



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

DRAFT

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.

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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
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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
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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
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AYES:	Cory Smith, Terry Snyder, John Johnson, Casey Venema
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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.

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MOVER:	Commissioner Terry Snyder
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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
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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



ITASCA COUNTY BOARD OF COMMISSIONERS

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FINAL

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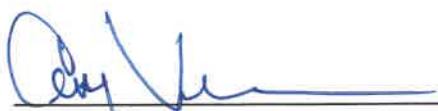
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X. CLOSED SESSIONS

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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 21, 2025

REQUEST FOR BOARD ACTION: RBA-2025-211

DEPARTMENT: Administrative Services

TIME REQUESTED: < 5 Minutes

PRESENTER: Amanda Schultz

AGENDA ITEM:

Resignation of Appointment

BOARD ACTION REQUESTED:

Accept the resignation of Sarah Carling from the Park and Recreation Commission, representing an At-Large designation, effective January 10, 2025.

BACKGROUND:

Resignation was given to Amanda Schultz verbally on January 10, 2025.

As there are no current applications on file, we will need to advertise to fill the created vacancy.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION: None

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



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, January 21, 2025

REQUEST FOR BOARD ACTION: RBA-2025-207

DEPARTMENT: Land Department

TIME REQUESTED: < 5 Minutes

PRESENTER: Michael Gibbons

AGENDA ITEM:

Special Legislation for Sale of Tax-forfeited Land to Swampsiders Snowmobile and ATV Club

BOARD ACTION REQUESTED:

Adopt the Resolution Re: Seeking special legislation to sell tax-forfeited trust land to Swampsiders Snowmobile and ATV Club, which would allow sale of a portion of the Southwest Quarter of the Southeast Quarter (SW SE), Section 15, Township 59 North, Range 24 West, Fourth Principle Meridian, approximately 5.2 acres, PID# 55-015-4300.

BACKGROUND:

On March 23, 1928, Southwest Quarter of the Southeast Quarter (SW SE), Section 15, Township 59 North, Range 24 West, forfeited to the State of Minnesota for non-payment of real estate taxes. Currently, there is an annual lease with Swampsiders Snowmobile and ATV Club dating back to around 1980. The club has improvements on this lease and would like to make additional improvements to the property. The parcel has been surveyed for the portion to be sold.

This parcel was classified on April 2, 2024, as non-conservation by Land Classification Committee and approved by the County Board April 16, 2024. (RBA-2024-157)

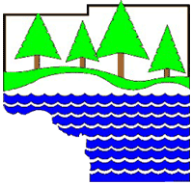
Direct sale of said tax forfeit property to Swampsiders Snowmobile and ATV Club will promote recreational opportunities for the public.

COUNTY ATTORNEY REVIEW:

SUPPORTING DOCUMENTATION:

1. MAP OF AREA
2. survey

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



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, January 21, 2025

RESOLUTION 2025-1

**RE: SEEKING SPECIAL LEGISLATION TO SELL TAX-FORFEITED TRUST LAND TO
SWAMPSIDERS SNOWMOBILE AND ATV CLUB**

WHEREAS, the following described parcel is tax-forfeited trust land within Itasca County: That part of the southwest quarter of the Southwest Quarter of the Southeast Quarter, Section 15, Township 59 North, Range 24 west of the Fourth Principal Meridian, Itasca County, Minnesota, further described as follows: Commencing at the northwest corner of said Southwest Quarter of the Southeast Quarter; thence North 89 degrees 01 minutes 34 seconds East, assigned bearing, along the north line of said Southwest Quarter of the Southeast Quarter a distance of 255.80 feet to the point of beginning; thence South 10 degrees 50 minutes 31 seconds East a distance of 604.37 feet; thence North 55 degrees 26 minutes 17 seconds East a distance of 672.63 feet, more or less to the centerline of County Road 52; thence North 51 degrees 32 minutes 12 seconds West along said centerline a distance of 351.56 feet to said north line of the Southwest Quarter of the Southeast Quarter, thence South 89 degrees 01 minutes 34 seconds West along said north line a distance of 392.39 feet to the point of beginning.

WHEREAS, said parcel forfeited to the State in Trust for the Taxing Districts on March 23, 1928, and

WHEREAS, there is currently an annual lease, with Swampsiders Snowmobile and ATV Club dating back to 1980's.

WHEREAS, the Itasca County Board of Commissioners believes that the public's interest would best be served by selling the tax-forfeited trust land directly to Swampsiders Snowmobile and ATV Club.

WHEREAS, special legislation from the State of Minnesota is required for direct sale of the said tax-forfeited parcel to a private party.

NOW THEREFORE BE IT RESOLVED, that the Itasca County Board of Commissioners requests that the State of Minnesota approve special legislation that would allow direct private sale of said land to Swampsiders Snowmobile and ATV Club.

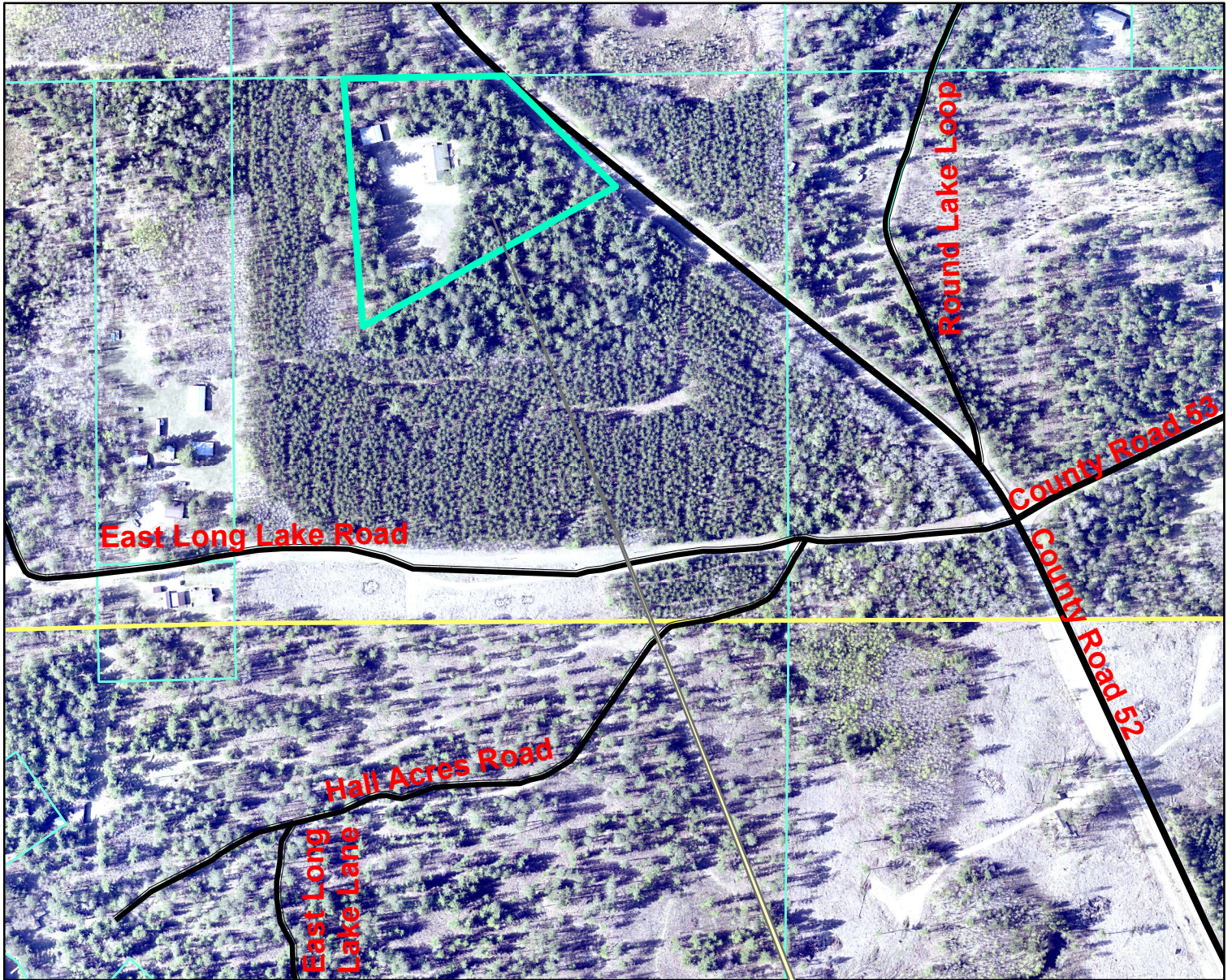
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MOVER:	Commissioner Terry Snyder
SECONDER:	Commissioner Cory Smith
AYES:	Cory Smith, Terry Snyder, John Johnson, Casey Venema
VACANT:	District #4

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

I, BRETT SKYLES, Administrator of the County of Itasca, do hereby certify that I have compared the foregoing with the original resolution filed in this office on January 21, 2025 and that the same is a true and correct copy of the whole thereof.


Administrator

MAP OF SWAMPSIDERS REQUEST



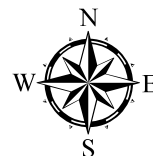
Parcel : 55-015-4300

Acres: 5.3

TWP_RNG_SEC: 59-24-15

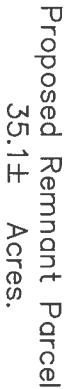
Classification: Non-Conservation

Requested Parcel



0 160 320 640 Feet

*For Swampsiders Snowmobile and ATV Club
Within the Southwest Quarter of the Southeast Quarter,
Section 15, Township 59 North, Range 24 West,
Itasca County, Minnesota*



⊕ Capped Rebar set, marked PLS #51766

-
- A horizontal scale bar labeled "SCALE IN FEET" with markings at 0, 75, 150, and 300.

Chris Mattila
Date: 3-18-23
License No. 51766

Parcel contains 5.2 acres more or less.

The Southwest Quarter of the Southeast Quarter, Section 15, Township 59 North, Range 24 West of the Fourth Principal Meridian, Itasca County, Minnesota.

point of beginning.

Parcel contains 35.1 acres more or less.



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

Itasca County Courthouse
123 NE 4th Street
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Tuesday, January 21, 2025

REQUEST FOR BOARD ACTION: RBA-2025-213

DEPARTMENT: Land Department

TIME REQUESTED: < 5 Minutes

PRESENTER: Renata Rogalla

AGENDA ITEM:

Road Easement to the State of Minnesota

BOARD ACTION REQUESTED:

Approve road easement for public use to the State of Minnesota over and across tax forfeited trust land located in a portion of the SW¼ of SW¼ in Section 13, Township 55N, Range 26W.

BACKGROUND:

This road easement to the State of Minnesota is primarily for public recreational trail use of a trail corridor that continues across adjacent state land in the Bass Brook Wildlife Management Area. The State of Minnesota in trust of the taxing districts has an undivided interest in this parcel and DNR approval for sale of the tax-forfeited interest in the property to the other tenant in common is contingent upon granting the state an easement across the trail right-of-way in the NW corner of the parcel.

COUNTY ATTORNEY REVIEW: Yes and/or Pending

SUPPORTING DOCUMENTATION:

1. Easement to DNR

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

ROAD EASEMENT

In consideration of payment of the sum of ZERO DOLLARS (\$0.00), receipt of which is hereby acknowledged, and pursuant to authority of the Itasca County Board of Commissioners of said County, herein called "**Grantor**", on January 21, 2025, there is hereby granted to the **State of Minnesota, by and through its Commissioner of Natural Resources whose address is, Division of Lands and Minerals, 500 Lafayette Rd, St Paul, MN 55155**, it's successors and assigns, herein called "**Grantee**", a road easement over tax-forfeited land no more than 33.00 feet in width lying 15 feet on each side of the center of the existing trail following described land, to-wit:

Part of the Southwest Quarter of the Southwest Quarter Section 13, Township 55 North, Range 26 West, of the Fourth Principal Meridian, Itasca County, Minnesota.

A 33.00 foot wide ingress and egress easement over and across that part of the Southwest Quarter of the Southwest Quarter Section 13, Township 55 North, Range 26 West, of the Fourth Principal Meridian, Itasca County, Minnesota, the centerline of said easement is described as follows: Commencing at the Northwest corner of said Southwest Quarter of the Southwest Quarter, thence South 00 degrees 15 minutes 26 seconds West, assign bearing, along the West line of said Southwest Quarter of the Southwest Quarter, a distance of 27.94 feet, intersect with the centerline of an old railroad grade, and to the point of beginning of the centerline of said 33.00 foot wide easement; thence North 55 degrees 34 minutes 08 seconds East 49.20 feet, to the North line of said Southwest Quarter of the Southwest Quarter, and to the point of termination of the centerline of said easement.

The sidelines of said 33.00 foot wide easement shall be prolonged and shortened at the North and West lines of said Southwest Quarter of the Southwest Quarter.

(See Attachment A)

Said easement to be subject to the following terms and conditions:

1. Easement is granted pursuant to the provisions of Minnesota Statutes Section 282.04, Subd. 4a.

2. The Itasca County Board of Commissioners, by resolution dated 21st day of January, 2025, has prescribed the terms set forth below.
3. Road construction and maintenance activities under said easement shall not exceed 33.00 feet in width.
4. The road must be constructed and maintained in a manner that complies with MFRC site level forest management guidelines and county policy as followed by the **Grantor** on similar lands. Any new road construction and maintenance guidelines should be obtained from the **Grantor** prior to implementing such activities.
5. All road construction and maintenance desired by the **Grantee** or required by the **Grantor** pursuant to the terms of this easement, shall be the responsibility of the **Grantee** without any cost to the **Grantor** except that road damage caused by the **Grantor**, its agents or contractors (the general public does not constitute an agent of the **Grantor**). **Any merchantable timber cut and forest regeneration damaged on the above mentioned right-of-way by the Grantee will be paid for by the Grantee at prevailing timber prices prior to being incurred.**
6. This road easement shall be open for public use.
7. The map attached to this easement agreement is intended to show the approximate location of the road easement. The **Grantor** does not guarantee the accuracy of this map, and the **Grantee** relies upon the same at their own peril.
8. Each party is responsible for its own acts and omissions and the results thereof to the extent authorized by law and shall not be responsible for the acts and omissions of the other party and the results thereof. **Grantee's** liability is governed by the Minnesota Tort Claims Act, Minnesota Statutes, section 3.736 and other applicable law.
9. This easement shall revert to the State of Minnesota in trust for the taxing districts in the event of non-use.
10. The **Grantee's** address for the purpose of giving any notice of this agreement is as follows:
Name: **State of Minnesota, Department of Natural Resources**
Address: **500 Lafayette Rd**
St Paul, MN 55155
11. This easement shall enure to the benefit of, and be binding upon, the successors and assigns of the Parties hereto, if any.

IN TESTIMONY WHEREOF, the County Auditor of the County of Itasca, State of Minnesota, has affixed his hand and seal this _____ day of _____, 2025.

County of Itasca, State of Minnesota

by Austin Rohling
Itasca County Auditor
Itasca County, Minnesota

STATE OF MINNESOTA)
) ss.
COUNTY OF ITASCA)

On this _____ day of _____, 2025, before me Deputy Auditor within and for said county, personally appeared Austin Rohling, County Auditor of said county, to me personally known to be the person who executed the foregoing instrument on behalf of said county and acknowledged that he executed the same in his official capacity as his free act and deed pursuant to statutes and in such case made and provided and pursuant to the authority of the Itasca County Board of Commissioners.

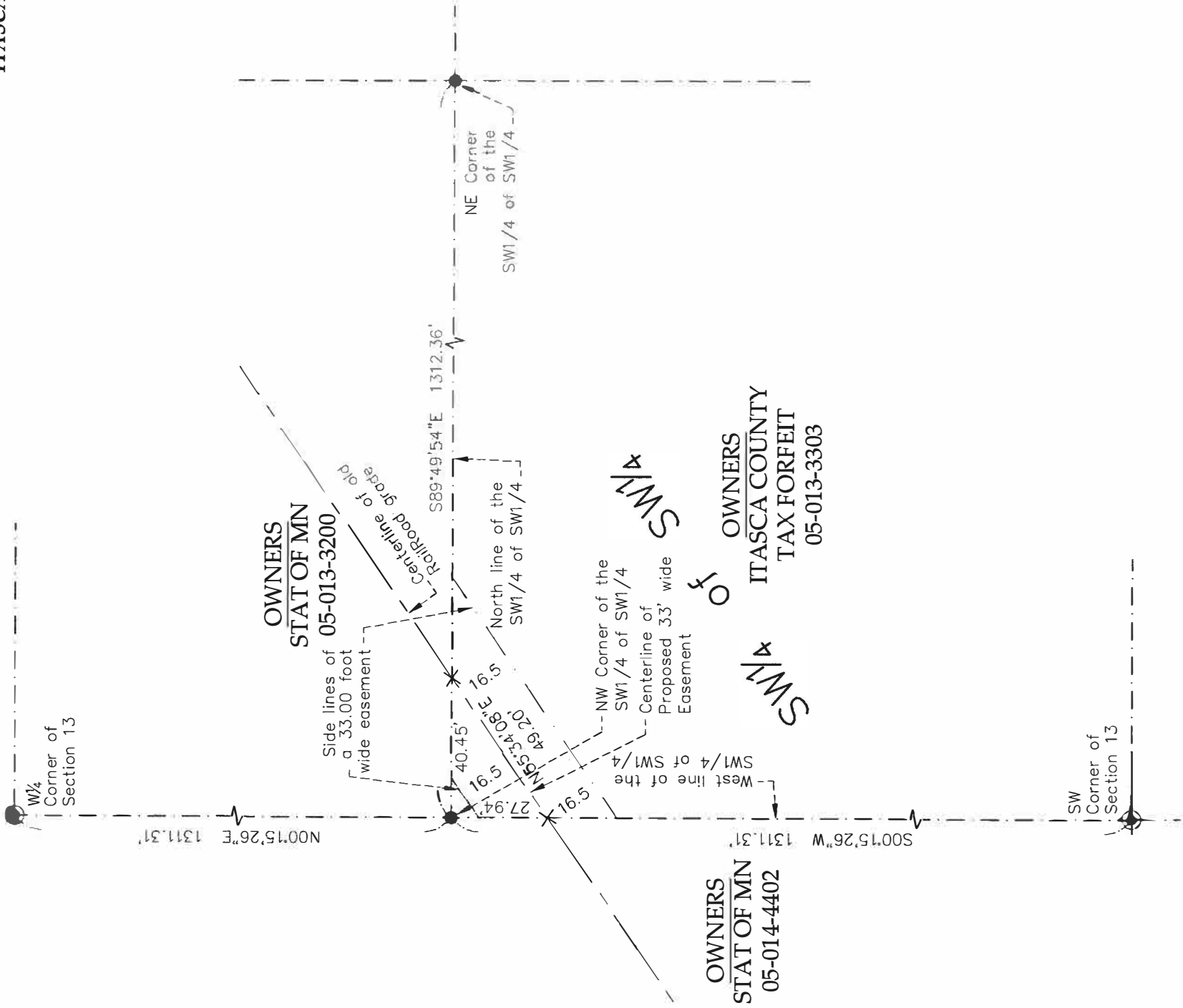
Deputy Auditor

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

SKETCH AND DESCRIPTION

For Dale Geisler

PART OF THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER,
SECTION 13, TOWNSHIP 55 NORTH, RANGE 26 WEST, 4TH P.M.,
ITASCA COUNTY, MINNESOTA.



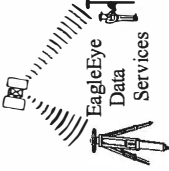
PROPOSED 33 FOOT WIDE EASEMENT

A 33.00 foot wide ingress and egress easement over and across that part of the Southwest Quarter of the Southwest Quarter, Section 13, Township 55 North, Range 26 West, of the Fourth Principal Meridian, Itasca County, Minnesota, the centerline of said easement is described as follows: Commencing at the northwest corner of said Southwest Quarter of the Southwest Quarter, thence South 00 degrees 15 minutes 26 seconds West, assign bearing, along the West line of said Southwest Quarter of the Southwest Quarter, a distance of 27.94 feet, intersect with the centerline of an old railroad grade, and to the point of beginning of the centerline of said 33.00 foot wide easement; thence North 55 degrees 34 minutes 08 seconds East 49.20 feet, to the North line of said Southwest Quarter of the Southwest Quarter, and to the point of termination of the centerline of said easement.

The sidelines of said 33.00 foot wide easement shall be prolonged and shortened at the North and West lines of said Southwest Quarter of the Southwest Quarter.



THE BEARING ORIENTATION OF THIS
SURVEY IS BASED ON ITASCA COUNTY
SOUTH ZONE NAD83 (96) DATAM.

LEGEND ● DENOTES KIMBALL MONUMENT FOUND ● DENOTES IRON MONUMENT FOUND ○ DENOTES SET ¾"X18" IRON PIPE X W/PLASTIC CAP STAMPED "45353" X DENOTES CALCULATED POSITION	
	EagleEye Data Services 32214 Southwood Road Grand Rapids, MN 55744 (218)244-7030
I HEREBY CERTIFY THAT THIS SURVEY, PLAN OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.	
SIGNATURE:  COREY J. HENDERSHOTT	
DATE 09-14-2024 LIC.NO. 45353	



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, January 21, 2025

REQUEST FOR BOARD ACTION: RBA-2025-129

DEPARTMENT: Administrative Services

TIME REQUESTED: 10 Minutes

PRESENTER: Chair

AGENDA ITEM:

Citizen Input

BOARD ACTION REQUESTED:

Receive Citizen Input

BACKGROUND:

The Itasca County Board of Commissioners encourages citizen input. Each citizen will be allowed to address the County Board one time for up to three (3) minutes in length. Comments should be directed to the Board as a body. When addressing the Board, please state your name and address for the record. The Board will take all information under advisement. As part of County Board protocol, it is unacceptable for any speaker to slander or engage in character assassination at a County Board meeting. In addition, no political grandstanding, candidate endorsement, or other attempts to influence the outcome of an election shall be permitted. Any violation of the above statement shall result in the loss of your remaining time.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION: None



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, January 21, 2025

REQUEST FOR BOARD ACTION: RBA-2025-59

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 22, 2025, in the amount of \$1,465,626.66.

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 21, 2025

REQUEST FOR BOARD ACTION: RBA-2025-116

DEPARTMENT: Health & Human Services

TIME REQUESTED: 10 Minutes

PRESENTER: Sarah Anderson

AGENDA ITEM:

County Based Purchasing (IMCare) Division Update/Presentation

BOARD ACTION REQUESTED:

Receive County Based Purchasing (IMCare) Division Update/Presentation.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

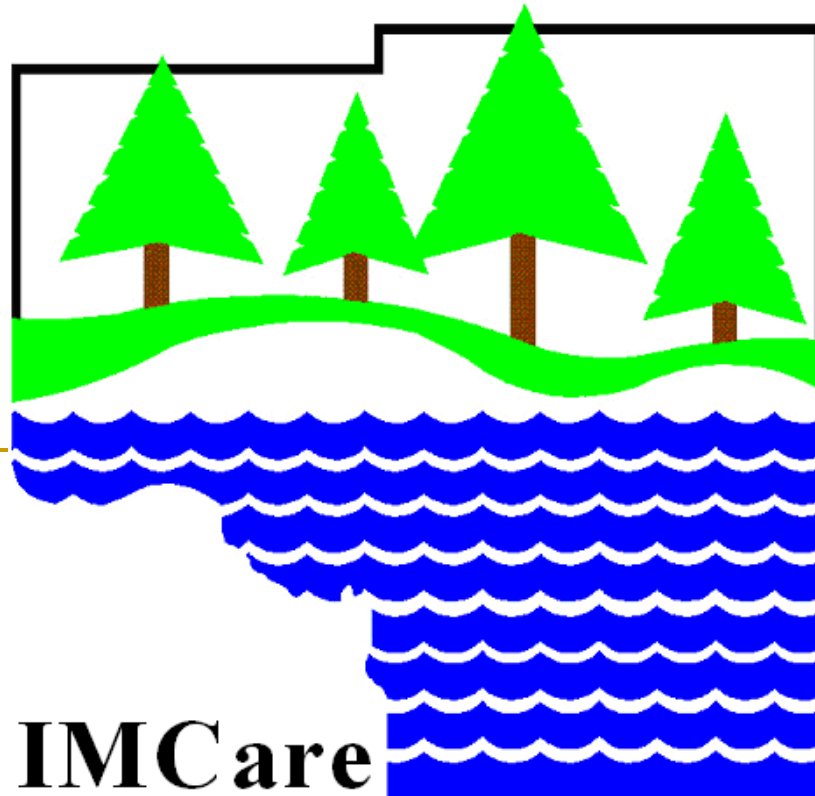
SUPPORTING DOCUMENTATION:

1. 012125 Itasca Medical Care Power Point
2. 012125 IMCare update

01/21/2025

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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Itasca Medical Care



What is IMCare?

- IMCare is a County Based Purchasing organization who provides access to health care services for members on Minnesota Health Care Programs (MHCP) and Medicare enrollees.
-

What does County Based Purchasing Mean?

- This means that we are a small, non-profit, local (Itasca county) county owned health insurance company.
 - We function exactly the same as other insurance companies –Blues, UCare, Medica, etc.- but all of the control, administration and jobs are kept local!
-

Who are the 'MHCP' and Medicare people IMCare serves?

- The programs that IMCare administers:

Medical Assistance

MinnesotaCare

Minnesota Senior Health Options (MSHO)

Minnesota Senior Care Plus

IMCare History

- IMCare started as a pilot Managed Care Program in 1982 with General Assistance Medical Care. We were the first real managed care organization in the country.
 - Medical Assistance was added in 1984.
 - MinnesotaCare in 1995.
 - Medicare in 2006.
-

How is IMCare Funded?

- The entire IMCare project is funded by State and Federal dollars. No county levy money is used for any aspect of IMCare.
 - The state of Minnesota is partially funded by state funds and partially funded by federal dollars. Appx. 50/50 split.
 - The Medicare line of business is completely funded by the Federal Government.
-

How Does IMCare Function in the County?

- IMCare is a division of Itasca Health and Human Services
 - IMCare has our own budget that pays for all staff and supplies including: office furniture, paper, rent, mileage, per-diem, salaries, benefits, retirement insurance, virtually every expense associated with any business.
-

How is IMCare Structured?

- The Itasca County Board is the governing body for IMCare. The day-to-day activities have been delegated to the IMCare Director.
 - IMCare has 30 employees who manage the day-to-day activities.
 - We have a Quality Improvement/Utilization Management (QI/UM) department, a claims department, a compliance department, a data department and misc. additional staff.
-

Duties of the QI/UM Department

- Performance Improvement Projects
 - Referrals/Authorization
 - Pharmacy formulary development/management
 - Utilization Review/Medical necessity evaluation
 - Care Coordination/Case management
 - Credentialing
 - Customer Service
-

Duties of Claims Department

- Process all types of claims: Medicare, Medicaid, Pharmacy, COB, etc.
 - Customer support on claims/billing issues
 - Provider support on billing issues
 - Electronic Claims management and system configuration requirements
 - System oversight
-

Other IMCare Staff Duties

- Contract Compliance – Both state and federal contracts. Detect FWA.
 - Accounting – Reconciliation of Capitation dollars on both contracting entities.
 - Enrollment – Both state and federal contracts.
 - System enhancements and reporting. Responding to ad-hoc requests from regulatory and local parties.
-

Mandated Auditing IMCare Undergoes

- Department of Health and Human Services – Ad hoc/Annually
 - Department of Health – Every 18 months at a minimum
 - Independent External Financial Audit – Annually
 - Department of Commerce – Every three years
 - Medicare Financial Audit – As requested – every three years min
 - Medicare Enrollment Audit – Every year at a minimum with other requirements as requested
 - HEDIS Audit – Every year
 - Data Validation Audit (Medicare) – Every year
-

How Big Is IMCare?

- The IMCare 2024 Budget is appx. \$70 Million Dollars. Reminder, this is state and federally funded, no local levy dollars are used.
 - Over 91% of our budget is paid out to providers to care for members.
 - IMCare is required by state law to maintain a low administrative rate.
 - IMCare currently serves appx 7,400 members.
-

What Services Does IMCare Provide

- Medical
 - Specialty Access
 - Dental
 - Vision
 - Chiropractic
 - Pharmacy
 - Behavioral Health
 - Substance Use Disorder
-

Benefits of having IMCare in our County

- Local contact for our members – do not have to call down to metro, automated system, put on hold, etc.
- Great relationships with providers.
- Great Access to Services – especially Dental
- Quality Improvement Programs for Members and Providers
- Flexibility of Services
- Small network increases the ability to detect fraud
- Great Provider Relationships
- Health care dollars stay in our community

Questions?

Itasca Medical Care

IMCare is a County Based Purchasing (CBP) Organization which provides access to health care services for approximately 7,400 members of Minnesota Health Care Programs (MHCP) and dual eligible Medicare in Itasca County. IMCare as a CBP follows all managed care organization (MCO) statutes and requirements.

IMCare has a long, successful history. It started with GAMC in 1982, Medical Assistance in 1984, MNCare in 1995 and Medicare in 2006.

Functionally, IMCare is similar to other MCO such as Blue Cross Blue Shield or Medica but, is operationally and financially different. Financially, IMCare is funded entirely by state and federal money, no local levy taxpayer dollars.

Financially prior to 2017, IMCare shared its capitation dollars with its local at-risk providers, meaning any proceeds were directed back to providers for the accountability and assurance they provide the program. In 2017, due to risk provider changes, IMCare changed its paradigm, and Itasca County accepted the risk of the program, similar to other Minnesota county-based purchasing programs such as South Country Health Alliance and PrimeWest Health.

Operationally, instead of an outsourced and metro run insurance company, it is locally operated and provides nearly 30 local jobs.

For 2025, the IMCare budget is \$69,770,000. Again, 100% of these funds come from the state and federal government, with the breakout being 90% state funds and 10% federal funds. There are no local levy taxpayer dollars.

BENEFITS OF IMCARE:

Local Impact

- Local client contact/customer service offers immediate access to a real person knowledgeable in member benefits and local resources.
- IMCare has fostered successful provider relationships and communication channels.
- Local case management ensures knowledge and use of local resources.
- Established relationships and collaboration with county public health, financial workers and social workers promotes referrals and care coordination that works in the best interest of our members.
- Reinvestment in the local community through grant donations to local community partners and educational opportunities (e.g., annual children's fair).
- Small network size allows our staff to be knowledgeable about our network facilities and what they offer.
- IMCare employs almost 30 individuals and, through local support of this healthcare business within Itasca County, helps to create jobs at network facilities.
- Many staff have worked in other capacities in our community. We bring knowledge, experience and trust to our members that other health plans can't.

- IMCare allows local provider involvement in business and authorization decisions through various IMCare committees.
- Having a local option allows for local control. As we've seen in the past, big city insurance companies are willing to disrupt patient care for profits.
- With continued metro consolidation, large insurance companies are even more out of touch with the rural health care needs. IMCare is a locally run healthcare organization that provides a significant number of jobs to the area's strongest economic segment, a rural voice to metro policy makers and services that match the needs of our community.
- Above all, the people we serve are our neighbors and we truly care about their health and wellness.

Service-Oriented

- Offers access to a comprehensive panel of services and providers.
- Flexibility of services allows individual member needs to be met as efficiently as possible.
- One-stop-shopping for all member's coverage (i.e. MH, dental, chiro, CD, etc.).
- IMCare dental access for low-income patients is the best in Minnesota.
- IMCare's helpdesk allows members to communicate with a locally-based contact, knowledgeable about services (versus an automated computer).
- IMCare works to address the needs of its providers by reducing paperwork and eliminating burden whenever possible.

Flexible

- IMCare closely monitors utilization to detect areas where people might take advantage of the system.
- IMCare is working with area providers on new, innovative ways to provide care.

Successful

- IMCare has a 40+ year history of successful financial management and positive program outcomes that ensure quality care, cost controls, patient safety and appropriate utilization with network providers.
- Consistently excellent provider satisfaction with the program.
- Itasca County shares in the success of the plan.
- IMCare improves the economic and physical health of the community by channeling revenue to local businesses that provide excellent and efficient care.

POTENTIAL RISKS OF NOT HAVING IMCARE:

- Loss of control and influence which may result in inconsistent, low-quality care.
- Exposure to manipulation of the system.
- Delayed response times for patients.
- Lack of collaboration and/or cost efficiencies with loss of local investment.
- Loss of nearly 30 jobs and impact to tax base of Itasca County, including layoffs, bumping, disruption in services and continuity of care.



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, January 21, 2025

REQUEST FOR BOARD ACTION: RBA-2025-208

DEPARTMENT: Environmental Services

TIME REQUESTED: 5 Minutes

PRESENTER: Katie Benes

AGENDA ITEM:

Schedule Public Hearing

BOARD ACTION REQUESTED:

Schedule a Public Hearing Re: Adoption of an updated Floodplain Ordinance to be held at the Tuesday, February 11, 2025 County Board Regular Session, which begins at 2:30 p.m.

BACKGROUND:

COUNTY ATTORNEY REVIEW: Yes and/or Pending

SUPPORTING DOCUMENTATION: None

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



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, January 21, 2025

REQUEST FOR BOARD ACTION: RBA-2025-209

DEPARTMENT: Transportation

TIME REQUESTED: < 5 Minutes

PRESENTER: Karin Grandia

AGENDA ITEM:

County State Aid Funds Advance Resolution

BOARD ACTION REQUESTED:

Adopt the Resolution Re: County State Aid Highway Funds Advance and authorize the Transportation Department to request an advance from the Regular County State Aid account.

BACKGROUND:

Minnesota Statute 162.08 provides for counties to make advances from future year's allocations for the purpose expediting construction.

The current 5-year plan shows numerous projects that are planned for the summer of 2025 and shows a negative balance in the regular state aid account. Additionally, due to the advanced deterioration of CSAH 8, CSAH 59 & CSAH 96, it would be best if those projects could be advanced from a future construction year to this year. As a result, I expect that our regular state aid account will be short approximately \$4 million dollars. To allow the construction to move forward, I recommend advancing money for our State Aid account.

COUNTY ATTORNEY REVIEW: No

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 21, 2025

RESOLUTION 2025-2

RE: COUNTY STATE AID HIGHWAY FUNDS ADVANCE

WHEREAS, the County of Itasca is planning to implement County State Aid Highway Project(s) in 2025 which will require State Aid funds in excess of those available in its State Aid Regular Construction Account, and

WHEREAS, said County is prepared to proceed with the construction of said project(s) through the use of an advance from the County State Aid Construction Fund to supplement the available funds in their State Aid Regular Construction Account, and

WHEREAS, the advance is based on the following determination of estimated expenditures:

Account Balance as of date 1/13/2025		\$ <u>3,623,500</u>
Plus 2025 Estimated Allotment		\$ <u>6,525,000</u>
Less Estimated Disbursements		
	SP 031-670-009	<u>\$65,000</u>
	SAP 031-670-010	<u>\$1,243,000</u>
	SAP 031-670-030	<u>\$6,800,000</u>
	SAP 031-696-001	<u>\$400,000</u>
	SP 031-629-021	<u>\$450,000</u>
	SAP 031-632-006	<u>\$425,000</u>
	SAP 031-624-007	<u>\$735,000</u>
	SAP 031-654-010	<u>\$150,000</u>
	SAP 031-659-005	<u>\$1,000,000</u>
	SAP 031-608-015	<u>\$2,300,000</u>
	SAP 031-030-003	<u>\$150,000</u>
	Project Finals	<u>\$280,000</u>
	Total Estimated Disbursements	<u>\$13,998,000</u>
Advanced Amount (amount in excess of acct balance)		\$ <u>3,849,500</u>

WHEREAS, repayment of the funds so advanced will be made in accordance with the provisions of Minnesota Statutes 162.08, Subd. 5 & 7 and Minnesota Rules, Chapter 8820, and

WHEREAS, the County acknowledges advance funds are released on a first-come-first-serve basis and this resolution does not guarantee the availability of funds.

NOW, THEREFORE, Be It Resolved: That the Commissioner of Transportation be and is hereby requested to approve this advance for financing approved County State Aid Highway Project(s) of the County of Itasca in an amount up to \$3,849,500 in accordance with Minnesota Rules 8820.1500, Subp. 9. I hereby authorize repayments from subsequent accruals to the Regular/Municipal Construction Account of said County from future year allocations until fully repaid.

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

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

I, BRETT SKYLES, Administrator of the County of Itasca, do hereby certify that I have compared the foregoing with the original resolution filed in this office on January 21, 2025 and that the same is a true and correct copy of the whole thereof.



Administrator



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, January 21, 2025

REQUEST FOR BOARD ACTION: RBA-2025-214

DEPARTMENT: Land Department

TIME REQUESTED: 5 Minutes

PRESENTER: Kory Cease, Bill Grantges

AGENDA ITEM:

Lease for AIS Station at Sherry's Arm Public Water Access

BOARD ACTION REQUESTED:

Approve surface lease to Itasca County AIS Program for aquatic invasive species (AIS) station at Sherry's Arm public water access on Pokegama Lake, and authorize necessary signatures.

BACKGROUND:

The lease allows a CD3 unit at the Sherry's Arm access site on Pokegama lake for the public to use to clean their watercraft. This unit is needed at this location because of the recently discovered starry stonewort at that landing site. Starry stonewort is a very bad aquatic invasive species (AIS) that spreads easily and can impede the public's use of the waters it infests. A CD3 system is a self-service waterless cleaning system designed to help boaters clean, drain, and dry their boats to prevent the spread of AIS, and is highly effective. The Itasca AIS program has two CD3 systems placed on Winnibigoshish for the last three years.

COUNTY ATTORNEY REVIEW: Yes and/or Pending

SUPPORTING DOCUMENTATION:

1. Sherry's Arm PWA_SWCD AIS Program Lease
2. CD3 Wayside Solar Overview

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

SURFACE LEASE of DIRECT COUNTY FEE-OWNED LAND

This surface lease (hereinafter "LEASE") is granted this **28th day of January, 2025**, by the County of Itasca (hereinafter "LESSOR"); pursuant to direction by the Board of County Commissioners of Itasca County, Minnesota, under the provisions of Minnesota Statutes, Section 373.01, Subdivision 1, and in consideration of the payments, stipulations, and agreements hereinafter recited, the undersigned County Auditor of Itasca County, Minnesota, acting for and on behalf of Itasca County, does hereby lease to the said lessee direct county fee-owned property.

LESSEE: Itasca County Aquatic Invasive Species Program (hereinafter "LESSEE"), Itasca County Soil and Water Conservation District; located at PO Box 990, 1895 W U.S. Highway 2, Grand Rapids, MN 55744.

LEASE FEE: \$150.00 (\$150.00 application fee; no land value or timber damage incurred). Due in full on date set above.

TERM: The initial term of this non-exclusive LEASE shall commence on the date set forth above and shall end at 11:59 p.m. on the **28th day of January, 2030**. The term of this LEASE is subject to termination as provided herein.

PURPOSE OF LEASE: This LEASE is granted for installation, use, maintenance and storage of an Aquatic Invasive Species Activity Station and authorized appurtenances (hereinafter referred to as "Station") available for public use located at the Sherry's Arm Public Water Access within unplatted part of NENE Section 26, of Township 54N Range 26W, more particularly described below, under the covenants and agreements of the LESSEE to use the following described lands, hereinafter referred to as the "Premises", subject at all times to sale, license, lease, and use for mineral, timber, or other purposes, to wit:

(Parcel number 63-026-1106) That part of Township 54N Range 26W Section 26 – the point of NENE described as following: commencing at NE corner of said NENE of Section 26; thence South, bearing assigned, along the East line of NENE 586.62'; thence South 88 DEG 34' 00" West 472.80' to point of beginning; thence North, Parallel to said East line of the NE 1/4, 160'; thence West 216', more or less to the water's edge of Pokegama Lake; thence Southwesterly along said water's edge of Pokegama Lake to intersect a line that bears South 88 DEG 34' 00" West; thence North 88 DEG 14' 00" East 353', more or less to point of beginning.

See map in Exhibit A

LESSEE shall also have the right of reasonable access to the Premises for the purposes described herein, over and across real property in said part of NENE of Section 26 in Township 54N Range 26W, owned by LESSOR, adjacent to the Premises ("Adjacent Land").

DISCLAIMER: LESSOR does not warrant its title to the premises nor undertake to defend the LESSEE in the peaceable possession or use thereof. No covenant of Quiet enjoyment is made. LESSEE shall indemnify and hold LESSOR harmless from any and all claims for damage against LESSOR by third parties as a result of this LEASE.

LESSEE agrees to hold LESSOR harmless in regard to the legal descriptions of the Premises. The grant herein is limited to parcels owned by the County of Itasca. LESSOR makes no representations or warranties as to the ownership of the parcels crossed by this LEASE, and assumes no liability for any errors or costs for corrections in that regard.

This LEASE is granted subject to the following terms:

1. **RENEWAL:** At the end of the LEASE term and if both parties wish to renew, the renewal fee and time period will be determined by such methods as are developed by LESSOR, subject to the limits of Minnesota Statute, in place at that time.
2. **TERMINATION:** This LEASE may be terminated or cancelled upon reasonable notice on the occurrence of any of the following:
 - A. By mutual agreement of both parties.
 - B. Violation of any of its terms
 - C. If at any time in the sole discretion of the LESSOR its continuance will conflict with public use of the land over or upon which it is granted, or any part thereof.

LESSEE shall, on the Termination date, or earlier as provided for in this lease, peacefully and quietly surrender the Premises to the LESSOR in as good condition and repair as on the Effective Date. If the LESSEE fails to surrender the Premises on the termination of this LEASE, the LESSOR may eject or remove the LESSEE from the Premises and LESSEE shall indemnify the LESSOR for all expenses incurred by the LESSOR. In addition, LESSEE shall remove all LESSEE's property from the Premises upon termination and any property remaining shall be considered abandoned and shall be disposed of by the LESSOR according to law. If this LEASE is terminated prior to the termination date, the LESSEE shall not be relieved of any obligation incurred prior to termination.

3. **ENCUMBRANCE:** This LEASE is subject to all existing easements, right-of-ways, licenses, leases and other encumbrance upon the Premises and LESSOR shall not be liable to LESSEE for any damages resulting from any action taken by a holder of an interest pursuant to the rights of that holder thereunder.
4. **PUBLIC RECREATION USE:** The LESSEE agrees and understands that the public land leased herein shall be open to public recreational uses, as defined by Minnesota Statute 604A.21, not inconsistent with the purposes of this LEASE.
5. **CONSTRUCTION OF LEASE:** If any clause or provision of this LEASE is or becomes illegal, invalid or unenforceable because of present or future laws or any rule or regulation of any governmental body, the intentions of the LESSOR and LESSEE here is that the remaining parts of this LEASE shall not be affected thereby.
6. **LAWS AND REGULATIONS:** LESSEE agrees, at its expense, to comply with all federal, state and local laws, regulations, and permitting including municipal ordinances, affecting said lands or the area in which they are situated and keep them in a neat and orderly condition, and shall remove all refuse and debris that may accumulate thereon. Examples include, but are not limited to, Wetland Conservation Act of 1991 (Laws of Minnesota 1991, Chapter 354) and any amendments thereto, Minnesota Pollution Control Agency Stormwater Pollution Prevention Plan permit, Army Corps of Engineers permit(s), and Department of Natural Resources permits.
7. **TIMBER:** No timber shall be cut, used, removed or destroyed by the LESSEE without first obtaining

written permission from LESSOR. LESSEE must pay for all timber (both mature timber and growing stock) damaged on the Premises by LESSEE prior to incurring the damage. Timber damages will be determined by the Itasca County Land Commissioner and will be based on current market values. LESSOR reserves the right to sell and dispose of, under the provisions of law now or hereinafter governing the sale of timber on county lands, all the timber upon the land hereby Leased, and reserves to the purchaser of such timber, or agents and servants of the purchaser, the right at all times to enter thereon, and to cut and remove any and all such timber therefrom, according to the terms of the purchaser's contract with LESSOR, and without let or hindrance from the LESSEE.

8. RIGHT OF ENTRY: LESSOR, or its agents or contractors, shall have the right to enter upon and into said Premises at any time to inspect the same. Such inspection shall not unreasonably hinder or interrupt the operations of the LESSEE, except in cases where emergency entry is necessary to preserve the Premises and other property.
9. THIS LEASE IS PERMISSIVE ONLY: No liability shall be imposed upon or incurred by Itasca County or any of its officers, agents, or employees, officially or personally, on account of the granting hereof or on account of any damage to any person or property resulting from any act or omission of the LESSEE or any of its agents, employees, or contractors relating to any matter hereunder. This lease shall not be construed as estopping or limiting any legal claim or right of action of any such person against the LESSEE, its agents, employees, or contractors for any damage or injury resulting from any such act of omission, or as estopping or limiting any legal claim or right of action of Itasca County against the LESSEE, its agents employees, or contractors, for violation of or failure to comply with the provisions of the license or applicable provisions of law. The LESSEE shall indemnify and hold harmless Itasca County from all claims arising out of the LESSEE's use of the above described lands whether such claims are asserted by civil action or otherwise.
10. NO WAIVER: No delay by LESSOR in enforcing any of the conditions of this LEASE shall operate as a waiver of any of its rights.
11. INDEMNIFICATION AND INSURANCE:
 - A. LESSEE agrees to defend, indemnify and hold harmless "COUNTY", its elected officials, officers, agents, volunteers and employees from any liability, claims, causes of action, judgments, damages, losses, costs or expenses, including reasonable attorney fees resulting directly or indirectly from any act or omission of LESSEE, anyone directly or indirectly employed by them and/or anyone for whose acts and/or omissions they may be liable in the performance of the services required by this contract and against all loss by reason of failure of said LESSEE to perform fully, in any respect, all obligations under this contract.
 - B. LESSEE agrees at all times during the term of this Agreement to have and keep in force insurance, either under a self-insurance program or separate insurance policy, as follows:
 - a. Commercial General Liability shall list the "COUNTY" as an additional insured with the following insurance limits:

	<u>Limits</u>
General Aggregate	\$1,500,000
Products – Completed	
Operations Aggregate	\$1,500,000
Personal and Advertising Injury	\$1,500,000
Each Occurrence:	

Combined Bodily Injury and Property Damage	\$1,500,000
b. Automobile Liability Combined single limit each occurrence for bodily injury and property damage covering owned, non-owned and hired automobiles	\$1,500,000
c. Workers' Compensation and Employer's Liability If the contractor is based outside the State of Minnesota, coverage must apply to Minnesota Laws	Statutory Limits
d. Employer's Liability	
Bodily Injury by:	
Accident – Each Accident	\$500,000
Disease – Policy Limit	\$500,000
Disease – Each Employee	\$500,000

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

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

LESSEE shall not commence AIS work until it has obtained required insurance and filed an acceptable Certificate of Insurance with "COUNTY" to the attention of Kory Cease, Land Commissioner. The Certificate shall:

1. List Itasca County as Certificate holder and as an additional insured with respect to operations covered under the contract for all liability coverages except Workers' Compensation and Employer's Liability and Professional Liability, if applicable; and,
 2. Be amended to show that Itasca County will receive thirty (30) days written notice in the event of cancellation, nonrenewal or material change in any described policies.
- C. LESSEE also agrees that any contract let by LESSEE for the performance of the work on AIS prevention and mitigation as provided herein shall include clauses that will: (1) require LESSEE to defend, indemnify and hold harmless "COUNTY", its elected officials, officers, agents and employees for any liability, claims, causes of action, losses, demands, damages, judgments, costs, interest, expenses (including, without limitation, reasonable attorney fees, witness fees and disbursements incurred in the defendant thereof) arising out of or by reason of the acts and/or omissions of LESSEE its subcontractors, anyone directly or indirectly employed by them, and/or anyone for whose acts and/or omissions they may be liable for ; (2) require LESSEE to provide and maintain insurance in accordance with the following:

- a. Workers' Compensation: (Statutory Limits)

Employer's Liability Insurance:	<u>Limits</u>
1. Bodily Injury by Accident, each accident	\$500,000

2. Bodily Injury by Disease, policy limit \$500,000

3. Bodily Injury by Disease, each employee \$500,000

Note: all states endorsement is required if LESSEE is domiciled outside the State of Minnesota.

b. Commercial General and Automobile Liability Insurance

Commercial General Liability:

Limits

Combined Bodily Injury and Property Damage

Each Occurrence Limit

\$1,500,000

General Aggregate Limit

\$3,000,000

Products – Completed Operations

Aggregate Limit

\$3,000,000

Personal and Advertising Injury Limits

\$1,500,000

Coverages above shall also include:

Premises – Operations

Contractual Liability (including oral and written contracts)

Explosion, Collapse, Underground Property Damage (XCU)

1. Automobile Liability including Hired Car and Employers Non-Ownership Liability:

Combined Bodily Injury and Property Damage

Each Occurrence

\$1,500,000

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

D. LESSEE further agrees the minimum requirements set forth above shall at all times be in an amount at least equal to the maximum liability of the COUNTY under Minn. Stat. 466.04 now or as said statute is hereafter amended or as otherwise required by law, statute or rule.

E. In addition to any other rights contained herein the County reserves the right to terminate, suspend or rescind this contract if the LESSEE is not in compliance with the requirements contained herein and retains all its rights thereafter to pursue any legal remedies against LESSEE. All insurance policies shall be open to inspection by the County upon written request.

12. IMPROVEMENTS:

A. The following equipment and improvements are authorized to be installed and maintained by LESSEE and made available for use by the public on the Premises:

1. The AIS waterless cleaning Station will contain, but is not limited to, tethered hand tools, wet/dry vacuum, top/bottom LED lights, off-grid solar power, cellular and internet-connected, air wand/blower.
2. The Station, a CD³ Wayside Solar unit, will be bolted on a precast reinforced concrete base measuring 94"x 40.5"x 5" thick and weighing approximately 1,500 pounds. The CD³ Wayside solar unit is 10' from its base to the top of the light pole.
3. Solar powered lighting is allowed to aid in nighttime use of the Station.
4. Normal signage is allowed providing for public use and instructions for safe and proper operation of the Station, AIS education and prevention, etc.
5. Operation of the Station is planned from spring ice-out to November 1 (or when the lake freezes over). The Station may be stored on location year-round and be covered by a vinyl or similar cover for storage.

13. LESSEE RESPONSIBILITIES: LESSEE acknowledges and accepts responsibility for the following:

- A. All improvements must meet Itasca County setback requirements.
- B. The Station may be advertised as publicly available.
- C. LESSEE must receive written permission by LESSOR for and must pay all fees associated with installation, use, maintenance and disconnecting of any utilities and associated appurtenances associated with the Station and its use.
- D. LESSEE must receive written permission by LESSOR for and must pay all fees associated with installation, use, service, security, and disconnecting of any communication services and associated appurtenances.
- E. LESSEE must ensure all improvements, accessories, and appurtenances are properly equipped to prevent freezing in the fall season and are properly winterized before seasonal sustained below freezing temperatures are incurred.
- F. Use of soaps, degreasers, detergents or cleaning chemicals of any kind are prohibited without written permission by LESSOR.
- G. LESSEE must perform and pay for any and all maintenance and repairs to the Station and any associated improvements on Premises.
- H. LESSEE is responsible for ensuring all public safety practices are followed in association with the installation, use, maintenance and storage of the Station.
- I. Any and all future or contemplated additions, deletions or alterations to the improvements listed in this LEASE must be approved by LESSOR in writing.
- J. LESSEE shall not: a) assign, convey or otherwise transfer this LEASE or any interest under it; b) sublet the LEASE corridor or any part thereof; or c) permit the use of occupancy of the Premises or any part thereof by anyone other than the LESSEE.

14. CONTACT INFORMATION: The contact information for LESSOR and the LESSEE is as follows:

LESSOR:	LESSEE:
Itasca County Land Department c/o Land Commissioner 1177 LaPrairie Avenue Grand Rapids, Minnesota 55744 Itasca County Auditor County Courthouse 123 NE 4 th Street Grand Rapids, MN 55744	Itasca County AIS Program c/o Itasca County Soil and Water Conservation District PO Box 990 1895 W U.S. Highway 2 Grand Rapids, MN 55744

Bill Grantges, AIS Program Manager

STATE OF MINNESOTA)
) ss
COUNTY OF ITASCA)

This instrument was acknowledged to before me this _____ day of _____, 2025, by Bill Grantges, AIS Program Manager, Itasca County Soil and Water Conservation District, as Lessee.

(Notary Seal)

Notary Public

LESSOR

ITASCA COUNTY

Austin Rohling, Itasca County Auditor

STATE OF MINNESOTA)
) ss
COUNTY OF ITASCA)

This instrument was acknowledged before me this _____ day of _____, 20__, by Austin Rohling, as County Auditor on behalf of Itasca County, a public body corporate of the State of Minnesota, Lessor.

(Notary Seal)

Notary Public, Itasca County, MN

LESSOR

ITASCA COUNTY

Kory Cease, Itasca County Land Commissioner

STATE OF MINNESOTA)

) ss

COUNTY OF ITASCA)

This instrument was acknowledged to before me this _____ day of _____, 20____, by Kory Cease, as Itasca County Land Commissioner on behalf of Itasca County, a public body corporate of the State of Minnesota, Lessor.

(Notary Seal)

Notary Public, Itasca County, MN

Drafted by:

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

EXHIBIT A
AIS STATION LOCATION





CD³ Wayside Solar Specifications

Waterless Cleaning System

Clean. Drain. Dry. Dispose. CD³ Systems use behavioral science to empower the public to increase compliance with invasive species rules and regulations.

USER OPERATED EQUIPMENT

- High public approval
- Free public use
- Low maintenance costs

PUBLIC EDUCATION AND INSTRUCTIONS

- Easy to follow prevention steps
- Wifi Hub for public resources, maps and videos
- Graphics and kiosk are customizable

SITE SOFTWARE ANALYTICS

- Internet connected for real-time data
- Software monitors functionality
- Automatic tool tamper alert

CD³ Wayside Solar

- Educational kiosk
- Instructional decals
- Tethered hand tools
- Wet/dry vacuum
- Top/bottom LED lights
- Off-grid solar power
- Cellular and internet-connected
- Air wand/blower
- Pre-cast concrete base



SALES CONTACT:

stopAIS@cd3systems.com | 612-568-8310
cd3systems.com



EVERYBODY LIKES A CLEAN BOAT™

MADE IN MINNESOTA, USA
© 2023 CD³



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, January 21, 2025

REQUEST FOR BOARD ACTION: RBA-2025-205

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 Phoenix, AZ for Corrections Sergeant Erin Nelson and Road Deputy Nathaniel Grossell to attend a 4-day Axon Conference.

BACKGROUND:

Axon, the provider of Itasca County Sheriff's Office body worn cameras, tasers, and squad cameras, is hosting a conference that will feature speakers, training, and breakout sessions addressing the topics of public safety, policy, training, crime reduction, communication, and officer wellness among others.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. Out of State Travel Attachments

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

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: Erin Nelson and Nathaniel Grossell DATE: 1/9/2025

DESTINATION: Phoenix, AZ

DEPARTURE DATE: <u>4/21/25</u>	RETURN DATE: <u>4/26/25</u>	ACTUAL MEETING DATE: <u>4/22-4/25</u>
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MODE OF TRAVEL: Air

REASON FOR TRAVEL: 2025 Axon Week Conference

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

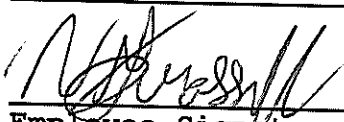
Transportation \$ 700.00

Lodging \$ 2,000.00

Meals \$ \$600.00

Registration \$ 1,400.00 Estimated Total \$ 4,700.00

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


Employee Signature

CRP702
Approved by Supervisor/Date

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Date: 09-05-2024

Itasca County Board of Commissioners

Re: 2025 Axon Week Conference Proposal

This letter is to request approval for one correctional instructor to attend the Axon Conference, April 22-25, 2025 in Phoenix, Arizona. This technology and training conference will be at the Phoenix Convention Center. Attendance at the conference will help ensure that our team is understanding the latest in public safety technology and learning about the innovative solutions of the future.

In 2025, Axon is combining its technology and training conferences, Accelerate and TASERCON, respectively, into a single conference experience called "Axon Week." Axon Week is public safety's premier technology and training conference and will feature keynotes on the future of public safety technology, training, breakout sessions on innovative solutions in the public safety sector as well as opportunities to connect with colleagues from around the globe as well as technology providers. Additionally, expert speakers and panels will address highly requested topics on public safety policy, training, crime reduction, communication, and officer wellness among other topics. Five main tracks will be offered throughout the conference and include "The Future of Public Safety," "Technology for Good," "Data-driven Policing," "Safer Cities," and "Wellness & Performance."

This is an especially important year for the agency to keep up with changes in technology and how to be more efficient as we continue to explore new products. Attendance will benefit these initiatives:

- Correctional Officer Evidence retention from the Axon Body Worn Camera
- Explore newer version of all Axon products.
- Updated Taser Instructor legal issues and best practices.

The Correctional Officer will submit a post-conference report that will include an executive summary and major takeaways from the conference. They will also share the new ideas, strategies, and techniques they learned to help our agency in the ever-changing public safety environment.

Thank you for your consideration.

Sincerely,



Axon Week 2025

Join us in Phoenix, AZ — April 22 - 25, 2025

[Buy Early Bird Tickets](#)

Tuesday
4/22
Core
Conference

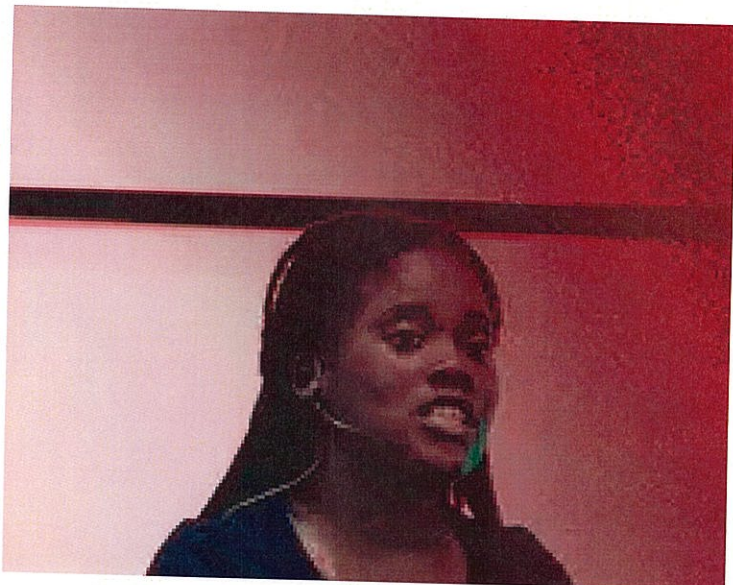
Wednesday
4/23
Core
Conference

Thursday
4/24
Core
Conference

Friday
4/25
Add-on
Certifications

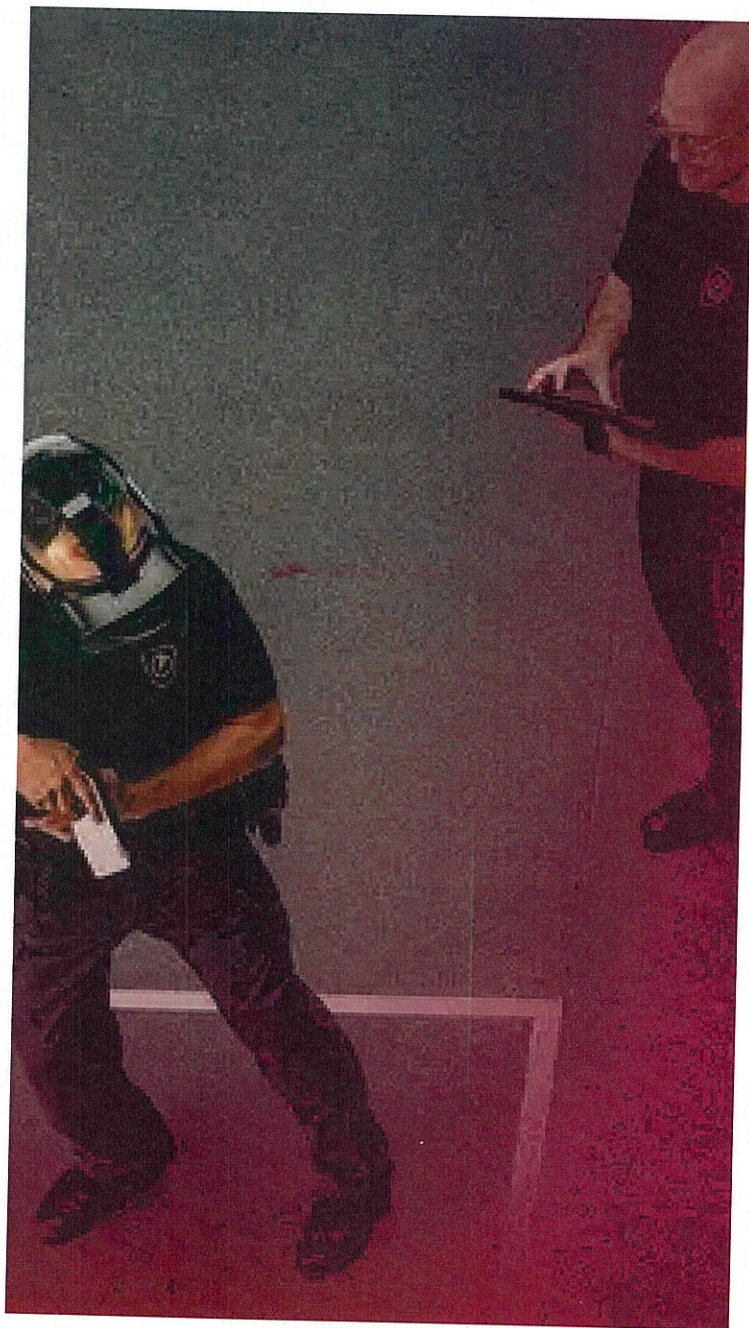
Join us at Axon Week 2025, where Axon Accelerate and TASERCON come together to deliver an unparalleled experience, featuring dynamic breakout sessions, visionary keynote speakers, cutting-edge technology and immersive hands-on training with the latest innovations.

ABOUT AXON WEEK 2025



[Exclusive AW25 Experiences](#)





World-class sessions

Dive into a wide range of sessions at Axon Week 2025, where you can explore the future of public safety technology, delve into detailed product insights, engage with community initiatives and more.





**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, January 21, 2025

REQUEST FOR BOARD ACTION: RBA-2025-210

DEPARTMENT: Administrative Services
PRESENTER: Chair

TIME REQUESTED: 30 Minutes

AGENDA ITEM:
Closed Session Re: Labor Negotiations

BOARD ACTION REQUESTED:
Hold a Closed Session per MN Statutes 13D.03 Re: Labor Negotiations

BACKGROUND:
13D.03 CLOSED MEETINGS FOR LABOR NEGOTIATIONS STRATEGY.
Subdivision 2. **Meeting must be recorded.** (a) The proceedings of a closed meeting to discuss negotiation strategies shall be tape-recorded at the expense of the governing body. (b) The recording shall be preserved for two years after the contract is signed and shall be made available to the public after all labor contracts are signed by the governing body for the current budget period.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION: None

01/21/2025

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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