREGOING INSTRUMENT, AND THAT THE SEAL AFFIXED TO
SAID INSTRUMENT IS THE CORPORATE SEAL OF SAID CORPORATION AND THE SAID
INSTRUMENT WAS SIGNED AND SEALED IN BEHALF OF SAID CORPORATION BY AUTHORITY
OF ITS Board of Directors, AND SAID Project Manager AND
Vice President ACKNOWLEDGED SAID INSTRUMENT TO BE THE FREE ACT
AND DEED OF SAID CORPORATION.

NOTARIAL MY COMMISSION AS NOTARY PUBLIC IN ITASCA COUNTY
SEAL EXPIRES Jan 31, 2025

Diana Pierzina

SIGNATURE



Contract Number: 60413
Pay Request Number: 8

Project Number	Project Description
CP 2023-05	CR 432 BITUMINOUS OVERLAY
CR 2023-04	CR 427 Bituminous Overlay
SAP 031-604-013	CSAH 4 BITUMINOUS REHABILITATION AND AGGREGATE SHOULDERING
SAP 031-692-002	BITUMINOUS REHABILITATION AND AGGREGATE SHOULDERING

Contractor: Hawkinson Construction Co., Inc. 501 W Co Rd 63 Grand Rapids, MN 55744	Vendor Number: 3050 Up To Date: 03/22/2024
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Contract Amount		Funds Encumbered	
Original Contract	\$3,129,023.33	Original	\$3,129,023.33
Contract Changes	(\$2,261.85)	Additional	N/A
Revised Contract	\$3,126,761.48	Total	\$3,129,023.33

Work Certified To Date	
Base Bid Items	\$3,187,178.37
Contract Changes	(\$2,261.85)
Material On Hand	\$0.00
Total	\$3,184,916.52

Work Certified This Request	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Request	Total Amount Paid To Date
(\$2,261.85)	\$3,184,916.52	\$0.00	\$3,027,819.45	\$157,097.07	\$3,184,916.52
Percent: Retained: 0%			Percent Complete: 101.86%		

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

Approved By Hawkinson Construction Co., Inc.

County/City/Project Engineer

Contractor



Date

Date

3/22/24

Payment Summary				
No.	Up To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request
1	2023-06-06	\$907,997.44	\$45,399.87	\$862,597.57
2	2023-06-23	\$94,837.87	\$4,741.90	\$90,095.97
3	2023-07-27	\$1,026,805.89	\$51,340.29	\$975,465.60
4	2023-08-14	\$985,562.49	\$49,278.12	\$936,284.37
5	2023-09-05	\$79,437.17	\$3,971.86	\$75,465.31
6	2023-09-26	\$27,426.60	\$1,371.33	\$26,055.27
7	2023-11-20	\$65,110.91	\$3,255.55	\$61,855.36
8	2024-03-22	(\$2,261.85)	(\$159,358.92)	\$157,097.07

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
CR 427	1	\$650,889.17	\$0.00	\$619,911.51	\$30,977.66	\$650,889.17
CR432	1	\$369,695.34	\$0.00	\$348,468.67	\$21,226.67	\$369,695.34
CSAH 4	2	\$1,000,147.53	\$0.00	\$948,258.96	\$51,888.57	\$1,000,147.53
CSAH 92	2	\$1,164,184.48	\$0.00	\$1,111,180.31	\$53,004.17	\$1,164,184.48

Accounting Number	Funding Source	Amount Paid this Request	Revised Contract Amount	Funds Encumbered to Date	Paid Contractor to Date
1	Local	\$52,204.33	\$999,267.10	\$998,030.14	\$1,020,584.51
2	Regular (CSAH)	\$104,892.74	\$2,127,494.38	\$2,130,993.19	\$2,164,332.01

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	MOBILIZATION	LS	\$11,310.23	1	0	\$0.00	1	\$11,310.23
Base Bid	2	2118.509	AGGREGATE SURFACING CLASS 1	TON	\$25.80	1931	0	\$0.00	1761.18	\$45,438.44
Base Bid	3	2231.509	BITUMINOUS PATCHING MIXTURE	TON	\$83.57	446	0	\$0.00	566.91	\$47,376.67
Base Bid	4	2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (2,B)	TON	\$71.76	3645	0	\$0.00	3521.33	\$252,690.64
Base Bid	5	2540.602	MAIL BOX SUPPORT	EACH	\$160.00	1	0	\$0.00	0	\$0.00
Base Bid	6	2540.602	RELOCATE MAIL BOX SUPPORT	EACH	\$135.00	14	0	\$0.00	0	\$0.00
Base Bid	7	2563.601	TRAFFIC CONTROL	LS	\$2,675.00	1	0	\$0.00	1	\$2,675.00
Base Bid	8	2580.503	INTERIM PAVEMENT MARKING	L F	\$0.18	17189	0	\$0.00	13763	\$2,477.34
Base Bid	9	2582.503	4" SOLID LINE PAINT	L F	\$0.12	33136	0	\$0.00	32874	\$3,944.88
Base Bid	10	2582.503	4" BROKEN LINE PAINT	L F	\$0.12	2303	0	\$0.00	2314	\$277.68
Base Bid	11	2582.503	4" DOUBLE SOLID LINE PAINT	L F	\$0.24	2591	0	\$0.00	2576	\$618.24

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	MOBILIZATION	LS	\$15,945.43	1	0	\$0.00	1	\$15,945.43
Base Bid	2	2118.509	AGGREGATE SURFACING CLASS 1	TON	\$23.09	2582	0	\$0.00	2656.92	\$61,348.28
Base Bid	3	2231.509	BITUMINOUS PATCHING MIXTURE	TON	\$82.93	1021	0	\$0.00	1319.49	\$109,425.31
Base Bid	4	2232.504	MILL BITUMINOUS SURFACE (1.5")	S Y	\$11.27	694	0	\$0.00	790	\$8,903.30
Base Bid	5	2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (2,C)	TON	\$67.35	6451	0	\$0.00	6444.32	\$434,024.95
Base Bid	7	2563.601	TRAFFIC CONTROL	LS	\$3,875.00	1	0	\$0.00	1	\$3,875.00
Base Bid	8	2580.503	INTERIM PAVEMENT MARKING	L F	\$0.18	40943	0	\$0.00	40804	\$7,344.72
Base Bid	9	2582.503	4" SOLID LINE PAINT	L F	\$0.12	61080	0	\$0.00	59307	\$7,116.84
Base Bid	10	2582.503	4" BROKEN LINE PAINT	L F	\$0.12	2237	0	\$0.00	1967	\$236.04
Base Bid	11	2582.503	4" DOUBLE SOLID LINE PAINT	L F	\$0.24	16645	0	\$0.00	17994	\$4,318.56
Base Bid	1	2021.501	MOBILIZATION	LS	\$22,174.29	1	0	\$0.00	1	\$22,174.29
Base Bid	2	2118.509	AGGREGATE SURFACING CLASS 1	TON	\$24.27	2491	0	\$0.00	4791.76	\$116,296.02
Base Bid	3	2211.509	AGGREGATE BASE CLASS 5	TON	\$35.79	198	0	\$0.00	0	\$0.00
Base Bid	4	2215.504	FULL DEPTH RECLAMATION	S Y	\$3.65	3773	0	\$0.00	3773	\$13,771.45
Base Bid	5	2231.509	BITUMINOUS PATCHING MIXTURE	TON	\$84.71	1462	0	\$0.00	1477.03	\$125,119.21
Base Bid	6	2232.504	MILL BITUMINOUS SURFACE (1.5")	S Y	\$9.17	740	0	\$0.00	740	\$6,785.80
Base Bid	7	2232.602	MILLED RUMBLE STRIPS	EACH	\$1,339.63	5	0	\$0.00	0	\$0.00
Base Bid	8	2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (2,B)	TON	\$71.23	9332	0	\$0.00	9108.2	\$648,777.09
Base Bid	10	2360.509	TYPE SP 12.5 NON WEARING COURSE MIXTURE (2,B)	TON	\$75.72	514	0	\$0.00	531.69	\$40,259.57
Base Bid	11	2540.602	MAIL BOX SUPPORT	EACH	\$160.00	5	0	\$0.00	7	\$1,120.00
Base Bid	12	2540.602	RELOCATE MAIL BOX SUPPORT	EACH	\$135.00	26	0	\$0.00	23	\$3,105.00
Base Bid	13	2563.601	TRAFFIC CONTROL	LS	\$4,075.00	1	0	\$0.00	1	\$4,075.00

Contract Item Status										
Base/Alt	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
Base Bid	14	2580.503	INTERIM PAVEMENT MARKING	L F	\$0.18	41996	0	\$0.00	28361	\$5,104.98
Base Bid	15	2582.503	4" SOLID LINE PAINT	L F	\$0.12	74638	0	\$0.00	77081	\$9,249.72
Base Bid	16	2582.503	4" BROKEN LINE PAINT	L F	\$0.12	4706	0	\$0.00	4400	\$528.00
Base Bid	17	2582.503	4" DOUBLE SOLID LINE PAINT	L F	\$0.24	8199	0	\$0.00	7505	\$1,801.20
Base Bid	1	2021.501/00010	MOBILIZATION	LS	\$18,021.70	1	0	\$0.00	1	\$18,021.70
Base Bid	2	2118.509/00010	AGGREGATE SURFACING CLASS 1	TON	\$24.27	6437	0	\$0.00	5615.1	\$136,278.48
Base Bid	3	2211.509/00070	AGGREGATE BASE CLASS 5	TON	\$35.79	100	0	\$0.00	0	\$0.00
Base Bid	4	2215.504/00010	FULL DEPTH RECLAMATION	S Y	\$12.65	809	0	\$0.00	0	\$0.00
Base Bid	5	2231.509/00010	BITUMINOUS PATCHING MIXTURE	TON	\$80.34	1693	0	\$0.00	2522.58	\$202,664.08
Base Bid	6	2232.504	MILL BITUMINOUS SURFACE	S Y	\$3.19	1133	0	\$0.00	1479.1	\$4,718.33
Base Bid	7	2232.504/00040	MILL BITUMINOUS SURFACE (1.5")	S Y	\$5.63	578	0	\$0.00	711.1	\$4,003.49
Base Bid	8	2232.504/00060	MILL BITUMINOUS SURFACE (2.0")	S Y	\$3.45	4764	0	\$0.00	4769.8	\$16,455.81
Base Bid	9	2360.509/12200	TYPE SP 9.5 WEARING COURSE MIXTURE (2,B)	TON	\$67.01	10952	0	\$0.00	10581.86	\$709,090.44
Base Bid	10	2360.509/22205	TYPE SP 12.5 NON WEARING COURSE MIXTURE (2,B)	TON	\$71.28	602	0	\$0.00	611.81	\$43,609.82
Base Bid	11	2540.602/000150	MAIL BOX SUPPORT	EACH	\$160.00	37	0	\$0.00	36	\$5,760.00
Base Bid	12	2563.601/00010	TRAFFIC CONTROL	LS	\$5,575.00	1	0	\$0.00	1	\$5,575.00
Base Bid	13	2580.503/00010	INTERIM PAVEMENT MARKING	L F	\$0.18	42684	0	\$0.00	42437	\$7,638.66
Base Bid	14	2582.503/104104	4" SOLID LINE PAINT	L F	\$0.12	104841	0	\$0.00	105218	\$12,626.16
Base Bid	15	2582.503/104204	4" BROKEN LINE PAINT	L F	\$0.12	6949	0	\$0.00	7098	\$851.76
Base Bid	16	2582.503/104404	4" DOUBLE SOLID LINE PAINT	L F	\$0.24	9689	0	\$0.00	9874	\$2,369.76
Base Bid Totals:								\$0.00		\$3,187,178.37

Project Category Totals

Project	Category	Amount This Request	Amount To Date
SAP 031-604-013	PARTICIPATING	\$0.00	\$998,167.33
SAP 031-692-002	PARTICIPATING	\$0.00	\$1,169,663.49
CR 2023-04	PARTICIPATING	\$0.00	\$652,538.43
CP 2023-05	PARTICIPATING	\$0.00	\$366,809.12

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
CP 2023-05	BK1	12	2360 Bituminous Density Disincentive (LS)	(\$1,649.26)	1	(\$1,649.26)	ITM	\$1.00	(\$1,649.26)	1	(\$1,649.26)
CR 2023-04	BK1	12	2360 Bituminous Density Incentive (LS)	\$2,886.22	1	\$2,886.22	ITM	\$1.00	\$2,886.22	1	\$2,886.22
SAP 031-604-013	BK1	18	2360 Bituminous Density Incentive (LS)	\$1,980.20	1	\$1,980.20	ITM	\$1.00	\$1,980.20	1	\$1,980.20
SAP 031-692-002	BK1	17	2360 Bituminous Density Disincentive (LS)	(\$5,479.01)	1	(\$5,479.01)	ITM	\$1.00	(\$5,479.01)	1	(\$5,479.01)
Contract Change Totals:									(\$2,261.85)		(\$2,261.85)

Contract Change Totals

Number	Description	Effective Date	Amount
1	Bituminous Density	11/10/2023	\$1,980.20
1	Bituminous Density	11/10/2023	(\$5,479.01)
1	Bituminous Density	11/10/2023	\$2,886.22
1	Bituminous Density	11/10/2023	(\$1,649.26)

Material On Hand Additions

Line	Item	Description	Date	Added	Comments

Material On Hand Balance

Line	Item	Description	Date	Added	Used	Remaining

Contract Total**\$3,184,916.52**

CERTIFICATE FOR FINAL PAYMENT

State Of Minnesota

Project No.: SAP 031-604-013, SAP 031-692-002
CP 2023-04 & CP 2023-05

County of Itasca

Contract No.: 60413

The County Board of Itasca County hereby recognizes that the work done by Hawkinson Construction, Inc. of Grand Rapids, MN, under contract with Itasca County, made and entered into on February 28, 2023, 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: _____, 2024

Signed:


John Johnson (Apr 12, 2024 08:28 CDT)
Chairman, Itasca County Board


Brett Skyles (Apr 12, 2024 11:56 CDT)
Clerk to the County Board

PLEASE SIGN: Final Payment for Contract 60413

Final Audit Report

2024-04-12

Created:	2024-04-12
By:	Amanda Schultz (amanda.schultz@co.itasca.mn.us)
Status:	Signed
Transaction ID:	CBJCHBCAABAAk4nNN_Qk9ExnKUNq5yD5oc939enFOifp

"PLEASE SIGN: Final Payment for Contract 60413" History

-  Document created by Amanda Schultz (amanda.schultz@co.itasca.mn.us)
2024-04-12 - 1:22:44 PM GMT- IP address: 207.171.101.27
-  Document emailed to john.johnson@co.itasca.mn.us for signature
2024-04-12 - 1:24:03 PM GMT
-  Email viewed by john.johnson@co.itasca.mn.us
2024-04-12 - 1:26:50 PM GMT- IP address: 166.205.54.15
-  Signer john.johnson@co.itasca.mn.us entered name at signing as John Johnson
2024-04-12 - 1:28:21 PM GMT- IP address: 166.205.54.15
-  Document e-signed by John Johnson (john.johnson@co.itasca.mn.us)
Signature Date: 2024-04-12 - 1:28:23 PM GMT - Time Source: server- IP address: 166.205.54.15
-  Document emailed to brett.skyles@co.itasca.mn.us for signature
2024-04-12 - 1:28:24 PM GMT
-  Email viewed by brett.skyles@co.itasca.mn.us
2024-04-12 - 4:55:43 PM GMT- IP address: 166.137.83.18
-  Signer brett.skyles@co.itasca.mn.us entered name at signing as Brett Skyles
2024-04-12 - 4:56:34 PM GMT- IP address: 166.137.83.18
-  Document e-signed by Brett Skyles (brett.skyles@co.itasca.mn.us)
Signature Date: 2024-04-12 - 4:56:36 PM GMT - Time Source: server- IP address: 166.137.83.18
-  Agreement completed.
2024-04-12 - 4:56:36 PM GMT



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, April 9, 2024

REQUEST FOR BOARD ACTION: RBA-2024-3542

DEPARTMENT: Transportation
PRESENTER: Ryan Sutherland

TIME REQUESTED: < 5 Minutes

AGENDA ITEM:

Contract 202303 Final Payment - County Road 238 Bituminous Project

BOARD ACTION REQUESTED:

Approve final payment for Contract 202303 - County Road 238 bituminous project and authorize the County Board Chairperson and Clerk to the County Board to sign the Certificate of Final Payment.

BACKGROUND:

Hawkinson Construction has completed the contract on County Road 238 and it is recommended that final payment be processed.

Bid Amount: \$666,666.66
Final Amount: \$623,275.24

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. FINAL PAYMENT DOCUMENTS CONTRACT 202303
2. Final Payment - Contract 202303 FULLY EXECUTED

04/02/2024

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 04/09/2024 2:30 PM
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RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Casey Venema
SECONDER:	Commissioner Terry Snyder
AYES:	Cory Smith, Terry Snyder, John Johnson, Burl Ives, Casey Venema

CERTIFICATE FOR FINAL PAYMENT

State Of Minnesota
County of Itasca

Project No.: CP 2023-03

Contract No.: 202303

The County Board of Itasca County hereby recognizes that the work done by Hawkinson Construction, Inc. of Grand Rapids, MN, under contract with Itasca County, made and entered into on July 25, 2023, 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: _____, 2024

Signed: _____
Chairman, Itasca County Board

Clerk to the County Board

CERTIFICATE OF PERFORMANCE FORM

County of Itasca

Project No.: CP 2023-03 County Road 238 Bituminous Project

Name of Contractor: Hawkinson Construction, Inc.

Contract No.: 202303

Total Value of Work: \$ 623,275.24

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.

3/22/2024
Date

Karin Grandia
Digitally signed by Karin Grandia
Date: 2024.03.22 07:35:20 -05'00'
County Highway Engineer
Karin Grandia

*** CERTIFICATE of FINAL ACCEPTANCE ***

CONTRACT NUMBER 202303 CONTRACTOR HAWKINSON CONSTRUCTION, INC.
DATE CERTIFIED 3/21/24
PAYMENT NUMBER 3

THE UNDERSIGNED CONTRACTOR DOES HEREBY CERTIFY THAT HE HAS PERFORMED AND COMPLETED ALL THE WORK DESCRIBED HEREIN IN ACCORDANCE WITH AND PURSUANT TO THE TERMS OF HIS CONTRACT, AND DOES HEREBY ACCEPT THIS FINAL VOUCHER AS BEING CORRECT, FULL AND COMPLETE AND DOES MAKE CLAIM FOR FINAL PAYMENT ON THIS CONTRACT IN ACCORDANCE WITH THE FINAL VOUCHER.

CONTRACTOR:

STATE OF MINNESOTA
COUNTY OF ITASCA

BY Chris Francisco V.P.
AND Brian Anderson
AND _____

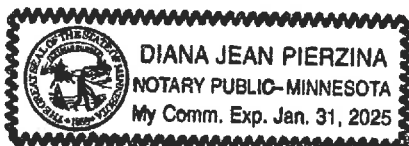
**** INDIVIDUAL ACKNOWLEDGMENT ****

ON THIS _____ DAY OF _____, 20____, BEFORE ME PERSONALLY
APPEARED _____ TO ME KNOWN TO BE THE PERSON WHO
EXECUTED THE FOREGOING ACCEPTANCE AND ACKNOWLEDGED THAT HE EXECUTED THE
SAME AS (HIS / THEIR) FREE ACT AND DEED.

**** CORPORATE ACKNOWLEDGMENT ****

Chris Francisco AND Brian Anderson, TO ME PERSONALLY
KNOWN, WHO, BEING EACH BY ME PERSONALLY SWORN, EACH DID SAY THAT THEY ARE
RESPECTIVELY THE Vice President AND
Project Manager OF THE Hawkinson Construction Co Inc
CORPORATION NAMED IN THE FOREGOING INSTRUMENT, AND THAT THE SEAL AFFIXED TO
SAID INSTRUMENT IS THE CORPORATE SEAL OF SAID CORPORATION AND THE SAID
INSTRUMENT WAS SIGNED AND SEALED IN BEHALF OF SAID CORPORATION BY AUTHORITY
OF ITS Board of Directors, AND SAID Vice President AND
Project Manager ACKNOWLEDGED SAID INSTRUMENT TO BE THE FREE ACT
AND DEED OF SAID CORPORATION.

NOTARIAL MY COMMISSION AS NOTARY PUBLIC IN ITASCA COUNTY
SEAL EXPIRES 1/31, 2025



Diana Pierzina
SIGNATURE

Contract Number: 2023-03
Pay Request Number: 3

Project Number	Project Description
2023-03	CR 238 BITUMINOUS REHABILITATION, CULVERT REPLACEMENT AND BASE & PAVING

Contractor: Hawkinson Construction Co., Inc. 501 W Co Rd 63 Grand Rapids, MN 55744	Vendor Number: 3050 Up To Date: 03/20/2024
---	---

Contract Amount		Funds Encumbered	
Original Contract	\$666,666.66	Original	\$666,666.66
Contract Changes	\$1,577.68	Additional	N/A
Revised Contract	\$668,244.34	Total	\$666,666.66

Work Certified To Date	
Base Bid Items	\$621,697.56
Contract Changes	\$1,577.68
Material On Hand	\$0.00
Total	\$623,275.24

Work Certified This Request	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Request	Total Amount Paid To Date
\$1,577.68	\$623,275.24	\$0.00	\$590,612.68	\$32,662.56	\$623,275.24
Percent: Retained: 0%			Percent Complete: 93.27%		

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

Approved By Hawkinson Construction Co., Inc.

County/City/Project Engineer

Contractor

Date

Date


 3/21/24

Payment Summary				
No.	Up To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request
1	2023-10-17	\$567,251.06	\$28,362.55	\$538,888.51
2	2023-12-31	\$54,446.50	\$2,722.33	\$51,724.17
3	2024-03-20	\$1,577.68	(\$31,084.88)	\$32,662.56

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
2023-03		\$623,275.24	\$0.00	\$590,612.68	\$32,662.56	\$623,275.24

Accounting Number	Funding Source	Amount Paid this Request	Revised Contract Amount	Funds Encumbered to Date	Paid Contractor to Date
2023-03	Unorganized Township B	\$32,662.56	\$668,244.34	\$666,666.66	\$623,275.24

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	MOBILIZATION	LS	\$31,998.73	1	0	\$0.00	1	\$31,998.73
Base Bid	2	2104.503	SAWING CONCRETE PAVEMENT (FULL DEPTH)	L F	\$20.00	10	0	\$0.00	15	\$300.00
Base Bid	3	2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	L F	\$5.00	341	0	\$0.00	292.5	\$1,462.50
Base Bid	4	2104.503	REMOVE CONCRETE CULVERT	L F	\$159.00	72	0	\$0.00	72	\$11,448.00
Base Bid	5	2104.503	REMOVE CONCRETE CURB	L F	\$57.00	30	0	\$0.00	43	\$2,451.00
Base Bid	6	2104.504	REMOVE BITUMINOUS PAVEMENT	S Y	\$5.50	3854	0	\$0.00	3715	\$20,432.50
Base Bid	7	2112.519	SUBGRADE PREPARATION	RDST	\$235.00	19.1	0	\$0.00	18	\$4,230.00
Base Bid	8	2118.509	AGGREGATE SURFACING CLASS 1	TON	\$30.00	1212	0	\$0.00	1445.79	\$43,373.70
Base Bid	9	2211.509	AGGREGATE BASE CLASS 5	TON	\$29.50	3818	0	\$0.00	2814.92	\$83,040.14
Base Bid	10	2231.509	BITUMINOUS PATCHING MIXTURE	TON	\$66.00	362	0	\$0.00	385.32	\$25,431.12
Base Bid	11	2231.604	BITUMINOUS PATCH SPECIAL	S Y	\$43.65	38	0	\$0.00	38	\$1,658.70
Base Bid	12	2232.504	MILL BITUMINOUS SURFACE (1.5")	S Y	\$4.50	2041	0	\$0.00	2167	\$9,751.50
Base Bid	13	2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (2,B)	TON	\$67.25	4057	0	\$0.00	3921.02	\$263,688.60

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	2360.509	TYPE SP 19.0 NON WEARING COURSE MIXTURE (2,B)	TON	\$67.00	1021	0	\$0.00	845.51	\$56,649.17
Base Bid	15	2451.507	COARSE AGGREGATE BEDDING (CV)	C Y	\$56.00	40	0	\$0.00	16	\$896.00
Base Bid	16	2501.502	24" GS PIPE APRON	EACH	\$1,820.00	2	0	\$0.00	2	\$3,640.00
Base Bid	17	2501.503	24" CP PIPE CULVERT	L F	\$220.00	75	0	\$0.00	80	\$17,600.00
Base Bid	18	2531.503	CONCRETE CURB AND GUTTER DESIGN D418	L F	\$75.00	30	0	\$0.00	43	\$3,225.00
Base Bid	19	2531.604	8" CONCRETE VALLEY GUTTER	S Y	\$250.00	26	0	\$0.00	20.88	\$5,220.00
Base Bid	20	2540.602	MAIL BOX SUPPORT	EACH	\$110.00	9	0	\$0.00	14	\$1,540.00
Base Bid	21	2540.602	RELOCATE MAIL BOX SUPPORT	EACH	\$100.00	20	0	\$0.00	5	\$500.00
Base Bid	22	2563.601	TRAFFIC CONTROL	LS	\$8,200.00	1	0	\$0.00	1	\$8,200.00
Base Bid	23	2573.503	SILT FENCE, TYPE HI	L F	\$3.89	3182	0	\$0.00	2720	\$10,580.80
Base Bid	24	2575.501	TURF ESTABLISHMENT	LS	\$3,750.00	1	0	\$0.00	1	\$3,750.00
Base Bid	25	2580.503	INTERIM PAVEMENT MARKING	L F	\$0.15	19100	0	\$0.00	19934	\$2,990.10
Base Bid	26	2582.503	4" SOLID LINE PAINT	L F	\$0.20	19100	0	\$0.00	19100	\$3,820.00
Base Bid	27	2582.503	4" DOUBLE SOLID LINE PAINT	L F	\$0.40	9550	0	\$0.00	9550	\$3,820.00
Base Bid Totals:								\$0.00		\$621,697.56

Project Category Totals			
Project	Category	Amount This Request	Amount To Date
2023-03	P-2023-03	\$0.00	\$621,697.56

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
2023-03	BK1	28	2360 Bituminous Density Incentive (LS)	\$1,577.68	1	\$1,577.68	ITM	\$1.00	\$1,577.68	1	\$1,577.68
Contract Change Totals:									\$1,577.68		\$1,577.68

Contract Change Totals			
Number	Description	Effective Date	Amount
1	Bituminous Density Incentive	10/23/2023	\$1,577.68

Material On Hand Additions					
Line	Item	Description	Date	Added	Comments

Material On Hand Balance						
Line	Item	Description	Date	Added	Used	Remaining

Contract Total				\$623,275.24
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CERTIFICATE FOR FINAL PAYMENT

State Of Minnesota
County of Itasca

Project No.: CP 2023-03

Contract No.: 202303

The County Board of Itasca County hereby recognizes that the work done by Hawkinson Construction, Inc. of Grand Rapids, MN, under contract with Itasca County, made and entered into on July 25, 2023, 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: _____, 2024

Signed:


John Johnson (Apr 12, 2024 08:26 CDT)

Chairman, Itasca County Board


Brett Skyles (Apr 12, 2024 11:55 CDT)

Clerk to the County Board

PLEASE SIGN: Final Payment for Contract 202303

Final Audit Report

2024-04-12

Created:	2024-04-12
By:	Amanda Schultz (amanda.schultz@co.itasca.mn.us)
Status:	Signed
Transaction ID:	CBJCHBCAABAADjYV5bxcSecoPRMxqi_k3KwkYTaKyqmB

"PLEASE SIGN: Final Payment for Contract 202303" History

-  Document created by Amanda Schultz (amanda.schultz@co.itasca.mn.us)
2024-04-12 - 1:18:12 PM GMT- IP address: 207.171.101.27
-  Document emailed to john.johnson@co.itasca.mn.us for signature
2024-04-12 - 1:19:42 PM GMT
-  Email viewed by john.johnson@co.itasca.mn.us
2024-04-12 - 1:25:20 PM GMT- IP address: 166.205.54.15
-  Signer john.johnson@co.itasca.mn.us entered name at signing as John Johnson
2024-04-12 - 1:26:39 PM GMT- IP address: 166.205.54.15
-  Document e-signed by John Johnson (john.johnson@co.itasca.mn.us)
Signature Date: 2024-04-12 - 1:26:41 PM GMT - Time Source: server- IP address: 166.205.54.15
-  Document emailed to brett.skyles@co.itasca.mn.us for signature
2024-04-12 - 1:26:42 PM GMT
-  Email viewed by brett.skyles@co.itasca.mn.us
2024-04-12 - 4:50:03 PM GMT- IP address: 166.137.83.18
-  Signer brett.skyles@co.itasca.mn.us entered name at signing as Brett Skyles
2024-04-12 - 4:55:29 PM GMT- IP address: 166.137.83.18
-  Document e-signed by Brett Skyles (brett.skyles@co.itasca.mn.us)
Signature Date: 2024-04-12 - 4:55:31 PM GMT - Time Source: server- IP address: 166.137.83.18
-  Agreement completed.
2024-04-12 - 4:55:31 PM GMT



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, April 9, 2024

REQUEST FOR BOARD ACTION: RBA-2024-3545

DEPARTMENT: Transportation

TIME REQUESTED: < 5 Minutes

PRESENTER: Joshua Falck

AGENDA ITEM:

CSAH 52: Authorize Acquisition of Highway Easement Across State Lands for State Aid Project #031-652-006

BOARD ACTION REQUESTED:

Authorize the Itasca County Transportation Department to acquire Highway Easement across State Lands for State Aid Project #031-652-006.

BACKGROUND:

The Itasca County Transportation Department is planning to reconstruct part of CSAH 52 from CR 342 to Horsehead Lake Trail. Authorization is required from the Board of Commissioners to work with the Minnesota DNR to acquire the necessary easements across the State owned parcels identified on the attached Exhibit.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

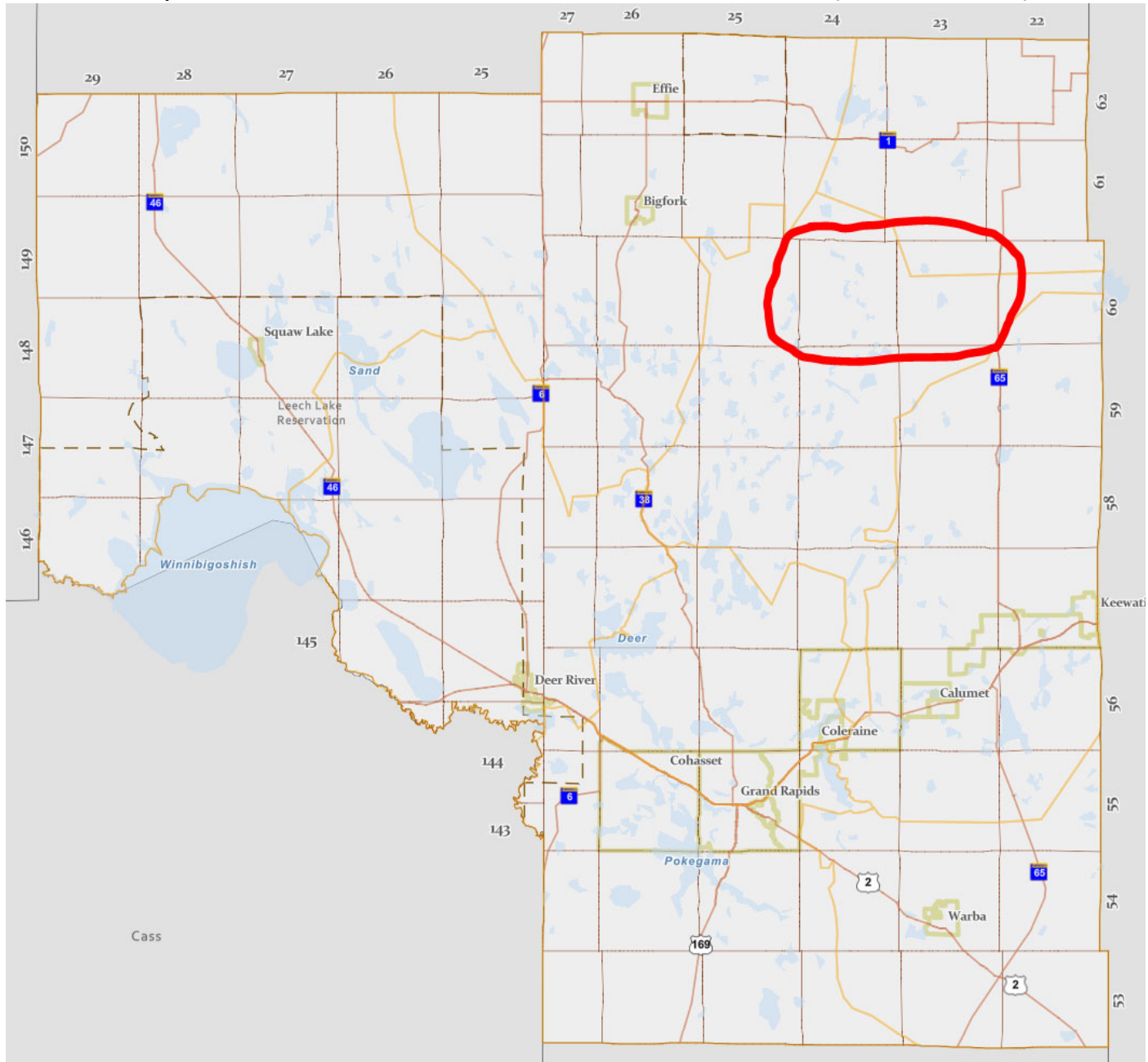
1. RBA_EX_STAT_031-652-006_R0

04/02/2024

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 04/09/2024 2:30 PM
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RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Casey Venema
SECONDER:	Commissioner Terry Snyder
AYES:	Cory Smith, Terry Snyder, John Johnson, Burl Ives, Casey Venema

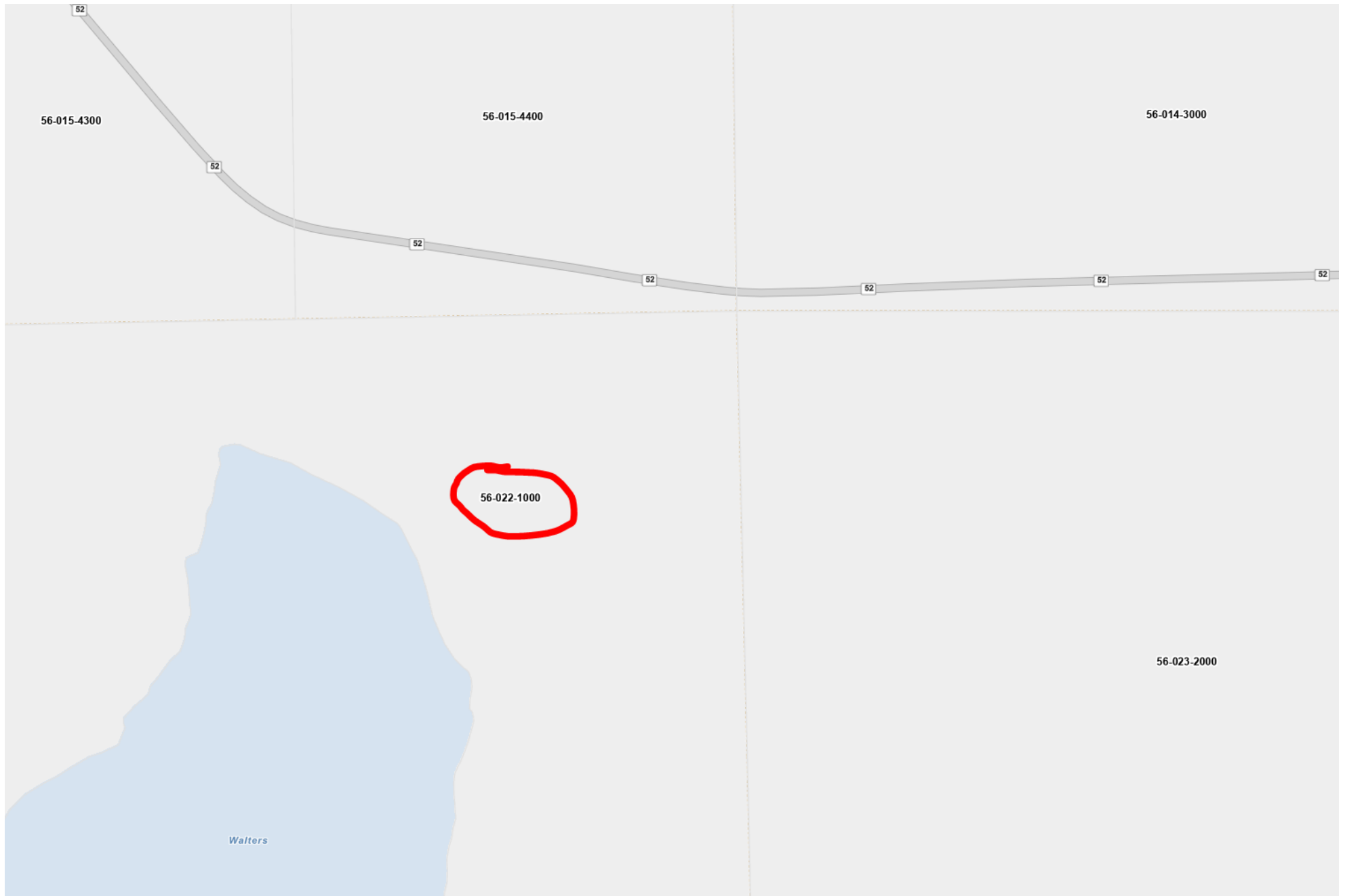
- RBA EXHIBIT -
Acquire Easement Across State Lands for CSAH 52 (031-652-006)



- RBA EXHIBIT -
Acquire Easement Across State Lands for CSAH 52 (031-652-006)

TAX PARCEL	DESCRIPTION	SETION, TOWNSHIP – RANGE
SEE PAGE 3 OF 5		
Tax Parcel #56-022-1000	NE 1/4	Section 22, T60N-R24W
SEE PAGE 4 OF 5		
Tax Parcel #56-014-1000	NE 1/4	Section 14, T60N-R24W
Tax Parcel #56-014-4300	SW 1/4 – SE 1/4	Section 14, T60N-R24W
Tax Parcel #56-014-4200	NW 1/4 – SE 1/4	Section 14, T60N-R24W
Tax Parcel #56-014-4100	NE 1/4 – SE 1/4	Section 14, T60N-R24W
Tax Parcel #56-014-4400	SE 1/4 – SE 1/4	Section 14, T60N-R24W
SEE PAGE 5 OF 5		
Tax Parcel #53-013-2300	SW 1/4 – NW 1/4	Section 13, T60N-R24W
Tax Parcel #53-013-4100	NE 1/4 – SE 1/4	Section 13, T60N-R24W

- RBA EXHIBIT -
Acquire Easement Across State Lands for CSAH 52 (031-652-006)



- RBA EXHIBIT -
Acquire Easement Across State Lands for CSAH 52 (031-652-006)



- RBA EXHIBIT -
Acquire Easement Across State Lands for CSAH 52 (031-652-006)





**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, April 9, 2024

REQUEST FOR BOARD ACTION: RBA-2024-3550

DEPARTMENT: Transportation

TIME REQUESTED: < 5 Minutes

PRESENTER: Joshua Falck

AGENDA ITEM:

CSAH 52: Authorize Acquisition of Highway Easement Across Tax Forfeit Lands for State Aid Project #031-652-006

BOARD ACTION REQUESTED:

Authorize the Itasca County Transportation Department to acquire Highway Easement across Tax Forfeit Lands for State Aid Project #031-652-006.

BACKGROUND:

The Itasca County Transportation Department is planning to reconstruct part of CSAH 52 from CR 342 to Horsehead Lake Trail. Authorization is required from the Board of Commissioners to work with the Land Department to acquire the necessary easements across the Tax Forfeit parcels identified on the attached Exhibit.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

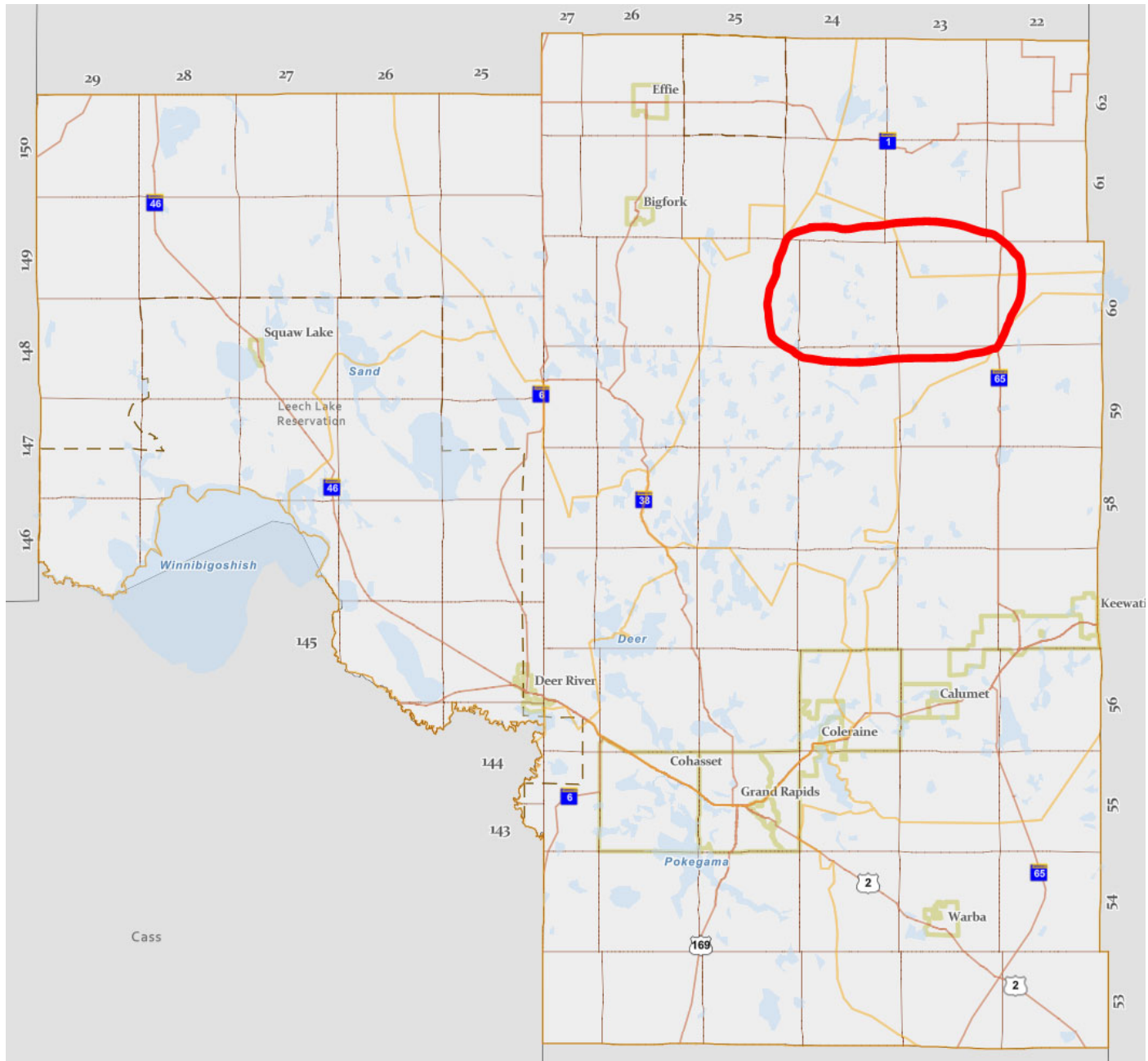
1. RBA_EX_TAXF_031-652-006_R0

04/02/2024

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 04/09/2024 2:30 PM
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RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Casey Venema
SECONDER:	Commissioner Terry Snyder
AYES:	Cory Smith, Terry Snyder, John Johnson, Burl Ives, Casey Venema

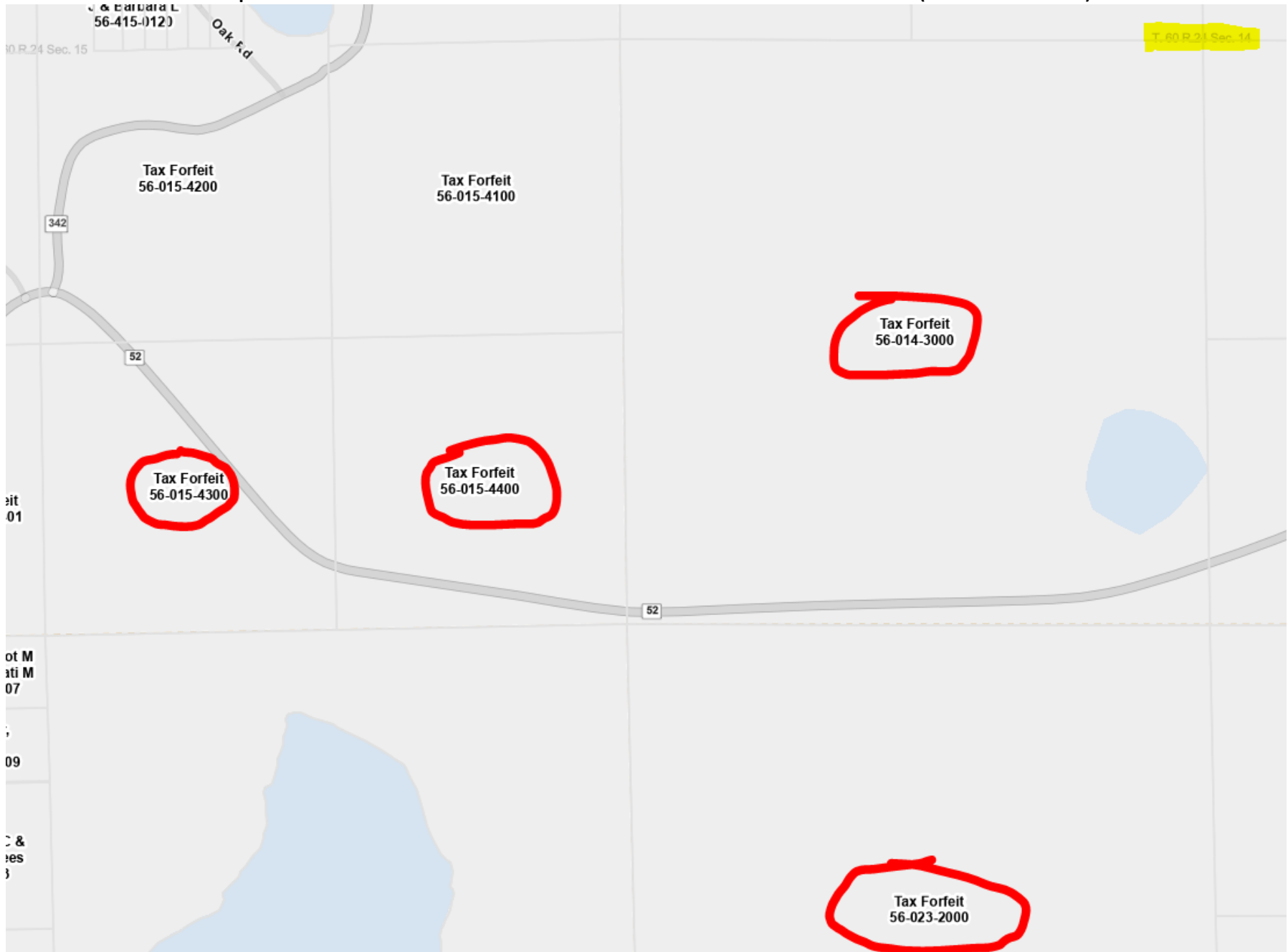
- RBA EXHIBIT -
Acquire Easement Across TAX FORFEIT Lands for CSAH 52 (031-652-006)



- RBA EXHIBIT -
Acquire Easement Across TAX FORFEIT Lands for CSAH 52 (031-652-006)

TAX PARCEL	DESCRIPTION	SETION, TOWNSHIP – RANGE
SEE PAGE 3 OF 5		
Tax Parcel #56-015-4300	SW 1/4 – SE 1/4	Section 15, T60N-R24W
Tax Parcel #56-015-4400	SE 1/4 – SE 1/4	Section 15, T60N-R24W
Tax Parcel #56-014-3000	SW 1/4	Section 14, T60N-R24W
Tax Parcel #56-023-2000	NW 1/4	Section 23, T60N-R24W
SEE PAGE 4 OF 5		
Tax Parcel #56-013-3200	NW 1/4 – SW 1/4	Section 13, T60N-R24W
Tax Parcel #56-013-2400	SE 1/4 – NW 1/4	Section 13, T60N-R24W
Tax Parcel #56-013-3100	NE 1/4 – SW 1/4	Section 13, T60N-R24W
Tax Parcel #56-013-4200	NW 1/4 – SE 1/4	Section 13, T60N-R24W
SEE PAGE 5 OF 5		
Tax Parcel #53-018-2300	Government Lot 4	Section 18, T60N-R23W
Tax Parcel #53-018-2400	SE 1/4 – NW 1/4	Section 18, T60N-R23W
Tax Parcel #53-018-3000	SW 1/4	Section 18, T60N-R23W
Tax Parcel #53-018-1300	SW 1/4 – NE 1/4	Section 18, T60N-R23W
Tax Parcel #53-018-1400	SE 1/4 – NE 1/4	Section 18, T60N-R23W

Acquire Easement Across TAX FORFEIT Lands for CSAH 52 (031-652-006)

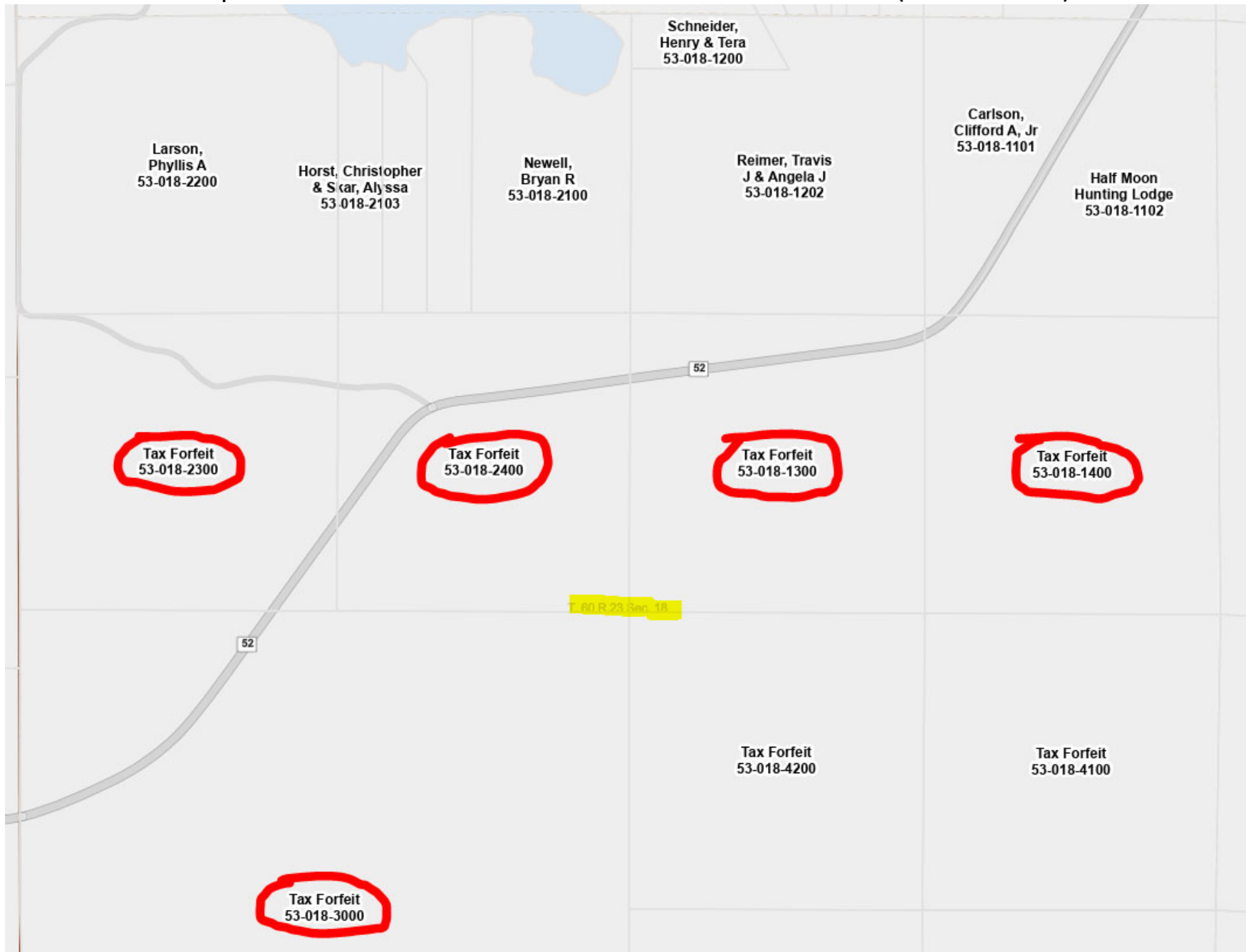


- RBA EXHIBIT -
Acquire Easement Across TAX FORFEIT Lands for CSAH 52 (031-652-006)



- RBA EXHIBIT -

Acquire Easement Across TAX FORFEIT Lands for CSAH 52 (031-652-006)





**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, April 9, 2024

REQUEST FOR BOARD ACTION: RBA-2024-3574

DEPARTMENT: Transportation

TIME REQUESTED: < 5 Minutes

PRESENTER: Kory Johnson

AGENDA ITEM:

Propane, Diesel Fuel, and Gasoline for County Garages and Gasoline for Courthouse

BOARD ACTION REQUESTED:

Award bids for Propane, Diesel Fuel, and Gasoline for a one (1) year period from May 1, 2024 through April 30, 2025 to the lowest responsible bidders, as follows, and authorize the county engineer to sign the service agreement: Propane: Edwards Oil Inc. - Arbo, Balsam, Balsam (Old Garage), Deer River, Max, Nashwauk, Swan River, Togo; Diesel Fuel: Davis Oil Inc. - Arbo, Balsam, Bigfork, Cohasset, Max, Nashwauk, Togo; Diesel Fuel: Edwards Oil Inc. - Deer River, Swan River; Gasoline: Davis Oil Inc. - Balsam, Bigfork, Cohasset, Nashwauk; Gasoline: Edwards Oil Inc. - Deer River, Swan River; and Gasoline: Petroleum Traders Corporation - Courthouse.

BACKGROUND:

Bids were opened March 26, 2024.

COUNTY ATTORNEY REVIEW: Yes and/or Pending

SUPPORTING DOCUMENTATION: None

04/02/2024

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 04/09/2024 2:30 PM
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RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Casey Venema
SECONDER:	Commissioner Terry Snyder
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, April 9, 2024

REQUEST FOR BOARD ACTION: RBA-2024-3575

DEPARTMENT: Transportation

TIME REQUESTED: 5 Minutes

PRESENTER: Kory Johnson

AGENDA ITEM:

2024-01 Calcium and Magnesium Chloride Contract

BOARD ACTION REQUESTED:

Award County Project 2024-01 for Calcium Chloride and Magnesium Chloride to the lowest responsible bidder, Edwards Oil Inc dba Trimark Industrial and authorize the necessary signatures to execute the contract documents.

BACKGROUND:

Bids were opened March 27, 2024.

CALCIUM CHLORIDE

Knife River Corporation - \$342,581.40

EnviroTech Services Inc - \$369,516.00

Edwards Oil Inc dba Trimark Industrial - \$316,092.00

MAGNESIUM CHLORIDE

Knife River Corporation - No Bid

Envirotech Services Inc - No Bid

Edwards Oil Inc dba Trimark Industrial - \$293,180.00

COUNTY ATTORNEY REVIEW: Yes and/or Pending

SUPPORTING DOCUMENTATION: None

04/02/2024

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 04/09/2024 2:30 PM
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RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Casey Venema
SECONDER:	Commissioner Terry Snyder
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, April 9, 2024

REQUEST FOR BOARD ACTION: RBA-2024-3576

DEPARTMENT: Transportation

TIME REQUESTED: < 5 Minutes

PRESENTER: Kory Johnson

AGENDA ITEM:

2024 Pavement Markings

BOARD ACTION REQUESTED:

Award County Project 2024-02 for 2024 Pavement Markings to the lowest responsible bidder, Sir Lines-A-Lot, LLC, in the amount of \$275,938.08 and authorize the necessary signatures to execute the contract documents.

BACKGROUND:

Bids were opened for the 2024 Pavement Marking Services on March 28, 2024. One bid was received.

Sir Lines-A-Lot, LLC - \$275,938.08

COUNTY ATTORNEY REVIEW: Yes and/or Pending

SUPPORTING DOCUMENTATION: None

04/02/2024

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 04/09/2024 2:30 PM
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RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Casey Venema
SECONDER:	Commissioner Terry Snyder
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, April 9, 2024

REQUEST FOR BOARD ACTION: RBA-2024-79

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, April 9, 2024

REQUEST FOR BOARD ACTION: RBA-2024-3485

DEPARTMENT: Administrative Services

TIME REQUESTED: 15 Minutes

PRESENTER: Shane Zahrt, Senator Grant Hauschild

AGENDA ITEM:

Legislative Conference Call

BOARD ACTION REQUESTED:

Hold a Legislative Conference Call with Itasca County delegation and Lobbyist Shane Zahrt.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

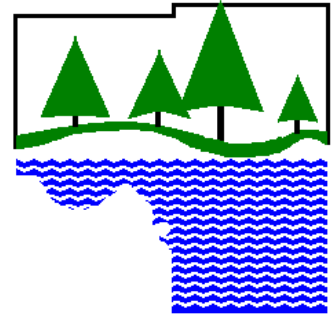
SUPPORTING DOCUMENTATION:

1. 2024 Legislative Priorities FINAL

RESULT:	PULLED FROM AGENDA
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ITASCA COUNTY

Courthouse
Administrative Services
123 NE 4th Street
Grand Rapids, MN 55744-2600
Office (218) 327-7363 Fax (218) 327-2848



Itasca County 2024 Legislative Priorities FINAL

- Canisteo Mine Pit – Dewatering efforts.
- Hwy 169 – Support efforts for double lane completion.
- Increased PILT reimbursement.
- Increased County Program Aid – direct reduction to property tax.
- Property Valuation Caps – Pass legislation that limits year over year property valuation increases.
- Anoka Regional Treatment Center cost shift to Counties – placements cost County's over \$40,000 per month with little or no input from the County.
- Appropriate reimbursement on ICWA funding based on costs and utilization.
- Tort Law Updates
- EMS Funding
- Discussions with State/DNR Re: Wolf Issue
- Harvest Tax for moving resources from one county to another
- Sunset of Coal Generation Electricity
- Hennepin vs Tyler Resolution
- Trails & Tourism Relative to Insurance



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, April 9, 2024

REQUEST FOR BOARD ACTION: RBA-2024-3551

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:

Farewell to Jeff Bryngelson, whose last day as Deputy Sheriff/Sergeant, with the Sheriff Department will be April 27, 2024, after 28+ years of service.

Farewell to Rachelle Dethloff, whose last day as an HR Specialist, with the HR Department will be April 26, 2024, after 6+ years of service.

Farewell to Buffy Dege whose last day as an Eligibility Specialist with HHS Department will be April 12, 2024, after 1 year of service.

Welcome to new employee, Kasey Troumbly, Social Worker – HCBS, with the HHS Department which was effective April 1, 2024.

Welcome to new employee, Mariah Linder, Social Worker – HCBS, with the HHS Department which was effective April 2, 2024.

Welcome to new employee, Adam Bamberg, Social Worker, with the HHS Department which was effective April 8, 2024.

Welcome to new employee, Lori Stavnes, Social Worker, with the HHS Department which is effective, April 9, 2024.

Welcome to new employee, Sarah Vosen, Legal Secretary, with the Attorney Department which was effective on, March 25, 2024.

Welcome to new employee, Caulin Olson, Deputy Sheriff/Road Deputy, with the Sheriff Department, which was effective on April 1, 2024.

Welcome to new employee, Olivia O'Hern, Corrections Deputy, with the Sheriff Department, which was effective on April 8, 2024.

Welcome to new employee, Paul Twedt, Park Operations Coordinator, with the Land Department, which was effective on April 8, 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, April 9, 2024

REQUEST FOR BOARD ACTION: RBA-2024-114

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 April 12, 2024, in the amount of \$825,776.72.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION: None

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, April 9, 2024

REQUEST FOR BOARD ACTION: RBA-2024-165

DEPARTMENT: Administrative Services
PRESENTER: Brett Skyles, Diane Larson

TIME REQUESTED: 5 Minutes

AGENDA ITEM:
Adoption of a Local Housing Trust Fund Ordinance

BOARD ACTION REQUESTED:
Adopt an Ordinance Creating the Itasca County Housing Trust Fund pursuant to MN Statute 462C.16.

BACKGROUND:
A Public Hearing, in accordance with MN Statute 375.51 was held on April 2, 2024.

COUNTY ATTORNEY REVIEW: Yes and/or Pending

SUPPORTING DOCUMENTATION:

1. Itasca County Housing Trust Fund Ordinance. draft 2.1.2024
2. Itasca County Housing Trust Fund Ordinance RECORDED FINAL

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

Ordinance #xxx

AN ORDINANCE CREATING THE ITASCA COUNTY HOUSING TRUST FUND

The county board of the County of Itasca Ordains:

Section 1: GENERAL PROVISIONS

- 1.1 Authority. This Ordinance is adopted pursuant to Minnesota Statutes, Section 462C.16.
- 1.2 Purpose. Pursuant to Minnesota Statutes, Section 462C.16, there is hereby created and established for the County of Itasca a fund to be known and denominated as the Itasca County Housing Trust Fund (the "Housing Trust Fund"). The Housing Trust Fund shall be a permanent source of funding and a continually renewable source of revenue to meet, in part, the housing needs of Moderate, Low Income and Very Low-Income households of the County. The Housing Trust Fund shall provide loans and grants to property owners, homeowners, local units of government, for-profit housing developers, and non-profit housing developers for the following purposes: (1) acquisition, capital and soft costs necessary for the creation of new Affordable and Workforce Housing (both rental and owner- occupied), (2) acquisition, rehabilitation, capital and soft costs necessary for the preservation of existing Affordable and Workforce Housing; (3) acquisition, capital and soft costs necessary for the creation of new Mixed Income Housing (both rental and owner- occupied); (4) the rehabilitation of the existing housing stock; and (5) other housing expenditures that are consistent with Minnesota Statutes, Section 462C.16 Subd. (3).

Section 2: DEFINITIONS

- 2.1 "Affordable" means a housing unit that has an Affordable Housing Cost.
- 2.2 "Affordable Housing Cost" means an amount satisfied by:
 - 2.2.1 For owner-occupied housing, a housing payment inclusive of loan principal, loan interest, property taxes, property and mortgage insurance, and homeowner association dues which allows a moderate, low or very low-income household to purchase a home while paying no more than thirty percent (30%) of their gross household income.
 - 2.2.2 For rental or cooperative housing, a housing payment, inclusive of a reasonable allowance for heating, which allows a moderate, low or very low-income household to rent a unit while paying no more than thirty percent (30%) of their gross household income.
- 2.3 "Area Median Income" means the income guidelines established and published annually by the U.S. Department of Housing and Urban Development.
- 2.4 "Assisted Unit" means a housing unit that is Affordable because of assistance from the Housing Trust Fund.
- 2.5 "Grants Supervisor" means the Housing and Redevelopment Authority of Itasca County Executive Director, or his or her designee.
- 2.6 "Housing Trust Fund" means the Itasca County Housing Trust Fund.

- 2.7 "HRA" means the Housing and Redevelopment Authority in and for the County of Itasca.
- 2.8 "Low Income" means gross household income that is at or below eighty percent (80%) of Area Median Income, but more than fifty percent (50%) of Area Median Income.
- 2.9 "Mixed Income Housing" means a residential structure that comprises differing levels of affordability, with some units at market rate and others available to low- and moderate-income households at below-market rates.
- 2.10 "Moderate Income" means gross household income that is at or below 115 percent (115%) of Area Median Income, but more than eighty percent (80%) of Area Median Income.
- 2.11 "Permanent Source of Funding" means once funds are allocated to the Housing Trust those funds can only be expended for purposes outlined in section (4) of this document.
- 2.12 "Project" may mean a single-family house (attached or detached) or a multifamily property, either as owner-occupied property or rental property.
- 2.13 "Recipient" means any homeowner, for-profit, non-profit or local unit of government housing developer that receives funds in the form of a loan or a grant from the Housing Trust Fund Account. A Recipient may be an individual, partnership, local unit of government, joint venture limited liability company or partnership, association or corporation.
- 2.14 "Very Low Income" means gross household income that is at or below fifty percent (50%) of Area Median Income.
- 2.15 "Workforce Housing" means owner-occupied or rental housing units that are provided to households with at least one member per unit who is gainfully employed at the time of entry into the unit.

Section 3: HOUSING TRUST FUND ACCOUNT; SOURCE OF TRUST FUNDS

- 3.1 There is also hereby established an Itasca County Housing Trust Fund Account, to be maintained by the HRA. All funds received by the HRA on behalf of the Trust Fund shall be deposited in the Trust Fund Account. Principal and interest from loan repayments, and all other income from Trust Fund activities, shall be deposited in the Trust Fund Account. All interest earnings from the Trust Fund Account shall be reinvested and dedicated to the Trust Fund Account.
- 3.2 The Trust Fund shall consist of funds derived from the following, but not limited to:
 - 3.2.1 Private cash contributions designated for the Housing Trust Fund.
 - 3.2.2 Payments in lieu of participation in current or future Affordable housing programs.
 - 3.2.3 Grants or loans from the federal or state government.
 - 3.2.4 Principal and interest from Trust Fund loan repayments and all other income from Trust Fund activities.
 - 3.2.5 Budgeted payments made by the HRA's tax levy fund.
 - 3.2.6 Employer based funds and matches.
 - 3.2.7 Other sources to be considered include contributions made by local or regional utility companies, specific county departments, specific county program funds, cities and/or townships, and non-profit organizations.
 - 3.2.8 Application Fees - Projects applying for funds.

- 3.3 The Trust Fund may consist of funds derived from any other source, including but not limited to the following:
 - 3.3.1 Tax Increment returned to the County after decertification of a TIF district.
 - 3.3.2 Any other appropriations as determined from time to time by action of the HRA or County Board.

Section 4: TRUST FUND DISTRIBUTIONS

- 4.1 The Housing Trust Fund is to function as a resource to fund loans and grants in strict accordance with this Section. The HRA shall review and adopt a policy to establish the process and other administrative parameters of the loans and grants permitted by the Housing Trust Fund. The Housing Trust Fund shall be administered by the Grants Supervisor of the HRA. No disbursements over \$50,000 may be made from the Housing Trust Fund Account without the prior approval of the HRA's Board of Commissioners.
- 4.2 Disbursements from the Housing Trust Fund Account shall be made as loans or grants to assist Recipients in the creation of Assisted Units and administrative fees not to exceed 10 percent. Recipients may use the funds to pay for: capital costs, including but not limited to the actual costs of rehabilitating or constructing Assisted Units; preserving Affordable units; demolishing or converting existing non-residential buildings to create new Assisted Units; real property acquisition costs; down payment assistance; rental assistance; home buyer counseling services; and professional service costs, including but not limited to, those costs incurred for architectural, engineering, planning and legal services which are attributable to the creation of Assisted Units.
- 4.3 All projects exceeding \$50,000 considered for funding will be reviewed by the HRA staff, and the Executive Director shall submit staff comments and recommendations to the HRA's Board of Commissioners, prior to HRA action.
- 4.4 The HRA shall, within thirty (30) days following the close of each fiscal year, prepare and submit an annual report to the County on the activities undertaken with funds from the Housing Trust Fund. The report shall specify the number and types of units assisted; the amount loaned or granted per Assisted Unit; the amount of state, federal and private funds leveraged; the geographic distribution of Assisted Units; and a summary of statistical data relative to the incomes of assisted households, including their monthly rent or mortgage payments, and the sales prices of owner- occupied Assisted Units.
- 4.5 In so far as practicable, projects funded by the Housing Trust Fund shall be dispersed throughout the County.

Section 5: TERM OF AFFORDABILITY

- 5.1 The HRA shall give preference to those projects that ensure that the Assisted Units remain Affordable for the longest period possible. Affordability period requirements for Housing Trust Fund programs may be determined by a policy adopted by the HRA Board of Commissioners.
- 5.2 Assisted Units shall be deed-restricted to ensure long-term affordability.
- 5.3 The HRA will enter into loan and grant agreements with the Recipients of the Housing Trust Fund monies. Each agreement will clearly state the conditions and requirements for the Recipient's use of Housing Trust Fund monies, including the

term of compliance, transfer or sale requirements and other requirements as specified.

- 5.4 In those cases where an Assisted Unit is sold or transferred prior to the expiration of the agreed-upon term, or where an Assisted Unit is no longer Affordable, the initial Recipient of assistance from the Trust Fund shall be obligated to repay to the Trust Fund the original amount of the loan or grant.
- 5.5 The HRA shall enforce all debt and lien instruments to the fullest extent of the law. The HRA may recommend debt settlement offers, if it is determined to be in the best interest of the Housing Trust Fund.

Section 6: SEVERABILITY

- 6.1 If any provision of this Ordinance or the application thereof is held invalid, said invalidity does not affect other provisions or applications of the Ordinance which can be given effect without the invalid provision or application and for this purpose, the provisions of the Ordinance are severable.

Section 7: EFFECTIVE DATE

- 7.1 This Ordinance shall be in effect as of April 9, 2024.

A000779124
OFFICE OF THE COUNTY RECORDER
ITASCA COUNTY, MINNESOTA

CERTIFIED, FILED, AND
RECORDED ON
4/11/2024 2:42:02 PM

PAGES: 7
REC FEES: \$0.00

NICOLLE ZUEHLKE
ITASCA COUNTY RECORDER

BY TS _____ **Dep**



THIS COVER SHEET WAS ADDED BY THE ITASCA COUNTY RECORDER'S OFFICE
TO ALLOW SPACE FOR THE RECORDING INFORMATION OF THIS DOCUMENT.

Ordinance #04-24-01**AN ORDINANCE CREATING THE ITASCA COUNTY HOUSING TRUST FUND**

The county board of the County of Itasca ordains:

Section 1: GENERAL PROVISIONS

- 1.1 Authority. This Ordinance is adopted pursuant to Minnesota Statutes, Section 462C.16.
- 1.2 Purpose. Pursuant to Minnesota Statutes, Section 462C.16, there is hereby created and established for the County of Itasca a fund to be known and denominated as the Itasca County Housing Trust Fund (the "Housing Trust Fund"). The Housing Trust Fund shall be a permanent source of funding and a continually renewable source of revenue to meet, in part, the housing needs of Moderate, Low Income and Very Low-Income households of the County. The Housing Trust Fund shall provide loans and grants to property owners, homeowners, local units of government, for-profit housing developers, and non-profit housing developers for the following purposes: (1) acquisition, capital and soft costs necessary for the creation of new Affordable and Workforce Housing (both rental and owner-occupied), (2) acquisition, rehabilitation, capital and soft costs necessary for the preservation of existing Affordable and Workforce Housing; (3) acquisition, capital and soft costs necessary for the creation of new Mixed Income Housing (both rental and owner-occupied); (4) the rehabilitation of the existing housing stock; and (5) other housing expenditures that are consistent with Minnesota Statutes, Section 462C.16 Subd. (3).

Section 2: DEFINITIONS

- 2.1 "Affordable" means a housing unit that has an Affordable Housing Cost.
- 2.2 "Affordable Housing Cost" means an amount satisfied by:
 - 2.2.1 For owner-occupied housing, a housing payment inclusive of loan principal, loan interest, property taxes, property and mortgage insurance, and homeowner association dues which allows a moderate, low or very low-income household to purchase a home while paying no more than thirty percent (30%) of their gross household income.
 - 2.2.2 For rental or cooperative housing, a housing payment, inclusive of a reasonable allowance for heating, which allows a moderate, low or very low-income household to rent a unit while paying no more than thirty percent (30%) of their gross household income.
- 2.3 "Area Median Income" means the income guidelines established and published annually by the U.S. Department of Housing and Urban Development.
- 2.4 "Assisted Unit" means a housing unit that is Affordable because of assistance from the Housing Trust Fund.
- 2.5 "Grants Supervisor" means the Housing and Redevelopment Authority of Itasca County Executive Director, or his or her designee.
- 2.6 "Housing Trust Fund" means the Itasca County Housing Trust Fund.

RECEIVED-OTC APR 10 2024

- 2.7 "HRA" means the Housing and Redevelopment Authority in and for the County of Itasca.
- 2.8 "Low Income" means gross household income that is at or below eighty percent (80%) of Area Median Income, but more than fifty percent (50%) of Area Median Income.
- 2.9 "Mixed Income Housing" means a residential structure that comprises differing levels of affordability, with some units at market rate and others available to low- and moderate-income households at below-market rates.
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- 3.1 There is also hereby established an Itasca County Housing Trust Fund Account, to be maintained by the HRA. All funds received by the HRA on behalf of the Trust Fund shall be deposited in the Trust Fund Account. Principal and interest from loan repayments, and all other income from Trust Fund activities, shall be deposited in the Trust Fund Account. All interest earnings from the Trust Fund Account shall be reinvested and dedicated to the Trust Fund Account.
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 - 3.2.7 Other sources to be considered include contributions made by local or regional utility companies, specific county departments, specific county program funds, cities and/or townships, and non-profit organizations.
 - 3.2.8 Application Fees - Projects applying for funds.

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 - 3.3.2 Any other appropriations as determined from time to time by action of the HRA or County Board.

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- 5.2 Assisted Units shall be deed-restricted to ensure long-term affordability.
- 5.3 The HRA will enter into loan and grant agreements with the Recipients of the Housing Trust Fund monies. Each agreement will clearly state the conditions and requirements for the Recipient's use of Housing Trust Fund monies, including the

term of compliance, transfer or sale requirements and other requirements as specified.

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- 5.5 The HRA shall enforce all debt and lien instruments to the fullest extent of the law. The HRA may recommend debt settlement offers, if it is determined to be in the best interest of the Housing Trust Fund.

Section 6: SEVERABILITY

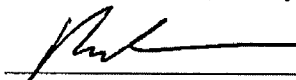
- 6.1 If any provision of this Ordinance or the application thereof is held invalid, said invalidity does not affect other provisions or applications of the Ordinance which can be given effect without the invalid provision or application and for this purpose, the provisions of the Ordinance are severable.

Section 7: EFFECTIVE DATE

- 7.1 This Ordinance shall be in effect as of April 9, 2024.

Adopted by the Itasca County Board of Commissioners this 9th day of April 2024 by the following vote: Aye: Cory Smith, Terry Snyder, John Johnson, Burl Ives, Casey Venema.


 John Johnson
 County Board Chair

Attest: 
 Brett Skyles
 Clerk of the County Board

AFFIDAVIT OF PUBLICATION

779124

STATE OF MINNESOTA)

) ss.

COUNTY OF ITASCA)

Brett Holum, being first duly sworn, on oath states as follows:

NOTICE OF INTENT AND
PUBLIC HEARING

ITASCA COUNTY

Pursuant to Minnesota Statute Chapter 375.51, notice is hereby given that the Board of Itasca County (the "Board") will meet in the Boardroom of the County Courthouse, 123 NE 4th Street, in the City of Grand Rapids, Minnesota at approximately 2:30 p.m., or shortly thereafter, on Tuesday, April 2, 2024, to conduct a public hearing for the purpose of receiving public comment on the adoption of an Ordinance Creating the Itasca County Housing Trust Fund pursuant to MN Statute 462C.16.

All interested persons may appear and be heard at the time and place set forth above, or may file written comments prior to the date of the hearing set forth above. For further information regarding said hearing, please contact the Itasca County Administrative Services Department, Itasca County Courthouse, 123 NE 4th St., Grand Rapids, Minnesota 55744; (218) 327-7383.

Dated: March 14, 2024

ITASCA COUNTY BOARD,
MINNESOTA

/s/ Brett Skyles
Clerk of the County Board
Itasca County Board, Minnesota

HR March 20, 2024.....157151

1. I am the Publisher of the Grand Rapids Herald Review, or the publisher's designated agent. I have personal knowledge of the facts stated in this Affidavit, which is made pursuant to Minnesota Statutes §331A.07.

2. The newspaper has complied with all of the requirements to constitute a qualified newspaper under Minnesota law, including those requirements found in Minnesota Statutes §331A.02.

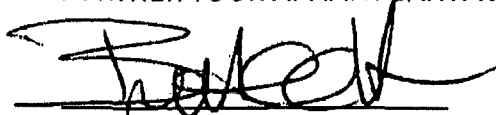
3. The dates of the month and the year and day of the week upon which the public notice attached/copies below was published in the

Wednesday March 20th 2024

4. The publisher's lowest classified rate paid by commercial users for comparable space, as determined pursuant to § 331A.06, is as follows: \$2.00 per 1-col line.

5. Mortgage Foreclosure Notices. Pursuant to Minnesota Statutes §580.033 relating to the publication of mortgage foreclosure notices: The newspaper's known office of issue is located in Itasca County. The newspaper complies with the conditions described in §580.033, sub d. 1, clause (1) or (2). If the newspaper's known office of issue is located in a county adjoining the county where the mortgaged premises or some part of the mortgaged premises described in the notice are located, a substantial portion of the newspaper's circulation is in the latter county.

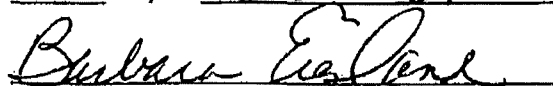
FURTHER YOUR AFFIANT SAITH NOT.



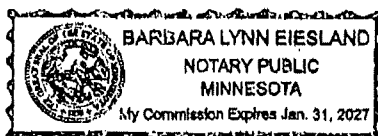
[Signature]

Subscribed and sworn to before me on this

25th day of March 2024



Notary Public



AFFIDAVIT OF PUBLICATION

STATE OF MINNESOTA)

) ss.

COUNTY OF ITASCA)

Tony Fragnito or Kristina Loch, being first duly sworn, on oath states as follows:

1. I am the publisher of the Scenic Range News Forum, or the publisher's designated agent. I have personal knowledge of the facts stated in this Affidavit, which is made pursuant to Minnesota Statutes §331A.07.
2. The newspaper has complied with all of the requirements to constitute a qualified newspaper under Minnesota law, including those requirements found in Minnesota Statutes §331A.02.
3. The dates of the month and the year and day of the week upon which the public notice attached/copied was published in the newspaper are as follows: 3/21/24
4. The publisher's lowest classified rate paid by commercial users for comparable space, as determined pursuant to § 331A.06, is as follows: \$10.00 per column inch.
5. Mortgage Foreclosure Notices. Pursuant to Minnesota Statutes §580.033 relating to the publication of mortgage foreclosure notices: The newspaper's known office of issue is located in Itasca County. The newspaper complies with the conditions described in §580.033, subd. 1, clause (1) or (2). If the newspaper's known office of issue is located in a county adjoining the county where the mortgaged premises or some part of the mortgaged premises described in the notice are located, a substantial portion of the newspaper's circulation is in the latter county.

NOTICE OF INTENT AND PUBLIC HEARING ITASCA COUNTY

Pursuant to Minnesota Statute Chapter 375.51, notice is hereby given that the Board of Itasca County (the "Board") will meet in the Boardroom of the County Courthouse, 123 NE 4th Street, in the City of Grand Rapids, Minnesota at approximately 2:30 p.m., or shortly thereafter, on Tuesday, April 2, 2024, to conduct a public hearing for the purpose of receiving public comment on the adoption of an Ordinance Creating the Itasca County Housing Trust Fund pursuant to MN Statute 462C.16.

All interested persons may appear and be

Clerk of the County Board
Itasca County Board, Minnesota

Published 3/21

Kristina Loch

Tony Fragnito, Publisher

Kristina Loch

Subscribed and sworn to before me by Tony Fragnito or Kristina Loch on this

28th Day of March, 2024
Annette M. Faulkner
(Notary Public)





**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, April 9, 2024

REQUEST FOR BOARD ACTION: RBA-2024-159

DEPARTMENT: Human Resources

TIME REQUESTED: < 5 Minutes

PRESENTER: Matti Adam, Janet Borth

AGENDA ITEM:

Memorandum of Agreement with Itasca County Attorney Employees Association

BOARD ACTION REQUESTED:

Approve the Memorandum of Agreement between Itasca County and Itasca County Attorney Employees Association.

BACKGROUND:

At the March 26, 2024, Board meeting, action was taken to approve an accelerated career ladder reassignment for two current County Attorneys based on their work performance and increased workload due to the number of vacant positions in that department. The attached Memorandum of Agreement is supported by Itasca County Attorney Employees Association, and Board approval is being sought in order to place these employees at a Step 4 in their respective grade levels as a one-time advanced placement due to the unprecedented and unique personnel challenges in that department.

COUNTY ATTORNEY REVIEW: Yes and/or Pending

SUPPORTING DOCUMENTATION:

1. Itasca County Memorandum of Agreement on assistant county attorneys special placement(4303551.1) (002)

04/09/2024

RESULT:

RECOMMENDED FOR

DISCUSSION/INFO NEXT: 04/16/2024 2:30 PM

MEMORANDUM OF AGREEMENT
Between the County of Itasca and
Itasca County Attorney Employees Association

(One-Time Advanced Placement for Jacob Fauchald
and Cassidy Villeneuve)

This Memorandum of Agreement is entered into between Itasca County (hereinafter “the County”) and Itasca County Attorney Employees Association (hereafter “the Union”).

WHEREAS, the County and the Union are parties to a collective bargaining agreement (hereinafter Agreement) in effect from January 1, 2022, to December 31, 2024, providing for the terms and conditions of employment for those employees covered by the Agreement; and

WHEREAS, the Itasca County Attorney’s Office has experienced unprecedented recruitment and retention challenges in Assistant County Attorney positions; and

WHEREAS, the Itasca County Attorney’s Office currently has three vacancies in the Assistant County Attorney position and only three incumbent Assistant County Attorneys; and

WHEREAS, as a result of the unprecedented vacancies in this position, incumbent Entry Attorney Cassidy Villeneuve and Intermediate Attorney Jacob Fauchald have been tasked with caseloads, a volume of court hearings, a complexity of the nature of the matters presented to the Itasca County Attorney’s Office, and the need to respond to significant and emergent matters, well beyond the corresponding years of service associated with their employment placement as outlined in the Assistant County Attorney – Entry/Intermediate/Senior job description; and

WHEREAS, these two attorneys have demonstrated work performance and a response to the increased work load well beyond their currently recognized years of service; and

WHEREAS, there are existing vacancies in the Intermediate and Senior Attorney positions; and

WHEREAS, in response to this unique factual situation, the County has determined that the individuals should be promoted by action of the County Board on March 26, 2024 as follows:

Jacob Fauchald should be promoted from Assistant County Attorney Intermediate to Assistant County Attorney Senior; and

Cassidy Villeneuve should be promoted from Assistant County Attorney Entry to Assistant County Attorney Intermediate; and

WHEREAS, the County approached the Union about a one-time exception to the placement of the two promoted individuals without regard to the application of Article 26, Section 26.7; and

WHEREAS, the Union has agreed to an exception based on the unique factual situation presented; and

NOW, THEREFORE, the parties have agreed to the following:

1. Placement of the promoted employees upon the effective date of their promotions will be as follows:

Jacob Fauchald's promotion from Assistant County Attorney Intermediate to Assistant County Attorney Senior will result in placement at Grade 15, Step 4.

Cassidy Villeneuve's promotion from Assistant County Attorney Entry to Assistant County Attorney Intermediate will result in placement at Grade 13, Step 4.

2. The "salary anniversary date" for the Assistant County Attorneys will continue to be January 1 of each year pursuant to Article 14 of the collective bargaining agreement.
3. The placement outlined in this Memorandum of Agreement will not impact the application of benefit accruals, seniority or other provisions of the collective bargaining agreement other than the placement of the individuals on the pay plan.

The parties recognize that this Agreement is the result of factually unique circumstances and shall not operate as a waiver of management or union rights. The parties specifically acknowledge that the placement noted in this Memorandum of Agreement is without regard or application of the provisions of the collective bargaining agreement. Further the parties specifically agree that this Agreement will not establish any precedent, may not be utilized as an aid to interpret language in the collective bargaining agreement or operate as evidence of past practice. This Agreement will apply to and impact only the two identified incumbents.

This Memorandum of Agreement represents the full and complete agreement between the parties regarding this matter.

For the County of Itasca

For the Union

Dated _____

Dated _____



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, April 9, 2024

REQUEST FOR BOARD ACTION: RBA-2024-162

DEPARTMENT: Health & Human Services

TIME REQUESTED: 10 Minutes

PRESENTER: Shane Troumbly

AGENDA ITEM:

Towards Zero Death (TZD) Update

BOARD ACTION REQUESTED:

Receive TZD Update.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. TZD Presentation 2023 Review

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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Toward Zero Deaths

Itasca County
2023 In Review



Toward Zero Deaths History

“Vision Zero” started in Sweden in 1997.

Minnesota TZD launched in 2003.

Itasca County TZD launched in 2012.

Federal Movement began in 2009 (Federal Grant administered through the State)



Toward Zero Deaths Goals

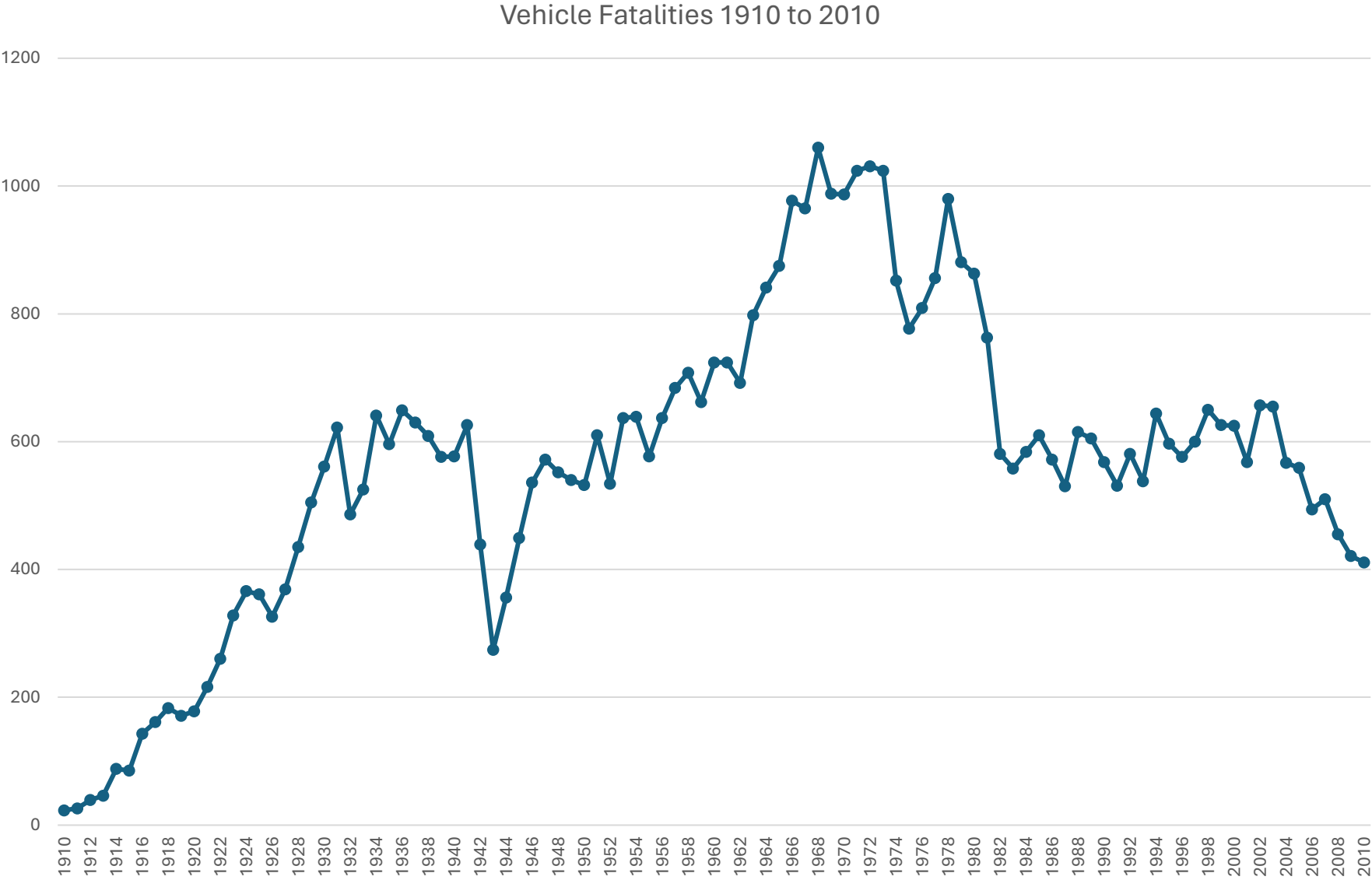
To reach zero deaths on our roadways

Goal: No more than 225 by 2025

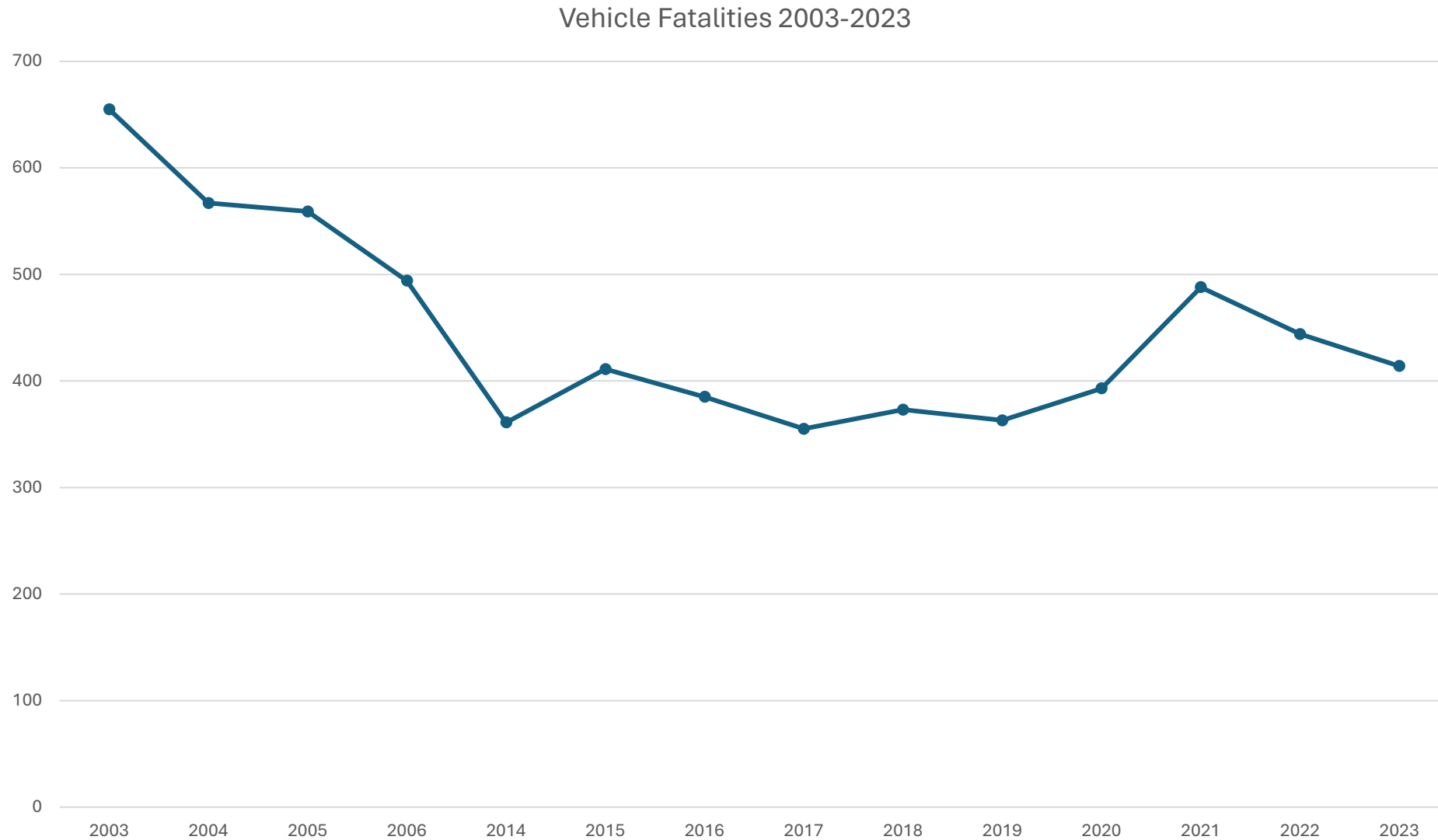
4 E's

- Education
- Engineering
- Enforcement
- EMS

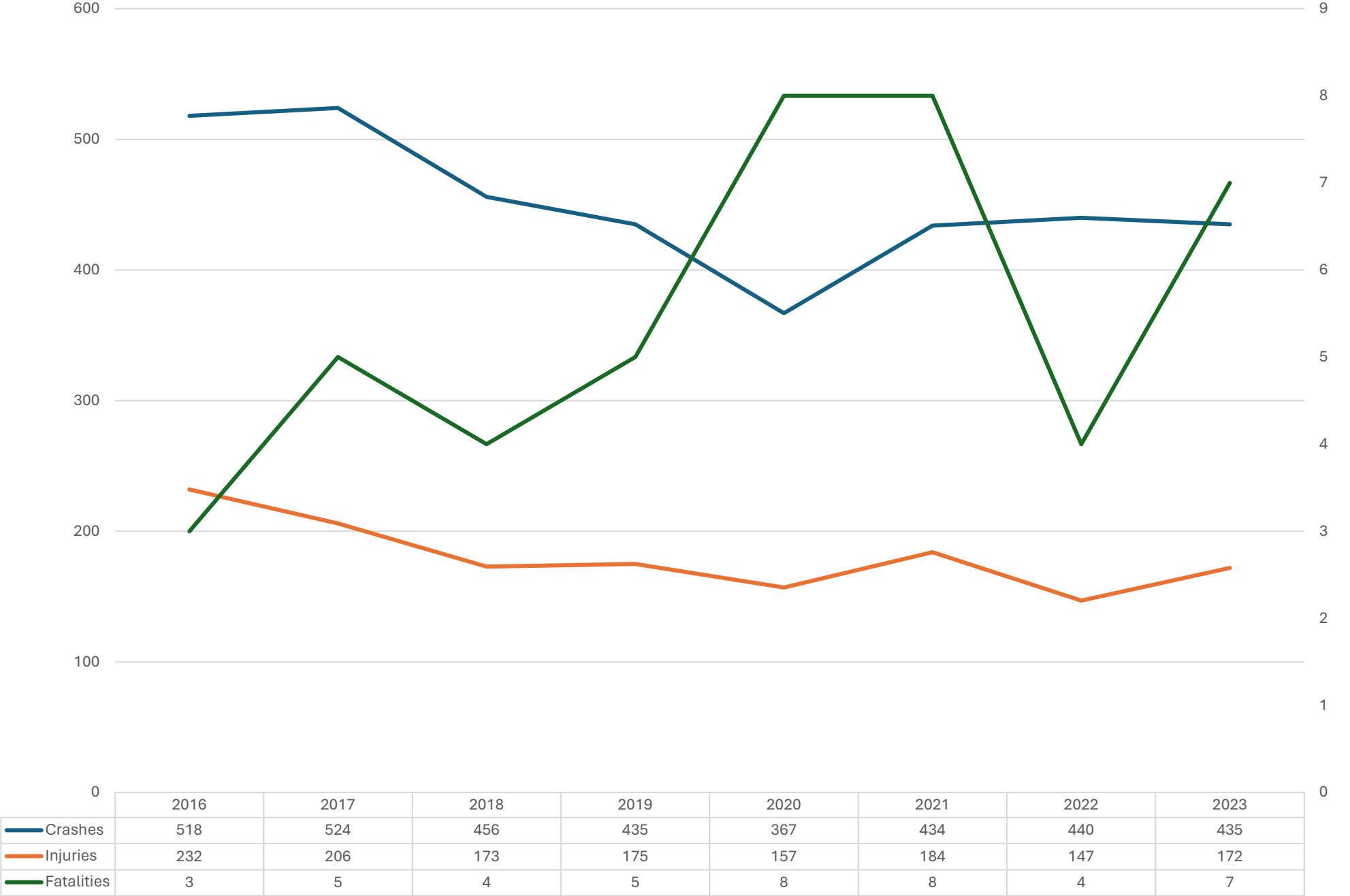
Minnesota Statistics



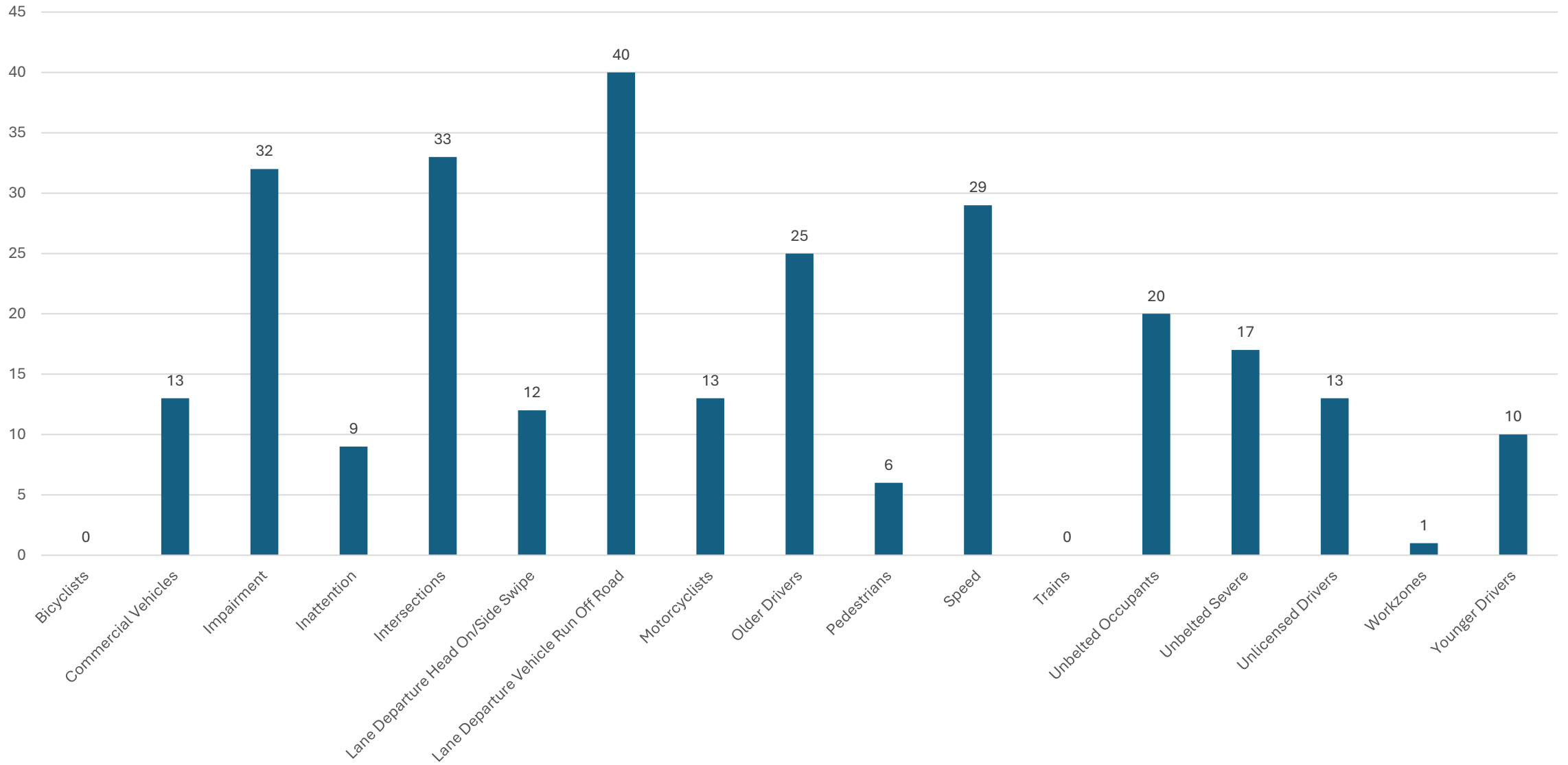
Minnesota Statistics



Itasca County 2016-2023



Focus Area Serious Crash Counts 2020 thru 12/9/2023



Areas of focus

Impairment

Distraction*

Speed*

Unbelted*

Additional: Age related, ATV/UTV, Motorcyclist, Pedestrians

* = Itasca is higher than the State average in these areas



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, April 9, 2024

REQUEST FOR BOARD ACTION: RBA-2024-166

DEPARTMENT: Transportation

TIME REQUESTED: 5 Minutes

PRESENTER: Kory Johnson

AGENDA ITEM:

Old Balsam Garage Discussion

BOARD ACTION REQUESTED:

None - Informational

BACKGROUND:

Kory to discuss the current uses of the buildings at the Old Balsam Garage

COUNTY ATTORNEY REVIEW: No

SUPPORTING DOCUMENTATION:

1. Old Balsam Garage

It was the consensus of the County Board to direct staff to collect the Board's historical record regarding this property.

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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Single Stall Cold
Storage - Unused

Old Balsam Garage
- Cold Storage

Balsam Salt Shed

Heated 3 Stall Storage



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, April 9, 2024

REQUEST FOR BOARD ACTION: RBA-2024-169

DEPARTMENT: Land Department

TIME REQUESTED: < 5 Minutes

PRESENTER: Kory Cease

AGENDA ITEM:

Joint Powers Leasing Agreement for Iron-Bearing Materials

BOARD ACTION REQUESTED:

Adopt the Resolution Re: Joint Powers Leasing Agreement for Iron-Bearing Materials, which approves entering into a Joint Powers Leasing Agreement for Iron-Bearing Materials with the Commissioner of Natural Resources for leasing iron-bearing materials, and authorize necessary signatures.

BACKGROUND:

Itasca County has fee-ownership of undivided 185/1200 interest in iron-bearing materials located on parcels located in the Arcturus Tailings Basin. There are state-administered lands that are leased to a mining company (Calumet Restoration Company) in the same tailings basin. Therefore, the county may enter into a joint powers lease agreement with the state. The joint powers lease agreement allows the state to jointly lease county fee-owned material (not tax-forfeited material which is state-owned) along with state-administered material. Under a joint powers lease agreement, the state negotiates the lease terms with the lease applicant (with approval of the terms by the county auditor), administers the lease, collects rents and royalties, and annually distributes the revenue collected from the county-owned material to the county. The state retains an administrative fee of 20% of total revenue collected from the county fee-owned material for administering the lease, as is also done on state-administered leases for tax-forfeited minerals.

COUNTY ATTORNEY REVIEW:

SUPPORTING DOCUMENTATION:

1. Joint Powers Leasing Agreement Arcturus R-133
2. Joint Powers Leasing Agreements Information

RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Casey Venema
SECONDER:	Commissioner Terry Snyder
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, April 9, 2024

RESOLUTION 2024-19

RE: JOINT POWERS LEASING AGREEMENT FOR IRON-BEARING MATERIALS

WHEREAS, Itasca County has Undivided 185/1200 interest in iron-bearing materials located on the following parcels in the Arcturus Tailings Basin: North Half of Northeast Quarter (N1/2-NE1/4); Northeast Quarter of Northwest Quarter (NE1/4-NW1/4); East Half of East Half of Southwest Quarter of Northwest Quarter (E1/2-E1/2-SW1/4-NW1/4); Southeast Quarter of Northwest Quarter (SE1/4-NW1/4); Northeast Quarter of Southwest Quarter (NE1/4-SW1/4); North Half of Southeast Quarter (N1/2-SE1/4); all located in Section Thirteen (13), Township Fifty-six (56) North, Range Twenty-four (24) West of the Fourth Principal Meridian, Itasca County, Minnesota.

WHEREAS, Minnesota Statutes, section 93.285, subd. 3, provides that the Commissioner of Natural Resources may lease for mining purposes iron-bearing materials belonging to the state or in which the state has an interest for a term not exceeding 25 years, and

WHEREAS, Minnesota Statutes, section 373.01, subd. 1, provides that Itasca County may lease real or personal estate owned by Itasca County, and

WHEREAS, Minnesota Statutes, section 471.59, provides for the joint exercise of powers common to contracting governmental units, and authorizes contractual agreements by which one governmental unit may exercise such powers on behalf of the other contracting governmental units, and

WHEREAS, the Commissioner and Itasca County wish to enter into an agreement to allow the Commissioner to lease certain Itasca County-owned iron-bearing materials.

NOW THEREFORE BE IT RESOLVED, that Itasca County approves entering into a Joint Powers Leasing Agreement for Iron-Bearing Materials with the Commissioner of Natural Resources for leasing iron-bearing materials on said parcels in the Arcturus Tailings Basin listed above.

RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Casey Venema
SECONDER:	Commissioner Terry Snyder
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 9th day of April 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 9th day of April A.D. 2024.

Administrator

JOINT POWERS LEASING AGREEMENT
FOR IRON-BEARING MATERIALS

This Joint Powers Leasing Agreement for Iron-Bearing Materials (“Agreement”) is made this _____ day of _____, 202__, by and between the State of Minnesota, acting by and through its Commissioner of Natural Resources, hereinafter referred to as the “Commissioner”, and the County of Itasca, Minnesota, acting by and through its County Board, hereinafter referred to as “Itasca County”.

Background

WHEREAS, Minnesota Statutes, section 93.285, subd. 3, provides that the Commissioner may lease for mining purposes iron-bearing materials belonging to the state or in which the state has an interest for a term not exceeding 25 years, and

WHEREAS, Minnesota Statutes, section 373.01, subd. 1, provides that Itasca County may lease real or personal estate owned by Itasca County, and

WHEREAS, Minnesota Statutes, section 471.59, provides for the joint exercise of powers common to contracting governmental units, and authorizes contractual agreements by which one governmental unit may exercise such powers on behalf of the other contracting governmental units.

WHEREAS, The Commissioner and Itasca County wish to enter into an agreement to allow the Commissioner to lease certain Itasca County-owned iron-bearing materials.

Agreement

The Commissioner and Itasca County agree as follows:

1. Itasca County hereby authorizes the Commissioner to lease the county owned iron-bearing materials located on the lands as described in the attached Exhibit A made part of this Agreement for the purpose of mining and processing such iron-bearing materials in the same manner as other state-owned property under the jurisdiction of the Commissioner, except as provided elsewhere in this Agreement, pursuant to Minnesota Statutes, section 373.01, subd. 1. The Commissioner hereby accepts this authority.

This authority includes the authority to engage in the leasing of iron-bearing materials owned by the parties for the reprocessing of iron ore, together with the necessarily related authority to collect rents and royalties, pay necessary expenses, apportion net revenues, and such other authority deemed necessary to the leasing of the lands by the parties.

- a. The annual rental for any land which is leased pursuant to this Agreement shall be determined by the Commissioner. Rental shall be payable as specified in the lease.

- b. The minimum royalty per dry metric ton of iron-bearing materials to be paid by the lessee shall be determined by the Commissioner.

2. The Commissioner shall provide annual reports to Itasca County stating the rental paid, the tonnage of iron-bearing materials removed during the calendar year, the royalty value of such materials, rental credit, if any, expenses incurred in the administration of the lease, and the amount of net revenues to be apportioned to Itasca County.

3. The Commissioner shall charge Itasca County an annual fee of twenty percent (20%) of all calendar year revenues from the county owned iron-bearing materials listed in Exhibit A for the administration of the lease.

4. All assignments, agreements, or contracts affecting any lease issued pursuant to this Agreement shall not be valid until approved in writing by the Commissioner, following consultation with, and approval by, the County Auditor of Itasca County. Each party shall be responsible for any other legal work, including but not limited to litigation, together with costs relating to any other legal work, involving lands owned by Itasca County in the absence of any agreement for such services between Itasca County and the Attorney General.

5. The Commissioner, in issuing a lease, may not authorize a lessee to invade or trespass upon any interest in land located within the area described by the lease that is owned by anyone other than the State or Itasca County.

6. Tort liability of counties is governed by Minnesota Statutes, chapter 466, and related laws. Tort liability of the State is governed by Minnesota Statutes, section 3.736, and related laws. Each party to this Agreement shall be responsible to the extent authorized by law for its own acts and those of its officers, employees, and agents. Any lease issued pursuant to this Agreement shall contain a provision to indemnify the parties and hold them harmless from all damages or losses caused directly or indirectly by activities undertaken pursuant to the lease, whether to land, timber, minerals, growing crops, or buildings, or to any person or other property.

7. The duration of this Agreement is coterminous with the lease issued pursuant to this Agreement. This Agreement may be amended from time to time in regard to any provision which does not alter the terms of the lease by the mutual agreement of the parties hereto. Official notices required under this Agreement shall be directed as follows: for Itasca County -- Itasca County Auditor, Itasca County Courthouse, 123 NE 4th Street, Grand Rapids, MN 55744-2600; for the State -- Commissioner of Natural Resources, State of Minnesota, 500 Lafayette Road, Box 45, St. Paul, MN 55155.

APPROVED:

STATE OF MINNESOTA
DEPARTMENT OF NATURAL RESOURCES

By _____
Ted Anderson, Assistant Director
Division of Lands and Minerals

Date: _____, 202__

COUNTY BOARD OF ITASCA
By resolution dated:

_____, 202__
(certified copy attached)

COUNTY OF ITASCA

_____, County Auditor

Date: _____, 202__

Exhibit A

Arcturus Tailings Basin

Undivided 185/1200 interest in iron-bearing materials located on the following parcels in the Arcturus Tailings Basin:

North Half of Northeast Quarter (N1/2-NE1/4);
Northeast Quarter of Northwest Quarter (NE1/4-NW1/4);
East Half of East Half of Southwest Quarter of Northwest Quarter (E1/2-E1/2-SW1/4-NW1/4);
Southeast Quarter of Northwest Quarter (SE1/4-NW1/4);
Northeast Quarter of Southwest Quarter (NE1/4-SW1/4);
North Half of Southeast Quarter (N1/2-SE1/4);

all located in Section Thirteen (13), Township Fifty-six (56) North, Range Twenty-four (24) West of the Fourth Principal Meridian, Itasca County, Minnesota.

JPs and Iron-Bearing Materials Leases (aka Residue Leases)

Counties have the authority under Minnesota Statutes, sec. 373.01, subd. 1 to issue a lease for county fee owned property. The county is responsible for negotiating with the lease applicant, drafting the lease, and administering the lease, including monitoring the site, ensuring all necessary permits have been obtained by the lessee, and collecting rents and royalties.

If DNR administered lands are to be leased to the company, the county has the option to enter into a joint powers agreement with the Department of Natural Resources. The joint powers agreement would allow DNR to jointly lease county fee owned material (remember: tax forfeited material is NOT county owned material, but is state owned and DNR has the authority to lease such material) along with DNR administered material. Under a joint powers agreement, DNR negotiates the lease terms with the lease applicant (with approval of the terms by the county auditor), administers the lease, collects rents and royalties, and annually distributes the revenue collected from the county owned material to the county. The DNR charges a fee of 20% of total revenue collected from the county fee owned material for administering the lease. Of course, the county can issue its own separate lease for iron-bearing materials even if the company wished to lease DNR administered material. If no DNR administered material is involved in the lease area, a joint powers agreement is not an option and the county would need to issue its own lease.

The following are the procedures followed for issuing a County-DNR joint powers agreement and a residue lease:

1. Determine whether the county wishes to jointly lease county fee owned material with DNR administered material
2. Joint Powers Agreement
 - a. DNR will draft a joint powers agreement
 - b. County auditor brings the joint powers agreement to the county board for approval to enter into the agreement
 - c. If the county board approves, the county auditor & DNR officials sign the agreement
3. Residue Lease
 - a. DNR negotiates the lease terms with the company; county auditor to approve the negotiated terms
 - b. DNR drafts the residue lease or an amendment to an existing residue lease (a fully executed copy of the lease is sent to the county for its files)

Rentals, Royalties, and Term of the Lease are terms which are negotiated between the Lessor and Lessee.



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, April 9, 2024

REQUEST FOR BOARD ACTION: RBA-2024-164

DEPARTMENT: Sheriff

TIME REQUESTED: < 5 Minutes

PRESENTER: Joe Dasovich

AGENDA ITEM:

2024 Annual County Boat & Water Safety Grant Agreement

BOARD ACTION REQUESTED:

Accept the 2024 State of Minnesota Annual County Boat and Water Safety Grant Contract Agreement between the State of Minnesota and Itasca County and authorize Board Chair John Johnson and County Administrator Brett Skyles to sign the agreement and Conflict of Interest Disclosure Form.

BACKGROUND:

This is an annual agreement with the state which supplements our Boat and Water budget. The grant will compensate up to \$30,561 for boat and water safety activities during the term of the grant. Please see documentation.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. 2024 Boat and Water Grant Agreement

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



**2024 STATE OF MINNESOTA
ANNUAL COUNTY BOAT AND WATER SAFETY
GRANT CONTRACT AGREEMENT**

ENCUMBRANCE WORKSHEET

Contract#

244790

PO#

3-249055

State Accounting Information:

Dept. ID R29	PC Bus. Unit R2901	Fiscal Year 2024	Source Type State	Vendor Number 0000197296-001
Total Amount \$30561	Project ID R29G70CBLA22	Billing Location R297000221	UEI NHLFNZ9GKFA8	

Accounting Distribution:

Fund 2100	Fin. Dept. ID R2937714	Appropriation ID R297400	Category 84101501	Account 441302	Activity A7CG002
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Grant Begin Date January 1, 2024	Grant End Date June 30, 2025
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Grantee Name and Address:
Itasca County Sheriff's Office
108 NE 5th Street
Grand Rapids, MN 55744

Payment Address:
(where DNR sends the check)
Itasca Co. Treasurer
1108 NE 5th St.
Grand Rapids, MN

**2024 STATE OF MINNESOTA
ANNUAL COUNTY BOAT AND WATER SAFETY
GRANT CONTRACT AGREEMENT**

This grant contract agreement is between the State of Minnesota, acting through its Commissioner of Natural Resources, Enforcement Division ("State") and Itasca County Sheriff's Office, 108 NE 5th Street, Grand Rapids, MN 55744, (NHLFNZ9GKFA8) ("Grantee"). The payment address for this grant contract agreement is Itasca Co. Treasurer, 1108 NE 5th St., Grand Rapids, MN.

Recitals

1. Under Minnesota Statutes § 86B.701 & .705 the State is empowered to enter into this grant.
2. The State is in need of Sheriff's duties to carry out the provisions of Chapter 86B and the Boat and Water Safety Rules, hereinafter referred to as the "Minnesota Rules", including patrol, enforcement, search and rescue, watercraft inspection, issuance of temporary structure & event permits, waterway marking and accident investigation, all hereinafter referred to as the "Sheriff's Duties".
3. The Grantee represents that it is duly qualified and agrees to perform all services described in this grant contract agreement to the satisfaction of the State. Pursuant to [Minn.Stat. §16B.98](#), Subd.1, the Grantee agrees to minimize administrative costs as a condition of this grant.

Grant Contract Agreement

1 Term of Grant Contract Agreement

- 1.1 **Effective date:** January 1, 2024 or the date the State obtains all required signatures under [Minn. Stat. §16B.98](#), Subd. 5. Once this grant contract agreement is fully executed, the Grantee may claim reimbursement for 2024 grant expenditures incurred back to effective date. Per [Minn.Stat. §16B.98](#) Subd. 7, no payments will be made to the Grantee until this grant contract agreement is fully executed. Reimbursements will only be made for expenditures made according to the terms of this grant contract agreement.
- 1.2 **Expiration date:** June 30, 2025, or until all obligations have been satisfactorily fulfilled, whichever occurs first. Pursuant to Minnesota Statute §16A.28, Subdivision 6, the encumbrance may be certified for one year beyond the year in which funds were appropriated. The Grantee shall submit a final billing invoice within 30 days of the expiration of the grant as specified herein.
- 1.3 **Survival of Terms.** The following clauses survive the expiration or cancellation of this grant contract agreement: 8. Liability; 9. State and Single Audits; 10. Government Data Practices and Intellectual Property; 12. Publicity and Endorsement; 13. Governing Law, Jurisdiction, and Venue; and 15. Data Disclosure.

2 Grantee's Duties

The Grantee, who is not a state employee, will:

Provide county sheriff services for boat and water safety activities. As stated in Minnesota Statute § 86B.701, the Grantee will submit to the State a spending plan (Exhibit "A", which is attached and incorporated into this grant) along with this form to carry out the Sheriff's Duties. Boat and water safety activities are those outlined in Minnesota Statutes § 86B, Minnesota Rules, Chapter 6110, search and recovery operations in the waters of the State and the portions of Chapter 169A that are applicable to motorboats. Exhibit "B", which is attached and incorporated into this grant further defines the allowable expenditures. The Grantee is responsible for maintaining an adequate conflict of interest policy throughout the term of this grant contract.

The Grantee shall monitor and report any actual, potential or perceived conflicts of interest to the State's Authorized Representative.

The grantee will comply with required grants management policies and procedures set forth through Minnesota Statutes Section 16B.97, subdivision 4 (a)(1), and 2CFR 200.

Reporting Requirements: The Grantee must satisfactorily submit all activity and financial reports by the date(s) requested by the State, unless the State grants an extension in writing. Exhibit "B", which is attached and incorporated into this grant further defines reporting requirements.

3 Time

The Grantee must comply with all the time requirements described in this grant contract agreement. In the performance of this grant contract agreement, time is of the essence.

4 Consideration and Payment

- 4.1 **Consideration.** The State will pay for all services performed by the Grantee under this grant contract agreement as follows:
 - (a) **Compensation.** The Grantee will be paid for all boat and water safety activities performed by the Grantee during the term of the grant up to Thirty thousand five hundred sixty one dollars.
 - (b) **Total Obligation.** The total obligation of the State for all compensation and reimbursements to the Grantee under this grant contract agreement will not exceed Thirty thousand five hundred sixty one dollars.
 - (c) **Match:** *Grant funds cannot be used by the Grantee as match or for reimbursement for any other grant or program without written authorization from the State's Authorized Representative.*

4.2 **Payment**

- (a) **Invoices.** The State will promptly pay the Grantee after the Grantee presents an itemized invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services. Submit one invoice at the end of the grant period or when all obligations have been satisfactorily fulfilled, whichever occurs first in a form prescribed by the State within the dates previously noted in "Term of Grant Contract Agreement" in this contract.

4.3 **Contracting and Bidding Requirements**

Per Minn. Stat. §471.345, grantees that are municipalities as defined in Subd. 1 must follow the law.

- (a) For projects that include construction work of \$25,000 or more, prevailing wage rules apply per Minn. Stat. §§177.41 through 177.44. These rules require that the wages of laborers and workers should be comparable to wages paid for similar work in the community as a whole.
- (b) The grantee must not contract with vendors who are suspended or debarred in MN:
<https://mn.gov/admin/osp/government/suspended-debarred/index2.jsp>
- (c) The grantee agrees if it subcontracts any portion of the project to another entity, the agreement with the subcontractor will contain all applicable provisions of the agreement with the state. The grantee also agrees to comply with 2 CFR 200.318-3321 and 2 CFR 200.323-326.

5 **Conditions of Payment**

All services provided by the Grantee under this grant contract must be performed to the State's satisfaction, as determined at the sole discretion of the State's Authorized Representative and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. The Grantee will not receive payment for work found by the State to be unsatisfactory or performed in violation of federal, state, or local law.

6 **Authorized Representative**

The State's Authorized Representative is Adam Block, Boating Law Administrator, Enforcement Division – Central Office, Minnesota Department of Natural Resources (DNR), 500 Lafayette Rd., St. Paul, MN 55155-4047, adam.block@state.mn.us or his/her successor, and has the responsibility to monitor the Grantee's performance and the authority to accept the services provided under this grant contract agreement. If the services are satisfactory, the State's Authorized Representative will certify acceptance on each invoice submitted for payment.

The Grantee's Authorized Representative is Sheriff Joe Dasovich, Itasca County Sheriff's Office, 108 NE 5th Street, Grand Rapids, MN 55744. If the Grantee's Authorized Representative changes at any time during this grant contract agreement, the Grantee must immediately notify the State.

7 **Assignment, Amendments, Waiver, and Grant Contract Agreement Complete**

- 7.1 **Assignment.** The Grantee shall neither assign nor transfer any rights or obligations under this grant contract agreement without the prior written consent of the State, approved by the same parties who executed and approved this grant contract agreement, or their successors in office.
- 7.2 **Amendments.** Any amendments to this grant contract agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original grant contract agreement, or their successors in office.
- 7.3 **Waiver.** If the State fails to enforce any provision of this grant contract agreement, that failure does not waive the provision or the State's right to enforce it.
- 7.4 **Grant Contract Agreement Complete.** This grant contract agreement, including Exhibits "A" and "B," contains all negotiations and agreements between the State and the Grantee. No other understanding regarding this grant contract agreement, whether written or oral, may be used to bind either party.

8 **Liability**

The Grantee must indemnify, save, and hold the State, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the State, arising from the performance of this grant contract agreement by the Grantee or the Grantee's agents or employees. This clause will not be construed to bar any legal remedies the Grantee may have for the State's failure to fulfill its obligations under this grant contract agreement.

9 **Audits (State and Single)**

Under Minn. Stat. §16B.98, subd. 8, the Grantee's books, records, documents, and accounting procedures and practices of the Grantee or other party relevant to this grant contract agreement or transaction are subject to examination by the Commissioner of Administration, by the State granting agency and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this grant contract agreement, receipt and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later.

If the grantee expends \$750,000 or more of Federal awards in a fiscal year, they must have a single audit according to the OMB Uniform Guidance: Cost Principles, Audit and Administrative Awards Requirements for Federal Awards. This is \$750,000 in total Federal awards received from all sources. The grantee will forward a copy of the audit report to both the State's Authorized Representative and the State Auditor.

- 10 **Government Data Practices and Intellectual Property**
10.1 **Government Data Practices.** The Grantee and State must comply with the Minnesota Government Data Practices Act, [Minn. Stat. Ch. 13](#), as it applies to all data provided by the State under this grant contract agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this grant contract agreement. The civil remedies of [Minn. Stat. §13.08](#) apply to the release of the data referred to in this clause by either the Grantee or the State. If the Grantee receives a request to release the data referred to in this Clause, the Grantee must immediately notify the State. The State will give the Grantee instructions concerning the release of the data to the requesting party before the data is released. The Grantee's response to the request shall comply with applicable law.
- 11 **Workers' Compensation**
The Grantee certifies that it is in compliance with [Minn. Stat. §176.181](#), Subd. 2, pertaining to workers' compensation insurance coverage. The Grantee's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the State's obligation or responsibility.
- 12 **Publicity and Endorsement**
12.1 **Publicity.** Any publicity regarding the subject matter of this grant contract agreement must identify the State as the sponsoring agency and must not be released without prior written approval from the State's Authorized Representative. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Grantee individually or jointly with others, or any subcontractors with respect to the program, publications, or services provided resulting from this grant contract agreement. All projects primarily funded by state grant appropriations must publicly credit the State of Minnesota, including on the grantee's website when practicable.
12.2 **Endorsement.** The Grantee must not claim that the State endorses its products or services.
- 13 **Governing Law, Jurisdiction, and Venue**
Minnesota law, without regard to its choice-of-law provisions, governs this grant contract agreement. Venue for all legal proceedings out of this grant contract agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.
- 14 **Termination**
14.1 **Termination by the State.** (a) The State may immediately terminate this grant contract agreement with or without cause, upon 30 days' written notice to the Grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.
(b) **Termination by The Commissioner of Administration.** The Commissioner of Administration may unilaterally cancel this grant contract agreement if further performance under the agreement would not serve agency purposes or is not in the best interest of the State.
14.2 **Termination for Cause.** The State may immediately terminate this grant contract if the State finds that there has been a failure to comply with the provisions of this grant contract, that reasonable progress has not been made or that the purposes for which the funds were granted have not been or will not be fulfilled. The State may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.
14.3 **Termination for Insufficient Funding.** The State may immediately terminate this grant contract if:
(a) It does not obtain funding from the Minnesota Legislature.
(b) Or, if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to the Grantee. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the contract is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. The State must provide the Grantee notice of the lack of funding within a reasonable time of the State's receiving that notice.
- 15 **Data Disclosure**
Under [Minn. Stat. § 270C.65](#), Subd. 3, and other applicable law, the Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring the Grantee to file state tax returns and pay delinquent state tax liabilities, if any.
- 16 **American Disabilities Act**
The Grantee is subject to complying with the Americans with Disabilities Act (ADA) of 1990 (42 U.S.C. 12101 et seq.) and all applicable regulations and guidelines.

17 Non-Discrimination Requirements

No person in the United States must, on the ground of race, color, national origin, handicap, age, religion, or sex, be excluded from participation in, be denied the benefits of, or be subject to discrimination under, any program or activity receiving Federal financial assistance. Including but not limited to:

- (a) Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq.) and DOC implementing regulations published at 15 C.F.R. Part 8 prohibiting discrimination on the grounds of race, color, or national origin under programs or activities receiving Federal financial assistance; Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681 et seq.) prohibiting discrimination on the basis of sex under Federally assisted education programs or activities;
- (b) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), and DOC implementing regulations published at 15 C.F.R. Part 8b prohibiting discrimination on the basis of handicap under any program or activity receiving or benefiting from Federal assistance.
- (c) The Age Discrimination Act of 1975, as amended (42 U.S.C. § 6101 et seq.), and DOC implementing regulations published at 15 C.F.R. Part 20 prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
- (d) Title II of the Americans with Disabilities Act (ADA) of 1990 which prohibits discrimination against qualified individuals with disabilities in services, programs, and activities of public entities.
- (e) Any other applicable non-discrimination law(s).

18 Invasive Species Prevention

The DNR requires active steps to prevent or limit the introduction, establishment, and spread of invasive species during contracted work. The contractor shall prevent invasive species from entering into or spreading within a project site by cleaning equipment prior to arriving at the project site.

If the equipment, vehicles, gear, or clothing arrives at the project site with soil, aggregate material, mulch, vegetation (including seeds) or animals, it shall be cleaned by contractor furnished tool or equipment (brush/broom, compressed air or pressure washer) at the staging area.

The contractor shall dispose of material cleaned from equipment and clothing at a location determined by the DNR Contract Administrator. If the material cannot be disposed of onsite, secure material prior to transport (sealed container, covered truck, or wrap with tarp) and legally dispose of offsite.

The contractor shall ensure that all equipment and clothing used for work in infested waters has been adequately decontaminated for invasive species (ex. zebra mussels) prior to being used in non-infested waters. All equipment and clothing including but not limited to waders, tracked vehicles, barges, boats, turbidity curtain, sheet pile, and pumps that comes in contact with any infested waters must be thoroughly decontaminated.

19 Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions

- 19.1 The prospective lower tier participant certifies, by submission of this grant contract agreement, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- 19.2 Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this grant contract agreement.

20 Whistleblower Protection Rights

41 USC §4712, Enhancement of Recipient and Subrecipient Employee Whistleblower Protection

- (a) This award and employees working on this financial assistance agreement will be subject to the whistleblower rights and remedies in the pilot program on Award Recipient employee whistleblower protections established at 41 U.S.C. 4712 by section 828 of the National Defense Authorization Act for Fiscal Year 2013 (Pub.L. 112-239).
- (b) Recipients, their subrecipients, and their contractors awarded contracts over the simplified acquisition threshold related to this award, shall inform their employees in writing, in the predominant language of the workforce, of the employee whistleblower rights and protections under 41 USC 4712.
- (c) The recipient shall insert this clause, including this paragraph (c), in all subawards and in contracts over the simplified acquisition threshold related to this award.

Attachments:

- _____ A. State Boat Grant Contract Agreement
- _____ B. Exhibit A
- _____ C. Exhibit B
- _____ D. Conflict of Interest Disclosure

1. STATE ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minnesota Statutes § 16A.15.

Pamela D.

Signed: Brisson

Digitally signed by Pamela D.
Brisson
Date: 2024.03.12 11:19:46
-05'00

3. STATE AGENCY: NATURAL RESOURCES

By: _____
(With delegated authority)

SWIFT Contract # 244790

Purchase Order # 3-249055

2. GRANTEE:

The Grantee certifies that the appropriate person(s) have executed the grant contract agreement on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

By: _____

Title: _____

Date: _____

Distribution:

1. DNR - OMBS

2. Grantee

3. State's Authorized Representative

By: _____

Title: _____

Date: _____

Conflict of Interest Disclosure Form for Grantees

Conflict of Interest

A conflict of interest occurs when a person has actual or apparent duty or loyalty to more than one organization and the competing duties or loyalties may result in actions which are adverse to one or both parties. A conflict of interest exists even if no unethical, improper or illegal act results from it. There are several types of conflicts of interest.

Actual Conflict of Interest

An actual conflict of interest occurs when a person's decision or action would compromise a duty to a party without taking immediate appropriate action to eliminate the conflict.

Potential Conflict of Interest

A potential conflict of interest may exist if a person has a relationship, affiliation, or other interest that could create an inappropriate influence if the person is called on to make a decision or recommendation that would affect one or more of those relationships, affiliations, or interests.

Individual Conflict of Interest

A conflict of interest that may benefit an individual employee *or a grant reviewer* is any situation in which *their* judgment, actions or non-action could be interpreted to be influenced by something that would benefit them directly or through indirect gain to *an immediate family member*, business, or organization with which they are involved.

Organizational Conflict of Interest

A conflict of interest can also occur with an organization that is a grant applicant in a competitive grant process or grantee of a state agency.

Organizational conflicts of interest occur when:

- A grantee's objectivity in carrying out the grant is impaired or compromised due to competing duties or loyalties
- A grantee, potential grantee or grant applicant has an unfair competitive advantage through being furnished unauthorized proprietary information or source selection information that is not available to all competitors.

This section to be completed by Grantee's Authorized Representative

I certify that we will maintain an adequate Conflict of Interest Policy, and throughout the term of our agreement will report any actual or potential conflicts of interests by individual employees or our organization as a whole to the State's Authorized Representative.

Organization Name:

Project Name: 2024 State Boat Grant

Legal Citation: Under Minnesota Statutes § 86B.701 & .705 the State is empowered to enter into this grant.

Authorized Representative Printed Name:

Authorized Representative Signature/Date:

COUNTY BOAT AND WATER SAFETY
2024 BUDGET SPENDING PLAN
 (January 1, 2024 - June 30, 2025)

Exhibit A

MN DNR - Enforcement Division
 Boat & Water Safety
 500 Lafayette Road
 St. Paul, MN 55155-4047
 E-mail: kelly.affeldt@state.mn.us
 Kelly Affeldt phone #: 651-259-5361

Itasca
 County
 Mike Partlow
 Contact Name
 218-326-3477
 Contact Phone

GROUP I - PERSONNEL	Number	Amount		TOTAL
		County	State	
Full-Time	2.0	\$ 239,956.00	\$ 30,561.00	\$ 270,517.00
Seasonal	-			\$ -
GROUP I SUBTOTALS	2.0	\$ 239,956.00	\$ 30,561.00	\$ 270,517.00

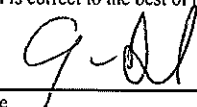
GROUP II - SUPPLIES & EXPENSES	Amount		TOTAL
	County	State	
DESCRIPTION -- (Itemize)			
MEALS AND LODGING	\$500		\$ 500.00
VEHICLE LIABILITY INS	\$7,000		\$ 7,000.00
OFFICE SUPPLIES	\$500		\$ 500.00
FIELD SUPPLIES	\$ 10,000.00		\$ 10,000.00
MOTOR/FUEL/OIL	\$ 5,000.00		\$ 5,000.00
VEHICLE EXPENSE	\$ 1,000.00		\$ 1,000.00
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
GROUP II SUBTOTALS	\$ 24,000.00	\$ -	\$ 24,000.00

GROUP III - EQUIPMENT	Amount		TOTAL
	County	State	
DESCRIPTION -- (Itemize)			
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
GROUP III SUBTOTALS	\$ -	\$ -	\$ -

2024 STATE GRANT TOTAL	\$ 263,956.00	\$ 30,561.00	\$ 294,517.00
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Scan and email the signed form. Send to:
kelly.affeldt@state.mn.us

"This is to certify that the state funds will be used only for purposes set forth in M.S. Chapter § 86B and that the information contained on this form is correct to the best of my knowledge."


 Signature

3/26/24
 Date



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, April 9, 2024

REQUEST FOR BOARD ACTION: RBA-2024-155

DEPARTMENT: Administrative Services

TIME REQUESTED: 15 Minutes

PRESENTER: Larry Lehtinen

AGENDA ITEM:

MagIron Update

BOARD ACTION REQUESTED:

Receive update on MagIron activities and progress.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. MagIron Update 04-09-2024

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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Maglron LLC Plant4 Restart

April 9, 2024

- Who is Maglron LLC? Maglron is a new company formed in 2021 by Larry Lehtinen of MN and Audley Capital, a Switzerland based investment firm focused on the mining sector.
 - Audley Capital was established in 2005.
 - The firm has a proven track record of investing in and raising capital for mining operations.
- Maglron aims to upgrade, recapitalize, and restart Plant4/JLO assets to play a strategic role in the “Green Steel” transformation of the steel industry. Maglron will produce direct reduction (DR) grade pellets to feed facilities making direct reduced iron (DRI) or pig iron that can be used in electric arc furnaces, a cleaner and growing way to make steel.
- Maglron has achieved several milestones since its formation:
 - Purchased selected former Magnetation and Prairie River Minerals assets – Plant 1 and 4 concentrators and the associated rail load out facility known as JLO.
 - Secured 10,500 acres of lands and minerals containing over 430 million metric tonnes of in-ground and legacy iron units, enough to support Plant4 operations at 3 million tonne per year (tpy) for 50+ years.
 - Completed extensive lab-based test work, in association with the Natural Resources Research Institute, which demonstrates the ability to significantly enhance the performance of Plant 4 and produce DR grade iron oxide concentrate.
- The permitting process for Plant4 is well advanced with remaining permits for the restart expected by mid-2024.
- Maglron is working to acquire the former Magnetation pellet plant in Reynolds, IN to reintegrate it with Plant4.
- To produce 3 million tpy of high-quality DR grade pellets, Maglron will invest new capital of ~\$240 million to go with the \$660 million of capital previously sunk into the pellet supply chain built by Magnetation.
- Part of the new capital is being spent on modifications to Plant4 that will more than double the iron and weight recoveries previously achieved at Plant4. The plant modifications will also increase the grade of the iron ore pellets made from Plant4 concentrate from BF grade (64.5%Fe) to DR grade (67.5%Fe).
- An important upgrade to Plant4 is the addition of a high-pressure grinding roll (HPGR) circuit that allows use of stockpiled jig rock in addition to fine tailings from basins. Seventy percent or more of the Plant4 feed will be jig rock with low mining costs and higher Fe content.
- Customers for the DR pellets made by Maglron will be DRI shaft furnaces located in the USA and globally.
- Local impacts of the Maglron Plant 4 Restart Project include:
 - Direct investment of ~\$100 million at Plant4
 - Create 150 direct high paying jobs at Plant 4
 - Create ~300 indirect jobs with suppliers and entities impacted by Plant 4
 - ~\$10 million per year in production taxes
 - ~\$11 million per year in mineral royalties
 - More than \$80 million per year of economic impacts via goods, energy and services procured for Plant4.
- We are working towards restarting Plant 4 in 2025
- For more information contact: Larry Lehtinen, CEO, Maglron 218-349-1277 or Ed Jack, CFO, 44 7478 686062

This presentation contains forward-looking information. Forward-looking statements relate to future events or future performance and reflect current estimates, predictions, expectations, or beliefs regarding future events. Forward-looking statements are based on a number of assumptions that may prove to be incorrect, including, but not limited to: the ability of the Company to raise sufficient funds and to execute on its business plan; the Company's business performance; the performance of the Company's investments; and the Company's business prospects and opportunities. The Company considers these assumptions to be reasonable in the circumstances, given the time periods for such outlook. However, there can be no assurance that the financial targets as set out herein will be achieved. Inherent in the forward-looking statements are known and unknown risks, uncertainties and other factors that could cause actual results, performance or achievements, or industry results, to differ materially from any results, performance or achievements expressed or implied by such forward-looking statements.



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, April 9, 2024

REQUEST FOR BOARD ACTION: RBA-2024-166

DEPARTMENT: Administrative Services

TIME REQUESTED: 5 Minutes

PRESENTER: Chair

AGENDA ITEM:

American Rescue Plan (ARP) Request - Visit Grand Rapids

BOARD ACTION REQUESTED:

Consider the American Rescue Plan (ARP) request, in the amount of \$50,000, from Visit Grand Rapids.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. ARP Request - Visit Grand Rapids

Motion To: Approve the American Rescue Plan (ARP) request, in the amount of \$50,000, from Visit Grand Rapids to come from the remaining unallocated fund amount.

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

From: noreply@civicplus.com
To: [Brett Skyles](#); [Gail Guck](#); [Amanda Schultz](#); [Cory Smith](#)
Subject: Online Form Submittal: American Rescue Plan (ARP) Request Form
Date: Wednesday, March 27, 2024 3:20:26 PM

CAUTION: This email originated from outside of the Itasca County email system. Do not click links or open attachments unless you recognize the sender and know the content is safe.

American Rescue Plan (ARP) Request Form

AMERICAN RESCUE PLAN (ARP) REQUEST FORM

Entity Name:	Visit Grand Rapids
Name of Contact:	Megan Christianson
Address:	22504 Old Trapper Road
City:	Cohasset
State:	MN
Zip Code:	55721
Phone Number:	218-259-0572
E-mail Address:	megan@visitgrandrapids.com
Commissioner District:	District 1 - Cory Smith
Project Name:	Thousand Grand Lakes of Minnesota
Amount Requested:	\$50,000
Project Budget & Summary of Project:	Project Summary: Phase I (Summer 2024) Five organizations that support and represent hospitality and tourism in Itasca County (Community Economic Development Associates (CEDA), Deer River Chamber of Commerce, Edge of the Wilderness Lodging Association, Grand Rapids Area Chamber of Commerce, and Visit Grand Rapids) came together to come up with creative ideas to boost tourism following a significant downturn in the winter tourism economy. Make Memories in Thousand Grand Lakes of Minnesota is the marketing campaign collaborative that was created for summer of 2025. The main goal is to create a boost of a positive economic impact through travel and tourism in Itasca County communities that would help make up for the significant downturn in winter tourism of 2024/2025. Choose Summer 2024 to roll out this marketing

collaborative to capture a database when the highest number of tourists are in the Itasca County region. Then Phase II will be to focus on shoulder seasons (late fall/early winter 2024-Spring 2025) where we will utilize the summer database (from adults signing up for a chance to win the fall trip prize) to retarget them to showcase outdoor recreation, things to do, cozy lodging, and events/live music and performances during shoulder seasons. Seasonal campaigns will focus on prizes that will be given to take their prize trip during shoulder season.

Additional Information: [Thousand Grand Lakes Campaign Overview and Budget.docx](#)

Email not displaying correctly? [View it in your browser.](#)

Thousand Grand Lakes of Minnesota Marketing Collaborative Project Overview

Entity Name: Visit Grand Rapids

Name of Contact: Megan Christianson

Address: PO Box 886

City: Grand Rapids

State: MN

Zip Code: 55744

Phone Number: 218-259-0572

E-Mail Address: megan@visitgrandrapids.com

Project Name: Thousand Grand Lakes of Minnesota Marketing Campaign Collaborative

Amount Requested: \$50,000

Project Budget & Summary of Project:

Project Summary: Phase I (Summer 2024) Five organizations that support and represent hospitality and tourism in Itasca County (Community Economic Development Associates (CEDA), Deer River Chamber of Commerce, Edge of the Wilderness Lodging Association, Grand Rapids Area Chamber of Commerce, and Visit Grand Rapids) came together to come up with creative ideas to boost tourism following a significant downturn in the winter tourism economy. Make Memories in Thousand Grand Lakes of Minnesota is the marketing campaign collaborative that was created for summer of 2025. The main goal is to create a boost of a positive economic impact through travel and tourism in Itasca County communities that would help make up for the significant downturn in winter tourism of 2024/2025. Choose Summer 2024 to roll out this marketing collaborative to capture a database when the highest number of tourists are in the Itasca County region. Then Phase II will be to focus on shoulder seasons (late fall/early winter 2024-Spring 2025) where we will utilize the summer database (from adults signing up for a chance to win the fall trip prize) to retarget them to showcase outdoor recreation, things to do, cozy lodging, and events/live music and performances during shoulder seasons. Seasonal campaigns will focus on prizes that will be given to take their prize trip during shoulder season. The marketing collaborative campaign consists of several parts:

Landing Website: www.thousandgrandlakes.com - each partner and communities would receive a link for places to stay, things to do, places to shop, area attractions, outdoor recreation and events for all of Itasca County. A form field will be on website to help us grow our own database so we can retarget same audience and create a look alike audience to target for shoulder seasons (late fall/early winter and spring).

Visitor Engagement: 1. We created a Kids Nature Scavenger Hunt (bingo card) when they cross off a row down, across or diagonal kids can pick up a wooden nature coin (8 different wooden coins being made by Grand Rapids High School Woodshop), and when kids complete the entire card, they pick out five wooden nature coins. After completing one row they can enter for a chance to win a monthly prize package. Parents will upload a picture of the kids' card, complete the form field checking off guardian disclaimer box. 2. Adults complete the Passport Cards by getting a place to stay, place to eat & drink, place to shop and area attraction to sign off on their card (anyone at the business can sign off - honor system). Once the card is complete, they take a picture of the card, upload to the website, fill out the form field, check the disclaimer that we can contact them with e-newsletter, and they get entered to win a monthly \$100 prize package and entered into the Make Memories Grand Prize: Fall Trip for Four People valued at \$1,000.

Prizes & Sweepstakes: Summer 2024: \$50 Prize Package for Kids and \$100 Prize Package for Adults (each month one of the partners are responsible for securing and awarding one kid and one adult prize package. Grand Prize Trip: all partners will help to secure prizes for this totaling \$1,000 value good for four people. Winter/Spring 2024-2025: will come up with seasonal contest prizes where winners will take shoulder season trip – to showcase shoulder seasons greater.

Digital Marketing: to brand www.thousandgrandlakes.com through Google Paid Ads, Paid Social Ads, and YouTube Video Ads. Google is the number one search engine in the world and YouTube is the second largest.

Organic Social Content: All partners will post once a week on their social channels that will highlight Make Memories in Thousand Grand Lakes of Minnesota campaign - asset shares of images, video, logos/icons, links, etc. Combined 40k followers through all partners social media channels

E-Blasts: Star Tribune and MN Monthly E-blast (target market meets these two Minnesota publications, will seek out additional out state e-blast opportunities) in all seasons Summer 2024-Spring 2025) that will promote Make Memories in Thousand Grand Lakes of Minnesota campaign and sweepstakes to reach 75,000 people throughout Minnesota, WI, IL, ND, SD, and Iowa subscribers database. All partners will be including Make Memories in Thousand Grand Lakes of Minnesota campaign in each of their bi-monthly or monthly e-newsletters with links back to the website: www.thousandgrandlakes.com (10k subscribers).

Project Summary: Phase II (Late Fall/Early Winter 2024 and Spring 2025)

Shoulder Season Marketing Summary: After completing the Summer 2024 destination marketing campaign. The partners will come back together to assess the results, review the acquired database, and set a plan for shoulder seasons running October-December 2024 (late fall/early winter) and April/May 2025 (spring). This will consist of retargeting those that signed up encouraging them to re-visit during another season (showcasing strong images and video) of across Itasca County and link back to website: www.thousandgrandlakes.com, Continued Paid Google (creating look alike audiences of database), Paid social media that leverages things to do, events, and cozy lodging in shoulder seasons, and YouTube Video Ads showcasing shoulder season video. The results of each season will be shared with each partners Board of Directors, elected officials, civic organizations, area businesses and other constituents.

Budget Breakdown:

Project Dates: Phase I: May-August 2024 & Phase II: November/December 2024 & April/May 2025

Phase I Budget:

Summer 2024 Campaign Budget:

Website (www.thousandgrandlakes.com): \$1,500

Printing: Campaign Signs, Posters/Flyers, Scavenger Hunt Cards, Passport Cards: \$1,500

Wooden Nature Coins For Kids: \$1,500

Graphic Design: \$1,000

Paid Google Ads: \$1,000/mo (\$4,000 total)

Paid Social Ads: \$500/mo (\$2,000 total)

YouTube Video Ads: \$1000/mo (\$4,000 total)

Star Tribune & MN Monthly E-Blasts: \$2,000

3rd Party Digital Marketing: \$7,500

Summer Budget Total: \$25,000

Phase II Budget:

Late Fall/Early Winter 2024 & Spring 2025 Budget (two seasons):

Updated Maintenance (update seasonal images, and SEO updates): \$1,500

Printing: Campaign Signs, Posters/Flyers, and Other: \$1,500

Graphic Design: \$1,000

Paid Google Ads: \$1,500/mo (\$6,000 total)

Paid Social Ads: \$500/mo (\$2,000 total)

YouTube Video Ads: \$1000/mo (\$4,000 total)

Star Tribune & MN Monthly E-Blasts: \$2,000

3rd Party Digital Marketing (that will have multiple digital marketing tactics): \$52,000

Shoulder Season 2024-2025 Budget Total: \$70,000

Budget Income Breakdown (if any of the below is not secured we will adjust the budget to fit the funding we do secure):

Partners: \$500-\$2,000 each (several partners do not have set aside marketing budgets, and all of us are considered small destination marketing organizations)

Itasca County: \$50,000

Iron Range Resources & Rehabilitation: \$30,000

Explore Minnesota Tourism: \$15,000

Total Income Budget For 3 Seasons: \$95,000

Budget Expenses Breakdown:

Summer 2024: \$25,000

Late Fall/Early Winter 2024 & Spring 2025: \$70,000

Total Expenses Budget For 3 Seasons: \$95,000



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, April 9, 2024

REQUEST FOR BOARD ACTION: RBA-2024-167

DEPARTMENT: Administrative Services

TIME REQUESTED: 5 Minutes

PRESENTER: Casey Venema

AGENDA ITEM:

American Rescue Plan (ARP) Request - City of Calumet

BOARD ACTION REQUESTED:

Consider the American Rescue Plan (ARP) request, in the amount of \$100,000, from the City of Calumet.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. ARP Request - City of Calumet

Motion To: Approve the American Rescue Plan (ARP) request, in the amount of \$65,000, from the City of Calumet.

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

From: noreply@civicplus.com
To: [Brett Skyles](#); [Gail Guck](#); [Amanda Schultz](#); [Casey Venema](#)
Subject: Online Form Submittal: American Rescue Plan (ARP) Request Form
Date: Thursday, February 15, 2024 10:29:40 AM

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American Rescue Plan (ARP) Request Form

AMERICAN RESCUE PLAN (ARP) REQUEST FORM

Entity Name:	City of Calumet
Name of Contact:	April Serich
Address:	PO Box 375
City:	Calumet
State:	MN
Zip Code:	55716-0375
Phone Number:	2182477542
E-mail Address:	cityclerk@calumetmn.com
Commissioner District:	District 5 - Casey Venema
Project Name:	Mesabi Ave./Gary St. Project
Amount Requested:	100,000.00
Project Budget & Summary of Project:	Budget \$129,541.27 estimated cost for this portion of the total Gary Street project. In coordination with the Itasca County Transportation Department, the City of Calumet is planning to replace water and sanitary sewer infrastructure beneath Gary Street from US highway 169 to Mesabi Avenue. The county road ends at 2nd Avenue on Gary Street. The City of Calumet wants to continue the project from 2nd Avenue to Mesabi Avenue.
Additional Information:	<i>Field not completed.</i>

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**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, April 9, 2024

REQUEST FOR BOARD ACTION: RBA-2024-168

DEPARTMENT: Administrative Services

TIME REQUESTED: 5 Minutes

PRESENTER: Casey Venema

AGENDA ITEM:

American Rescue Plan (ARP) Request - Lawrence Lake Township

BOARD ACTION REQUESTED:

Consider the American Rescue Plan (ARP) request, in the amount of \$10,000, from Lawrence Lake Township.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. ARP Request - Lawrence Lake Township

Motion To: Approve the American Rescue Plan (ARP) request, in the amount of \$10,000, from Lawrence Lake Township.

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

From: noreply@civicplus.com
To: [Brett Skyles](#); [Gail Guck](#); [Amanda Schultz](#); [Casey Venema](#)
Subject: Online Form Submittal: American Rescue Plan (ARP) Request Form
Date: Monday, April 1, 2024 1:40:44 PM

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American Rescue Plan (ARP) Request Form

AMERICAN RESCUE PLAN (ARP) REQUEST FORM

Entity Name:	Lawrence Lake Township
Name of Contact:	Cheryl Bunes
Address:	39873 Cty Rd 336
City:	Bovey
State:	mn
Zip Code:	55709
Phone Number:	218-910-9022
E-mail Address:	cbunes336@gmail.com
Commissioner District:	District 5 - Casey Venema
Project Name:	Township Hall Community Upgrades
Amount Requested:	10,000
Project Budget & Summary of Project:	Dear Mr. Venema Lawrence Lake Township has been working diligently to upgrade the community town hall. To date the board has completed the following upgrades: full kitchen remodel, Bathroom remodel and upgraded the front door entrance for ADA compliance. The townhall is a rentable facility that tends to see high use for birthdays, family reunions, graduations, funerals, etc. The township board has been working in partnership with CEDA (Community and Economic Development Associates), Sarah Carling to address our needs. Sarah has been and continues to support our future vision of the hall and community park area. We have identified 7 projects for our facility and grounds that is

estimated at approximately \$205,000. To complete the hall upgrades, we have an estimate of \$63,000 for new windows, flooring, and doors. We will be requesting \$30,000 from IRRR Culture and Tourism this summer to help offset the total amount. We are requesting \$10,000 of the available ARP funds to help offset the remaining cost needed to complete the upgrades. All additional gap funding will be matched with the seed funds secured through our Blandin Foundation grant.

Thank you for your time, consideration and support.

Additional Information: *Field not completed.*

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**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, April 9, 2024

REQUEST FOR BOARD ACTION: RBA-2024-172

DEPARTMENT: Administrative Services

TIME REQUESTED: 5 Minutes

PRESENTER: Burl Ives

AGENDA ITEM:

American Rescue Plan (ARP) Request - Spang Township

BOARD ACTION REQUESTED:

Consider the American Rescue Plan (ARP) request, in the amount of \$75,000, from Spang Township.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. ARP Request - Spang Township

Motion To: Approve the American Rescue Plan (ARP) request, in the amount of \$75,000, from Spang Township.

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

From: noreply@civicplus.com
To: [Brett Skyles](#); [Gail Guck](#); [Amanda Schultz](#); [Burl Ives](#)
Subject: Online Form Submittal: American Rescue Plan (ARP) Request Form
Date: Tuesday, April 2, 2024 4:20:36 PM

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American Rescue Plan (ARP) Request Form

AMERICAN RESCUE PLAN (ARP) REQUEST FORM

Entity Name:	Spang Township
Name of Contact:	Kelly Derfler
Address:	39043 Spang Rd
City:	Hill City
State:	Minnesota
Zip Code:	55748
Phone Number:	2183982109
E-mail Address:	spangclerk@gmail.com
Commissioner District:	District 4 - Burl Ives
Project Name:	Spang Township Hall and Roads Projects
Amount Requested:	\$75,000.00
Project Budget & Summary of Project:	Greetings to the Itasca County Board, Spang Township is in the process of updating elements to the Town Hall in order to be utilized as an emergency shelter in partnership with the Itasca County Emergency Management Division. The Township has purchased and installed a 26kw Generac Automatic Standby Generator to date. The Town Hall is in need of additional updates in order to be used to respond in case of emergencies. These include 50-amp service for a shower trailer, a 500 gallon liquid petroleum tank, and adding an Automated External Defibrillator. The Town Board is also seeking to add township signage, update interior hall lighting to LED, update the security system, install ADA accessible exterior doors with push to open activation switch, crack seal the existing asphalt parking lot, and complete

the hall's exterior projects including landscaping and replacing the stone veneer.

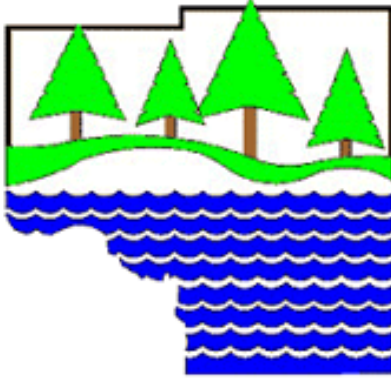
In addition to the Spang Town Hall projects, the Township is also undergoing several road projects including adding class-5 to township roads, replacing damaged culverts, and brushing along roads.

The total cost of these projects is \$111,500.00. Spang Township is requesting ARP funds in the amount of \$75,000.00 to diminish the burden of the Township's residents. We appreciate your consideration and support towards our identified needs and upgrades.

Regards,
Spang Town Board

Additional Information: *Field not completed.*

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**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, April 9, 2024

REQUEST FOR BOARD ACTION: RBA-2024-173

DEPARTMENT: Administrative Services

TIME REQUESTED: 5 Minutes

PRESENTER: Burl Ives

AGENDA ITEM:

American Rescue Plan (ARP) Request - Harris Township

BOARD ACTION REQUESTED:

Consider the American Rescue Plan (ARP) request, in the amount of \$75,000, from Harris Township.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. ARP Request - Harris Township

Motion To: Approve the American Rescue Plan (ARP) request, in the amount of \$75,000, from Harris Township.

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

From: noreply@civicplus.com
To: [Brett Skyles](#); [Gail Guck](#); [Amanda Schultz](#); [Burl Ives](#)
Subject: Online Form Submittal: American Rescue Plan (ARP) Request Form
Date: Wednesday, April 3, 2024 10:03:22 AM

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American Rescue Plan (ARP) Request Form

AMERICAN RESCUE PLAN (ARP) REQUEST FORM

Entity Name:	Harris Township
Name of Contact:	Peggy Clayton
Address:	20876 Wendigo Park Road
City:	Grand Rapids
State:	Minnesota
Zip Code:	55744
Phone Number:	218-259-1551
E-mail Address:	supervisorchtp@gmail.com
Commissioner District:	District 4 - Burl Ives
Project Name:	Wendigo Park, Crystal Park, and Casper Landing
Amount Requested:	\$75,000.00

Project Budget & Summary of Project:	Dear Commissioner Ives and Fellow Commissioners: Harris Township has \$1.2M worth of identified projects. Some of these projects include: boat landing improvements, walking trails, park upgrades to existing facilities, playground expansion, pollinator garden, disc golf, etc (to name a few). These additions and upgrades will enhance our recreational facilities and events while ensuring safe and secure amenities for our constituents, Itasca County residents and visitors. The Harris Board is requesting \$75,000.00 from the available ARPA funds, which will provide the township more leverage and purchasing power for grant dollars, while offsetting costs and allowing the township to execute much needed immediate
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upgrades to ensure a safe user experience.

*Wendigo Park has been on the township forefront for the last year and is one of our 2024 projects. The tennis courts (2) and the basketball court are in dire need of reconstruction, Costs associated with the reconstruction are approximately \$228,000.00. Repaving and resurfacing the courts will cost \$115,000.00. All of the fencing will need to be replaced and will cost \$58,000.00. (A pickleball court will replace one of the tennis courts). The addition of a pavilion will cost \$30,000.00.

*Crystal Park tennis courts and basketball court will need to be resurfaced, at a cost of \$25,000.00.

*Casper Landing is also on the horizon for the township. Drawings and estimates to redevelop and enhance a swimming beach, add a pavilion, create green space/picnic area, and create additional parking, will cost approximately \$350,000.00.

*Purchasing an AED for our town hall is of utmost importance, as the hall is our central focal point for all board meetings, hall rentals, and public voting location.

We thank you for your consideration and continued support.

Harris Town Board of Supervisors

Additional Information: *Field not completed.*

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**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, April 9, 2024

REQUEST FOR BOARD ACTION: RBA-2024-170

DEPARTMENT: Administrative Services

TIME REQUESTED: 5 Minutes

PRESENTER: Terry Snyder

AGENDA ITEM:

State Assessed Utilities Discussion

BOARD ACTION REQUESTED:

Discuss potential letter to the Department of Revenue in reference to State Assessed Utilities.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION: None

RESULT:	PULLED FROM AGENDA
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**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, April 9, 2024

REQUEST FOR BOARD ACTION: RBA-2024-175

DEPARTMENT: Administrative Services

TIME REQUESTED: 5 Minutes

PRESENTER: Cory Smith

AGENDA ITEM:

American Rescue Plan (ARP) Request - City of Deer River

BOARD ACTION REQUESTED:

Consider the American Rescue Plan (ARP) request, in the amount of \$130,000, from the City of Deer River.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. ARP Request - City of Deer River

Motion To: Approve the American Rescue Plan (ARP) request, in the amount of \$130,000, from the City of Deer River.

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

Amanda Schultz

From: noreply@civicplus.com
Sent: Wednesday, March 20, 2024 2:08 PM
To: Brett Skyles; Gail Guck; Amanda Schultz; Cory Smith; Burl Ives
Subject: Online Form Submittal: American Rescue Plan (ARP) Request Form

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American Rescue Plan (ARP) Request Form

AMERICAN RESCUE PLAN (ARP) REQUEST FORM

Entity Name:	City of Deer River
Name of Contact:	Mark Bos
Address:	60 2nd St Se PO box
City:	Deer River
State:	MN
Zip Code:	56636
Phone Number:	218-246-8195
E-mail Address:	mark.box@deerrivermn.org
Commissioner District:	District 1 - Cory Smith, District 4 - Burl Ives
Project Name:	Multi-family Housing Build
Amount Requested:	130,000
Project Budget & Summary of Project:	Dear Commissioner Cory Smith As you and the County Board are aware of the housing shortage throughout Itasca County. The city recognized several years ago that the housing shortage was coming and worked to develop a plan that laid out what resources and help the city has to offer a housing developer or contractor. Having this plan in place opened up an opportunity for the city and we are now working with Kootasca Community Action which is going to construct multi-family housing with up to 32 units. Though the

city has many community projects that we are currently working on, housing is a need that tops the list for our city.

With the recent changes from the Department of Treasury to the allowable uses for the ARPA funds we have an opportunity to help secure the required funds needed to get this project fully funded. So, with housing being the top priority for the city and knowing this project has the full support of the city council and that this is an allowable use of the ARPA funds the City of Deer River is requesting \$130,000 of the APRA funds.

Over the past year, the City of Deer River has been working with the Minnesota Housing Partnership which helps communities develop a housing plan. Deer River is working closely with CEDA, IEDC, Habitat for Humanity, Kootasca Community Action, and local business owners and managers. Working through this housing planning process we recognize that the housing needs are great and this project is just the start to solving some of our area's housing needs. But it's a start and with your support, this project could be under way by the spring of 2025.

Thank you for considering this project.

Sincerely,

Mark Box
City Administrator
City of Deer River

Additional Information: *Field not completed.*

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**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, April 9, 2024

REQUEST FOR BOARD ACTION: RBA-2024-176

DEPARTMENT: Administrative Services

TIME REQUESTED: 5 Minutes

PRESENTER: Cory Smith

AGENDA ITEM:

American Rescue Plan (ARP) Request - Moose Park Township

BOARD ACTION REQUESTED:

Consider the American Rescue Plan (ARP) request, in the amount of \$11,000, from Moose Park Township.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. ARP Request - Moose Park Township

Motion To: Approve the American Rescue Plan (ARP) request, in the amount of \$11,000, from Moose Park Township.

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

Amanda Schultz

From: noreply@civicplus.com
Sent: Monday, April 8, 2024 2:43 PM
To: Brett Skyles; Gail Guck; Amanda Schultz; Cory Smith
Subject: Online Form Submittal: American Rescue Plan (ARP) Request Form

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American Rescue Plan (ARP) Request Form

AMERICAN RESCUE PLAN (ARP) REQUEST FORM

Entity Name:	Moose Park Township
Name of Contact:	LeAnn Michalek
Address:	71031 County Road 13
City:	Blackduck
State:	MN
Zip Code:	56630
Phone Number:	2187609246
E-mail Address:	mooseparktownship@yahoo.com
Commissioner District:	District 1 - Cory Smith
Project Name:	Moose Park Townhall
Amount Requested:	\$11,000
Project Budget & Summary of Project:	Exterior of building has been completed. Quoted \$12,000 from local contractor Mike Theisen to finish interior of building. He has started on sheetrock and been paid \$1,100 for work he has done so far. Funds we receive from county would be put towards completion of town hall.
Additional Information:	Building Quote.jpg

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Proposal

PROPOSAL NO.		DATE
BID NO.		ARCHITECT
PHONE NO.		DATE OF PLANS
WORK TO BE PERFORMED AT:		

TO: Moose Park Township
 ADDRESS: 73258 CTY Rd 13
 Blackduck, MN. 56630

DATE: 3-11-2024
 ARCHITECT: Michael Theisen
 PHONE NO.: 612 804 0631
 DATE OF PLANS: Early Spring
 WORK TO BE PERFORMED AT: Town Hall @ Moose Park
 73258 CTY Rd 13, Blackduck

We hereby propose to furnish the materials and perform the labor necessary for the completion of Interior of Town Hall

Area below for additional description and/or drawings:

1. Sheet Rock walls - with $\frac{1}{2}$ strong rock, bath $\frac{1}{2}$ Green rock
2. Sheet Rock ceilings - with $\frac{1}{2}$ strong rock.
3. Mudd AND TAPE TOTAL ENTIRE
4. PRIME ENTIRE ENTIRE
5. PAINT ENTIRE ENTIRE
6. TO INSTALL (2) 36' Interior doors, install (1) 32' interior door
7. Install 8 sets of door casing
8. Jamb ~~and~~ extensions AND CASING ON (5) windows
9. Install mop board on complete interior

\$1100 paid ck# 2276 3.29.24 for sheetrocking ceiling

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed in a substantial workmanlike manner for the sum of Twelve Thousand dollars

AND NO/100 Dollars (\$ 12,000) with payments to be made as follows. $\frac{1}{2}$ down, the other $\frac{1}{2}$ upon satisfactory completion

ACCEPTANCE OF PROPOSAL

The above prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above.

Date _____

Signature _____

Signature _____