



ITASCA COUNTY BOARD OF COMMISSIONERS

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

Wednesday, August 14, 2024

2:30 PM

Itasca County Boardroom

FINAL

REGULAR SESSION MINUTES

I. CALL TO ORDER

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

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

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF AGENDA

Motion To: Add Item #6.5 (American Rescue Plan Request - Arbo Township) and approve the agenda, as amended.

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

IV. MINUTES APPROVAL

Motion To: Approve the minutes, as delineated below.

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

1. Approve the minutes of the Tuesday, August 6, 2024 County Board Work Session.

V. CONSENT AGENDA

Motion To: Approve the Consent Agenda, 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. Appoint Lilah Crowe to the Extension Committee, fulfilling the unexpired vacancy effective August 14, 2024 through December 31, 2026.
2. Acknowledge the resignation of Leah Griffen as Resident Commissioner on the Itasca County Housing and Redevelopment Authority (HRA), effective July 23, 2024.

3. Accept the resignation of Randy Mattfield, KOOTASCA Program Director, from the NE MN HOME Consortium Advisory Committee and appoint Sandy O'Fallon to fulfill the vacant, unexpired term effective August 14, 2024.
4. Appoint Interim County Attorney Jacob Fauchald to the Attorney/Ex-Officio position on the Planning Commission/Board of Adjustment (PC/BoA) for the unexpired elected term ending December 31, 2026 due to Matti Adam vacating the office of County Attorney.
5. Appoint Interim County Attorney Jacob Fauchald to the Attorney position on the Risk Management Commission for the unexpired elected term ending December 31, 2026 due to Matti Adam vacating the office of County Attorney.
6. Approve the donation of 40 monitors, 4 televisions, 30 desktop computers, 26 network switches, 12 rack mount servers, 3 rack mount KVM's, 34 laptops, and 7 printers to PC's for People.
7. Approve the transfer of funds in the amount of \$1,500,000 from the Unorganized Township road and bridge accounts to the County Road and Bridge fund for road maintenance costs in Unorganized Townships.

VI. REGULAR AGENDA

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

Farewell to Lindsay Nelson-Schultz, whose last day as Social Worker-HCBS with the HHS Department was August 8, 2024, after 17+ years of service.

Farewell to Jeff Heinrich, whose last day as Highway Maintenance Supervisor with the Transportation Department was August 2, 2024, after 43+ years of service.

Farewell to Kai Ritter, whose last day as Lead Medical Support Specialist with the HHS Department was July 26, 2024, after 14+ years of service.

Farewell to Lindsey Wald, whose last day as Social Worker with the HHS Department was August 2, 2024, after 2+ years of service.

Farewell to Dan Neary, whose last day as District Forester with the Land Department was August 2, 2024, after 3+ years of service.

Farewell to Bianca Johnson, whose last day as Human Services Support Specialist with HHS Department was August 6, 2024, after 3+ years of service.

Welcome to new employee, John Prepodnik, Veteran's Service Department with the Veteran's Service Department, which was effective July 29, 2024.

Welcome to new employee, Joe O'Toole, Deputy Sheriff/Road Deputy, with the Sheriff's Department, which was effective July 29, 2024.

Welcome to new employee, Daniel McNamara, Corrections Deputy, with the Sheriff's Department, which was effective August 5, 2024.

Congratulations to Kristin Isaacs, who transferred from Human Services Support Specialist to Accounting Technician with the HHS Department, which was effective August 4, 2024.

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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3. Commissioner Warrants

Motion To: Approve Commissioner Warrants with a check date of August 16, 2024, in the amount of \$1,739,240.98.

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

4. Public Hearing Re: Adoption of a Short-Term Rental Ordinance

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

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

Motion To: Close the above public hearing.

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

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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5. American Rescue Plan (ARP) Request – Arbo Township

Motion To: Approve the American Rescue Plan (ARP) request, in the amount of \$15,000, from Arbo Township for Prairie Lake Lane improvements.

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

VII. COMMISSIONER COMMENTS

Commissioners Ives and Venema and Interim County Attorney Fauchald provided comment regarding the Short-Term Rental Ordinance.

Commissioner Smith provided comment regarding his attendance at a recent Squaw Lake City Council meeting, as well as meetings with constituents regarding trail issues.

Commissioner Venema provided comment regarding his attendance at recent Fairgrounds Task Force, Western Mesabi Mine Planning Board (WMMPB), Range Association of Municipalities and Schools (RAMS), and Effie City Council meetings, as well as the National Night Out event in Marble.

Commissioner Johnson provided comments regarding National Night Out events throughout the County, interest for the ATV Association to hold a convention in Grand Rapids in September, the decision to reschedule the Budget Work Session scheduled for August 20, 2024 to August 19, 2024 beginning at 8:00 AM in the Boardroom, and Environmental Service staff recognition.

Commissioner Johnson also provided comment regarding his attendance at the recent Blackberry Antique Tractor Show and a community event at Eagle Ridge Golf Course in Coleraine.

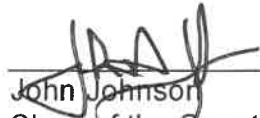
Interim County Attorney Fauchald provided an Assistant County Attorney hiring update.

VIII. CLOSED SESSIONS

IX. ADJOURN

Chair Johnson adjourned the meeting at 3:35 PM.

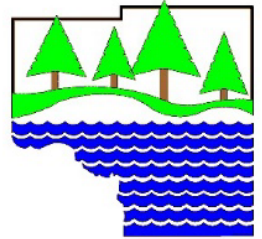
ATTEST



John Johnson
Chair of the County Board



Brett Skyles
Clerk of the County Board



August 14, 2024

Chair:

PULL: None

ADDITIONS:

1. Item #6.5 – American Rescue Plan (ARP) Request – Arbo Township

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, August 6, 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	Absent	
Terry Snyder	District #2	Present	2:30 PM
John Johnson	District #3	Present	2:30 PM
Burl Ives	District #4	Present	2:30 PM
Casey Venema	District #5	Present	2:30 PM

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF AGENDA

Motion To: Add Items #6.5 (American Rescue Plan Request - Minnesota Masonic Children's Clinic) and #6.6 (American Rescue Plan Request Amendment) and approve the agenda, as amended.

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

IV. MINUTES APPROVAL

Motion To: Approve the minutes, as delineated below.

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

1. Approve the minutes of the Tuesday, July 23, 2024 County Board Regular Session.

V. RECOMMENDED FOR CONSENT AGENDA

1. Appoint Lilah Crowe to the Extension Committee, fulfilling the unexpired vacancy effective August 14, 2024 through December 31, 2026.

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 08/14/2024 2:30 PM
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2. Acknowledge the resignation of Leah Griffen as Resident Commissioner on the Itasca County Housing and Redevelopment Authority (HRA), effective July 23, 2024.

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 08/14/2024 2:30 PM
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3. Accept the resignation of Randy Mattfield, KOOTASCA Program Director, from the NE MN HOME Consortium Advisory Committee and appoint Sandy O'Fallon to fulfill the vacant, unexpired term effective August 14, 2024.

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 08/14/2024 2:30 PM
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4. Appoint Interim County Attorney Jacob Fauchald to the Attorney/Ex-Officio position on the Planning Commission/Board of Adjustment (PC/BoA) for the unexpired elected term ending December 31, 2026 due to Matti Adam vacating the office of County Attorney.

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 08/14/2024 2:30 PM
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5. Appoint Interim County Attorney Jacob Fauchald to the Attorney position on the Risk Management Commission for the unexpired elected term ending December 31, 2026 due to Matti Adam vacating the office of County Attorney.

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 08/14/2024 2:30 PM
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6. Approve the donation of 40 monitors, 4 televisions, 30 desktop computers, 26 network switches, 12 rack mount servers, 3 rack mount KVM's, 34 laptops, and 7 printers to PC's for People.

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 08/14/2024 2:30 PM
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7. Approve the transfer of funds in the amount of \$1,500,000 from the Unorganized Township road and bridge accounts to the County Road and Bridge fund for road maintenance costs in Unorganized Townships.

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 08/14/2024 2:30 PM
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VI. DISCUSSION / INFORMATIONAL

1. Citizen Input

Judge Chandler provided citizen input regarding the courtrooms that were recently completed with the Correctional Facility/Courts Construction Project.

2. Appointment of Veterans Service Officer

Motion To: Approve the appointment of John Prepodnik to the position of Veterans Service Officer and authorize the Fringe Benefits as outlined in the document titled Fringe Benefits Veterans Service Officer, and adopt the Resolution Re: Appointment of Veterans Service Officer.

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

Judge Chandler administered the Oath of Office to newly-appointed Veterans Service Officer John Prepodnik.

3. 2023 Itasca County Transportation Department Annual Report
County Engineer Karin Grandia provided the 2023 Annual Report of the Itasca County Transportation Department.

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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4. Updates to the MN Government Data Practice Manual for Itasca County

Motion To: Approve updates to the MN Government Data Practices Manual for Itasca County.

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

5. American Rescue Plan (ARP) Request – Minnesota Masonic Children's Clinic

Motion To: Approve the American Rescue Plan (ARP) request, in the amount of \$10,000, from the Minnesota Masonic Children's Clinic to support the treatment of Itasca County youth in need.

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

6. American Rescue Plan (ARP) Request Amendment

Motion To: Approve amending the payee of the American Rescue Plan (ARP) request from CEDA/Itasca County to North Star Marketing & Services/Itasca County.

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

VII. COMMITTEE REPORTS

Commissioner Ives reported on his attendance at a recent township meeting.

Commissioner Snyder reported on his attendance at recent Intergovernmental Affairs Committee, Grand Village, and Itasca Economic Development Corporation (IEDC) meetings.

Commissioner Johnson reported on his attendance at a recent Budget Work Session.

VIII. ADMINISTRATOR UPDATE

County Administrator Brett Skyles provided an Administrator Update, including an announcement that the Sheriff's Office has moved to the new Correctional Facility/Courts building.

IX. COMMISSIONER COMMENTS

Interim County Attorney Jacob Fauchald provided an Assistant County Attorney hiring update.

Commissioner Ives provided comment regarding the use of American Rescue Plan (ARP) funds to support transportation needs within the unorganized areas of Commissioner District #4.

Motion To: Reschedule the Wednesday, August 14, 2024 Budget Work Session to begin at 10:30 AM instead of 8:00 AM in the Boardroom of the Itasca County Courthouse.

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

X. CLOSED SESSIONS

XI. ADJOURN

Chair Johnson adjourned the meeting at 3:31 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

Wednesday, August 14, 2024

REQUEST FOR BOARD ACTION: RBA-2024-328

DEPARTMENT: Administrative Services

TIME REQUESTED: < 5 Minutes

PRESENTER: Amanda Schultz

AGENDA ITEM:

Appointment - Extension Committee

BOARD ACTION REQUESTED:

Appoint Lilah Crowe to the Extension Committee, fulfilling the unexpired vacancy effective August 14, 2024 through December 31, 2026.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. Extension Committee - Application - L Crowe
2. APPT Extension - L Crowe

08/06/2024

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 08/14/2024 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**

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123 NE 4th Street
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Wednesday, August 14, 2024

REQUEST FOR BOARD ACTION: RBA-2024-329

DEPARTMENT: Administrative Services

TIME REQUESTED: < 5 Minutes

PRESENTER: Amanda Schultz

AGENDA ITEM:

Resignation of Appointment - Itasca County HRA

BOARD ACTION REQUESTED:

Acknowledge the resignation of Leah Griffen as Resident Commissioner on the Itasca County Housing and Redevelopment Authority (HRA), effective July 23, 2024.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. Housing & Redevelopment Authority - Resignation Ltr - L Griffen

08/06/2024

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 08/14/2024 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
123 NE 4th Street
Grand Rapids, MN 55744

Wednesday, August 14, 2024

REQUEST FOR BOARD ACTION: RBA-2024-331

DEPARTMENT: Administrative Services

TIME REQUESTED: < 5 Minutes

PRESENTER: Amanda Schultz

AGENDA ITEM:

Resignation/Appointment - NE MN HOME Consortium

BOARD ACTION REQUESTED:

Accept the resignation of Randy Mattfield, KOOTASCA Program Director, from the NE MN HOME Consortium Advisory Committee and appoint Sandy O'Fallon to fulfill the vacant, unexpired term effective August 14, 2024.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. APPT Rep For NE MN HOME Consortium - S OFallon

08/06/2024

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 08/14/2024 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
123 NE 4th Street
Grand Rapids, MN 55744

Wednesday, August 14, 2024

REQUEST FOR BOARD ACTION: RBA-2024-319

DEPARTMENT: Administrative Services

TIME REQUESTED: < 5 Minutes

PRESENTER: Amanda Schultz

AGENDA ITEM:

Appointment - Planning Commission/Board of Adjustment (PCBoA)

BOARD ACTION REQUESTED:

Appoint Interim County Attorney Jacob Fauchald to the Attorney/Ex-Officio position on the Planning Commission/Board of Adjustment (PC/BoA) for the unexpired elected term ending December 31, 2026 due to Matti Adam vacating the office of County Attorney.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. APPT PCBoA - J Fauchald

08/06/2024

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 08/14/2024 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
123 NE 4th Street
Grand Rapids, MN 55744

Wednesday, August 14, 2024

REQUEST FOR BOARD ACTION: RBA-2024-320

DEPARTMENT: Administrative Services

TIME REQUESTED: < 5 Minutes

PRESENTER: Amanda Schultz

AGENDA ITEM:

Appointment - Risk Management Commission

BOARD ACTION REQUESTED:

Appoint Interim County Attorney Jacob Fauchald to the Attorney position on the Risk Management Commission for the unexpired elected term ending December 31, 2026 due to Matti Adam vacating the office of County Attorney.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. APPT Risk Commission - J Fauchald

08/06/2024

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 08/14/2024 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
123 NE 4th Street
Grand Rapids, MN 55744

Wednesday, August 14, 2024

REQUEST FOR BOARD ACTION: RBA-2024-333

DEPARTMENT: Management Information Services **TIME REQUESTED:** < 5 Minutes

PRESENTER: Christopher Worth, Jennifer Sutherland

AGENDA ITEM:

Donation of Equipment

BOARD ACTION REQUESTED:

Approve the donation of 40 monitors, 4 televisions, 30 desktop computers, 26 network switches, 12 rack mount servers, 3 rack mount KVM's, 34 laptops, and 7 printers to PC's for People.

BACKGROUND:

Donation of surplus equipment that has been decommissioned for County use, and needs to be disposed of. Donations to PC's for People are more cost-effective than recycling or putting the equipment at public auction.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION: None

08/06/2024

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 08/14/2024 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
123 NE 4th Street
Grand Rapids, MN 55744

Wednesday, August 14, 2024

REQUEST FOR BOARD ACTION: RBA-2024-301

DEPARTMENT: Transportation

TIME REQUESTED: < 5 Minutes

PRESENTER: Karin Grandia

AGENDA ITEM:

2023 Unorganized Township Bill

BOARD ACTION REQUESTED:

Approve the transfer of funds in the amount of \$1,500,000 from the Unorganized Township road and bridge accounts to the County Road and Bridge fund for road maintenance costs in Unorganized Townships.

BACKGROUND: In September of 2020, the County Board adopted a new Unorganized Township Road and Bridge policy which outlines how road maintenance costs on the unorganized township system would be reimbursed to the County Road and Bridge fund. The policy states that a maximum reimbursement amount is set in the annual budget. The following year, the Transportation Department will provide a list of actual costs for the system and create a bill for the transfer of funds. Any amount over the budgeted amount will be covered by the County Road and Bridge fund.

2024 Budgeted Revenue Amount: \$1,500,000.00

2023 Actual Expenditures: \$2,140,684.33

Since expenditures were above the budgeted amount, the entire \$1,500,000 should be transferred to the County Road and Bridge fund.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. Unorganized Township Road Policy
2. 2023 UTWP Maintenance Costs for Board

08/06/2024

RESULT:	RECOMMENDED FOR CONSENT	NEXT: 08/14/2024 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 POLICIES & PROCEDURES Transportation Department	EFFECTIVE DATE: 9/8/2020	POLICY #:
	RBA #: 2020- 904	BOARD APPROVAL DATE: 9/8/2020 Format Updates:
	REFERENCES:	
SUBJECT: Unorganized Township Road Policy		

Unorganized Township Road Policy

The following policy has been established to provide guidelines and procedures for funding unorganized township road and bridge maintenance and improvements.

Background:

1. Itasca County has by resolution 2016-64 adopted December 13, 2016, designated a network of roads as unorganized township roads.
2. Itasca County received special legislation in 1999 through Chapter 115 – S.F. 1012, which states “Notwithstanding Minnesota Statutes, section 163.06, subdivision 4, the road and bridge fund tax money collected from unorganized townships in Itasca County need not be set apart in separate funds for each township. Notwithstanding Minnesota Statutes section 163.06, subdivision 5, road and bridge fund tax money that is collected from the various unorganized townships may be expended by the Itasca County board in any of the unorganized townships in the County”.

Funding Areas:

Although the special legislation allows for the revenues from unorganized township road and bridge levies to be combined into one fund and to be spent in any unorganized township, there remains a need to better utilize those funds in a manner which best serves the area in which those funds are collected. Unorganized Townships with similar geographical and functional characteristics have been divided into six Sub-Areas as shown on the attached map.

Accounting:

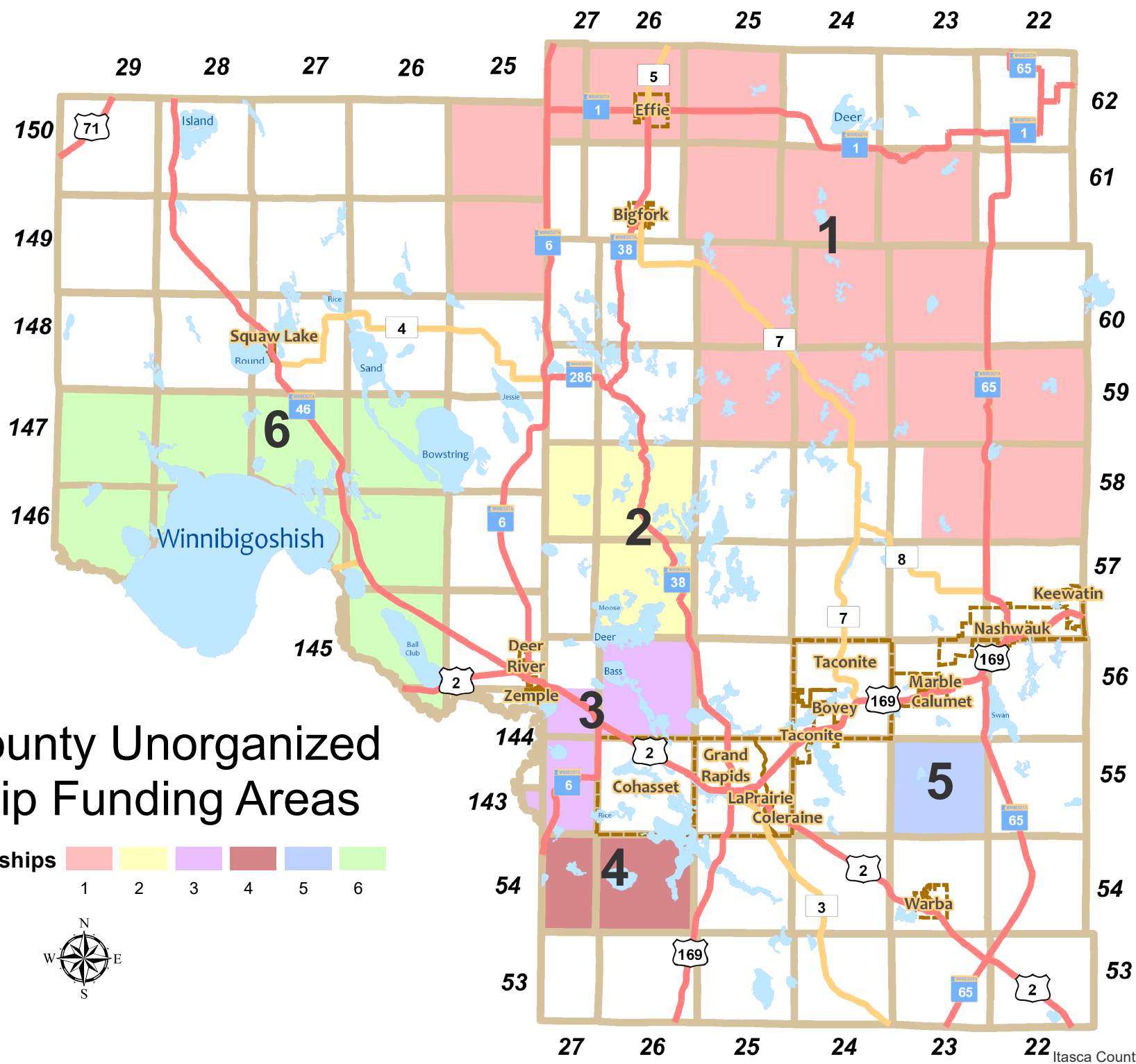
1. The unorganized township road and bridge fund tax capacity rate for each unorganized township shall be made equal and be set annually by the Itasca County Board.
2. The County Board will set an annual budget for the unorganized township maintenance expenses. The Transportation Department will determine the actual costs to the UT System after year-end and create a bill for transfer of

funds. The bill will not exceed the budget amount, with any additional costs being covered by the County Road and Bridge fund.

3. Funds in the UT System that are not utilized for maintenance, will be held for construction projects, established through the five-year plan.
4. The Auditor Treasurer's office will create new accounting codes, one for each funding area, and move monies from the individual unorganized township funds to their appropriate funding area. From that point forward, incoming taxes and fees, and outgoing reimbursements and expenses will be kept by funding area. The cumulative total of the funds available for the UT System will not go below zero. If the UT fund is depleted, continued maintenance will be funded by the County road and bridge fund.

Itasca County Unorganized Township Funding Areas

Unorganized Townships 1 2 3 4 5 6



Itasca County Transportation Department

Unorganized Township 2024 Billing for 2023 Costs

Unorganized Township Costs for 2023	\$ 2,140,684.33	Includes Overhead and Unallocated Costs
Bill to Unorganized Township	\$ 1,500,000.00	70.07%
County Portion of Unorganized Road Costs	\$ 640,684.33	29.93%

Date: 6/10/2024
 Time: 05:17 pm
 Fringe Benefits Included Total Class
 From: 1-0-2023
 Through: 13-9999-2023

ITASCA COUNTY HIGHWAY DEPARTMENT

Summary of Road Program Maintenance Costs

Account	Description	Account Code	Program 40 Through 50	Cost/Mile
11-0000	ROUTINE MAINTENANCE		1,239,493.12	4,239.32
12-0000	Parts & Replacements		310,041.35	1,060.41
13-0000	BETTERMENTS		109,189.71	373.45
14-0000	SPECIAL WK-DUST CTL&ENG		179,888.08	615.25
18-0000	Work for Others (Adjust at Y/E to 6x)		.00	.00
	Allocated Expense		1,838,612.26	6,288.43
	Unallocated Expense		283,164.42	968.48
	Adjustment to Equalize Depreciation		18,907.65	64.67
	Total Expense		2,140,684.33	7,321.58
	Total No of Miles		292.3800	
	Proration Percent		17.662 %	

UT Area	Percent of Total	Amount Due
1	43.67%	\$655,050
2	10.39%	\$155,850
3	16.70%	\$250,500
4	11.00%	\$165,000
5	5.90%	\$88,500
6	12.34%	\$185,100
Totals	100.00%	\$1,500,000



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Wednesday, August 14, 2024

REQUEST FOR BOARD ACTION: RBA-2024-95

DEPARTMENT: Administrative Services

TIME REQUESTED: 10 Minutes

PRESENTER: Chair

AGENDA ITEM:

Citizen Input

BOARD ACTION REQUESTED:

Receive Citizen Input

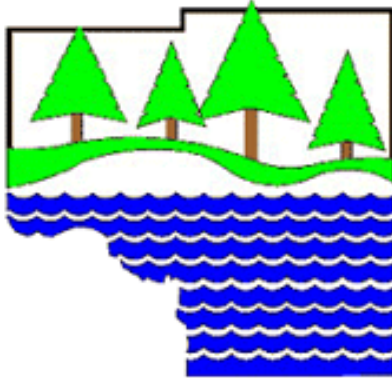
BACKGROUND:

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

Wednesday, August 14, 2024

REQUEST FOR BOARD ACTION: RBA-2024-3559

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 Lindsay Nelson-Schultz, whose last day as Social Worker-HCBS with the HHS Department was August 8, 2024, after 17+ years of service.

Farewell to Jeff Heinrich, whose last day as Highway Maintenance Supervisor with the Transportation Department was August 02, 2024, after 43+ years of service.

Farewell to Kai Ritter, whose last day as Lead Medical Support Specialist with the HHS Department was July 26, 2024, after 14+ years of service.

Farewell to Lindsey Wald, whose last day as Social Worker with the HHS Department was August 2, 2024, after 2+ years of service.

Farewell to Dan Neary, whose last day as District Forester with the Land Department was August 2, 2024, after 3+ years of service.

Farewell to Bianca Johnson, whose last day as Human Services Support Specialist with HHS Department was August 6, 2024, after 3+ years of service.

Welcome to new employee, John Prepodnik, Veteran's Service Department with the Veteran's Service Department, which was effective July 29, 2024.

Welcome to new employee, Joe O'Toole, Deputy Sheriff/Road Deputy, with the Sheriff's Department, which was effective July 29, 2024.

Welcome to new employee, Daniel McNamara, Corrections Deputy, with the Sheriff's Department, which was effective August 5, 2024.

Congratulations to Kristin Isaacs, who transferred from Human Services Support Specialist to Accounting Technician with the HHS Department, which was effective August 4, 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

Wednesday, August 14, 2024

REQUEST FOR BOARD ACTION: RBA-2024-122

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 August 16, 2024, in the amount of \$1,739,240.98.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION: None

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



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Wednesday, August 14, 2024

REQUEST FOR BOARD ACTION: RBA-2024-327

DEPARTMENT: Environmental Services

TIME REQUESTED: 30 Minutes

PRESENTER: Katie Benes

AGENDA ITEM:

Public Hearing Re: Adoption of a Short-Term Rental Ordinance

BOARD ACTION REQUESTED:

Hold a Public Hearing Re: Adoption of a Short-Term Rental Ordinance for the purpose of receiving public comment on the adoption of the proposed Short-Term Rental Ordinance.

BACKGROUND:

In 2019, Itasca County Environmental Services began work on the creation of a short-term rental ordinance. A public hearing was held during the County Board meeting, April 2, 2024, to allow for comment on the draft ordinance during which significant feedback was received. A second public hearing is warranted to allow the community an opportunity to review proposed changes.

Public notice of this hearing has been published in the Grand Rapids Herald Review (7/31/2024; Affidavit of Publication attached) and Scenic Range News Forum (8/1/2024; Affidavit of Publication attached).

COUNTY ATTORNEY REVIEW: Yes and/or Pending

SUPPORTING DOCUMENTATION:

1. 2024.07.16 Short Term Rental Application
2. 2024.07.16 DRAFT Short Term Rental Ordinance
3. Affidavit of Publication - GRHR
4. Affidavit of Publication - SRNF
5. 2024.07.16 DRAFT Short Term Rentals Redline
6. Public Hearing Citizen Input Sheet
7. Public Hearing Citizen handouts
8. Public Hearing Additional Information Citizen Communications

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

Wednesday, August 14, 2024

RESOLUTION

RE: ADOPTION OF ITASCA COUNTY SHORT-TERM RENTAL ORDINANCE (EFFECTIVE TBD)

WHEREAS, the Itasca County Short-term Rental Ordinance was introduced to achieve the following purposes:

To establish standards for the maintenance and operation of short-term rental units within Itasca County.

To coordinate enforcement of short-term rental unit standards with the Minnesota Department of Health, which licenses short-term rental units rented for periods of 6 days or less, according to M.S. 4625 and M.S. 327.

To mitigate possible adverse impacts on the health, safety, welfare, and quality of life of surrounding property owners.

To protect water resources within Itasca County by requiring short-term rental units to comply with the sizing requirements for subsurface sewage treatment systems established in M.S. 7080-7083.

WHEREAS, a Notice of Intent to Adopt Ordinance was published in the Grand Rapids Herald Review on March 20, 2024 and July 31, 2024, and in the Scenic Range News Forum on March 21, 2024 and August 1, 2024; and

WHEREAS, Pursuant to M.S. 375.51, a public hearing on the ordinance was held at the Itasca County Courthouse Boardroom located at 123 NE 4th Street, Grand Rapids, MN 55744, on Tuesday, April 2, 2024, at 2:30 p.m. A second public hearing, pursuant to ordinance amendments, was held at the Itasca County Courthouse Boardroom on Wednesday, August 14, 2024, at 2:30 p.m.

NOW THEREFORE BE IT RESOLVED, the Itasca County Board of Commissioners hereby enacts, ordains, and adopts the Itasca County Short-Term Rental Ordinance.

BE IT FURTHER RESOLVED, that the Ordinance shall be published at least one time as part of the proceedings of the meeting at which the ordinance was enacted, together with notice of the following: A printed copy of this Ordinance, marked as the official copy, shall be filed with, and is available for inspection and use by any person during regular office hours at the Office of the Itasca County Auditor.

BE IT FURTHER RESOLVED, that this Ordinance shall take effect on TBD.



Short-Term Rental License Application

Thank you for complying with Itasca County's Short-Term Rental ordinance by registering your rental with us. This application is for a three-year license. License renewals shall be submitted by January 1, or prior to any rental activity. A separate application is required for each rental unit. The following materials must be submitted as part of the Short-Term Rental License Application:

- Completed application.
- Copy of a valid Certificate of SSTS Compliance.
- Copy of water test results from an accredited lab which meet the requirements of MDH's Health, Food & Lodging requirements.
- Site plan including property lines, property dimensions, structures to be licensed, parking areas, shoreland recreational areas, and SSTS.
- \$450 Fee | \$100 Fee for STR with valid MDH license (Fee covers a three year license)
-

Property Information

Physical Address: _____

City: _____ State: _____ Zip: _____

Parcel No.: _____

Property Owner Information

Owner Name: _____

DBA: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Owner's Authorized Agent Information

The Owner's Authorized Agent shall be available 24 hours a day, 7 days a week, whenever the property is being rented. The Owner or the Owner's Authorized Agent shall respond to any issue or complaint.

Authorized Agent's Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

How many bedrooms are in this short-term rental unit? _____

What is the advertised occupancy of this short-term rental unit? _____

Have you notified adjacent property owners of the name, address,
and phone number of the Owner's Authorized Agent? _____

Have you notified the local tax authority of the intended use? _____

Is this rental connected to a compliant septic system? _____

Does this rental unit have a holding tank? _____

If a holding tank, does the owner of this unit have an agreement with a
licensed septic pumper? _____

Does this rental unit have working fire alarms, carbon monoxide detectors, and
fire extinguishers that would meet or exceed any applicable state standards? _____

Do you have a plan for garbage disposal? _____

Does this rental unit have the following items prominently displayed for its renters?

- | | | |
|---|---|---|
| Y | N | Emergency contact information, including police, fire, hospital, and septic pumper? |
| Y | N | Unit occupancy? |
| Y | N | Property rules, including but not limited to noise and parking standards? |
| Y | N | Information relating to aquatic invasive species and territorial invasive species? |

I hereby certify that the above statements are true and correct to the best of my knowledge. Furthermore, I have read the local short-term rental ordinance and agree to comply with applicable local requirements.

Signature: _____ Date: _____

NOTE: Any pool or spa open to the public must be licensed by the MN Department of Health. The use of a pool or spa is not covered by a short-term rental license.

Section 1 PURPOSE, SCOPE, & OBJECTIVES

1.1 Purpose

It is the purpose and intent of this ordinance to identify and regulate short-term rental units within Itasca County. To continue the allowed use of short-term rental units, but also to mitigate possible adverse impacts to the health, safety, welfare, and quality of life to surrounding properties, as well as water and environmental quality. Itasca County establishes this licensing program for the review and approval of short-term rental unit operations.

1.2 Scope

- A. This ordinance is adopted pursuant to Minnesota Statute Sections 145A.05 and 375.51.
- B. This ordinance adopts by reference the provisions of Minnesota Statutes, Chapters 145A, 157, 327 and Sections 375.51-375.55, 7080-7083, and Minnesota Rules 4625.0100 – 4635.2300 relating to lodging establishments, including all subsequent amendments thereto.

1.3 Objectives

To provide and enforce standards for the maintenance of short-term rental units and to provide local governance to promote the health, safety, and wellness of Itasca County citizens and users of short-term rental units.

Section 2 DEFINITIONS

2.1 Definitions

Unless specifically defined below, words or phrases used in this Ordinance shall be interpreted to give them the same meaning they have in common usage and to give this Ordinance its most reasonable application.

- A. “Owner” means the property owner of record of the real estate located in Itasca County.
- B. “Owner’s Authorized Agent” means a person who has written designation to act on behalf of the Owner and is available 24 hours a day, seven days a week, whenever the property is rented for short-term rental purposes.
- C. “Parcel” means a unit of real property that has been given an identification number maintained by Itasca County.
- D. “Short-term Rental Unit” means any home, cabin, condominium, or similar building that is advertised as, or held out to be, a place where sleeping quarters are furnished to the public on a nightly, weekly, or for less than a 30-day period,

Itasca County Short-Term Rental Ordinance – 2024.07.16 DRAFT LANGUAGE

and is not a bed-and-breakfast, resort, hotel, or motel.

- E. “SSTS” means “subsurface sewage treatment system” and is either an individual subsurface sewage treatment system as defined in subpart 41 of Rule 7080.1100 or a mid-sized subsurface sewage treatment as defined in subpart 4 of Rule 7081.0020, as applicable.
- F. “Bedroom” as defined by Minnesota Rule 7080.1100, subpart 4.

Section 3 LICENSE REQUIRED

- 3.1 No short-term rental unit may be operated without a valid license issued pursuant to this Ordinance.
- 3.2 All existing short-term rental unit operations as of the enactment date of this Ordinance shall obtain a license from the County prior to January 1, 2026. New short-term rental unit operations as of the enactment date of this Ordinance shall obtain a license prior to commencing operations.
- 3.3 A separate short-term rental unit license is required for each unit on a parcel that operates as a short-term rental unit.
- 3.4 The short-term rental unit license is valid for three years from date of issuance.
- 3.5 The short-term rental license shall not be transferrable upon any change in ownership of the licensed property, or any other circumstances.

Section 4 GENERAL PROVISIONS

- 4.1 Severability. If any section, clause, provision, or portion of this ordinance is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this Ordinance shall not be affected thereby.
- 4.2 Jurisdiction. The provisions of this Ordinance apply to all areas within the boundaries of Itasca County.
- 4.3 A short-term rental unit shall meet the requirements of the Itasca County Zoning Ordinance and successor ordinances.
- 4.4 Short-term rental units shall be a permitted use within all zoning districts provided an approved application meeting the following standards are met.

Section 5 LICENSE APPLICATION REQUIREMENTS

Itasca County Short-Term Rental Ordinance – 2024.07.16 DRAFT LANGUAGE

- 5.1 An application shall be submitted on the approved Environmental Services Department application form providing the following:
- A. A current SSTS compliance inspection with design flows that are in accordance with the performance standards of the Itasca County Sanitation Ordinance and Minnesota Rules, Chapter 7080-7083.
 - B. A site plan including property line locations, dimensions of the property, structures to be licensed, parking areas, shoreland recreational areas, and SSTS.
 - C. Emergency contact information including but not limited to: police, fire, hospital, and septic pumper.
 - D. A water test from an accredited laboratory with test results in accordance with the Minnesota Department of Health Food and Lodging requirements.
 - E. A plan for garbage disposal.
 - F. Proof that the appropriate safety measures are in place (e.g., fire alarms, smoke detectors, carbon monoxide detectors, fire extinguishers) and in working order. These safety measures shall meet or exceed any applicable state standards.
 - G. Proof that the short-term rental unit has been registered with the applicable local, state, and other jurisdiction taxing authorities.
 - H. The name, mailing address, email address, and telephone number of the owner of the short-term rental unit for which the license is to be issued.
 - I. The name, address, telephone number, and email address of the Owner's Authorized Agent.
 - J. Physical address and parcel identification number
- 5.2.1 No application for initial or renewal license will be approved if there are past-due property taxes on the property described in the license application.
- 5.2.2 The Owner shall keep a report, detailing use of the home by recording the full name, address, and dates of stay for all guests using the property. Records must be retained for a period of one year. A report may be requested by the County at any time.

Section 6 APPLICATION PROCESS

- 6.1 Applications for short-term rental operations licenses may be completed on the Itasca County website. Once a complete application is received, along with supplemental information and payment of fee, Itasca County will issue or deny the license in

accordance with the timelines established under Minnesota Statutes, Section 15.99 (60 days), during which time the County may contact the Owner or Owner's Authorized Agent for additional information. If the license is denied, a letter will accompany the denial explaining the reasons for the denial and the Owner or Owner's Authorized Agent may reapply once the conditions surrounding the application denial are corrected.

Section 7 PERFORMANCE STANDARDS

7.1 The following performance standards shall be adhered to:

- A. The Owner shall provide adjacent property owners with the name, address, and phone number for the Owner's Authorized Agent.
- B. The Owner of the short-term rental unit shall ensure that the noise standards of Minnesota Rules, Chapter 7030; or successor rules, are met.
- C. No illegal fireworks.
- E. On-site parking shall be contained within property boundaries.
- F. The Owner shall disclose in writing the following information to renters:
 - 1. The name, address, and phone number of the Owner's Authorized Agent who is available 24 hours a day, seven days a week, whenever the property is rented for short-term rental purposes.
 - 2. Emergency contact information prominently displayed including but not limited to police, fire, hospital, and septic pumper.
 - 3. Property rules related to special features (e.g., property lines, safety concerns) of the property including but not limited to noise rules.
 - 4. Prominently displayed information relating to aquatic invasive species and territorial invasive species to prevent the introduction and spread. Print materials are available at the Minnesota Department of Natural Resources website.
 - 5. A county license number shall accompany the advertising for each short-term rental unit. This shall include all print literature and all online marketing.
 - 6. Permit holders must comply with all local, state, and federal laws and regulations.
- G. Occupancy Standards:

1. The overnight occupancy of a short-term rental shall be limited to no more than two (2) persons per bedroom plus two (2) additional persons per principal building, or no more than the subsurface sewage treatment system is designed to handle. The maximum occupancy allowed by license shall be conspicuously displayed within the short-term rental unit.
2. Licensee shall not advertise the property as containing any more than the number of bedrooms and maximum occupancy on the license.

Section 8 ENFORCEMENT

- 8.1 Itasca County Environmental Services Department will investigate all alleged violations of this Ordinance. The County will notify the Owner or Owner's Authorized Agent and the reporter within a reasonable time. The Owner or Owner's Authorized Agent shall address substantiated violations as directed by the County. If compliance is not obtained within the period specified, or if repeat or multiple violations occur, then the license shall be subject to revocation as determined by the County.
- 8.2 The intentional false reporting of a violation of this ordinance shall be a violation of this ordinance. The penalty for intentional false reporting of a violation will be \$250.00 for the first offense, \$500.00 for the second offense, and \$1,000.00 for the third or any subsequent offense.
- 8.3 Any license revoked under this section will not be re-instated for a period of not less than one year from the date of revocation. Short-term rental operations may resume only after a new license application is submitted to the County and approved.
- 8.4 The Owner or Owner's Authorized Agent shall, upon request of the Itasca County Environmental Service Department, permit access to the property and all permitted units at any reasonable time for the purpose of inspection upon the request of Itasca County.

Section 9 APPEALS

- 9.1 Administrative Appeal. Appeals from any order, requirement, decision, or determination made by Itasca County shall first be made in writing to the Planning Commission within 30 days of the determination.
- 9.2 Appeals from the Planning Commission's determination shall be brought in the District Court of Itasca County within 30 days of receipt of notice of the County Administrator's determination.

Section 10 FEES

- 10.1 Short-term rental unit license fees must be paid in full at the time of application. Fees are set according to a fee schedule that may be updated from time to time. Current fees can be found by visiting the Itasca County website.
- 10.2 Applicants who show proof of a valid short-term rental license from MDH will be subject to a reduced license fee. Fees are set according to a fee schedule that may be updated from time to time.

AFFIDAVIT OF PUBLICATION

STATE OF MINNESOTA)
) ss.
COUNTY OF ITASCA)

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

1. I am the Publisher of the Grand Rapids Herald Review, or the publisher's designated agent. I have personal knowledge of the facts stated in this Affidavit, which is made pursuant to Minnesota Statutes §331A.07.
2. The newspaper has complied with all of the requirements to constitute a qualified newspaper under Minnesota law, including those requirements found in Minnesota Statutes §331A.02.
3. The dates of the month and the year and day of the week upon which the public notice attached/copies below was published in the

Wednesday July 31st 2024
4. The publisher's lowest classified rate paid by commercial users for comparable space, as determined pursuant to § 331A.06, is as follows:
\$2.00 per 1-col line.
5. Mortgage Foreclosure Notices. Pursuant to Minnesota Statutes §580.033 relating to the publication of mortgage foreclosure notices: The newspaper's known office of issue is located in Itasca County. The newspaper complies with the conditions described in §580.033, sub d. 1, clause (1) or (2). If the newspaper's known office of issue is located in a county adjoining the county where the mortgaged premises or some part of the mortgaged premises described in the notice are located, a substantial portion of the newspaper's circulation is in the latter county.

FURTHER YOUR AFFIANT SAITH NOT.

Brett Holum [Signature]

Subscribed and sworn to before me on this
31st day of July 2024
Barbara Eiesland
Notary Public

NOTICE OF INTENT AND PUBLIC HEARING

ITASCA COUNTY

Pursuant to Minnesota Statute Chapter 375.51, notice is hereby given that the Board of Itasca County (the "Board") will meet in the Boardroom of the County Courthouse, 123 NE 4th Street, in the City of Grand Rapids, Minnesota at approximately 2:30 p.m., or shortly thereafter, on Wednesday, August 14, 2024, to conduct a public hearing for the purpose of receiving public comment on the adoption of a Short-Term Rental Ordinance.

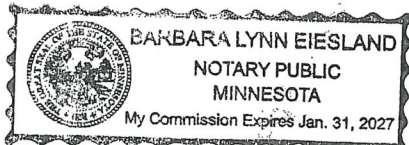
All interested persons may appear and be heard at the time and place set forth above, or may file written comments prior to the date of the hearing set forth above. For further information regarding said hearing, please contact the Itasca County Environmental Services Department, Itasca County Courthouse, 123 NE 4th St., Grand Rapids, Minnesota 55744; (218) 327-2857.

Dated: July 24, 2024

ITASCA COUNTY BOARD,
MINNESOTA

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

HR July 31, 2024.....174380



AFFIDAVIT OF PUBLICATION

STATE OF MINNESOTA)

) ss.

COUNTY OF ITASCA)

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

1. I am the publisher of the Scenic Range News Forum, or the publisher's designated agent. I have personal knowledge of the facts stated in this Affidavit, which is made pursuant to Minnesota Statutes §331A.07.
2. The newspaper has complied with all of the requirements to constitute a qualified newspaper under Minnesota law, including those requirements found in Minnesota Statutes §331A.02.
3. The dates of the month and the year and day of the week upon which the public notice attached/copied was published in the newspaper are as follows: 8/11/24
4. The publisher's lowest classified rate paid by commercial users for comparable space, as determined pursuant to § 331A.06, is as follows: \$10.00 per column inch.
5. Mortgage Foreclosure Notices. Pursuant to Minnesota Statutes §580.033 relating to the publication of mortgage foreclosure notices: The newspaper's known office of issue is located in Itasca County. The newspaper complies with the conditions described in §580.033, subd. 1, clause (1) or (2). If the newspaper's known office of issue is located in a county adjoining the county where the mortgaged premises or some part of the mortgaged premises described in the notice are located, a substantial portion of the newspaper's circulation is in the latter county.

NOTICE OF INTENT AND PUBLIC HEARING ITASCA COUNTY

Pursuant to Minnesota Statute Chapter 375.51, notice is hereby given that the Board of Itasca County (the "Board") will meet in the Boardroom of the County Courthouse, 123 NE 4th Street, in the City of Grand Rapids, Minnesota at approximately 2:30 p.m., or shortly thereafter, on Wednesday, August 14, 2024, to conduct a public hearing for the purpose of receiving public comment on the adoption of a Short-Term Rental Ordinance.

All interested persons may appear and be heard at the time and place set forth above, or may file written comments prior to the date of the hearing set forth above. For further information regarding said hearing, please contact the Itasca County Environmental Services Department, Itasca County Courthouse, 123 NE 4th St., Grand Rapids, Minnesota 55744; (218) 327-2857.

Dated: July 24, 2024

ITASCA COUNTY BOARD,
MINNESOTA

/s/ Brett Skyles

Clerk of the County Board

Itasca County Board, Minnesota

Published 8/1



Tony Fragnito, Publisher

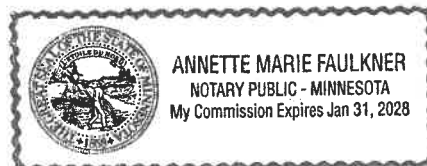
Kristina Loch

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

4th Day of August, 20 24



(Notary Public)



Itasca County Short-Term Rental Ordinance - DRAFT LANGUAGE

Section 1 PURPOSE, SCOPE, & OBJECTIVES

1.1 Purpose

It is the purpose and intent of this ordinance to identify and regulate short-term rental units within Itasca County. To continue the allowed use of short-term rental units, but also to mitigate possible adverse impacts to the health, safety, welfare, and quality of life to surrounding properties, as well as water and environmental quality. Itasca County establishes this licensing program for the review and approval of short-term rental unit operations.

~~It is the intent of this ordinance that short-term rental units rented for 6 days or less at a time shall be licensed under the Minnesota Department of Health (MDH) and are exempt from County licensing requirements.~~

1.2 Scope

- A. This ordinance is adopted pursuant to Minnesota Statute Sections 145A.05 and 375.51.
- B. This ordinance adopts by reference the provisions of Minnesota Statutes, Chapters 145A, 157, 327 and Sections 375.51-375.55, 7080-7083, and Minnesota Rules 4625.0100 – 4635.2300 relating to lodging establishments, including all subsequent amendments thereto.

1.3 Objectives

To provide and enforce standards for the maintenance of short-term rental units and to provide local governance to promote the health, safety, and wellness of Itasca County citizens and users of short-term rental units.

Section 2 DEFINITIONS

2.1 Definitions

Unless specifically defined below, words or phrases used in this Ordinance shall be interpreted to give them the same meaning they have in common usage and to give this Ordinance its most reasonable application.

- A. “Owner” means the property owner of record of the real estate located in Itasca County.
- B. “Owner’s Authorized Agent” means a person who has written designation to act on behalf of the Owner and is available 24 hours a day, seven days a week, whenever the property is rented for short-term rental purposes.
- C. “Parcel” means a unit of real property that has been given an identification number maintained by Itasca County.

Itasca County Short-Term Rental Ordinance - DRAFT LANGUAGE

- D. “Short-term Rental Unit” means any home, cabin, condominium, or similar building that is advertised as, or held out to be, a place where sleeping quarters are furnished to the public on a nightly, weekly, or for less than a 30-day period, and is not a bed-and-breakfast, resort, hotel, or motel.
- E. “SSTS” means “subsurface sewage treatment system” and is either an individual subsurface sewage treatment system as defined in subpart 41 of Rule 7080.1100 or a mid-sized subsurface sewage treatment as defined in subpart 4 of Rule 7081.0020, as applicable.
- F. “Bedroom” as defined by Minnesota Rule 7080.1100, subpart 4.

Section 3 LICENSE REQUIRED

- 3.1 No short-term rental unit may be operated without a valid license issued pursuant to this Ordinance.
- 3.2 All existing short-term rental unit operations as of the enactment date of this Ordinance shall obtain a license from the County prior to January 1, ~~2025~~2026. New short-term rental unit operations as of the enactment date of this Ordinance shall obtain a license prior to commencing operations.
- 3.3 A separate short-term rental unit license is required for each unit on a parcel that operates as a short-term rental unit.
- 3.4 The short-term rental unit license is valid for three years from date of issuance.
- 3.5 The short-term rental license shall not be transferrable upon any change in ownership of the licensed property, or any other circumstances.

Section 4 GENERAL PROVISIONS

- 4.1 Severability. If any section, clause, provision, or portion of this ordinance is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this Ordinance shall not be affected thereby.
- 4.2 Jurisdiction. The provisions of this Ordinance apply to all areas within the boundaries of Itasca County.
- 4.3 A short-term rental unit shall meet the requirements of the Itasca County Zoning Ordinance and successor ordinances.
- 4.4 Short-term rental units shall be a permitted use within all zoning districts provided an

Itasca County Short-Term Rental Ordinance - DRAFT LANGUAGE

approved application meeting the following standards are met.

Section 5 LICENSE APPLICATION REQUIREMENTS

- 5.1 An application shall be submitted on the approved Environmental Services Department application form providing the following:
- A. A current SSTS compliance inspection with design flows that are in accordance with the performance standards of the Itasca County Sanitation Ordinance and Minnesota Rules, Chapter 7080-7083.
 - ~~i. Short-term rentals in operation as of the date of this ordinance, with existing septic systems that do not meet the above standard, may receive a temporary license providing a permit for SSTS upgrade has been obtained from Itasca County Environmental Services at the time of application. A temporary license shall be valid for a maximum of 14 months from the date of issuance. Applicants are not eligible for additional temporary licensure on the same property.~~
 - ~~ii. Short-term rentals are not eligible for temporary licensure if SSTS is determined to be an imminent health threat.~~
 - B. A site plan including property line locations, dimensions of the property, structures to be licensed, parking areas, shoreland recreational areas, and SSTS.
 - C. Emergency contact information including but not limited to: police, fire, hospital, and septic pumper.
 - D. A water test from an accredited laboratory with test results in accordance with the Minnesota Department of Health Food and Lodging requirements.
 - E. A plan for garbage disposal.
 - F. Proof that the appropriate safety measures are in place (e.g., fire alarms, smoke detectors, carbon monoxide detectors, fire extinguishers) and in working order. These safety measures shall meet or exceed any applicable state standards.
 - G. Proof that the short-term rental unit has been registered with the applicable local, state, and other jurisdiction taxing authorities.
 - H. The name, mailing address, email address, and telephone number of the owner of the short-term rental unit for which the license is to be issued.
 - I. The name, address, telephone number, and email address of the Owner's Authorized Agent.
 - J. Physical address and parcel identification number

Itasca County Short-Term Rental Ordinance - DRAFT LANGUAGE

- 5.2.1 No application for initial or renewal license will be approved if there are past-due property taxes on the property described in the license application.
- 5.2.2 The Owner shall keep a report, detailing use of the home by recording the full name, address, and dates of stay for all guests using the property. Records must be retained for a period of one year. A report may be requested by the County at any time.

Section 6 APPLICATION PROCESS

- 6.1 Applications for short-term rental operations licenses may be completed on the Itasca County website. Once a complete application is received, along with supplemental information and payment of fee, Itasca County will issue or deny the license in accordance with the timelines established under Minnesota Statutes, Section 15.99 (60 days), during which time the County may contact the Owner or Owner's Authorized Agent for additional information. If the license is denied, a letter will accompany the denial explaining the reasons for the denial and the Owner or Owner's Authorized Agent may reapply once the conditions surrounding the application denial are corrected.

Section 7 PERFORMANCE STANDARDS

- 7.1 The following performance standards shall be adhered to:
 - A. The Owner shall provide adjacent property owners with the name, address, and phone number for the Owner's Authorized Agent.
 - B. The Owner of the short-term rental unit shall ensure that the noise standards of Minnesota Rules, Chapter 7030; or successor rules, are met.
 - C. No illegal fireworks.
 - E. On-site parking shall be contained within property boundaries.
 - F. The Owner shall disclose in writing the following information to renters:
 - 1. The name, address, and phone number of the Owner's Authorized Agent, who is available 24 hours a day, seven days a week, whenever the property is rented for short-term rental purposes.
 - 2. Emergency contact information prominently displayed including but not limited to police, fire, hospital, and septic pumper.
 - 3. Property rules related to special features (e.g., property lines, safety concerns) of the property including but not limited to noise rules.

Itasca County Short-Term Rental Ordinance - DRAFT LANGUAGE

4. Prominently displayed information relating to aquatic invasive species and territorial invasive species to prevent the introduction and spread. Print materials are available at the Minnesota Department of Natural Resources website.

5. A county license number, ~~or MDH license number if not licensed by county,~~ shall accompany the advertising for each short-term rental unit. This shall include all print literature and all online marketing.

~~5.6. Permit holders must comply with all local, state, and federal laws and regulations.~~

G. Occupancy Standards:

1. The overnight occupancy of a short-term rental shall be limited to no more than two (2) persons per bedroom plus two (2) additional persons per principal building, or no more than the subsurface sewage treatment system is designed to handle. The maximum occupancy allowed by license shall be conspicuously displayed within the short-term rental unit.

~~2. Use of recreational vehicles (RVs), tents, accessory structures, fish houses, or other structures is prohibited. Use of said vehicles or structures for overnight or sleeping accommodations is prohibited.~~

3.2. Licensee shall not advertise the property as containing any more than the number of bedrooms and maximum occupancy on the license.

Section 8 ENFORCEMENT

- 8.1 Itasca County Environmental Services Department will investigate all alleged violations of this Ordinance. The County will notify the Owner or Owner's Authorized Agent and the reporter within a reasonable time. The Owner or Owner's Authorized Agent shall address substantiated violations as directed by the County. If compliance is not obtained within the period specified, or if repeat or multiple violations occur, then the license shall be subject to revocation as determined by the County.
- 8.2 The intentional false reporting of a violation of this ordinance shall be a violation of this ordinance. The penalty for intentional false reporting of a violation will be \$250.00 for the first offense, \$500.00 for the second offense, and \$1,000.00 for the third or any subsequent offense.
- 8.3 Any license revoked under this section will not be re-instated for a period of not less than one year from the date of revocation. Short-term rental operations may resume only after a new license application is submitted to the County and approved.

Itasca County Short-Term Rental Ordinance - DRAFT LANGUAGE

- 8.4 The Owner or Owner's Authorized Agent shall, upon request of the Itasca County Environmental Service Department, permit access to the property and all permitted units at any reasonable time for the purpose of inspection upon the request of Itasca County.

Section 9 APPEALS

- 9.1 Administrative Appeal. Appeals from any order, requirement, decision, or determination made by Itasca County shall first be made in writing to the ~~County Administrator~~Planning Commission within 30 days of the determination.
- 9.2 Appeals from the ~~County Administrator~~Planning Commission's determination shall be brought in the District Court of Itasca County within 30 days of receipt of notice of the County Administrator's determination.

Section 10 FEES

- 10.1 Short-term rental unit license fees must be paid in full at the time of application. Fees are set according to a fee schedule that may be updated from time to time. Current fees can be found by visiting the Itasca County website.
- 10.2 Applicants who show proof of a valid short-term rental license from MDH will be subject to a reduced license fee. Fees are set according to a fee schedule that may be updated from time to time.

To: Itasca County Board of Commissioners
From: Tom Huettner, Sugar Lake Association President
Re: Short-Term Rental Ordinance
Date: August 14, 2024

Dear Commissioners,

In addition to attending the Public Hearing on August 14 in which I will try to articulate the concerns of the Sugar Lake Association (i.e. "Siseebakwet") and Sugar Lake owners, I am providing written comments for your review.

General Comments:

1. **Zoning:** Section 7 of the Zoning Ordinance for Itasca County states a "Rural Residential Zoning District is intended to provide a residential district that is predominately shoreland and rural in character and allows activities that do not degrade the rural residential character. This zoning district shall be used to "promote a high quality residential living environment". The Zoning Ordinance further clarifies by defining (section 24.2.221) **Residential Use:** Use as a dwelling whether primary, secondary or seasonal, **but not transient use or occupancy [Emphasis Added]**. Section 24.2.219 of the same defines **Residential Dwelling Unit:** A residential accommodation including complete living quarters, which are cooking and eating facilities, permanently installed that are arranged, designed, used or are intended to use exclusively as living quarters for one family. The proposed Short-Term Rental ("STR") regulation effectively changes existing residential county zoning ordinances to the detriment of many for the benefit of a few. All of the properties around Sugar Lake are zoned Rural Residential with the exception of the commercially zoned Sugar Lake Lodge Resort. STR's are a commercial activity; not a residential use. The Rural Residential zoning designation is done to help build communities and to protect property owners from having the adjacent property's use from being something different than its current zoning designation - such as a one to three-unit hotel. It also should be noted that the Rural Residential Zoning District allows for Bed and Breakfast operation - only when the owner is in occupancy - presumably so as to monitor guest behaviors, adherence to rules and to limit occupants. The County should ensure that current residential owners rights remain the primary concern and are protected under the proposed regulation.
2. **Regulation is needed to protect communities and our environment.** All hospitality operations should have regulations in place to both protect the renters, our lakes and the community. With any regulation, there is a cost of administration, monitoring and enforcement. County fees should be sufficient to cover all of these costs so that these costs are not being passed on to the County's residents. Properties should be subject to inspection before final licenses are issued and the cost should be borne by the applicant. This should include a septic inspection which determines compliance with the application data for future occupancy levels (i.e. the number of people). STR properties should also be in compliance with section 7.5 of the Zoning Ordinance Minimum Lot Size and Setbacks.
3. **All rental agreements should include standardized Aquatic Invasive Species ("AIS") information and inspection locations throughout Itasca County.** The County should require STR operators to require their guests to identify any watercraft/equipment that will be used during their stay and which body of water was the watercraft/equipment last used and if those waters had reported AIS. If AIS was present, the operator should be required to seek proof of decontamination of the watercraft/equipment.
4. **The County should be collecting Occupancy Taxes.** STR's should NOT have a lower tax obligation/rate than conventional hotels and resorts.
5. **The County needs to develop an overall STR Plan with limits/constraints to STR by number, location, lake, etc. to prevent excessive impacts on key lakes, water quality, homeowners, neighborhoods, etc. if no such limitation and reviews exist.** This data should be used in the application for licensure process prior to an upcoming year so the county can both monitor and possibly restrict if necessary excessive STR's by area, body

of water, etc. For example, in addition to Sugar Lake Lodge, Sugar Lake currently has six ("6") operating STR's and the possibility of two to three more being added in the next 12-24 months. We have approximately 142 lake owners, excluding multiple owners. Excessive numbers of STR's on any body of water can severely diminish the lifestyle and quiet enjoyment of its permanent non-STR operator lake owners. In addition, STR's can introduce foreign watercraft and water equipment, which if left unchecked, can pose a substantial risk to lake water quality if AIS are introduced.

6. **STR operations should be specifically defined.** The State/MDH has definitions for hotel, lodging and resorts that will conflict or at a minimum be confusing to the proposed county definition of an STR. This may lead to confusion and difficulty of enforcement if MDH is needed and has different standards and definitions.
7. **The Enforcement section needs to be more specific as it is missing Default language for violations/infractions.** There is no language for violator's who operate without a license. Will the county have any tools (large fines, misdemeanor/felony charge) to deal with parties operating without a license?
8. **STR's should have reporting requirements:** This allows the county to track performance like occupancy, nights, etc. to ensure taxes are paid. This data will be crucial to ensuring the county's STR Plan is working. Data can be collected in the application to help project future use, county budgets and the impact to the communities affected.

Itasca County Short-Term Rental Ordinance - DRAFT LANGUAGE Document Comments:

Section 1.1: The stated purpose includes language to "to mitigate possible adverse impacts to the health, safety, welfare and quality of life to surrounding properties, as well as water and environmental quality", but has little actual language and/or stated mitigants to achieve that objective. We agree with the deletion of the Exemption in this section as it potentially allows abusers to skirt the regulation.

Section 1.3: The objective should include the water and environmental protections noted in Section 1.1.

Section 2.1; A: The definition of "Owner", should include individuals and/or investor groups so that the county has clear vision as to what party is running and responsible for actions, penalties, etc. under the license. STR's are usually placed under LLC's, which can prevent administrators from effectively managing/noticing violators and revoking licenses when and if necessary. Expanded Owner detail allows the county to understand if there are STR aggregators (Private equity for example)/operators that are taking substantial position in our county, which may not be a good thing for local owners and resorts and landowners. Including all participants under the Owner can also prevent bad operators from forming a new LLC to avoid scrutiny or seek new licenses. The application can include a requirement to identify any violations, license revocations, past due amounts, etc. of the Owner and any "affiliate" listed operating in the state of Minnesota.

Section 2.1; B: There should be a requirement for the Owner to update this information within 10 days of any changes so the county has current contacts.

Section 2.1; D: I am unclear why this ordinance would not cover rentals for 30 day's or greater, as this section seems to define STRU as a <30 day rental. If the intent is for a max of 30 days of rental per year, it needs to be clarified. Bed-and-Breakfast, Resort, Hotel or Motel are not defined terms and should be to avoid confusion with MDH definitions. None of the MDH definitions restrict occupancy to less than a 30 day rental. Most cities have defined STR as 30 days or less and this is the same criteria used by the State when determining which properties pay lodging taxes. So, if it's to highlight an exclusion for lodging tax purposes, it should be further defined (i.e. Defined term).

Section 3.2: Why have the licensure requirement that is set to begin in January 1, 2026? All STR's should have a license to operate as of the enactment date (Also, undefined, but say 30 days after the regulation is approved). This will ensure existing STR's (i.e. not "New") seek licensure immediately. The currently language allows a two-tier system that invites abuse.

Section 3.3: There should be a restriction of one STR license per Parcel. Allowing multiple licenses potentially allows operators to skirt Bed-and-Breakfast, Resort, Hotel or Motel designations.

Section 3.4: Although it might be administratively burdensome, licenses should be issue annually. This ensure the county has control over the number, location and can weed out bad actors. Alternatively, you need stronger revocation rights beyond penalties for bad actors, delinquent payors, etc.

Section 3.5: As noted in 2.1 above, without knowing the actual owners behind any LLC, the change in ownership limitation on transferability of any license can be subverted by transfer of the LLC.

Section 4.3: To me it makes no sense that STR's should be permitted in "all zoning districts". I believe the intent is to create STR for residential only use. If commercial zoning districts are included, operators could possible skirt commercial requirements, especially if occupancy tax rates vary.

Section 5.1; A. i.: We agree with the decision to strike non-compliance language. Please ensure all compliance with SSTs as to ensure environmental protection due to overload septic systems: **We believe all STR should sign a form stating that they are in compliance with ALL city, county and state rules and regulations; especially septic.** Any failure to report non-compliance at the time of application should cause an immediate revocation of the license. Allowing exceptions allows STR's to skirt county laws and weakens oversight.

Section 5.1; C: There should be a requirement for the Owner to update this information with 10 days of any changes so the county has current contacts through the license term. Note this is similar but different than Section 2.1 B above, which deals with the Owner's "Authorized Agent".

Section 5.1; H: **NEW: Applications should include a list of all STR properties owned or managed by the applicant and/or its affiliates.** This allows the county to track and possibly alter corporate, private equity or concentration of ownership that are effectively operating hospitality businesses under the STR regulations.

Section 5.2.1: Further language should be added to prevent the renewal of any license if the STR is delinquent on fees, penalties, operating taxes, etc. as required by local, city, county and state laws.

Section 5.2.: As noted above, this section should include a history of watercraft, water equipment and inspection and if necessary, decontamination documentation. We believe the records retention period should be well in excess of one year to allow audits, etc. to occur down the road. It seems to me that a reoccurring STR should keep records until 1-2 years after it ceases to operate for its entire history.

Section 6.1. Since the STR licensure is likely an infringement on county residential code/regulations, the county should reserve/retain the right to approve or deny licenses based on its Plan at its sole and absolute discretion. Otherwise, it's opening itself up to lawsuits.

Section 7; General Comment: The section should be clear that it applies to Owner, Authorized Agent, and guests .

Section 7; General Comment: The Owner should be required to have all of the names of the temporary occupants identified on their rental agreement to ensure occupancy standards are reviewable and enforceable. There have been many episodes throughout the country where STR are used as party locations. Having a list of all occupants on the property can be helpful for law enforcement and Owner should a large party with noise complaints arise.

Section 7. F.: Renters should be notified in writing of the maximum occupancy standards under the lease and that any violation of said occupancy standards will immediately void the rental agreement.

Section 7. F. 4.: Again, we would like to see a standardized AIS document be attached to every rental lease, which includes watercraft and water equipment history and proof of inspection and if needed decontamination by the DNR. There should be substantial fines for non-performance/non-compliance.

Section 7. F. 6.: The insert does not seem to be in the right location as this section deals with the items the Owner shall disclose in writing to renters. The insert looks like a requirement of the Owner/Owner's Authorized Agent.

Section 7. F. G. 1.:

- A. Please remove "overnight" from the first sentence as it's not required and seems to imply there is a different standard for non-overnight rentals and/or a renter can have unlimited visitors during the day. For example, a renter could in theory host a wedding onsite with day visitors. Again, the concern is septic overload and the risk to the environment as a result.
- B. Occupancy standards should mirror/cite septic regulations, which I believe are based on the number of approved bedrooms. Therefore, the "plus two (2) additional persons per principal building" is not required and should be stricken. If it isn't deleted, principal building should be a defined term and/or abuse may occur. Owners should never be allowed to rent multiple structures to multiple renters on one property at the same time/same period (i.e. no multiple unit properties/Parcels).

Section 7.G.2: The deletion should be restored. STR's are intended for the principal structure/house only. Allowing these accessory accommodations to be part of the rental without explicitly counting the same in the occupancy standards will likely undermine the Occupancy Standard as based on the Septic Capacity for the home, as described in 7.G.1 and/or allow abuse. This is of particular concern the majority of STR will be located on our lakes and rivers, and therefore requires protection along with adjoining landowners.

Section 8. 1: Enforcement: Does the Itasca County Environmental Services Department have the human capacity to address timely enforcement? Does it need assistance from other agencies to issue a default under the license. Why limit to ICES, as the police and/or DNR are likely to be first responders to complaints.

Section 8. 2: The only penalty seems to be for the "intentional false reporting of a violation of this ordinance shall be a violation of this ordinance". Penalties should apply to all violations, whether intended or not. The "intentional" standard puts the burden of proof on the county to prove intention. If not changed, the likely result is a non-pursuit of violators based on that difficulty and cost to prove the "intentional" standard.

Section 8. 3: As noted above, applications for STR's should be issued annually. If they were, this language is not needed and/or can be changed to:

"Short-term rental operations are expressly forbidden if the License (Should be a defined term to included Parcel/ Owner/Owner's Authorized Agent an) assigned to any Owner/Parcel is revoked. It is strange/not advisable legally to insinuate the Owner has rights if their license has been revoked.

Section 10 Fees: I don't believe fees are available online, but are listed in the application. Why should MDH license holders be entitled to a lower fee? The fee is for the county's oversight of the STR program.

Beyond this major concern on Occupancy/Septic, there are several more examples of problematic wording that should be clarified. The core text of the Ordinance was created by the Planning Commission several years ago, with reference to other nearby ordinances that have by now been further updated, along with several new county Ordinances; it would be wise to again cross-reference our draft Ordinance with those extant.

Several important examples of imprecise text:

- Section 4.4: does this provision override the Zoning Ordinance? Should the ZO be amended to permit STRs in each district, perhaps not in some?
- Section 5.1.A: Refers to a "current SSTS inspection" but this should better refer to a current SSTS Certificate of Compliance, with indication of its initiation and expiration. The three-year SSTS Certificate and three-year STR License would best run concurrently.
- There is further ambiguity on the acronyms "SSTS" and "ISTS" as appearing on the County webpage: <http://www.co.itasca.mn.us/617/Certificate-of-Compliances>
- Section 7.1: "The Owner/Owner's Authorized Agent shall ensure..." (add the Agent)
- Section 8.1; The person identified as "reporter" remains somewhat ambiguous, perhaps "complainant" would be clearer;
- Section 9.2: One more correction is needed in the final words that continue to refer to the "County Administrator", rather than the Planning Commission.
- The Application Form, page 2 has a series of basically yes and no answers. Several of these questions should require more information. For example,
 - Ask if there is a water access at the location; this is very important;
 - ask for number of bathrooms as well as bedrooms;
 - ask if the advertised occupancy is compliant with the septic capacity (questions on occupancy and septic system are now separate, but their connection is the essential issue);
 - ask for the SSTS Certificate of Compliance itself;
 - ask for more specifics on garbage: is there a hauler, or will this be done by private cleaning service, or owner/agent themselves, etc.;
 - ask for the actual informational displays and rules, rather than just yes or no.

For these reasons alone the draft should be given back to the Committee (or the Planning Commission) for final revisions and recommendation for approval by the Itasca Board of Commissioners.

We should keep in mind that SRTs are no longer just a single sole proprietor operation, but often owned by larger corporations with many units in many diverse locations. Hedge funds and private equity firms are currently buying up vacation homes as well as building them. These new, well-funded operators could significantly increase the number of STR properties within the County.

Thanks for you review and consideration to the above.

Sincerely,

Tom Huettnner,

Sugar Lake Association President

39206 Sissebakwet Shores Road, Cohasset

612-810-0522

Matt Holmes
52229 Etters Rd.
Talmont, MN, ZIP 56628
mattholmes30@gmail.com
8-6-2024

Itasca County Board
Environmental Services Department
Itasca County Courthouse
123 NE 4th St.
Grand Rapids, MN 55744

Dear Itasca County Board,

I am writing to express my support for the benefits of short-term rentals (STRs) on the economy and "UP NORTH" lifestyle we all enjoy and want to maintain. I want to voice my desire for a "common sense" ordinance and appreciate the opportunity to provide feedback. I believe that a fair set of regulations should weed out poorly managed STR's and irresponsible hosts and provide property owners like myself ample time to meet the requirements of the new ordinance without having to "shut down" operations.

My specific concerns with the current draft of the ordinance are as follows.

1. **Costs:** Please consider a reduction in fees for business owners who have multiple properties instead of an equal charge for each property. If they are high-quality hosts, we want to keep them investing in this geographical area and not make the licensing costs prohibitive.
2. **Septic:** Allow holding tanks to meet code for compliance. Do not change this, just require them to be pumped and hooked to sensors by a licensed pumper. Some properties are purchased when septic systems are non-compliant and need time to connect with contractors who can make the repairs and sometimes holding tanks are the safest and most economical option.
3. **Ample time to remedy non-compliance:** If you have a STR in operation or it is planning to put into operation, give them 12-24 months to bring the septic compliant similar to Itasca County's ordinance on property transfers. This way STR's can remain in operation and become compliant in a realistic time frame and budget appropriately rather than being forced to shut down. Also provide an opportunity to property owners to remedy any additional needed changes in a fair time frame.

By finding an ordinance balance, we can ensure that the benefits of STRs continue to enhance our local economy and community spirit without imposing undue burdens on responsible homeowners who desire to maintain and improve the quality of life and housing options in the area.

Thank you for your attention to this important matter. I am hopeful that we can work together to create a regulatory environment that supports both the interests of residents and the broader needs of our community.

Sincerely,

Matt Holmes, 712.635.5698

VRBO Abuse

Camp Fire's Bluewater Lodge :

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37508 Bluewater Rd, Grand Rapids,
MN 55744



Our seven-acre camp is located on Bluewater Lake, just 20 minutes north of Grand Rapids, MN. The lake is largely undeveloped with an amazing 20-foot water clarity and a sandy rock bottom. Wildlife sightings of loons, deer, bald eagles and great blue heron are plentiful, and be sure to keep an eye out on hikes for wild strawberries, raspberries and blueberries. Bluewater Lake is part of the Wabana Chain of Lakes, perfect for a day of exploration, which takes you to the historic Joyce Estate. The Wabana Chain also provides excellent fishing, including lake trout, walleye, largemouth and smallmouth bass, northern pike, crappie, perch, bluegill and sunfish.

Bluewater Lodge provides living space, kitchen and sleeping quarters for 39 people. The main gathering space is flexible for dining, lounging or indoor activities. The lodge features an indoor wood fireplace and TV/DVD player. Sleeping accommodations are divided between two wings off the main gathering area. Each wing features bedrooms that sleep two to 10 people in twin and/or bunk beds, plus two full bathrooms with showers. All bedrooms have an exterior door. A beautiful commercial kitchen provides ample food storage and prep space, as well as utensils and cookware needed to prepare and serve meals. Guests provide their own bedding.

4
BATHROOMS

ADDITIONAL INFORMATION
AUGUST 14, 2024
ITEM #6.4

To: Itasca County Board of Commissioners
From: Tom Nelson
Re: Short-Term Rental Ordinance
Date: August 9, 2024

Dear Commissioners,

I will not be able to attend the Public Hearing on August 14. Therefore, I am providing only written comment.

I have submitted earlier written materials and had an interview with the Committee prior to the previous hearing. Thank you for your attention to my concerns, and for deleting the Exemption in the Purpose Statement at 1.1. We will now have a STRO that is in line with many surrounding counties and townships.

Because this is essentially a zoning issue, it is appropriate that the Planning Commission be involved as the administrator of future appeals. Furthermore, the discount on the County fee for those operations with a MDH license is proper: we do not want to stunt the availability of STRs due to administrative costs. All STRs are required to have a MDH license, and it is MDH that performs on-site inspections, not the county, which requires only the information requested in the Application. Because enforcement ultimately falls to the County, fines and fees for those actions would be appropriate.

Nevertheless, as always with the difficult task of determining the requirements and text of an Ordinance, I still have some concerns, and hope that some further adjustments can be made before final approval.

First and foremost, I recommend that the deletion of Section 7.G.2 be restored. This section concerns the prohibition of RVs, tents, etc., outside of the principle residence, for overnight sleeping. Allowing these accessory accommodations to be part of the rental will undermine the Occupancy Standard as based on the Septic Capacity for the home, as described in 7.G.1. This is of particular concern because our lakes and rivers are the attraction for short-term rentals in our area, and therefore the resource most in need of protection.

Moreover, it is unclear how the MDH would be able to assure the health, safety and wellness of these exceptional and often temporary accommodations. A yard crowded with both the required on-site parking and these additional informal quarters will have an adverse effect on the neighborhood, especially those with smaller parcels. But even if these additional extra-residential accommodations were to be allowed on larger, more remote parcels, still the septic capacity could easily be overwhelmed. Exceptions could be made for STRs in a non-riparian location served by a municipal sewer system, but this option is not in the present "one-size-fits-all" Ordinance. I hope that Section 7.G.2 will be restored and even strengthened, as is the case with the STROs in most other lake-rich Northern Minnesota Counties.

Beyond this major concern on Occupancy/Septic, there are several more examples of problematic wording that should be clarified. The core text of the Ordinance was created by the Planning Commission several years ago, with reference to other nearby ordinances that have by now been further updated, along with several new county Ordinances; it would be wise to again cross-reference our draft Ordinance with those extant.

Several important examples of imprecise text:

- Section 4.4: does this provision override the Zoning Ordinance? Should the ZO be amended to permit STRs in each district, perhaps not in some?
- Section 5.1.A: Refers to a "current SSTS inspection" but this should better refer to a current SSTS Certificate of Compliance, with indication of its initiation and expiration. The three-year SSTS Certificate and three-year STR License would best run concurrently.

- There is further ambiguity on the acronyms “SSTS” and “ISTS” as appearing on the County webpage: <http://www.co.itasca.mn.us/617/Certificate-of-Compliances>
- Section 7.1: “The Owner or Agent shall ensure...” (add the Agent)
- Section 8.1; The person identified as “reporter” remains somewhat ambiguous, perhaps “complainant” would be clearer;
- Section 9.2: One more correction is needed in the final words that continue to refer to the “County Administrator”, rather than the Planning Commission.
- The Application Form, page 2 has a series of basically yes and no answers. Several of these questions should require more information. For example,
 - Ask if there is a water access at the location; this is very important;
 - ask for number of bathrooms as well as bedrooms;
 - ask if the advertised occupancy is compliant with the septic capacity (questions on occupancy and septic system are now separate, but their connection is the essential issue);
 - ask for the SSTS Certificate of Compliance itself;
 - ask for more specifics on garbage: is there a hauler, or will this be done by private cleaning service, or owner/agent themselves, etc.;
 - ask for the actual informational displays and rules, rather than just yes or no.

For these reasons alone the draft should be given back to the Committee (or the Planning Commission) for final revisions and recommendation for approval by the Itasca Board of Commissioners.

We should keep in mind that SRTs are no longer just a single Ma-and-Pa operation, but often owned by larger corporations with many units in many diverse locations. Hedge funds and private equity firms are currently buying up vacation homes as well as building them. These are not resorts (which are exempted elsewhere at Section 2.D, and already covered extensively in the IC Zoning Ordinance). These corporate operations are the STRs most in need of oversight. This newly evolving situation can make it difficult to identify the owner’s local Agent responsible for managing individual SRTs. A complaint should not be diverted to a corporate office, or indifferent non-local agent. The owner/agent must be the first to address and fix complaints, not the county.

Finally, there is the new type of STR known as “Glamping” that entails yet another set of problematic situations. With glamping, there may not even be a structural “residence,” but only a tent on a platform. It is not clear how either the MDH or the County Ordinance will assure the “Health, Safety, Welfare and Quality of Life of the surrounding properties” of these often-impromptu offerings that slip through the cracks of our Zoning Ordinance, as well as this STRO. If the deletion of Section 7.G.2 is meant to facilitate glamping, there will inevitably be unintended collateral damage throughout the STR offerings to the environment and neighborhoods. Glamping must have its own special requirements as a STR.

Short-term Rentals present a difficult and contradictory problem in need of a carefully crafted Ordinance. Both owners and travelers should have these options available. Nevertheless, these rentals are at bottom a commercial intrusion into residential zoning, and in direct competition with our established visitor accommodations: the resorts, the hotel/motels, and the bed and breakfasts run by the owners themselves as hosts. Please be sure that Itasca County has the best and fairest Short-Term Rental Ordinance.

Sincerely,
 Tom Nelson,
 36841 Sherwood Forest Trail, Deer River
 218-246-2588

From: noreply@civicplus.com
To: [Cory Smith](#); [Terry Snyder](#); [John Johnson](#); [Burl Ives](#); [Casey Venema](#); [Brett Skyles](#); [Amanda Schultz](#); [Shelley Kebart](#)
Subject: Online Form Submittal: Citizen eInput
Date: Monday, August 12, 2024 9:38:30 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.

Citizen eInput

Citizen eInput Form

The Itasca County Board of Commissioners values your opinion and encourages Citizen Input. All comments submitted through this form are sent to the County Board members and the County Administrator for their consideration, as well as the Deputy Clerk of the County Board for placement into the public record.

All information submitted through this form becomes part of the official public record for the selected meeting. This service is provided as a convenience to the public and comments are subject to the following terms: • Submissions must include the submitter's true name and address. • It is unacceptable for any submission to slander or engage in character assassination. • No political grandstanding, candidate endorsement, or other attempts to influence the outcome of an election shall be permitted.

The County Board will read submissions at the selected meeting, in accordance with the 3-minute time limit, and take all information under advisement; responses are not provided to comments submitted through this form. Please complete the following items to submit your input. For questions or concerns regarding the use of this form, please contact Amanda Schultz, Deputy Clerk of the County Board via email at amanda.schultz@co.itasca.mn.us or via phone at (218) 327-7362.

(Section Break)

First Name	Margaret
Last Name	Duxbury
Address	36326 Christmas Point Trail
City	Grand Rapids MN
State	Minnesota
Zip Code	55744

Meeting Date

August 14, 2024

Citizen Input

I am writing in support of the proposed Short Term Rental Ordinance being discussed at this meeting. Experience w neighbors has proved to me that this is an important ordinance to pass! I request one change to the application itself. Please require applicants to list the date and provider of their most recent septic system inspection. If asked simply a yes or no question about septic system compliance, many people answer 'yes' simply because their toilet still flushes or they haven't see a specific problem. I also suggest that the references to specific existing ordinances be made hyperlinks to facilitate direct reading and understanding as most people will not take the time or know where to look.

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From: Kacie Stanek <kacie.stanek@gmail.com>
Sent: Friday, August 9, 2024 10:27 AM
To: Brett Skyles <brett.skyles@co.itasca.mn.us>
Subject: Short Term Rental Ordinance

Commisioner Skyles,

Thank you for your efforts to regulate short term rentals in Itasca County. As residents of the county for over 10 years, we equally value the health and wellbeing of our community and environment.

As my husband and I embark on utilizing the short term rental option as a method to keep our Grand Rapids property while we temporarily move home, I have read the county's draft ordinance and have a few questions.

1. The draft ordinance notes that units rented for 6 days or less at a time are exempt from county licensing requirements. Is there a reason 6 days was chosen rather than 7? Would the county consider changing this to 7 to avoid possible adverse economy effects of short term rental owners limiting guests to a day less than is often desired? I might also suggest the county change "days" to "nights" to be consistent with common short term rental language.

2. Section 5.2.2 requires that owners maintain record of all guests full names, addresses and dates of stay. We utilize VRBO to avoid the need to maintain private data. I have contacted VRBO to discuss this requirement and the ability to obtain this information. For guest privacy reasons, they strictly prohibit releasing a guest's personal home address. Would the county consider changing "address" to "contact information" to allow for guest's home address privacy? VRBO and Airbnb only allow access to a guest's phone number and email address.

3. Section 7.1 F.1 requires owners to disclose their authorized agent's name, address and phone number to all renters. To maintain the highest standard of short-term rental, we will be managing the property ourselves. We feel it would provide no benefit, but rather unnecessary risk to reveal the private address where our family resides. For the same reason of personal privacy noted in my second point, would the county consider removing "address" from this clause? Or would private owners be exempt from this clause? We are happy to discuss alternative options that would fulfill the county's objective.

4. Section 7.1 G.1 limits the overnight occupancy to 2 persons per bedroom. We absolutely support the intention of this clause, but it is inconsistent with other rental options in the county. Resorts allow 6 people to stay in 2-bedroom cabins, and up to 15 in a 4-bedroom cabin. Hotels certainly allow more than 2 people per room. Would the county consider adding age and/or square footage language to this clause to allow appropriate flexibility? As owners, we can limit the number of adults, if that is acceptable. Or would the county consider rewriting this clause to be measured by the

capacity of the SSTS as alluded to later in the same paragraph? Young kids want to sleep in the same room as their parents when visiting a new place. If the square footage and bathroom capacity of the home allows for co-sleeping arrangements, total number of guests is not an appropriate unit of measure and is inconsistent with other rental regulations.

As many on the county board know me to do, I, along with my husband take the tourism and environmental industries equally serious. There is a growing demand for short-term rentals that provide a unique diversity of amenities and offerings while bringing economic value to the county. As we've found in our first summer of hosting, this can be provided in a clean, respectful and positive way.

We have done ample research and preparation to ensure we are part of a solution rather than a problem. I am sincerely interested in offering perspective as a short term rental owner in continuing to draft this ordinance, and welcome tours of our home to further demonstrate this perspective.

Thank you for your consideration,

Kacie Stanek

320-260-1260

Kacie.stanek@gmail.com

<https://www.vrbo.com/3784298>

From: PAUL and JOAN LUSSENHOP <lussenhop@msn.com>

Sent: Monday, August 12, 2024 9:46 AM

To: Katie Benes <katie.benes@co.itasca.mn.us>; Cory Smith <Cory.Smith@co.itasca.mn.us>

Subject: Short term rental ordinance

I have read the original proposed str ordinance and the current version that is to be discussed at the Board meeting this week. I want to commend the County for revising the ordinance as it is a vastly superior policy than the original versions. I believe that the policy does go a long way in realizing the stated purpose of the ordinance. I have used short term rental properties in various travels and am always cognizant of the possible objections that neighbors have and so try to be respectful. I also know that this is not true across the board and many communities have enacted similar ordinances to control the rental properties and their guests. I am fully in support of this effort. I do have some comments and questions about the proposed policy however that, hopefully, you can address.

- The septic system regulations in section 5 are extremely important and I am happy to see that this is taken seriously by the County. Section A states that a current **inspection** is required along with a site plan. A current septic system compliance record will be required. The application form however simply states that the applicant attach a valid certificate of compliance, which may not have an inspection record. Exactly what a valid certificate of compliance is is not clear. I think that the application should make it clear that an on site inspection is required along with a current certificate. It should also be clear that this is a requirement at the renewal period if that is what is intended. I believe that for rental properties on lakes, this is critical and I hope that this section is both made very clear and enforced.
- Section 7 regarding performance standards is excellent but I would like to see one addition. Item 4 requires that the property post information about invasive species and how to prevent their spread. I would also like this section to contain information about public access sites and the need to use these sites for boat launches. Some access sites do have cleaning stations and monitors and the more effort to prevent the spread of invasive species that we can support the better our lake water quality will. I moved to the Grand Rapids area a few years ago and an important consideration was the beautiful and clean lakes in the area. Public access sites for boats should be a required performance standard.

I appreciate the improvements to the ordinance and believe that the current version will be a benefit to the quality of life in the area. I look forward to the discussion on Wednesday. Thanks,

Paul Lussenhop
33853 Bonnie Point Road
Grand Rapids Mn

From: Paul A <askeupnorth@gmail.com>
Sent: Tuesday, August 13, 2024 8:38 AM
To: Katie Benes <katie.benes@co.itasca.mn.us>; Brett Skyles <brett.skyles@co.itasca.mn.us>
Cc: Cory Smith <Cory.Smith@co.itasca.mn.us>
Subject: STR Ordinance Draft

To: Itasca County Commissioners, Katie Benes and others working on the STR Ordinance
From: Paul Askegaard
Date: 8/13/24

Thank you for making the modifications reflected in the latest draft of the Short-Term Rental Ordinance. I believe the removal of the exemption in 1.1 is a vast improvement. I respectfully offer the following thoughts on this topic.

Ordinance:

2.1D Please consider whether the definition of “Short-term Rental Unit” should be modified so that it clearly includes “luxury tents” and so-called “glamping” accommodations. I believe these are growing in popularity (there is at least one “Glamping STR” currently operating in Itasca County). Perhaps this could be accomplished by simply stating “.....similar building or structure that is advertised....” in the definition.

5.1 I suggest that requests for subsequent license renewals should require the same information and scrutiny as initial applications. If that is the intent, I believe the first sentence should say “An application **and any subsequent requests for license renewals** shall be submitted...” or something like that.

5.1A I believe it should be clearer that a successful inspection must have been completed within three years prior to the date of the application. Perhaps say “A current (within three years) SSTS compliance inspection”

5.2.2 I suggest perhaps two or three years of record retention would be more reasonable in case the ESD needs to review an STR’s past history for some reason. I believe such records would not take up much space and it would not be a significant burden to the licensee.

7.1F.6 Perhaps “Permit holders” should be “License holders”, or “Licensees”?

7.G.1 Should the end of the first sentence be modified to say “....designed to handle, whichever is less.”?

7.G.2 I strongly believe the deleted paragraph should be restored. It seems to me such items may be used to increase occupancy and strain the SSTS capacity of the primary structure. Furthermore, I believe “houseboats” should be included in the list of prohibited items.

8.1 Perhaps use the term “complainant” rather than “reporter”?

8.2 In my opinion, the stated penalties are excessive. I suggest \$100, \$250, \$500 would adequately deter a “nuisance-level” of complaints.

9.2 I believe the reference to “County Administrator’s determination” should be “Planning Commission”.

Application Form:

Will this form be used for renewals also? I believe it could/should be as it's important that SSTS status and all other information is refreshed for renewal requests. I don't believe the process for license renewals is clear in the ordinance or the form and should be improved.

Second bullet item (Copy of valid Certificate of SSTS Compliance) – I suggest it be modified to provide clarity that the certificate must be dated within three years of the application/renewal date.

Property Information Section – I believe it should call for information related to any water frontage (lake, river, etc.). I would think the ESD would be especially diligent in evaluating SSTS for such properties.

General thoughts for the future:

I believe this Short-Term Rental Ordinance is needed now. For the longer term, however, I hope the Commissioners and Planning Commission will carefully consider the potential negative impacts that a growing number of STR operations will bring to some of our residential neighborhoods. These negative aspects are well-documented so I won't bother listing them here.

Personally, I think "occasional" renting by homeowners is OK. But I believe "full-time rental businesses", especially those run by corporations and other absentee owners, should be prohibited in residential zones. They are "businesses" and should be allowed only in commercial zones. Or they should at least be significantly limited in number. I believe too many STR's in a residential zone can ruin a neighborhood.

I hope the Commissioners and Planning Commission will work to develop bold and creative ways to protect our residential neighborhoods from the negative aspects of STR's while still supporting our tourism trade. For example, consider limiting the number of licenses granted or otherwise limit the density of STR's for specific areas.

Thanks for your efforts in getting this ordinance implemented and allowing residents to participate in its development. I understand it must be a very difficult task.

Sincerely,
Paul Askegaard
33885 Bonnie Point Rd
Grand Rapids, MN

Birch Street Vacation Home LLC

August 13, 2024

21533 Birch Street
Grand Rapids, MN 55744

Dear Commissioners:

I write today in opposition of adoption of the Short-Term Rental Ordinance. I write because, while the ordinance is drafted in the name of public safety, it will operate to harm the ability of home and cabin owners to exercise their rights to rent their property. It will negatively impact the economic injection short-term rental properties have on the economy in Itasca county. It will place undue burdens and costs on the owners. It imposes regulations more restrictive than the state of Minnesota and single-family home ownership and it will also impose regulations even more restrictive than that of hotel ownership. The retroactive nature of the ordinance also ignores the investment made by people in the community based on existing ordinances, that now may be removing a property right and acting as a business taking. Finally, the previous Chairman of the committee on Short-term rentals, responsible for the motivation and drafting of the ordinance is a hotel-owner, is *the* hotel owner in the Grand Rapids area and the entire language of the ordinance is tainted with a conflict of interest.

As a summary as to why this ordinance is should not be passed:

1. **Economic Impact on Local Economy:** Short-term rentals contribute significantly to the local economy by attracting tourists who spend money at local businesses. Onerous safety regulations will reduce the number of available rentals, leading to a decrease in tourism and economic activity.

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2. **Unnecessary Burden on Property Owners:** Many short-term rental operators are individual homeowners or small-scale investors who rely on this income. Excessive safety requirements will impose costly upgrades or modifications that are financially burdensome, potentially driving them out of the market.
 3. **Redundancy with Existing Regulations:** Most properties already comply with standard building codes and safety regulations. Imposing additional requirements specifically on short-term rentals could be seen as redundant and unfairly targeting this sector.
 4. **Negative Impact on Housing Availability:** Over-regulation will discourage property owners from offering short-term rentals, reducing the overall availability of housing options for visitors. This could lead to higher prices for remaining accommodations, making the area less accessible for travelers.
 5. **Detrimental to Property Rights:** Property owners should have the right to use their property as they see fit, as long as it doesn't harm others. Imposing onerous safety regulations infringes on these rights, potentially setting a precedent for further restrictions.
 6. **Adequate Existing Safety Standards:** Short-term rentals are typically subject to the same safety standards as other residential properties, such as smoke detectors, carbon monoxide alarms, and fire extinguishers. Additional requirements may be unnecessary and excessive.
 7. **Data-Driven Decision-Making:** Before implementing new regulations, it's important to assess whether there is substantial evidence of safety issues specifically linked to short-term rentals. Without clear data, imposing onerous requirements may be an overreaction.
 8. **Flexibility and Innovation:** Short-term rentals offer unique and flexible lodging options that traditional hotels cannot match. Over-regulation could stifle this innovation, reducing the variety of options available to travelers.
 9. **Potential for Compromise:** Propose alternative solutions, such as offering voluntary safety certifications or tiered requirements based

on the size and location of the rental, to achieve public safety goals without imposing excessive burdens.

The ordinance as written is a time tested and utilized method of hampering smaller competition from larger companies. To mask onerous regulations on small businesses as “public safety.” The truth is, the ordinance limits a business owners ability to operate in a way that makes it uneconomic for people to operate and will put people out of business.

I will provide examples of using the short-term rental ordinance speaking from by our experience and providing background information. My wife and I both work full-time, have three children, live in Hermantown. We looked for a lake home that would suit our family and provide a place to retire as well. She grew up in Hibbing and myself in Chisholm. We fell in love with the Grand Rapids community and chose a home on Pokegama.

The only way we could afford said home was to utilize the opportunity to draw up a business plan and a loan with a bank to rent the home while we build equity. Our retirement is years away and the investment begins now. There are also certain tax advantages to having a real estate business asset.

We purchased the home, and have put over \$300,000 in total investments into it. Our life’s savings. We did so, because Itasca County was a business-friendly community that thrived on tourism and had demonstrated, with no resolution passed while non-business friendly County’s had jumped at the chance, we assumed this was a good County to invest in.

And so we began to operate and have only done so for one full summer. We bought a large home, so it could sleep people in multiple spaces. It is wooded and secluded to avoid impacts on neighbors, and it has multiple buildings for all to enjoy. To date, it has been full with family rentals where multiple families can enjoy lake Pokegama that otherwise wouldn’t. We’ve had Thanksgiving dinners, Christmas celebrations, post-wedding bagels and coffee, and recreation on the lakes and golf trips. It has been a joy to hear the stories of the visitors we’ve had.

You see the “short-term” rental industry is not like the hotel industry at all. It is one-owner, often with one-home, operating at a low margin, in a way that allows them own real estate they wouldn’t otherwise have the opportunity to do. And what it does, is bring tourism to an area that otherwise wouldn’t because families enjoy the home cabin rental. Hotels can’t offer that and to think they compete is a false notion. These homes bring people to Itasca County that otherwise would not come because the amenities are different.

Here is how the ordinance as drafted is unfair, improper, and more onerous than the laws of the area. It would hurt these single-owner, first time business owners.

1. Section 5

- a. From the beginning, it requires plans, costs, reports that are not otherwise ever required by home ownership.
- b. These are even more onerous than hotel requirements that house hundreds of people a night.
- c. Lists of information that County does not need and should not be privy to.
- d. It imposes costs and burdens on the owners that will hurt the industry and owners may not have time for.
- e. For example
 - i. Water tests,
 - ii. Site plans
 - iii. Garbage plans
 - iv. Tax information and registered.
- f. These are single family homes that are already subject to state law on all of these items. These are unnecessary and burdensome designed to hamper the industry.

2. Section 5.2

- a. The records required again is onerous and burdensome. Rental properties don’t have secretaries or managers to do document this.

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- b. This is a potential privacy violation of the people that stay at the home and potentially illegal.
 - c. The purpose of these records of the personal details of the people that stay is not evident.
3. Section 7
- a. No illegal fireworks is an example. The fireworks are illegal. It isn't allowed by anyone. It certainly isn't allowed by a short-term renter. They are illegal.
 - i. However, now the property owner is responsible for policing illegal activity. This regulation goes even beyond what tort law and often liability law allows for.
 - ii. This effectively requires owners to police their property, in a way that would violate privacy, and make the owner subject to losing its license if fireworks are snuck onto the property.
 - b. The rules imposed in this section are more prohibitive than even that of allowable rules for the entire County. To not allow people to park in publicly allowable parking spots simply because they are renting a property for less than 30 days is unreasonably restrictive.
 - c. The aquatic invasive species information. That is DNR jurisdiction not a property owner's restriction. Each individual in the state or boater is required to abide by these laws. This isn't a property owner's jurisdiction.
4. Section 7(G)
- a. This is the most obvious form of competition directed conflict of the ordinance.
 - i. A hotel room with two queens, is allowed to sleep four people. But this ordinance limits the number of people to two per bedroom with no consideration for the size or sleeping arrangements.
 - ii. It makes no consideration for the square footage of the home or a pull-out couch in each living room, or bunk beds; or a bunk house for that matter.

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- iii. To not be able to advertise to a capacity that allows comfortable stay will hurt the economics of the property and thus force a sale or shut down. Fewer people, is smaller rates per night.
 - b. The subsurface sewage requirement does the same. Some home treatment systems are built based on the number of bedrooms. This would further limit the ability of a home to operate.
 - i. More frequent pumping would be appropriate, and it will be obvious from the needs.
5. Section 8
- a. Enforcement
 - i. Again more onerous than a hotel. If a hotel violates a health code, does it lose its license for one-year?
 - ii. This would cause an owner to have to shut down and potentially sell their property all because of any one of the regulations.
 - b. Section 8.4
 - i. Authorized access. This access is more liberal than even the law allows and is quite possibly unconstitutional as people are living in a private home during a truncated period.

As you can see from the items pointed out. This ordinance is not only a “wolf in sheep’s clothing” it unfortunately wreaks of the former Chairman of the Short-term rental committee’s direct conflict of interest and if not, his unabashed influence in drafting it as the restrictions are worse than that of a hotel.

In sum, this ordinance is overly burdensome and it will hurt an industry that has positively impacted the tourism industry in Itasca County. It has driven people to its businesses, brought in economic activity and helped communities flourish. This ordinance would force small, family owned business owners to shut down. State law should be left to govern short term rentals.

Sincerely,

Dante E. Tomassoni



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Wednesday, August 14, 2024

REQUEST FOR BOARD ACTION: RBA-2024-344

DEPARTMENT: Administrative Services

TIME REQUESTED: < 5 Minutes

PRESENTER: Terry Snyder

AGENDA ITEM:

American Rescue Plan (ARP) Request - Arbo Township

BOARD ACTION REQUESTED:

Consider the American Rescue Plan (ARP) request, in the amount of \$15,000, from Arbo Township for Prairie Lake Lane Improvements.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. ARP Request - Arbo Twp

Motion To: Approve the American Rescue Plan (ARP) request, in the amount of \$15,000, from Arbo Township for Prairie Lake Lane improvements.

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

Amanda Schultz

From: noreply@civicplus.com
Sent: Tuesday, July 2, 2024 9:56 AM
To: Brett Skyles; Gail Guck; Amanda Schultz; Terry Snyder
Subject: Online Form Submittal: American Rescue Plan (ARP) Request Form

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:	Arbo Township
Name of Contact:	Sharon Stanley - Clerk
Address:	30173 Crestwood Drive
City:	Grand Rapids
State:	MN
Zip Code:	55744
Phone Number:	2182593381
E-mail Address:	arboclerk@gmail.com
Commissioner District:	District 2 - Terry Snyder
Project Name:	Prairie Lake Lane Improvements
Amount Requested:	\$15,000.00
Project Budget & Summary of Project:	Project Budget \$61,000.00 Upgrades and improvements to Prairie Lake Lane in Arbo Township.
Additional Information:	<i>Field not completed.</i>

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