



ITASCA COUNTY BOARD OF COMMISSIONERS

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

Tuesday, July 9, 2024

2:30 PM

Itasca County Boardroom

FINAL

REGULAR SESSION MINUTES

I. CALL TO ORDER

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

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

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF AGENDA

Motion To: Approve the agenda, as presented.

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

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

V. CONSENT AGENDA

Motion To: Approve the Consent Agenda, as presented and 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. Adopt the Resolution Re: Squaw Lake Multi-use Recreational Trail Bridge IRRR Regional Trails Grant Application and authorize necessary signatures.
2. Approve the 2024 event lease agreement between Itasca County and the Northern Minnesota Swap Meet and Car Show, and authorize necessary signatures.

3. Approve 2024 Bass Lake Fishing Pier Coop Agreement between Itasca County and the State of Minnesota, and authorize necessary signatures.
4. Authorize out of state travel to West Palm Beach, FL for Corrections Mental Health Practitioner, Ashley Mohler, to attend a 5-day intensive Eye Movement Desensitization and Reprocessing (EMDR) training.

VI. REGULAR AGENDA

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

Farewell to Darlene Childs, whose last day as Eligibility Specialist with the Health & Human Services Department was June 30, 2024, after 30+ years of service.

Farewell to Kelly Lammon, whose last day as Accountant with the Transportation Department was June 26, 2024, after 9+ years of service.

Farewell to Cassidy Kampsula, whose last day as Emergency Communications Specialist with the Sheriff's Department was July 6, 2024, after 11+ months of service.

Congratulations to Trisha Erickson who was promoted from Eligibility Specialist to Lead Eligibility Specialist in the HHS Department, which was effective July 7, 2024.

Welcome to new employee, Jorgan Harshbarger, Corrections Deputy with the Sheriff's Department, which was effective July 8, 2024.

Congratulations to Garrett Smith who was promoted from Corrections Deputy to Corrections Sergeant in the Sheriff's Department, which was effective July 7, 2024.

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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3. Commissioner Warrants
Motion To: Approve Commissioner Warrants with a check date of July 12, 2024, in the amount of \$1,235,901.13.

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

4. Crisis Response Team (CRT) Update
Crisis Response Team representatives Cre Larson, Tom Gaffney, and Dr. Justin Gambill provided a Crisis Response Team update, including information regarding mental health crisis services provided in Itasca County.

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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5. TZD Grant Application
Health Educator Shane Troumbly provided information regarding the intention of Itasca County Public Health to apply for the 2024-2025 Toward Zero Deaths (TZD) Safe Roads Grant.

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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6. Recognition of Award

Court Services Director Kevin Glass recognized Probation Agent Chelsea Rabey for receiving the Outstanding Performance Award and former Director of Itasca County Probation Jason Anderson for receiving the Al Reker Distinguished Service Award presented by the Minnesota Association of County Probation Officers (MACPO).

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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7. Out of State Travel

Motion To: Approve out of state travel for Chelsea Rabey to attend The Montana Summer Institute's Expanding the Circle: Creating Space for Hope, Health, and Connection training in Big Sky, Montana from July 16-19, 2024.

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

8. American Rescue Plan (ARP) Request – Splithand Township

Motion To: Approve the American Rescue Plan (ARP) request, in the amount of \$75,000, from Splithand Township for Road, Fire, and Park Maintenance projects.

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. Schedule Budget Work Session

It was the consensus of the County Board to schedule Budget Work Sessions beginning at 8 AM on Tuesday, July 23; Tuesday, July 30; Wednesday, August 14; Tuesday, August 20; and Tuesday, August 27, 2024 in the Boardroom of the Itasca County Courthouse to discuss the 2025 budget and preliminary levy.

10. Warrant Process Discussion

Motion To: Approve entering into a weekly warrant cycle with implementation to be determined by the Auditor/Treasurer department.

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

Motion To: Appoint the Vice-Chair, currently Commissioner Casey Venema, and Commissioner Burl Ives to a Finance Committee.

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

VII. COMMISSIONER COMMENTS

Commissioner Johnson provided comment regarding his attendance at a Probation Department meeting and encouraged fellow Commissioners to connect with Court Services Director Kevin Glass to schedule their own attendance at such a meeting.

Interim County Attorney Jacob Fauchald provided comment regarding upcoming interviews scheduled for Assistant County Attorney applicants.

VIII. CLOSED SESSIONS

IX. ADJOURN

Chair Johnson adjourned the meeting at 3:35 PM.

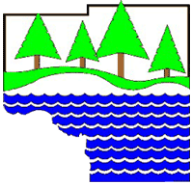
ATTEST



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, July 9, 2024

RESOLUTION 2024-33

RE: PHASE 3 SQUAW LAKE MULTI-USE RECREATIONAL TRAIL BRIDGE IRRR REGIONAL TRAILS GRANT APPLICATION

WHEREAS, Itasca County recognizes the importance of recreational trails to the local economy and supports the grant application made to the Iron Range Resources and Rehabilitation (IRRR) for the Regional Trails Grant, and

WHEREAS, Itasca County Land Department is working to seek additional funding for design and construction of the Phase 3 S. Lake Multi-use Recreational Trail Bridge, and

WHEREAS, a Regional Trails grant is available to fund fifty (50) percent of the cost of projects under this grant, and

WHEREAS, Itasca County recognizes the fifty (50) match requirements for the IRRR Regional Trails grant, and that they will secure matching funds,

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

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

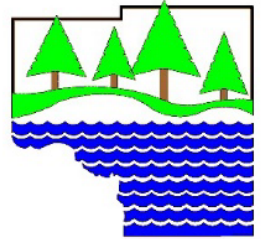
RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Terry Snyder
SECONDER:	Commissioner Cory Smith
AYES:	Cory Smith, Terry Snyder, John Johnson, Burl Ives, Casey Venema

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

I, BRETT SKYLES, Administrator of the County of Itasca, do hereby certify that I have compared the foregoing with the original resolution filed in my office on the 9th day of July A.D. 2024 and that the same is a true and correct copy of the whole thereof.

WITNESS MY HAND AND SEAL OF OFFICE at Grand Rapids, Minnesota, this 9th day of July A.D. 2024.

Administrator



July 9, 2024

Chair:

PULL: None

ADDITIONS: None

CHANGES: None

INFORMATIONAL:

1. Item #6.4 – Additional Information



ITASCA COUNTY BOARD OF COMMISSIONERS

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

Tuesday, July 2, 2024

2:30 PM

Itasca County Boardroom

DRAFT

WORK SESSION MINUTES

I. CALL TO ORDER

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

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

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF AGENDA

Motion To: Approve the agenda, as presented.

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

IV. MINUTES APPROVAL

Motion To: Approve the minutes, as delineated below.

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

1. Approve the minutes of the Tuesday, June 25, 2024 County Board Regular Session.

V. RECOMMENDED FOR CONSENT AGENDA

1. Adopt the Resolution Re: Squaw Lake Multi-use Recreational Trail Bridge IRRR Regional Trails Grant Application and authorize necessary signatures.

RESULT: RECOMMENDED FOR CONSENT **NEXT: 07/09/2024 2:30 PM**

2. Approve the 2024 event lease agreement between Itasca County and the Northern Minnesota Swap Meet and Car Show, and authorize necessary signatures.

RESULT: RECOMMENDED FOR CONSENT **NEXT: 07/09/2024 2:30 PM**

3. Approve 2024 Bass Lake Fishing Pier Coop Agreement between Itasca County and the State of Minnesota, and authorize necessary signatures.

RESULT: RECOMMENDED FOR CONSENT **NEXT: 07/09/2024 2:30 PM**

4. Authorize out of state travel to West Palm Beach, FL for Corrections Mental Health Practitioner, Ashley Mohler, to attend a 5-day intensive Eye Movement Desensitization and Reprocessing (EMDR) training.

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 07/09/2024 2:30 PM
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VI. DISCUSSION / INFORMATIONAL

1. Citizen Input

No citizen input provided.

2. Declaration of a State of Emergency

Motion To: Adopt the Resolution Re: Declaration of a State of Emergency due to damages resulting from flooding that impacted parts of Itasca County and approve necessary signatures to the request of a Preliminary Damage Assessment per state requirements.

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

3. American Rescue Plan (ARP) Request – Wildwood Township

Motion To: Approve the American Rescue Plan (ARP) request, in the amount of \$75,000, from Wildwood Township for various township projects.

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

4. American Rescue Plan (ARP) Request – Blackberry Township

Motion To: Approve the American Rescue Plan (ARP) request, in the amount of \$75,000, from Blackberry Township for various township road and park projects.

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

5. 169 Coalition Update

Commissioner Venema provided a 169 Coalition update, including information regarding membership.

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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6. Green Space Options

County Administrator Brett Skyles provided information regarding possible options for the green space on the West side of the Government Center.

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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VII. COMMITTEE REPORTS

Commissioner Snyder reported on his attendance at recent Grand Village, Intergovernmental Affairs Committee, and Arbo Township meetings.

Commissioner Smith reported on his attendance at recent Grand Village and Mississippi Headwaters Board (MHB) meetings.

Commissioner Johnson reported on his attendance at a recent Grand Village meeting.

VIII. ADMINISTRATOR UPDATE

IX. COMMISSIONER COMMENTS

Commissioner Ives provided comment to welcome recently appointed Interim County Attorney Jacob Fauchald.

Commissioner Snyder provided comment to wish everybody a safe Fourth of July holiday.

Commissioner Smith provided comment to welcome Commissioner Ives back to the table following a recent accident.

Interim County Attorney Jacob Fauchald provided comment regarding the start of the hiring process to fill vacancies in the County Attorney office.

X. CLOSED SESSIONS

XI. ADJOURN

Chair Johnson adjourned the meeting at 2:58 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, July 9, 2024

REQUEST FOR BOARD ACTION: RBA-2024-290

DEPARTMENT: Land Department

TIME REQUESTED: < 5 Minutes

PRESENTER: Sara Thompson

AGENDA ITEM:

Squaw Lake Multi-use Recreational Trail Bridge IRRR Grant Submission

BOARD ACTION REQUESTED:

Adopt the Resolution Re: Squaw Lake Multi-use Recreational Trail Bridge IRRR Regional Trails Grant Application and authorize necessary signatures.

BACKGROUND:

The Itasca County Land Department is looking for additional funds to assist in the construction and completion of the Phase 3 S. Lake Multi-use Recreational Trail Bridge through the IRRR Regional Trails grant. This funding will help match the Federal Recreational Trails Program grant, the Local Trails Connection grant, and Tribal Transportation Safety fund dollars.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION: None

07/02/2024

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 07/09/2024 2:30 PM
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RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Terry Snyder
SECONDER:	Commissioner Cory Smith
AYES:	Cory Smith, Terry Snyder, John Johnson, Burl Ives, Casey Venema



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

Itasca County Courthouse
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Tuesday, July 9, 2024

RESOLUTION 2024-33

RE: PHASE 3 SQUAW LAKE MULTI-USE RECREATIONAL TRAIL BRIDGE IRRR REGIONAL TRAILS GRANT APPLICATION

WHEREAS, Itasca County recognizes the importance of recreational trails to the local economy and supports the grant application made to the Iron Range Resources and Rehabilitation (IRRR) for the Regional Trails Grant, and

WHEREAS, Itasca County Land Department is working to seek additional funding for design and construction of the Phase 3 S. Lake Multi-use Recreational Trail Bridge, and

WHEREAS, a Regional Trails grant is available to fund fifty (50) percent of the cost of projects under this grant, and

WHEREAS, Itasca County recognizes the fifty (50) match requirements for the IRRR Regional Trails grant, and that they will secure matching funds,

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

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

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

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

I, BRETT SKYLES, Administrator of the County of Itasca, do hereby certify that I have compared the foregoing with the original resolution filed in my office on the 9th day of July A.D. 2024 and that the same is a true and correct copy of the whole thereof.

WITNESS MY HAND AND SEAL OF OFFICE at Grand Rapids, Minnesota, this 9th day of July A.D. 2024.

Administrator



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, July 9, 2024

REQUEST FOR BOARD ACTION: RBA-2024-295

DEPARTMENT: Land Department

TIME REQUESTED: < 5 Minutes

PRESENTER: Kory Cease

AGENDA ITEM:

Fairgrounds Event Lease Agreement for 2024 Northern MN Swap Meet and Car Show

BOARD ACTION REQUESTED:

Approve the 2024 event lease agreement between Itasca County and the Northern Minnesota Swap Meet and Car Show, and authorize necessary signatures.

BACKGROUND:

The event agreement was originally developed with the County Attorney's office (Re: CRT-4171). Proceeds will be sent to the Itasca Agricultural Association to be placed in the fairground's maintenance fund. The security deposit will be held by Itasca County.

COUNTY ATTORNEY REVIEW: Yes and/or Pending

SUPPORTING DOCUMENTATION:

1. 2024 Swap Meet Car Show Agreement

07/02/2024

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 07/09/2024 2:30 PM
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RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Terry Snyder
SECONDER:	Commissioner Cory Smith
AYES:	Cory Smith, Terry Snyder, John Johnson, Burl Ives, Casey Venema

County of Itasca, Minnesota

Event Lease Agreement

This Agreement is made effective this **9th day of July, 2024**, by and between **Itasca County** ("Lessor"); and **Northern Minnesota Swap Meet and Car Show**, ("Lessee"), 1 NW 3rd Street, Grand Rapids, MN 55744. For good and valuable consideration, the receipt and sufficiency of which the parties hereby acknowledge the parties agree as follows:

1. **Authority.** This Agreement is granted pursuant to the provisions of Minnesota Statutes Section 373.01, Subdivision(1)(a)(4) and Minnesota Statutes Section 398.32, Subdivision 3.
2. **Premises.** Lessor in consideration of the terms, conditions and contracts contained herein, and subject to such special conditions as are set forth in the Special Conditions attached hereto and made a part hereof and marked as Exhibit A, Exhibit B attached hereto and made a part hereof, and the payment of the Lease Agreement Fee to be paid by Lessee, Lessor hereby leases to the Lessee, subject at all times to sale, contract and use for other purposes, the non-exclusive rights in the described Premises as set forth below:

- | | |
|---|---|
| ☒ A - Cattle barn | ☒ B - Horse barn |
| ☒ C - Beef Barn | ☒ D – Poultry |
| ☒ F - United Methodist Church | ☒ H - New Moose Club |
| ☒ I - Corn Palace | ☒ J - Solid Rock |
| ☐ K - Bingo Hall | ☒ L – Eagles |
| ☒ M - All Purpose | ☐ N - Announcement Booth |
| ☒ O - Children’s barn | ☒ P – Restroom |
| ☒ Q - 4H Food Booth | ☒ T - Conservation Building |
| ☒ V - Agriculture/Horticulture Building | ☒ W - 4H Exhibit |
| ☒ X - Commercial Exhibit | ☐ Y - Committee on Aging |
| ☒ Z - Arts and Craft | ☒ AA – Gazebo |
| ☒ CC - Old Beer Garden | ☒ DD - DNR Building |
| ☐ EE - Grand Stand | ☐ FF – Storage |
| ☒ GG – Shelter | ☒ HH - Trailhead Building |
| ☒ Grounds - *Excluding the campground | ☒ Parking Lot |
| ☒ Race Track | ☐ Horse Arena |

2.1 Personal Property/Fixtures: Personal Property or fixtures within the Premises shall not be deemed leased under this Agreement, unless otherwise authorized in writing.

3. **Warranties.** Lessor does not warrant its title to the premises nor undertake to defend the Lessee in the peaceable possession or use thereof. No covenant of quiet enjoyment is made. Lessee shall indemnify and hold Lessor harmless from any and all claims for damages against Lessor by third parties as a result of this Agreement.

4. **Exhibits.** This Lease Agreement is subject to such special conditions as are set forth in the Special Conditions Supplement attached hereto and made a part hereof and marked as Exhibit A. This Lease Agreement is subject to such terms as are set forth in Exhibit B as to insurance and indemnification.

5. **Term.** The term of this Agreement shall commence on July 24th, 2024, and shall end at 12:00 a.m. on July 29th, 2024. The term of this Agreement is subject to termination pursuant to the default provisions in paragraph 10 herein. The Agreement may be extended or modified if provided for in the Special Conditions marked as **Exhibit A**.

6. **Lease Agreement-Fee.** Lessee shall pay to Lessor a non-refundable Lease Agreement Fee of \$9,000.00 for the non-exclusive rights to the Premises as set forth above or as set forth in the Special Conditions marked as **Exhibit A**.

7. **Security Deposit.** Simultaneously with the execution of this Lease, Lessee shall deposit with Lessor the sum of Four Thousand Eight Hundred Dollars (\$ 4,800.00) as a security deposit. Such security deposit shall be considered as security for the payment and performance by Lessee of all of Lessee's obligations, covenants, conditions and agreements under this Lease. Upon the expiration of the term hereof, Lessor shall, provided that Lessee is not in default under the terms hereof, return and pay back such security deposit to Lessee as set forth below. In the event of any default by Lessee hereunder, Lessor shall have the right, but shall not be obligated, to apply all or any portion of the security deposit to cure such default, in which event Lessee shall be obligated to promptly deposit with Lessor the amount necessary to restore the security deposit to its original amount.

7.1 The Security Deposit may be applied to offset any damages that may occur during the event from the Lessee or the Lessee's invitees. Review of all Premises will be conducted prior to and following the term of this Agreement. Deposits will be returnable up to two weeks after the termination of this Agreement and only if no damage has occurred. In the event of damages exceeding the amount as set forth above the Lessee will be liable for the balance of the damages.

7.2 The Security Deposit may be applied to offset any cleanup that has not been completed during or after the event. Review of all Premises will be conducted prior to and following the Term of this Agreement. Deposits will be returnable up to two weeks after the termination of this Agreement and only if no cleanup is needed. In the event of the cost of cleanup exceeds the amount as set forth above the Lessee will be liable for the balance of the cost.

8. **Encumbrance.** This Agreement is subject to all existing easements, rights-of-way, licenses, contracts, commingling contracts and other encumbrances upon the Premises and Lessor

shall not be liable to Lessee for any damages resulting from any action taken by a holder of an interest pursuant to the rights of that holder thereunder.

9. Maintenance. Lessee shall maintain the Premises in good repair, keeping them safe and clean, removing all refuses and debris that may accumulate, to the extent consistent with sound and customary practices. Lessee shall comply with all laws affecting the Premises, including Federal, state or local statute, law, rule, regulation or ordinance, unless otherwise exempt.

10. Termination. The Lessor has the right to cancel this Agreement for nonpayment of any amount due under this Agreement or other violation of the terms and conditions of this Agreement. Termination of this Agreement does not relieve the Lessee from any liability for payment or other liability incurred under this Agreement.

10.1 This Agreement may be cancelled by the Lessor, if the Lessee has failed to secure all permits/licenses and approvals if any are necessary for the Lessee's approved activity as stated on the Special Conditions marked as **Exhibit A**.

10.2 Lessee shall, on the termination date, or earlier as provided for in this Agreement, peaceably and quietly surrender the Premises to the Lessor in a condition satisfactory to the Lessor. If the Lessee fails to surrender the Premises on the termination of this Agreement, the Lessor may obtain a court order as permitted by law to eject or remove the Lessee from the Premises and Lessee shall indemnify the Lessor for all expenses incurred by the Lessor.

10.3 In addition, Lessee shall remove all of Lessee's personal property at Lessee's expense, from the Premises prior to or at the termination date and time per this Agreement. Any personal property remaining shall be considered abandoned and shall be disposed of by the Lessor according to law. If this Agreement is terminated prior to its termination date, the Lessee shall not be relieved of any obligation incurred prior to termination.

10.4 Lessee acquires no additional rights by holding the Premises after termination and shall be subject to legal action for removal.

10.5 If Lessee defaults in compliance with its obligations under this Agreement, Lessor shall have the right in its exclusive discretion to permit Lessee to cure, and Lessor shall have the right upon Lessee's failure to cure such default within 10 days after receipt of written notice specifying such default, to seek such remedies or combination of remedies as may be available at law or in equity, including without limitation specific performance, damages, or termination of this Agreement. Lessor's remedies shall expressly include the right to evict Lessee and take possession of the Premises.

10.6 Lessee may terminate this Agreement for good cause, which will be at the discretion of the Lessor. In the event that this Agreement is terminated for good cause at the discretion of the Lessor, the lease-fee shall not be refundable, and the security deposit shall be handled in accordance with numbers 7, 7.1, and 7.2 above.

11. Right of Entry. Lessor, or its agents, contractors, or employees shall have the right to enter upon and into said Premises at any time to inspect the same. Such inspection shall not unreasonably hinder or interrupt the operations of the Lessee, except in cases where emergency entry is necessary to preserve the Premises and other property.

12. Liability. This Agreement shall not be construed as imposing any liability on the Lessor for injury or damage to the person or property of the Lessee, or to any other persons or property, arising out of any use of the Premises, or under any other easement, right-of-way, license, lease or other encumbrance now in effect.

12.1 Indemnification. Lessee agrees to defend, indemnify and hold harmless Lessor, 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 Lessee, 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 services required by this Agreement and against all loss by reason of failure of said Lessee to perform fully, in any respect, all obligations under this Agreement. See Exhibit B.

12.2 Insurance. Lessee agrees at all times during the term of this Agreement to have and keep in force insurance, either under a self-insurance program or separate insurance policy, as indicated and shown in attached Exhibit B and/or the Special Conditions marked as Exhibit A.

12.3 The Lessor reserves the right to terminate, suspend or rescind any Agreement not in compliance with these requirements and retains all rights thereafter to pursue any legal remedies against Lessee. All insurance policies shall be open to inspection by the Lessor, and copies of policies shall be submitted to the Lessor upon written request.

13. Lessee agrees that no tobacco products, cannabis products, drugs, or illegal substances of any kind shall be sold or distributed on the premises under any circumstances. Alcohol may be served or sold if Lessee is properly licensed/permitted by the appropriate licensing/permitting authority and as authorized in the Special Conditions marked as **Exhibit A**. Lessee understands that any violation of this paragraph shall give the Lessor the rights to terminate this Agreement without penalty to the Lessor, and permanently bar Lessee, or any member or guest of lessee, from the Premises.

14. Lost Property. The Lessor assumes no responsibility whatsoever, for any property placed on the Premises, and the Lessor is hereby expressly released and discharged from any and all liabilities for any loss of property and discharged from any and all liabilities for any loss of property that may be sustained by the use of said Premises under this Agreement.

15. Right to Control. It is understood that the Lessor hereby reserves the right to control and manage the Premises and to enforce all necessary and proper rules for the management and operation of the Premises and for the Lessor employees or other authorized representatives to enter and exercise their authority at the Premises at any time. The Lessor also reserves the right,

but not the duty, through its employees and representatives, to eject any objectionable person or persons from the Premises and Lessee hereby waives any and all claims for damages against the Lessor or any of its representatives resulting from the exercise of this authority.

16. Recovery of Expenses. If it is necessary for the Lessor to incur expenses by court action or otherwise for the ejectment of Lessee or Lessee's invitees, or the removal from the leased premises of the Lessee's or Lessee's invitee's personal property, or recovery of the amount due under this Agreement, or for any other remedy of the Lessor under this lease, and the Lessor prevails in the court action or otherwise, then the Lessee shall pay to the Lessor all expenses, including attorney's fees, thus incurred by the Lessor.

17. Severability. If any clause or provision of this Agreement is or becomes illegal, invalid or unenforceable because of present or future laws or any rule or regulation or ordinance, unless exempt, the intentions of the Lessor and Lessee here is that the remaining parts of this Agreement shall not be affected thereby.

18. Governing Law. The laws of the State of Minnesota shall govern all questions and interpretations concerning the validity and construction of this Agreement and the legal relations between the parties herein and performance under it. The appropriate venue and jurisdiction for any litigation hereunder will be those courts located within the County of Itasca, State of Minnesota. Litigation, however, in the federal courts involving the parties herein will be in the appropriate federal court within the State of Minnesota. Any claim, controversy or dispute arising out of this Agreement may upon mutual agreement of the parties be referred to non-binding or binding arbitration in accordance with the commercial rules of the American Arbitration Association. If any provisions of this Agreement are held invalid, illegal or unenforceable, the remaining provisions will not be affected.

19. Modifications/Amendment. Any alterations, variations, modifications, amendments or waivers of the provisions of this Agreement shall only be valid when they have been reduced to writing and signed by authorized representative of the Lessor and Lessee.

20. Notification. Any notice given under this Contract shall be in writing and served upon the other party either personally or by depositing such notice in the United States mail with proper address and sent by certified mail, return receipt requested. Service shall be effective on the earlier of receipt or five days after the depositing of the notice in the United States mail. The proper mailing addresses for Lessor and Lessee for the purposes of serving notice are as follows:

Lessor

Itasca County
c/o Land Commissioner
1177 LaPrairie Avenue
Grand Rapids, Minnesota 55744

Lessee

Northern Minnesota Swap Meet & Car Show
c/o Kerry Larsen or Malissa Bahr
1 NW 3rd St.
Grand Rapids, MN 55744
Office: 218-326-6619
Cell: 218-326-6619

21. Compliance with Laws. Lessee shall abide by all Federal, State and local laws, statutes, ordinances, rules and regulations, unless exempt, now in effect or hereinafter adopted pertaining to this Agreement or to the facilities, programs and staff for which Lessee is responsible.

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

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

24. Assignment. Lessee shall not encumber or assign this Agreement or sublet the Premises or any part thereof without prior written consent of Lessor. No action of Lessor in collecting payment from any sublessee, assignee, or occupant shall constitute a waiver hereof.

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

25.1 If this Agreement conflicts with a Special Conditions, the Special Conditions shall control.

EXECUTION

IN WITNESS WHEREOF, the Lessor has caused this Agreement to be signed by its duly authorized officers and the Lessee has hereunto set its hand.

Dated this 9th day of July, 2024.

Lessee: **Northern MN Swap Meet & Car Show** Lessor: **County of Itasca**

By: _____

By: _____

Title: _____

Title: Itasca County Land Commissioner/
Parks Director

Exhibit A
Lease Agreement
Special Conditions Supplement

This document shall be considered the Special Conditions to the Lease Agreement between Itasca County, hereinafter referred to as “Lessor”, and Northern Minnesota Swap Meet and Car Show, hereinafter referred to as “Lessee”, which was made effective on the 9th day of July, 2024.

Both Lessor and Lessee mutually agree to the following in addition to the terms contained in the Lease Agreement made effective on the 9th day of July, 2024.

I. Special Terms.

Activities are described below (i.e., beer garden, vendors, food booths, activities requiring license/permit, detailed description of event, etc.):

This event will be open to the public from July 26th, 2024, through July 28th, 2024, with vendor booths, food vendors, car shows, and a beer garden. Paid Parking is required except for Mesabi Trail users. Full use of the grounds and buildings as identified in the Lease Agreement will be included.

Both parties of this contract mutually agree to the following in addition to the terms contained in the Lease Agreement.

1. Lessee will be responsible for providing garbage dumpsters and removal after event.
2. Lessee will be responsible for providing and maintaining additional portable restrooms.
3. Lessee will be responsible for all Parking Staff as needed.
4. Lessee will be allowed to use the Racetrack and Pit Area for additional parking, dependent on weather conditions.
5. Licensed/Permitted Activity under Section 13 “Banned Substances” of the Lease Agreement, if applicable (i.e. beer garden, etc.):
 - a. Lessee will be allowed to have a Beer Garden in accordance with the conditions set forth in the Lease Agreement.
6. Mobile Food booths will be limited to 10 mobile food booths
7. The Lessor will provide Bathroom facilities and services as needed.
8. The Lessor will provide garbage pickup and cleanup during and after the event.

Exhibit B
Indemnification and Insurance
Event Lease Agreement

A. LESSEE agrees to defend, indemnify and hold harmless 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 LESSEE, 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 services required by this contract and against all loss by reason of failure of said LESSEE to perform fully, in any respect, all obligations under this contract.

B. LESSEE agrees at all times during the term of this Agreement 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	\$3,000,000
Products-Completed	
Operations Aggregate	\$3,000,000
Personal and Advertising Injury	\$1,500,000
Each Occurrence:	
Combined Bodily Injury and Property Damage	\$1,500,000

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
----	--	------------------------------

c.	Workers' Compensation and Employer's Liability:	Statutory Limits
	If the LESSEE 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 coverage is an acceptable method to provide the required aggregate insurance amounts.

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

LESSEE 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 COUNTY to the attention of: 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. LESSEE also agrees that any contract let by LESSEE for the performance of the work on the Site as provided herein shall include clauses that will: (1) require the LESSEE to defend, indemnify and hold harmless 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 LESSEE, its subcontractors, anyone directly or indirectly employed by them, and/or anyone for whose acts and/or omissions they may be liable for; and (2) require the LESSEE 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 LESSEE is domiciled outside the State of Minnesota.

b. Commercial General and Automobile Liability Insurance:

Limits

1. Commercial General Liability:
Combined Bodily Injury and Property Damage
Each Occurrence Limit

\$1,500,000

General Aggregate Limit
Products - Completed Operations
Aggregate Limit
Personal and Advertising Injury Limit

\$3,000,000
\$3,000,000
\$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 LESSEE'S Subcontractor(s) to purchase additional insurance that may be necessary for the project.

- D. **LESSEE further agrees the minimum requirements set forth above shall at all times be in an amount at least equal to the maximum liability of the COUNTY under Minn. Stat. 466.04 now or as said statute is hereafter amended or as otherwise required by law, statute or rule.**
- E. In addition to any other rights contained herein the COUNTY reserves the right to terminate, suspend or rescind this contract if the LESSEE is not in compliance with the requirements contained herein and retains all rights its thereafter to pursue any legal remedies against LESSEE. All insurance policies shall be open to inspection by the COUNTY upon written request.



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, July 9, 2024

REQUEST FOR BOARD ACTION: RBA-2024-297

DEPARTMENT: Land Department

TIME REQUESTED: < 5 Minutes

PRESENTER: Kory Cease

AGENDA ITEM:

2024 Bass Lake Fishing Pier Coop Agreement

BOARD ACTION REQUESTED:

Approve 2024 Bass Lake Fishing Pier Coop Agreement between Itasca County and the State of Minnesota, and authorize necessary signatures.

BACKGROUND:

The 2024 Phase 2 development of the Bass Lake Park and Campground involves installation of a public fishing pier, this coop agreement will allow the project to move forward as planned.

COUNTY ATTORNEY REVIEW: Yes and/or Pending

SUPPORTING DOCUMENTATION:

1. Bass Lake Fishing Pier County Coop Agreement 2024

07/02/2024

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 07/09/2024 2:30 PM
----------------	--------------------------------	---------------------------------

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



BASS LAKE COUNTY PARK PUBLIC FISHING PIER
LAND USE, OPERATIONS AND MAINTENANCE COOPERATIVE AGREEMENT
BETWEEN
THE STATE OF MINNESOTA AND ITASCA COUNTY

This agreement, between the State of Minnesota, acting by and through the Commissioner of the Department of Natural Resources, hereinafter referred to as the “State”, and Itasca County, hereinafter referred to as the “County.”

WITNESSETH:

WHEREAS, the Commissioner of Natural Resources has the authority, duty, and responsibility under Minnesota Statutes Section 97A.141 to provide public water access on lakes and rivers, where access is inadequate; and

WHEREAS, the State and the County are authorized under Minnesota Statutes Section 471.59, to enter into agreements to jointly or cooperatively exercise common power; and

WHEREAS, the State and the County have determined that a fishing pier site at Bass Lake Park is of high priority under the state public water access program; and

WHEREAS, the County owns land described as Bass Lake Park at Section 9, Township 61, Range 24 of Itasca County which is attached and incorporated into this agreement as Exhibit A; and

WHEREAS, the State and the County desire to cooperate in the installation and maintenance of a Fishing Pier on Bass Lake; and

WHEREAS, a resolution or copy of the County Board meeting minutes authorizing the County to enter into this agreement is attached and incorporated into this agreement as Exhibit B; and

NOW, THEREFORE, in consideration of the mutual benefit to be derived by the public bodies hereto and for the benefit of the public, the parties agree as follows:

I. STATE’S DUTIES AND RESPONSIBILITIES

- a. The State will encumber funds for the facility through the standard internal purchasing process including, but not limited to, a separate requisition request.
- b. Installation of the Fishing Pier shall be the responsibility of the State, with assistance from the County.
- c. The State will review and approve any signs before they are placed at the facility by the County.
- d. The State shall retain ownership of the Fishing Pier through the expiration date and retains the authority to relocate and/or remove the Fishing Pier if the site (Exhibit A) is determined to be inadequate or if the County fails to comply with the terms of the agreement. Before such removal or relocation, the State shall consult with the County.
- e. The State shall assist the County with major structural repairs, which include float replacement, frame repair and replacement of sections if required.
- f. The State reserves the right to inspect the premises at all times to insure that the County

complies with the terms of this Agreement.

II. COUNTY'S DUTIES AND RESPONSIBILITIES

- a. The County shall comply with all local, state and federal laws, regulations, rules and ordinances which may apply to the management, operation, and maintenance of said premises. The County shall obtain any permit or license which may be required for the Fishing Pier.
- b. The County will construct and pay for a concrete or asphalt footing and approach at the shoreline connecting the Fishing Pier gangway to the shore.
- c. The County will construct and pay for a hard surfaced, accessible sidewalk/pathway, which meets ADA requirements of less than a 5% gradient, 2% cross slope connecting the Fishing Pier to an accessible parking space. The County agrees to complete this portion of the project Installation within one year of the effective date of this Agreement.
- d. The County agrees to comply with the Americans with Disabilities Act (ADA) of 1990 (42 U.S.C. 12101 et seq.) and all applicable regulations and guidelines.
- e. The County shall provide personnel and equipment when feasible to assist with the installation of the fishing pier.
- f. The Fishing Pier and related facilities shall be free and remain open every day during open water season in conjunction with the County's established operational months and hours for a facility of this type. The County may close the Fishing Pier for emergencies, or for other reasons, without prior written consent of the State. The County shall notify the State representative within 48 hours of the closing of the Fishing Pier for emergency reasons or if the facility will remain closed longer than 48 hours.
- g. Free and adequate parking in the vicinity will be provided for the Fishing Pier including at least one (1) designated van accessible space for persons with disabilities.
- h. The County shall provide police protection and patrols for the Fishing Pier in accordance with the County's established police department policies for a facility of this type.
- i. The County may install signage for the site as approved by the State.
- j. The County shall maintain the facilities and keep them in good and sanitary order in accordance with the County's established practices for maintenance of County facilities. Additionally, the County shall provide all necessary routine maintenance and minor repairs including, but not limited to, the repair or replacement of decking and railings. The State shall assist the County with major structural repairs subject to the availability of funding according to the provisions of Article II.
- k. The County shall take necessary action no earlier than October 15th of each year to protect the Fishing Pier from damage caused by ice action. Additionally, if necessary, the County shall return the Fishing Pier to a useable condition no later than May 5th of each year.
- l. The County must follow Minnesota DNR's Operational Order 113, which requires preventing or limiting the introduction, establishment and spread of invasive species during activities on public waters and DNR-administered lands. Operational Order 113 is incorporated into this agreement by reference and can be found at http://files.dnr.state.mn.us/assistance/grants/habitat/heritage/oporder_113.pdf. Duties listed are in Op Order 113 under Sections II and III (p. 5-8).
 - a. The County shall prevent invasive species from entering into or spreading within a project site by cleaning equipment and clothing prior to arriving at the project site.
 - b. If equipment or clothing arrives at the project site with soil, aggregate material, mulch, vegetation (including seeds) or animals, it shall be cleaned with tools or equipment

furnished by the County (such as brush/broom, compressed air or pressure washer) at the staging area.

- c. The County shall dispose of material and debris cleaned from equipment and clothing at an appropriate location. If the material cannot be disposed of onsite, then the material must be secured prior to transport (such as a sealed container, covered truck, or wrap with tarp) and legally dispose of offsite.
 - d. The County shall ensure that all equipment and clothing used for work in public waters has been adequately decontaminated for aquatic invasive species. All equipment and clothing including but not limited to waders, vehicles and boats that are exposed to any public water of the state must be thoroughly cleaned and drained of all water before transport to another location.
- m. Habitat restorations and enhancements conducted on DNR lands and prairie restorations on state lands or on any lands using state funds are subject to pollinator best management practices and habitat restoration guidelines pursuant to Minn. Stat. 84.973. Practices and guidelines ensure an appropriate diversity of native species to provide habitat for pollinators through the growing season.

III. FUNDING

The State shall provide funding for its responsibilities under Article I through the standard internal purchasing process including, but not limited to a separate requisition in which funds will be encumbered.

The total obligation of the State for its responsibilities under Article I shall be limited to the amount of funds legislatively appropriated and administratively allocated to this project. No additional funding will be provided, unless agreed upon by all parties and an amendment to this Agreement is completed and executed.

IV. TERM

- a. *Effective Date: June 30, 2024* or the date the State obtains all required signatures under Minnesota Statutes Section 16C.05, Subdivision 2, whichever is later. The County shall not begin work under this Agreement until it is fully executed and the County has been notified by the State's authorized representative to begin the work.
- b. *Expiration Date: June 30, 2044* for a period of twenty (20) years except as otherwise provided herein or agreed to in writing by both parties. The agreement can be extended with a written amendment as agreed upon and signed by both parties per article XI.

V. LIABILITY

Each party agrees that it will be responsible for its own acts and the results thereof to the extent authorized by law and shall not be responsible for the acts of the other party and the results thereof. The State's liability shall be governed by the provisions of the Minnesota Tort Claims Act, Minnesota Statutes Section 3.736, and other applicable law. The County's liability shall be governed by Minnesota Statutes Sections 466.01 - 466.15, and other applicable law.

VI. AUDIT

Under Minnesota Statutes Section 16C.05, sub. 5, the books, records, documents and accounting procedures and practices of the County relevant to the agreement shall be subject to examination by the Commissioner of Natural Resources, the Legislative Auditor and the State Auditor for a minimum of six (6) years from the end of this agreement.

VII. ANTITRUST

The County hereby assigns to the State any and all claims for overcharges as to goods and/or

services provided in connection with this Agreement resulting from antitrust violations that arose under the antitrust laws of the United States and the antitrust laws of the State of Minnesota

VIII. FORCE MAJEURE

Neither party shall be responsible to the other or considered in default of its obligations within this Agreement to the extent that performance of any such obligations is prevented or delayed by acts of God, war, riot, disruption of government, or other catastrophes beyond the reasonable control of the party unless the act or occurrence could have been reasonably foreseen and reasonable action could have been taken to prevent the delay or failure to perform. A party relying on this provision to excuse performance must provide the other party prompt written notice of inability to perform and take all necessary steps to bring about performance as soon as practicable.

IX. CANCELLATION

This Agreement may be cancelled by the State at any time with cause or as necessary as provided in Article II, upon thirty (30) days written notice to the County.

This Agreement may also be cancelled by the State if it does not obtain funding from the Minnesota Legislature, or other funding sources, or if funding cannot be continued at a level sufficient to allow for the payment of services covered under this agreement. The State will notify the County by written or fax notice. The State will not be obligated to pay for services provided after the notice is given and the effective date of cancellation. However, the County shall be entitled to payment, determined on a pro-rated basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the agreement is cancelled because of a decision of the Minnesota Legislature, or other funding source, not to appropriate the necessary funds. The State shall provide the County notice of lack of funding within a reasonable time of the State's receiving that notice.

X. GOVERNMENT DATA PRACTICES

The County and the State must comply with the Minnesota Data Practices Act, Minn. Stat. Ch. 13, as it applies to all data provided by the State under this agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the County under this agreement. The civil remedies of Minn. Stat. 13.08 apply to the release of the data referred to in this clause by either the County or the State.

XI. PUBLICITY AND ELECTRONIC ACCESSIBILITY

Any publicity regarding the subject matter of this agreement must identify the State as the sponsoring agency and must not be released without prior written approval from the State's Authorized Representative. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the County individually or jointly with others, or any subcontractors, with respect to the program and services provided from this agreement.

All publicity shall be provided in an accessible format per Minnesota Statute 16E.03, sub. 9. State of Minnesota guidelines for creating accessible electronic documents can be found at the following URL: <https://mn.gov/mnit/programs/accessibility/>.

XII. COMPLETE AGREEMENT

This agreement contains all negotiations and agreements between the State and the County. No other understanding regarding this agreement, whether written or oral, may be used to bind either party. Any amendment to this agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original agreement, or their successors in office.

XIII AUTHORIZED REPRESENTATIVES

Any notice, demand or communication under this Agreement by either party to the other shall be deemed to be sufficiently given or delivered if it is dispatched by registered or certified mail, postage prepaid, or by email to:

The State's Authorized Representative is Jim LaBarre, Minnesota DNR Parks and Trails, 1201 E. Highway 2, Grand Rapids MN 55744, 218-328-8984, jim.labarre@state.mn.us , or his successor.

The County's Authorized Representative is Kory Cease, Itasca County Parks, 1177 LaPrairie Avenue, Grand Rapids, MN 55744, 218-327-2855, kory.cease@co.itasca.mn.us , or his successor.

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

DEPARTMENT OF NATURAL RESOURCES

ITASCA COUNTY

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

DEPARTMENT OF ADMINISTRATION
Delegated to Materials Management Division

ITASCA COUNTY

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

(Effective Date)

STATE ENCUMBERANCE VERIFICATION

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

Signed: _____

Date: _____

Contract: _____

Exhibit A. Fishing Pier Location



Fishing Pier and ADA parking/pathway will be located on the shoreline adjacent to the mowed picnic area at Bass Lake Park.



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, July 9, 2024

REQUEST FOR BOARD ACTION: RBA-2024-296

DEPARTMENT: Sheriff
PRESENTER: Joe Dasovich

TIME REQUESTED: < 5 Minutes

AGENDA ITEM:
Outstate Travel Request

BOARD ACTION REQUESTED:

Authorize out of state travel to West Palm Beach, FL for Corrections Mental Health Practitioner, Ashley Mohler, to attend a 5-day intensive Eye Movement Desensitization and Reprocessing (EMDR) training.

BACKGROUND:

EMDR is a trauma-focused therapy that can be done “faster” than other types of therapy. This can be utilized for law enforcement officers after a critical incident to help officers process through the potential trauma effects. It will also be helpful for use with inmates, as most inmates indicate they have experienced some sort of trauma. Due to the shorter nature, it is something that could be completed while in custody.

EMDR is a nationally recognized modality for trauma treatment.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. Travel Verification Form
2. EMDR Training
3. EMDR Schedule

07/02/2024

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 07/09/2024 2:30 PM
----------------	--------------------------------	---------------------------------

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

ITASCA COUNTY
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: Ashley Mohler DATE: 6/27/2024

DESTINATION: West Palm Beach, FL

DEPARTURE	RETURN	ACTUAL MEETING
DATE: <u>7/23/2024</u>	DATE: <u>7/29/2024</u>	DATE: <u>7/24-7/28</u>

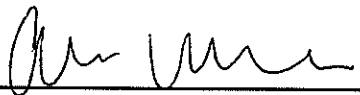
MODE OF TRAVEL: air and rental car

REASON FOR TRAVEL: Eye Movement Desensitization and Reprocessing (EMDR)
therapy training.

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

Transportation	\$	<u>329.01</u>	
Lodging	\$	<u>1,555.80</u>	*this includes a rental car*
Meals	\$	<u>378.00</u>	
Registration	\$	<u>1,295.00</u>	Estimated Total \$ <u>3,557.81</u>

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


Employee Signature


Approved by Supervisor/Date

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

**EMDR CONSULTING***Founded by Roy Kirschling*

WEDNESDAY - SUNDAY

WEST PALM BEACH, FL

EMDR TRAINING: INTEGRATING EMDR INTO YOUR
CLINICAL PRACTICE, 5-DAY INTENSIVE

REGISTER NOW

**In-Person****Registration Deadline:****July 14, 2024 @ 11:59 PM EDT****Event Date(s):****Jul 24-28, 2024****Palm Beach Atlantic University**

COURSE DESCRIPTION

This course meets all of EMDR International Association (EMDRIA) requirements for an EMDR Basic Training Course. Integrating EMDR into your Clinical Practice teaches mental health clinicians the foundations of Eye Movement Desensitization and Reprocessing (EMDR) through lectures, videos, demonstrations, and practice sessions between participants. At the completion of this course, participants will have applied the Adaptive Information Processing theoretical approach to psychotherapy, demonstrated the eight phases of EMDR therapy, and identified how to utilize EMDR with a variety of clinical populations. Special instruction is given on varying applications of bilateral stimulation that uses a client-centered

FAQS

**EMDR CONSULTING***Founded by Roy Küssling*

COURSE DETAILS

Intended audience: counselors, marriage and family therapists, psychologists, psychiatrists, social workers, etc. *Please scroll down and click on our Training Eligibility tab for more information about eligibility for this course.*

Skill level: This is a beginner level EMDR training course.

CEs to be offered: Participants will receive 40 hours of continuing education credit upon completing this program. *Please scroll down and click on our Continuing Education Credits tab for more information about continuing education credit and approvals for this course.*

Participants must complete the entire EMDR training course, which includes 10 hours of group consultation, within 12 months (1 year) from their initial start date. Please consider this deadline when registering for the training.

[REGISTER NOW](#)

TRAINING DETAILS



LOCATION

Palm Beach Atlantic University

Weyenberg Hall, Second Floor
901 S Flagler Dr.
West Palm Beach, FL 33401

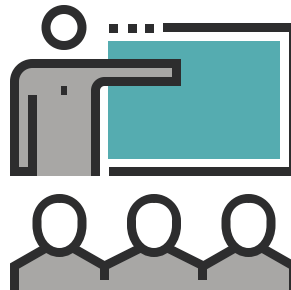
[View Hotels](#)[FAQS](#)[REGISTER NOW](#)

**EMDR CONSULTING***Founded by Roy Kiessling*

 **CONSULTING &
EMDRIA
APPROVED
TRAINER**

**Roy Kiessling, LISW**[READ BIO](#)

 **SCHEDULE &
ITINERARY**

**Jul 24-28, 2024**[VIEW
SCHEDULE](#)**EMDRIA Approved****Learning Objectives (5 Day Format)****Fees for the EMDR Training Course (2021)****Financing Options****Training Eligibility**[FAQS](#)

**EMDR CONSULTING***Founded by Roy Kierulff***Certification****Continuing Education Credits (5-Day Intensive)****Cancellations, Transfers, and Refunds****Terms and Conditions for Training Participants****Disability-Related Accommodations and Services****Complaints and Grievances****Notice of Disclosure**

REGISTRATION

Thank you for choosing EMDR Consulting to help you integrate EMDR into your clinical practice.

The registration deadline for this training is July 14, 2024 @ 11:59 PM EDT

[FAQS](#)

PAYMENT OPTIONS

Prefer to spread out the cost over time? Choose [Afterpay](#), [Klarna](#), [PayPal](#), or [Sezzle](#) as your payment method and follow the prompts!

DAILY SCHEDULE AND ITINERARY

5-DAY TRAINING – DAY 1 (8:30AM–5:30PM)

Wednesday July 24, 2024

8:30–9:00 – Community Networking
9:00–9:15 – Training Overview
9:15–9:30 – Background of EMDR
9:30–10:00 – Neurobiology of AIP
10:00–11:00 – What is EMDR?
11:00–11:15 – BREAK
11:15–11:45 – Stage 1: Case Formulation
 (Phase 1: History taking/biopsychosocial)
11:45–1:00 – Stage 1: Case Formulation
 (Phase 1: Affect Regulation)
12:00–1:00 – WORKING LUNCH (*not included in fee*)
1:00–1:30 – Stage 1: Case Formulation (continued)
1:30–5:15 – Practice Session 1: Affect Regulation
 (includes break)
5:15–5:30 – Practice Session 1; Q&A; Day 1 Wrap-up

5-DAY TRAINING – DAY 3 (8:30AM–5:30PM)

Friday July 26, 2024

8:30–9:00 – Community Networking
9:00–9:15 – Day 2 Review
9:15–10:45 – Stage 2: Processing (Phases 2-7)
10:45–11:00 – BREAK
11:00–1:00 – EMDR processing (Phases 2-7 continued)
12:00–1:00 – WORKING LUNCH (*not included in fee*)
1:00–5:15 – Practice Session 3: EMDR (includes break)
5:15–5:30 – Practice Session 3; Q&A; Day 3 Wrap-up

5-DAY TRAINING – DAY 5 (8:30AM–5:30PM)

Sunday July 28, 2024

5-DAY TRAINING – DAY 2 (8:30AM–5:30PM)

Thursday July 25, 2024

8:30–9:00 – Community Networking
9:00–9:15 – Day 1 Review
9:15–10:45 – Stage 1: Case Formulation
 (Phase 1: Target Sequence Planning)
10:45–11:00 – BREAK
11:00–1:00 – Stage 1: Case Formulation
 (Target Sequence Planning continued)
12:00–1:00 – WORKING LUNCH (*not included in fee*)
1:00–1:30 – Stage 1: Case Formulation (continued)
1:30–5:15 – Practice Session 2: Target Sequence
 Planning/Informed Consent (includes break)
5:15–5:30 – Practice Session 2; Q&A; Day 2 Wrap-up

5-DAY TRAINING – DAY 4 (8:30AM–5:30PM)

Saturday July 27, 2024

8:30–9:00 – Community Networking
9:00–9:15 – Day 3 Review
9:15–10:45 – Stage 2: Processing (Phases 3-7)
 Adaptations to processing (contained and restricted–EMD)
10:45–11:00 – BREAK
11:00–1:00 – Stage 2: Processing
 (Clinical Interventions/Managing Emotions)
12:00–1:00 – WORKING LUNCH (*not included in fee*)
1:00–1:15 – Stage 3: Integration
 (Phase 8: Reevaluation Overview)
1:15–5:15 – Practice Session 4: Processing
 (EMDR, Contained or EMD)
5:15–5:30 – Practice Session 4; Q&A; Day 4 Wrap-up

8:30–9:00 – Community Networking

9:00–9:15 – Day 4 Review

9:15–9:30 – Stage 3: Integration

(Phase 8: Reevaluation)

9:30–1:00 – Practice Session 5:

Processing, Integration (includes break)

12:00–1:00 – WORKING LUNCH (*not included in fee*)

1:00–2:45 – Additional Applications

2:45–3:00 – BREAK

3:00–5:00 – Additional Applications (continued)

5:00–5:30 – What's next: Consultation, Learning Management System (LMS), etc.



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, July 9, 2024

REQUEST FOR BOARD ACTION: RBA-2024-91

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, July 9, 2024

REQUEST FOR BOARD ACTION: RBA-2024-3557

DEPARTMENT: Human Resources

TIME REQUESTED: < 5 Minutes

PRESENTER: Brett Skyles

AGENDA ITEM:

Recognition of County Employees

BOARD ACTION REQUESTED:

To recognize those employees who have either experienced a job change, given notice of leaving employment, received commendation, or to welcome any new employees.

BACKGROUND:

Farewell to Darlene Childs, whose last day as Eligibility Specialist with the Health & Human Services Department was June 30, 2024, after 30+ years of service.

Farewell to Kelly Lammon, whose last day as Accountant with the Transportation Department was June 26, 2024, after 9+ years of service.

Farewell to Cassidy Kampsula, whose last day as Emergency Communications Specialist with the Sheriff's Department was July 6, 2024, after 11+ months of service.

Congratulations to Trisha Erickson who was promoted from Eligibility Specialist to Lead Eligibility Specialist in the HHS Department, which was effective July 7th, 2024.

Welcome to new employee, Jorgan Harshbarger, Corrections Deputy with the Sheriff's Department, which was effective July 8th, 2024.

Congratulations to Garrett Smith who was promoted from Corrections Deputy to Corrections Sergeant in the Sheriff's Department, which was effective July 7th, 2024.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION: None

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

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

Tuesday, July 9, 2024

REQUEST FOR BOARD ACTION: RBA-2024-120

DEPARTMENT: Auditor / Treasurer

TIME REQUESTED: < 5 Minutes

PRESENTER: Gail Guck

AGENDA ITEM:

Commissioner Warrants

BOARD ACTION REQUESTED:

Approve Commissioner Warrants with a check date of July 12, 2024, in the amount of \$1,235,901.13.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION: None

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



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, July 9, 2024

REQUEST FOR BOARD ACTION: RBA-2024-289

DEPARTMENT: Health & Human Services

TIME REQUESTED: 10 Minutes

PRESENTER: Cre Larson

AGENDA ITEM:

Crisis Response Team Update

BOARD ACTION REQUESTED:

Receive a Crisis Response Team (CRT) Update.

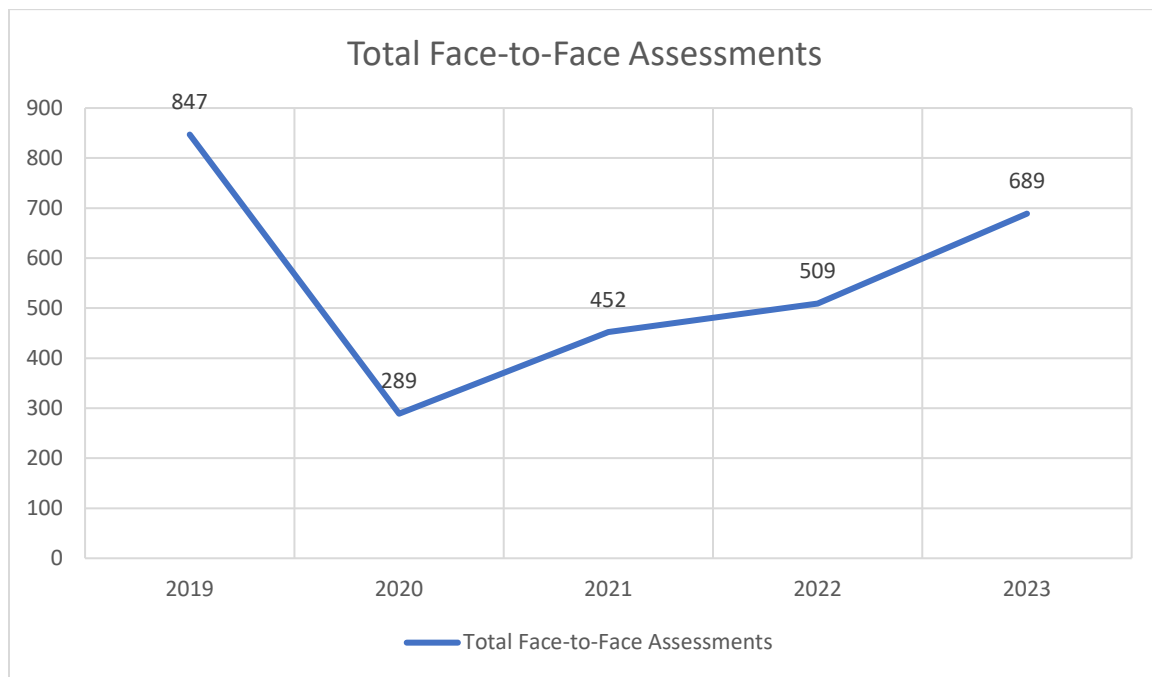
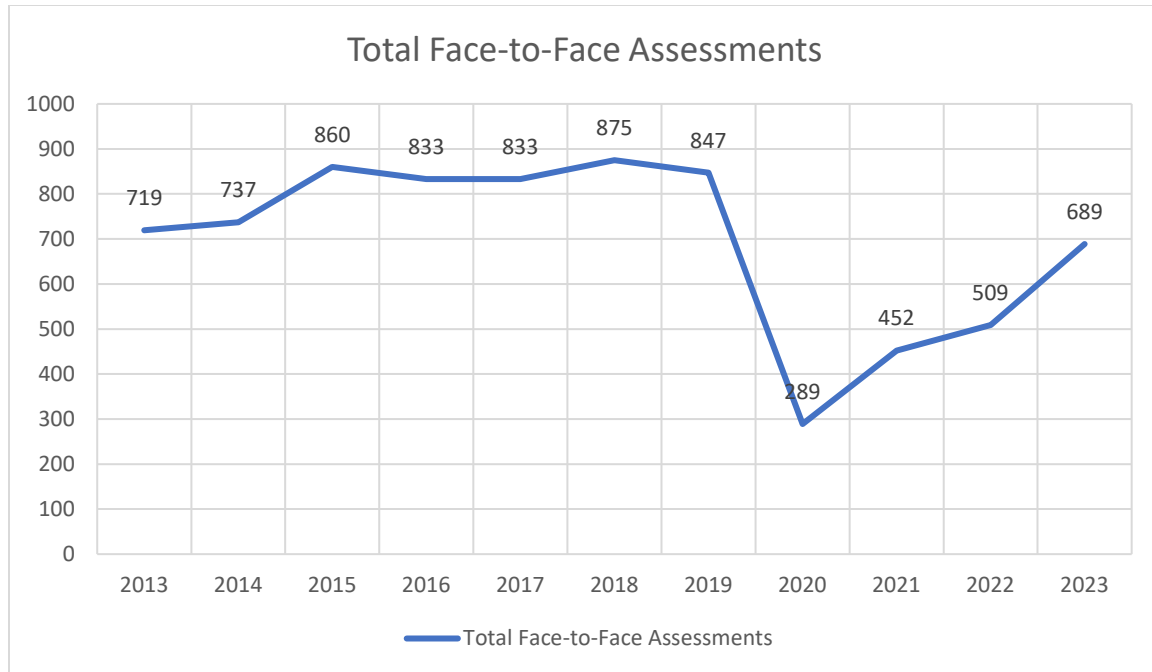
BACKGROUND:

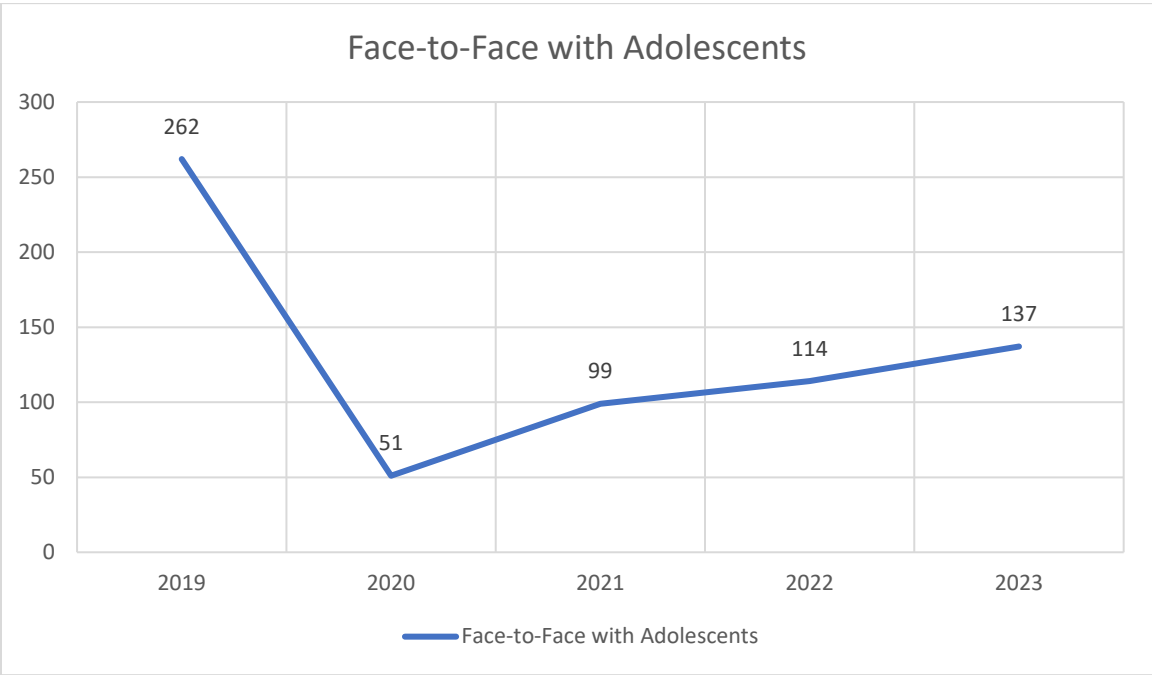
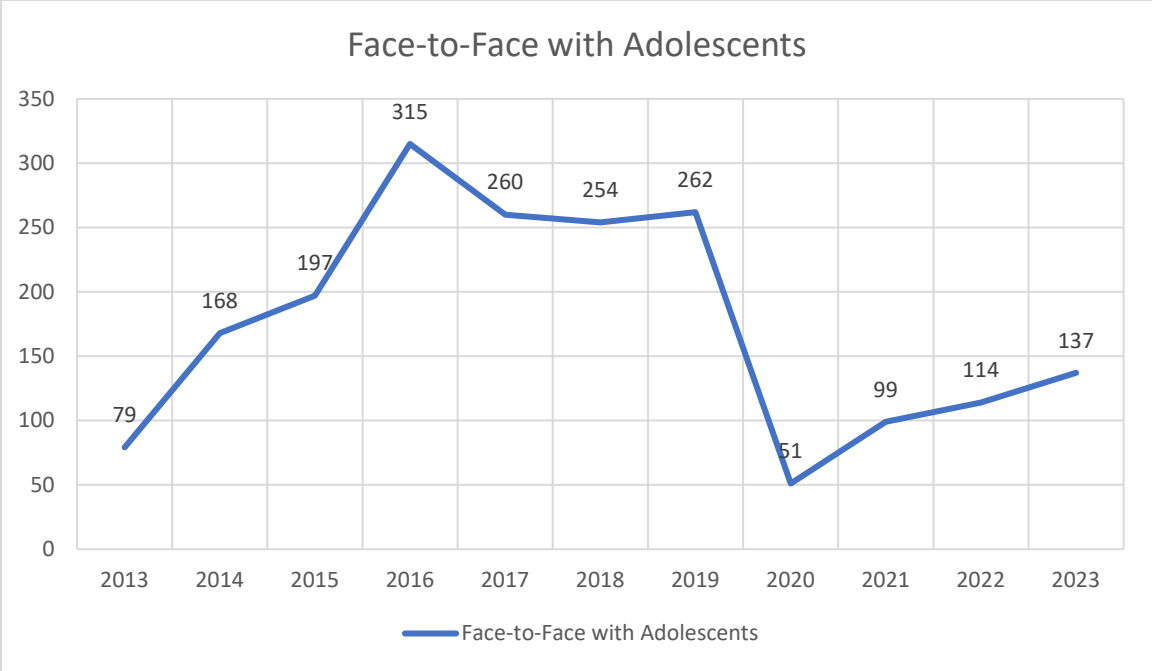
COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

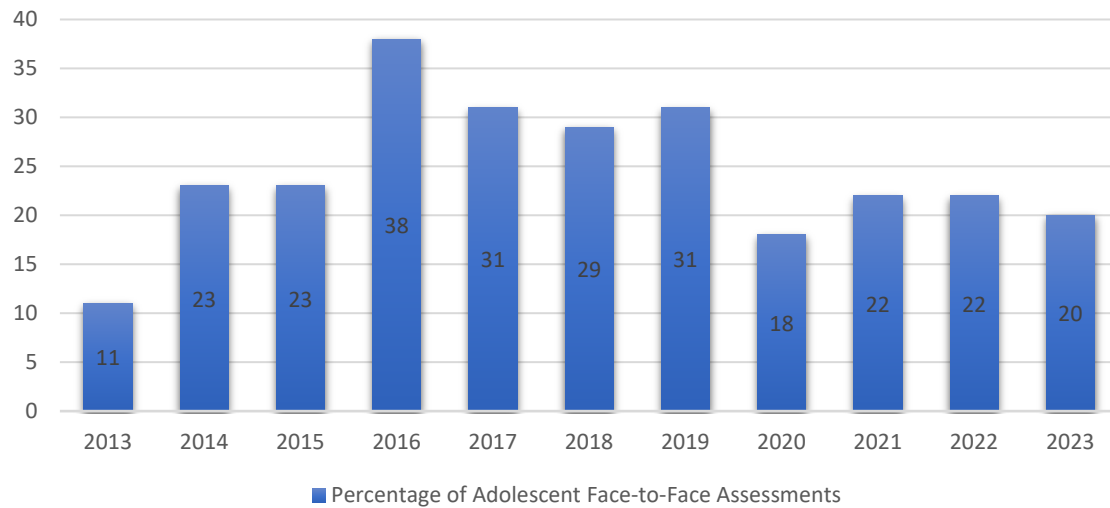
1. CRT Outcome Charts 2023

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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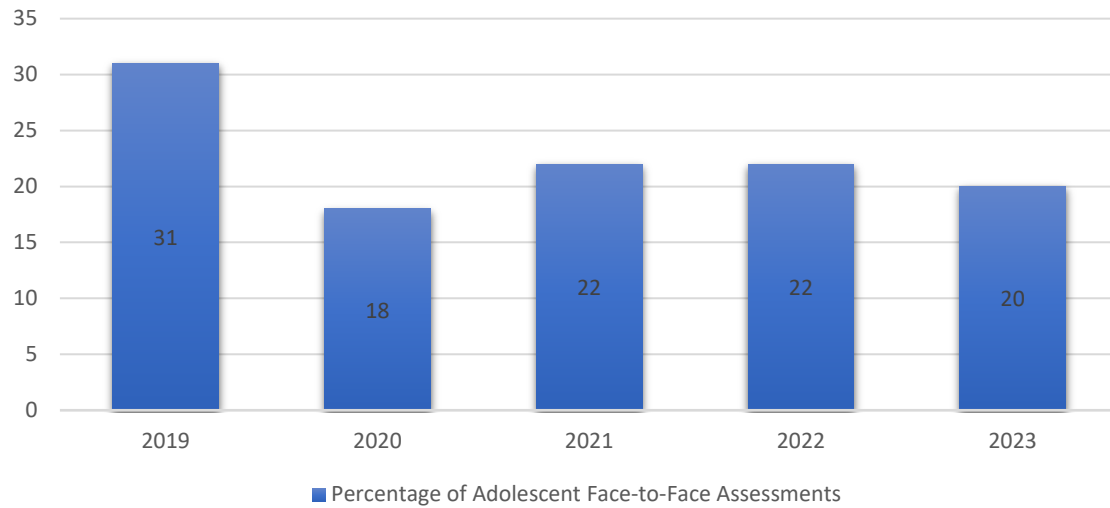




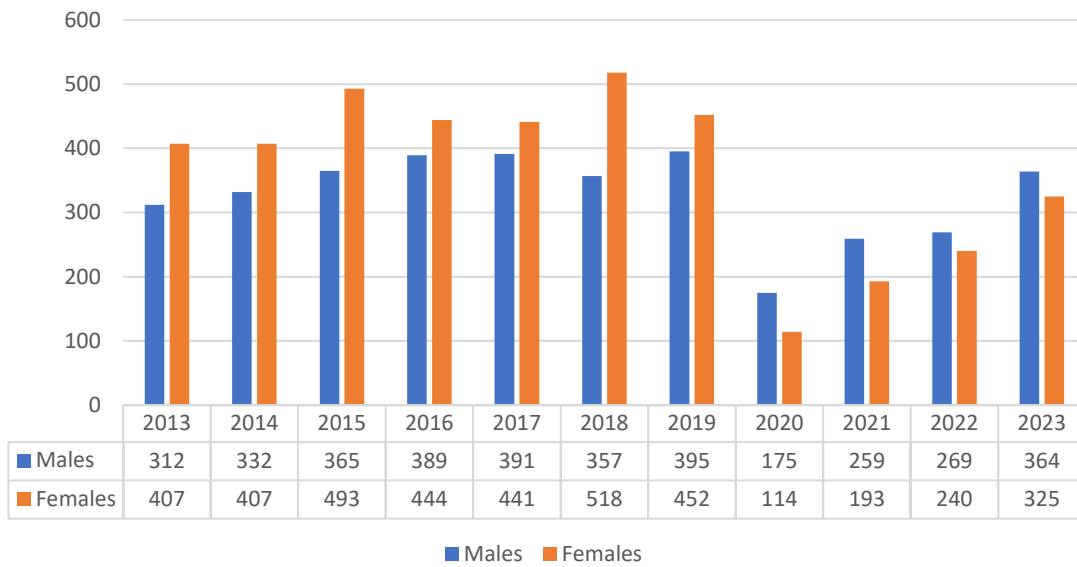
Percentage of Adolescent Face-to-Face Assessments



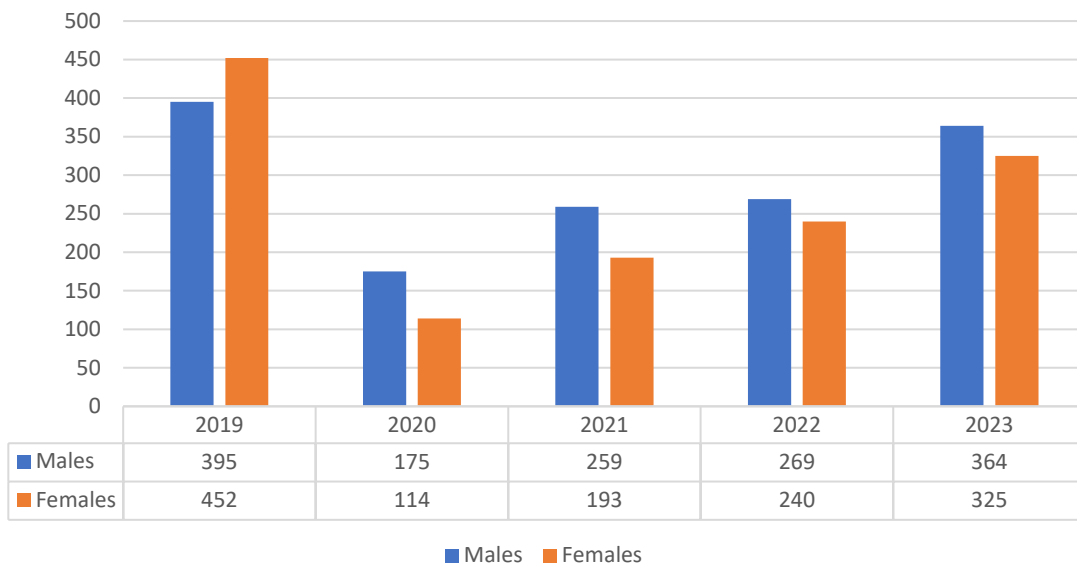
Percentage of Adolescent Face-to-Face Assessments

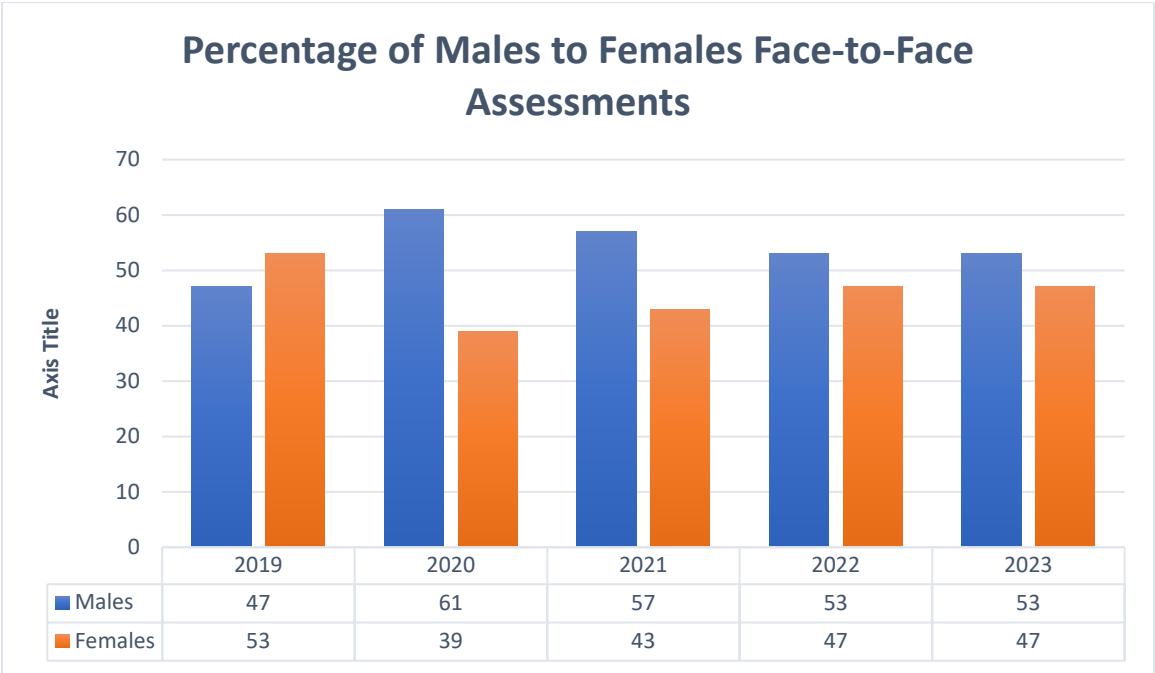
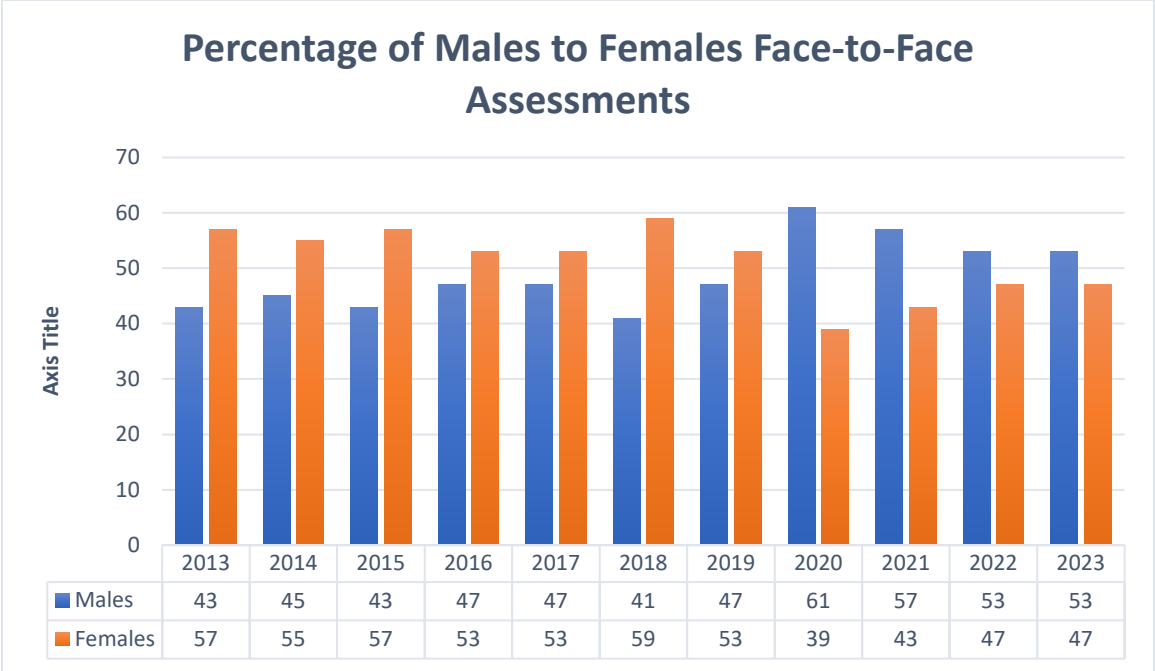


Male to Female Ratio of Face-to-Face Assessments

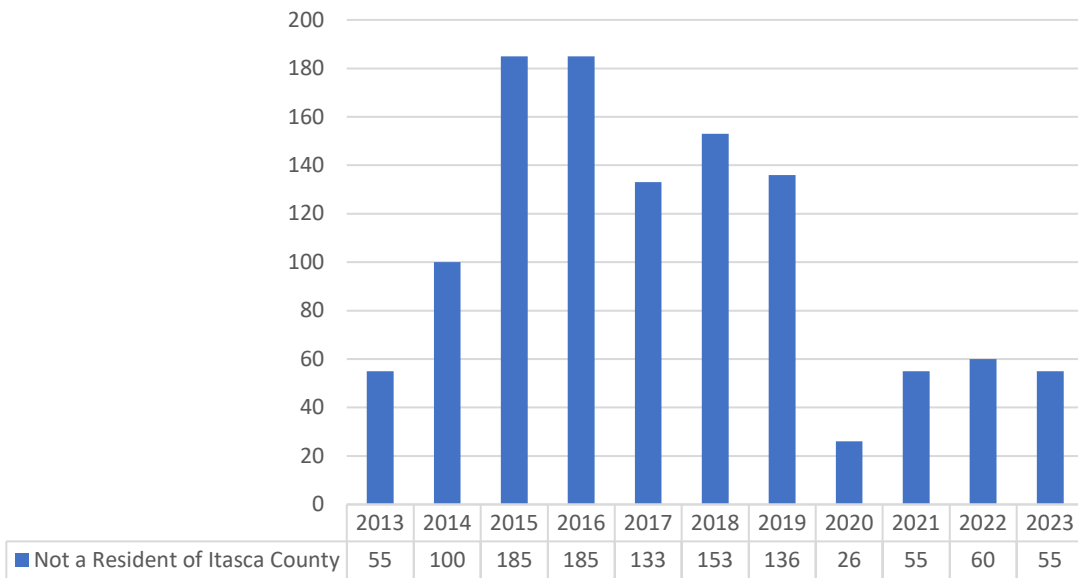


Male to Female Ratio of Face-to-Face Assessments

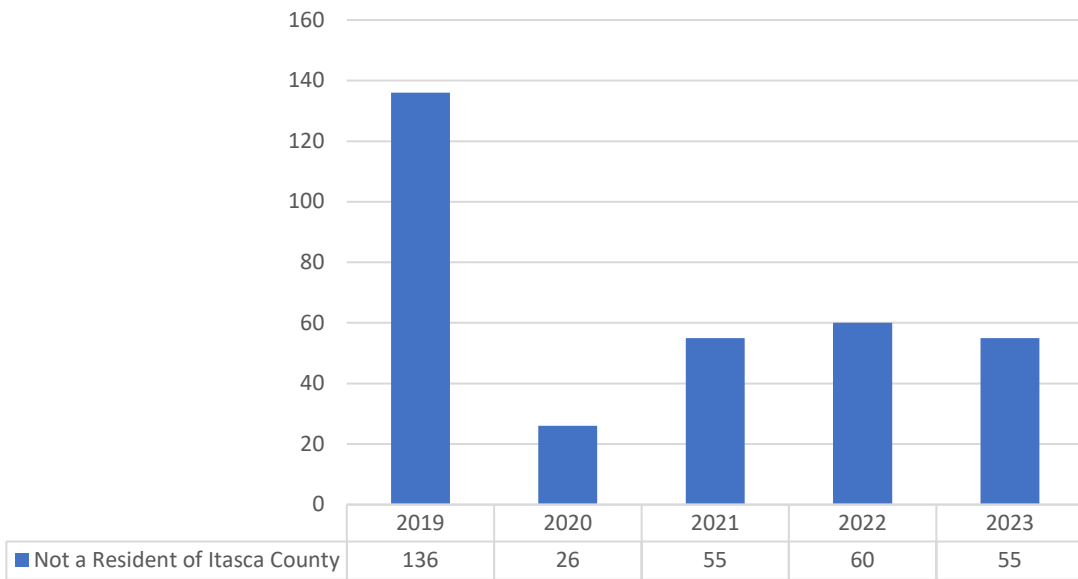




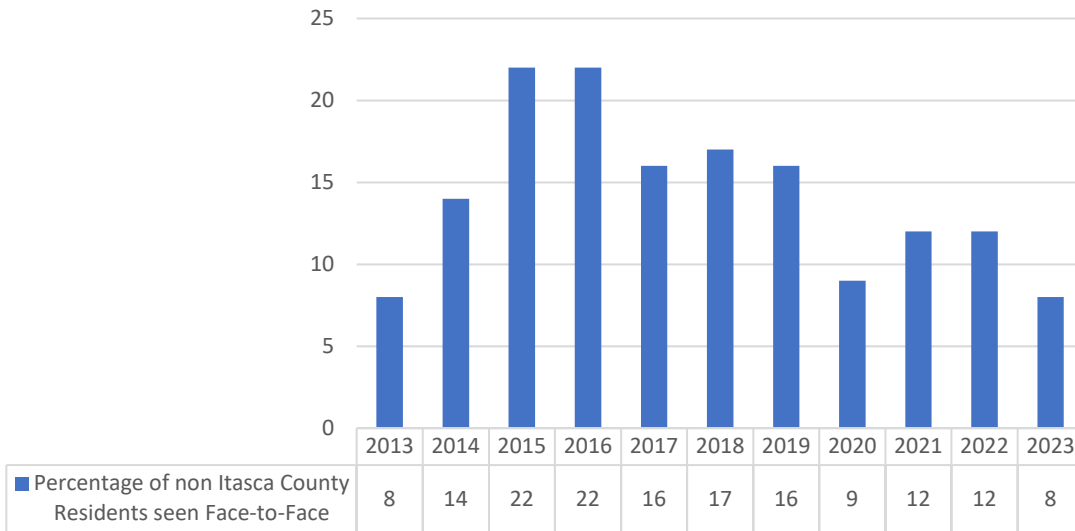
Non Itasca County Residents seen Face-to Face



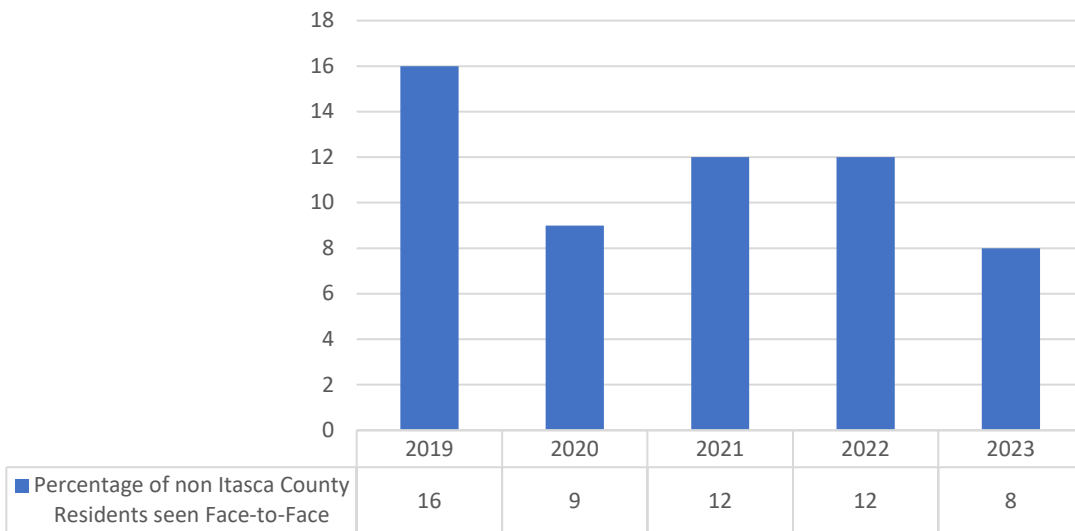
Non Itasca County Residents seen Face-to Face



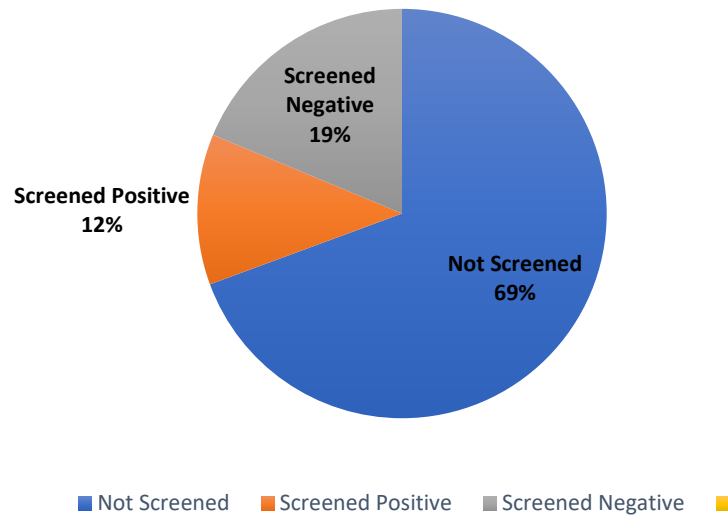
Percentage of non Itasca County Residents seen Face-to-Face



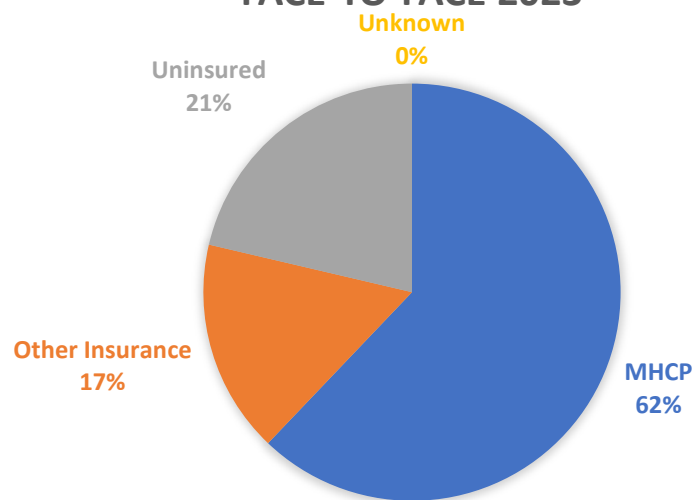
Percentage of non Itasca County Residents seen Face-to-Face



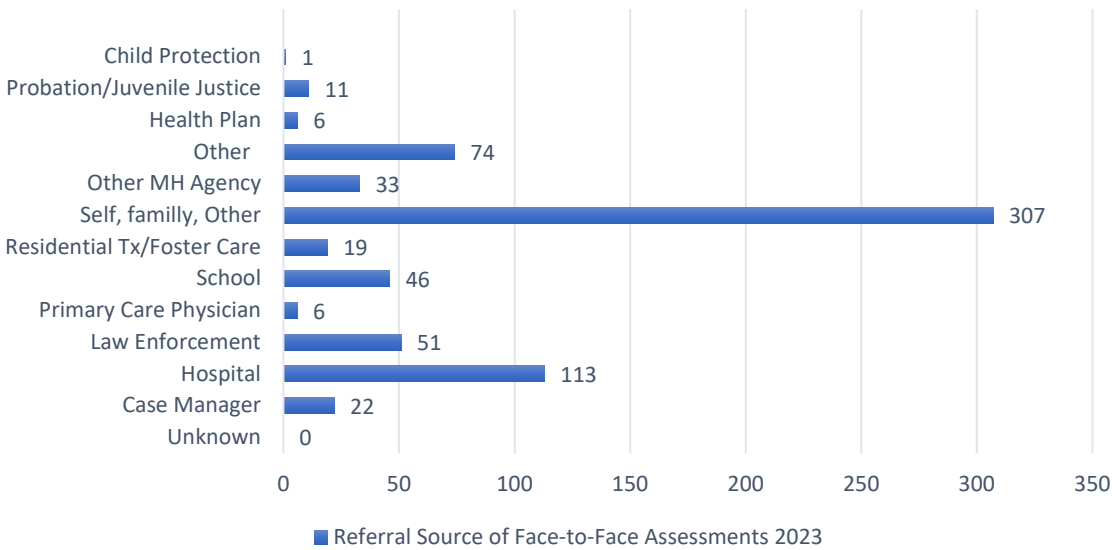
Tox Screens for Face-to-Face Assessments 2023



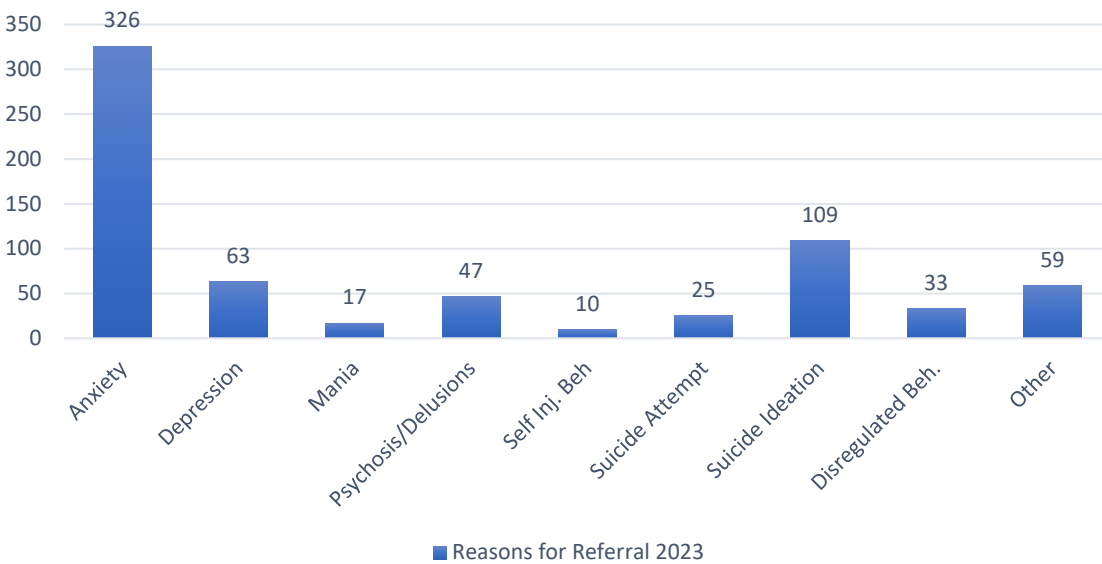
INSURANCE COVERAGE OF CONSUMERS SEEN FACE-TO-FACE 2023



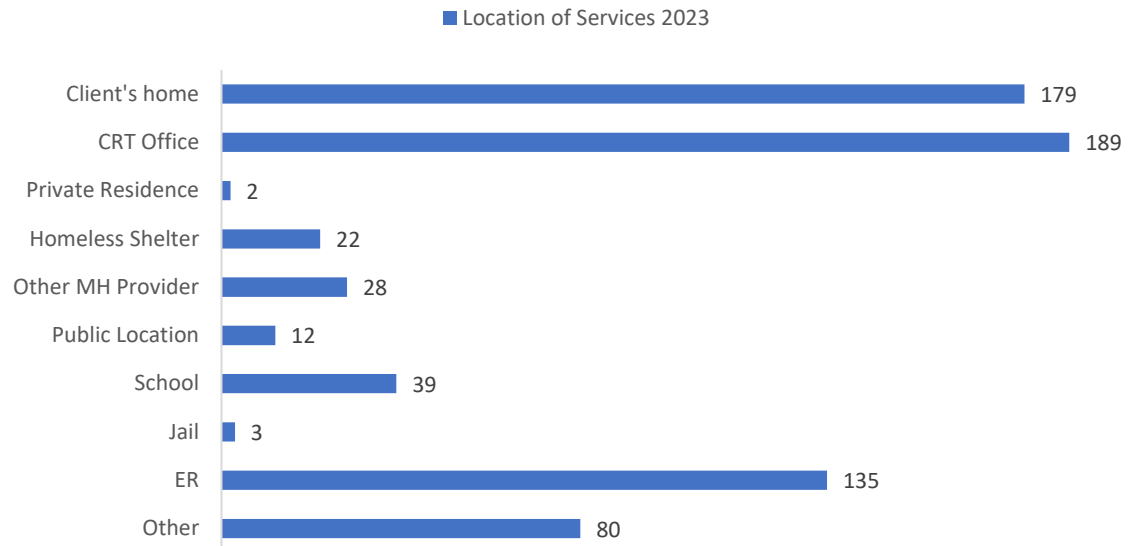
Referral Source of Face-to-Face Assessments 2023



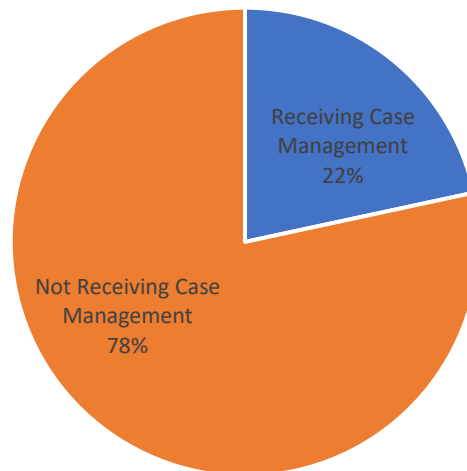
Reasons for Referral 2023



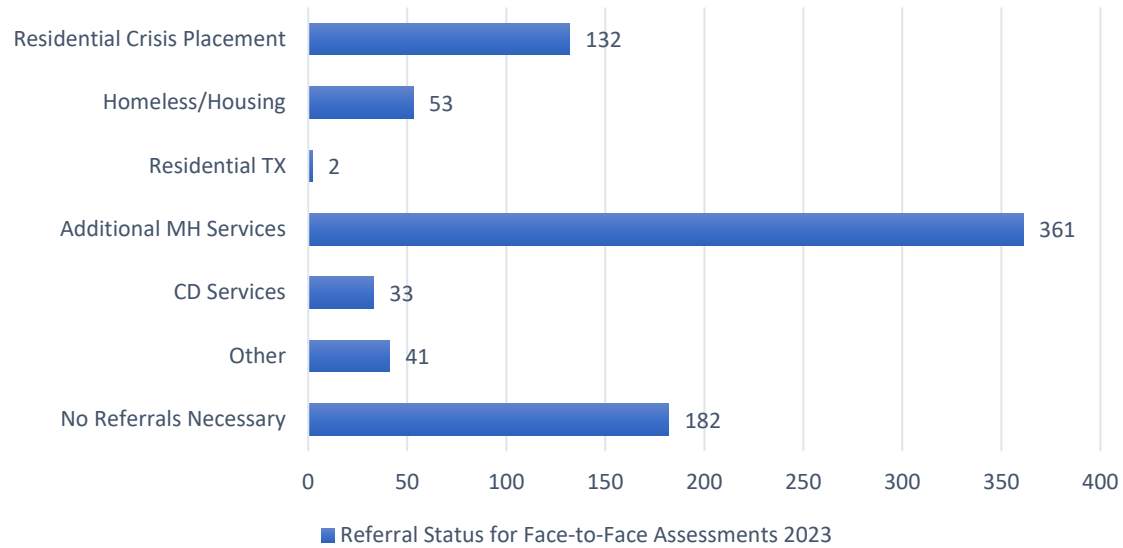
Location of Services 2023



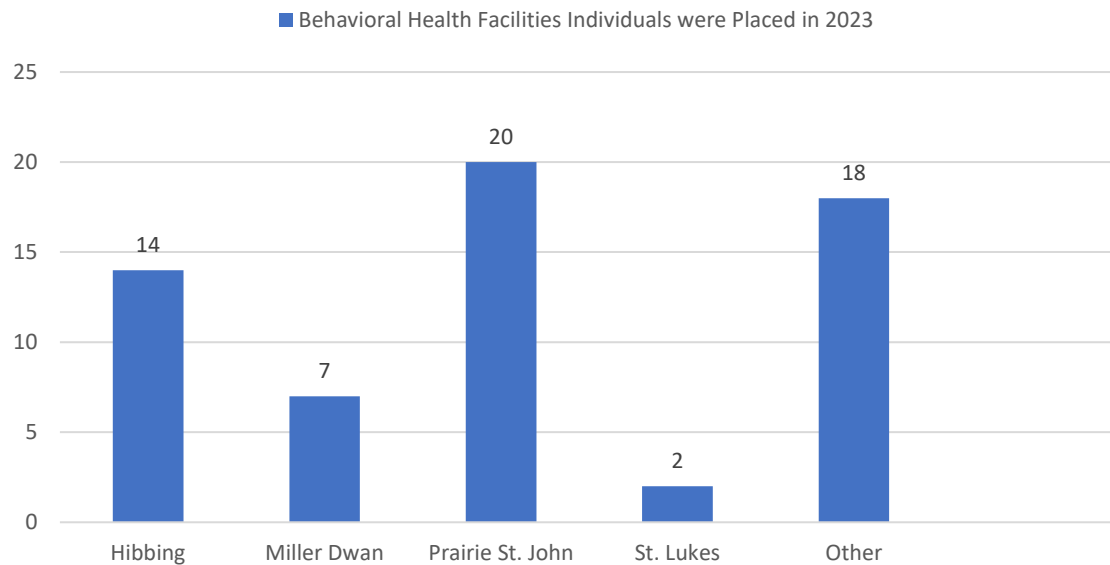
TCM Usage by Face-to-Face Assessment Individuals 2023



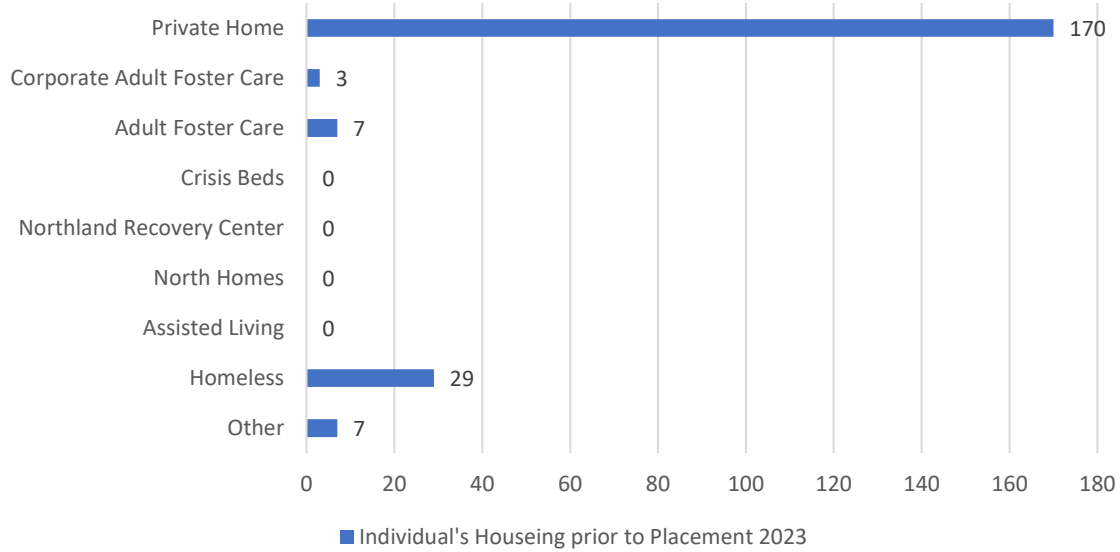
Referral Status for Face-to-Face Assessments 2023



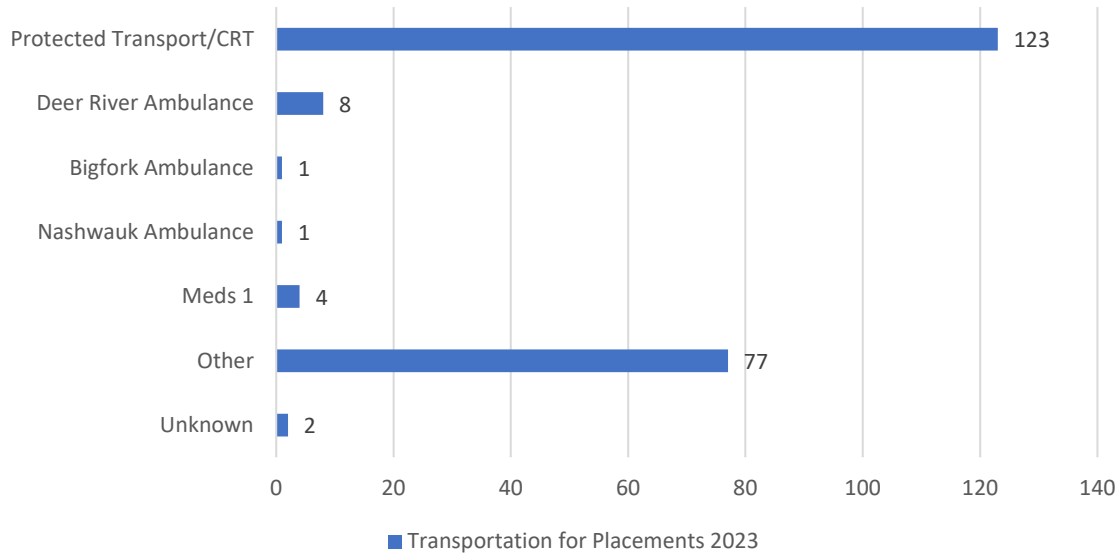
Behavioral Health Facilities Individuals were Placed in 2023



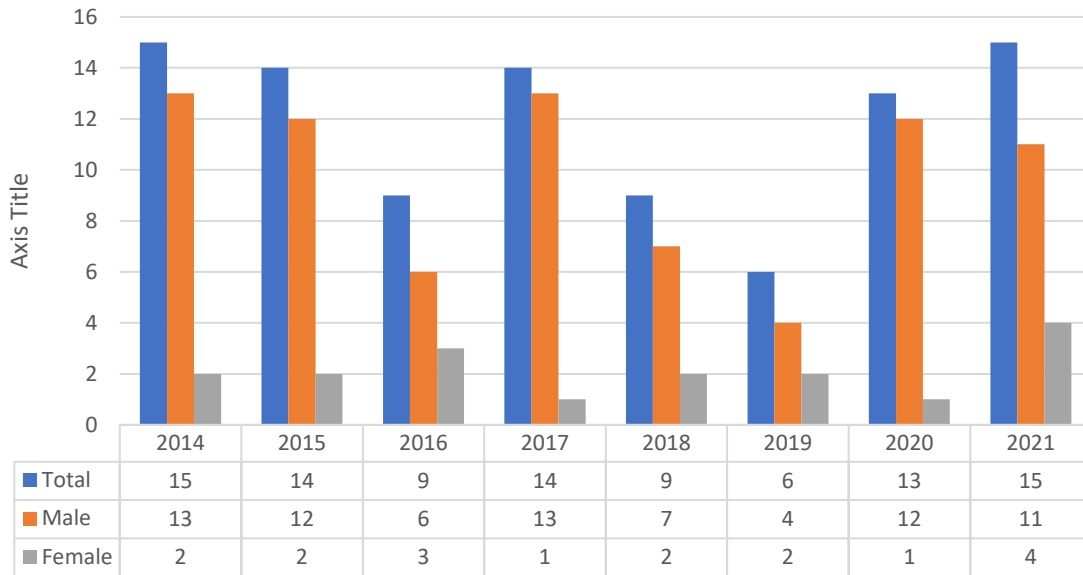
Individual's Housing prior to Placement 2023



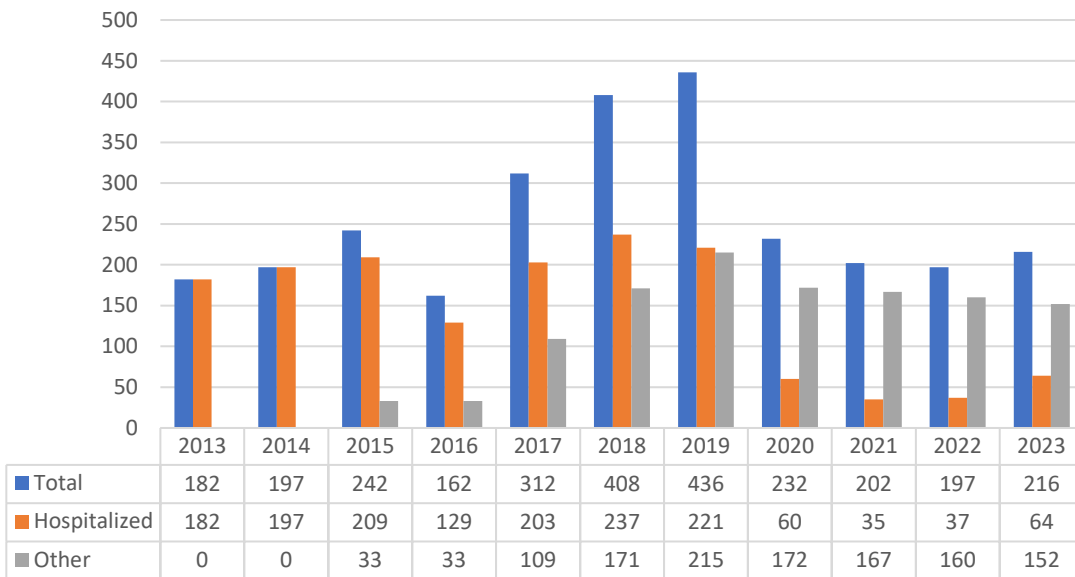
Transportation for Placements 2023



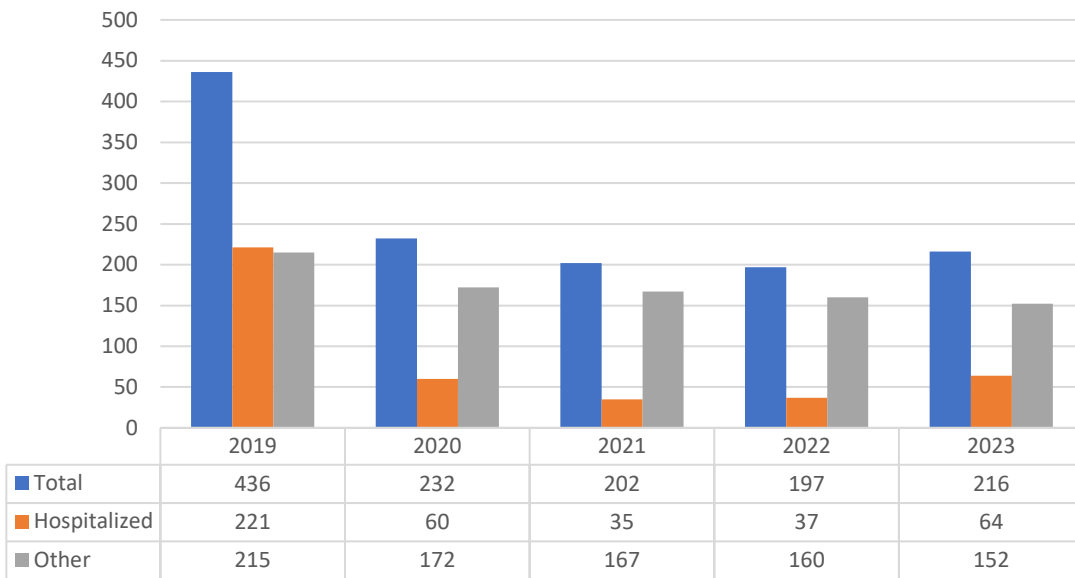
Suicide Rates for Itasca County



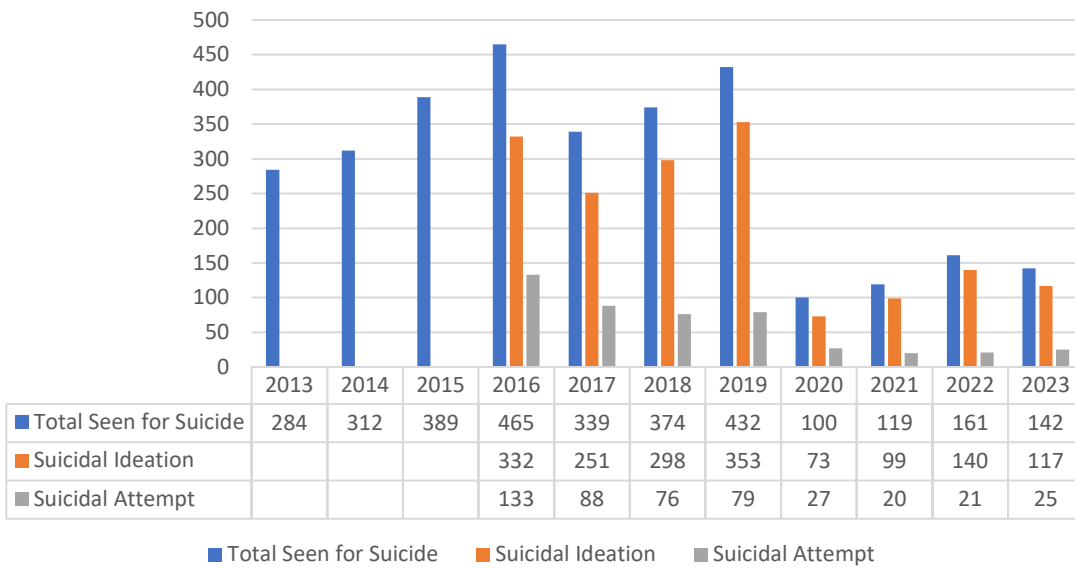
Stabilization Placements



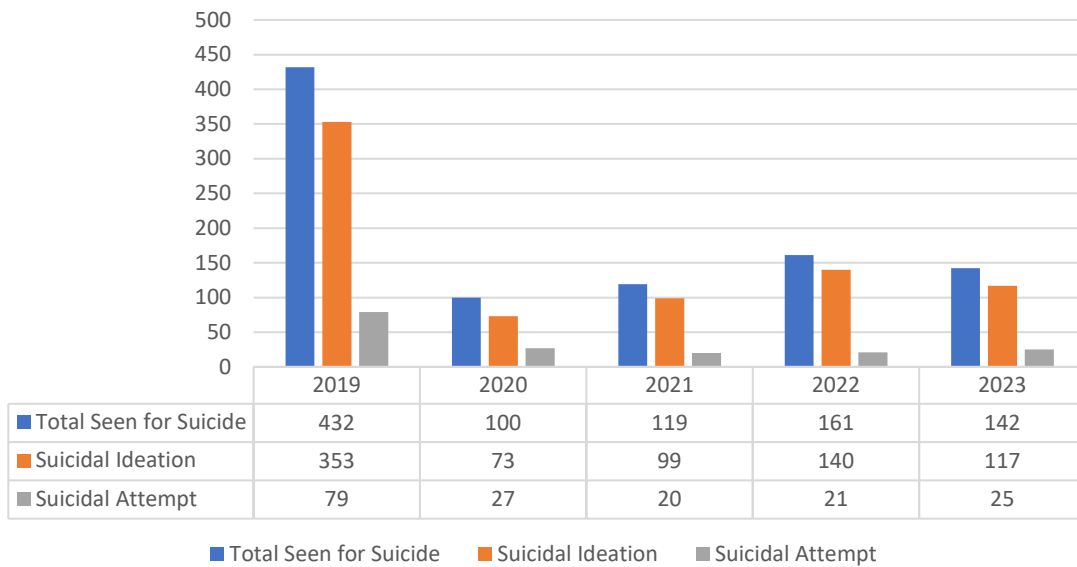
Stabilization Placements



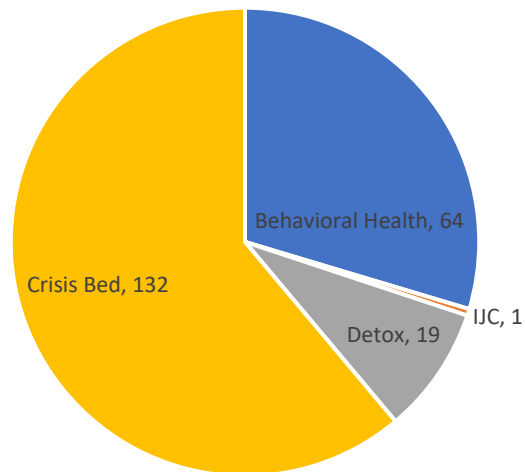
Suicide Statistics (CRT)



Suicide Statistics (CRT)



Placement Locations in 2023





**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, July 9, 2024

REQUEST FOR BOARD ACTION: RBA-2024-300

DEPARTMENT: Health & Human Services

TIME REQUESTED: < 5 Minutes

PRESENTER: Naesa Myers

AGENDA ITEM:

TZD Grant Application

BOARD ACTION REQUESTED:

Authorize Itasca County Public Health to apply for the 2024-2025 Toward Zero Deaths (TZD) Safe Roads Grant.

BACKGROUND:

This is a yearly grant application which assists Public Health in providing education related to traffic deaths and severe injury on Itasca County roads, as well as supporting the coordinated efforts related to other causes of traffic injury and deaths, including EMS, Enforcement, and Engineering.

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, July 9, 2024

REQUEST FOR BOARD ACTION: RBA-2024-304

DEPARTMENT: Probation

TIME REQUESTED: < 5 Minutes

PRESENTER: Kevin Glass

AGENDA ITEM:

Recognition of Award

BOARD ACTION REQUESTED:

Acknowledge Probation Agent Chelsea Rabey for receiving the Outstanding Performance Award and former Director of Itasca County Probation Jason Anderson for receiving the Al Reker Distinguished Service Award presented by the Minnesota Association of County Probation Officers (MACPO).

BACKGROUND:

Outstanding Performance Award: This award is to be given to a probation officer in good standing with MACPO. It is to be presented to an individual who has demonstrated professionalism and leadership within their county or in the field of probation. This person must have been in the field for at least one year. This individual may have implemented a new corrections program, worked in the community to bring new corrections related services to clients or simply is an incredibly hard-working individual who merits recognition.

Chelsea is often seen at the local high schools visiting with students and staff and offices 1 day/week at the Grand Rapids High School. She has a passion for collaboration, and an uncanny ability to communicate with teams of folks all in an effort to make things better for the students and families she works with. Chelsea is quick to send emails or gather teams of providers to keep services moving forward for the betterment of the clients. She is a true collaborator. Chelsea always seems to balance hope and concern when working with juveniles, even on the toughest of days.

Al Reker Distinguished Service Award: This award is given to recognize contributions made by a individual over a sustained period of time to the field of probation. Further, this award is to acknowledge membership involvement rather than simply retirement. The recipient was to be selected by the Executive Board of MACPO for their exemplary contributions and dedication to the profession of probation/parole. Al Reker recipients provided, and many continue to provide, exceptional leadership and dedication to the field of corrections.

Jason is the former Director of Itasca County Probation as well as a former President of MACPO. Jason did a lot of work during his tenure as MACPO President which included meeting and testifying before the legislature so CPO Counties would receive the funding owed by the State. He

served on several MACPO committees. Jason continues to train many departments throughout Minnesota on EBP as an independent contractor.

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, July 9, 2024

REQUEST FOR BOARD ACTION: RBA-2024-303

DEPARTMENT: Probation

TIME REQUESTED: < 5 Minutes

PRESENTER: Kevin Glass

AGENDA ITEM:

Out of State Travel

BOARD ACTION REQUESTED:

Approve out of state travel for Chelsea Rabey to attend The Montana Summer Institute's Expanding the Circle: Creating Space for Hope, Health, and Connection training in Big Sky, Montana from July 16-19, 2024.

BACKGROUND:

The Montana Summer Institute developed the training to foster hope, cultivate health, and strengthen connections to build healthier, safer, and more positive communities for all. Attendees will learn from scientists and leaders who are making a significant impact in their communities, gain insights into their successes, and take home actionable strategies that will transform their work.

All travel expenses, including airfare, ground transportation, accommodations and meals will be provided by The Montana Institute and there will be no cost to Itasca County for Chelsea's attendance at this event.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. Travel Verification Form - Chelsea Rabey

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

ITASCA COUNTY
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: Chelsea Rabey DATE: 7/3/24

DESTINATION:

Big Sky, MT 7/16/24 - 7/19/24

DEPARTURE DATE: 7/15/24 RETURN DATE: 7/19/24 ACTUAL MEETING DATE: 7/19/24

MODE OF TRAVEL: Air

REASON FOR TRAVEL:

Conference

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

Transportation \$ 0

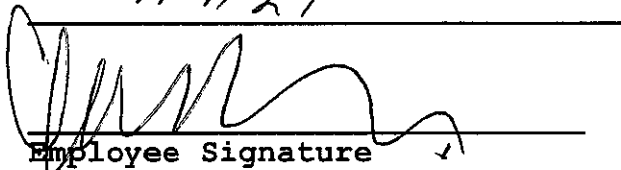
Lodging \$ 0

Meals \$ 0

Registration \$ 0 Estimated Total \$ 0

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

7/19/24


Employee Signature

 7/3/24
Approved by Supervisor/Date

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**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, July 9, 2024

REQUEST FOR BOARD ACTION: RBA-2024-299

DEPARTMENT: Administrative Services

TIME REQUESTED: < 5 Minutes

PRESENTER: Burl Ives

AGENDA ITEM:

American Rescue Plan (ARP) Request - Splithand Township

BOARD ACTION REQUESTED:

Consider the American Rescue Plan (ARP) request, in the amount of \$75,000, from Splithand Township for Road, Fire, and Park Maintenance projects.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. ARP Request - Splithand Township

Motion To: Approve the American Rescue Plan (ARP) request, in the amount of \$75,000, from Splithand Township for Road, Fire, and Park Maintenance projects.

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

From: noreply@civicplus.com
To: [Brett Skyles](#); [Gail Guck](#); [Amanda Schultz](#); [Burl Ives](#)
Subject: Online Form Submittal: American Rescue Plan (ARP) Request Form
Date: Monday, July 1, 2024 12:18:22 PM

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

American Rescue Plan (ARP) Request Form

AMERICAN RESCUE PLAN (ARP) REQUEST FORM

Entity Name:	Splithand Township
Name of Contact:	Rebecca Rasmussen
Address:	14529 Danson Rd
City:	Grand Rapids
State:	MN
Zip Code:	55744
Phone Number:	218-259-8111
E-mail Address:	pumpkinbecci@gmail.com
Commissioner District:	District 4 - Burl Ives
Project Name:	Splithand Township Road, Fire, and Park Maintenance
Amount Requested:	\$75,000
Project Budget & Summary of Project:	Dear Mr. Ives Splithand Township is requesting financial assistance in the amount of \$75,000 for identified projects/upgrades to help bring out the best in our community and ensure that our residents are safe. The township board has identified several different needs that we would like to address within our community. In order to ensure our community has safe roads and fire protection, we would like to increase our road maintenance focus. Which could include possible projects such as: additional class 5, new culverts where needed, and increased brushing efforts to

ensure clear sight lines. We also have a small community park that could use additional maintenance efforts to ensure a safe environment for families and children to recreate.

We want to thank you for your time and consideration. These funds will certainly help our township continue to thrive going forward.

Regards,

Splithand Township Board

Additional Information: *Field not completed.*

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, July 9, 2024

REQUEST FOR BOARD ACTION: RBA-2024-305

DEPARTMENT: Administrative Services

TIME REQUESTED: 5 Minutes

PRESENTER: Brett Skyles

AGENDA ITEM:

Schedule Budget Work Session

BOARD ACTION REQUESTED:

Schedule Budget Work Sessions to discuss the 2025 budget and preliminary levy.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION: None

It was the consensus of the County Board to schedule Budget Work Sessions beginning at 8 AM on Tuesday, July 23; Tuesday, July 30; Wednesday, August 14; Tuesday, August 20; and Tuesday, August 27, 2024 in the Boardroom of the Itasca County Courthouse to discuss the 2025 budget and preliminary levy.



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, July 9, 2024

REQUEST FOR BOARD ACTION: RBA-2024-306

DEPARTMENT: Administrative Services

TIME REQUESTED: 15 Minutes

PRESENTER: Chair

AGENDA ITEM:

Warrant Process Discussion

BOARD ACTION REQUESTED:

Discuss warrant process.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION: None

Motion To: Approve entering into a weekly warrant cycle with implementation to be determined by the Auditor/Treasurer department.

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

Motion To: Appoint the Vice-Chair, currently Commissioner Casey Venema, and Commissioner Burl Ives to a Finance Committee.

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