



ITASCA COUNTY BOARD OF COMMISSIONERS

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

Tuesday, January 14, 2025

2:30 PM

Itasca County Boardroom

FINAL

REGULAR SESSION MINUTES

I. CALL TO ORDER

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

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

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF AGENDA

Motion To: Add Item #6.8 (Letter of Support) and approve the agenda, as amended.

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

IV. 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, January 7, 2025 Organizational/Regular Session.

V. CONSENT AGENDA

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

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

1. Approve the contract with PowerDMS by NEOGOV in the amount of \$14,894.00 and authorize necessary signatures.

2. Accept and authorize the County Board Chair to sign the TriMin Support service agreement for 2025.
3. Approve final payment for Contract 68404 and authorize the County Board Chairperson and Clerk to the County Board to sign the Certificate of Final Payment.
4. Approve the contract with USDA and allow the County Engineer and Land Commissioner to sign the agreement.

VI. REGULAR AGENDA

1. Citizen Input
Citizen input from Marty Setala regarding the need for an ordinance on homes that have yard waste, flammable materials, junk cars, etc. was read into the record.

2. Recognition of County Employees
The following employees were recognized:

Farewell to Bradley Neururer, whose last day as a Highway Maintenance Worker for the Transportation Department, was December 6, 2024, after 28+ years of service.

Farewell to Shelley McCauley, whose last day as a Public Health Nurse for the Health and Human Services Department, was December 31, 2024, after 7+ years of service.

Farewell to Heidi Kuck, whose last day as a Public Health Nurse for the Health and Human Services Department, was January 6, 2025, after 10+ years of service.

Farewell to Matthew Becker, whose last day as a Park Maintenance Worker for the Land Department, was December 13, 2024, after 2+ years of service.

Congratulations to Jori Gould, who transferred from Managed Care Nurse to Public Health Nurse with Health and Human Services, which was effective December 8, 2024.

Congratulations to Becky Sutherland, who transferred from HR Assistant to Health and Human Services Specialist with the Health and Human Services Department, which was effective December 22, 2024.

Welcome to new employee, James Rudquist, Corrections Deputy with the Sheriff's Department, which was effective December 9, 2024.

Welcome to new employee, Sawyer Peterson, District Forester with the Land Department, which was effective on December 16, 2024.

Welcome to new employee, Sara Gross, Eligibility Specialist with Health and Human Services, which was effective on December 16, 2024.

Welcome to new employee, Kathy Herring, Social Worker-HCBS with Health and Human Services, which was effective on December 16, 2024.

Welcome to new employee, Jessica Kalstad, Eligibility Specialist with Health and Human Services, which was effective on December 17, 2024.

Welcome to new employee, Amber St. Martin, Accountant for the Transportation Department, which was effective on January 6, 2025.

Welcome to new employee, Thomas Rychart, Corrections Deputy for the Sheriff's Department, which was effective on January 6, 2025.

Welcome to new employee, Haleigh Johnson, Emergency Communications Specialist for the Sheriff's Department, which was effective on January 6, 2025.

Welcome to new employee, Ryan Eichorn, Facilities Manager for the Administrative Department, which was effective on January 13, 2025.

Welcome to new employee, Matthew Hovland-Knase, Forester, with the Land Department, which was effective on January 13, 2025.

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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3. Commissioner Warrants

Motion To: Approve Commissioner Warrants with a check date of January 15, 2025, in the amount of \$4,176,327.29.

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

4. Public Health Position Request

Motion To: Authorize the creation of one (1) Regular F/T Social Worker position, Grade 11, in the Public Health Division of the Health and Human Services Department and authorize the posting and filling on an internal and open competitive basis.

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

5. Set Solid Waste Assessment for 2025

Motion To: Set the Solid Waste Assessment for 2025 by accepting the proposal for Option 1.

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

6. Out of State Travel Request

Motion To: Authorize out of state travel to Leitchfield, KY for Corrections Deputies Garrett Smith and Brandon Nistler to attend a 5-day Use of Force Instructor Certification course.

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. Itasca County Emergency Management Performance Grant (EMPG)

Motion To: Authorize the Itasca County Board Chair and County Administrator to sign the 2023 Emergency Management Performance Grant (EMPG) in the amount of \$29,083.00 which is an agreement between the Commission of Public Safety, Division of Homeland Security and Emergency Management (HSEM) and Itasca County.

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

8. Letter of Support

Motion To: Approve a letter of support for the Blackwater Banks project in the City of Cohasset and authorize Chair signature.

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

VII. ADMINISTRATOR UPDATE

County Administrator Brett Skyles provided an Administrator Update, including information regarding a water interruption at the Courthouse, old building, on Thursday, January 16, 2025 which will make water unavailable to that part of the building. Water will remain available in the new Courts/Jail Facilities building during this time.

VIII. COMMITTEE REPORTS

IX. COMMISSIONER COMMENTS

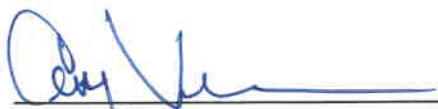
Commissioner Smith provided comment regarding the preparation of local snowmobile trails due to the recent snowfall and encouraged users to exercise caution.

X. CLOSED SESSIONS

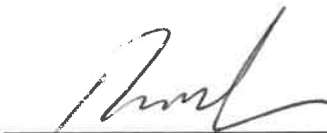
XI. ADJOURN

Chair Venema adjourned the meeting at 3:05 PM.

ATTEST



Casey Venema
Chair of the County Board



Brett Skyles
Clerk of the County Board



January 14, 2025

Chair:

PULL: None

ADDITIONS:

1. Item #6.8 Re: Letter of Support

CHANGES: None

INFORMATIONAL: None



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

DRAFT

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



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, January 14, 2025

REQUEST FOR BOARD ACTION: RBA-2025-202

DEPARTMENT: Human Resources

TIME REQUESTED: 5 Minutes

PRESENTER: Janet Borth

AGENDA ITEM:

Contract Renewal for PowerDMS by NEOGOV

BOARD ACTION REQUESTED:

Approve the contract with PowerDMS by NEOGOV in the amount of \$14,894.00 and authorize necessary signatures.

BACKGROUND:

COUNTY ATTORNEY REVIEW: Yes and/or Pending

SUPPORTING DOCUMENTATION:

1. PowerDMS by NEOGOV Contract

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

THIS IS NOT AN INVOICE

Contract Records		Order Details	
Account Number:	A-632848	Order #:	Q-335521
Customer:	Itasca, County of (MN)	Valid Until:	2/11/2025
Effective Employee Count:	435		
Sales Rep:	Salesforce Administrator		

Customer Contact		Shipping Contact	
Billing Contact:	Itasca, County of (MN) Janet Borth	Shipping Contact :	Itasca, County of (MN) Janet Borth
Billing Address:	123 Northeast 4th Grand Rapids, MN 55744	Shipping Address:	123 Northeast 4th Grand Rapids, MN 55744
Billing Contact Email:	janet.borth@co.itasca.mn. us	Shipping Contact Email:	janet.borth@co.itasca.mn. us
Billing Phone:	218-327-7361	Shipping Phone:	218-327-7361

Payment Terms		Notes:
Payment Term:	Net 60	
PO Number:		

Subscription Service

February 2025

Item	Type	Start Date	End Date	Qty.	License Type	Total (USD)
Insight Subscription	Recurring	2/11/2025	2/10/2026	435	Employee Based	\$12,634.96
Governmentjobs.com Subscription	Recurring	2/11/2025	2/10/2026	435	Employee Based	\$2,259.26
February 2025 TOTAL:						\$14,894.22

This price does NOT include any sales tax. Total in USD

Additional Terms and Conditions

License Terms: Enterprise license denotes that Customer has purchased an enterprise wide license up to the employee count specified above. User based license denotes that Customer has purchased the number of licenses set forth in the quantity column. Item count denotes the number of items that Customer has licensed as set forth in the quantity column.

Payment Terms: All invoices issued hereunder are **due upon the invoice due date**. If the Order is for a period longer than one year, the fees for the first period shown shall be invoiced immediately and the fees for future years/periods shall be invoiced annually in advance of each 12 month period shown on the Order, but regardless of the billing cycle, Customer is responsible for the fees for the entire Order. The fees set forth in this Service Order are exclusive of all applicable taxes, levies, or duties imposed by taxing authorities and Customer shall be responsible for payment of any such applicable taxes, levies, or duties. All payment obligations are non-cancellable, and all fees paid are non-refundable. Payment for services ordered hereunder shall be made to Governmentjobs.com, Inc., (D/B/A NEOGOV).

Terms & Conditions: This Order Form creates a legally binding contract on the parties. Unless otherwise agreed in a written agreement between GovernmentJobs.com, Inc. (D/B/A/ NEOGOV), parent company of PowerDMS, Inc., Cuehit, Inc., Ragnasoft LLC (D/B/A/ PlanIT Schedule), and Design PD, LLC (D/B/A Agency360) (collectively, "NEOGOV") and Customer, this Order Form and the services to be furnished pursuant to this Order Form are subject to the terms and conditions set forth here: <https://www.neogov.com/service-specifications>. The Effective Date (as defined in the terms and conditions) shall be the Subscription Start Date.

Special Condition:



t 800.749.5104
2120 Park Pl. Suite 100
El Segundo, CA 90245

NEOGOV

Your signature below constitutes acceptance of terms herein and contractual commitment to purchase the items listed above.

Accepted and Agreed By Authorized Representative of:
Itasca, County of (MN)

Signature: _____

Printed Name: _____

Title: _____

Date _____

THE INFORMATION AND PRICING CONTAINED IN THIS ORDER FORM IS STRICTLY CONFIDENTIAL.



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, January 14, 2025

REQUEST FOR BOARD ACTION: RBA-2025-201

DEPARTMENT: Health & Human Services

TIME REQUESTED: < 5 Minutes

PRESENTER: Christine Krebs

AGENDA ITEM:

2025 CMHS Service Agreement

BOARD ACTION REQUESTED:

Accept and authorize the County Board Chair to sign the TriMin Support service agreement for 2025.

BACKGROUND:

The current 2024 support agreement for the Agency Collections System and Social Welfare System ended 12/31/2024. ICHHS recommends approval.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. 2025 ACS SWS TriMin Support

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

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1. The Company shall indemnify and hold the other harmless from and against all claims, costs, damages, expenses, claims or actions, including attorney's fees which the other, its officers and

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**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, January 14, 2025

REQUEST FOR BOARD ACTION: RBA-2025-175

DEPARTMENT: Transportation
PRESENTER: Ryan Sutherland

TIME REQUESTED: < 5 Minutes

AGENDA ITEM:

Contract 68404 Final Payment - CSAH 84 Highway Improvement Project

BOARD ACTION REQUESTED:

Approve final payment for Contract 68404 and authorize the County Board Chairperson and Clerk to the County Board to sign the Certificate of Final Payment.

BACKGROUND:

Casper Construction has completed the contract and it is recommended that final payment be processed. Contract 68404 included State Aid Project 031-684-004 and the City of Calumet CA23-03.

Additional City of Calumet underground infrastructure work was required and completed beyond the original contract that contributed to the increase in city and county project costs.

Bid Amount: \$1,259,889.00
Final Amount: \$1,465,349.56

COUNTY ATTORNEY REVIEW: Yes and/or Pending

SUPPORTING DOCUMENTATION:

1. FINAL PAYMENT DOCUMENTS

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

CERTIFICATE FOR FINAL PAYMENT

State Of Minnesota

Project No.: SAP 031-684-004 & CA23-03

County of Itasca

Contract No.: 68404

The County Board of Itasca County hereby recognizes that the work done by Casper Construction, Inc. of Grand Rapids, MN, under contract with Itasca County, made and entered into on May 14, 2024, relating to the furnishing of materials, and/or, the construction of the above named project has been completed.

We hereby approve of the Engineer's Final Estimate hereto attached, including variations from the original plans, and hereby find the Contractor entitled to total compensation for said work according to said estimate.

Dated: _____, 2025

Signed:

Chairman, Itasca County Board

Clerk to the County Board

CERTIFICATE OF PERFORMANCE FORM

County of Itasca

Project No.: SAP 031-684-004 & CA23-03

Name of Contractor: Casper Construction, Inc.

Contract No.: 68404

Total Value of Work: \$ 1,465,349.56

I HEREBY CERTIFY to the Board of commissioners of the above named County, that I have been in charge of the work required by the above described contract; that all of such work has been done and performed as measured by and in accordance with and pursuant to the terms of said contract.

Date

Karin
Grandia

County Highway Engineer
Karin Grandia

Digitally signed by Karin
Grandia
Date: 2025.01.03 12:18:43
-06'00'

Contract Number: 68404
Pay Request Number: 10

Project Number	Project Description
031-684-004	031-684-004 - Bituminous paving, concrete walk rehabilitation

Contractor: Casper Construction, Inc. 212 SE 10th Street Grand Rapids, MN 55744	Vendor Number: 000107790 Up To Date: 12/17/2024
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Contract Amount		Funds Encumbered	
Original Contract	\$769,000.00	Original	\$769,000.00
Contract Changes	\$76,181.15	Additional	N/A
Revised Contract	\$845,181.15	Total	\$769,000.00

Work Certified To Date	
Base Bid Items	\$842,470.41
Contract Changes	\$72,815.65
Material On Hand	\$0.00
Total	\$915,286.06

Project	Work Certified This Request	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Request	Total Amount Paid To Date
031-684-004	\$0.00	\$915,286.06	\$0.00	\$869,521.76	\$45,764.30	\$915,286.06

Work Certified This Request	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Request	Total Amount Paid To Date
\$0.00	\$915,286.06	\$0.00	\$869,521.76	\$45,764.30	\$915,286.06
Percent: Retained: 0%			Percent Complete: 108.29%		

This is to certify that the items of work shown in this certificate of Pay Estimate have been actually furnished for the work comprising the above-mentioned projects in accordance with the plans and specifications heretofore approved.

Approved By 

County/City/Project Engineer

Date 12/19/2024

Approved By Casper Construction, Inc.

Contractor 

Date 12/19/2024

Contract Payment Summary				
Payment Number	Up To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request
1	2024-06-28	\$15,409.61	\$770.48	\$14,639.13
2	2024-07-16	\$40,984.55	\$2,049.23	\$38,935.32
3	2024-08-05	\$105,087.40	\$5,254.37	\$99,833.03
4	2024-08-19	\$367,812.42	\$18,390.62	\$349,421.80
5	2024-09-02	\$150,912.38	\$7,545.62	\$143,366.76
6	2024-10-02	\$77,241.77	\$3,862.09	\$73,379.68
7	2024-10-15	\$88,056.20	\$4,402.81	\$83,653.39
8	2024-11-20	\$24,593.71	\$1,229.68	\$23,364.03
9	2024-12-12	\$45,188.02	\$2,259.40	\$42,928.62
10	2024-12-17	\$0.00	(\$45,764.30)	\$45,764.30

Contract Funding Category Summary						
Funding Category Name	Funding Category Number	Work Certified to Date	Less Amount Retained	Less Previous Payments	Amount Paid this Request	Total Amount Paid to Date
CSAH 84	1	\$915,286.06	\$0.00	\$869,521.76	\$45,764.30	\$915,286.06

Contract Funding Source Summary					
Accounting Number	Funding Source Name	Amount Paid this Request	Revised Contract Amount	Funds Encumbered to Date	Paid Contractor to Date
1	Municipal (CSAH < 5000)	\$45,764.30	\$845,181.15	\$769,000.00	\$915,286.06

Project Payment Summary					
Project	Payment Number	Up To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request
031-684-004	1	2024-06-28	\$15,409.61	\$770.48	\$14,639.13
031-684-004	2	2024-07-16	\$40,984.55	\$2,049.23	\$38,935.32
031-684-004	3	2024-08-05	\$105,087.40	\$5,254.37	\$99,833.03
031-684-004	4	2024-08-19	\$367,812.42	\$18,390.62	\$349,421.80
031-684-004	5	2024-09-02	\$150,912.38	\$7,545.62	\$143,366.76
031-684-004	6	2024-10-02	\$77,241.77	\$3,862.09	\$73,379.68
031-684-004	7	2024-10-15	\$88,056.20	\$4,402.81	\$83,653.39
031-684-004	8	2024-11-20	\$24,593.71	\$1,229.68	\$23,364.03
031-684-004	9	2024-12-12	\$45,188.02	\$2,259.40	\$42,928.62
031-684-004	10	2024-12-17	\$0.00	(\$45,764.30)	\$45,764.30

Project Funding Category Summary						
Project	Funding Category Name	Work Certified to Date	Less Amount Retained	Less Previous Payments	Amount Paid this Request	Total Amount Paid to Date
031-684-004	CSAH 84	\$915,286.06	\$0.00	\$869,521.76	\$45,764.30	\$915,286.06

Project Funding Source Summary					
Project	Funding Source Name	Amount Paid this Request	Revised Contract Amount	Funds Encumbered to Date	Paid Contractor to Date
031-684-004	1	\$45,764.30	\$845,181.15	\$769,000.00	\$915,286.06

Contract Item Status										
Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
031-684-004	1	2021.501	MOBILIZATION	LS	\$81,929.00	1	0	\$0.00	1	\$81,929.00
031-684-004	2	2101.502	CLEARING	EACH	\$300.00	1	0	\$0.00	3	\$900.00
031-684-004	3	2101.502	GRUBBING	EACH	\$300.00	1	0	\$0.00	3	\$900.00
031-684-004	4	2104.502	REMOVE WOOD LIGHT POLE	EACH	\$550.00	8	0	\$0.00	0	\$0.00
031-684-004	5	2104.502	SALVAGE SIGN	EACH	\$61.00	1	0	\$0.00	0	\$0.00
031-684-004	6	2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	L F	\$3.00	277	0	\$0.00	707.9	\$2,123.70
031-684-004	7	2104.503	REMOVE CURB AND GUTTER	L F	\$2.25	1936	0	\$0.00	1916.7	\$4,312.58
031-684-004	8	2104.504	REMOVE CONCRETE WALK	S Y	\$3.00	1965	0	\$0.00	2009.1	\$6,027.30
031-684-004	9	2104.504	REMOVE CONCRETE DRIVEWAY PAVEMENT	S Y	\$10.00	78	0	\$0.00	78	\$780.00
031-684-004	10	2104.504	REMOVE BITUMINOUS PAVEMENT (P)	S Y	\$4.75	5794	0	\$0.00	6334.5	\$30,088.88
031-684-004	11	2104.618	REMOVE AND REPLACE BITUMINOUS PAVEMENT	S F	\$45.00	114	0	\$0.00	114	\$5,130.00
031-684-004	12	2112.519	SUBGRADE PREPARATION	RDST	\$325.00	10.3	0	\$0.00	10.3	\$3,347.50
031-684-004	13	2211.507	AGGREGATE BASE (CV) CLASS 5	C Y	\$59.00	250	0	\$0.00	455	\$26,845.00
031-684-004	14	2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (2,C)	TON	\$120.00	929	0	\$0.00	1026.47	\$123,176.40
031-684-004	15	2360.509	TYPE SP 19.0 NON WEARING COURSE MIXTURE (2,B)	TON	\$115.00	774	0	\$0.00	1055.84	\$121,421.60

Contract Item Status

Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
031-684-004	16	2504.602	ADJUST CURB STOP	EACH	\$475.00	8	0	\$0.00	10	\$4,750.00
031-684-004	17	2506.502	ADJUST FRAME AND RING CASTING	EACH	\$695.00	5	0	\$0.00	7	\$4,865.00
031-684-004	18	2521.518	4" CONCRETE WALK	S F	\$8.35	15612	0	\$0.00	15827.6	\$132,160.46
031-684-004	19	2521.518	6" CONCRETE WALK	S F	\$16.55	1666	0	\$0.00	2239.7	\$37,067.04
031-684-004	20	2531.503	CONCRETE CURB AND GUTTER DESIGN B618	L F	\$27.50	1882	0	\$0.00	1886	\$51,865.00
031-684-004	21	2531.504	7" CONCRETE DRIVEWAY PAVEMENT	S Y	\$98.25	78	0	\$0.00	68.8	\$6,759.60
031-684-004	22	2531.603	CONCRETE CURB AND GUTTER	L F	\$37.00	57	0	\$0.00	48	\$1,776.00
031-684-004	23	2531.604	8" CONCRETE VALLEY GUTTER	S Y	\$120.00	9	0	\$0.00	0	\$0.00
031-684-004	24	2531.618	TRUNCATED DOMES	S F	\$71.00	236	0	\$0.00	236	\$16,756.00
031-684-004	25	2545.501	LIGHTING SYSTEM "A"	LS	\$154,750.00	1	0	\$0.00	1	\$154,750.00
031-684-004	26	2563.601	TRAFFIC CONTROL	LS	\$2,500.00	1	0	\$0.00	1	\$2,500.00
031-684-004	27	2564.502	INSTALL SIGN	EACH	\$227.00	1	0	\$0.00	0	\$0.00
031-684-004	28	2573.501	EROSION CONTROL SUPERVISOR	LS	\$1,500.00	1	0	\$0.00	1	\$1,500.00
031-684-004	29	2573.502	STORM DRAIN INLET PROTECTION	EACH	\$305.00	11	0	\$0.00	7	\$2,135.00
031-684-004	30	2573.503	SILT FENCE, TYPE HI	L F	\$7.35	170	0	\$0.00	304	\$2,234.40

Contract Item Status										
Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
031-684-004	31	2575.501	TURF ESTABLISHMENT	LS	\$2,100.00	1	0	\$0.00	1	\$2,100.00
031-684-004	32	2582.503	4" DOUBLE SOLID LINE PAINT	L F	\$3.75	910	0	\$0.00	957	\$3,588.75
031-684-004	33	2582.518	CROSSWALK MULTI-COMPONENT GROUND IN	S F	\$34.50	152	0	\$0.00	309.6	\$10,681.20
Base Bid Totals:								\$0.00		\$842,470.41

Project Category Totals			
Project	Category	Amount This Request	Amount To Date
031-684-004	Participating	\$0.00	\$842,470.41

Contract Change Item Status											
Project	CC	Line	Item	Unit Price	Contract Quantity	Contract Amount	New Item or Adj to Existing	Quantity This Request	Amount This request	Quantity To date	Amount To Date
031-684-004	BK1	36	2360 Bituminous Density Incentive (LS)	\$671.22	1	\$671.22	ITM	0	\$0.00	1	\$671.22
031-684-004	CO2	34	2106.507 EXCAVATION - COMMON (C Y)	\$12.00	1100	\$13,200.00	ITM	0	\$0.00	1100	\$13,200.00
031-684-004	CO2	35	2105.607 SELECT GRANULAR BORROW MOD 10% (CV) (C Y)	\$26.50	1100	\$29,150.00	ITM	0	\$0.00	973	\$25,784.50
031-684-004	CO3	41	2545.501 LIGHTING SYSTEM "B" (LS)	\$12,113.72	1	\$12,113.72	ITM	0	\$0.00	1	\$12,113.72
031-684-004	CO4	38	2506.602 INSTALL CATCH BASIN (EACH)	\$9,015.13	2	\$18,030.26	ITM	0	\$0.00	2	\$18,030.26
031-684-004	CO4	39	2573.602 EROSION CONTROL MOBILIZATION (EACH)	\$2,792.95	1	\$2,792.95	ITM	0	\$0.00	1	\$2,792.95
031-684-004	CO4	40	2540.602 TIMBER STEP (EACH)	\$223.00	1	\$223.00	ITM	0	\$0.00	1	\$223.00
Contract Change Totals:									\$0.00		\$72,815.65

Contract Change Totals			
Number	Description	Effective Date	Amount
1	Bituminous Density Incentive	10/01/2024	\$671.22

2	Subcut 12" of existing material and replace with select granular material.	07/26/2024	\$42,350.00
3	All labor, equipment and materials to add receptables to street lights as requested by the City of Calumet and approved by the Engineer. Materials include receptacles, 3960' #6 wire, polaris tabs, fuse holders and fuses. This change order also includes the labor, equipment and materials to modify (1) Light Base location due to unknown abandoned concrete footing in original planned location.	10/16/2024	\$12,113.72
4	Replace (2) Catch Basins SWPPP Repairs Raise Wooden Ramp	10/31/2024	\$21,046.21

Material On Hand Additions

Line	Item	Description	Date	Added	Comments

Material On Hand Balance

Line	Item	Description	Date	Added	Used	Remaining

Contract Total	\$915,286.06
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Contract Number: CA23-03
Pay Request Number: 7

Project Number	Project Description
CA23-03	City of Calumet - Gary St. Infrastructure
CA23-03 ADD ALT#1	City of Calumet ALT ADD #1

Contractor: Casper Construction, Inc. 212 SE 10th Street Grand Rapids, MN 55744	Vendor Number: 000107790 Up To Date: 12/17/2024
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Contract Amount**Funds Encumbered**

Original Contract	\$490,889.00	Original	\$490,889.00
Contract Changes	\$115,209.75	Additional	N/A
Revised Contract	\$606,098.75	Total	\$490,889.00

Work Certified To Date

Base Bid Items	\$451,979.75
Contract Changes	\$98,083.75
Material On Hand	\$0.00
Total	\$550,063.50

Project	Work Certified This Request	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Request	Total Amount Paid To Date
CA23-03	\$0.00	\$462,092.25	\$0.00	\$438,987.63	\$23,104.62	\$462,092.25
CA23-03 ADD ALT#1	\$0.00	\$87,971.25	\$0.00	\$83,572.69	\$4,398.56	\$87,971.25

Work Certified This Request	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Request	Total Amount Paid To Date
\$0.00	\$550,063.50	\$0.00	\$522,560.32	\$27,503.18	\$550,063.50
Percent: Retained: 0%			Percent Complete: 90.75%		

This is to certify that the items of work shown in this certificate of Pay Estimate have been actually furnished for the work comprising the above-mentioned projects in accordance with the plans and specifications heretofore approved.

Approved By



County/City/Project Engineer

Date 12/19/2024

Approved By Casper Construction, Inc.

Contractor



Date

12/19/2024

Contract Payment Summary				
Payment Number	Up To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request
1	2024-07-16	\$176,277.63	\$8,813.88	\$167,463.75
2	2024-08-06	\$227,659.62	\$11,382.98	\$216,276.64
3	2024-08-19	\$66,016.75	\$3,300.84	\$62,715.91
4	2024-09-02	\$35,269.75	\$1,763.49	\$33,506.26
5	2024-11-20	\$31,224.75	\$1,561.24	\$29,663.51
6	2024-12-10	\$13,615.00	\$680.75	\$12,934.25
7	2024-12-17	\$0.00	(\$27,503.18)	\$27,503.18

Contract Funding Category Summary						
Funding Category Name	Funding Category Number	Work Certified to Date	Less Amount Retained	Less Previous Payments	Amount Paid this Request	Total Amount Paid to Date
Calumet	1	\$550,063.50	\$0.00	\$522,560.32	\$27,503.18	\$550,063.50

Contract Funding Source Summary					
Accounting Number	Funding Source Name	Amount Paid this Request	Revised Contract Amount	Funds Encumbered to Date	Paid Contractor to Date
1	Local	\$27,503.18	\$606,098.75	\$490,889.00	\$550,063.50

Project Payment Summary					
Project	Payment Number	Up To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request
CA23-03	1	2024-07-16	\$176,277.63	\$8,813.88	\$167,463.75
CA23-03	2	2024-08-06	\$218,286.62	\$10,914.33	\$207,372.29
CA23-03	3	2024-08-19	\$22,248.25	\$1,112.42	\$21,135.83
CA23-03	4	2024-09-02	\$440.00	\$22.00	\$418.00
CA23-03	5	2024-11-20	\$31,224.75	\$1,561.24	\$29,663.51
CA23-03	6	2024-12-10	\$13,615.00	\$680.75	\$12,934.25
CA23-03	7	2024-12-17	\$0.00	(\$23,104.62)	\$23,104.62
CA23-03 ADD ALT#1	1	2024-07-16			
CA23-03 ADD ALT#1	2	2024-08-06	\$9,373.00	\$468.65	\$8,904.35
CA23-03 ADD ALT#1	3	2024-08-19	\$43,768.50	\$2,188.42	\$41,580.08
CA23-03 ADD ALT#1	4	2024-09-02	\$34,829.75	\$1,741.49	\$33,088.26
CA23-03 ADD ALT#1	5	2024-11-20	\$0.00	\$0.00	\$0.00
CA23-03 ADD ALT#1	6	2024-12-10	\$0.00	\$0.00	\$0.00
CA23-03 ADD ALT#1	7	2024-12-17	\$0.00	(\$4,398.56)	\$4,398.56

Project Funding Category Summary						
Project	Funding Category Name	Work Certified to Date	Less Amount Retained	Less Previous Payments	Amount Paid this Request	Total Amount Paid to Date
CA23-03	Calumet	\$462,092.25	\$0.00	\$438,987.63	\$23,104.62	\$462,092.25
CA23-03 ADD ALT#1	Calumet	\$87,971.25	\$0.00	\$83,572.69	\$4,398.56	\$87,971.25

Project Funding Source Summary					
Project	Funding Source Name	Amount Paid this Request	Revised Contract Amount	Funds Encumbered to Date	Paid Contractor to Date
CA23-03	1	\$23,104.62	\$513,709.75	\$398,500.00	\$462,092.25
CA23-03 ADD ALT#1	1	\$4,398.56	\$92,389.00	\$92,389.00	\$87,971.25

Contract Item Status										
Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
CA23-03	1	2021.501	MOBILIZATION	LS	\$20,115.25	1	0	\$0.00	1	\$20,115.25
CA23-03	2	2104.502	REMOVE MANHOLE	EACH	\$350.00	2	0	\$0.00	3	\$1,050.00
CA23-03	3	2104.502	REMOVE GATE VALVE AND BOX	EACH	\$165.00	1	0	\$0.00	2	\$330.00
CA23-03	4	2104.502	REMOVE CURB STOP AND BOX	EACH	\$165.00	10	0	\$0.00	10	\$1,650.00
CA23-03	5	2104.503	REMOVE WATER MAIN	L F	\$11.00	501	0	\$0.00	350	\$3,850.00
CA23-03	6	2104.503	REMOVE SEWER PIPE (STORM)	L F	\$9.00	55	0	\$0.00	53	\$477.00
CA23-03	7	2104.503	REMOVE SEWER PIPE (SANITARY)	L F	\$8.50	1190	0	\$0.00	336	\$2,856.00
CA23-03	8	2104.503	REMOVE WATER SERVICE PIPE	L F	\$8.50	330	0	\$0.00	444	\$3,774.00
CA23-03	9	2105.607	SELECT GRANULAR BORROW MOD 10% (CV)	C Y	\$26.50	975	0	\$0.00	881	\$23,346.50
CA23-03	10	2106.507	EXCAVATION - COMMON	C Y	\$12.00	1460	0	\$0.00	1460	\$17,520.00
CA23-03	11	2106.507	EXCAVATION - ROCK	C Y	\$150.00	20	0	\$0.00	23	\$3,450.00
CA23-03	12	2108.504	GEOTEXTILE FABRIC TYPE 5	S Y	\$1.75	2915	0	\$0.00	465	\$813.75

Contract Item Status										
Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
CA23-03	13	2211.507	AGGREGATE BASE (CV) CLASS 5	C Y	\$45.00	650	0	\$0.00	544	\$24,480.00
CA23-03	14	2411.507	GRANULAR BACKFILL MOD (CV)	C Y	\$150.00	20	0	\$0.00	0	\$0.00
CA23-03	15	2503.503	12" RC PIPE SEWER	L F	\$90.00	55	0	\$0.00	55	\$4,950.00
CA23-03	16	2503.602	DISTRIBUTION BOX	EACH	\$220.00	14	0	\$0.00	8	\$1,760.00
CA23-03	17	2503.602	CONNECT TO EXISTING MANHOLES	EACH	\$1,400.00	1	0	\$0.00	1	\$1,400.00
CA23-03	18	2503.602	CONNECT TO EXISTING SANITARY SEWER SERVICE	EACH	\$350.00	2	0	\$0.00	8	\$2,800.00
CA23-03	19	2503.602	10"X6" PVC WYE	EACH	\$800.00	14	0	\$0.00	8	\$6,400.00
CA23-03	20	2503.603	4" PVC PIPE SEWER	L F	\$64.50	40	0	\$0.00	14	\$903.00
CA23-03	21	2503.603	6" PVC PIPE SEWER	L F	\$69.50	490	0	\$0.00	252	\$17,514.00
CA23-03	22	2503.603	8" PVC PIPE SEWER	L F	\$77.75	360	0	\$0.00	351	\$27,290.25
CA23-03	23	2503.603	10" PVC PIPE SEWER	L F	\$88.75	300	0	\$0.00	301	\$26,713.75
CA23-03	24	2503.608	DUCTILE IRON FITTINGS	LB	\$30.00	362	0	\$0.00	590	\$17,700.00
CA23-03	25	2504.601	TEMPORARY WATER SERVICE	LS	\$8,000.00	1	0	\$0.00	1	\$8,000.00
CA23-03	26	2504.602	CONNECT TO EXISTING WATER MAIN	EACH	\$2,000.00	5	0	\$0.00	5	\$10,000.00
CA23-03	27	2504.602	CONNECT TO EXISTING WATER SERVICE	EACH	\$625.00	7	0	\$0.00	7	\$4,375.00

Contract Item Status										
Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
CA23-03	28	2504.602	0.75" CORPORATION STOP	EACH	\$325.00	8	0	\$0.00	6	\$1,950.00
CA23-03	29	2504.602	8" GATE VALVE AND BOX	EACH	\$3,750.00	3	0	\$0.00	3	\$11,250.00
CA23-03	30	2504.602	ADJUST CURB STOP	EACH	\$490.00	1	0	\$0.00	0	\$0.00
CA23-03	31	2504.602	0.75" CURB STOP AND BOX	EACH	\$675.00	8	0	\$0.00	8	\$5,400.00
CA23-03	32	2504.603	3/4" TYPE K COPPER PIPE	L F	\$63.00	340	0	\$0.00	270	\$17,010.00
CA23-03	33	2504.603	4" WATERMAIN DUCTILE IRON CL 52	L F	\$150.00	22	0	\$0.00	44	\$6,600.00
CA23-03	34	2504.603	6" WATERMAIN DUCTILE IRON CL 52	L F	\$100.00	20	0	\$0.00	63	\$6,300.00
CA23-03	35	2504.603	8" WATERMAIN DUCTILE IRON CL 52	L F	\$120.00	443	0	\$0.00	451.5	\$54,180.00
CA23-03	36	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN 4007	EACH	\$7,400.00	2	0	\$0.00	2	\$14,800.00
CA23-03	37	2506.502	CASTING ASSEMBLY	EACH	\$1,500.00	2	0	\$0.00	2	\$3,000.00
CA23-03	38	2540.602	DRINKING FOUNTAIN	EACH	\$9,500.00	1	0	\$0.00	1	\$9,500.00
CA23-03	39	2563.601	TRAFFIC CONTROL	LS	\$500.00	1	0	\$0.00	1	\$500.00
CA23-03 ADD ALT#1	1	2104.503	REMOVE CONCRETE CURB	L F	\$5.00	355	0	\$0.00	340	\$1,700.00
CA23-03 ADD ALT#1	2	2104.504	REMOVE CONCRETE WALK	S Y	\$6.00	270	0	\$0.00	270	\$1,620.00

Contract Item Status

Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
CA23-03 ADD ALT#1	3	2104.504	REMOVE BITUMINOUS PAVEMENT	S Y	\$5.00	1240	0	\$0.00	1238	\$6,190.00
CA23-03 ADD ALT#1	4	2104.503	SAWING BITUMINOUS PAVEMENT	L F	\$3.00	88	0	\$0.00	121	\$363.00
CA23-03 ADD ALT#1	5	2106.507	EXCAVATION - COMMON	C Y	\$15.50	100	0	\$0.00	637	\$9,873.50
CA23-03 ADD ALT#1	6	2108.504	GEOTEXTILE FABRIC TYPE 5	S Y	\$1.75	1240	0	\$0.00	0	\$0.00
CA23-03 ADD ALT#1	7	2211.507	AGGREGATE BASE (CV) CLASS 5	C Y	\$40.00	100	0	\$0.00	255	\$10,200.00
CA23-03 ADD ALT#1	8	2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (2,B)	TON	\$115.00	245	0	\$0.00	128	\$14,720.00
CA23-03 ADD ALT#1	9	2360.509	TYPE SP 12.5 NON WEARING COURSE MIXTURE (2,B)	TON	\$115.00	155	0	\$0.00	154	\$17,710.00
CA23-03 ADD ALT#1	10	2521.518	4" CONCRETE WALK	S F	\$7.25	2310	0	\$0.00	2271	\$16,464.75
CA23-03 ADD ALT#1	11	2531.503	CONCRETE CURB AND GUTTER DESIGN B618	L F	\$27.50	355	0	\$0.00	332	\$9,130.00
CA23-03 ADD ALT#1	12	2575.504	SODDING TYPE LAWN	S Y	\$20.00	115	0	\$0.00	0	\$0.00
Base Bid Totals:								\$0.00		\$451,979.75

Project Category Totals

Project	Category	Amount This Request	Amount To Date
CA23-03	CA23-03 Base	\$0.00	\$364,008.50
CA23-03 ADD ALT#1	CA23-03 ALT ADD #1	\$0.00	\$87,971.25

Contract Change Item Status

Project	CC	Line	Item	Unit Price	Contract Quantity	Contract Amount	New Item or Adj to Existing	Quantity This Request	Amount This request	Quantity To date	Amount To Date
CA23-03	CO1	42	2104.502 REMOVE CURB STOP AND BOX (EACH)	\$165.00	5	\$825.00	ITM	0	\$0.00	5	\$825.00

CA23-03	CO1	43	2104.503 REMOVE WATER MAIN (L F)	\$11.00	445	\$4,895.00	ITM	0	\$0.00	445	\$4,895.00
CA23-03	CO1	44	2104.503 REMOVE WATER SERVICE PIPE (L F)	\$8.50	160	\$1,360.00	ITM	0	\$0.00	126	\$1,071.00
CA23-03	CO1	45	2104.502 REMOVE GATE VALVE AND BOX (EACH)	\$165.00	1	\$165.00	ITM	0	\$0.00	0	\$0.00
CA23-03	CO1	46	2105.607 COMMON EXCAVATION (C Y)	\$12.00	250	\$3,000.00	ITM	0	\$0.00	0	\$0.00
CA23-03	CO1	47	2105.607 SELECT GRANULAR BORROW (CV) (C Y)	\$26.50	250	\$6,625.00	ITM	0	\$0.00	94	\$2,491.00
CA23-03	CO1	48	2504.602 CONNECT TO EXISTING WATER MAIN (EACH)	\$2,000.00	2	\$4,000.00	ITM	0	\$0.00	2	\$4,000.00
CA23-03	CO1	49	2504.602 CONNECT TO EXISTING WATER SERVICE (EACH)	\$625.00	4	\$2,500.00	ITM	0	\$0.00	3	\$1,875.00
CA23-03	CO1	50	2504.602 0.75" CORPORATION STOP (EACH)	\$325.00	4	\$1,300.00	ITM	0	\$0.00	4	\$1,300.00
CA23-03	CO1	51	2504.602 0.75" CURB STOP AND BOX (EACH)	\$675.00	4	\$2,700.00	ITM	0	\$0.00	4	\$2,700.00
CA23-03	CO1	52	2504.602 INSTALL GATE VALVE AND BOX (EACH)	\$3,750.00	1	\$3,750.00	ITM	0	\$0.00	1	\$3,750.00
CA23-03	CO1	53	2504.603 3/4" TYPE K COPPER PIPE (L F)	\$63.00	115	\$7,245.00	ITM	0	\$0.00	104	\$6,552.00
CA23-03	CO1	54	2504.603 8" WATERMAIN DUCTILE IRON CL 52 (L F)	\$120.00	407	\$48,840.00	ITM	0	\$0.00	338.5	\$40,620.00
CA23-03	CO2	55	2504.602 CONNECT TO EXISTING WATER SERVICE (EACH)	\$3,318.14	1	\$3,318.14	ITM	0	\$0.00	1	\$3,318.14
CA23-03	CO2	56	2506.602 CASTING ASSEMBLY SPECIAL (EACH)	\$1,443.70	1	\$1,443.70	ITM	0	\$0.00	1	\$1,443.70
CA23-03	CO2	57	2540.602 FLAGPOLE (EACH)	\$548.68	1	\$548.68	ITM	0	\$0.00	1	\$548.68
CA23-03	CO2	58	2504.602 0.75" CURB STOP AND BOX (EACH)	\$1,972.86	1	\$1,972.86	ITM	0	\$0.00	1	\$1,972.86
CA23-03	CO2	59	2573.602 EROSION CONTROL MOBILIZATION (EACH)	\$2,792.95	1	\$2,792.95	ITM	0	\$0.00	1	\$2,792.95
CA23-03	CO2	60	2021.501 MOBILIZATION (LS)	\$3,402.50	1	\$3,402.50	ITM	0	\$0.00	1	\$3,402.50
CA23-03	CO2	61	2506.502 CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL (EACH)	\$2,777.09	1	\$2,777.09	ITM	0	\$0.00	1	\$2,777.09
CA23-03	CO2	62	2504.602 INSTALL GATE VALVE AND BOX (EACH)	\$2,148.83	1	\$2,148.83	ITM	0	\$0.00	1	\$2,148.83
CA23-03	CO2	63	2503.601 SANITARY SEWER SYSTEM (LS)	\$9,600.00	1	\$9,600.00	ITM	0	\$0.00	1	\$9,600.00

Contract Change Totals:	\$0.00		\$98,083.75
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Contract Change Totals			
Number	Description	Effective Date	Amount
1	Issue: The Engineer has determined the Contract needs to be revised in accordance with specification 1402.5 - Extra Work. Additional watermain piping was added to the scope by the city. Resolution: 1. The Contractor will install watermain from 3rd and 4th Ave along Gary Street as shown on the revised 6/20/2024 plans. Entitlement: Payment for this work will be at: Contract Unit Prices as shown in the estimate of cost.	06/25/2024	\$87,205.00
2	CAL 01 City Hall 1-1/2" Water Service CAL 04 - Install water castings for curb stops CAL 05 - Flagpole Sleeve CAL 06 - Drinking fountain curb stop CAL 07 SWPPP repairs CAL 08 Remobilize for subcut north of 2nd Ave CAL 10 6' Manhole riser CAL 11 Replace existing broken gate valves Additional Sanitary work for extra depth	10/15/2024	\$28,004.75

Material On Hand Additions					
Line	Item	Description	Date	Added	Comments

Material On Hand Balance						
Line	Item	Description	Date	Added	Used	Remaining

Contract Total	\$550,063.50
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**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, January 14, 2025

REQUEST FOR BOARD ACTION: RBA-2025-200

DEPARTMENT: Transportation

TIME REQUESTED: < 5 Minutes

PRESENTER: Kory Johnson

AGENDA ITEM:

Cooperative Service Agreement - USDA Wildlife Services

BOARD ACTION REQUESTED:

Approve the contract with USDA and allow the County Engineer and Land Commissioner to sign the agreement.

BACKGROUND:

Itasca County Transportation and Land Departments have historically contracted with USDA for beaver dam removal. This agreement is a renewal of the current contract terms that expired at the end of 2024.

The purpose is to prevent damage to timber and roadways caused by beavers and their dams on various streams and waterways in Itasca County. APHIS-WS will attempt to reduce beaver damage on streams and waterways in Itasca County, by removing resident beaver and their associated dams. Beaver and dam removal is contingent on landowner permission, and direction from Itasca County.

COUNTY ATTORNEY REVIEW: Yes and/or Pending

SUPPORTING DOCUMENTATION:

1. Itasca County CSA 2025-2029

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

COOPERATIVE SERVICE AGREEMENT
between
Itasca County
and
UNITED STATES DEPARTMENT OF AGRICULTURE
ANIMAL AND PLANT HEALTH INSPECTION SERVICE (APHIS)
WILDLIFE SERVICES (WS)

ARTICLE 1 – PURPOSE

The purpose of this Cooperative Service Agreement is to provide for services performed by USDA / APHIS / Wildlife Services (hereinafter referred to as “APHIS-WS”) to manage beaver damage to properties owned or controlled by Itasca County (hereinafter referred to as “IC”).

ARTICLE 2 – AUTHORITY

APHIS-WS has statutory authority under the Acts of March 2, 1931, 46 Stat. 1468-69, 7 U.S.C. §§ 8351-8352, as amended, and December 22, 1987, Public Law No. 100-202, § 101(k), 101 Stat. 1329-331, 7 U.S.C. § 8353, to cooperate with States, local jurisdictions, individuals, public and private agencies, organizations, and institutions while conducting a program of wildlife services involving mammal and bird species that are reservoirs for zoonotic diseases, or animal species that are injurious and/or a nuisance to, among other things, agriculture, horticulture, forestry, animal husbandry, wildlife, and human health and safety.

ARTICLE 3 - MUTUAL RESPONSIBILITIES

The cooperating parties mutually understand and agree to/that:

1. APHIS-WS shall perform services set forth in the Work Plan, which is attached hereto and made a part hereof. The parties may mutually agree in writing, at any time during the term of this agreement, to amend, modify, add or delete services from the Work Plan.
2. The Cooperator certifies that APHIS-WS has advised the Cooperator there may be private sector service providers available to provide wildlife damage management (WDM) services that the Cooperator is seeking from APHIS-WS.
3. There will be no equipment with a procurement price of \$5,000 or more per unit purchased directly with funds from the cooperator for use on this project. All other equipment purchased for the program is and will remain the property of APHIS-WS.
4. The cooperating parties agree to coordinate with each other before responding to media requests on work associated with this project.

ARTICLE 4 - COOPERATOR RESPONSIBILITIES

IC agrees:

1. To designate the following as the authorized representatives who shall be responsible for collaboratively administering the activities conducted in this agreement:

Karin Grandia, County Highway Engineer
Itasca County Transportation Department
123 NE 4th St.
Grand Rapids, MN 55744

Kory Cease, Land Commissioner
Itasca County Land Department
1177 LaPrairie Ave.
Grand Rapids, MN 55744

2. To authorize APHIS-WS to conduct direct control activities as defined in the Work Plan. APHIS-WS will be considered an invitee on the lands controlled by the Cooperator. Cooperator will be required to exercise reasonable care to warn APHIS-WS as to dangerous conditions or activities in the project areas.
3. To reimburse APHIS-WS for costs, not to exceed the annually approved amount specified in the Financial Plan. If costs are projected to exceed the amount reflected in the Financial Plan, the agreement with amended Work Plan and Financial Plan shall be formally revised and signed by both parties before services resulting in additional costs are performed. The Cooperator agrees to pay all costs of services submitted via an invoice from APHIS-WS within 30 days of the date of the submitted invoice(s). Late payments are subject to interest, penalties, and administrative charges and costs as set forth under the Debt Collection Improvement Act of 1996.
4. To provide a Tax Identification Number or Social Security Number in compliance with the Debt Collection Improvement Act of 1996.
5. As a condition of this agreement, the Cooperator ensures and certifies that it is not currently debarred or suspended and is free of delinquent Federal debt.
6. To notify APHIS-WS verbally or in writing as far in advance as practical of the date and time of any proposed meeting related to the program.
7. The Cooperator acknowledges that APHIS-WS shall be responsible for administration of APHIS-WS activities and supervision of APHIS-WS personnel.
8. To obtain the appropriate permits for removal activities for species listed in the Work Plan and list USDA, APHIS, Wildlife Services as subpermitees.
9. The Cooperator will not be connected to the USDA APHIS computer network(s).

ARTICLE 5 – APHIS-WS RESPONSIBILITIES

APHIS-WS Agrees:

1. To designate the following as the APHIS-WS authorized representative who shall be responsible for collaboratively administering the activities conducted in this agreement.

Gary Nohrenberg, State Director
644 Bayfield St., Ste. 215
St. Paul, MN 55107
Phone: 651-224-6027
gary.nohrenberg@usda.gov
2. To conduct activities at sites designated by Cooperator as described in the Work and Financial Plans. APHIS-WS will provide qualified personnel and other resources necessary to implement the approved WDM activities delineated in the Work Plan and Financial Plan of this agreement.
3. That the performance of wildlife damage management actions by APHIS-WS under this agreement is contingent upon a determination by APHIS-WS that such actions are in compliance with the National Environmental Policy Act, Endangered Species Act, and any other applicable federal statutes. APHIS-WS will not make a final decision to conduct requested wildlife damage management actions until it has made the determination of such compliance.
4. To invoice Cooperator quarterly for actual costs incurred by APHIS-WS during the performance of services agreed upon and specified in the Work Plan. Authorized auditing representatives of the Cooperator shall be accorded reasonable opportunity to inspect the accounts and records of APHIS-WS pertaining to such claims for reimbursement to the extent permitted by Federal law and regulations.
5. To return to damage site if more fresh beaver activity is found within 30 days of trapping completion.
6. To follow the MN WS blasting protocol (Attachment C) when using explosives to remove beaver dams.

ARTICLE 6 – CONTINGENCY STATEMENT

This agreement is contingent upon the passage by Congress of an appropriation from which expenditures may be legally met and shall not obligate APHIS-WS upon failure of Congress to so appropriate. This agreement may also be reduced or terminated if Congress only provides APHIS-WS funds for a finite period under a Continuing Resolution.

ARTICLE 7 – NON-EXCLUSIVE SERVICE CLAUSE

Nothing in this agreement shall prevent APHIS-WS from entering into separate agreements with any other organization or individual for the purpose of providing wildlife damage management services exclusive of those provided for under this agreement.

ARTICLE 8 – CONGRESSIONAL RESTRICTIONS

Pursuant to Section 22, Title 41, United States Code, no member of or delegate to Congress shall be admitted to any share or part of this agreement or to any benefit to arise therefrom.

ARTICLE 9 – LAWS AND REGULATIONS

This agreement is not a procurement contract (31 U.S.C. 6303), nor is it considered a grant (31 U.S.C. 6304). In this agreement, APHIS-WS provides goods or services on a cost recovery basis to nonfederal recipients, in accordance with all applicable laws, regulations and policies.

ARTICLE 10 – LIABILITY

APHIS-WS assumes no liability for any actions or activities conducted under this agreement except to the extent that recourse or remedies are provided by Congress under the Federal Tort Claims Act (28 U.S.C. 1346(b), 2401(b), and 2671-2680).

ARTICLE 11 – NON-DISCRIMINATION CLAUSE

The United States Department of Agriculture prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or part of an individual's income is derived from any public assistance program. Not all prohibited bases apply to all programs.

ARTICLE 12 - DURATION, REVISIONS, EXTENSIONS, AND TERMINATIONS

This agreement shall become effective on January 8, 2025 and shall continue through December 31, 2029. This Cooperative Service Agreement may be amended by mutual agreement of the parties in writing. The Cooperator must submit a written request to extend the end date at least 10 days prior to expiration of the agreement. Also, this agreement may be terminated at any time by mutual agreement of the parties in writing, or by one party provided that party notifies the other in writing at least 60 days prior to effecting such action. Further, in the event the Cooperator does not provide necessary funds, APHIS-WS is relieved of the obligation to provide services under this agreement.

In accordance with the Debt Collection Improvement Act of 1996, the Department of Treasury requires a Taxpayer Identification Number for individuals or businesses conducting business with the agency.

Cooperator’s Tax ID No.: 41-6005810
APHIS-WS’s Tax ID: 41-0696271

ITASCA COUNTY:

Karin Grandia, County Highway Engineer Itasca County Transportation Dept. 123 NE 4 th St. Grand Rapids, MN 55744	Date
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Kory Cease, Land Commissioner Itasca County Land Dept. 1177 LaPrairie Ave. Grand Rapids, MN 55744	Date
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**UNITED STATES DEPARTMENT OF AGRICULTURE
ANIMAL AND PLANT HEALTH INSPECTION SERVICE
WILDLIFE SERVICES**

Gary Nohrenberg, State Director USDA, APHIS, WS 644 Bayfield St., Ste. 215 St. Paul, MN 55107	Date
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Keith Wehner Director, Eastern Region USDA, APHIS, WS 920 Main Campus Drive Suite 200 Raleigh, NC 27606	Date
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WORK PLAN

In accordance with the Cooperative Service Agreement between Itasca County and the United States Department of Agriculture (USDA), Animal and Plant Health Inspection Service (APHIS), Wildlife Services (WS), this Work Plan sets forth the objectives, activities and budget of this project during the period of this agreement.

Program Objective

Itasca County has requested APHIS-WS assistance to resolve damage to timber and roadways caused by beavers and their dams on various streams and waterways in Itasca County.

Plan of Action

APHIS-WS will attempt to reduce beaver damage on streams and waterways in Itasca County, by removing resident beaver and their associated dams. Beaver and dam removal is contingent on landowner permission, and direction from IC.

FINANCIAL PLAN

January 8, 2025 – December 31, 2025

Cost Element		Full Cost
Personnel Compensation		5,074.73
Travel		0.00
Vehicle Usage		1,800.00
Other Services		0.00
Supplies and Materials		990.00
Equipment		0.00
Subtotal (Direct Charges)		7,864.73
Pooled Job Costs	11.00%	865.12
Indirect Costs	16.15%	1,270.15
2025 Total		\$10,000.00
The distribution of the budget from this Financial Plan may vary as necessary to accomplish the purpose of this agreement, but may not exceed the January 8, 2025 – Dec. 31, 2025 total cost of \$10,000.00.		

January 1, 2026 – December 31, 2026

Cost Element		Full Cost
Personnel Compensation		5,074.73
Travel		0.00
Vehicle Usage		1,800.00
Other Services		0.00
Supplies and Materials		990.00
Equipment		0.00
Subtotal (Direct Charges)		7,864.73
Pooled Job Costs	11.00%	865.12
Indirect Costs	16.15%	1,270.15
2026 Total		\$10,000.00
The distribution of the budget from this Financial Plan may vary as necessary to accomplish the purpose of this agreement, but may not exceed the January 1, 2026 – Dec. 31, 2026 total cost of \$10,000.00.		

January 1, 2027 – December 31, 2027

Cost Element		Full Cost
Personnel Compensation		5,074.73
Travel		0.00
Vehicle Usage		1,800.00
Other Services		0.00
Supplies and Materials		990.00
Equipment		0.00
Subtotal (Direct Charges)		7,864.73
Pooled Job Costs	11.00%	865.12
Indirect Costs	16.15%	1,270.15
2027 Total		\$10,000.00
The distribution of the budget from this Financial Plan may vary as necessary to accomplish the purpose of this agreement, but may not exceed the January 1, 2027 – Dec. 31, 2027 total cost of \$10,000.00.		

January 1, 2028 – December 31, 2028

Cost Element		Full Cost
Personnel Compensation		5,074.73
Travel		0.00
Vehicle Usage		1,800.00
Other Services		0.00
Supplies and Materials		990.00
Equipment		0.00
Subtotal (Direct Charges)		7,864.73
Pooled Job Costs	11.00%	865.12
Indirect Costs	16.15%	1,270.15
2028 Total		\$10,000.00
The distribution of the budget from this Financial Plan may vary as necessary to accomplish the purpose of this agreement, but may not exceed the January 1, 2028 – Dec. 31, 2028 total cost of \$10,000.00.		

January 1, 2029 – December 31, 2029

Cost Element		Full Cost
Personnel Compensation		5,074.73
Travel		0.00
Vehicle Usage		1,800.00
Other Services		0.00
Supplies and Materials		990.00
Equipment		0.00
Subtotal (Direct Charges)		7,864.73
Pooled Job Costs	11.00%	865.12
Indirect Costs	16.15%	1,270.15
2029 Total		\$10,000.00
The distribution of the budget from this Financial Plan may vary as necessary to accomplish the purpose of this agreement, but may not exceed the January 1, 2029 – Dec. 31, 2029 total cost of \$10,000.00.		

Financial Point of Contact/Billing Address:

APHIS-WS:

Connie Timm

34912 U.S. Hwy. 2

Grand Rapids, MN 55744

218-327-3350

Constance.l.timm@usda.gov

IC:

Phone: _____

Email: _____

ATTACHMENT C

MINNESOTA WILDLIFE SERVICES BLASTING PROTOCOL

Prior to blasting day:

- Ensure resident beaver are removed.
- Determine whether dam needs to be removed to resolve problem.
- Determine if dam can be more safely and effectively removed by other means – hand raking, backhoe, etc.
- Secure landowner permission
- Utility locates via 811 – gopher state as needed.
- Coordinate with landowner – call 1-2 days prior to blasting.
- Review blasting site to determine downstream impacts and other hazards (roads, railroads, structures) including review of aerial photos.

Blasting day:

- Check weather forecast to ensure no electrical storm activity or forecast heavy rain.
- Courtesy call to county sheriff's dispatch.
- Notify any residents within .25 mile of blast site.
- Remove dams per WS checklist including high visibility vests and hardhats for those on site.

Additional:

- All explosives material will be transported per WS policy and local laws.
- Explosives will only be used by a WS certified blaster with a current explosive permit from the MN Dept. of Public Safety.
- Field and electronic records of all blasting activities are recorded, and all products inventoried after each day of blasting.



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, January 14, 2025

REQUEST FOR BOARD ACTION: RBA-2025-128

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:

1. Citizen Input - M Setala

01/15/2025

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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Amanda Schultz

From: noreply@civicplus.com
Sent: Thursday, January 9, 2025 7:19 AM
To: Cory Smith; Terry Snyder; John Johnson; Casey Venema; Brett Skyles; Amanda Schultz; Shelley Kebart
Subject: Online Form Submittal: Citizen eInput

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	Marty
Last Name	Setala
Address	16416 Maple Knoll Drive
City	Pengilly

State	Minnesota
Zip Code	55775
Meeting Date	January 14, 2025
Citizen Input	The county needs an ordinance on homes that have yard waste, Flammable Materials, Junk Cars , ect. Stored been told by the county they can not do anything no ordnance? Thanks

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



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, January 14, 2025

REQUEST FOR BOARD ACTION: RBA-2025-176

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.

Farewell to Bradley Neururer, whose last day as a Highway Maintenance Worker for the Transportation Department, was December 6, 2024, after 28+ years of service.

Farewell to Shelley McCauley, whose last day as a Public Health Nurse for the Health and Human Services Department, was December 31, 2024, after 7+ years of service.

Farewell to Heidi Kuck, whose last day as a Public Health Nurse for the Health and Human Services Department, was January 6, 2025, after 10+ years of service.

Farewell to Matthew Becker, whose last day as a Park Maintenance Worker for the Land Department, was December 13, 2024, after 2+ years of service.

Congratulations to Jori Gould, who transferred from Managed Care Nurse to Public Health Nurse with Health and Human Services, which was effective December 8, 2024.

Congratulations to Becky Sutherland, who transferred from HR Assistant to Health and Human Services Specialist with the Health and Human Services Department, which was effective December 22, 2024.

Welcome to new employee, James Rudquist, Corrections Deputy with the Sheriff's Department, which was effective December 9, 2024.

Welcome to new employee, Sawyer Peterson, District Forester with the Land Department, which was effective on December 16, 2024.

Welcome to new employee, Sara Gross, Eligibility Specialist with Health and Human Services, which was effective on December 16, 2024.

Welcome to new employee, Kathy Herring, Social Worker-HCBS with Health and Human Services, which was effective on December 16, 2024.

Welcome to new employee, Jessica Kalstad, Eligibility Specialist with Health and Human Services, which was effective on December 17, 2024.

Welcome to new employee, Amber St. Martin, Accountant for the Transportation Department, which was effective on January 6, 2025.

Welcome to new employee, Thomas Rychart, Corrections Deputy for the Sheriff's Department, which was effective on January 6, 2025.

Welcome to new employee, Haleigh Johnson, Emergency Communications Specialist for the Sheriff's Department, which was effective on January 6, 2025.

Welcome to new employee, Ryan Eichorn, Facilities Manager for the Administrative Department, which was effective on January 13, 2025.

Welcome to new employee, Matthew Hovland-Knase, Forester, with the Land Department, which was effective on January 13, 2025.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION: None

01/14/2025

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

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

Tuesday, January 14, 2025

REQUEST FOR BOARD ACTION: RBA-2025-58

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 January 15, 2025, in the amount of \$4,176,327.29.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION: None

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



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, January 14, 2025

REQUEST FOR BOARD ACTION: RBA-2025-199

DEPARTMENT: Health & Human Services

TIME REQUESTED: 5 Minutes

PRESENTER: Naesa Myers

AGENDA ITEM:

Public Health Position Request

BOARD ACTION REQUESTED:

Authorize the creation of one (1) Regular F/T Social Worker or Public Health Nurse position, Grade 11, in the Public Health Division of the Health and Human Services Department and authorize the posting and filling on an internal and open competitive basis.

BACKGROUND:

Please see the attached document. This is a request for an additional social worker or public health nurse- grade 11. We are asking for this position outside of budgets due to recent changes from DHS with new program implementations (MNChoices 2.0, Community First Services and Supports Program) that had added additional work for our staff. This additional staff is requested to ensure we are compliant with DHS and IMCare, as well as provide the best services to the clients in our community.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. New EW IMCare position case manager-assessor 01.07.25

Motion To: Authorize the creation of one (1) Regular F/T Social Worker position, Grade 11, in the Public Health Division of the Health and Human Services Department and authorize the posting and filling on an internal and open competitive basis.

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

New Position Request

Elderly Waiver (EW) IMCARE Case Manager/Assessor – Public Health Nurse (PHN) or Social Worker (SW) Grade 11

Funding – Assessment/Case management activities are billable under the Elderly Waiver program (paid for by IMCARE per contract) at \$25.46 per 15 minutes (1 unit).

Need – We are shifting work from the assessment unit (which currently has an approximate wait list of 40 days) to meet the contractual need as well as providing continuity of care for clients. We have already had to pull staff from providing initial assessments with the implementation of the Community First Services and Supports (CFSS) program from DHS on 10/1/24.

Initial Mnchoices assessments of IMCARE recipients must be completed by the care coordinator per IMCare Managed Care Organization contract.

Per DHS and MCO agencies statutes - If the person is on IMCARE and is being assessed for the Elderly Waiver, then the internal process must be a single care coordinator who completes the initial Mnchoices assessment, completes the coordination of care as well as the annual reassessment.

1. From the IMCARE contact:
Itasca County PH care coordinators/case manager have the responsibility for creating and implementing the care plan. The care coordinator must:

A primary contact person must be assigned to assist the member in simplifying access to services and information:

- a. Conduct the initial assessment, and periodic reassessment as necessary, of supports and services based on member's strengths, needs, choices and preferences in life domain areas.
- b. Facilitate annual physician visits for primary and preventive care.
- c. Develop and update the member's care plan based on relevant and ongoing assessment.
- d. Arrange and/or coordinate the provision of supports and services identified in the member's care plan, including knowledgeable and skilled specialty services and prevention, early detections, and all medically necessary services.
- e. Assist the member and his or her legal representative, if any, to maximize Informed Choices of services and control over services and supports.
- f. Monitor the progress towards achieving the member's outcomes in order to evaluate and adjust the timeliness and adequacy of services.
- g. Coordinate with IMCare and other staff, as necessary.
- h. Communicate effectively with the member and with other individuals participating in the member's care plan.
- i. Be informed of basic member protection requirements, including data privacy.
- j. Inform, educate, and assist the member in identifying available service providers and accessing needed

resources and services.

We plan to move from 4 EW IMCare Case Managers to 5 to fulfill this requirement. Work will be reassigned, and all case managers will be assigned to a client who is currently enrolled in IMCARE from initial assessment, through case management and reassessment. This again will pull from our Disability Unit Case Managers increasing the number of cases they manage.

Current EW case management rate: \$25.46 per 15 min or \$101.84/hour.

Current Case Aide reimbursement rate: \$9.34 per 15 minutes or \$37.36 per hour.

Additional revenue for case management is generated by the Social Service Time Study (SSTS).

There are currently 228 Elderly Waiver clients that we manage for IMCare.



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, January 14, 2025

REQUEST FOR BOARD ACTION: RBA-2025-174

DEPARTMENT: Environmental Services

TIME REQUESTED: 15 Minutes

PRESENTER: Katie Benes

AGENDA ITEM:

Set Solid Waste Assessment for 2025

BOARD ACTION REQUESTED:

Set Solid Waste Assessment for 2025.

BACKGROUND:

Solid Waste is an enterprise fund that should be fully funded through program activities and not require levy dollars. The solid waste program is currently underfunded. The solid waste assessment has not been increased since 2011.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. 2025 SW Assessment

Motion To: Set the Solid Waste Assessment for 2025 by accepting the proposal for Option 1.

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

Option 1

INCREASE TO SOLID WASTE ASSESSMENT FEE

Description	# of Parcels	Per Parcel Amt	Total Assessment	Proposed Per Parcel Amt	Total Proposed Assessment	Percentage Increase
MH SOLID WASTE ASSMT (RESIDENTIAL)	308	\$ 45.00	\$ 13,860.00	\$ 81.00	\$ 24,948.00	80%
MH SOLID WASTE ASSMT (SEASONAL)	33	\$ 30.00	\$ 990.00	\$ 81.00	\$ 2,673.00	170%
SOLID WASTE ASSMT (SEASONAL)	6,947	\$ 30.00	\$ 208,410.00	\$ 81.00	\$ 562,707.00	170%
SOLID WASTE ASSMT (RES HS)	15,156	\$ 45.00	\$ 682,020.00	\$ 81.00	\$ 1,227,636.00	80%
SOLID WASTE ASSMT (UDI PARCELS)	136	\$ 45.00	\$ 6,120.00	\$ 81.00	\$ 11,016.00	80%
SOLID WASTE ASSMT (RES NH)	2,856	\$ 45.00	\$ 128,520.00	\$ 81.00	\$ 231,336.00	80%
SOLID WASTE ASSMT (APARTMENT)	127	\$ 225.00	\$ 28,575.00	\$ 405.00	\$ 51,435.00	80%
SOLID WASTE ASSMT (RESORT)	170	\$ 135.00	\$ 22,950.00	\$ 243.00	\$ 41,310.00	80%
SOLID WASTE ASSMT (COMMERCIAL-1)	545	\$ 135.00	\$ 73,575.00	\$ 243.00	\$ 132,435.00	80%
SOLID WASTE ASSMT (COMMERCIAL-2)	471	\$ 225.00	\$ 105,975.00	\$ 405.00	\$ 190,755.00	80%
SOLID WASTE ASSMT (INDUSTRIAL-1)	55	\$ 225.00	\$ 7,425.00	\$ 405.00	\$ 22,275.00	80%
SOLID WASTE ASSMT (INDUSTRIAL-2)	62	\$ 315.00	\$ 19,530.00	\$ 567.00	\$ 35,154.00	80%
SOLID WASTE ASSMT (EXEMPT PROPERTY)	468	\$ 45.00	\$ 21,060.00	\$ 81.00	\$ 37,908.00	80%
TOTAL	27,334		\$ 1,319,010.00		\$ 2,571,588.00	
BUDGETED SW ASSESSMENT REVENUE						\$ 2,419,772.00

Current	25%	30%	40%	50%
\$ 30.00	\$37.50	\$39.00	\$42.00	\$45.00
\$ 45.00	\$56.25	\$58.50	\$63.00	\$67.50
\$ 135.00	\$168.75	\$175.50	\$189.00	\$202.50
\$ 225.00	\$281.25	\$292.50	\$315.00	\$337.50
\$ 315.00	\$393.75	\$409.50	\$441.00	\$472.50
60%	75%	80%	90%	100%
\$48.00	\$52.50	\$54.00	\$57.00	\$60.00
\$72.00	\$78.75	\$81.00	\$85.50	\$90.00
\$216.00	\$236.25	\$243.00	\$256.50	\$270.00
\$360.00	\$393.75	\$405.00	\$427.50	\$450.00
\$504.00	\$551.25	\$567.00	\$598.50	\$630.00

OPTION 2

REORGANIZE OPERATIONS

Budgeted SW Expense	3,399,027	Income from Commercial Solid Waste	
Number of Assessed Parcels	<u>27,344</u>	127	\$ 28,575.00
Cost/Parcel to Cover Expense	<u>\$124.31</u>	170	\$ 22,950.00
		545	\$ 73,575.00
		471	\$ 105,975.00
Budgeted SW Expense (less commercial)	3,119,937	55	\$ 7,425.00
Number of Remaining Assessed Parcels	<u>25,446</u>	62	\$ 19,530.00
Cost/Parcel to Cover Expense	<u>\$122.61</u>	468	\$ 21,060.00
		1898	\$ 279,090.00
		27,344	3,399,027
		1,898	279,090
		25,446	3,119,937

This proposal illustrates a reorganization of current operations, where the cost of the program is covered solely by solid waste assessment fee (no tickets or minimal tickets collected at county SW sites).

This model is used by other counties. For example, Beltrami charges a solid waste assessment of \$171 for residents (75% of that for seasonal, 50% of that for low income/applicant approved). They continue to charge for stumps, shingles, furniture, appliances, tires, e-waste. All other haulers are charged \$171/ton of MSW. Demo is charged at \$17/yd. Annual hauler's license is \$200.



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, January 14, 2025

REQUEST FOR BOARD ACTION: RBA-2025-203

DEPARTMENT: Sheriff
PRESENTER: Joe Dasovich

TIME REQUESTED: < 5 Minutes

AGENDA ITEM:
Out of State Travel Request

BOARD ACTION REQUESTED:
Authorize out of state travel to Leitchfield, KY for Corrections Deputies Garrett Smith and Brandon Nistler to attend a 5-day Use of Force Instructor Certification course.

BACKGROUND:
The Advanced Correctional Emergency Response Team Instructor and Use of Force Instructor Certification Course will allow attendees to instruct, train, and certify fellow Itasca County Correction Deputies in correctional emergency response techniques and credible use of force practices as permitted within the law.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:
1. Out of State Travel Attachments

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

ITASCA COUNTY
TRAVEL VERIFICATION FORM

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

NAME: Garrett Smith and Brandon Nistler DATE: 1/2/2024

DESTINATION: Leitchfield, KY

DEPARTURE DATE: <u>3/2/2024</u>	RETURN DATE: <u>3/8/2024</u>	ACTUAL MEETING DATE: <u>3/3-3/7</u>
------------------------------------	---------------------------------	--

MODE OF TRAVEL: car

REASON FOR TRAVEL: Use of Force Instructor Certification

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

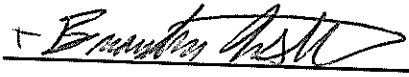
Transportation \$ 250.00

Lodging \$ 1,000.00

Meals \$ 900.00

Registration \$ 2,100.00 Estimated Total \$ 4,250.00

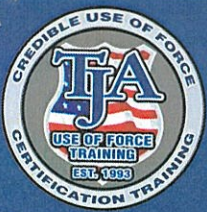
ON WHAT DATE WILL YOUR REPORT BE READY FOR THE COUNTY BOARD?




Employee Signature

CRP702
Approved by Supervisor/Date

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



Advanced Correctional Emergency Response Team (CERT) Instructor and Use of Force Instructor Certification Course

HOSTED BY: Grayson County Detention Center

Course Location: Grayson County Detention Center
320 Shaw Station Rd
Leitchfield, Kentucky 42754
<https://maps.app.goo.gl/KgjmofJrWtSTf21J8>



GRAYSON COUNTY
DETENTION CENTER

Course Dates: March 3rd-7th, 2025
0800-1630hrs

Course Description:

A specialized five-day, comprehensive C.E.R.T. and Use of Force Instructor Certification Course. Participants will learn how to instruct, train, and certify their own agency personnel in correctional emergency response techniques and credible use of force practices as permitted within the law.

Course Topics Include:

- Use of Force parameters and associated Federal laws
- Use of Force Training Model & documentation best practice
- Confrontational Avoidance Techniques
- Establishing a C.E.R.T. team consistent with national standards
- Control and Restraint Techniques
- Oleoresin Capsicum Aerosol Weapons
- Emergency Response Belt
- Cell Extractions and Disturbance and Riot Control
- 12 gauge Less-Lethal Munitions and Diversionary Devices / Royal Arms FBG-MK4
- Edged Weapons and Spontaneous Defense
- Practical Tactical Demonstration and scenario-based exploration
- Correctional facility and environmental planning and logistics and related threat assessment

Course Instructor:

Brian S. Clark, Owner CEO of TJA Use of Force Training, LLC, Master Instructor of TJA courses, twenty-three years. He has established his vast knowledge and credibility in the Use of Force over his thirty-year career in the military and corrections.

Grayson County Contact:

David Gary
(270)259-3636 ext. 2235
david.gary@gcdetention.com

or

TJA Contact:

Brian S. Clark, CEO / Chief Instructor
(717)339-7771
brian.clark@tactical-training.com
<https://tactical-training.com/>

Course Registration:

<https://tactical-training.com/registration/>

COST PER STUDENT: \$1050

Includes:

- Training manual
- USB Drive with all Instructor Materials
- Emergency Response Belt
- 2oz DPS OC Spray
- Inert OC Units
- 3-year instructor certification

Each student will need to bring (4) 12 gauge flexible less-lethal munitions.

Methods of Payment:
Purchase Orders / Checks /
Credit Cards

WE ACCEPT





**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, January 14, 2025

REQUEST FOR BOARD ACTION: RBA-2025-204

DEPARTMENT: Sheriff
PRESENTER: John Linder

TIME REQUESTED: < 5 Minutes

AGENDA ITEM:

Itasca County Emergency Management Performance Grant (EMPG)

BOARD ACTION REQUESTED:

Authorize the Itasca County Board Chair and County Administrator to sign the 2023 Emergency Management Performance Grant (EMPG) in the amount of \$29,083.00 which is an agreement between the Commission of Public Safety, Division of Homeland Security and Emergency Management (HSEM) and Itasca County.

BACKGROUND:

The Emergency Performance Grant (EMPG) has been applied for on annual basis since 2004 to supplement the cost associated with employing the position of Emergency Manager.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. 2023 Emergency Management Performance Grant (EMPG) Grant Contract Agreement

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



Minnesota Department of Public Safety ("State") Homeland Security and Emergency Management Division 445 Minnesota Street, Suite 223 St. Paul, MN 55101-2190	Grant Program: 2023 Emergency Management Performance Grant Grant Contract Agreement No.: A-EMPG-2023-ITASCACO-036
Grantee: Itasca County 123 Northeast 4th Street Grand Rapids, MN 55744	Grant Contract Agreement Term: Effective Date: 01/01/2023 Expiration Date: 06/30/2025
Grantee's Authorized Representative: Itasca County Sheriff's Office / Emergency Management Division ATTN: John Linder – Emergency Manager 108 NE 5th Street Grand Rapids, MN 55744 Phone: 218-327-7483 E-mail: john.linder@co.itasca.mn.us	Grant Contract Agreement Amount: Original Agreement \$ 29,083.00 Matching Requirement \$ 29,083.00
State's Authorized Representative: Homeland Security and Emergency Management ATTN: Ms. Kyle Temme 445 Minnesota Street, Suite 223 St. Paul, MN 55101-2190 Phone: 651-201-7420 E-mail: kyle.temme@state.mn.us	Federal Funding: CFDA/ALN: 97.042 FAIN: EMC-2023-EP-00001 State Funding: None Special Conditions None

Under Minn. Stat. § 299A.01, Subd 2 (4) the State is empowered to enter into this grant contract agreement.

Term: Per Minn. Stat. §16B.98, Subd. 5, the Grantee must not begin work until this grant contract agreement is fully executed and the State's Authorized Representative has notified the Grantee that work may commence. Per Minn. Stat. §16B.98 Subd. 7, no payments will be made to the Grantee until this grant contract agreement is fully executed. Once this grant contract agreement is fully executed, the Grantee may claim reimbursement for expenditures incurred pursuant to the Payment clause of this grant contract agreement. Reimbursements will only be made for those expenditures made according to the terms of this grant contract agreement. Expiration date is the date shown above or until all obligations have been satisfactorily fulfilled, whichever occurs first.

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

Perform and accomplish such purposes and activities as specified herein and in the Grantee's approved 2023 Emergency Management Performance Grant Application ("Application") which is incorporated by reference into this grant contract agreement and on file with the State at 445 Minnesota Street, Suite 223, St. Paul, MN 55101-2190. The Grantee shall also comply with all requirements referenced in the 2023 Emergency Management Performance Grant Guidelines and Application which includes the Terms and Conditions and Grant Program Guidelines (<https://app.dps.mn.gov/EGrants>), which are incorporated by reference into this grant contract agreement.

Budget Revisions: The breakdown of costs of the Grantee's Budget is contained in Exhibit A, which is attached and incorporated into this grant contract agreement. As stated in the Grantee's Application and Grant Program Guidelines, the Grantee will submit a written change request for any substitution of budget items or any deviation and in accordance with the Grant Program Guidelines. Requests must be approved prior to any expenditure by the Grantee.



Matching Requirements: (If applicable.) As stated in the Grantee's Application, the Grantee certifies that the matching requirement will be met by the Grantee.

Payment: As stated in the Grantee's Application and Grant Program Guidance, the State will promptly pay the Grantee after the Grantee presents an invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services and in accordance with the Grant Program Guidelines. Payment will not be made if the Grantee has not satisfied reporting requirements.

Certification Regarding Lobbying: (If applicable.) Grantees receiving federal funds over \$100,000.00 must complete and return the Certification Regarding Lobbying form provided by the State to the Grantee.

1. ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minn. Stat. § 16A.15.

Signed: _____

Date: _____

3. STATE AGENCY

Signed: _____
(with delegated authority)

Title: _____

Date: _____

Grant Contract Agreement No. A-EMPG-2023-ITASCACO-036 / P.O. No. 3000098064

Project No: N/A

2. GRANTEE

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

Signed: _____

Print Name: _____

Title: _____

Date: _____

Signed: _____

Print Name: _____

Title: _____

Date: _____

Signed: _____

Print Name: _____

Title: _____

Date: _____

Distribution: DPS/FAS
Grantee
State's Authorized Representative

2023 (EMPG) Emergency Management Performance Grant

Budget Summary (Review Report)

Organization:
Itasca County

EXHIBIT A
A-EMPG-2023-ITASCACO-036

Budget		
Budget Category	Award	Match
Organization		
EM Dept Salary and Fringe Benefits	\$29,083.00	\$29,083.00
Total	\$29,083.00	\$29,083.00
Total	\$29,083.00	\$29,083.00
Allocation	\$29,083.00	\$29,083.00
Balance	\$0.00	\$0.00



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, January 14, 2025

REQUEST FOR BOARD ACTION: RBA-2025-212

DEPARTMENT: Administrative Services

TIME REQUESTED: 5 Minutes

PRESENTER: Brett Skyles

AGENDA ITEM:

Letter of Support

BOARD ACTION REQUESTED:

Approve a letter of support for the Blackwater Banks project in the City of Cohasset and authorize Chair signature.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

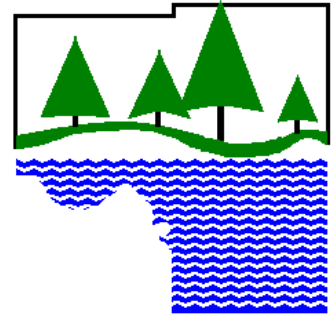
SUPPORTING DOCUMENTATION:

1. LOS Itasca County- Cohasset Black Water Project
2. LOS Itasca County- Cohasset Black Water Project SIGNED

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

ITASCA COUNTY

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



January 14, 2025

Matt Varilek
Department of Employment and Economic Development
Energy Transition Office
180 E 5th St Suite 1200
Saint Paul, MN 55101

Dear Commissioner Varilek,

On behalf of the Itasca County Board of Commissioners, I am excited to convey our enthusiastic support for the Blackwater Banks project in the City of Cohasset. This transformative multimillion-dollar investment stands as a pivotal moment for our community, poised to expand recreational options, drive economic development, and continue to elevate Cohasset and Itasca County in the region and the State.

The Blackwater Banks project represents a transformative opportunity that aligns seamlessly with our mission to promote sustainable economic development in Itasca County. By capitalizing on the area's natural beauty along the Mississippi River and the established Tioga Mountain Bike Trail infrastructure, this initiative will position Cohasset as a premier destination. It aims to attract visitors from throughout the state and beyond, thereby boosting tourism and generating new economic activity in the region.

Community Benefits and Environmental Best Practices: Cohasset has been working on this project for more than 5 years, this project is the definition of collaboration, including work with Itasca County, the MN Department of Natural Resources, the community and the Leech Lake Band of Ojibwe. Following state guidance through an Environmental Assessment Worksheet, the project's commitment to sustainable development ensures that the natural environment is preserved and enhanced, providing residents and visitors with access to pristine outdoor spaces.

Community Resilience and Energy Transition: As Cohasset and Itasca County navigate the energy transition at the Boswell Energy Center, the Blackwater Banks project will be essential in strengthening community resilience. Tourism is not only a driver for this rural economy but is often the first step to recruiting new community members to our area. As we drive for long term

sustainability through this energy transition, we must ensure that we are building a community that has a quality of life to attract and retain workforce.

Job Creation and Economic Growth: The development of Blackwater Banks is expected to create a wealth of job opportunities, both during the construction phase and in the long-term operation and maintenance of the downtown village. This project will not only provide meaningful employment for residents but also stimulate growth in related sectors, including hospitality, retail, and outdoor recreation.

Itasca County is committed to fostering initiatives that strengthen our community's economic resilience and enhance the quality of life for our residents. We are confident that the Blackwater Banks project will be a driving force for continued growth and prosperity, positioning both Cohasset and Itasca County at the forefront of outdoor recreation and tourism development.

We are excited about the opportunity to work alongside the City of Cohasset, project developers, and other stakeholders to bring this vision to fruition. Should you need any assistance or wish to discuss potential partnership opportunities, please don't hesitate to reach out.

Thank you for considering this vital project.

Sincerely,

Casey Venema
Chair
Itasca County Board of Commissioners
Itasca County Courthouse
123 NE 4th Street
Grand Rapids, MN 55744

ITASCA COUNTY

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



January 14, 2025

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Department of Employment and Economic Development
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180 E 5th St Suite 1200
Saint Paul, MN 55101

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Sincerely,



Casey Venema
Chair
Itasca County Board of Commissioners
Itasca County Courthouse
123 NE 4th Street
Grand Rapids, MN 55744