



ITASCA COUNTY BOARD OF COMMISSIONERS

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

Tuesday, January 7, 2025

2:30 PM

Itasca County Boardroom

FINAL

ORGANIZATIONAL/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
	District #4	Vacant	
Casey Venema	District #5	Present	2:30 PM

II. PLEDGE OF ALLEGIANCE

III. OATHS OF OFFICE

Judge Heidi Chandler administered the Oath of Office to re-elected Commissioner Terry Snyder (District #2).

IV. ELECTION OF OFFICERS

Motion To: Cast a unanimous ballot for Commissioner Casey Venema as Chair of the County Board for the year 2025.

RESULT:	APPROVED (4 TO 0)
MOVER:	Commissioner Cory Smith
SECONDER:	Commissioner Terry Snyder
AYES:	Cory Smith, Terry Snyder, John Johnson, Casey Venema
VACANT:	District #4

Motion To: Cast a unanimous ballot for Commissioner Cory Smith as Vice-Chair of the County Board for the year 2025.

RESULT:	APPROVED (4 TO 0)
MOVER:	Commissioner Terry Snyder
SECONDER:	Commissioner John Johnson
AYES:	Cory Smith, Terry Snyder, John Johnson, Casey Venema
VACANT:	District #4

V. APPROVAL OF AGENDA

Motion To: Approve the agenda, as presented.

RESULT:	APPROVED (4 TO 0)
MOVER:	Commissioner John Johnson
SECONDER:	Commissioner Terry Snyder
AYES:	Cory Smith, Terry Snyder, John Johnson, Casey Venema
VACANT:	District #4

VI. MINUTES APPROVAL

Motion To: Approve the minutes, as delineated below.

RESULT:	APPROVED (4 TO 0)
MOVER:	Commissioner Cory Smith
SECONDER:	Commissioner John Johnson
AYES:	Cory Smith, Terry Snyder, John Johnson, Casey Venema
VACANT:	District #4

1. Approve the minutes of the Tuesday, December 17, 2024 County Board Work Session.
2. Approve the minutes of the Thursday, December 26, 2024 County Board Special Session.

VII. CONSENT AGENDA

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

RESULT:	APPROVED (4 TO 0)
MOVER:	Commissioner Cory Smith
SECONDER:	Commissioner John Johnson
AYES:	Cory Smith, Terry Snyder, John Johnson, Casey Venema
VACANT:	District #4

1. Approve VOTER Fund Agreement and authorize signatures.
2. Approve a reduced insurance requirement in the amount of \$1,000,000 per occurrence and \$3,000,000 aggregate for IMCare administrative contracts.

VIII. REGULAR AGENDA

1. Citizen Input
No citizen input provided.

2. Bids for Legal Printing

Motion To: Award the Bids for Legal Publication for 2025 as follows: Scenic Range News Forum - Official Proceedings, Delinquent Tax Notice, Financial Statements; Grand Rapids Herald Review - Official Proceedings, Delinquent Tax Notice, Financial Statements.

RESULT:	APPROVED (4 TO 0)
MOVER:	Commissioner John Johnson
SECONDER:	Commissioner Terry Snyder
AYES:	Cory Smith, Terry Snyder, John Johnson, Casey Venema
VACANT:	District #4

3. Annual Delegation for Electronic Funds Transfers

Motion To: Approve the 2025 Annual Delegation of Electronic Funds Transfers to the Auditor/Treasurer, Accounting Manager, or the officer's designee.

RESULT:	APPROVED (4 TO 0)
MOVER:	Commissioner Cory Smith
SECONDER:	Commissioner Terry Snyder
AYES:	Cory Smith, Terry Snyder, John Johnson, Casey Venema
VACANT:	District #4

4. Commissioner Warrants

Motion To: Approve Commissioner Warrants with a check date of January 8, 2025, in the amount of \$1,682,223.12.

RESULT:	APPROVED (4 TO 0)
MOVER:	Commissioner Terry Snyder
SECONDER:	Commissioner Cory Smith
AYES:	Cory Smith, Terry Snyder, John Johnson, Casey Venema
VACANT:	District #4

5. ICHHS Warrants

Motion To: Approve the Itasca County Health and Human Services (ICHHS) Department Warrants for December 2024, in the amount of \$2,270,329.32.

RESULT:	APPROVED (4 TO 0)
MOVER:	Commissioner Cory Smith
SECONDER:	Commissioner John Johnson
AYES:	Cory Smith, Terry Snyder, John Johnson, Casey Venema
VACANT:	District #4

6. Appointments to Committees/Commissions/Boards

Motion To: Approve the appointments to various Itasca County Committees/Commissions/Boards, per the complete Current List dated December 31, 2024, and authorized the Administrative Services Department to continue actively seeking applications for remaining vacancies.

RESULT:	APPROVED (4 TO 0)
MOVER:	Commissioner John Johnson
SECONDER:	Commissioner Cory Smith
AYES:	Cory Smith, Terry Snyder, John Johnson, Casey Venema
VACANT:	District #4

7. Additional Appointments to Committees/Commissions/Boards

Motion To: Reappoint Michael Bellomy to the Planning Commission/Board of Adjustment (PC/BoA) fulfilling the unexpired vacancy representing District #2 effective January 1, 2025 through December 31, 2027.

RESULT:	APPROVED (4 TO 0)
MOVER:	Commissioner Terry Snyder
SECONDER:	Commissioner Cory Smith
AYES:	Cory Smith, Terry Snyder, John Johnson, Casey Venema
VACANT:	District #4

Motion To: Appoint Conley Janssen to the Planning Commission/Board of Adjustment (PC/BoA) fulfilling the unexpired vacancy representing District #1 effective January 1, 2025 through December 31, 2027.

RESULT:	APPROVED (4 TO 0)
MOVER:	Commissioner Cory Smith
SECONDER:	Commissioner John Johnson
AYES:	Cory Smith, Terry Snyder, John Johnson, Casey Venema
VACANT:	District #4

Motion To: Approve removing Contract Negotiation Team and related appointments from the Committee/Commission/Board listing and approve name change updating the Northern Counties Land Use Coordinating Board (NCLUCB) to the Northern Counties Coalition.

RESULT:	APPROVED (4 TO 0)
MOVER:	Commissioner John Johnson
SECONDER:	Commissioner Terry Snyder
AYES:	Cory Smith, Terry Snyder, John Johnson, Casey Venema
VACANT:	District #4

IX. ADMINISTRATOR UPDATE

X. COMMITTEE REPORTS

Commissioner Snyder reported on his attendance at a recent Trails Task Force meeting, as well as a recent meeting with the Governor's staff regarding the economic position of Itasca County.

XI. COMMISSIONER COMMENTS

Commissioner Johnson expressed gratitude to colleagues, staff, and constituents for making his time as 2024 County Board Chair a pleasurable and rewarding experience.

Commissioner Snyder thanked Commissioner Johnson for his service as 2024 County Board Chair and provided comment regarding the lack of snow and it's impact on local establishments.

Commissioner Venema expressed condolences to the family of former Commissioner Mark Mandich due to his passing and provided comment regarding the need to consider sale of excess County buildings.

XII. CLOSED SESSIONS

XIII. ADJOURN

Chair Venema adjourned the meeting at 2:51 PM.

ATTEST



Casey Venema
Chair of the County Board



Brett Skyles
Clerk of the County Board