



ITASCA COUNTY BOARD OF COMMISSIONERS

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

Tuesday, May 21, 2024

2:30 PM

Itasca County Boardroom

FINAL

WORK SESSION MINUTES

I. CALL TO ORDER

Vice-Chair Venema 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	Absent	
Burl Ives	District #4	Present	2:30 PM
Casey Venema	District #5	Present	2:30 PM

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF AGENDA

Motion To: Add Item #6.11 (Letter of Understanding with AFSCME, Local 1452) and approve the agenda, as amended.

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

IV. MINUTES APPROVAL

Motion To: Approve the minutes, as delineated below.

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

1. Approve the minutes of the Tuesday, May 14, 2024 County Board Regular Session.

V. RECOMMENDED FOR CONSENT AGENDA

1. Authorize Public Health to apply for the Youth Suicide Prevention Learning Collaborative Grant.

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 05/28/2024 2:30 PM
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2. Authorize out of state travel to Orlando, Florida for Travis Schultz to attend Honeywell Users Group (HUG) Training.

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 05/28/2024 2:30 PM
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3. Approve utility easement for construction, maintenance and operation of an underground electric line over and across tax-forfeited trust lands in Section 34, Township 56, Range 25 and authorize necessary signatures.

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 05/28/2024 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 Itasca County Lobbyist Shane Zahrt.

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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3. Goodland Township Agreement

Assistant County Engineer Ryan Sutherland provided information regarding the request to approve the agreement with Goodland Township to include a township bituminous project in a county highway construction contract.

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 05/28/2024 2:30 PM
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4. Dust Control Application and Procedures

Motion To: Approve the revised Dust Control Application and Procedures Form, make it a departmental procedure, and remove it from the County Policy Book.

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

5. Annual Update by ARDC and MnDOT

Bryan Anderson and Alex Peritz of the Minnesota Department of Transportation (MnDOT) and Beverly Sidlo-Tolliver of the Arrowhead Regional Development Corporation (ARDC) provided an annual update on Federal Aid Highway Projects, including the Area Transportation Improvement Plan (ATIP), in Itasca County.

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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6. Extension Impact Report

University of Minnesota Extension representatives Keri Cavitt, Eli Sagor, and Jan Derdowski provided an Extension Impact Report, including information regarding the five key program areas of Environment, Food & Agriculture, Communities, Families, and Youth Development (4-H).

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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7. Updated Letter of Support – General Waste Certificate of Need Request

Motion To: Approve an updated letter of support for the General Waste Keewatin Landfill Certificate of Need request.

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

8. Resolution to Support a Big Fork River Watershed Management Plan (1W1P)
District Manager/Water Plan Coordinator Andy Arens provided information regarding the request to adopt the Resolution Re: Support for a Big Fork River Watershed One Watershed, One Plan which supports applying for a Mn Board of Water and Soil Resources (BSWR) grant.
RESULT: RECOMMENDED FOR CONSENT NEXT: 05/28/2024 2:30 PM
9. Resolution to Support a Little Fork River Watershed Management Plan (1W1P)
District Manager/Water Plan Coordinator Andy Arens provided information regarding the request to adopt the Resolution Re: Support for a Little Fork River Watershed One Watershed, One Plan which supports applying for a Mn Board of Water and Soil Resources (BSWR) grant.
RESULT: RECOMMENDED FOR CONSENT NEXT: 05/28/2024 2:30 PM
10. American Rescue Plan (ARP) Request – Post 476 & Post 301 American Legion
Motion To: Approve the American Rescue Plan (ARP) request, in the amount of \$10,000, from Post 476 & Post 301 American Legion.
RESULT: APPROVED (4 TO 0)
MOVER: Commissioner Cory Smith
SECONDER: Commissioner Terry Snyder
AYES: Cory Smith, Terry Snyder, Burl Ives, Casey Venema
ABSENT: John Johnson
11. Letter of Understanding with AFSCME, Local 1452
Motion To: Approve the Letter of Understanding between Itasca County and AFSCME, Local 1452.
RESULT: APPROVED (4 TO 0)
MOVER: Commissioner Burl Ives
SECONDER: Commissioner Cory Smith
AYES: Cory Smith, Terry Snyder, Burl Ives, Casey Venema
ABSENT: John Johnson
- VII. COMMITTEE REPORTS
VIII. ADMINISTRATOR UPDATE
IX. COMMISSIONER COMMENTS
X. CLOSED SESSIONS
XI. ADJOURN
Vice-Chair Venema adjourned the meeting at 4:10 PM.

ATTEST



John Johnson
Chair of the County Board



Brett Skyles
Clerk of the County Board



May 21, 2024

Chair:

PULL: None

ADDITIONS:

1. Item #6.11 – Letter of Understanding with AFSCME, Local 1452

CHANGES: None

INFORMATIONAL: None



ITASCA COUNTY BOARD OF COMMISSIONERS

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

Tuesday, May 14, 2024

2:30 PM

Itasca County Boardroom

DRAFT

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 Item #6.9 (Amend Action Re: American Rescue Plan (ARP) Request - Lake Jessie Township) and approve the agenda, as amended.

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

1. Approve the minutes of the Tuesday, May 7, 2024 County Board Work Session.

V. CONSENT AGENDA

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

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

1. Approve the new Minnesota Counties Information Systems (MCIS) Hosting Agreement between MCIS and Itasca County which includes when maintenance fees are evaluated (yearly) and when Counties can terminate their agreement, upon 180 days' written notice.

2. Approve the Computer Hardware Hosting Agreement between Minnesota Counties Information Systems (MCIS) and Itasca County.
3. Approve the donation of 100-120 end-of-life analog monitors for PCs for People/KOOTASCA Community Action.
4. Approve County Board Chair to sign a Service Contract between Itasca County and American Disposal for Demolition Operations at the Itasca County Transfer Station.
5. Approve final payment for Contract 60318 - CSAH 3 / 7th Avenue Bituminous Paving and Roundabout and authorize the County Board Chairperson and Clerk to the County Board to sign the Certificate of Final Payment.
6. Approve the 2024/2025 Annual Road Maintenance Agreements and authorize the County Board Chairperson and the Clerk to the County Board to sign Agreements and authorize the County Engineer to modify the Attachment "A" to Agreements as needed and upon mutual agreement with the Township or City.
7. Award Contract 68404 which includes Itasca County SAP 031-684-004 CSAH 84 Gary Steet and City of Calumet CA23-03 Utility Improvements to the lowest responsible bidder, Casper Construction Co, in the amount of \$1,259,889.00 (Base Bid and Alternate #1) and authorize the required signatures on the contract documents.
8. Approve 2024 Environmental Trust Fund Grant of \$5,000.00 to the Grand Rapids High School Future Farmers of America (FFA).
9. Approve amendment to the Land Contract and Purchase Agreement previously approved by the Itasca County Board of Commissioners on October 17, 2023 and authorize the necessary signatures.
10. Approve grant application, letter of support, and grant acceptance, if awarded, to Lessard Sam's Outdoor Heritage Fund (LSOH); approve insurance limits with Northern Waters Land Trust for LOSH grant consulting services; and authorize necessary signatures.
11. Approve and authorize signatures necessary to execute the Federal Supplemental Boating Safety Patrol Grant Agreement and Conflict of Interest Statement between the State of Minnesota (DNR) and the Itasca County Sheriff's Office.
12. Approve and authorize signatures necessary to execute the 2024 Firearms Storage Grant Agreement between the State of Minnesota (DPS) and the Itasca County Sheriff's Office.

VI. REGULAR AGENDA

1. Citizen Input
Stephanie Lipsky provided citizen input regarding interest of having the Itasca Pride event scheduled for June 23, 2024 moved from the Central School property to a private venue.
2. Legislative Conference Call
A Legislative Conference Call was provided by Senator Justin Eichorn, Legislative Assistant Victor Florell, and Itasca County Lobbyist Shane Zahrt.

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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3. Recognition of County Employees
The following employees were recognized:

Farewell to Luke St. Germain, whose last day as Veterans Service Officer with the Veteran Services Department was April 30, 2024, after 6+ years of service.

Farewell to Caleb Zaffke, whose last day as Accounting Technician with the HHS Department was May 3, 2024 after 11+ years of service.

Welcome to new employee, Katie Carlson, Public Health Nurse with Health & Human Services Department, which was effective May 13, 2024.

Welcome to new employee, Mandy Windorski, HR Specialist with the Human Resources Department, which was effective May 13, 2024.

Farewell to Jacob McCartney, whose last day as Highway Maintenance Worker with the Transportation Department will be May 17, 2024, after 6+ years of service.

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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4. Commissioner Warrants

Motion To: Approve Commissioner Warrants with a check date of May 17, 2024, in the amount of \$3,646,291.52.

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. American Rescue Plan (ARP) Request – CEDA/Itasca County

Motion To: Approve the American Rescue Plan (ARP) request, in an amount up to \$25,000, from CEDA/Itasca County.

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

6. BCA Lease

Motion To: Approve the Lease between Itasca County and the State of Minnesota, Department of Administration acting for the benefit of the Department of Public Safety and authorize necessary signatures.

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

7. Award Contract 66112 – CSAH 61 Bridge Replacement

Motion To: Pending approval by MnDOT, award contract 66112, CSAH 61 Bridge Reconstruction, to S & R Reinforcing, Inc. and authorize required signatures on the contract documents.

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

8. Meds-1 Update

Jim Ducharme from Meds-1 Ambulance Service and Kevin Lee, Rob Almendinger, and Brent Custard from North Ambulance presented information regarding the pending sale of Meds-1 to North Memorial Ambulance.

Motion To: Approve a Letter of Support regarding the Transfer of Ownership from Meds-1 Ambulance to North Memorial Ambulance, pending County Attorney review and approval.

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

9. Amend Action Re: American Rescue Plan (ARP) Request – Lake Jessie Township

Motion To: Amend the motion adopted at the April 23, 2024 County Board Regular Session to approve an American Rescue Plan (ARP) Request, in the amount of \$25,214, from Lake Jessie Township by striking \$25,214 and inserting \$20,000.

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

VII. COMMISSIONER COMMENTS

Commissioner Ives provided comment regarding his attendance at a recent Chamber Luncheon regarding tourism, as well as various township meetings and Airport Road concerns.

Commissioner Smith provided comment regarding fishing opener and tourism, as well as plans to attend the upcoming Community and Economic Development Associates (CEDA) Annual meeting.

Commissioner Venema provided comment regarding his attendance at a recent Highway 169 meeting with MnDOT District 1.

Commissioner Johnson provided comment regarding iron mining in Itasca County.

VIII. CLOSED SESSIONS

IX. ADJOURN

Chair Johnson adjourned the meeting at 3:30 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, May 21, 2024

REQUEST FOR BOARD ACTION: RBA-2024-226

DEPARTMENT: Health & Human Services

TIME REQUESTED: < 5 Minutes

PRESENTER: Naesa Myers

AGENDA ITEM:

Application for Youth Suicide Prevention Learning Collaborative Grant

BOARD ACTION REQUESTED:

Authorize Public Health to apply for the Youth Suicide Prevention Learning Collaborative Grant.

BACKGROUND:

This grant will work to address the concern of suicide in Itasca County, led by Public Health in coordination with a core team of community members. This grant does not require county funds.

COUNTY ATTORNEY REVIEW:

SUPPORTING DOCUMENTATION:

1. youthsuaapplication

05/21/2024

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 05/28/2024 2:30 PM
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Attachment A: Grant Application

YOUTH SUICIDE PREVENTION LEARNING COLLABORATIVE GRANT

Includes Narrative Questions, Work Plan, Budget Summary, and Detailed Budget

The Minnesota Department of Health (MDH) is soliciting proposals for a lead organization to participate in a monthly learning collaborative to prepare and assist grantees and their community partners to develop effective systems for identifying and responding to youth 10-24 years with a potential mental health concern or suicide risk. MDH is seeking grant proposals for the grant period September 1, 2024-August 31, 2026.

Please provide the following information below.

Organization Name:

Mailing Address:

Primary Contact Name:

Phone:

Email:

CEO/Director/Administrator Name:

Phone:

Email:

Grant goals

This grant will provide foundation skills through monthly learning collaborative sessions to prepare communities to learn how to implement and coordinate a community wide effort to:

- Align local referral resources for mental health, mobile crisis, and the 988 Suicide and Crisis Lifeline.
- Work collaboratively with formal and informal support systems to implement best practices, to improve suicide risk identification among youth ages 10-24.
- Promote timely follow-up care for individuals experiencing a suicidal crisis.
- Increase knowledge of how to identify, support, and help those who are experiencing mental health challenges or who are having suicidal ideations.

Grant outcomes will include:

- Community co-leads will convene meetings with the full core team to facilitate ongoing information sharing and discussion.
- Community organizations making up the core team will complete a community assessment at the outset of the cohort evaluating current practices for identifying, referring, and supporting youth at potential risk of suicide. A second community assessment will be completed at the end of the cohort evaluating progress.
- Community core team will assess current local supports and resources creating a community resource map.
- Community core team will utilize community assessment results with information gained in the learning collaborative sessions to collaborate, create, and finalize protocols for a mental health referral pathway to care documented in a format that can be distributed in the community.
- Create a suicide prevention training plan to build community member competence, confidence, and skills to identify, refer and connect youth needed supports through the referral pathway.
 - Applicants will partner with MDH to report any trainings, outreach, and activities within the defined community.

Instructions (Application guidance for preparing your projective narrative responses, work plan, and budget)

Please use Attachment C: Application Scoring Criteria Scorecard as a guide to prepare your application. This will help ensure that all components are included in your proposal. The following are the scores and weights in which applications will be evaluated based on the following criteria:

- Section 1: Organizational Capacity: 10 points
- Section 2: Project Narrative and Work plan: 10 Points
- Section 3: Equity: 5 Points
- Section 4: Budget: 5 Points

Youth Suicide Prevention Learning Collaborative Grant application:

- Section 1: Organizational Capacity (250-word limit)
- Section 2: Project Narrative and Work plan (1,000-word limit, does not include Work plan. Work plan may be submitted as a separate attachment)
- Section 3: Equity (250-word limit)

- Section 4: Budget Summary, Detail and Justification (Form A attachment)

Parameters: one-inch margins, size 12 font, single-spaced are required. Tables and charts may be 10-inch font, single-spaced.

Eligible activity

Youth Suicide Prevention Learning Collaborative Grant – Participate in two-year learning cohort to implement and coordinate a community mental health referral pathway to care.

Section 1: Organizational capacity (10 Points)

1. Briefly describe the applicant organizations commitment to participate in monthly learning collaborative sessions to implement and coordinate a suicide prevention community mental health referral pathway to care.
 - Describe your current staff capacity to convene a core team of individuals.
 - Share an example of how the applicant organization has collaborated with external organizations or agencies. The example can include either an on-going relationship or a specific project.

Section 2: Project narrative and work plan (10 Points)

1. It is a requirement of this grant that the priority population be youth ages 10-24. Please share information about the priority population, youth 10-24, that you plan to serve.
2. Describe the geographic area(s) in which the project activities will take place. Describe how these areas were selected and what data was used for the analysis.
 - a) Include qualitative or quantitative data to demonstrate the need in the selected geographic area, focusing on mental health and suicidal experiences.
 - b) Describe any disparities or inequities of youth aged 10-24 that you uncovered from your data.
3. Describe the plan to engage a multi-sector core team to implement and coordinate community pathway to care for youth at risk of suicide. Specifically, how will you engage youth-serving organizations, educational systems, local, state, and tribal government, healthcare, behavioral health, mobile crisis response, faith based and cultural communities, civic/volunteer groups, community members including individuals with lived-experiences.
4. A sample year one work plan can be found in **Attachment A: Form C**. Please complete this work plan utilizing the sample, and make changes, if necessary. If changes to the work plan are made, please provide an overview along with justification for the changes.

Section 3: Equity (5 Points)

ATTACHMENT A: APPLICATION FORM

1. Describe how the applicant organization will ensure that the community core team will reflect the demographics of the community.
2. If a core team is already established that will be used to move this project forward, does the membership of that group reflect the community? If not, what steps would you take to ensure the membership is reflective of the community?
 - a. Describe how you will engage the priority population, youth aged 10-24 within the work and demonstrate how the workplan will ensure inclusiveness of the priority population.

Section 4: Budget summary and budget detail and justification (5 Points)

Complete the following form:

1. **Attachment A, Form A** - Two-year budget summary based on the total grant request for all eligible activities applied for.
2. **Attachment A, Form B** - The budget detail and justification are for the first year (year one) of the grant period.

Attachment A: Form A – two-year budget summary

Applicants are required to submit a two-year budget summary based on the total grant request amount for all eligible activities applied. This will be followed by the first-year detailed budget that includes year one of the grant period for all eligible activities. In the table below, remove the dollar sign in column two of each row and fill in the appropriate dollar amount requested.

Grant application information

Organization Name:	Click or tap here to enter text.
Budget Period:	September 1, 2024 – August 31, 2026
Annual Award Amount:	\$ Enter dollar amount
Budget Contact Name:	Click or tap here to enter text.
Title:	Click or tap here to enter text.
Email:	Click or tap here to enter text.
Phone:	Click or tap here to enter text.

Budget summary (2-year grant budget summary)

Budget by Line Item	September 1, 2024 – August 31, 2026
Salaries and Fringe	\$ Enter dollar amount
Contractual Services	\$ Enter dollar amount
Travel Expenses	\$ Enter dollar amount
Supplies and Expenses	\$ Enter dollar amount
Subtotal	\$ Enter dollar amount

ATTACHMENT A: APPLICATION FORM

Administrative Costs	\$ Enter dollar amount
GRANT FUNDS TOTAL	\$ Enter dollar amount

Attachment A: Form B -year one budget detail and justification

Instructions: Applicants are required to submit a year one budget. The budget detail and justification should include all anticipated expenses in the first year of the grant period. Each budget category should be completed. If you do not anticipate expenses in one or more budget categories, please list the total amount as \$0.00. Awarded grant recipients will be required to submit an annual budget.

Grant application information

Organization Name:	Click or tap here to enter text.
Budget Period:	September 1, 2024 – August 31, 2026
Annual Award Amount:	\$Enter dollar amount
Budget Contact Name:	Click or tap here to enter text.
Title:	Click or tap here to enter text.
Email:	Click or tap here to enter text.
Phone:	Click or tap here to enter text.

For MDH use only

Revision #:	Click or tap here to enter text.
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Salary and fringe

For each funded position, list the title, position justification including expected rate of pay, full-time equivalent, and fringe percent. Additional rows can be added or deleted, if needed.

Position	Position Justification	FTE	Fringe %	Total (dollars)
Position Title	Click or tap here to enter text.	FTE	Fringe	\$ Enter amount
Position Title	Click or tap here to enter text.	FTE	Fringe	\$ Enter amount
Position Title	Click or tap here to enter text.	FTE	Fringe	\$ Enter amount
Position Title	Click or tap here to enter text.	FTE	Fringe	\$ Enter amount
Annual Salary and Fringe Total:				\$ Enter Amount

Contractual services

List the services you expect to contract out, the contractor's or consultant's name, whether the contractor is non-profit or for-profit, the length of time the services will be provided and the total amount you expect to pay. Supplies and travel should be included, if applicable. Itemize equipment rented or leased for the project. Additional rows can be added or deleted, if needed.

Contractor	Description of Service	Total (dollars)
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ATTACHMENT A: APPLICATION FORM

Contractor	Click or tap here to enter text.	\$ Enter amount
Contractor	Click or tap here to enter text.	\$ Enter amount
Contractor	Click or tap here to enter text.	\$ Enter amount
Contractor	Click or tap here to enter text.	\$ Enter amount
Annual Contractual Services Total:		\$ Enter Amount

Travel

Explain your expected instate travel costs, including mileage, hotel, and meals. If program staff will travel, itemize the costs, frequency, and the nature of the travel. Please add \$200 for annual grantee conference. Additional rows can be added or deleted, as needed.

Description of Travel	Total (dollars)
Click or tap here to enter text.	\$ Enter amount
Click or tap here to enter text.	\$ Enter amount
Click or tap here to enter text.	\$ Enter amount
Click or tap here to enter text.	\$ Enter amount
Annual Travel Total:	\$ Enter Amount
Annual Travel Total:	\$ Enter Amount

Supplies and expenses

Briefly explain the expected costs for items and services you will purchase to run your program. Include telephone expenses that are part of your proposal. Estimate postage if it is part of the project. List any printing and copying costs necessary for the project (other than occasional copying on an office copy machine). List office and program supplies and expendable equipment such as training materials, curriculum, and software. Generally, supplies include items that are consumed during the course of the project, equipment and items such as additional rent for program space, participant transportation, participant training and other direct costs as needed. Additional rows can be added or deleted, if needed.

Description of Supplies and Expenses	Total (dollars)
Click or tap here to enter text.	\$ Enter amount
Click or tap here to enter text.	\$ Enter amount
Click or tap here to enter text.	\$ Enter amount
Click or tap here to enter text.	\$ Enter amount
Click or tap here to enter text.	\$ Enter amount
Click or tap here to enter text.	\$ Enter amount
Annual Travel Total: \$ Enter Amount	

ATTACHMENT A: APPLICATION FORM

Subtotal

Enter the subtotal of expenses from all budget categories.

Salary and Fringe:	\$ Enter Amount
Contractual Services:	\$ Enter Amount
Travel:	\$ Enter Amount
Supplies and Expenses:	\$ Enter Amount
Subtotal:	\$ Enter Amount

Administrative costs

Administrative costs are defined as “costs that represent the expenses of doing business that are not easily identified with a particular grant, contract, project, function or activity but are necessary for the general operation of the organization and the conduct of activities it performs.” Examples of such expenses include accounting, administrative, and costs to operate and maintain facilities, not to exceed 10% of overall budget, unless you have an approved federal rate that is higher. Explain in just a sentence or two how you arrived at this percentage or how the calculations were derived.

Administrative Cost:	\$ Enter Amount
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Award funds total

Subtotal:	\$ Enter Amount
Administrative Cost:	\$ Enter Amount
Grant Total: (Subtotal + Administrative Cost)	\$ Enter Amount

Minnesota Department of Health
 Suicide Prevention Unit
 625 Robert St. N
 PO Box 64975
 St. Paul, MN 55164-0975
 651-201-5400
health.suicideprev.mdh@state.mn.us
www.health.state.mn.us

4/23/2024

To obtain this information in a different format, call: 651-201-5400



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, May 21, 2024

REQUEST FOR BOARD ACTION: RBA-2024-236

DEPARTMENT: Health & Human Services

TIME REQUESTED: < 5 Minutes

PRESENTER: Eric Villeneuve

AGENDA ITEM:

Outstate Travel Request

BOARD ACTION REQUESTED:

Authorize out of state travel to Orlando, Florida for Travis Schultz to attend Honeywell Users Group (HUG) Training.

BACKGROUND:

The HUG (Honeywell Users Group) training will provide opportunities to connect with industry leaders, get technical insights and hands-on training. Lodging is included with the conference, transportation and meals will be paid from the IRC building fund.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. HUG_6-Reasons_IG
2. HUG-Agenda_0324
3. Outstate Travel Request Travis Schultz

05/21/2024

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 05/28/2024 2:30 PM
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SIX REASONS TO ATTEND HUG 2024

HUG is a three-day symposium developed for customers. The annual event brings together an array of industry leaders, to share information, ideas, and experiences with peers from all over the world.

HUG provides the opportunity to dive deep into strategies for enhancing sustainability, operational efficiency and life safety in your buildings. HUG 2024 provides the best opportunity for you to learn from experts, network with peers and Honeywell executives and exchange best practices and insights.

Not convinced? Here are just six of the many reasons you should attend HUG in 2024.



INDUSTRY LEADERS

Join us and learn as building industry leaders share their knowledge and expertise.



CONNECTED INNOVATION CENTER

Get hands-on and learn about the Honeywell portfolio of services and solutions.



TECHNICAL INSIGHTS

Have a specific question? One-on-One sessions with the Honeywell technical team are available.



TRAINING

Learn from the experts during instructor-led technical training on key Honeywell solutions.



NETWORKING

Collaborate with peers from around the globe and learn how they are addressing challenges within their facilities.



TELL YOUR STORY

Share your knowledge and experiences with your peers, register your interest to speak at HUG!

**ARCHITECT
YOUR
BUILDING'S
FUTURE**

Loews Portofino Bay Hotel at Universal, Orlando, FL
June 10-12, 2024

HONEYWELL USERS GROUP 2024

June 10-12, 2024

Loews Portofino Bay Hotel at Universal
Orlando, FL

AGENDA-AT-A-GLANCE

MONDAY JUNE 10

1:00 – 5:00 p.m.
Registration Open

2:00 – 5:00 p.m.
**Technical Training
(Optional)**

4:30 – 5:00 p.m.
**HUG Orientation
(Optional)**

5:00 – 7:00 p.m.
**Connected Innovation
Center Opening**

7:00 – 9:00 p.m.
Welcome Dinner

TUESDAY JUNE 11

7:00 – 8:30 a.m.
Breakfast

8:30 – 10:30 a.m.
General Session

10:30 – 11:00 a.m.
Morning Break

11:00 a.m. – 1:00 p.m.
Breakout Sessions

1:00 – 2:00 p.m.
Lunch

2:00 – 4:00 p.m.
Breakout Sessions

4:00 – 6:00 p.m.
**Cocktails in Connected
Innovation Center**

6:30 – 9:30 p.m.
Gala Dinner

WEDNESDAY JUNE 12

7:00 – 8:30 a.m.
Breakfast

8:30 – 10:30 a.m.
General Session

10:30 – 11:00 a.m.
Morning Break

11:00 a.m. – 1:00 p.m.
Breakout Sessions

1:00 – 2:00 p.m.
Lunch

2:00 – 5:00 p.m.
**Honeywell Technical Sessions
Technical Training (Optional)**

5:30 – 7:00 p.m.
Hosted Cocktail Hour (Optional)

**ARCHITECT
YOUR
BUILDING'S
FUTURE**

Honeywell

**ITASCA COUNTY
TRAVEL VERIFICATION FORM**

Note: Pursuant to Itasca County Reimbursement Of Expense policy permission must be secured from the County Board before an employee travels outside of the State of Minnesota on County business; the Travel Verification Form Worksheet (complete this form first) must be attached.

NAME: TRAVIS SCHULTZ **DATE:** MAY 16, 2024

DESTINATION:

ORLANDO, FLORIDA

DEPARTURE

DATE: JUNE 10, 2024

RETURN

DATE: JUNE 15, 2024

ACTUAL MEETING

DATE: JUNE 10-12, 2024

MODE OF TRAVEL: AIR

REASON FOR TRAVEL:

ATTEND HONEYWELL USERS GROUP 2024 TRAINING TO CONNECT WITH INDUSTRY LEADERS,
GET TECHNICAL INSIGHTS, AND HANDS-ON TRAINING.

ESTIMATED COST: (These figures are transferred from the attached Verification Form Worksheet)

Transportation \$ 341.98

Lodging \$ INCLUDED IN CONFERENCE

Meals \$ 54.00

Registration \$ INCLUDED IN CONFERENCE **Estimated Total** \$ 395.98

ON WHAT DATE WILL YOUR REPORT BE READY FOR THE COUNTY BOARD?



Employee Signature

 5/16/24

Approved by Supervisor/Date

I:\USERS\CHR\wpdata\Itcopol new\reimbur.doc



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, May 21, 2024

REQUEST FOR BOARD ACTION: RBA-2024-229

DEPARTMENT: Land Department

TIME REQUESTED: < 5 Minutes

PRESENTER: Cindy Shevich

AGENDA ITEM:

Utility Easement for Lake Country Power on Tax-Forfeited Trust Land

BOARD ACTION REQUESTED:

Approve utility easement for construction, maintenance and operation of an underground electric line over and across tax-forfeited trust lands in Section 34, Township 56, Range 25 and authorize necessary signatures.

BACKGROUND:

This easement is for construction of an underground electric line to benefit an adjacent land owner.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. Easement 34-56-25 SW NW

05/21/2024

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 05/28/2024 2:30 PM
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ITASCA COUNTY UTILITY EASEMENT

This easement is granted this ____ day of _____, 2024, by Itasca County on behalf of the State of Minnesota in trust for the taxing districts, hereinafter referred to as the Grantor, to Lake Country Power, hereinafter referred to as the Grantee. The address of the Grantee for purposes of any notification required herein shall be 26039 Bear Ridge Drive, Cohasset, MN 55721.

RECITALS

1. This easement is granted pursuant to the provisions of Minnesota Statutes Section 282.04, Subd. 4, which authorizes the County Auditor to grant easements upon unsold, tax-forfeited lands.
2. The Grantee desires to obtain an easement for underground electric power line purposes and the Grantor desires to grant such an easement upon the property below described.
3. The Itasca County Board of Commissioners, by Board Action dated the _____ day of _____, 2024, have prescribed the terms set forth below.

NOW, THEREFORE, in consideration of the premises and terms hereinafter set forth, the Grantor hereby grants unto the Grantee its heirs, successors and assigns, until terminated as hereinafter provided, full right and authority to enter at any time upon, across and under a strip of land 18 feet in width on the parcels hereinafter described, and from time to time to erect, maintain, repair, upgrade, rebuild, relocate, operate and patrol power lines, including the right to erect poles and other power line structures, wires, cables, pipes and any necessary appurtenances, the right to clear said strip and keep it clear from brush, trees, buildings and fire hazards and the right to remove dangerous trees, if any, located beyond the limits of said strip.

TERMS

I.

The 18 foot wide right-of-way easement for utility purposes lies over, under and across part of the Southwest Quarter of the Northwest Quarter, Section 34, Township 56 North, Range 25 West of the Fourth Principal Meridian, Itasca County, Minnesota, the centerline of said easement is further described as follows:

Commencing at the southwest corner of said Southwest Quarter of the Northwest Quarter; thence North 89 degrees 39 minutes 55 seconds East, assigned bearing, along the south line of said Southwest Quarter of the Northwest Quarter a distance of 285.46 feet to the point of beginning of the centerline to be described; thence North 33 degrees 06 minutes 56 seconds East a distance of 58.23 feet; thence North 46 degrees 10 minutes 23 seconds East a distance of 43.46 feet; thence North 89 degrees 57 minutes 44 seconds East a distance of 144.26 feet; thence North 58 degrees 23 minutes 44 seconds East a distance of 43.80 feet; thence North 40 degrees 21 minutes 26 seconds East a distance of 111.41 feet; thence North 45 degrees 57 minutes 04 seconds East a distance of 66.75 feet; thence North 69 degrees 25 minutes 40 seconds East a distance of 155.60 feet; thence North 55 degrees 37 minutes 43 seconds East a distance of 60.25 feet; thence North 37 degrees 59 minutes 04 seconds East a distance of 35.68 feet; thence North 16 degrees 33 minutes 30 seconds East a distance of 61.10 feet; thence North 28 degrees 28 minutes 30 seconds East a distance of 71.41 feet; thence North 33 degrees 28 minutes 10 seconds East a distance of 212.68 feet; thence North 19 degrees 25 minutes 25 seconds East a distance of 143.17 feet; thence North 16 degrees 51 minutes 29 seconds East a distance of 384.15 feet; thence North 40 degrees 52 minutes 24 seconds East a distance of 47.64 feet; thence North 57 degrees 27 minutes 29 seconds East a distance of 174.50 feet more or less to the east line of said Southwest Quarter of the Northwest Quarter and there terminating.

The side lines of said easement are to be shortened or prolonged to terminate at the south and east lines of said Southwest Quarter of the Northwest Quarter. SEE ATTACHED SURVEY

DISCLAIMER: Itasca County is relying on ownership information and easement legal descriptions provided by the Grantee. The easement rights conveyed by this document are limited to parcels owned by the State of Minnesota in trust for the taxing districts. Itasca County makes no warranties as to the ownership of the parcels crossed by this easement and assumes no liability for any errors or costs for corrections in that regard.

II.

The Grantee shall comply with the Policy of Itasca County as the same is in effect as of the date of this easement and as hereinafter amended concerning the mapping and documentation of description of easements upon tax-forfeited lands and shall provide a written legal description and maps of the location of the "as built" easement centerline as set forth in the Policy.

III.

The Grantee, before entering upon the premises for construction purposes, shall pay to the Grantor the sum equal to the current market value of the easement. This amount is consideration for the granting of this easement. This fee is to be determined in accordance with the fee policy that is established by the Itasca County Board of Commissioners.

The Grantee may clear and keep cleared said strip of trees and brush and as progress is made therein the Grantor shall be advised and shall cause the timber to be scaled and the Grantee shall pay the Grantor for such existing timber, and tree reproduction, a price to be determined by the Itasca County Land Commissioner. The Grantee shall also compensate the Grantor for the value of dangerous trees which may from time to time be removed beyond the limits of this easement.

IV.

The Grantee shall comply with all laws, regulations and municipal ordinances affecting said lands, Grantee's activities upon said lands or the area in which they are situated. The Grantee shall keep said strip in a neat and orderly condition and shall remove all refuse and debris that may accumulate as a result of Grantee's or the Grantee's Contractor's use thereof. Nothing herein shall require the Grantee to remove refuse and debris unlawfully deposited by a third party. The Grantee shall take all reasonable precautions to prevent and suppress forest fires. The Grantee shall compensate the Grantor for any damages resulting from the improper use of said strip by the Grantee or damages to adjoining lands in gaining access thereto or egress therefrom.

V.

The Grantee shall pay when due all taxes and assessments levied against the easement granted herein or the improvements thereon.

VI.

Nothing herein shall alter, limit, modify or restrict the authority of the County to sell or lease tax forfeited lands by law conferred. Any such sale or lease shall be subject to this easement and all rights granted by this easement shall be excepted from the conveyance or lease of the land and be reserved, and which may be canceled by the County Board in the same manner and for the same reason as it could have been canceled before sale or lease and in that case the rights granted thereby shall vest in the state in trust as the land on which it was granted was held before sale or lease.

The Grantor shall consult with the Grantee herein prior to the granting of any easements or permits over the property which is the subject of this easement if such easement or permit would substantially conflict with the rights of the Grantee herein.

VII.

Pursuant to Minnesota Statute Section 282.04, Subd. 4, this easement may be canceled for any substantial breach of the terms hereof or if at any time the Itasca County Board of Commissioners determines the continuance of this easement conflicts with the public use of these lands or any part thereof by resolution of said Board after ninety (90) days written notice of its intent to terminate this easement, addressed to Grantee at its address as set forth herein or as subsequently modified by written notice from the Grantee to the Grantor.

VIII.

Grantee may, subject to such other provisions as herein contained, at its own option and at its own peril, allow to remain upon the premises, subsequent to the Grantee's discontinuation of the use of its improvements upon the easement, any below ground equipment, structures, pipes, wires, cables and below ground appurtenances provided that said equipment, structures, pipes, wires, cables and appurtenances are in conformance with all federal, state or other governmental codes, if any, or if no such codes exist are at least three (3') feet below ground. Upon discontinuation of the use of this easement by the Grantee and removal of above ground equipment, structures, poles, wires, pipes and other appurtenances erected above ground, the Grantor shall be entitled to the full use

and enjoyment of the surface rights of said easement and the Grantor shall waive any future fees for the granting of this easement.

IX.

Upon termination of this easement, the Grantee shall remove all its equipment, structures, poles, wires, pipes and other appurtenances located upon or above the lands described herein within one (1) year or as otherwise extended by the Itasca County Board of Commissioners; if such property is not removed within the aforesaid period of time, time being of the essence, title to all personal property remaining upon the premises shall vest in the Grantor, the Grantor, at its sole option may remove such property, restore the right of way to an environmentally sound condition and charge the Grantee for all expenses incurred.

Grantee shall, upon the removal of its property, restore the right-of-way to an environmentally sound condition. This may include, but is not limited to, eliminating any erosion problems and re-establishing stable vegetative cover as acceptable to the Land Commissioner.

X.

No delay by the Grantor in enforcing any of the conditions of this easement shall operate as a waiver of any of its rights.

XI

That as additional consideration for the grant of this easement, the Grantee agrees to indemnify, save and hold harmless the Grantor from any loss, liability, damage or cost the Grantor may incur due to any causes of action, claims for damage or damages sustained by the Grantee or the person or property of any third party as a result of the presence of the Grantee, its use, activities including ingress and egress or placement of improvements and equipment upon the above described premises or lands adjacent thereto, including but not limited to the reasonable value of attorney's fees in the defense of any claims.

- A. GRANTEE agrees to defend, indemnify and hold harmless ITASCA COUNTY, its elected officials, officers, agents, volunteers and employees from any liability, claims, causes of action, judgments, damages, losses, costs or expenses, including reasonable attorney fees resulting directly or indirectly from any act or omission of GRANTEE, anyone directly or indirectly employed by them and/or anyone for whose acts and/or omissions they may be liable in the performance of the use and presence required by this Easement and against all

loss by reason of failure of said GRANTEE to perform fully, in any respect, all obligations under this Easement.

B. GRANTEE agrees at all times during the term of this Easement to have and keep in force insurance, either under a self-insurance program or separate insurance policy, as follows:

a. Commercial General Liability shall list Itasca County as an additional insured with the following insurance limits:

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

b. Automobile Liability - Combined single limit each occurrence for bodily injury and property damage covering owned, non-owned and hired automobiles	<u>Limits</u> \$1,500,000
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c. Workers' Compensation and Employer's Liability:	Statutory Limits
If the Contractor is based outside the State of Minnesota, coverage must apply to Minnesota laws	

d. Employer's Liability	<u>Limits</u>
Bodily injury by:	
Accident - Each Accident	\$500,000
Disease - Policy Limit	\$500,000
Disease - Each Employee	\$500,000

An umbrella or excess policy over primary liability coverages is an acceptable method to provide the required aggregate insurance amounts.

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

GRANTEE shall not commence work on the Site, or otherwise occupy the Site, until it has obtained required insurance and filed an acceptable Certificate of Insurance with ITASCA COUNTY to the attention of Itasca County Land Department, c/o Land Commissioner, 1177 LaPrairie Avenue, Grand Rapids, MN 55744. The Certificate shall:

1. List Itasca County as Certificate holder and as an additional insured with respect to operations covered under the contract for all liability coverages except Workers' Compensation and Employer's Liability and Professional Liability, if applicable; and,
2. Be amended to show that Itasca County will receive thirty (30) days written notice in the event of cancellation, non-renewal or material change in any described policies.

C. GRANTEE also agrees that any contract let by GRANTEE for the performance of the work on the Site as provided herein shall include clauses that will: (1) require the Contractor to defend, indemnify and hold harmless ITASCA COUNTY, its elected officials, officers, agents and employees for any liability, claims, causes of action, losses, demands, damages, judgments, costs, interest, expenses (including, without limitation, reasonable attorney fees, witness fees and disbursements incurred in the defendant thereof) arising out of or by reason of the acts and/or omissions of said Contractor, its subcontractors, anyone directly or indirectly employed by them, and/or anyone for whose acts and/or omissions they may be liable for; (2) require the Contractor to provide and maintain insurance in accordance with the following:

a. Workers' Compensation: (Statutory Limits)

Employer's Liability Insurance:

	<u>Limits</u>
1. Bodily Injury by Accident, each accident	\$500,000
2. Bodily Injury by Disease, policy limit	\$500,000
3. Bodily Injury by Disease, each employee	\$500,000

Note: All states endorsement is required if Contractor is domiciled outside the State of Minnesota.

b. Commercial General and Automobile Liability Insurance:

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

Coverages above shall also include:

Premises - Operations

Contractual Liability (including oral and written contracts)

Explosion, Collapse, Underground Property Damage (XCU)

2. Automobile Liability including Hired Car and Employers Non-Ownership Liability:
Combined Bodily Injury and Property Damage:
Each Occurrence Limit \$1,500,000

The above subparagraphs establish minimum insurance requirements and it is the sole responsibility of GRANTEE'S Subcontractor(s) to purchase additional insurance that may be necessary for the project.

- D. **GRANTEE further agrees the minimum requirements set forth above shall at all times be in an amount at least equal to the maximum liability of ITASCA COUNTY under Minn. Stat. 466.04 now or as said statute is hereafter amended or as otherwise required by law, statute or rule.**
- E. In addition to any other rights contained herein ITASCA COUNTY reserves the right to terminate, suspend or rescind this easement if the GRANTEE is not in compliance with the requirements contained herein and retains all its rights thereafter to pursue any legal remedies against GRANTEE. All insurance policies shall be open to inspection by ITASCA COUNTY upon written request.
- F. The provisions of this section shall survive the termination of this easement in the event the Grantee has not removed all of the personal property the Grantee had placed upon or under the surface of the premises and the Grantor has not exercised its right to remove the property.

XII.

This easement shall not be assignable except upon written consent of the Grantor except that the execution and delivery by the Grantee of a mortgage and deed of trust, with the indentures supplementary to the same, shall not be deemed to be an assignment of this easement or the interest granted hereunder in violation of the provisions of this paragraph. Subject thereto, this easement shall enure to the benefit of and shall be binding upon the successors, assigns, heirs and legal representatives of the parties hereto.

XIII.

Additional construction and maintenance specifications:

- A. Right-of-way construction, maintenance and associated activities must be confined to the stated right-of-way. Grantor agrees to grant temporary easements as are reasonably necessary for the purposes of construction and maintenance. No damage or improvements to access roads and other areas may be done outside of the right-of-way without permission from the Land Commissioner. The Land Commissioner must be notified before motor vehicles are used off traveled roadways or on vehicle restricted County trails, or before heavy equipment is moved across this easement or County lands not described herein. Prior approval and notification is not required during emergencies. However, the Land Commissioner must be notified within five (5) days of such use, damage or improvement to permit timely assessment of the extent of damage, if any, and to ensure proper reparations and repairs.
- B. All timber, slash, rocks and similar debris left on County land must be disposed of in a manner acceptable to the Land Commissioner.
- C. Organic soil material and mineral soil must be left in place on the right-of-way unless approved by the Land Commissioner.
- D. On utilities whose presence is not readily visible on the ground surface, such as on underground service lines with narrow, unmaintained right-of-ways, the utility line location must be signed at all angle points and at other locations as needed so that the distance between signs does not exceed 5 chains or 330 feet.
- E. Upon completion of the right-of-way construction and utility installation, the Grantee shall restore the right-of-way to an environmentally sound condition. This may include, but is not limited to, eliminating any erosion problems and re-establishing stable vegetative cover as acceptable to the Land Commissioner.
- F. Construction and maintenance of the utility easement and system will be performed by the Grantee without any cost to the Grantor.
- G. Grantee must mark all survey markers within the easement prior to right of way construction and maintenance. Grantee shall restore at Grantee's expense all survey markers damaged by Grantee or Grantee's contractors.

XIV

The Grantee shall not add lines, pipes or pipelines within this easement description unless the Grantee shall have provided to the Grantor updated facility locations.

IN TESTIMONY WHEREOF, the County Auditor of the County of Itasca, State of Minnesota,
has affixed his hand and seal this day of , 2024.

COUNTY OF ITASCA
STATE OF MINNESOTA

by _____
Itasca County Auditor/Treasurer

State of Minnesota)
) ss
County of Itasca)

On this _____ day of _____, 2024, before me, a notary within and for said County, personally appeared Austin Rohling, County Auditor of said County, to me personally known to be the person who executed the foregoing instrument on behalf of said County and acknowledged that he executed the same in his official capacity as his free act and deed pursuant to statutes in such case made and provided and pursuant to authority of the Itasca County Board of Commissioners.

(Notary Seal)

Notary Public

Drafted by: Cindy Shevich, Real Estate Specialist
Itasca County Land Department
1177 LaPrairie Ave
Grand Rapids, MN 55744



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, May 21, 2024

REQUEST FOR BOARD ACTION: RBA-2024-84

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, May 21, 2024

REQUEST FOR BOARD ACTION: RBA-2024-3490

DEPARTMENT: Administrative Services

TIME REQUESTED: 15 Minutes

PRESENTER: Shane Zahrt

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

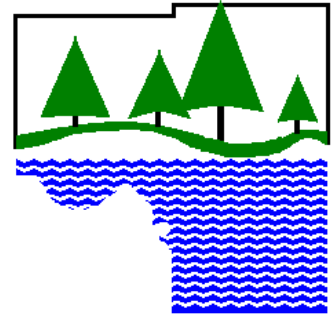
SUPPORTING DOCUMENTATION:

1. 2024 Legislative Priorities FINAL

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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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, May 21, 2024

REQUEST FOR BOARD ACTION: RBA-2024-233

DEPARTMENT: Transportation
PRESENTER: Ryan Sutherland

TIME REQUESTED: < 5 Minutes

AGENDA ITEM:
Goodland Township Agreement

BOARD ACTION REQUESTED:

Approve the agreement with Goodland Township to include a township bituminous project in a county highway construction contract and authorize the necessary signatures.

BACKGROUND:

The Goodland Township bituminous project will be added to Bituminous Contract 63512 that was awarded to Hawkinson Construction May 7, 2024. The township project was included in Contract 63512 bidding documents as Add Alternate #1 but was not included in the May 7th award because Goodland Township did not approve the work until a May 14, 2024 township meeting.

County Board action is requested at the 5/21/2024 work session.

COUNTY ATTORNEY REVIEW: Yes and/or Pending

SUPPORTING DOCUMENTATION:

1. Township Agreement

05/21/2024

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 05/28/2024 2:30 PM
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**TOWN ROAD
CONSTRUCTION, IMPROVEMENT AND MAINTENANCE CONTRACT**

I. This Agreement is made and entered into by the Township of Goodland, hereafter Township, and the County of Itasca in accordance with the authority conferred by Minnesota Statute 164.03, Subdivision 2.

II. DEFINITIONS:

1. “Work, Services and Material”: Refers to all materials, supplies, equipment, and labor, together with professional, technical and administrative assistance necessary for the construction, engineering and completion of a project.
2. Project: Refers to construction, improvement and/or maintenance of a Town Road, as duly authorized by the electors of the Town Board and as duly directed by the Town Board, and as duly consented to by the County Board.

III. TOWNSHIP DUTES:

1. The Township agrees that the County shall provide the work, services, and materials necessary to complete the projects listed in Exhibit A as designated by the Township’s Board.
2. The Township covenants that it is authorized by its electors to appropriate money to the County for the work, services and materials necessary for completion of the project(s).
3. The Township approves the specifications for the work, services, and materials for the project(s).
4. The Township agrees to pay for all work, services, and materials, including engineering services for the project(s) in accordance with the following:
 - A. The balance of the actual cost shall be paid to the Itasca County Treasurer within 30 days of the submission of an itemized statement by the County to the Township Clerk.
5. The Township agrees that the County Highway Engineer or his/her designee shall decide all questions arising as to the quality and acceptability of the work performed, the interpretation of the plans and specifications, the measurement and control of quantities and the amount of deductions or adjustments to be made in payments for work performed.
6. The Township shall defend, indemnify and save harmless the County of Itasca and its officers and employees from all suits, action, claims, damages, costs, losses and expenses, including reasonable attorney fees in any manner arising out of or connected with the work, services and materials provided by the County, its officers and employees and any alleged omission on the part of the County, its officers and employees arising as a consequence of the work, services and materials provided by the County hereunder.
7. The Township covenants that the project site(s) is a Town Road which is subject to the jurisdiction and authority of the Township under Chapter 164.01 et seq. or other applicable law.

IV. COUNTY DUTIES:

1. The County shall provide the work, services and material necessary for the project.
2. The County shall commence physical work at the project site on May 23, 2024, or as soon thereafter as directed by the County Highway Engineer in his/her exclusive discretion.

3. The County shall keep and maintain records of the costs incurred and expended for the work, services and materials necessary for the project. Said records shall be available to the Township for inspection and reproduction. The County shall prepare an itemized statement of said costs and the same shall be submitted to the Township Clerk.

4. The County Highway Engineer or his/her designee shall decide all questions arising as to the work, services, and materials, together with the method and manner of furnishing thereof, necessary for the completion of the project(s).

V. OTHER CONSIDERATIONS:

1. SEVERABILITY: The provisions of the Agreement are severable. If any paragraph, section, subdivision, sentence, clause, or other phrase of this Agreement is, for any reason, held to be contrary to the law or contrary to any rule or regulation have the force and effect of law, such decision shall not affect the remaining provisions of the Agreement.

2. ENTIRE AGREEMENT: It is understood and agreed that the entire Agreement of the Parties is contained herein, and that this Agreement supersedes all oral agreements and negotiations between the Parties relating to the subject matter hereof, as well as any previous Agreement presently in effect between the Parties relating to the subject matter hereof.

3. CANCELLATION: This Agreement may be cancelled by the County or the Township, with or without cause, to be effective upon sixty (60) days written notice provided to the other Party.

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

TOWNSHIP OF GOOLAND

COUNTY OF ITASCA

By: _____
Chairman of Town Board

By: _____
Chairman of County Board

By: _____
Clerk of Town Board

By: _____
Clerk of County Board

Date: _____

Date: _____

THE FORMAT OF THIS AGREEMENT WAS DRAFTED BY THE OFFICE OF THE ITASCA COUNTY ATTORNEY

EXHIBIT A

DATE: May 15, 2024

TOWNSHIP OF GOODLAND

BITUMINOUS PROJECTS FOR THE YEAR: 2024, TO BE INCLUDED IN ITASCA COUNTY'S 2024 BITUMINOUS PROJECTS CONTRACT. PROJECT LIMITS ARE SHOWN ON THE ATTACHED MAP.

Signatures: _____
Township Chairman

Date

Township Clerk

Date

Road Number or Name

Project Length

Community Center Road (E/W Portion)

625 feet

Community Center Road (S Portion)

290 feet

Community Center Parking Lot

Bid Total: \$64,040.00

Certified Copy of Resolution of Township Board of Goodland Township, Itasca County, Minnesota.

Adopted _____

Clerk _____ Moved the adoption of the following resolution number: _____

RESOLUTION TO CERTIFY TOWN ROADS FOR IMPROVEMENTS

WHEREAS: Minnesota Statute 164.03, Subd. 2, Authorizes the County to perform work on Township Roads as designated by the Town Board, and

WHEREAS: The County has indicated a willingness to enter into an Agreement providing said assistance for the Township.

NOW, THEREFORE, BE IT RESOLVED: That the Town Board hereby certifies that it is in compliance with M.S. 164.03, Subd. 2, and that the roads designated for work, as indicated on the attached sheet(s), are officially designated Town Roads.

Supervisor _____ seconded the motion for the adoption of the resolution and it was declared adopted upon the following vote: Ayes: _____ Nays: _____

STATE OF MINNESOTA,
County of Itasca,
Township of _____

I, _____ Chairman of Goodland Township, County of Itasca, do hereby certify that I have compared the foregoing with the original resolution filed in my office on the day of _____, 2024, and that the same is true and correct copy of the whole thereof.

WITNESS MY HAND AND SEAL OF OFFICE AT _____ Minnesota,
this day of _____, 2024.

Township Chairman

By _____ Clerk



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, May 21, 2024

REQUEST FOR BOARD ACTION: RBA-2024-225

DEPARTMENT: Transportation

TIME REQUESTED: 5 Minutes

PRESENTER: Kory Johnson

AGENDA ITEM:

Dust Control Application and Procedures

BOARD ACTION REQUESTED:

Approve the revised Dust Control Application and Procedures Form, make it a departmental procedure, and remove it from the County Policy Book.

BACKGROUND:

In 1996, Itasca County changed from providing Dust Control for those who had doctor-verified health problems to a cost participating program of 50% up to \$150 to cover approximately 500ft in front of a residence. This program was updated in 2005. A Dust Control Application and Procedures Form was created, and the coverage cost was updated to 50%, not to exceed \$250. In 2023, there were 16 participants in the dust control cost share program. Due to rising costs in product and application, the current \$250 maximum only allows for approximately 325 feet of coverage.

To bring the cost share program back to the original intent of 500 ft in front of a residence, it is recommended to revise the cost share program to provide for a 50% cost share of 500 ft of coverage in front of a residence. Using the 2023 cost share participants, that would result in an increase of \$741 to the Chloride budget.

Removing the Dust Control Policy and making it a department procedure would allow the department to update the rate accordingly with increasing costs. These costs will be included in the annual Chloride budget recommendation to the commissioners.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. V. C. Dust Control Policy (PDF)
2. RBA 2005
3. Dust Control Application And Procedures Form

RESULT:

APPROVED (4 TO 0)

MOVER:

Commissioner Cory Smith

SECONDER:	Commissioner Terry Snyder
AYES:	Cory Smith, Terry Snyder, Burl Ives, Casey Venema
ABSENT:	John Johnson

ITASCA COUNTY HIGHWAY DEPARTMENT
123 N.E. 4TH STREET
Grand Rapids, MN 55744

5/4/05

DUST CONTROL
Application and Procedures form

Guidelines:

- 1.) Dust control treatments may only be effective up to three (3) weeks; or they could last all summer. It is difficult to predict the length of the effectiveness, due to the many variables involved, such as:
 - a.) Amount of traffic
 - b.) Hours of direct sunlight per day (shaded parts of a road will result in longer life of the treatment)
 - c.) Amount of grading (blading) required by the county's motor grader.
 - d.) Quality of the gravel on the road.
 - e.) Amount of rainfall
- 2.) Personnel of the Itasca County Transportation Dept. will decide when the treated section of roads needs blading. The County, in making this decision, does consider the fact that an individual has contributed a portion of the cost for the treatment; however the effects of a rough road on the people driving the road must also be considered. An individual, who does not respect the right of the County to make this decision, may not be allowed to participate in this program, in the future.
- 3.) Occasionally, the County must regravel sections of roadway, which means the dust control treatment is covered up, making it ineffective. If this occurs prior to September 1st of the year of treatment, the County will provide dust control, on the new gravel, at no cost to the individual. No treatment or reimbursement will be made for graveling performed after September 1st.
- 4.) Short gaps, less than 200 feet of untreated road between treated areas, may be treated at the expense of the County. This will be determined by County personnel.
- 5.) The County has a program to apply dust control on some county roads which meet certain criteria as established by County policy, which does not require participation by individuals. Individuals applying for dust control on these roads will be so notified, and no reimbursement will be allowed if the individual proceeds with dust control, in advance of the County' program.
- 6.) Itasca County will reimburse the individual for 50% of the cost, up to \$250.00 per application for individuals desiring dust control for county and county state aid gravel roads.
- 7.) The individual will pay the vendor in full, and obtain a receipt for payment. Either mail or bring this receipt in to the Highway Engineer's Office located in the Courthouse. Our office will make a copy for the individual, and retain the original paid receipt in order to start payment to the individual for 50% of the cost, up to \$250.00. Payments are monthly, with the cut off date of the 10th of the month, to be paid at the end of the month.

**ITASCA COUNTY DUST CONTROL
Application and Procedures Form**

8.) The Individual should get a quote from the vendor supplying services for dust control.

Dust-B-Gone	Larry Hanson	218-327-9089
Dust Coating Inc.	8933 Slate St., Mt. Iron	218-735-8717

9.) **The vendor shall FAX this Page with quote and applicant's signature** to the Highway Maintenance Superintendent's office for approval of the application.

Superintendent's Office FAX number: 218-327-4741

The Superintendent will FAX the **approval** of cost participation to the vendor

10.) The Highway Maintenance Superintendent will then notify the District Foreman with the above listed information, so the road can be graded before the dust control agent is applied. The district Foreman will notify the vendor when the road has been graded. The vendor then has forty-eight (48) hours to apply the material. If this is not done within the forty-eight (48) period the vendor will have to wait until the next time the road is graded.

I acknowledge that I have read and understand the dust control procedures.

Signature of Applicant _____

Print Name _____

Physical Address _____

Road Number and/or Name _____

Mailing Address _____

(if different than above)

Price Quoted

Area covered

Vendor

Address of Vendor

Approval by Itasca County:

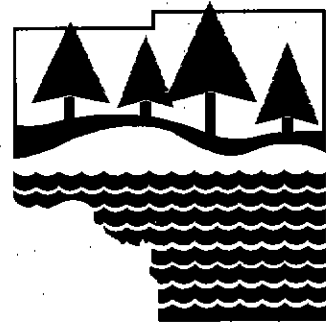
Joseph G. Miskovich
Highway Maint. Superintendent

Date

Board Approved: 3/22/05

ITASCA COUNTY

REQUEST FOR BOARD ACTION



Date: March 15, 2005

RBA No.:

Requested Board Date: March 22, 2005

Originating Department: Transportation

Flexibility:

Item: Dust Control Program for Individuals Living

Presenter: Dave Christy

Along County Roads

Estimated Time: Consent

Board Action Requested:

Approve an increase in the reimbursement to individuals. Revise the policy's maximum to \$250.00.

Background:

The Dust Control Program for individuals who live adjacent to County roads was initiated in 1996. The original program provided for 50% reimbursement, to the individual, up to a maximum of \$150.00.

See Attached Exhibit T-6

Alternate Action:

Administrative/Public Works Division Recommendation: 3/14/05

- | | |
|-------------------------------------|----------------|
| ☒ | Consent Agenda |
| ☐ | Regular Agenda |
| ☐ | Refer to |
| ☐ | Table until |
| ☐ | Other |

Supporting Documents: ☒ Attached ☐ None Exhibit T-6

Signature/Date: 3/15/05

D. J. Christy

Distribution/Date

Recommended for Consent Agenda:

☒ Yes ☐ No

Clerk of Board Comments:

Signature/Date:

Board Action:

Approved as Requested: 3/22/05

Denied: _____

Tabled: _____

Other: _____

Distribution / Filing Instructions:

3/28/05
Carrie / Policy Book
Dave Christy

EXHIBIT T-6

**ITASCA COUNTY TRANSPORTATION/LAND MANAGEMENT
COMMITTEE MEETING**

AGENDA ITEM

SUBMITTED BY: Dave Christy

Date: March 14, 2005

TITLE (or PROGRAM) :

Dust Control Program for Individuals Living Along County Roads.

ISSUE(S) :

The Dust Control Program for individuals who live adjacent to County roads was initiated in 1996. The original program provided for 50% reimbursement, to the individual, up to a maximum of \$150.00.

RECOMMENDATION(S) :

1.) Approve an increase in the reimbursement to individuals. Revise the policy's maximum to \$250.00.

ALTERNATIVE(S) :

ACTION TAKEN:

DUST CONTROL

EXHIBIT- E-15

ITASCA COUNTY PUBLIC WORKS COMMITTEE

AGENDA ITEM

SUBMITTED BY: Lee Engstrom

DATE: May 20, 1996

TITLE (or PROGRAM):

Dust Control.

ISSUE(S):

Itasca County has a dust control program for those providing their doctors verification of dust related health problems. There are normally less than 10 applications annually pursuant to this policy. We are already receiving a number of calls regarding dust control, especially from areas where we did so as a part of a construction detour route which adds considerably to problems on lower volume gravel roads.

In a discussion with the Dodge County Engineer, he indicated that they have a cost participating policy for anyone wishing dust control. I have attached information on their program for consideration. In brief, they have a deadline for application of liquid Calcium Chloride and then, take annual bids on providing and application of the materials. Their cost for 500 ft. by 21 ft. in width is \$183.05 and they charge \$35 to the requestor. Obviously, it is too late for Itasca County to effectively implement a similar program for the summer of 1996.

Having knowledge of Thermogas Company of Grand Rapids privately providing dust control utilizing a Magnesium/calcium chloride mixture, I investigated their interest in providing applications for county roads and cost sharing with requestors. I then received the attached letter from them indicating that interest. Their cost for anywhere in the county for a 500' by 24' application is \$288.00. This is comparable with current county costs for providing and applying dry chloride.

I do believe the \$35 charged in Dodge County is too low for the service being provided. I would recommend, however, that the County Board consider a policy of 50% actual cost reimbursement of up to \$150 per pre-approved application for anyone contracting individually with Thermogas or any other dust control contractor.

Thus, whenever a dust complaint would be received, a positive response could be provided.

DUST CONTROL

With requestor cost participation, it is not anticipated that making dust control available to anyone abutting a county or County State Aid highway would result in unaffordable county costs. For example, if 100 applications were approved, the cost to the county would be only \$15,000 which could be absorbed by the current budget.

RECOMMENDATION(S):

Consider adopting 50% cost sharing dust control program and direct County Engineer to draft formal policy for County Board approval.

ALTERNATIVE(S):

ACTION TAKEN:

County Board Approved on May 28, 1996.

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DUST CONTROL

COUNTY BOARD ACTION OF MAY 28, 1996:

CONSENT AGENDA (Excerpt)

Commissioner Trunt moved to pull Consent Agenda Item #25 (Long Lake Bridge/Land Department Easement, T.58N.-R.22W.), refer the issue to the Public Works Division and approve the remaining Consent Agenda as delineated below. Commissioner Huju seconded the motion. Motion carried with the following roll call vote: Ayes - Districts #1, #2, #3, #4, #5; Nays - None.

22. Approve 50% County cost reimbursement up to \$150.00 per application for individuals desiring dust control for County and County State Aid gravel roads, pursuant to policy developed by the County Engineer.

**ITASCA COUNTY TRANSPORTATION DEPARTMENT
123 N.E. 4TH STREET
GRAND RAPIDS, MN 55744**

**DUST CONTROL
APPLICATION AND PROCEDURES FORM**

- 1.) The individual should get a quote from a vendor supplying services for dust control.
- 2.) **The vendor shall FAX (218-327-4741) or EMAIL (kory.johnson@co.itasca.mn.us) this page with quote and applicant's signature** to the Highway Maintenance Director for approval of the application. The Highway Maintenance Director will email the approval of cost participation to the vendor.
- 3.) The Highway Maintenance Director will then notify the District Highway Maintenance Supervisor, so the road can be graded before the dust control agent is applied. The District Highway Maintenance Supervisor will notify the vendor when the road has been graded. The vendor then has forty-eight (48) hours to apply the material. If this is not done within the forty-eight (48) period, the vendor will have to wait until the next time the road is graded

I acknowledge that I have read and understand the dust control procedures.

Signature of Applicant _____

Print Name _____

Phone Number _____

Physical Address _____

Road Number and/or Name _____

Mailing Address _____

(if different than above) _____

Price Quoted

Area covered

Vendor

Address of Vendor _____

Approval by Itasca County: _____

Date _____

**ITASCA COUNTY TRANSPORTATION DEPARTMENT
123 N.E. 4TH STREET
GRAND RAPIDS, MN 55744**

**DUST CONTROL
APPLICATION AND PROCEDURES FORM**

Guidelines:

A.) It is difficult to predict the length of the effectiveness of dust control treatments due to the many variables involved, such as:

- i.) Amount of traffic
- ii.) Hours of direct sunlight per day (shaded parts of a road will result in longer life of the treatment)
- iii.) Amount of grading (blading) required by the county's motor grader.
- iv.) Quality of the gravel on the road.
- v.) Amount of rainfall

B.) Personnel of the Itasca County Transportation Department will decide when the treated section of roads needs blading. In making this decision Itasca County does consider the fact that an individual has contributed a portion of the cost for the treatment; however, the effects of a rough road on the people driving the road must also be considered. An individual who does not respect the right of the County to make this decision may not be allowed to participate in this program in the future.

C.) Occasionally, the County must re-gravel sections of roadway which means the dust control treatment is covered up making it less effective. If this occurs prior to September 1st of the year of treatment the County will provide dust control on the new gravel at no cost to the individual. No treatment or reimbursement will be made for graveling performed after September 1st.

D.) Short gaps less than 200 feet of untreated road between treated areas may be treated at the expense of the County. This will be determined by County personnel.

E.) The County has a program to apply dust control on some county roads which meet certain criteria as established by County policy. This program treats approximately 1/4 of Itasca County's gravel roads which are prioritized by maintenance needs and traffic volume. Individuals applying for dust control on these roads will be notified and no reimbursement will be allowed if the individual proceeds with dust control in advance of the County's program.

F.) Itasca County will reimburse the individual for 50% of the cost for an application of chloride to treat 500 feet of roadway to individuals desiring dust control for county and county state aid gravel roads. Treatment lengths beyond 500' are not eligible for reimbursement.

G.) The individual will pay the vendor in full and obtain a receipt for payment. Either mail or bring this receipt to the Transportation Department located in the Courthouse. The Department will make a copy for the individual and retain the original paid receipt to start payment.

Payments are processed twice a month.



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, May 21, 2024

REQUEST FOR BOARD ACTION: RBA-2024-3541

DEPARTMENT: Transportation
PRESENTER: ARDC & MnDOT

TIME REQUESTED: 30 Minutes

AGENDA ITEM:
Annual Update by ARDC and MnDOT

BOARD ACTION REQUESTED:
Informational

BACKGROUND:
ARDC and MnDOT will present the ATIP (Area Transportation Improvement Plan) for 2024 and future years.

COUNTY ATTORNEY REVIEW: N/A

- SUPPORTING DOCUMENTATION:**
1. ARDC-MnDOT-TAPresentation
 2. ATIP_Itasca
 3. 2024 ATP updated info packet PM
 4. 2024 Construction Program-38398339-v1 (3)

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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Transportation Alternatives Program (TA)

The Transportation Alternatives Solicitation is a competitive funding opportunity for local communities and regional agencies to fund projects for pedestrian and bicycle facilities, historic preservation, and Safe Routes to School projects. In Northeast Minnesota, applicants may apply for between \$100,000 and \$600,000 to cover 80% of their proposed project costs; state or local funding must provide a 20% match. The grant solicitation opens annually each October, with letters of intent due at the end of October and full applications due in early January. The next solicitation will occur this October and will be for FY 2029 projects.

Statewide Program Objective Outcomes

- Promote Projects Identified through a Planning Process
- Support Safe Routes to School
- Serve a Transportation Purpose
- Ensure Project Delivery

Solicitation Timeline

- **October** – Announce TA solicitation. Open letter of intent period.
- **November** – Deadline for applicants to submit letters of intent.
- **November** – Deadline for RDO/MPO/district review of letters of intent. Recommendation to proceed forward with full application given to applicants.
- **November** – Official start of full application period.
- **January** – Deadline for applicants to submit full applications.
- **April** – Deadline for ATPs to select TA projects.
- **April** – Grant recipients announced

For more information, please visit:

<https://nemnatp.org/ta/> or <https://www.dot.state.mn.us/ta/>



Recent Grant Recipients

2024 (Programmed to Receive Funds in Fiscal Year 2028)

- **Community Connector Trail (Segment 1&2):** The City of Hermantown
- **Duluth Transit Authority:** The City of Duluth
- **Multi-Use Trail:** St. Louis County
- **40th Avenue West (CSAH 91 Trail):** St. Louis County

2023 (Programmed to Receive Funds in Fiscal Year 2027)

- **Deer River SRTS Phase II:** The City of Deer River
- **GGST Lutsen Segment Phase II:** Cook County
- **Arrowhead Road Sidewalk Construction:** St. Louis County
- **Campus Connector Segment 6:** The City of Duluth

2022 (Programmed to Receive Funds in Fiscal Year 2026)

- **Mesabi Trail Spur:** St. Louis County
- **Campus Connector Segment 4:** The City of Duluth
- **Campus Connector Segment 5:** The City of Duluth
- **Multimodal Trail Center:** The City of Silver Bay

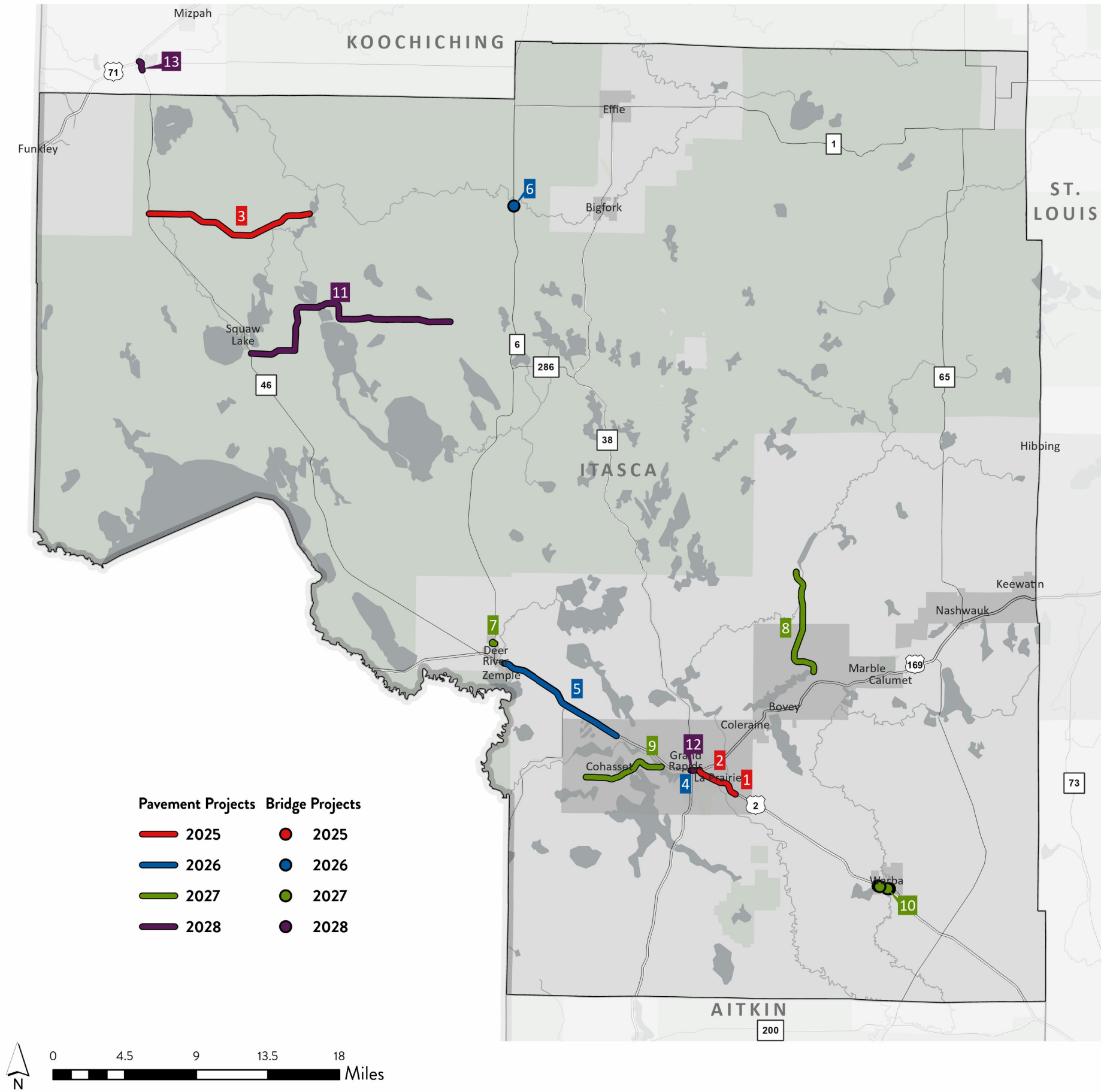
2021 (Programmed to Receive Funds in Fiscal Year 2025)

- **Multi-Use Trail:** The City of Grand Marais
- **TH 73 Trail Phase II:** The City of Moose Lake
- **Main Street (TH 135) Renewal Project:** The City of Biwabik
- **Highway 61 Trail Connection:** The City of Two Harbors

2020 (Programmed to Receive Funds in Fiscal Year 2024)

- **CSAH 55 (22nd Street) Multi-Use Path:** Carlton County
- **Gitchi-Gami State Trail – Two Harbors to Flood Bay Wayside:** MNDNR
- **James L. Oberstar Trail Segment:** Pine County

ITASCA COUNTY | ATIP PROJECTS 2025 - 2028



MapID	Prime SP #	#Year	District	Project Description	Agency	STIP Total
1	031-596-004	2025	1	Resurface EB and WB Hwy 2 in Grand Rapids to just East of Gunn Rd in La Prairie and install flashing crosswalk sign at Hwy2/La Prairie Ave .	MNDOT	\$ 44,997.00
2	3104-61	2025	1	Resurface EB and WB Hwy 2 in Grand Rapids to just East of Gunn Rd in La Prairie and install flashing crosswalk sign at Hwy2/La Prairie Ave .	MNDOT	\$ 3,555,003.00
3	031-629-021	2025	1	County Road 29 From HWY 46 To Dora Lake Bridge, Pavement Overlay And Rehab.	ITASCA COUNTY	\$ 1,750,000.00
4	31-00129	2026	1	BNSF MSAS 119, 7th Ave SE, Grand Rapids, Itasca County. Replace existing signal system	MNDOT	\$ 400,000.00
5	3103-73	2026	1	Highway 2, 6-inch ground in wet reflective edgelines from Deer River to Cohasset	MNDOT	\$ 475,000.00
6	3107-46	2026	2	Replace bridge on Hwy 6 over Big Fork River 6.4 mi south of MN 1	MNDOT	\$ 3,400,000.00
7	031-595-001	2027	1	Deer River Shared Use Trail Phase 2 from Jct. 14th Ave NW and Hwy 6 to 500 ft NW of Jct. Tamarack Ln and Aspen Dr	ITASCA COUNTY	\$ 415,000.00
8	031-607-034	2027	1	County Rd 7 from the intersection of Diamond Lake Road to County Rd 57. Pavement Rehabilitation.	ITASCA COUNTY	\$ 1,500,000.00
9	031-663-025	2027	1	County Rd 63 from the east intersection of County Rd 257 to bridge 31509. reclaim/pavement rehabilitation, turn lanes	ITASCA COUNTY	\$ 900,000.00
10	3104-63	2027	1	Resurface Hwy 2, sidewalks and bridge repair over Swan River from just west of CR 73 to just west of CR 74 in Warba	MNDOT	\$ 4,400,000.00
11	031-604-012	2028	1	County rd. 4 from intersection of State Highway 46 in Squaw Lake to intersection County rd. 29. Pavement rehabilitation	ITASCA COUNTY	\$ 4,100,000.00
12	3104-65	2028	1	State Highway 2 in Grand Rapids at Jct State Highway 2 and State Highway 169(Pokegama Ave), Intersection improvements.	MNDOT	\$ 1,000,000.00
13	3607-20M	2028	2	Resurface Hwy 46 and Hwy 1 in Northome	MNDOT	\$ 2,900,000.00

*Not all projects in the ATIP are shown on this map. Projects that are district wide or have multiple locations may not be included. Please reference the ATIP spreadsheet for a full listing of all projects. Map updated as of 4/30/2024



Northeast Minnesota Area Transportation Partnership

A full partnership in the planning, identification, prioritization, expenditure and effectiveness measurement on the use of federal transportation funds in Northeast Minnesota.



DISTRICT ONE ASSETS			
Miles of roadway	1,554	Class one rest areas	9
Transit systems	5	Navigable river miles	17
Number of signals	81	2023 Population	357,248
Number of signs	35,722	Area (24% of MN)	19,466 mi ²
Airports	22	Border crossings	2
Counties	8	Bridges (state owned)	544
Cities over 5,000	7		

Role of Area Transportation Partnerships (ATPs)

The Area Transportation Partnerships (ATPs) were created by the Minnesota Department of Transportation (MnDOT) in the early 1990s to emphasize greater public involvement, enhance regional planning and increase cooperation development of Minnesota’s State Transportation Improvement Program (STIP). In addition, the ATP provides management guidance for program administration throughout the year and recommends area program policy. There are eight ATPs throughout Minnesota that are closely aligned with the eight MnDOT districts.

Each year, every ATP develops an Area Transportation Improvement Program (ATIP). The ATIP lists the state, regional and local transportation priorities within each ATP boundary. The Northeast Minnesota ATP includes all of MnDOT District 1 and areas of Districts 2 and 3 in Koochiching, Itasca and Aitkin counties. The regional priorities listed in the ATIP are then recommended for inclusion in year four of Minnesota’s STIP.

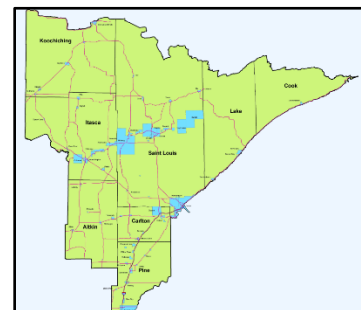
When developing the ATIP, the ATP considers the transportation priorities of the region’s Regional Development Commissions (RDCs), Metropolitan Planning Organizations (MPOs) and MnDOT District Offices.

Counties:

Aitkin, Carlton, Cook, Itasca, Koochiching, Lake, Pine and St. Louis.

Tribal Governments:

Bois Forte Band, Fond du Lac Band, Grand Portage Band and Mille Lacs Band.





ATP Board Membership

ATP membership consists of the following voting members, which possess broad, multi-modal and multi-jurisdictional perspectives. Representation includes MnDOT, Regional Development Commissions, Metropolitan Planning Organizations, cities, counties, and tribal governments, plus area public transit providers and others with planning, engineering, elected office, modal experts and federal and state agency expertise. The ATP approves the regional ATIP and recommends it for inclusion in the statewide STIP.

ATP Voting Members

Agency		Appointer
Elected Officials	8	County boards in the eight-county region
Tribal Elected Official	1	Regional solicitation (Bois Forte Band, Fond du Lac Band, Grand Portage Band, Mille Lacs Band)
Air	1	Northern Aero Alliance
Rail	1	Lake and St. Louis Rail Counties Rail Authority (Itasca County Rail Authority as alternate agency)
Sea	1	Duluth Seaway Port Authority
Surface, State	3	MnDOT District One Administration
Surface, Counties	8	County boards in each of the eight-county region
Surface, Local	8	City councils with populations over 5,000 in the eight-county region
Surface, Tribal	4	Tribal Nations with a majority of the primary sector in the eight-county region
Surface, Forest Service	1	USDA Forest Service Office
Trails/Waterways	1	Minnesota Department of Natural Resources Northeast Region Office
Transit (Urban)	1	Duluth Transit Authority
Transit (Rural)	1	Rural transit providers in the ATP
Metropolitan Area Transportation	1	Duluth-Superior Metropolitan Interstate Council

ATP Advisory Members (Non-voting)

Agency		Appointer
Community Health Boards	3	Community Health Boards in the eight-county region
Economic Development Authority	1	Iron Range Economic Alliance, Duluth Area Chamber of Commerce, and APEX
Regional Development Commission	2	Arrowhead Regional Development Commission East Central Regional Development Commission





Funding

State Transportation Investment Plan (STIP)

The STIP is a comprehensive four-year schedule of state and local transportation projects eligible for federal highway and transit funding. The STIP must list all transportation projects that seek federal funding under Title 23 (highway) of the U.S. Code and Title 49 (transit) under the U.S. Code and all regionally significant projects requiring action by the federal transportation authorities.

MnDOT updates the STIP annually. MnDOT also prepares guidance to assist each region's ATP members when producing its annual Draft ATIP.

State agencies, State Aid eligible counties and cities with a population greater than 5,000 and tribal governments may apply directly for federal funding. Cities under 5,000 population, townships and quasi-government/non-profit agencies may be eligible for some federal programs but will require sponsorship of their application and project by a qualifying State Aid county or city.

Eligible Projects

Projects eligible for federal funding consideration include these project types:

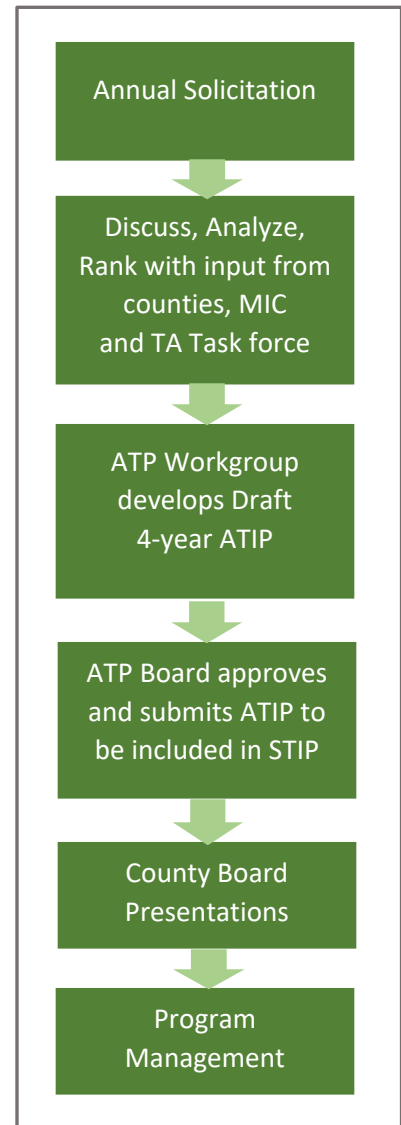
- **Roadways:** New alignment, expansion, reconstruction, reclamation, recondition and resurfacing
- **Bridges:** Replacement and rehabilitation
- **Safety:** Improvements designed to reduce the number and severity of crashes
- **Transportation Alternatives:** Bike trails/paths, sidewalks, pedestrian facilities, Scenic Byway corridor enhancements, Safe Routes to School improvements, etc.
- **Transit Capital:** Replacement and refurbishment of public transit buses





ATP Process

2023-2024 ATIP Development Process for 2028 Projects	
September	TA Program solicitation begins. Information is published on www.nemnntp.org.
October	- TA Program workshop for applicants - TA Program LOI due November 1, 2023
November	ATP project applications are sent out to eligible applicants. Counties collaborate to support equitable funding for rural projects. The MIC decides the projects in the Duluth MPO area.
January	ATP and TA Program applications due January 12, 2024
February	- TA Program applications are scored by TA Program Task Force - ATP project submissions are reviewed by ATP - MIC reviews recommended ATIP and TA Program projects for Duluth area MPO projects
March	The ATP Workgroup creates the draft ATIP
April	- ATP Board meeting on April 10, 2024 - County Board presentations - ATP Board reviews and approves the draft ATIP
May	- County Board presentations - Public comment period
June	- County Board presentations - Public comment period - Final STIP sent to St. Paul
July/August	STIP approval by Commissioner of Transportation
September/October	STIP approved by Federal Transportation Authorities





Northeast Minnesota ATP - FY 2028 Investments

Program and Funding Source	MnDOT: D1 State and Federal Funds		Local: Duluth MPO Federal Funds	Local: Rural Federal Funds
Performance Program – Bridge and Pavement	\$75,580,000		N/A	N/A
ATP Managed Program	N/A		\$1,794,000	\$6,006,000
Highway Safety Improvement Program Funds: Federal HSIP	\$1,800,000		\$2,300,000	
Transportation Alternatives Program Funds: Federal TA Program	N/A		\$1,600,000	
Carbon Reduction funds	\$1,350,000		\$810,000	
PROTECT funds			\$420,000	
	District 1 total: \$78,730,000		\$12,930,000	
	<i>Federal Funds</i>	<i>State Funds</i>		
	\$44,480,000	\$34,250,000		

Resources and Contacts

Websites:

Northeast Minnesota ATP
www.nemnntp.org

MnDOT District 1
www.dot.state.mn.us/d1/

Arrowhead Regional
Development Commission
www.ardc.org

Contacts:

Bryan Anderson
MnDOT D1 Planning Director
218-725-2794
bryan.anderson@state.mn.us

Ron Chicka
Metropolitan Interstate Council (MIC)
Director
218-529-7506
rchicka@ardc.org

Andy Hubley
Arrowhead Regional Development
Commission Director
218-529-7512
ahubley@ardc.org



2024 District 1 Construction Program



Carryover Projects

Hwy 2/65 (SP 3104-62)

Location: At the intersection of Hwy 2 and Hwy 65

Description: Roundabout construction

Date: 2023, May to Sept 2024

Cost: \$6.1 million

Impact: Detour, lane shifts

Website:

mndot.gov/d1/projects/swanriverroundabout

Hwy 23 (SP 6910-103)

Location: At Gogebic Creek in Duluth in St. Louis County

Description: Culvert replacement

Date: 2023, May to Aug 2024

Cost: \$1.6 million

Impact: Bypass, lane closures

Website:

mndot.gov/d1/projects/hwy23-culvert

I-35, I-535, Hwy 53 (SP 6982-322)

Location: In Duluth

Description: Replace bridges and reconstruct the I-35, I-535, Hwy 53 interchange

Date: Fall 2020 to 2024

Cost: \$57 million

Impact: Closures, detours

Website:

mndot.gov/d1/projects/twin-ports-interchange

I-35 (SP 0980-156)

Location: On I-35 over Cty Rd 61 in Carlton County

Description: Bridge rehabilitation

Date: 2023, May to Sept 2024

Cost: \$3.6 million

Impact: Southbound closure, traffic directed to northbound

Website:

mndot.gov/d1/projects/atkinson-bridge

Hwy 61 (SP 3805-79)

Location: Silver Creek Bridge near Two Harbors in Lake County

Description: Bridge replacement

Date: 2022-2023, spring 2024

Cost: Funded in 2023

Impact: Lane closures

Website:

mndot.gov/d1/projects/hwy61-bridges

Hwy 61 (SP 1605-03)

Location: At the Pigeon River Bridge near Grand Portage in Cook County

Description: Bridge rehabilitation

Date: 2023, spring 2024

Cost: \$100,000

Impact: Lane closures

Website:

mndot.gov/d1/projects/hwy61-pigeon

Hwy 73 (SP 6929-21)

Location: On Hwy 73 at Cty Hwy 16 in St. Louis County

Description: Resurface bridge deck

Date: 2023, June 2024

Cost: Funded in 2023

Impact: Lane closures

Website:

mndot.gov/d1/projects/hwy73bridge

Hwy 135 (SP 6912-79)

Location: In Biwabik in St. Louis County

Description: Pavement repairs

Date: 2020-2023, May to June 2024

Cost: \$100,000

Impact: Detour, lane closures

Website:

mndot.gov/d1/projects/hwy135biwabik

Districtwide (SP 8821-350)

Location: Districtwide

Description: Sign replacement

Date: 2023, April to Sept 2024

Cost: \$2.3 million

Impact: Lane and shoulder closures

Total Carryover Projects: 9

New Projects

Hwy 2 (SP 6906-19)

Location: On Hwy 2 from Hwy 200 to Cty Rd 845 near Floodwood in St. Louis County

Description: Pavement resurfacing

Date: Aug to Oct 2024

Cost: \$9 million

Impact: Lane closures

Website: mn.gov/d1/projects/hwy-2-floodwood

2024 District 1 Construction Program



Hwy 23 (SP 5809-16)

Location: On Hwy 23 between Sandstone and Askov in Pine County

Description: Pavement resurfacing, intersection improvement

Date: May to Aug 2024

Cost: \$5.4 million

Impact: Lane closures, detours

Website:

mn.gov/d1/projects/hwy23-sandstone

Hwy 23 (SP 6910-116)

Location: In Duluth, on Hwy 23, from West 5th St to Perch Lake

Description: Pavement Replacement

Date: July to Aug 2024

Cost: \$2 million

Impact: Lane Closures, temporary signal

I-35 (SP 6982-336/6982-348)

Location: On I-35 in Duluth between Mesaba Avenue and 21st Ave E in St. Louis County

Description: Concrete pavement repair, bridge rehabilitation

Date: July to Sept 2024, 2025

Cost: \$3.1 million

Impact: Lane and ramp closures

Website: mn.gov/d1/projects/i-35-duluth-bridges

I-35 (SP 5880-199)

Location: On I-35 near Hinckley in Pine County

Description: Concrete pavement resurface, bridge replacements

Date: May to Oct 2024

Cost: \$27.9 million

Impact: Lane closures

Website:

mndot.gov/d1/projects/hinckley-bridge/

I-35/Hwy 73 (SP 8821-354)

Location: On I-35 near Willow River and Hwy 73 near Moose Lake

Description: Bituminous chip seal and repairs

Date: Summer 2024

Cost: \$1.5 million

Impact: Lane and ramp closures

Hwy 37 (SP 6947-57)

Location: At intersections of Hwy 37 and Cty Rd 5 in St. Louis County

Description: Intersection improvements

Date: July to Sept 2024

Cost: \$1.7 million

Impact: Lane shifts and closures

Website:

mn.gov/d1/projects/hwy37-cr5

Hwy 53 (SP 6918-102)

Location: On Hwy 53 in Virginia from 2nd Ave to north jct of Hwy 169 in St. Louis County

Description: Pavement resurfacing

Date: July to Sept 2024

Cost: \$5.5 million

Impact: Detour, lane closures, ramp closures

Website:

mn.gov/d1/projects/hwy53-virginia

Hwy 53 (SP 3608-58)

Location: At the intersection of Hwy 53 and Cty Rd 332 in Koochiching County

Description: Construct roundabout

Date: June to Oct 2024

Cost: \$3.6 million

Impact: Detour, lane closures

Hwy 61 (SP 6925-144)

Location: On Hwy 61 from Superior St to McQuade Rd in St. Louis County

Description: Pavement resurfacing

Date: May to July 2024

Cost: \$3.2 million

Impact: Lane closures

Website:

mn.gov/d1/projects/hwy61-expressway-resurfacing

Hwy 61 (SP 6926-57/3804-63)

Location: At 5 intersections on Hwy 61 between Duluth and Two Harbors in Lake and St. Louis County

Description: Construct reduced conflict intersections and left turn lanes

Date: July to Sept 2024

Cost: \$2.6 million

Impact: Lane closures

Website:

mndot.gov/d1/projects/hwy61

Hwy 135 (SP 6913-40)

Location: In Embarrass in St. Louis County

Description: Culvert replacement

Date: Fall 2024

Cost: \$500,000

Impact: Detour

2024 District 1 Construction Program



Hwy 169 (SP 6935-94)

Location: On Hwy 169 between Chisholm and Mountain Iron in St. Louis County

Description: Pavement resurfacing

Date: May to Oct 2024

Cost: \$13.4 million

Impact: Lane closures, connecting road detours

Website:

mn.gov/d1/projects/hwy169-chisholm-mtiron

Hwy 210 (SP 0910-35)

Location: At the intersection of Hwy 210 and Cty Rd 61 in Carlton County

Description: Construct reduced conflict intersection

Date: May to July 2024

Cost: \$750,000

Impact: Lane closures

Website:

mn.gov/d1/projects/hwy210-61

Districtwide (SP 8821-352)

Location: Districtwide

Description: Culvert replacement and repairs

Date: July to Oct 2024

Cost: \$1.7 million

Impact: Detour on Hwy 1, lane and shoulder closures

Total New Projects: 14

Local Led Projects

Hwy 2 (SP 6908-71)

Location: At intersection of Hwy 2 and Munger Shaw Rd in St. Louis County

Description: Construct Left Turn Lanes on Hwy 2

Date: Aug to Sept 2024

Cost: \$900,000

Impact: Detour, lane closures



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, May 21, 2024

REQUEST FOR BOARD ACTION: RBA-2024-227

DEPARTMENT: University of Minnesota Extension **TIME REQUESTED:** 15 Minutes
PRESENTER: Keri Cavitt, Eli Sagor, Jan Derdowski

AGENDA ITEM:
Extension Impact Report

BOARD ACTION REQUESTED:
Informational

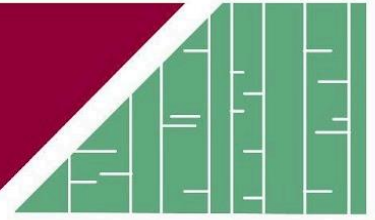
BACKGROUND:

COUNTY ATTORNEY REVIEW:

SUPPORTING DOCUMENTATION:

1. MWS Itasca key outcomes
2. 2023-2024 MG Itasca County report
3. Itasca Extension Report - Apr 2024 (2)
4. 2023 Itasca County MNat report
5. 2024 Itasca County Board Presentation

RESULT:	INFORMATIONAL - NO ACTION TAKEN
----------------	--



Minnesota Woodland Steward program

University of Minnesota Extension Forestry

What is the MN Woodland Steward program?

The Minnesota Woodland Steward (MWS) program delivers a **comprehensive training curriculum for private woodland owners interested in becoming better stewards of their woods**. The MWS program provides landowners with the foundational knowledge and tools to be good stewards of the land through a hybrid curriculum, including both in-person and online content.

Key outcomes of the MN Woodland Steward program

- Help more Itasca County woodland owners understand the benefits of active woodland management by building relationships and working with local forestry professionals;
- Increase enrollment in programs like the Sustainable Forests Incentive Act (SFIA) that keep forest land forested and encourage active land management;
- Improve implementation of practices to improve woodland health and productivity such as thinning, invasive species management, reduced wildfire risk; tree planting, and harvesting.

Participant testimonials

"I used to be a 'barely active' woodlands owner and have now: 1) mapped my woods into 10 different woodlots based on soil, aspect, and natural growth 2) In process of creating specific management plans for each woodlot 3) have created an overall property management plan with specific goals for my ag and woods 4) have reconnected with my county DNR forester for a review of woods and plans 5) have identified 3 forester TSP's in my area 6) Am now planning to create a business for my 150 acres."

"The course helped me immensely, it helped open my eyes to a lot of forestry practices... It promoted me to get my land surveyed and get a stewardship plan written"



Itasca County Activity Report

Master Gardener Volunteer Program

2024 members:

- 29 active members, four interns, five retired emeritus.
 - Two active and one intern recently transferred to Cass County.

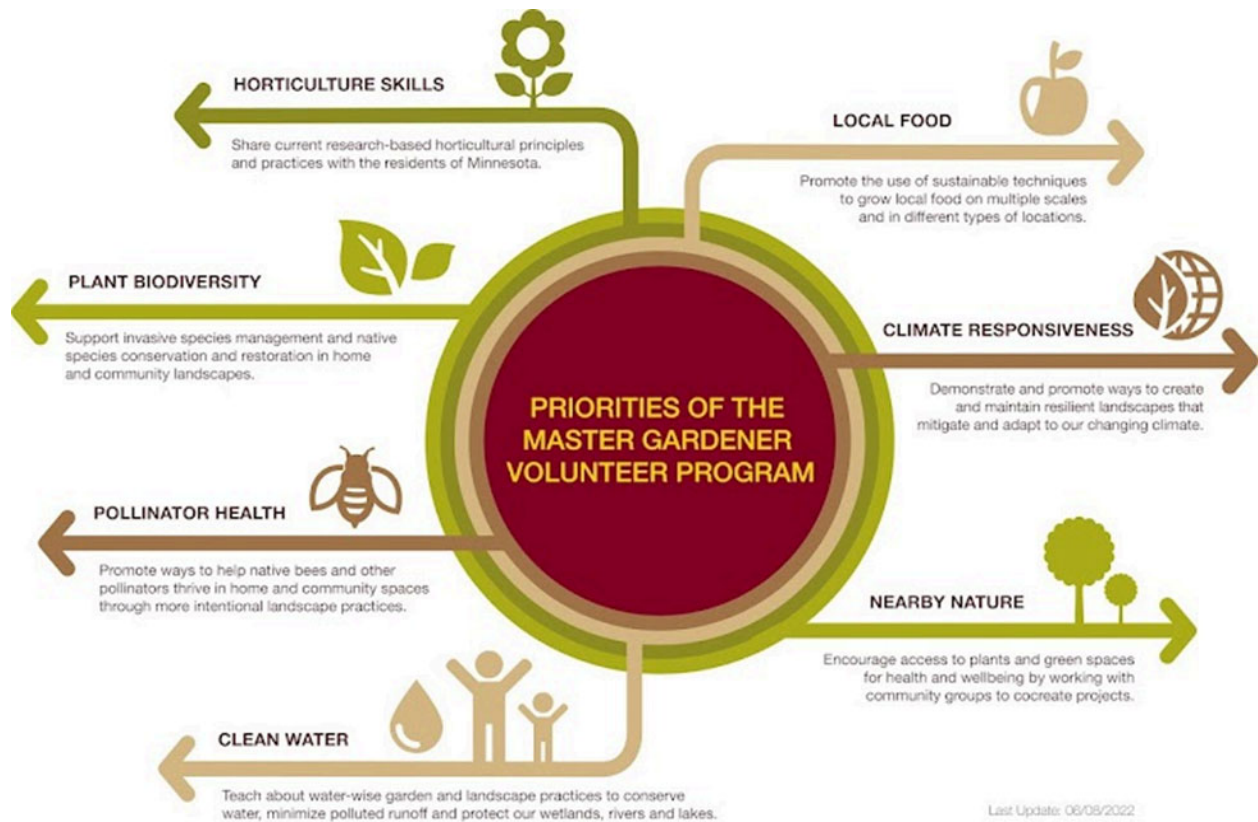
2023 impact:

- 26 active, five interns, three emeritus active.
- 2,356 service hours, 722 continuing education hours.
- \$81,211 cash value of service (MN Volunteer Rate \$34.47/hr).

Program highlights:

- Five gardens (community & school).
- Two were walk-by learning gardens with an estimated 150 participants.
- Over **7,000 pounds** of produce were donated to feed banks, shelves and pantries.
- An ongoing popular educational presentation on native plants and pollinators continues to gain interest.
- Highlighted and collaborated with Itasca County Environmental Services to do several educational pieces for composting to lessen impact on landfills and improve soil for plant growth. This included a recorded spot on Itasca Community Television (ICTV).
- Other events where Master Gardeners provided education:
 - Weekly farmers market, Tall Timber Days, Forest History Center, Itasca 5th Grade Water Summit, Itasca County Fair.
- Contacts at events totaled 2,450 (1498 adults and 52 youth).
- This year, in addition to the normal annual events, the highlighted program will be on food preservation with several Master Gardeners already signed up to take the consultant training course.

- 33 local events covering program priorities, which include horticulture skills, plant biodiversity, pollinator health, clean water, local food, climate responsiveness and nearby nature.





Itasca County Extension

Program highlights | Jan. – March 2024



Program highlights from last quarter

Youth Teaching Youth

Youth Teaching Youth (YTY) is a dynamic program where teenagers take on leadership roles in 4-H afterschool programs. YTY is dedicated to influencing youth development through the establishment of positive relationships between young individuals and their older youth mentors. Within this framework, teenage mentors **explore their sparks for leadership** by actively participating in planning, problem-solving and leading activities that make a meaningful impact on their communities. Teens accomplish this by collaborating with community partners. UMN Extension plays a crucial role in **supporting the development of essential workforce skills among young people**.

Under the leadership of local Extension Educator Allison Hansen, these teens undergo comprehensive training to deliver high-quality programs before transitioning into the role of YTY teen mentors. Once trained, YTY teen mentors have the

autonomy to select the curriculum for the program year. Program sites include Bigfork, Deer River and Greenway. These three afterschool programs currently serve **85 elementary youth in grades K-6**.

The local Extension educator plays a pivotal role by modeling and coaching the teen mentors. At the conclusion of each program day, the YTY mentors engage in reflective practices, highlighting the strengths of the session and identifying areas for improvement in the upcoming week.



YTY continues to be positioned for growth, citing positive feedback from program partners and participating youth. Thanks to deliberate efforts, we have had a **64% increase in enrollment** since the previous year, growing from **nine teen mentors to 14 this year**. Impressively, eight out of the nine teen mentors from last year returned, with the one exception having graduated high school. The addition of six new mentors is a testament to the program's value and impact, as most of the new mentors were recruited by returning mentors or program partners.

4-H True Leaders in Equity

Itasca County 4-H is paving new ground and piloting a unique club called 4-H True Leaders in Equity. 4-H True Leaders in Equity is a National 4-H initiative that gives 4-H youth an opportunity to develop their global citizenship by learning and practicing equity. Young people have increasingly more opportunities to interact with people from varying backgrounds and experiences but may not always have the skills to be able to thrive in diverse settings. This club aims to help build those skills.



Itasca County Extension Educator Courtney Johnson has partnered with Northern Lights Community School to pilot Itasca's first 4-H True Leaders in Equity Club. The clubs began meeting in December 2023. There are currently **10 new 4-H members** because of this club! The club members are all high school youth, and they meet once a month during the school day with Extension staff and the school administrator. Together they have explored the topics of equity, equity in community, and what their dreams are for a future world. Many members have shown an interest in ensuring safe water for all and creating spaces where everyone is treated judgment free.

Two of the youth enrolled in this club **attended Teens Engaged in Emerging Leadership (TEEL)** at Camp Friendship in Annandale, February 17-18. This overnight leadership retreat for youth in grades 10+ is designed and led by MN 4-H State

Ambassadors. Youth have the opportunity to expand their leadership skills and build relationships with other peers from across the state. In addition, these two new 4-H members joined three of their Itasca County 4-H peers at **Building Leadership and Understanding (BLU)**, held the same weekend at Camp Friendship. We are excited to have sent a delegation to these events!

SNAP-Ed

- SNAP-Ed Health and Wellness Coordinator Jodi Nordlund has been teaching monthly Go Wild! With Fruits and Veggies in five third-grade classrooms (Vandyke Elementary and Bigfork) and Eat Well in four fifth-grade classrooms (Greenway and Bigfork). She also taught a cooking class for DJ Jam day at Greenway Middle school.
- Nordlund finished up a year-long diabetes prevention program held at the YMCA and started another in February. This class is a partnership between SNAP-Ed, YMCA and Grand Itasca.
- Worked with Kootasca Head Start to help deliver their Fruit of the Month program and provided recipes and shopping tips to parents.
- Provided resources (recipes, food storage tips, etc.) for a Local Food Purchase Assistance grant that delivers local food boxes to people through Kootasca and Northland Counseling.

For more about Extension in Itasca County, visit:

extension.umn.edu/local/itasca



Itasca County Activity Report 2023

Minnesota Master Naturalist Program

The Minnesota Master Naturalist Program mission is to promote awareness, understanding and stewardship of Minnesota's natural environment by developing a corps of well-informed citizens dedicated to conservation education and service within their communities.

Explore, teach, conserve

Minnesota Master Naturalist volunteers have opportunities to explore the natural world, teach others about their passions, and conserve natural resources.

Local impacts

Summary of service hours

<i>Service Hours</i>	<i>Prep Hours</i>	<i>Travel Time</i>	<i>Total Service</i>	<i>Miles Traveled</i>	<i>Cash Value of Service</i>
2023					\$34.47* per hour
235.75	139.5	91	4,988.25	4,613	\$171,944.98

*Cash value is according to IndependentSector.org

2023 project highlights

- In 2023, 15 Minnesota Master Naturalist volunteers recorded volunteer service hours in Itasca County.
- MNat volunteers worked closely with the Forest History Center, providing additional educational programming.
- MNat volunteer created videos for use with John Latimer and the Minnesota Master Naturalist program.
- Worked with the Minnesota Mineral Club.
- Provided support for the Youth Water Summit held in Grand Rapids.
- Worked with youth at local nature day camps.
- Worked with the MNPlant Watch to locate and monitor rare and endangered plants. (Ram's Head Lady Slipper), finalizing protocols for statewide use.

Learn more

The Minnesota Master Naturalist program offers classes in each of the three major biomes found in Minnesota:

- North Woods, Great Lakes.
- Prairies & Potholes.
- Big Woods, Big Rivers.

Classes are 40 hours and include a combination of lectures, hands-on activities and field experiences.

For more information, visit: www.MinnesotaMasterNaturalist.org.



UNIVERSITY OF MINNESOTA EXTENSION

MINNESOTA MASTER NATURALIST



2024 Itasca County Extension

Jan Derdowski - Program Leader & Supervisor of Youth Development

Eli Sagor - Program Leader & Professor, Natural Resources & Forestry

Keri Cavitt - Regional Director, Northeast Region

serving Itasca, Lake, Cook, Carlton, St. Louis, & Koochiching



University of Minnesota Extension brings the work of the university to the people of Minnesota in ways that improve the quality of life across our state. We discover science-based solutions, deliver practical education and engage Minnesotans to build a better future.



Our Mission & Impact

We make a difference by connecting community needs and university resources to address critical issues in Minnesota.

- **700** faculty and staff
- **65%** live outside the Twin Cities
- **87** county offices, **12** regional offices
- **1 million** participants in Extension programs
- **140,000** youth participants
- **35,000** volunteers
- **Five** key program areas: environment, food & agriculture, communities, families, youth



Our Structure

- Leadership at the state and local levels
- Extension is a department in each county
- State statute outlines county structure
- County Extension Committee provides guidance
- Each county determines local staffing through an MOA
- Partnerships

Our Philosophy

- To create learning opportunities with people, not for people

Finding a Balance

- Build working relationships
- Design and implement programs
- Provide unbiased, research-based resources
- Communication / Outreach
- Technical assistance

Informed and guided by our local Itasca County Extension Committee:

- 6 local residents
- 2 County Commissioners
- County Auditor or Designee



Extension Goals

1

Assess

Determine local concerns
and interest in Extension
Programming/Partnerships

2

Develop resources

News releases,
newsletters, social media,
radio, formal and informal
presentations

3

Education

Provide education at
stakeholder and
extension events

4

Evaluate and build programs

Evaluate and create
more relevant
educational content



UNIVERSITY OF MINNESOTA EXTENSION



5 Key Program Areas

1) Environment

- Climate research and adaptation
- Clean Energy Resources Teams
- Water conservation & Aquatic Invasive Species work
- Forestry - forest health & productivity
- Master Naturalist program
- Minnesota Woodland Stewardship program



Itasca County Extension Master Naturalists

2023 Members:

- 15 Active Members that recorded time

2023 Impact:

- 4,988.25 service hours
- \$171,944.98 cash value of service (MN Volunteer Rate \$34.47/hr)

Program Highlights:

- MNat volunteers work closely with the Forest History Center, providing additional educational programming
- MNat volunteer is creating videos for use with John Latimer and the program.
- Working with the Minnesota Mineral Club
- Providing support for the Youth Water Summit held in Grand Rapids
- Working with youth at local nature day camps
- Working with the MNPlant, watching to locate and monitor rare and endangered plants. (Ram's Head Lady Slipper) finalizing protocols for statewide use





Minnesota Woodland Steward program

Eli Sagor

Course outcomes

- Participants have:
 - Connected with a forester to conduct forest inventory.
 - Worked with a forester to create a stewardship plan.
 - Enrolled in the Sustainable Forest Incentives Act (SFIA).
 - Worked with forester on specialized tree plantings.
 - Consulted a forester on reforestation plans.



Testimonials

"Shortly after the class my brother and I purchased our parents approximately 60 acres of forest land. They had it logged off, with the help of the MN DNR Forestry Service. They had a Woodland Stewardship Plan done in 2009 and updated in 2018, before logging began. I was not involved in their decision to log off the land and quite frankly was upset that they had logged it off.

After taking the class, **I had a change of heart and had to admit to my parents that they had actually done the right thing. The class certainly opened my eyes to the needs of the forest and animals.** I enjoyed the class and meeting people who also have property in Itasca County."



Testimonials

“The course helped me immensely, it helped open my eyes to a lot of forestry practices... It promoted me to get my land surveyed and get a stewardship plan written”

“It helped me to develop a plan and assess the property... Gave a base knowledge that I didn't have prior... Helped me set realistic timelines... I now see my land in new ways after taking the course”



Proactive stewardship is risk management

In 2022, the majority (58%) of participants worked with a NR professional in new ways since taking the course, including getting a stewardship plan written, inventorying standing timber, and planting trees.

Proactive forest stewardship is a critical part of risk management by reducing the risk of:

- Wildfire
- Mortality from insects and disease
- Severe drought and flooding impacts





2) Food and Agriculture

- Agriculture research & education
- AGREETT (Agriculture Research, Education & Extension Tech Transfer) program
- Livestock health
- Help for struggling producers
- Food access & safety
- Protecting pollinators
- Master Gardener Program



Itasca County Extension Master Gardener

2024 Volunteer Members:

- 29 Active, 4 Interns, 5 Retired Emeritus
 - 2 Active and 1 Intern recently transferred to Cass County

2023 Impact:

- 26 Active, 5 Interns, 3 Emeritus Active
- 2,356 service hours, 722 continuing education hours
- \$81,211 cash value of service (MN Volunteer Rate \$34.47/hr)

Program Highlights:

- 5 gardens (community & school)
 - 2 were walk-by learning with an estimated 150 participants
- Over **7,000 pounds** of produce were donated to feed banks, shelves & pantries.
- An ongoing popular educational presentation on native plants and pollinators continues to gain interest.

Itasca County Extension Master Gardener

Continued Program Highlights:

- Highlighted and collaborated with Itasca County Environmental Services to do several educational pieces for composting to lessen impact on landfills and improve soil for plant growth. This included recorded spot on ICTV.
- Other events where MGs provided education
 - Weekly farmers market, Tall Timber Days, Forest History Center, Itasca 5th Grade Water Summit, Itasca County Fair.
- Total contacts at events were 2,450 (1498 adults and 52 youth)
- This year, in addition to the normal annual events, the highlighted program will be on food preservation with several MGs already signed up to take the consultant training course.
- 33 local events covering program priorities.

Itasca County Extension Master Gardener





3) Communities

- Rural economic development
- Data and analysis
- Rural business succession
- Leadership development
- Tourism research & development





4) Families

- Family health and wellbeing
- SNAP education & nutrition education
- Opioid addiction
- Parents Forever program
- Family financial management





Itasca County SnapEd

Jodi Nordlund



5) Youth Development (4-H)

- 4-H—the largest youth development program in Minnesota; serve over 40,000 youth per year
- Offer out-of-school, hands-on learning opportunities for youth in kindergarten through one year post-high school
- Goal: to create positive, non-formal youth development opportunities for young people to help them learn and lead in a global society.





Extension Educator 4-H Itasca County

Jan Derdowski

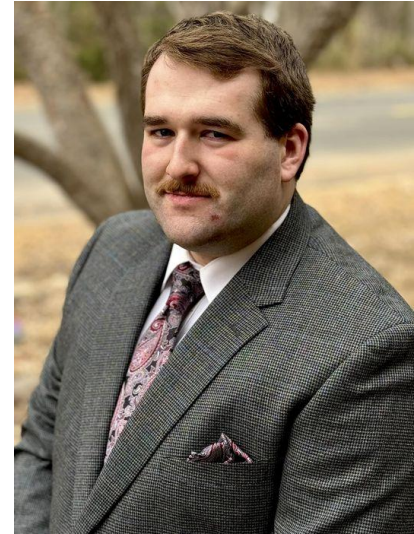
Itasca County Youth Development Team



Allison Hansen



Courtney Johnson



Andy Anderson



Jeremy Freeman
Regional Extension Educator,
Volunteer Systems



Rebecca Meyer
Regional Extension Educator,
STEM & AG science



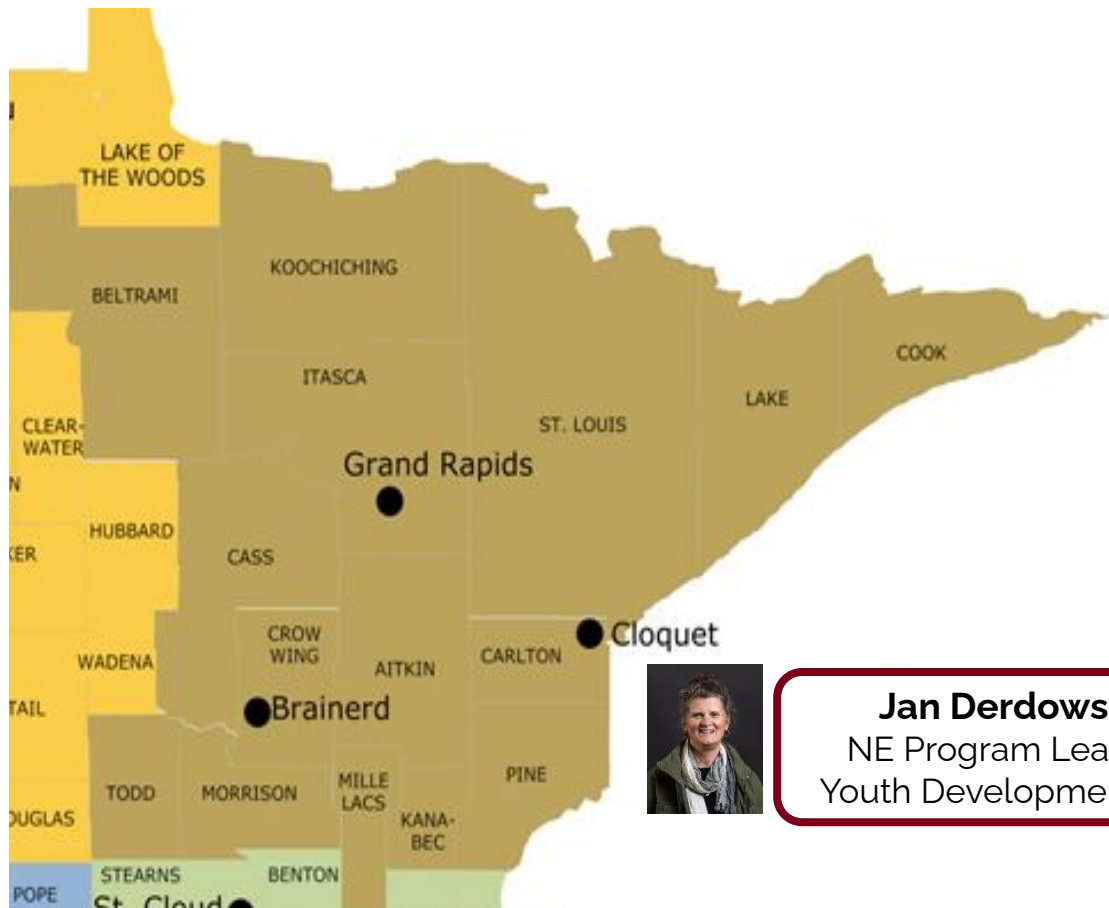
David Foley
Regional Extension Educator,
Animal Science



Cassie Girling
Regional Extension Educator,
Civic Engagement & Leadership



Lori Hall
Regional Extension Educator,
Operations



Jan Derdowski
NE Program Lead,
Youth Development





Positive youth development in 4-H:

- builds skills in young people so they are able to learn and lead in a global society
- educates adults to work effectively with youth
- partners with communities to create supportive social environments that help youth thrive



What makes us unique?

- Consistently engage with youth, often across a decade (K-13)
- Depth of contact with youth—clubs, through project learning, camp and leadership retreats, and showcase opportunities such as the county and state fairs.
- Leverage all of the resources of Extension and U of M to support the local 4-H staff in your county.

Research tells us ...

4-H'ers are...



4X

more likely to
give back to their
communities



2X

more likely to make
healthier choices



2X

more likely to
participate in
STEM activities

Source: 4-H



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4-H is thriving in our community and across Minnesota

356 youth in Itasca
County

41,580 youth across
Minnesota



...And in Itasca County

4-H is reaching new
children, youth and families

168 first-year members
4% increase in overall
enrollment



Giving youth platforms to share their learning

“I enjoy working with a team for the Engineering Design Challenge. I like the trial & error involved.”

~**Efram**, Itasca County 4-H'er



Empowering youth to lead today

"I grew up in 4-H, so I'm excited to return to my roots. To give back to my community."

~**Athena**, 4-H Youth Teaching Youth
Teen Mentor



Community Partnerships

Partners are valuable to us:

- Recruitment

Extension is valuable to partners:

- Mentoring
- Coaching
- Training



GREAT FUTURES START HERE.



BOYS & GIRLS CLUB
OF THE LEECH LAKE AREA



BOYS & GIRLS CLUB
OF GRAND RAPIDS AND
GREENWAY





COLLEGE & CAREER READINESS



96% of youth reported that 4-H has helped them **identify things they are good at.**

82%

82% reported that 4-H helped them **explore career options.**

58%

58% reported that 4-H has helped them with **college decision-making.**



Youth who reported experiencing **high-quality developmental contexts** in 4-H reported better identification of their **personal strengths** and better understanding of **future career options.**

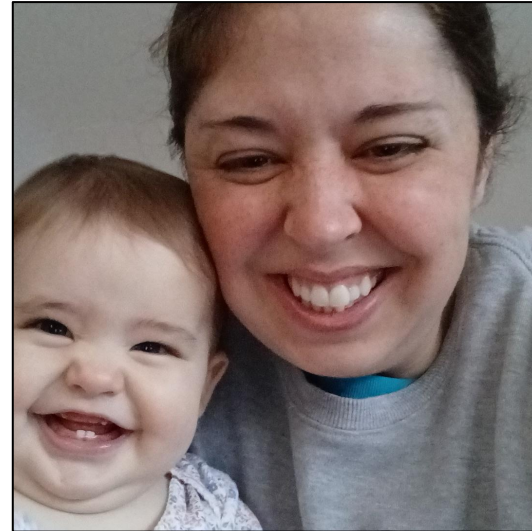
Source: [4-H](#)



UNIVERSITY OF MINNESOTA EXTENSION

Our programs have long-term impacts for alumni

“...4-H has helped shape my personality and interests greatly. Participating in a 4-H club and showing projects and animals at the County and State Fairs helped me build critical leadership skills, team-building skills, and confidence. It taught me how to manage time, face fears, and try new things. Today I still use many of these life lessons in my daily personal and professional life, and I cannot wait to share 4-H with my daughter!”



~**Sheila Robertson (Arnold)**, Itasca County 4-H alum

Itasca County 4-H

Long term outcomes for youth:

- academic and vocational success
- civic engagement - creating tomorrow's leaders
- employability - helping youth see a career for themselves
- happiness and wellbeing - self confidence and a direction for the future





Thank you for your time and support!

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**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, May 21, 2024

REQUEST FOR BOARD ACTION: RBA-2024-232

DEPARTMENT: Environmental Services

TIME REQUESTED: 10 Minutes

PRESENTER: Greg Stoltz

AGENDA ITEM:

Updated Letter of Support - General Waste Certificate of Need Request

BOARD ACTION REQUESTED:

Approve updated letter of support for General Waste Keewatin Landfill.

BACKGROUND:

The Board previously approved a letter of support for General Waste's Keewatin Landfill, March 19, 2024. After accepting a bid for Transfer Station operation from General Waste, there are some necessary updates to be made to the letter.

An approved Certificate of Need (CON) is required to begin the Minnesota Pollution Control Agency permitting process for a new municipal solid waste and recycling facility. This letter of support will be attached to General Waste's CON request.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. 2024.05.14 CON Keewatin Landfill

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

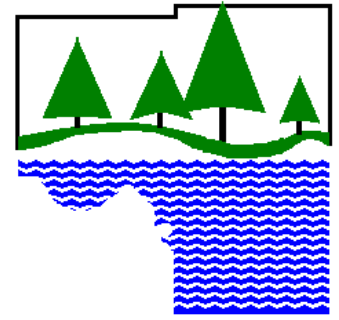
ITASCA COUNTY

Environmental Services

123 NE 4th Street

Grand Rapids, MN 55744-2600

Office (218) 327-2857 | Fax (218) 327-7331



May 15, 2024

William Keegan, PE President

Dem-Con Companies

13020 Dem-Con Drive

Shakopee, MN 55379

Re: Updated 5-24 General Waste & Recycling - Certificate of Need Request

Dear Mr. Keegan:

Itasca County is submitting this updated letter for a Certificate of Need (CON) request to the Minnesota Pollution Control Agency (MPCA) for the General Waste Keewatin Landfill. The update includes changes to reflect a recent contract with General Waste to operate the Itasca County Transfer Station and provide materials hauling services from the Transfer Station to a disposal facility and recycling facility, effective, June 3, 2024- June 2, 2029 (Contract). This Contract was signed after the March 8, 2024, letter was approved by the County Board.

Using current disposal trends as a benchmark, Table 1 contains the estimated municipal solid waste (MSW) tonnages from the 2023 Northeast Minnesota Regional Solid Waste Management Plan (Plan) for Itasca County, as developed by the Solid Waste Officers of the Northeast Region (SWONER). Also in Table 1 are the estimated Itasca County MSW tons, not currently assigned to a landfill, available for disposal starting June 2024 through 2032.

Table 1

	2023 *	2024	2025	2026	2027	2028	2029	2030	2031	2032
Plan MSW Estimated Tons	25,405	25,325	25,124	24,922	24,721	24,518	24,318	24,115	23,914	23,711
Estimated tons available for disposal	N/A	26,971	26,757	26,542	26,328	26,112	25,899	25,682	25,468	25,252

Actual MSW tonnage received at the Itasca County Transfer Station in 2023 was 27,053 tons, 6.5% over projections. This increase, from *estimated* to *actual* tonnages in MSW, is the direct result of a campaign Itasca County has implemented over the last two years titled Fight Blight. By updating our outlying canister sites, supporting localized clean-up events, and through a public information campaign on local radio, Fight Blight has led to better community awareness and participation in MSW management. Itasca County plans to continue these efforts, therefore we estimate that actual tonnages will continue to exceed the projections listed in the Plan and line one of Table 1 above.

The Plan listed the General Waste Keewatin Landfill as a potential site for future disposal of MSW, though the site is not currently allowed to accept MSW. As noted in the Contract, General Waste proposes to dispose of Itasca County MSW at the Republic Services Lake Area Landfill, Sarona, Wisconsin, until such time that the General Waste Keewatin Landfill receives all necessary permits and licenses.

Itasca County fully supports the establishment of the General Waste Keewatin MSW Landfill as it would significantly reduce transportation costs for Itasca and nearby counties. The findings of the Northeast Minnesota Regional Solid Waste Management Plan alternatives analysis estimates that hauling MSW (from Aitkin, Itasca, and Koochiching counties) to the proposed Keewatin Landfill would result in a significant annual fuel savings of \$521,000 and GHG reduction of more than 1,000 metric tons of carbon dioxide across all three counties.

Sincerely,

John Johnson
Chairperson, Itasca County Board of Commissioners



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, May 21, 2024

REQUEST FOR BOARD ACTION: RBA-2024-238

DEPARTMENT: Environmental Services

TIME REQUESTED: 5 Minutes

PRESENTER: Andy Arens

AGENDA ITEM:

Resolution to Support a Big Fork River Watershed Management Plan (1W1P)

BOARD ACTION REQUESTED:

Adopt the Resolution Re: Support for a Big Fork River Watershed One Watershed, One Plan which supports applying for a Mn Board of Water and Soil Resources (BSWR) grant.

BACKGROUND:

The grant will assist with working alongside Koochiching County partners in developing a comprehensive watershed management plan (1W1P) for the Big Fork River watershed.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. 2024_1W1P_Status_Map

05/21/2024

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 05/28/2024 2:30 PM
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**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, May 21, 2024

RESOLUTION

RE: SUPPORT FOR A BIG FORK RIVER WATERSHED ONE WATERSHED, ONE PLAN

WHEREAS, the Minnesota Board of Soil and Water Resources has developed policies for coordination and development of comprehensive watershed management plans, also known as One Watershed, One Plan, consistent with Minnesota Statutes, Chapter 103B.801, Comprehensive Watershed Management Planning Program; and

WHEREAS, Minnesota Statutes, Chapter 103B.301, Comprehensive Local Water Management Act, authorizes Minnesota Counties to develop and implement a local water management plan; and

WHEREAS, Minnesota Statutes, Chapter 103C.331, subdivision 11, Comprehensive Plan, authorizes Minnesota Soil and Water Conservation Districts to develop and implement a comprehensive plan; and

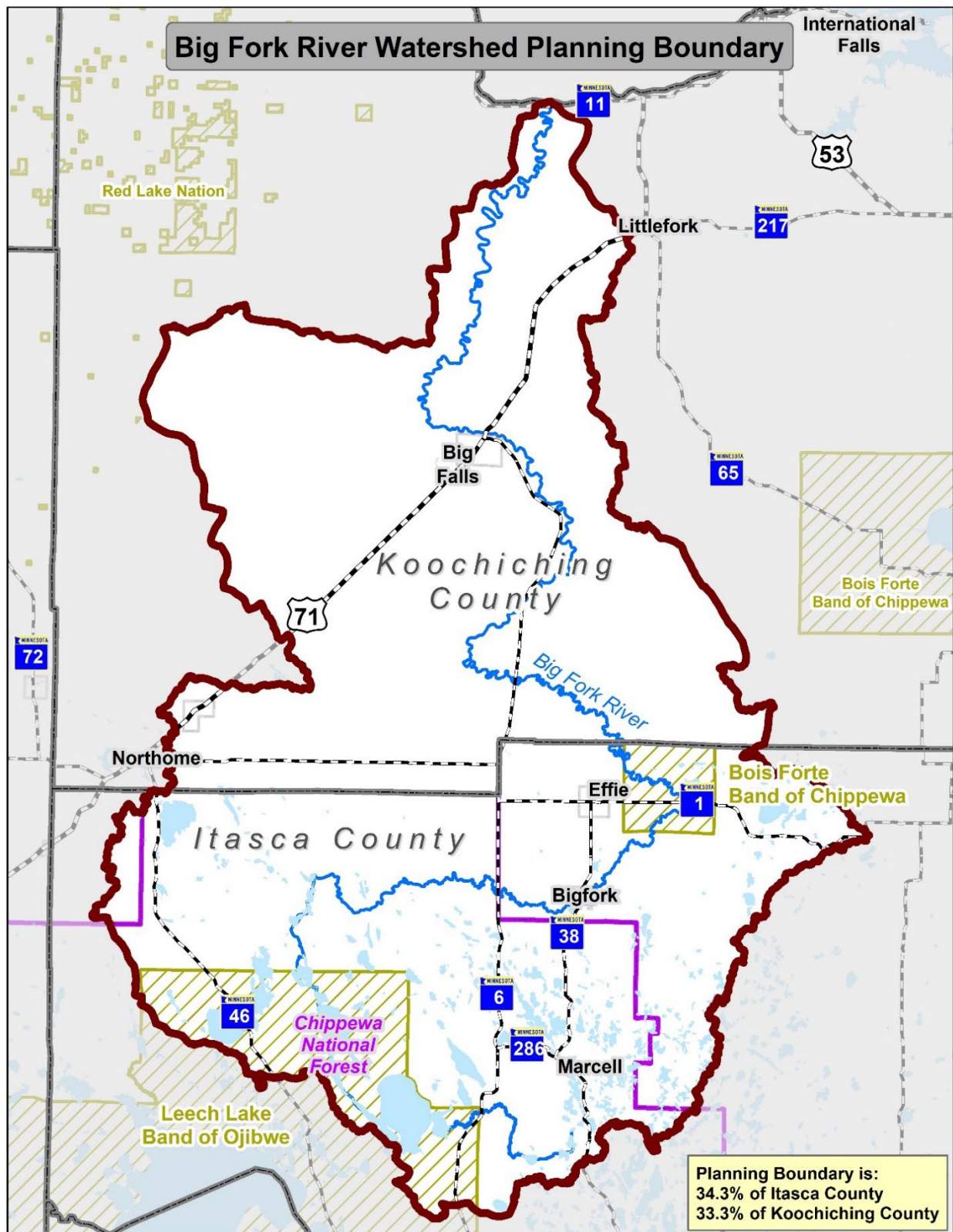
WHEREAS, the counties and soil and water conservation districts within the Big Fork River Watershed (Hydrologic Unit Code 09030006), as delineated in the attached One Watershed, One Plan Suggested Boundary Map, have interest in developing a comprehensive watershed management plan for this area.

NOW THEREFORE BE IT RESOLVED, that Itasca County recognizes and supports watershed-scale planning efforts consistent with Minnesota Statutes, Chapter 103B.801, also known as One Watershed, One Plan; and

BE IT FURTHER RESOLVED that Itasca County welcomes the opportunity to collaborate with the counties and soil and water conservation districts within the Big Fork River Watershed for watershed-scale planning and implementation efforts in the future; and

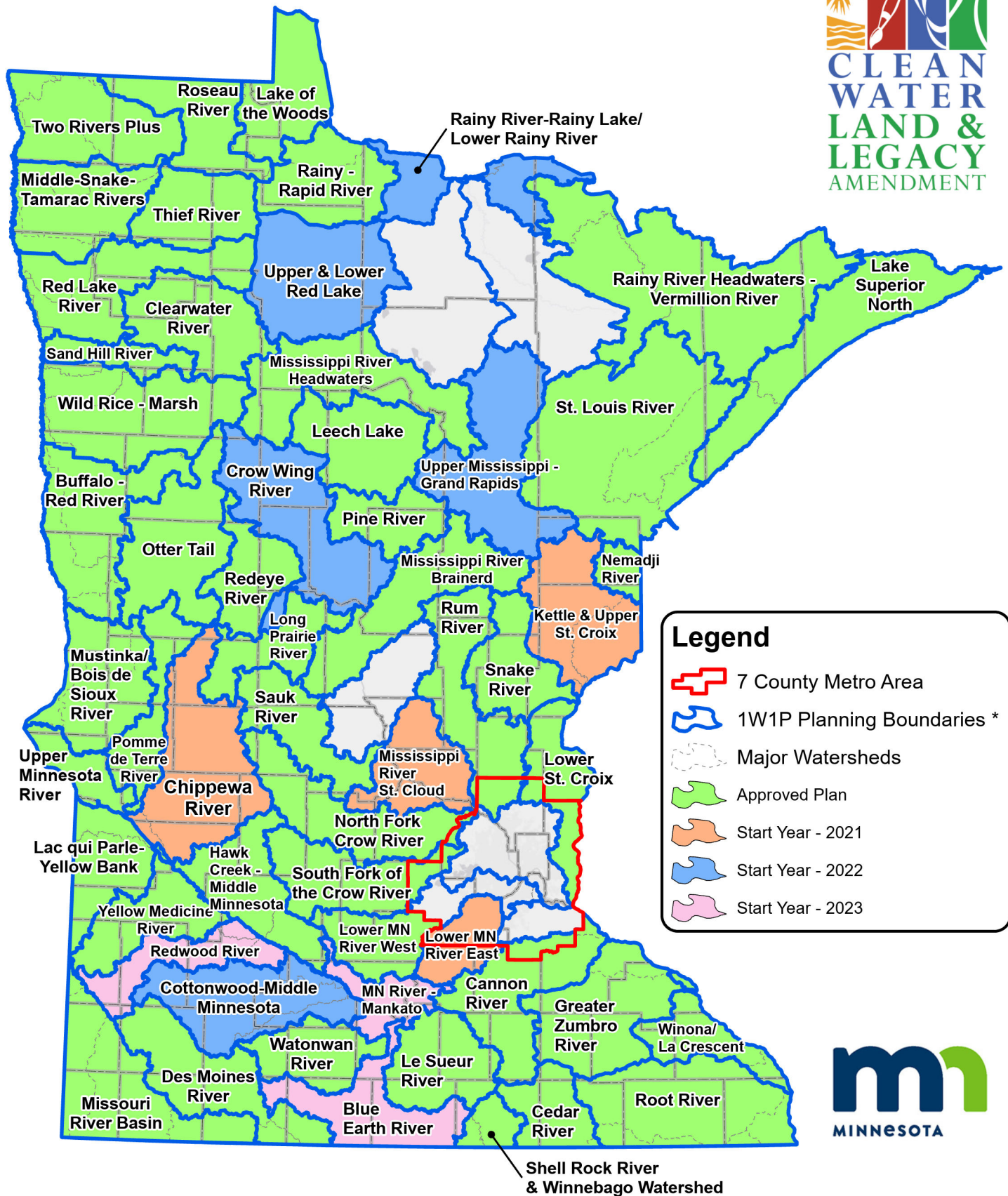
BE IT FURTHER RESOLVED that Itasca County supports an application to the Board of Water and Soil Resources for a planning grant to develop a comprehensive watershed management plan and anticipates entering into a Memorandum of Agreement with the counties and soil and water conservation districts, within the Big Fork River Watershed, to collaborate on this effort, pending selection as a recipient of a planning grant.

Big Fork River Watershed Planning Boundary Hydrologic Unit Code (09030006)



One Watershed, One Plan

Participating Watersheds





**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, May 21, 2024

REQUEST FOR BOARD ACTION: RBA-2024-239

DEPARTMENT: Environmental Services

TIME REQUESTED: 5 Minutes

PRESENTER: Andy Arens

AGENDA ITEM:

Resolution to Support a Little Fork River Watershed Management Plan (1W1P)

BOARD ACTION REQUESTED:

Adopt the Resolution Re: Support for a Little Fork River Watershed One Watershed, One Plan which supports applying for a Mn Board of Water and Soil Resources (BWSR) grant.

BACKGROUND:

The grant will assist with working alongside Koochiching and St Louis County partners in developing a comprehensive watershed management plan (1W1P) for the Little Fork River watershed.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. 2024_1W1P_Status_Map

05/21/2024

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 05/28/2024 2:30 PM
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**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, May 21, 2024

RESOLUTION

RE: SUPPORT FOR A LITTLE FORK RIVER WATERSHED ONE WATERSHED, ONE PLAN

WHEREAS, the Minnesota Board of Soil and Water Resources has developed policies for coordination and development of comprehensive watershed management plans, also known as One Watershed, One Plan, consistent with Minnesota Statutes, Chapter 103B.801, Comprehensive Watershed Management Planning Program; and

WHEREAS, Minnesota Statutes, Chapter 103B.301, Comprehensive Local Water Management Act, authorizes Minnesota Counties to develop and implement a local water management plan; and

WHEREAS, Minnesota Statutes, Chapter 103C.331, subdivision 11, Comprehensive Plan, authorizes Minnesota Soil and Water Conservation Districts to develop and implement a comprehensive plan; and

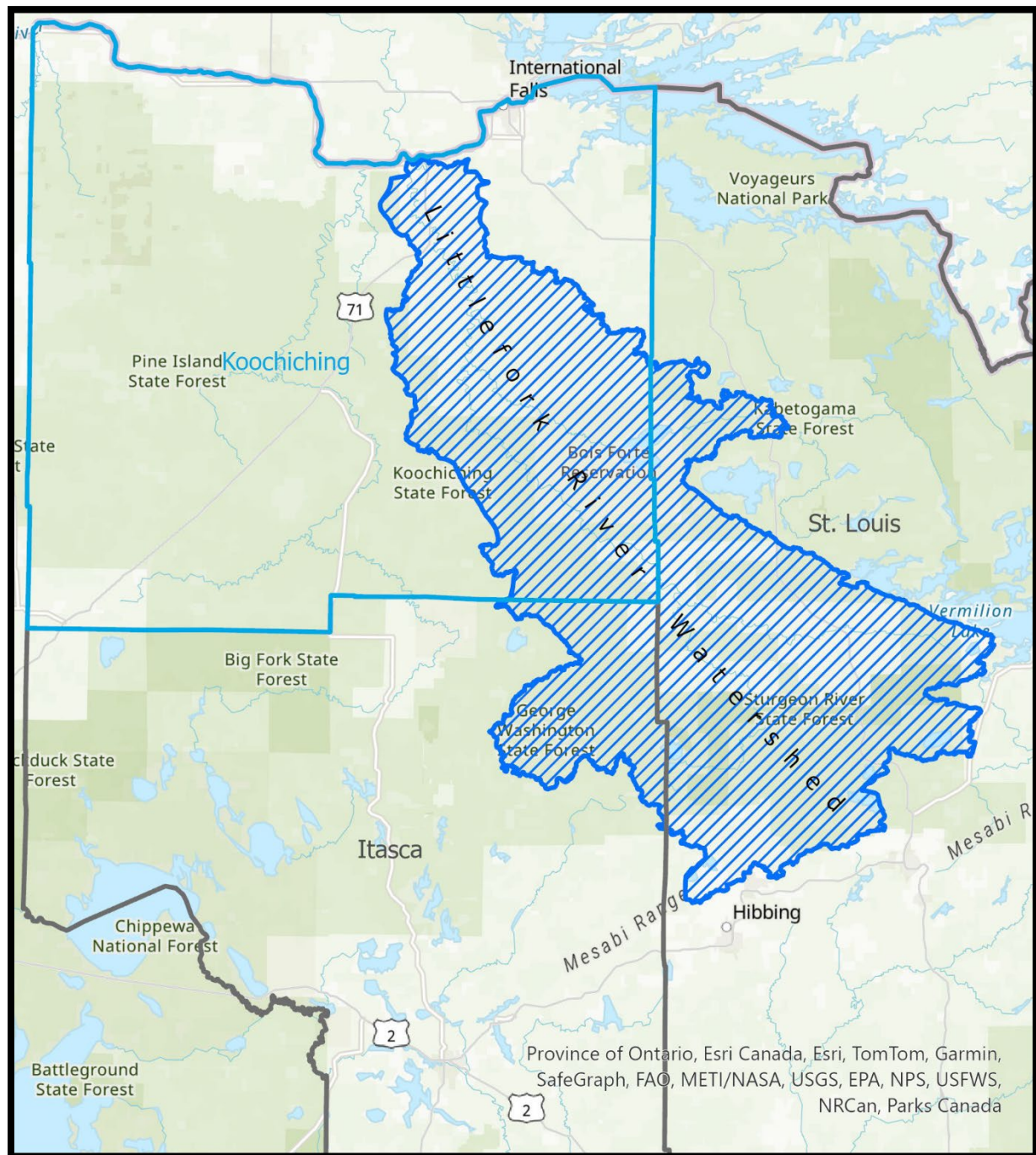
WHEREAS, the counties and soil and water conservation districts within the Little Fork River Watershed (Hydrologic Unit Code 09030005), as delineated in the attached One Watershed, One Plan Suggested Boundary Map, have interest in developing a comprehensive watershed management plan for this area.

NOW THEREFORE BE IT RESOLVED, that Itasca County recognizes and supports watershed-scale planning efforts consistent with Minnesota Statutes, Chapter 103B.801, also known as One Watershed, One Plan; and

BE IT FURTHER RESOLVED that Itasca County welcomes the opportunity to collaborate with the counties and soil and water conservation districts within the Little Fork River Watershed for watershed-scale planning and implementation efforts in the future; and

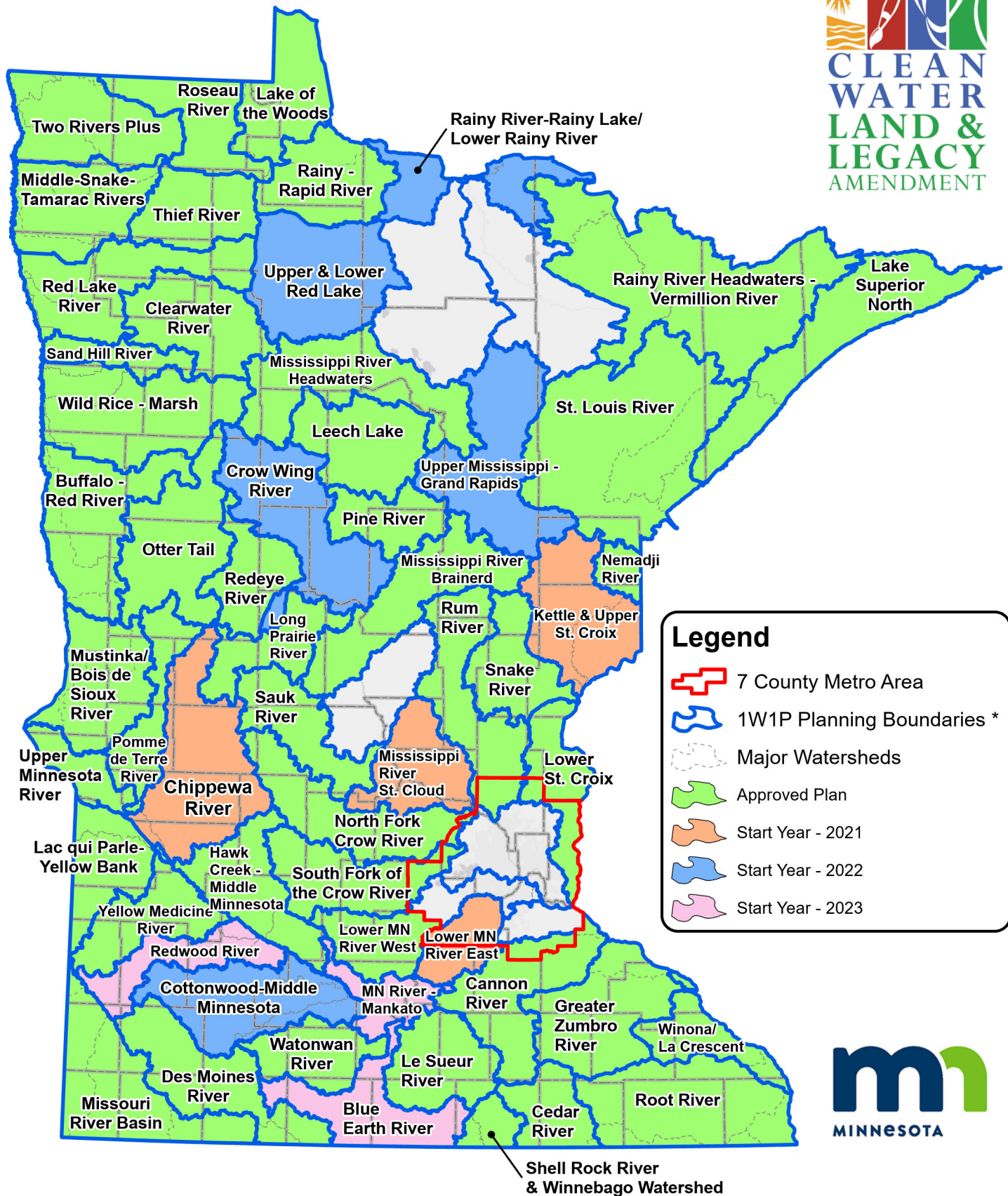
BE IT FURTHER RESOLVED that Itasca County supports an application to the Board of Water and Soil Resources for a planning grant to develop a comprehensive watershed management plan and anticipates entering into a Memorandum of Agreement with the counties and soil and water conservation districts, within the Little Fork River Watershed, to collaborate on this effort, pending selection as a recipient of a planning grant.

Little Fork River Watershed Planning Boundary Hydrologic Unit Code (09030005)



One Watershed, One Plan

Participating Watersheds



*Not legal boundaries; intended for planning purposes through One Watershed, One Plan only.



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, May 21, 2024

REQUEST FOR BOARD ACTION: RBA-2024-231

DEPARTMENT: Administrative Services

TIME REQUESTED: < 5 Minutes

PRESENTER: Casey Venema

AGENDA ITEM:

American Rescue Plan (ARP) Request - Post 476 & Post 301 American Legion

BOARD ACTION REQUESTED:

Consider the American Rescue Plan (ARP) request, in the amount of \$10,000, from Post 476 & Post 301 American Legion.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. ARP Request - Post 476 and 301 American Legion

Motion To: Approve the American Rescue Plan (ARP) request, in the amount of \$10,000, from Post 476 & Post 301 American Legion.

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

From: noreply@civicplus.com
To: [Brett Skyles](#); [Gail Guck](#); [Amanda Schultz](#); [John Johnson](#)
Subject: Online Form Submittal: American Rescue Plan (ARP) Request Form
Date: Wednesday, May 15, 2024 8:16:46 AM

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:	Post 476 & Post 301 American Legion
Name of Contact:	Peter Dubey
Address:	25336 Cty Rd 59
City:	BOVEY
State:	Mn
Zip Code:	55809
Phone Number:	920 574 8771
E-mail Address:	Peter.d.dubey@gmail.com
Commissioner District:	District 3 - John Johnson
Project Name:	ADA accessibility chair lift
Amount Requested:	10,000
Project Budget & Summary of Project:	To enable ADA accessibility to American Legion Posts 476 and 301 joint meeting located in Taconite MN. Both Posts share the location for American Legion meetings and its currently not accessible to many members due to a stairway. This improvement will greatly enhance veterans and members ability to participate in activities. Additionally, this ADA project will also enable the public to attend other events at this space.
Additional Information:	<i>Field not completed.</i>

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



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, May 21, 2024

REQUEST FOR BOARD ACTION: RBA-2024-242

DEPARTMENT: Transportation

TIME REQUESTED: < 5 Minutes

PRESENTER: Karin Grandia

AGENDA ITEM:

Letter of Understanding with AFSCME, Local 1452

BOARD ACTION REQUESTED:

Approve the Letter of Understanding between Itasca County and AFSCME, Local 1452.

BACKGROUND:

On or about April 15, 2024, an employee of the Transportation Department received notice that the revocation of his driver's license and/or driving privileges in the State of Minnesota would be revoked as of May 1, 2024. This was a result of a traffic stop in which he was without proof of insurance. The employee provided proof of insurance to the court and his ticket was dismissed. However, this information was not provided to the State of Minnesota Department of Vehicle Services in a timely manner and his driving privileges were revoked for a minimum of thirty (30) days.

There is adequate laborer work in the Transportation Department that does not require a CDL. The union and the employer are agreeable to allowing this employee to continue to work at a reduced pay grade until his CDL license is reinstated. It is anticipated that his license will be reinstated June 1, 2024, but the Letter of Understanding allows for up to an additional month for administrative processing. If the license is not reinstated prior to July 1, 2024, the Letter of Understanding will no longer be valid unless it is extended in writing by both parties.

I am requesting Board action today.

COUNTY ATTORNEY REVIEW: Yes and/or Pending

SUPPORTING DOCUMENTATION:

1. NM. LOU. Suspension DL. 2024 - Final

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

Letter of Understanding between Itasca County and AFSCME Local 1452

WHEREAS: This Letter of Understanding is entered into this 21st day of May 2024, by and among all Unions and Associations, (hereinafter "Union" or "Association"), Itasca County (hereinafter "Employer"), and Nathan Morris (hereinafter "Employee").

NOW THEREFORE: For and in consideration of the mutual promises contained herein, the parties acknowledge and agree as follows:

- A. The Employee has been employed by Employer as a Highway Maintenance Worker since July 23, 2018.
- B. An essential requirement of Employee's position is possession of a Class "A" commercial driver's license/privilege.
- C. Employee is obligated to notify Employer as soon as Employee knows driver's license has been revoked and/or the State of Minnesota has cancelled or disqualified driving privileges. On or about April 15, 2024, Employee received notice that the revocation of his driver's license and/or driving privileges in the State of Minnesota would be revoked as of May 1, 2024. This was a result of a traffic stop in which he was without proof of insurance. Mr. Morris provided proof of insurance to the Court and his ticket was dismissed, however, this information was not provided to the State of Minnesota Department of Vehicle Services in a timely manner and his driving privileges were revoked for a minimum of thirty (30) days.
- D. Both parties acknowledge that the Employee is now unable to perform the essential functions of his position and that the loss of his Class "A" commercial driver's license/privilege.
- E. The Employer is willing to allow Employee an opportunity to avoid permanent removal but is unwilling to consider Employee for return to work to his present position until such time as the Employee:
 - 1. Has successfully completed all other necessary steps as required by the State of Minnesota, the Federal Department of Transportation or other regulatory authority to reinstate his Class "A" commercial driver's license/privilege.
 - 2. Has in fact had his class "A" commercial driver's license/privilege reinstated.

Unless this Letter of Understanding is extended in writing by all parties, Employee must accomplish the above prior to July 1, 2024.

- F. The Union/Association and Employee agree to accept the laborer, salary grade three (3), at the same step as his current step, job assignment as set forth below and waive any rights to contest the laborer (salary grade three (3)) job assignment in further proceedings.
 - 1. No driving of any motor vehicles such as pickups, tandem dump trucks, graders, mowing tractor, etc.
 - 2. Overtime and callouts are not available for this temporary position.
 - 3. Position is not guaranteed daily work, it is dependent on weather and available Labor Tasks listed below.

4. This position is not assigned to a particular garage and may be required to start at different garages throughout the County to fulfill a full 10-hour day of Labor approved tasks.
5. Labor Tasks: grease/oil vehicles, change cutting edges, cleaning equipment, bushing, pothole patch, crack seal, install culverts, operate screening plant, open beaver dams, repair guard rails, traffic control, operate chain saw/chipper, install signs, clean shop/yard, flagging.

G. If the Employee completes the terms and conditions of this Letter of Understanding, this action shall not constitute a final disciplinary action. However, the Employer reserves the right to use this incident as part of the Employee's disciplinary history in any future disciplinary matters.

BE IT FURTHER RESOLVED: The terms and conditions agreed to in the Letter of Understanding shall sunset upon the employee providing documentation of reinstatement of regular required driving privileges to Human Resources. Upon validation of such, Mr. Morris will return to his regular job duties and compensation. Such validation shall take no longer than seven (7) calendar days to complete.

BE IT FURTHER RESOLVED: The parties agree that this Letter of Understanding shall not be construed or in any way used as precedent for any other present or future matter involving other employees of the Employer. The parties acknowledge this Letter of Understanding is in response to the totally unique circumstances of this case, and, as such, is of no precedential value to others. By entering into this Letter of Understanding, the Employer does not intend to create a past practice.

FINALLY, This Letter of Understanding represents the full and complete agreement between the parties regarding this matter. The provisions of this LOU only modify the parties Labor Agreement as agreed to above and are in addition to the existing provisions. All other provisions of the collective bargaining agreement continue to apply.

IN WITNESS WHEREOF, the parties executed this Letter of Understanding on the day and year shown above.

COUNTY OF ITASCA

UNION/ASSOCIATION

BY: _____
County Board Chair

BY: _____
Its: _____

BY: _____
County Administrator

BY: _____
Employee