



ITASCA COUNTY BOARD OF COMMISSIONERS

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

Tuesday, April 15, 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: Pull Item #6.2 (Legislative Conference Call) and add additional information to Item #6.8 (Tentative Sponsorship for the Proposed Pengilly-Calumet Connection ATV Trail) and approve the agenda, as amended.

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

IV. MINUTES APPROVAL

Motion To: Approve the minutes of the Tuesday, April 8, 2025, County Board Regular Session.

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

1. Approve the minutes of the Tuesday, April 8, 2025 Itasca County Regular Session.

V. CONSENT AGENDA

Motion To: Approve the Consent Agenda, as presented.

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 Certificate of Final Completion and Pay Application and authorize necessary signatures for the removal of obstructions at the Bowstring Municipal Airport.

2. Approve the Court Appointed Contract with Matthew Miller to replace Rachel Weis effective May 1, 2025.
3. Approve 2024 Set-Up Liquor Licenses for the following establishments: Barn in the Woods Wedding and Event Center, Deer Lake Charlie's LLC, and Wilderness Wedding Barn.
4. Authorize IMCare Director and County Board chair to sign the contract between IMCare and Bonham Psychotherapy.
5. Award Contract 62407 Bituminous Paving Projects to the lowest responsible bidder, Hawkinson Construction, in the amount of \$2,515,063.41, and authorize the required signatures on the contract documents.
6. Award Project 031-030-004 / 2025-02 for 2025 Pavement Markings to the lowest responsible bidder, Sir Lines-A-Lot, LLC, in the amount of \$221,536.53 and authorize the necessary signatures to execute the contract documents.
7. Approve the 2025/2026 Annual Road Maintenance Agreements and authorize the County Board Chairperson and the Clerk to the County Board to sign Agreements and authorize the County Engineer to modify the Attachment "A" to the Agreements as needed and upon mutual agreement with the Township or City.
8. Approve out-of-state travel to Nebraska Boys Town for County Administrator Brett Skyles, Court Services Director Kevin Glass, Health and Human Services Director Eric Villeneuve, Probation Officer Chelsea Rabey, and Public Defender Devin Gorski.

VI. REGULAR AGENDA

1. Citizen Input
No citizen input provided.
3. Commissioner Warrants

Motion To: Approve Commissioner Warrants with a check date of April 16, 2025, in the amount of \$985,738.03.

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

4. IMCare Quality Documents

Motion To: Support the IMCare Quality Documents that include initiatives for the current year and create a work plan to address interventions and ongoing activities.

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

5. IMCare 2024 Compliance Report

Health Plan Division Manager Sarah Anderson gave presentation on the IMCare 2024 Compliance Report.

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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6. Submission of a grant proposal

Motion To: Approve the submission of a grant proposal to Blandin Foundation for establishing a mental health court within Itasca County.

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. MPCA C&D Planning Grant Agreement

Motion To: Review agreement and authorize signature by the Direc

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

tor of Environmental Services.

8. Tentative sponsorship for the Pengilly-Calumet Connection ATV trail

Motion To: Approve a tentative sponsorship for the Pengilly-Calumet Connection ATV Trail Proposal.

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

9. Administrative Professionals week

County Sheriff Joe Dasovich acknowledged that April 20-April 26, 2025 is Administrative Professionals week.

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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10. National Telecommunicators Week

Motion To: Adopt the Resolution Re: National Telecommunicators Week which recognizes April 13 – April 19, 2025, as National Telecommunicators Week in Itasca County.

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

No update provided.

VIII. COMMITTEE REPORTS

Commissioner Johnson reported on attending a City/County Cooperative Commission meeting, a Goodland Township meeting, and Grand Rapids City Council meeting.

Commissioner Snyder reported on attending a Trails Task Force meeting, Annual Township Dinner meeting, meetings in St. Paul with Legislative personnel, met with the CEO of Mag Iron, and a Blandin Foundation meeting.

Commissioner Smith reported on attending the Annual Township Dinner meeting and the Chamber Luncheon.

Commissioner Venema reported on attending the Nashwauk Library Board meeting, met with CEO of Mag Iron, Western Mine Plat Meeting and also canvassed the election from 4/8/2025.

IX. COMMISSIONER COMMENTS

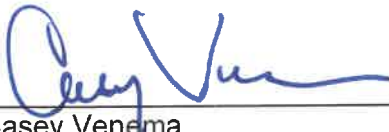
Commissioner Johnson provided comment regarding a Joint Powers Agreement between the County and City of Grand Rapids RE: Library, and also, the Canisteo Mine Pit is ongoing so be cautious in that area as it can be dangerous.

X. CLOSED SESSIONS

XI. ADJOURN

Chair Venema adjourned the meeting at 3:12 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, April 15, 2025

RESOLUTION 2025-12

RE: NATIONAL TELECOMMUNICATORS WEEK - APRIL 13-19, 2025

WHEREAS, emergencies can occur at any time that require law enforcement, fire, and emergency medical services; and

WHEREAS, when an emergency occurs, the prompt response of law enforcement officers, fire fighters, and emergency ambulance personnel is critical to the protection of life and preservation of property; and

WHEREAS, the safety of our law enforcement officers and emergency fire fighters and ambulance personnel is dependent upon the quality and accuracy of information obtained from citizens who telephone the Itasca County Sheriff's Office law enforcement communication center; and

WHEREAS, public safety dispatchers are the first and most critical contact our citizens have with emergency services; and

WHEREAS, public safety dispatchers are the single vital link for our law enforcement officers, fire fighters, and ambulance personnel by monitoring their activities by radio, providing them with information, and insuring their safety; and

WHEREAS, public safety dispatchers of the Itasca County Sheriff's Office have contributed substantially to the apprehension of criminals, suppression of fires, and treatment of patients; and

WHEREAS, each dispatcher has exhibited compassion, understanding, and professionalism during the performance of their job in the past year.

NOW THEREFORE BE IT RESOLVED, that the Itasca County Board of Commissioners declares the week of April 13-19, 2025, to be National Telecommunicators Week in Itasca County in honor of the men and women whose diligence and professionalism keep our County and citizens safe.

BE IT FURTHER RESOLVED, that the Itasca County Board of Commissioners hereby recognize the following Emergency Communication Specialists at the Itasca County Sheriff's Office, who honorably perform the above-mentioned duties: Communications Supervisor Marnie Chupurdia, Shannon Shelton, Steve Geving, Susan Nichols, Jeremy Hanson, Kyle Bonestell, Adam Kortekaas, Dylan McBride, Kathy Derickson, Cassidy Kampsula, Molly Rother, Brian Olds, and Haleigh Johnson.

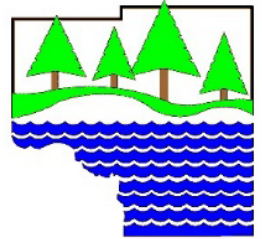
RESULT:	APPROVED (4 TO 0)
MOVER:	Commissioner Cory Smith
SECONDER:	Commissioner Terry Snyder
AYES:	Cory Smith, Terry Snyder, John Johnson, Casey Venema
ABSENT:	District #4

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 April 15, 2025 and that the same is a true and correct copy of the whole thereof.



Administrator



MEETING INFORMATION SHEET
April, 15 2025

PULL:

1. Item #6.2 (Legislative Conference Call)

ADDITIONS: None

CHANGES: None

INFORMATIONAL:

1. Item #6.8 – Additional information



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(218) 327-2847

Tuesday, April 8, 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	Absent	
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 #6.10 (MN Dept of Health Substance Use, Recovery and Prevention (SUPER) grant, pull Item #6.7 (Bush Grant Update) and approve the agenda, as amended.

RESULT:	APPROVED (3 TO 0)
MOVER:	Commissioner John Johnson
SECONDER:	Commissioner Terry Snyder
AYES:	Terry Snyder, John Johnson, Casey Venema
ABSENT:	Cory Smith
VACANT:	District #4

IV. MINUTES APPROVAL

Motion To: Approve the minutes of the Tuesday, April 1, 2025 County Board Regular Session.

RESULT:	APPROVED (3 TO 0)
MOVER:	Commissioner Terry Snyder
SECONDER:	Commissioner John Johnson
AYES:	Terry Snyder, John Johnson, Casey Venema
ABSENT:	Cory Smith
VACANT:	District #4

1. Approve the minutes of the Tuesday, April 1, 2025 Itasca County Regular Session.

V. CONSENT AGENDA

Motion To: Approve the Consent Agenda, as presented.

RESULT:	APPROVED (3 TO 0)
MOVER:	Commissioner Terry Snyder
SECONDER:	Commissioner John Johnson
AYES:	Terry Snyder, John Johnson, Casey Venema
ABSENT:	Cory Smith
VACANT:	District #4

1. Approve an LG214 Premises Permit Application, as requested by Grand Rapids Amateur Hockey Association, for gambling at Trailside Restaurant and Bar located at 29314 County Road 52, Bigfork, MN 56628.
2. Request approval for Public Health to submit an application for the Healthy Homes grant.
3. Approve the Highway Maintenance Superintendent position and posting upon final determination and placement.
4. Adopt the Resolution re: Cooperative Construction Agreement No 1057484, which authorizes entering into an agreement for utility adjustments and a pedestrian crosswalk flasher system at the intersection of CSAH 85 & Hwy 2 in the City of LaPrairie.
5. Authorize execution of the attached easement in order to establish Highway right of way for CSAH 7 across the following Itasca County owned parcels:
T01 (TP #04-110-4102): Part of the NE 1/4-SE 1/4, Section 10, T58N-R24W.
T02 (TP #04-110-1403): Part of the SE 1/4-NE 1/4, Section 10, T58N-R24W.
T03 (TP #04-110-1404): Part of the SE 1/4-NE 1/4, Section 10, T58N-R24W.
6. Adopt the Resolution Re: Itasca Driftskippers Snowmobile Club IRRR Regional Trails Program Grant Application and authorize necessary signatures.

VI. REGULAR AGENDA

1. Citizen Input
No citizen input provided.
2. Legislative Conference Call
A Legislative Conference call was provided by Representative Spencer Igo.

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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3. To recognize those employees who have either experienced a job change, given notice of leaving employment, received commendation, or to welcome any new employees.

Welcome to new employee, Amanda Wheelock, Public Health Nurse with the Health and Human Services Department, effective March 31, 2025.

Congratulations to Jeannette Grover, who transferred from Child Support Officer to Health Plan Compliance Coordinator with the Health and Human Services Department, effective March 30, 2025.

Congratulations to Nicole Maki, who transferred from Eligibility Specialist to Medical Claims Examiner with the Health and Human Services Department, effective March 30, 2025.

Congratulations to Robert LeClair, who promoted from Deputy Sheriff/Sergeant to Deputy Sheriff/Lieutenant with the Sheriff's Department, effective March 30, 2025

Congratulations to Anthony Meyer, who promoted from Deputy Sheriff/Road Deputy to Deputy Sheriff/Sergeant with the Sheriff's Department, effective March 30, 2025.

Welcome to new employee, Beth Mattson, Social Worker - Home and Community Based Services with the Health and Human Services Department, effective April 7, 2025.

Welcome to new employee, Timothy Surber, Eligibility Specialist with the Health and Human Services Department, effective April 7, 2025.

4. Commissioner Warrants

Motion To: Approve Commissioner Warrants with a check date of April 9, 2025, in the amount of \$236,230.33.

RESULT:	APPROVED (3 TO 0)
MOVER:	Commissioner John Johnson
SECONDER:	Commissioner Terry Snyder
AYES:	Terry Snyder, John Johnson, Casey Venema
ABSENT:	Cory Smith
VACANT:	District #4

5. Opioid Settlement Funds

Public Health Division Manager Naesa Myers, County Sheriff Joe Dasovich and County Attorney Jake Fauchald gave updates on the use of Opioid Settlement Funding received by the Itasca County-Opioid Committee.

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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6. Reallocate 1 FTE Social worker position to 1 FTE PHN position.

Motion To: Approve reallocation 1 FTE Social Worker position to 1 FTE PHN position.

RESULT:	APPROVED (3 TO 0)
MOVER:	Commissioner Terry Snyder
SECONDER:	Commissioner John Johnson
AYES:	Terry Snyder, John Johnson, Casey Venema
ABSENT:	Cory Smith
VACANT:	District #4 This

8. National Public Health Week

Public Health Division Manager, Naesa Myers provided information on National Public Health Week 2025 to celebrate and recognized the contributions of Public Health employees.

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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9. Monarch Butterfly Candidate Conservation Agreement with Assurances

Motion To: Authorize the Transportation Department to enter into the Candidate Conservation Agreement with Assurances and direct the County Engineer to sign the agreement.

RESULT:	APPROVED (3 TO 0)
MOVER:	Commissioner John Johnson
SECONDER:	Commissioner Terry Snyder
AYES:	Terry Snyder, John Johnson, Casey Venema
ABSENT:	Cory Smith
VACANT:	District #4

10. Minnesota Department of Health Substance Use, Recovery and Prevention (SUPER) Grant

Motion To: Approve the Itasca County Probation Department application to the Minnesota Department of Health Substance Use, Recovery and Prevention (SUPER) Grand and authorize necessary signatures.

RESULT:	APPROVED (3 TO 0)
MOVER:	Commissioner John Johnson
SECONDER:	Commissioner Terry Snyder
AYES:	Terry Snyder, John Johnson, Casey Venema
ABSENT:	Cory Smith
VACANT:	District #4

VII. ADMINISTRATOR UPDATE

County Administrator Brett Skyles provided an Administrator Update regarding the Opioid Settlement Funds being used to assure residents that these are not taxpayer dollars being used.

VIII. COMMITTEE REPORTS

Commissioner Snyder reported on attending Lake Jessie Township, Taskforce, DNR, Governor's Staff along with other agencies, and Fairground meetings.

Commissioner Venema reported on attending Fairground and Brownfields meetings.

IX. COMMISSIONER COMMENTS

Commissioner Johnson provided comment regarding Minnesota Pollution Control Agency Grant received for recycle and reuse in collaboration with Leech Lake Band of Ojibwe and Demcon.

X. CLOSED SESSIONS**XI. ADJOURN**



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, April 15, 2025

REQUEST FOR BOARD ACTION: RBA-2025-376

DEPARTMENT: Administrative Services

TIME REQUESTED: 5 Minutes

PRESENTER: Brett Skyles

AGENDA ITEM:

Bowstring Municipal Airport Obstruction Removal

BOARD ACTION REQUESTED:

Approve the Certificate of Final Completion and Pay Application and authorize necessary signatures for the removal of obstructions at the Bowstring Municipal Airport.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

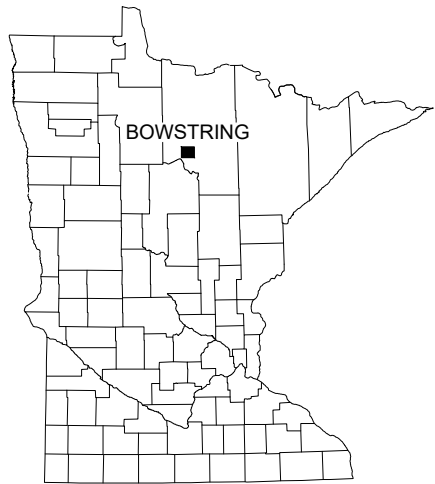
1. 24-013 Bowstring Obstruction Removal Project - AS BUILT
2. Bowstring Municipal Airport - Obstruction Removals Certificate of Final Completion Signed
3. Bowstring Municipal Airport - Obstruction Removals Final Pay App Signed

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

BOWSTRING MUNICIPAL AIRPORT

2024 OBSTRUCTION REMOVAL PROJECT -AS BUILT

SP A3115-11-9Y0



LOCATION MAP
NO SCALE



VICINITY MAP
NO SCALE

N

INDEX OF SHEETS

SHEET NO.	DESCRIPTION
1	TITLE SHEET -AS BUILT
2	GENERAL NOTES & LEGEND -AS BUILT
3	CONSTRUCTION SAFETY & PHASING PLAN (CSPP) -AS BUILT
4	REMOVALS & SITE PLAN -AS BUILT

NO.	REVISIONS	BY	APR.	DATE	DESIGNED JRB	CHECKED MJK	I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota. Certified By:  Lic. No. 59902 Printed Name: Jerry R. Bolin Date 04/04/2024		BOWSTRING MUNICIPAL AIRPORT 2024 OBSTRUCTION REMOVAL PROJECT - AS BUILT	SHEET 1
					DRAWN ART	APPROVED JRB			TITLE SHEET - AS BUILT	OF 4

210 24TH ST NW, SUITE 100, BEMIDJI, MN 56601 P: (218) 444-8004 F: (218) 444-8562 www.karvakko.com

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ABBREVIATIONS

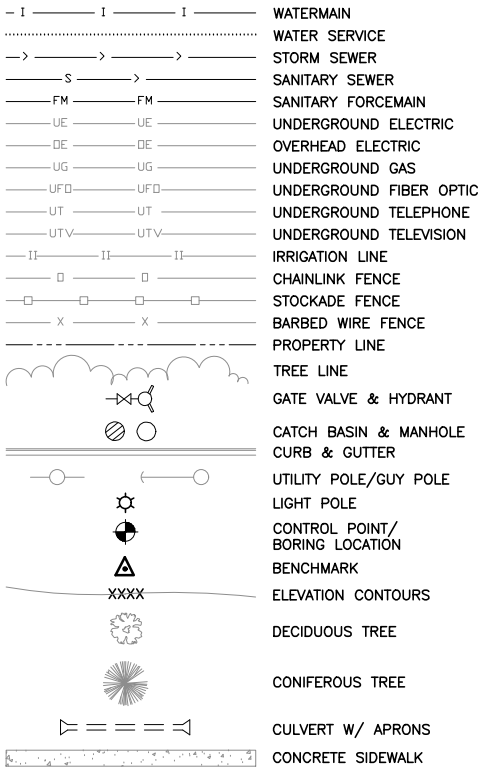
*UNLESS OTHERWISE NOTED ON EACH SHEET

ADD'L	ADDITIONAL	MH	MANHOLE
APPROX	APPROXIMATE	MIN	MINIMUM
ALT	ALTERNATE	MIRR	MIRRORED
ALUM	ALUMINUM	MISC	MISCELLANEOUS
ANC	ANCHOR	MJ	MECHANICAL JOINT
ANG	ANGLE	MNDOT	MINNESOTA DEPARTMENT OF TRANSPORTATION
AVE	AVERAGE	MOD	MODIFICATION
BIT	BITUMINOUS	MSA	MAXIMUM SIZED AGGREGATE
BOT	BOTTOM	N	NORTH
CAP	CORRUGATE ALUMINUM PIPE	NF	NEAR FACE
CB	CATCH BASIN	NIC	NOT IN CONTRACT
C/L	CENTERLINE	NO	NUMBER
C&G	CURB & GUTTER	NTS	NOT TO SCALE
CIP	CAST IRON PIPE	OD	OUTSIDE DIAMETER
CL	CLASS	OF	OUTSIDE FACE
CLR	CLEAR	OC or O/C	ON CENTER
CJ	CONSTRUCTION JOINT	OPT	OPTIONAL or OPTION
CMP	CORRUGATED METAL PIPE	PART	PARTIAL
CONC	CONCRETE	PC	POINT OF CURVATURE
CONST	CONSTRUCTION	PCP	PLASTIC CULVERT PIPE
COR	CORNER	PI	POINT OF INTERSECTION
CPP	CORRUGATE PLASTIC PIPE	PROP	PROPOSED
CSAH	COUNTY STATE AID HIGHWAY	PT	POINT OF TANGENCY
CSP	CORRUGATE STEEL PIPE	PVC	POINT OF VERTICAL CURVATURE / POLY VINYL
CULV	CULVERT		CHLORIDE
CY	CUBIC YARD	PVI	POINT OF VERTICAL INTERSECTION
DBL	DOUBLE	PVT	POINT OF VERTICAL TANGENCY
DET	DETAIL	PROP	PROPOSED
DIA	DIAMETER	POB	POINT OF BEGINNING
DIAG	DIAGONAL	QTY	QUANTITY
DWG	DRAWING	R or RAD	RADIUS
DWL	DOWEL	RCP	REINFORCED CONCRETE PIPE
E	EAST	REINF	REINFORCEMENT
EF	EACH FACE	REQ'D	REQUIRED
EJ	EXPANSION JOINT	ROW	RIGHT OF WAY
EL or ELEV	ELEVATION	RT	RIGHT
EW	EACH WAY	S	SOUTH
EX or EXIST	EXISTING	SAN	SANITARY
EXC	EXCAVATION	SCH	SCHEDULE
EXP	EXPANSION	SECT	SECTION
EQ	EQUAL	SHT	SHEET
FF	FAR FACE or FRONT FACE	SIM	SIMILAR
F&I	FURNISH & INSTALL	SPEC	SPECIFICATIONS
FES	FLARED END SECTION	SS	STAINLESS STEEL
FL	FLOW LINE	ST	STREET
FND	FOUNDATION	STA	STATION
FT	FEET or FOOT	STL	STEEL
FTG	FOOTING	STM	STORM
GALV	GALVANIZED	STRUCT	STRUCTURAL
GRD	GRADE	SQ	SQUARE
HOR or HORIZ	HORIZONTAL	SY	SQUARE YARD
HT	HEIGHT	T	TANGENT or TOP
ID	INSIDE DIAMETER or IDENTIFICATION	T&B	TOP AND BOTTOM
IF	INSIDE FACE	TC	TOP OF CASTING
IN	INCHES	TH	TRUNK HIGHWAY
INV	INVERT	TOW	TOP OF WALL
JT	JOINT	TRANS	TRANSVERSE
KEY	KEYWAY or KEY NOTE	TRM	TURF REINFORCEMENT MAT
L	LENGTH	TYP	TYPICAL
LF	LINEAR FOOT	UNO	UNLESS NOTED OTHERWISE
LG	LONG or LONGITUDINAL	UGND	UNDERGROUND
LOW	LIMITS OF WORK	V or VERT	VERTICAL
LT	LEFT	VAR	VARIES
LVL	LEVEL	W/	WITH
M	MIDDLE ORDINATE	W	WEST
MATL	MATERIAL	WD	WIDTH
MAX	MAXIMUM	WS	WATER SURFACE
		WM	WATER MAIN

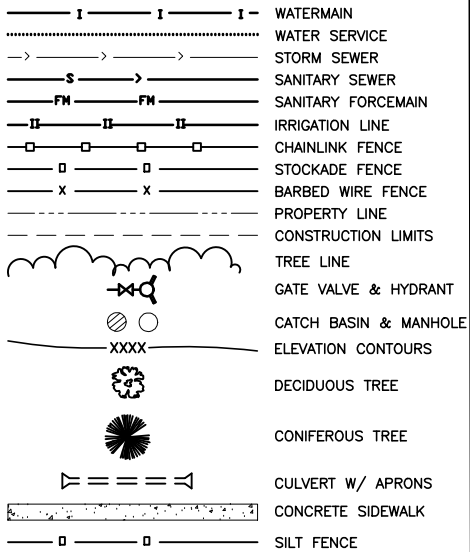
GENERAL LEGEND

*UNLESS OTHERWISE NOTED ON EACH SHEET

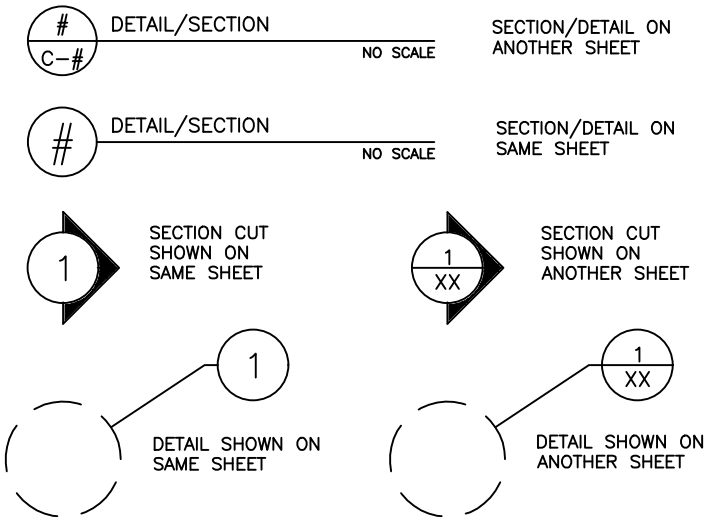
EXISTING



PROPOSED



GENERAL CROSS-REFERENCING SYMBOLS



UTILITY NOTES

1. THE INFORMATION ON THESE DRAWINGS CONCERNING TYPE AND LOCATION OF UNDERGROUND UTILITIES IS NOT GUARANTEED TO BE ACCURATE OR ALL INCLUSIVE. THE CONTRACTOR IS RESPONSIBLE FOR MAKING HIS/HER OWN DETERMINATION AS TO THE TYPE AND LOCATION OF UNDERGROUND UTILITIES AS MAY BE NECESSARY TO AVOID DAMAGE THERETO.
2. IT IS THE CONTRACTOR'S RESPONSIBILITY TO ENSURE THAT ALL UTILITIES, INCLUDING TELEPHONE, INTERNET, CABLE, ELECTRIC, GAS, WATER, SANITARY, AND STORM, ARE LOCATED PRIOR TO COMMENCEMENT OF ANY CONSTRUCTION ACTIVITIES. GOPHER STATE ONE CALL 1-800-252-1166, FOR ALL UTILITIES.

GENERAL NOTES

1. THE LOCATION OF EXISTING UTILITIES ARE SHOWN FOR INFORMATION ONLY, AND REPRESENT THE BEST KNOWLEDGE OF THE ENGINEER. IT SHALL BE THE CONTRACTORS RESPONSIBILITY TO VERIFY THE LOCATION OF ALL PUBLIC AND PRIVATE UTILITIES PRIOR TO COMMENCING CONSTRUCTION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR COSTS AND COORDINATION OF LOCATING ALL UTILITIES, INCLUDING THE FAA.
2. THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS QUALITY LEVEL D. THIS UTILITY QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 83-02, ENTITLED STANDARD FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA. THE UTILITY LOCATION INFORMATION WAS OBTAINED THROUGH A FIELD SURVEY. ALL RELOCATIONS & ADJUSTMENTS TO BE DONE BY OTHERS.
3. THE CONTRACTOR SHALL TAKE ALL NECESSARY PRECAUTIONS TO PREVENT SILT, SOIL AND OTHER SUSPENDED PARTICLES FROM BEING DISCHARGED TO THE BODIES OF WATER OR DRAINAGE STRUCTURES IN THE CONSTRUCTION VICINITY. THE COST OF THIS WORK SHALL BE CONSIDERED INCIDENTAL, UNLESS PAID FOR SPECIFICALLY IN THE PLANS.
4. ALL DISTURBED AREAS (INCLUDING BORROW AREAS, STORAGE, AND STAGING), NOT OTHERWISE SURFACED, SHALL BE RESTORED PER THE SPECIFICATIONS.
5. EXISTING MAPPING CONSISTS OF TOPOGRAPHIC GROUND SURVEYS, AERIAL PHOTOS, AND GIS DATA. THE FOLLOWING DATA WAS USED:
 - KARVAKKO ENGINEERING, INC. FIELD SURVEY 2024
 - ITASCA COUNTY GIS DATA
6. PROPERTY LINES SHOWN ARE BASED ON DATA FROM THE ITASCA COUNTY GIS MAP.
7. ALL TRAFFIC CONTROL AND SITE PROTECTION IS THE RESPONSIBILITY OF THE CONTRACTOR AND SHALL BE CONSIDERED INCIDENTAL TO THE PROJECT.
8. CONTRACTOR SHALL COORDINATE ACCESS TO OBSTRUCTIONS MARKED FOR REMOVAL NO LESS THAN 14 DAYS PRIOR TO PROJECT COMMENCEMENT.
9. DAMAGE TO TREES, BRUSH, SOIL & OTHER NOT MARKED FOR REMOVAL WILL BE AT EXPENSE OF CONTRACTOR.
10. ALL REMOVALS SHALL OCCUR BETWEEN NOVEMBER 1ST AND JUNE 1ST.
11. ALL CONSTRUCTION SHALL CONFORM TO THE REQUIREMENTS SET FORTH BY MNDOT STANDARD SPECIFICATIONS, 2020 EDITION.
12. ALL PERMITTING REQUIRED FOR COMPLETION OF THE PROJECT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR, COST INCIDENTAL.
13. THE FOLLOWING ITEMS SHALL BE INCLUDED WITH THE CONTRACTOR'S QUOTE: RESPONSIBLE CONTRACTOR VERIFICATION, CERTIFICATE OF INSURANCE.
14. MNDOT STATE PREVAILING WAGE RATES APPLY TO THE PROJECT. CONTRACTOR SHALL SUBMIT ALL PREVAILING WAGE RATE REPORTS TO THE ENGINEER PRIOR TO PAYMENT.

AREA UTILITIES

LAKE COUNTRY POWER	(800) 421-9959
NORTH ITASCA ELECTRIC COOPERATIVE	(218) 743-3131

SURVEY DATUM

ITASCA COUNTY NORTH
COORDINATE SYSTEM
VERTICAL: NAVD 88
HORIZONTAL: NAD 83 (96)

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

Certified By: Lic. No. 59902
Printed Name: Jerry R. Bolin Date 04/04/2024



BOWSTRING MUNICIPAL AIRPORT
2024 OBSTRUCTION REMOVAL PROJECT - AS BUILT

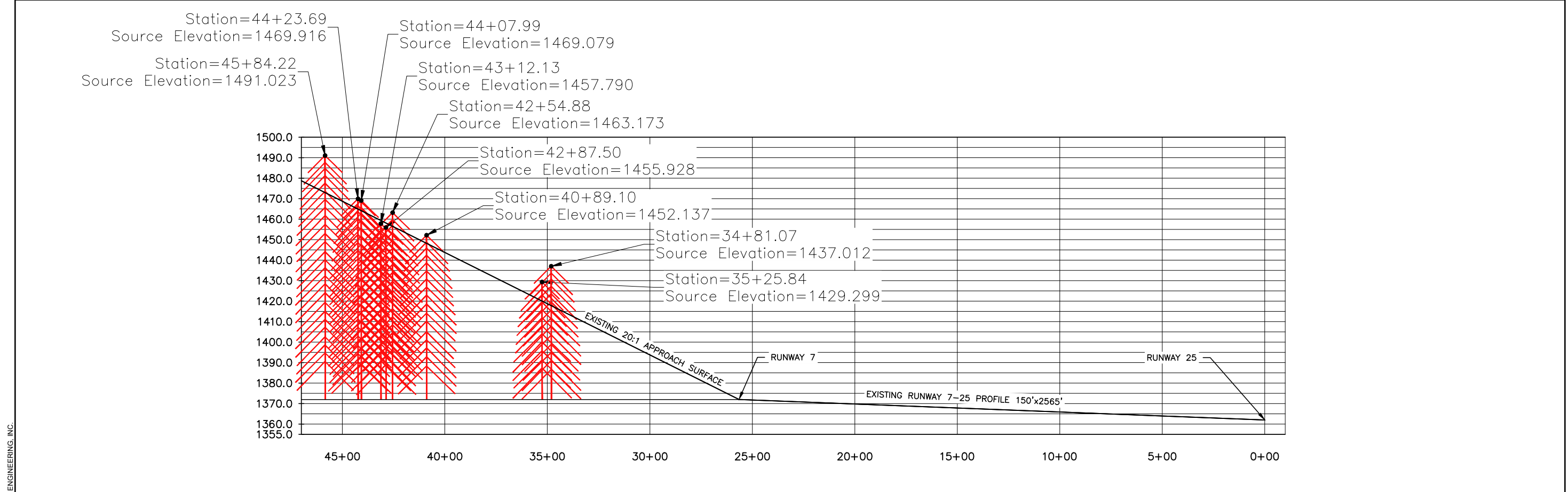
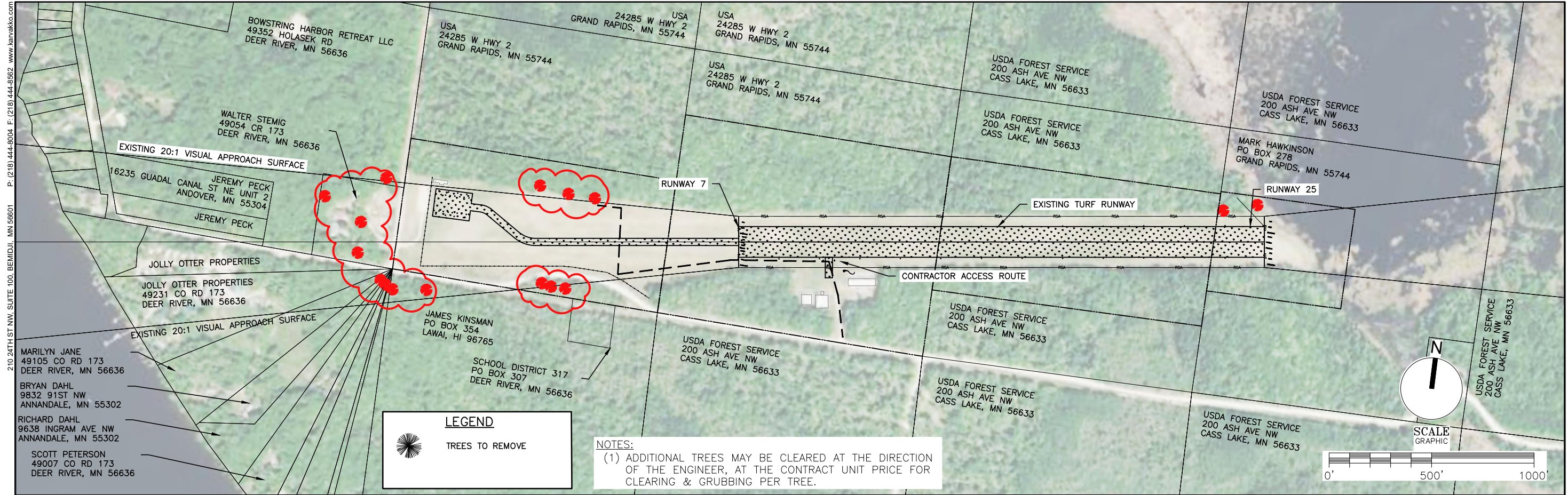
GENERAL NOTES & LEGEND -AS BUILT

SHEET

2

OF

4



				DESIGNED JRB	CHECKED MJK	I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota. Certified By:  Lic. No. 59902 Printed Name: <u>Jerry R. Bolin</u> Date <u>04/04/2024</u>		BOWSTRING MUNICIPAL AIRPORT 2024 OBSTRUCTION REMOVAL PROJECT - AS BUILT		SHEET 4
				DRAWN ART	APPROVED JRB			REMOVALS -AS BUILT		OF 4
NO.	REVISIONS	BY	APR.	DATE	04/04/2024			JOB NO. 24-013		

Certificate of Final Completion

Itasca County – Bowstring Municipal Airport

Project Obstruction Removal Project

Location: Bowstring Municipal Airport

Date of Issuance: March 31st, 2025

Karvakko Engineering, Inc. Project No.: 24-013 Contract Date: December 13th, 2024

Owner Project No.: State A3115-11-9Y0

Contractor: Foth's Top Notch Tree Service

The undersigned contractor does hereby certify that they have performed and completed all work in connection with and pursuant to the terms of the contract for the above referenced project and does hereby certify the final payment request is true, correct, and complete, and makes claim for full and final payment in accordance with the terms of the contract.

Contractor: Foth's Top Notch Tree Service

By: Elliott Foth

Title: Owner

CONTRACTOR

State of Minnesota

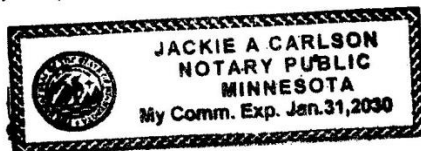
County of Itasca

On this 7th day of (Month) April, (Year) 2025 before me personally appeared Elliott Foth to me known to be the person who executed the foregoing acceptance and acknowledged that _____ executed the same _____ free act and deed.

(Corporate Acknowledgement)

_____ and _____ to me personally know, who, being each by me duly sworn, each did say that they are respectively the _____ and _____ of the _____ corporation named in the foregoing instrument, and that the seal affixed to said instrument is the corporate seal of said corporation by authority of its _____ and said _____ acknowledged said instrument to be the free act and deed of said corporation.

(Notary Seal)



Signature: Jackie A. Carlson

My Commission as Notary Public in

Itasca County

Expires Jan 31, 2030

DESIGN CONSULTANT

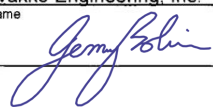
It is hereby certified that a final examination has been made of the above noted contract; that the contract has been completed; that the entire amount of work shown in the final payment request has been performed; and the total value of the work performed in accordance with, and pursuant to, the terms of the contract is as shown in the final payment request.

DESIGN CONSULTANT

Dated: April 9, (year) 2025

Karvako Engineering, Inc.

Firm Name

By: 

Title: Civil Engineer

Itasca County – Bowstring Municipal Airport

In accordance with the foregoing, work under said contract is accepted as fully completed and said final payment as requested is approved for payment.

Dated: _____, (year) _____

Itasca County

By: _____

Title: _____

Itasca County
123 NE 4th St
Grand Rapids, MN 55744

APPLICATION FOR PAYMENT

Sheet 1 of 2

REQUEST FOR Final (Partial, Semi-Final, Final)

Project: Bowstring Municipal Airport Obstruction Removal
Location: Bowstring Municipal Airport- Bowstring, MN
AIP No.: _____
State Aid No.: A3115-11-9Y0

Application No.: 1
Date of Issuance: 03/27/25
Contract Date: 12/13/24
Consultant Project No.: 24-013

CONTRACTOR'S APPLICATION FOR PAYMENT

Original Contract Sum	\$ 7,200.00
Net Change of Previously Authorized Change Orders	-
Contract Sum to Date	\$ 7,200.00
Value of 'DBE' Work Completed this Application	\$ -
Value of 'Non-DBE' Work Completed this Application	\$ 7,200.00
Total Value of 'DBE' Work Completed to Date	\$ -
Total Value of 'Non-DBE' Work Completed to Date	\$ 7,200.00
Total Value of Work Completed to Date	\$ 7,200.00
0% Retainage on 'Non-DBE' Work	
Value of Work Completed to Date Less Retainage	\$ 7,200.00
Total of Applications Previously Certified	\$ -
AMOUNT DUE THIS APPLICATION	\$ 7,200.00
Balance to Finish, including Retainage:	\$ -

CERTIFICATE OF CONTRACTOR:

I hereby certify that the work performed and the materials supplied to date, as shown on this application for payment, represents the actual value of accomplishment under the terms of the contract between the Contractor and _____
Itasca County and all authorized changes thereto.

Contractor: Foth's Top Notch Tree Service, LLC
Address: PO Box 151

By: Elliot Foth
Bigfork, MN 56628

Date: 4/7/25

CERTIFICATE OF THE ENGINEER:

This is to recommend that in accordance with the terms of the contract, the contractor is entitled to a _____
payment of that amount. Final

Engineer: Karvako Engineering, Inc.
Address: 210 24th Street NW, Suite 100

By: Jerry Bolin
Bemidji, Minnesota 56601

Date: 4/9/2025

Itasca County
Approved for Payment By: _____

Date: _____

PERIODIC COST ESTIMATE									
SPONSOR'S NAME AND ADDRESS: Itasca County 123 NE 4th Street Grand Rapids, MN 55744			CONTRACTOR'S NAME AND ADDRESS: Foth's Top Notch Tree Service PO Box 151 Bigfork, MN 56628				LOCATION: Browning Municipal Airport- Browstring, MN DESCRIPTION OF THE WORK: Browning Municipal Airport Obstruction Removals-Tree Cutting and Cleanup		
DATES: A. CONTRACT DATE 12/13/2024 B. WORK STARTED 3/10/2025			C. COMPLETION DUE 3/31/2025 D. EST. COMPLETION 3/31/2025		COMPLETE TIME (days): CALENDAR DAYS: 4 A. CHARGED TO-DATE 4 B. REMAINING DAYS 0				
ESTIMATE NUMBER: 1			FAA PROJECT NUMBER: 4		M-00T NUMBER: A3115-11-9Y0				
DATE PREPARED: 3/27/2025			PERCENT COMPLETE: 100.00%						
PERIOD ENDING: 3/21/2025			LATEST CONTRACT AMOUNT: \$7,200.00						
BREAKDOWN OF COST ESTIMATE									

ITEM NO	DESCRIPTION OF ITEM	UNIT	ORIGINAL CONTRACT		WORK THIS PERIOD		WORK COMPLETED TO DATE			
			QUANTITY	AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT	%	
210T 60T	Clearing & Grubbing	Tree	\$ 450.00	16	\$ 7,200.00	16.00	\$ 7,200.00	16.00	\$ 7,200.00	100%
			Base Bid Totals			\$7,200.00		\$ 7,200.00		



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, April 15, 2025

REQUEST FOR BOARD ACTION: RBA-2025-379

DEPARTMENT: Administrative Services

TIME REQUESTED: < 5 Minutes

PRESENTER: Brett Skyles

AGENDA ITEM:

Court Appointed Contract with Matthew Miller

BOARD ACTION REQUESTED:

Approve the Court Appointed Contract with Matthew Miller to replace Rachel Weis effective May 1, 2025.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. 2025-2026 Court Appointed Attorney Contract - Matthew Miller

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

CONTRACT FOR LEGAL SERVICES FOR COURT APPOINTED ATTORNEYS

Itasca County Agreement for Attorney Services

This Contract is entered into between the COUNTY OF ITASCA ("County") and, Matthew Miller, ("Counsel").

WHEREAS, Minnesota Statutes Sec. 260C.163, subd. 3, requires that the child, parent, guardian or custodian has the right to effective assistance of counsel in connection with proceeding in juvenile court; and

WHEREAS, these cases include actions involving issues of child in need of protection or services, termination of parental rights, transfer of legal and physical custody, permanent custody to the agency, temporary legal custody to the agency and foster care placement; and

WHEREAS, legal services for such cases must be provided to persons when called for by constitution or statute and when such persons are found by the court to be in need of legal representation but without the funds to retain private counsel; and

WHEREAS, Minnesota Statutes, Sec. 260C.331, subd. 3, requires the reasonable compensation for an attorney appointed by the court to serve as counsel be a charge upon the county in which the proceedings are held; and

WHEREAS, Counsel agrees to provide the aforesaid services to qualified persons, upon the terms and conditions set forth in this Contract.

NOW, THEREFORE, ITS IS AGREED:

Requirements of Services Provided:

1. **CHIPS & TPR/Permanency COUNSEL:** Counsel shall provide professional legal advice and representation, as directed by the Court, to any person, whether party, participant or other status, in CHIPS or TPR/Permanency cases, who do not have private counsel and who are found to be indigent by the Court and is specifically appointed counsel by the Itasca County District Court. Appointment as Counsel shall be at the sole discretion of the District Court Judge assigned to the case. Once appointed, Counsel shall provide legal representation until discharged from the case by the District Court or until such time that this Contract is terminated or expires.

Counsel's representation does not extend to the initiation of appeals, except as set forth below. Counsel also agrees that they will, on a rotating basis, provide professional legal

advice and representation to persons who have been appointed Counsel by a Court in CHIPS or TPR/Permanency case.

- a. APPOINTMENT BY COURT: Counsel will only be responsible for cases and clients when specifically appointed as Counsel to represent the client by an Itasca County District Court Judge. Although it is contemplated that the District Court Judges and Court Administration will assign Counsel to persons on a rotating basis, it is not guaranteed, nor is it provided for by contracting with Itasca County, that Counsel will be appointed an equal number of the cases. By entering into a Contract, Counsel is agreeing to handle all cases to which they are appointed by a District Court Judge regardless of any possible inequalities of workload that may arise with other Counsel who have contracted with the County to provide legal services. If Counsel is unable to accept an assignment, s/he will inform the Court Administrator's Office in writing. The Court Administrator's Office will then assign another contracted attorney. In the event of a conflict that prohibits all of the contract attorneys from handling a particular case, conflict counsel will be assigned and compensated according to Itasca County's Flat Fee Schedule, on file with the Court Administrator's Office.
- b. ASSIGNABILITY: Except as otherwise allowed for in this Contract, the Contract for Legal Services shall not be assigned or subcontracted without the written consent of Itasca County. If Counsel is unable to attend a proceeding, s/he will arrange for coverage by one of the other attorneys contracted by Itasca County to provide these services; and, if none of the contract attorneys is available, Counsel shall arrange for a substitute attorney acceptable to the judge hearing the proceedings. No additional compensation shall be provided to attorneys providing coverage under this provision.
- c. APPEALS: Counsel's representation ends upon the conclusion of a CHIPS or TPR/Permanency action and the District Court's discharge of Counsel from that case or at such time that this Contract terminates or expires. Counsel shall not be responsible for any appeals subject to the following exceptions.

If an appeal to the Minnesota Court of Appeals is determined to be a County expense and Counsel is appointed by a District Court Judge, actual hours shall be invoiced at a rate of \$75 per hour, not to exceed a total of \$5,000. If an appeal is continued to the Minnesota Supreme Court and is determined to be a County expense and Counsel is appointed by a District Court Judge, actual hours shall be invoiced at a rate of \$75 per hour, and the \$5,000 cap can be exceeded only if approved by the District Court. In addition, the cost of preparation of a trial court transcript and binding and service of a formal brief for an appeal will be a County expense.

General Conditions:

1. TERM: The term of this agreement will be from May 1, 2025, to and including December 31, 2026, the date of the signatures of the parties notwithstanding. All services performed and costs incurred on or after May 1, 2025, up to and including

December 31, 2026, shall be reimbursable solely in accordance with the terms of this Contract. This Contract may be renewed on an annual basis if mutually agreed to by the parties, with notice to renew occurring on or before December 1 in the year that the Contract expires.

2. COMPENSATION: In consideration of all services and all incidental costs, expenses and materials provided for by Counsel under the terms of the Contract, County agrees to pay Counsel:

2025 - \$49,738

2026 - \$77,591

For 2025 the County shall pay one-eighth (1/8th) of the total contract amount each month.

For 2026 the County shall pay one-twelfth (1/12th) of the total Contract amount each month. Payment for appeals shall occur according to the terms of *Requirements of Services Provided, paragraph 1(c)*, supra.

3. COST AND EXPENSES: Counsel shall be reimbursed for the following costs and expenses:
- The cost of employing an expert witness, up to a maximum of \$1,000.00, if approved in writing by a District Court Judge as being necessary to properly represent a client.
 - The costs of all necessary subpoenas and filing fees.

Counsel shall not be reimbursed for any other costs or expenses including but not limited to any administrative costs, office costs or transportation costs. Allowable costs should be invoiced to Itasca County and will be paid according to Itasca County's payment schedule.

4. REIMBURSEMENT TO THE COUNTY: In the event a District Court Judge orders a person appointed Counsel to make a payment or reimbursement for fees associated with appointed Counsel, such payments or reimbursements will be the sole property of Itasca County and Counsel agrees to make no claims to such payments or reimbursements.

5. TERMINATION: If the Itasca County District Court Judges disapprove of or refuse to appoint Counsel as attorney in the CHIPS or TPR/Permanency cases, Counsel shall not provide any additional service in connection with the County Contract and the Contract will be deemed to be terminated.

The County reserves the unqualified right to terminate the Contract for any reason, or no reason at all, upon thirty (30) days written notice. Counsel may terminate the Contract upon sixty (60) days written notice. Counsel shall remain responsible for a case to which they are appointed prior to the effective date of termination.

6. INDEPENDENT CONTRACTOR: Counsel hereunder is an independent contractor, and nothing contained herein shall be construed to create the relationship of an employer and employee between the County and Counsel or Counsel's agents, servants, or employees. Counsel shall at all times be free to exercise independent,

professional judgment and discretion as to how best to perform or provide services. Counsel acknowledges and agrees that Counsel, Counsel's agents, servants and employees are not entitled to receive any of the benefits received by County employees and are not eligible for workers' or unemployment compensation benefits. Counsel also acknowledges and agrees that no withholding or deduction for State or Federal income taxes, FICA, FUTA, or otherwise will be made from payments due to Counsel under the Contract and that it is Counsel's sole obligation to comply with applicable provisions of Federal and State Laws.

7. **INDEMNIFICATION:** Counsel shall indemnify, hold harmless and defend County, its officers and employees against any and all liability, loss, costs, damages, expenses, claims or actions, including attorney's fees, which the County, its officers and employees may hereafter sustain, incur or be required to pay, arising out of or by reason of any negligent or willful act or omission of Counsel, its agents, servants or employees in the execution, performance or failure to adequately perform Counsel's obligation pursuant to the Contract.
8. **INSURANCE:**
 - a. **PROFESSIONAL LIABILITY INSURANCE:** Counsel shall at all times maintain professional liability insurance in an amount equal to the maximum potential tort liability for counties as enumerated in M.S. 466.04. Additionally, Itasca County shall be named as an additional insured on such policy. Further, Counsel shall submit proof of coverage at the beginning of the term of the Contract by no later than February 28, 2023 and by January 31 of any subsequent year within which the Contract is mutually extended by the parties.
 - b. **WORKER'S COMPENSATION INSURANCE:** Counsel shall have and keep in force at its expense worker's compensation insurance if applicable.
 - c. **OTHER:** Counsel is responsible for identifying and obtaining and keeping in force any other insurances necessary to fulfill the terms of this Contract.
9. **NON-DISCRIMINATION:** Counsel agrees to comply with the nondiscrimination provision set forth in Minnesota Statute 181.59. Counsel's failure to comply with section 181.59 may result in cancellation or termination of the agreement, and all money due or to become due under the Contract may be forfeited for a second or any subsequent violation of the terms or conditions of this Contract.
10. **DATA PRIVACY:** Counsel is subject to the requirements of the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13 (Act), as amended and the Rules implementing the Act now in force or as amended. Counsel must comply with those requirements as if it is a governmental entity. The remedies contained in section 13.08 of the Act shall apply to Counsel.
11. **AUDITS:** Pursuant to Minnesota Statute 16C.05, Counsel, upon written request, shall make available to the County, the State Auditor, or the County's ultimate funding sources, a copy of this Contract, and the books, documents, records, and accounting

procedures and practices of Counsel relating to this Contract, for a minimum of six (6) years from the last date of furnishing services under this contract.

12. MODIFICATIONS: Any material alteration, modification, or variation shall be reduced to writing as an amendment and signed by the parties. Any alteration, modification, or variation deemed not to be material by agreement of the County and Counsel shall not require written approval.
13. COMPLETE AGREEMENT: It is understood and agreed that the entire agreement of the parties is contained herein and the Contract supersedes all oral agreement and negotiations between the parties relating to the subject matter hereof as well as any previous agreements presently in effect between Counsel and County.
14. WAIVER: Waiver of any default shall not be deemed to be a waiver of any subsequent default. Waiver or breach of any provision of the Contract shall not be construed to be a modification of the terms of the Contract unless agreed to in writing.
15. SEVERABILITY: Provisions of the Contract are severable. If any paragraph, section or subdivision, sentence, clause or phrase of the Contract is, for any reason, held contrary to law, or contrary to any rule or regulation having the force or effect of law, it shall not affect the remaining portions of the Contract.

Date _____

Itasca County Board Chair

Date _____

Itasca County Administrator

Date _____

Counsel

APPROVED AS TO FORM:

Date _____

Jacob Fauchald
Itasca County Attorney



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, April 15, 2025

REQUEST FOR BOARD ACTION: RBA-2025-373

DEPARTMENT: Auditor / Treasurer

TIME REQUESTED: < 5 Minutes

PRESENTER: Austin Rohling

AGENDA ITEM:

2025 Set-Up Liquor License Renewals

BOARD ACTION REQUESTED:

Approve 2024 Set-Up Liquor Licenses for the following establishments: Barn in the Woods Wedding and Event Center, Deer Lake Charlie's LLC, and Wilderness Wedding Barn.

BACKGROUND:

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
ABSENT:	District #4



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, April 15, 2025

REQUEST FOR BOARD ACTION: RBA-2025-345

DEPARTMENT: Health & Human Services

TIME REQUESTED: < 5 Minutes

PRESENTER: Sarah Anderson

AGENDA ITEM:

IMCare Provider Participation Agreement with Bonham Psychotherapy

BOARD ACTION REQUESTED:

Authorize IMCare Director and County Board chair to sign the contract between IMCare and Bonham Psychotherapy.

BACKGROUND:

Authorize IMCare Director and County Board chair to sign the contract between IMCare and Bonham Psychotherapy, a behavioral health provider.

COUNTY ATTORNEY REVIEW: Previously reviewed and approved.

SUPPORTING DOCUMENTATION:

1. PPA - Bonham Psychotherapy Services LLC
2. Provider Participation Agreement 2025

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



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, April 15, 2025

REQUEST FOR BOARD ACTION: RBA-2025-366

DEPARTMENT: Transportation
PRESENTER: Ryan Sutherland

TIME REQUESTED: < 5 Minutes

AGENDA ITEM:

Award Contract 62407 Bituminous Paving Projects

BOARD ACTION REQUESTED:

Award Contract 62407 Bituminous Paving Projects to the lowest responsible bidder, Hawkinson Construction, in the amount of \$2,515,063.41, and authorize the required signatures on the contract documents.

BACKGROUND:

Bids were received and opened on March 18, 2025.
Contract 62407 includes:
SAP 031-624-007 Bituminous Overlay
SAP 031-629-021 Bituminous Overlay
SAP 031-632-006 Bituminous Overlay

Engineer's Estimate:	\$3,036,420.50
Hawkinson Construction	\$2,515,063.41
KGM Contractors, Inc	\$2,896,499.80
Knife River Materials	\$3,180,378.67
RJ Zavoral and Sons, Inc.	\$3,358,708.51
Northern Paving Inc	\$3,360,600.00

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
ABSENT:	District #4



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, April 15, 2025

REQUEST FOR BOARD ACTION: RBA-2025-374

DEPARTMENT: Transportation

TIME REQUESTED: < 5 Minutes

PRESENTER: Kory Johnson

AGENDA ITEM:

2025 Pavement Markings

BOARD ACTION REQUESTED:

Award Project 031-030-004 / 2025-02 for 2025 Pavement Markings to the lowest responsible bidder, Sir Lines-A-Lot, LLC, in the amount of \$221,536.53 and authorize the necessary signatures to execute the contract documents.

BACKGROUND:

Bids were opened on April 8, 2025 @ 11:00AM. Results of that bid are as follows:

Engineer's Estimate: \$242,779.76

Sir Lines-A-Lot, LLC - \$221,536.53

Kamco, Inc - \$265,921.91

COUNTY ATTORNEY REVIEW: Yes and/or Pending

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
ABSENT:	District #4



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, April 15, 2025

REQUEST FOR BOARD ACTION: RBA-2025-375

DEPARTMENT: Transportation

TIME REQUESTED: < 5 Minutes

PRESENTER: Kory Johnson

AGENDA ITEM:

Annual Road Maintenance Agreements with Townships and Cities

BOARD ACTION REQUESTED:

Approve the 2025/2026 Annual Road Maintenance Agreements and authorize the County Board Chairperson and the Clerk to the County Board to sign Agreements and authorize the County Engineer to modify the Attachment "A" to the Agreements as needed and upon mutual agreement with the Township or City.

BACKGROUND:

Annually, the Itasca County Transportation Department offers the opportunity for Townships and Cities to contract for snowplowing, grading, and dust control services offered by the County. 23 Townships and 3 Cities wish to enter into agreements with Itasca County for these services in 2025/2026. Attached is a copy of the Arbo Township "Agreement for Work on Township Roads" and Attachment "A" which serves as a sample of the agreements.

COUNTY ATTORNEY REVIEW: Yes and/or Pending

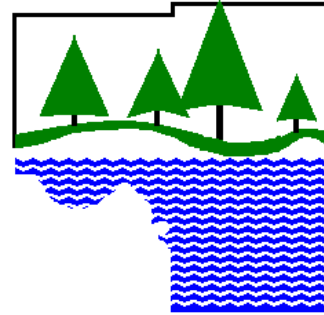
SUPPORTING DOCUMENTATION:

1. Arbo Twp 2025-Sent

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

ITASCA COUNTY

Transportation Department
123 NE 4th Street, Courthouse
Grand Rapids, MN 55744-2600
Office (218) 327-2853 Fax (218) 327-0688



To: Township Boards

From: Kory Johnson, PE Highway Maintenance Director

Date: February 10, 2025

Re: Annual Grading, Snowplowing, and Dust Control Contract Renewal

Current contracts for grading, snowplowing, and dust control of Township Roads by Itasca County are effective from May 1, 2024 through April 30, 2025.

The enclosed 2025/2026 Maintenance Contracts should be completed, approved, and signed should the County be chosen to provide the services indicated. Using the envelope provided, return **both copies** to the Itasca County Transportation Department **by April 1st, 2025** so that the Itasca County Board can approve the contracts at their April 22nd County Board Meeting. A copy of the signed contract will then be returned to your Township Clerk. **Please adhere to the April 1st date** as the Itasca County Board has given direction that no service may be provided if there is no contract in place.

Please be reminded that Minnesota Statute 164.03 governs contracting with Itasca County. Thus, this contract may need to be on your agenda at your annual meeting each year.

Along with Attachment "A" (which indicates which roads and which services we are currently under contract to maintain for you), we are providing a separate map for each service under contract. The reason for separate maps is to best indicate what portion of road is under contract to be maintained. For example: a TWP road is 3.00 miles in length and the TWP contracts for .65 miles of grading once per month and 3.00 miles of snowplowing, the separate maps better indicate maintenance contracted for. **Mark any changes/additions/deletions you may want to make to Attachment "A" in the comment section.** We will make changes as marked and provide you with updated Attachment "A" and maps when returning your Board approved contract. **Please Note: This contract is the only opportunity to sign up for dust control in cooperation with the County.** We use road names that reflect the name used for the 911 Emergency Programs. To help eliminate confusion, we ask that you refer to roads using only these names.

Please be advised that Itasca County continues to evaluate the cost to provide these services. If the data suggests that the cost to provide any of the services exceeds the current rates, notices will be mailed to townships mid-2025 to provide time for future budget adjustments or to search for another provider.

- For 2025/2026 Township Hall/Building Plowing will be charged as 0.25 miles * \$950/mi = \$237.50 for the contract per location. These will be completed after all County and Township roads have been plowed, usually next day after a storm event.
- Due to discrepancies between historic mileage and Itasca County GIS mileage, miles have been returned to historic mileage for 2025/26. Until GIS mileages can be verified.

- A county inspector will continue to be provided for Dust Control applications. If there any concerns or preferences with how the chloride is applied, townships and cities may also provide their own inspector.
- The copy of Itasca County Snow Removal Policy has been removed from this document. The policy can still be found on the Transportation Department website or mailed as requested.
- County grading prior to dust control application has been removed. We will try to grade as time allows if the township has signed up with the County for grading services.

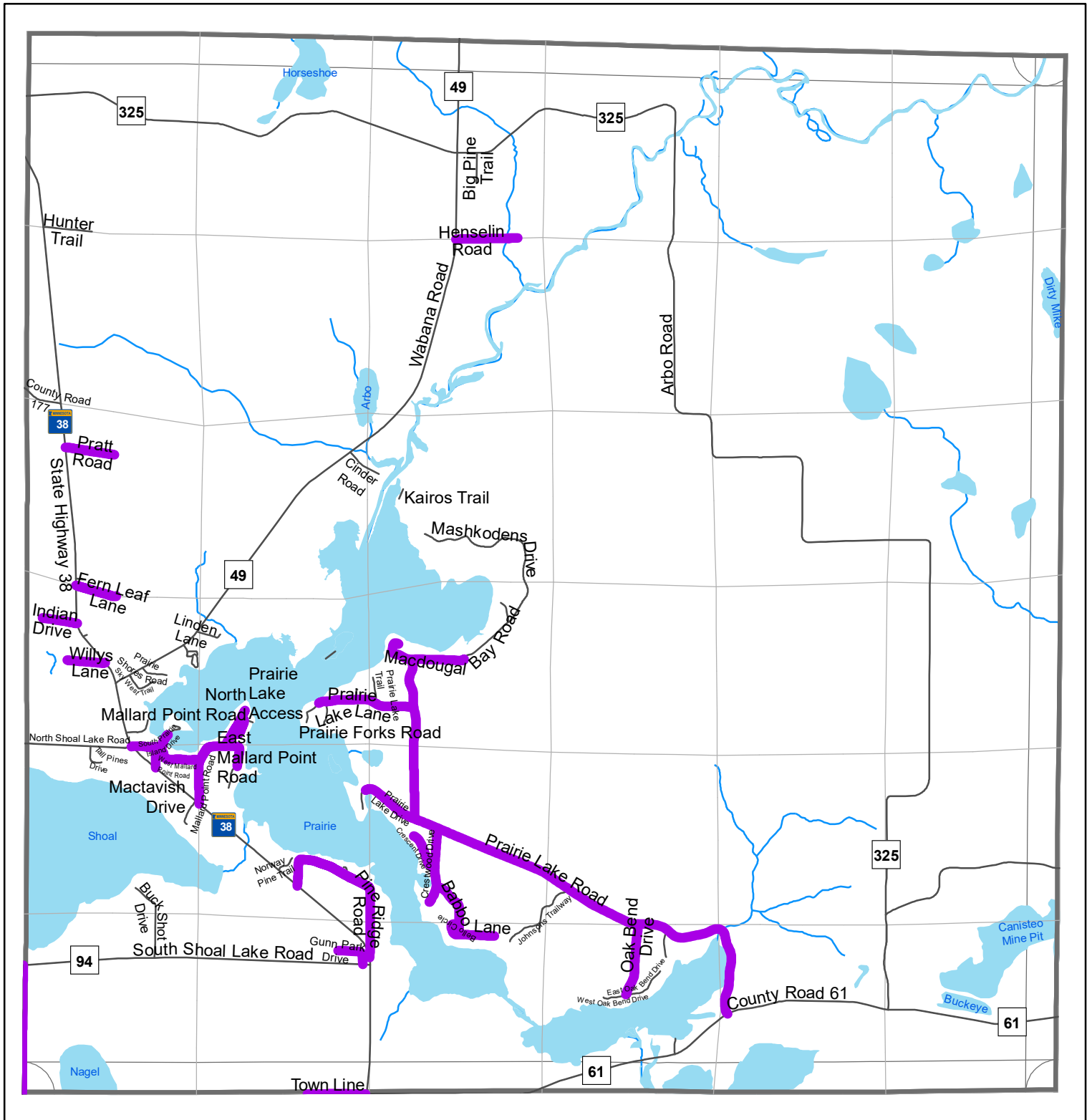
If there are any questions, please feel free to stop by our office or give me a call at (218) 327-2843.

Your Town/Township is currently under contract with Itasca County for the services shown below. This contract expires **April 30th, 2025**. Your Town/Township must authorize continuance of this contract for the period **May 1, 2025 to April 30th, 2026**. **If there are changes, please note them in the comments section** and we will adjust new contract. Rates for 2025 Grading are: \$850/Mile for one trip per month; and \$1700/Mile for two trips per month. Rate for 2025-2026 Snowplowing is: \$950/Mile. Rate for Town Hall/Buildings is 0.25 Miles * \$950/Mile = \$237.50/Location Annually. **Estimated rate** for 2025 Dust Control: \$3100/Mile (18 foot width, single application). **Final rate** for 2025 Dust Control will be determined by contract between Itasca County/Supplier. County grading prior to dust control application has been removed. We will try to grade as time allows if the township has signed up with the County for grading services.

ARBO TWP - Attachment "A"

Road Name	length of road	grading once per month	grading twice per month	snowplowing	dust control	Comments
	miles	miles	miles	miles	miles	
1 Arbo Hall Road	0.25			0.25		
2 Babbo Lane	0.55			0.55		Paved summer of 2008
3 Bello Circle	0.10			0.10		Added Snowplowing 2019
4 Crescent Drive	0.20	0.20		0.20		
5 Crestwood Drive	0.45	0.10		0.45		
6 Fern Leaf Lane	0.25	0.25		0.25		
7 Macdougall Bay Rd.	0.50			0.50		Removed Grading 2019 (paved)
8 Gunn Park Drive	0.20			0.20		
9 Henselin Road	0.35	0.35		0.35		
10 Indian Drive	0.20	0.20		0.20		
11 Lost Lake Drive	0.80	0.80		0.80		
12 Mallard Pt. Road	0.60			0.60		
13 N. Mallard Pt. Road	0.25			0.25		
14 W. Mallard Pt. Road	0.30	0.30		0.30		
15 E. Mallard Pt. Road	0.15			0.15		
16 Oak Bend Drive	0.40			0.40		Removed Grading 2019 (paved)
17 Pine Ridge Road	1.00			1.00		
18 S. Prairie Island Dr.	0.10			0.10		
19 Prairie Lake Drive	0.35			0.35		
20 Prairie Lake Lane	0.55			0.55		
21 Prairie Lake Road	3.50			3.50		
22 Pratt Road	0.25	0.25		0.25		
23 Town Line Road	0.30			0.30		
24 Willy's Lane	0.20	0.20		0.20		
25 Town Hall				0.250		Plow
26						
27						
28						
Totals-	11.80	2.65	0.00	12.05	0.00	last updated: March 11, 2019

Arbo Township



0 0.5 1 2 Miles



Itasca Geographic Information System
"decision support through automation"

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N:\MAINTENANCE\Maintenance Contracts\Twp-City Maintenance
Twp Maintenance Agreement Maps\2019-2020 Maps

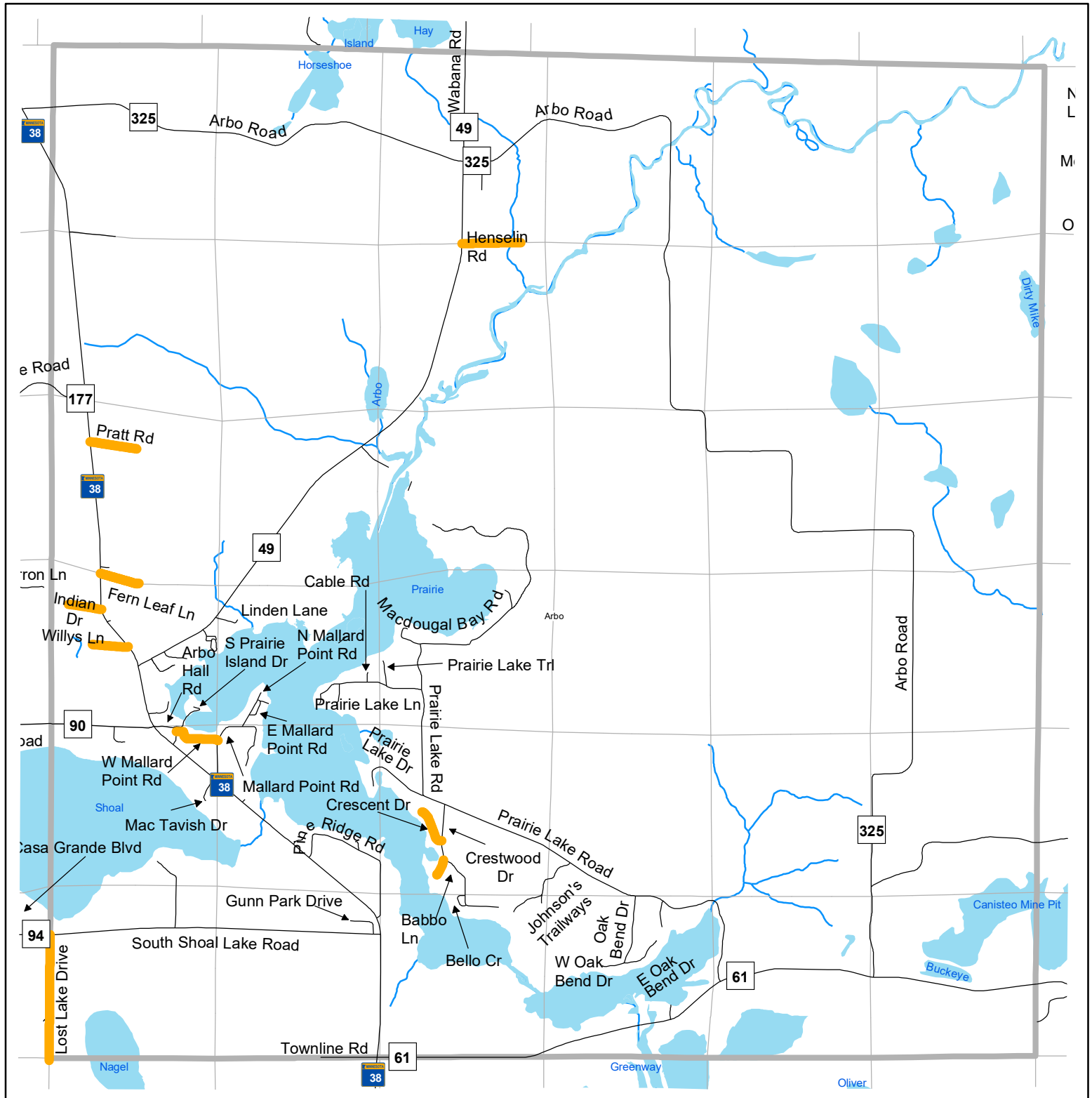


**Township Road Maintenance
Snow Plowing
Last Updated:**

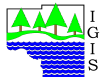
Legend

-  Roads Snowplowed Under Contract
-  Vector.GIS.Roads
-  All Other Roads
-  Section Lines
-  Vector.GIS.Township_Py
-  Lakes
-  Rivers
-  Twp_Snow_Updated_Date

Arbo Township



0 0.5 1 2 Miles



**Township Road Maintenance
Grading Once Per Month
Last Updated: 3/11/2019**

Legend

- Roads Graded Once Per Month Under Contract
- All Other Roads
- Section Lines
- Township Line
- Lakes
- Rivers

Itasca Geographic Information System
"decision support through automation"

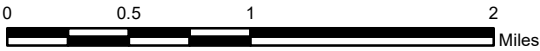
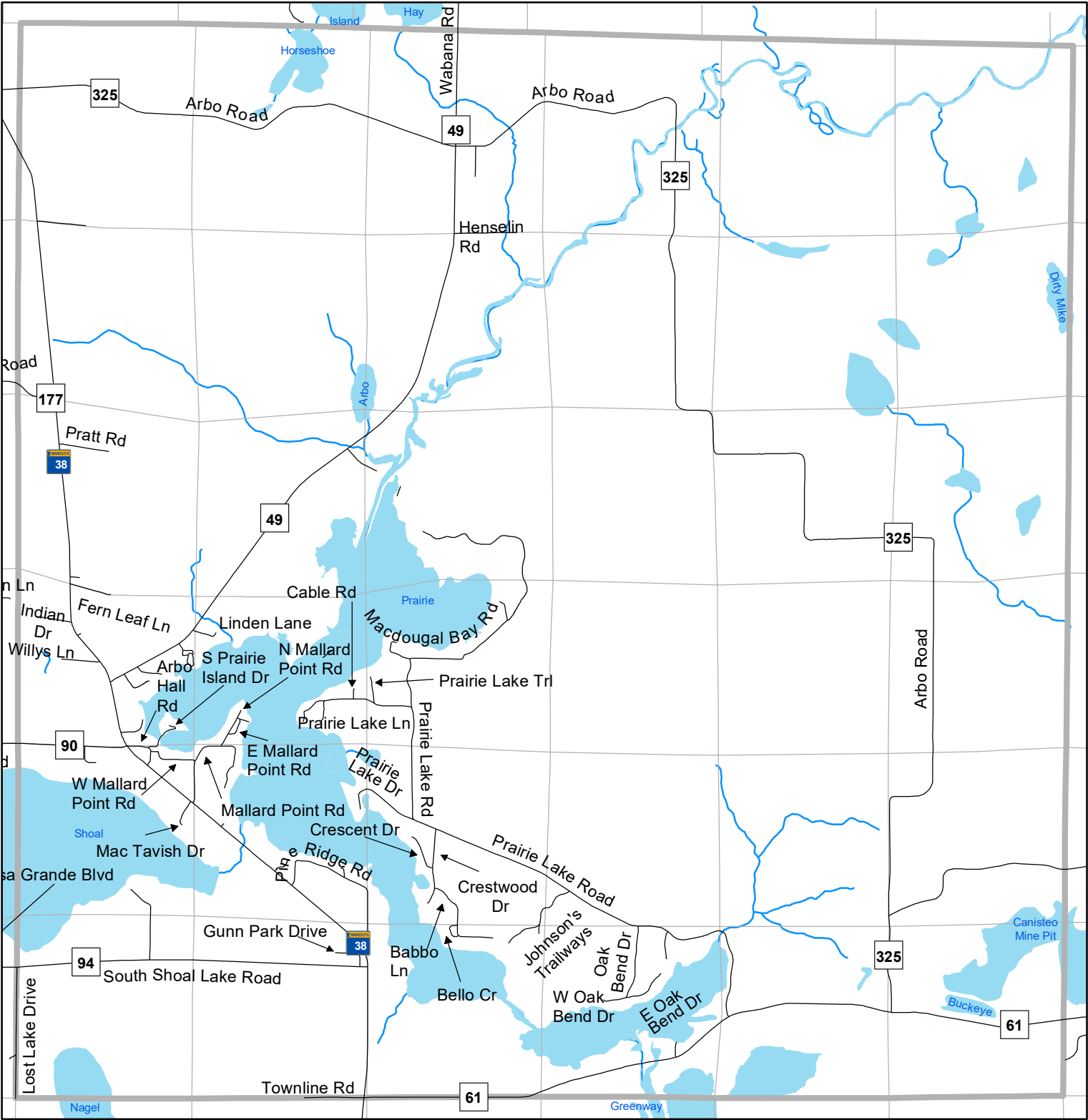
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a qualified field survey to verify.

N:\MAINTENANCE\Maintenance Contracts\Twp-City Maintenance
\Township Maintenance Agreement Maps\2019-2020 Maps

Arbo Township



**Township Road Maintenance
Dust Control
Last Updated:
5/01/2018**

Legend

- Roads With Dust Control Applied Under Contract
- All Other Roads
- Section Lines
- Township Line
- Lakes
- Rivers

Itasca Geographic Information System
"decision support through automation"

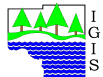
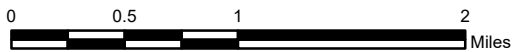
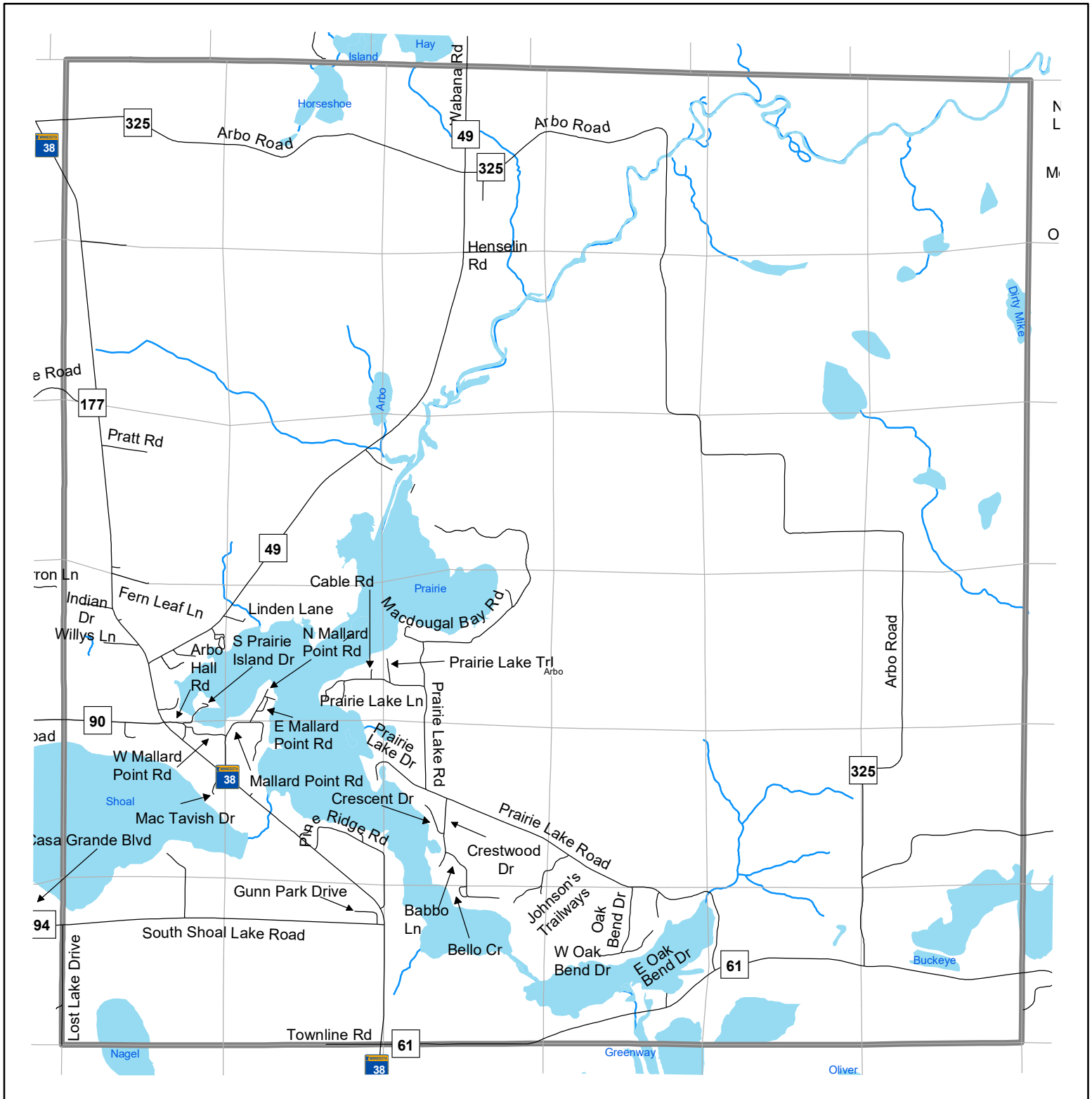
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Township Maintenance Agreement Maps\2019-2020 Maps

This information is a compilation of
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a qualified field survey to verify.

Arbo Township



**Township Road Maintenance
Grading Twice Per Month
Last Updated: 5/01/2018**

Legend

- Roads Graded Twice Per Month Under Contract
- All Other Roads
- Section Lines
- Township Line
- Lakes
- ~ Rivers

Itasca Geographic Information System
"decision support through automation"

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Township Maintenance Agreement Maps\2019-2020 Maps

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a qualified field survey to verify.

AGREEMENT FOR WORK ON TOWNSHIP ROADS

This Agreement made this ____ day of _____, 2025, by and between the County of Itasca, hereinafter referred to as the “County” or “Itasca County”, and the Township of _____, hereinafter referred to as the “Township”.

Whereas, pursuant to the laws of Minnesota, the governing body of any Township may contract with Itasca County, in which the Township is situated, for the use of County equipment and operators, for snow removal from, for the blading of, and for application of dust control materials on any or all Township roads within the Township.

Whereas, pursuant to the laws of Minnesota, the contract price to be paid by the Township to Itasca County, shall not be less than the actual cost to the Transportation Department for the use of such equipment, operator, materials or contracted cost.

Now, wherefore, in consideration for such work the Township agrees to pay Itasca County at the rates shown in Attachment “A”, for the said twelve-month period for snowplowing, grading and/or dust control application, subject to the following:

1. Term
This Agreement for grading, snowplowing and/or dust control application shall commence on the first day of May, 2025, and shall continue for a twelve (12) month period. This Agreement may be extended for additional twelve month periods upon the mutual consent of the Transportation Department and the Township.
2. Termination
Either party may cancel this Agreement upon Thirty (30) days notice, with or without cause. Notice shall be in writing served by mail or in person by the Township to the Itasca County Engineer, and by the Transportation Department to the Township Clerk. In the case of dust control, notice must be received by May 15 for the year of the agreement.
3. Employees
Transportation Department employees performing the work on Township roads as described in this Agreement shall be deemed Transportation Department employees for all purposes while so engaged. Dust control application shall be through an Itasca County contract.
4. Billing
The Township shall pay Itasca County upon receipt of invoice for services, snowplowing services are billed in January, grading services are billed in July, and dust control services are billed in August.
5. Attachment “A”
Attachment “A” shall be considered a part of this “Agreement for Work on Township Roads” and shall provide the information as follows:
 - a.) Annual rates (per mile) for grading gravel roads once per month and twice per month. The annual rates will be set by Itasca County.
 - b.) Annual rate (per mile) for snowplowing. The annual rates will be set by Itasca County.
 - c.) Application rate (per mile, 18 foot width, single application) of dust control. The dust control rates will be based on supplier pricing for the Itasca County wide chloride application.
 - d.) Township shall indicate which roads are included in this agreement, along with the length of each road.
 - e.) Maps of roads as required. Itasca County will provide maps of the Township roads as part of this agreement.

6. Time and Manner of Work

- A. The Transportation Department reserves the right to do the work described in this Agreement on Township roads at such time and in such manner so as to not interfere with, nor delay, the work schedule of County roads. The Transportation Department has an obligation to provide services first to Itasca County Roads. As it is likely that the services provided herein may be also needed at more than one location at any time, it shall be at the sole discretion of the County Highway Engineer or their designee to determine the allocation of resources available to provide services under this agreement. This determination shall be final. The Township hereby absolves and agrees to indemnify and hold harmless Itasca County, its agents, servants or employees from any liability arising from such decisions.
- B. Snowplowing will not be performed before November 1st, or after March 31st; unless determined to be necessary by the District Maintenance Supervisor, the Highway Maintenance Engineer, or the County Highway Engineer.
- C. Snowplowing for emergency situations will only be performed when the Sheriff's Office makes the request. For emergencies, call 911.
- D. Grading shall not be performed after November 1st, or before March 31st unless determined to be necessary by the District Maintenance Supervisor, the Highway Maintenance Engineer, or the County Highway Engineer.

7. Unavoidable Delays

Itasca County shall not be held liable in accordance with this contract for unavoidable delays. Unavoidable delays can include delays which were beyond the power of Itasca County to control, with no fault or negligence on its part. Such delays can include acts of nature, i.e. severely inclement weather, floods, tornadoes and strikes.

8. Special Covenants

- A. Township covenants that each road identified in attachment "A", is a public road which is open for public use, and which is subject to the jurisdiction and control of the Township.
- B. For each road identified in attachment "A", the Township shall:
 - 1. Erect and maintain appropriate signs at the point of termination of each road.
 - 2. Provide a suitable turnaround site as close to the point of termination of said road as practical. The location and size of the turnaround space shall be subject to approval by the Itasca County Engineer in his/her exclusive discretion.
- C. Township covenants that any and all necessary consents have been obtained and remain in effect enabling entry of Itasca County equipment to land beyond the point of termination of any road identified in attachment "A", where such entry is necessary to reach the designated turnaround area.
- D. Township shall defend, indemnify, and save Itasca County harmless from any and all claims, demands and judgments based upon, right of way claims or arising under Minnesota Statute 160.05, with respect to any road identified in attachment "A", and further including any turnaround area and road leading thereto beyond the designated termination point of road.
- E. Nothing herein shall alter, limit, or diminish the duties and responsibilities of the Township with respect to the roads identified in attachment "A".

9. Indemnification and Hold Harmless

Except as otherwise set forth above in sections 6 and 8 each party shall fully indemnify and hold harmless the other against all claims losses, damages, liability, suits, judgments, costs and expenses by reason of the action,

inaction, errors, omissions, or negligence of its employees. This agreement to indemnify and hold harmless does not constitute a waiver by either party of the limitations on liability provided by Minnesota Statutes Chapter 466 or of any defenses or governmental immunities as to third parties. Each party is responsible to maintain liability insurance in at least the amount of its maximum liability under Minnesota Statutes Chapter 466.

To the full extent permitted by law, actions by the Parties pursuant to this Agreement are intended to be and shall be construed as a “cooperative activity” and it is the intent of the Parties that they shall be deemed a “single government unit” for the purpose of liability, as set forth in Minnesota Statutes, Section 471.59, Subd. 1a; provided further that for purposes of that statute, each Party to this Agreement expressly declines responsibility for the acts or omissions of the other Party.

IN WITNESS WHEREOF, the parties hereunto have each caused this Agreement to be executed by their respective officers, hereby duly authorized, as of the date and year first above written.

I have reviewed the foregoing Agreement and I recommend that the Itasca County Board approve the same.

By: _____
Itasca County Highway Engineer

Date: _____

APPROVAL BY COUNTY OF ITASCA

County Board Chairperson

Date: _____

APPROVAL BY _____ TOWNSHIP
Motion

By: _____
TWP Board Member

Second
By: _____
TWP Board Member

Motion Passed:

TWP Board Chairperson

Date: _____

I, the undersigned, am the duly appointed Clerk or Deputy Clerk of the above referenced unit of government and attest that on the above referenced date, at a duly convened meeting of the Board, a resolution was duly adopted by the Board approving the agreement set forth above.

By: _____
**Clerk/Deputy Clerk
Itasca County Board**

By: _____
**Clerk/Deputy Clerk
Township**

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I have reviewed the foregoing Agreement and I recommend that the Itasca County Board approve the same.

By: _____
Itasca County Highway Engineer

Date: _____

APPROVAL BY COUNTY OF ITASCA

County Board Chairperson

Date: _____

APPROVAL BY _____ TOWNSHIP
Motion

By: _____
TWP Board Member

Second
By: _____
TWP Board Member

Motion Passed:

TWP Board Chairperson

Date: _____

I, the undersigned, am the duly appointed Clerk or Deputy Clerk of the above referenced unit of government and attest that on the above referenced date, at a duly convened meeting of the Board, a resolution was duly adopted by the Board approving the agreement set forth above.

By: _____
**Clerk/Deputy Clerk
Itasca County Board**

By: _____
**Clerk/Deputy Clerk
Township**



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, April 15, 2025

REQUEST FOR BOARD ACTION: RBA-2025-381

DEPARTMENT: Probation
PRESENTER:

TIME REQUESTED:

AGENDA ITEM:
Boys Town Site Visit

BOARD ACTION REQUESTED:

Approve out-of-state travel to Nebraska Boys Town for County Administrator Brett Skyles, Court Services Director Kevin Glass, Health and Human Services Director Eric Villeneuve, Probation Officer Chelsea Rabey, and Public Defender Devin Gorski.

BACKGROUND:

The Village of Boys Town, incorporated as a Nebraska municipality in 1936, has its own police and fire departments, schools, churches, post office and ball fields, along with numerous historic venues. A National Historic Landmark since 1985, the Village of Boys Town is now the only National Historic Landmark District in Nebraska.

At any given time, about 400 boys and girls live in the Village, receiving care and guidance for a wide range of behavioral, emotional and academic issues. The youth live in a regular, single-family home - typically eight kids to a residence - with a married family - teaching couple who cares for and nurtures them in the Boys Town Family Home Program SM. In this community of hope, boys and girls change their lives and prepare to go out into the world as confident people of good character.

Several times, Boys Town has been named one of the "100 Best Communities for Young People" by the America's Promise Alliance.

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
ABSENT:	District #4



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, April 15, 2025

REQUEST FOR BOARD ACTION: RBA-2025-141

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

04/15/2025

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, April 15, 2025

REQUEST FOR BOARD ACTION: RBA-2025-316

DEPARTMENT: Administrative Services

TIME REQUESTED: 15 Minutes

PRESENTER: Itasca County Delegation

AGENDA ITEM:

Legislative Conference Call

BOARD ACTION REQUESTED:

Hold a Legislative Conference Call with Itasca County Delegation.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

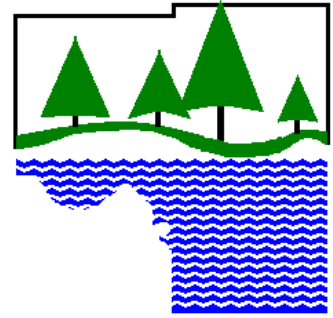
1. 2025 Legislative Priorities FINAL

04/15/2025

RESULT:	PULLED FROM AGENDA
----------------	---------------------------

ITASCA COUNTY

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



Itasca County 2025 Legislative Priorities FINAL

- Canisteo Mine Pit Continued O & M Costs
- Hwy 169 – Support efforts for double lane completion
- Increase PILT Reimbursement, Emphasis on Lakeshore Property PILT
- Appropriate reimbursement on ICWA funding based on costs and utilization
- EMS Funding
- Lift Nuclear Moratorium/Energy Transition – Include Biomass as Carbon Neutral
- New Business Economic Development/Investment – Recent Leg Impacts
- Recreation Enforcement State Funding Process
- Tax Forfeiture and Funding

For Legislative Discussion:

Wolf Management and Economic Impact



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, April 15, 2025

REQUEST FOR BOARD ACTION: RBA-2025-71

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 April 16, 2025, in the amount of \$985,738.03.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION: None

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



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, April 15, 2025

REQUEST FOR BOARD ACTION: RBA-2025-119

DEPARTMENT: Health & Human Services

TIME REQUESTED: 10 Minutes

PRESENTER: Sarah Anderson

AGENDA ITEM:

IMCare Quality Program Document Review and Approval

BOARD ACTION REQUESTED:

Review and approve IMCare Quality Documents.

BACKGROUND:

Annually IMCare is required to evaluate its Quality Program, identify opportunities for improvement and update the QI and UM Program Descriptions to include initiatives for the current year and create a work plan to address interventions and ongoing activities.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. 2024 QI UM Evaluation
2. 2025 Quality Program Description
3. 2025 UM Program Description
4. A106013900_CMRPTS_QAWorkplan_

RESULT:

APPROVED (4 TO 0)

MOVER:

Commissioner John Johnson

SECONDER:

Commissioner Terry Snyder

AYES:

Cory Smith, Terry Snyder, John Johnson, Casey Venema

ABSENT:

District #4



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, April 15, 2025

REQUEST FOR BOARD ACTION: RBA-2025-346

DEPARTMENT: Health & Human Services

TIME REQUESTED: < 5 Minutes

PRESENTER: Sarah Anderson

AGENDA ITEM:

IMCare 2024 Compliance Program Report

BOARD ACTION REQUESTED:

Review IMCare 2024 Compliance Report

BACKGROUND:

Reporting to the board is a crucial element of an effective compliance program. This allows the board to exercise due diligence and to conduct proper and effective oversight.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. 2024 Compliance Program Report

04/15/2025

RESULT:	INFORMATIONAL - NO ACTION TAKEN
----------------	--



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, April 15, 2025

REQUEST FOR BOARD ACTION: RBA-2025-367

DEPARTMENT: Health & Human Services

TIME REQUESTED: < 5 Minutes

PRESENTER: Eric Villeneuve

AGENDA ITEM:

Submission of Grant Proposal

BOARD ACTION REQUESTED:

Approve the submission of a grant proposal to Blandin Foundation for establishing a mental health court within Itasca County.

BACKGROUND:

The proposed project is focused on establishing a mental health court within Itasca County, in collaboration with the Leech Lake Tribal Court, as a pilot initiative. This court will serve an underserved population—individuals with serious and persistent mental illness (SPMI) who also have involvement in the criminal justice system. The pilot project will prioritize people whose offenses are related to mental health challenges rather than substance abuse, distinguishing it from the existing wellness court, which has proven effective in addressing addiction and substance-related offenses.

County departments working in collaboration include Health and Human Services, County Probation, County Attorney, and County Sheriff, as well as the 9th Judicial District, MN Department of Corrections, First Call for Help, and Leech Lake Tribal Court. The partners all recognize a high level of need for a mental health court and anticipate the pilot will lay the necessary groundwork for future state and/or federal grant funding.

We will be requesting up to \$250,000.

The grant is due April 21, 2025.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION: None

RESULT:	APPROVED (4 TO 0)
MOVER:	Commissioner John Johnson
SECONDER:	Commissioner Cory Smith

AYES:	Cory Smith, Terry Snyder, John Johnson, Casey Venema
ABSENT:	District #4



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, April 15, 2025

REQUEST FOR BOARD ACTION: RBA-2025-380

DEPARTMENT: Environmental Services

TIME REQUESTED: 5 Minutes

PRESENTER: Katie Benes

AGENDA ITEM:

MPCA C&D Planning Grant Agreement

BOARD ACTION REQUESTED:

Review Agreement and authorize signature by the Director of Environmental Services.

BACKGROUND:

COUNTY ATTORNEY REVIEW: Yes and/or Pending

SUPPORTING DOCUMENTATION:

1. MPCA C&D Grant Agreement
2. MPCA C&D Grant Agreement

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

SWIFT Number: 267261

AI: 186264

Activity ID: PRO20250001

This grant agreement is between the state of Minnesota, acting through its Commissioner of the **Minnesota Pollution Control Agency**, 520 Lafayette Road North, St. Paul, Minnesota 55155-4194 ("MPCA" or "State"), **Itasca County**, 123 NE 4th Street, Grand Rapids, Minnesota 55744 ("Grantee").

Recitals

1. Under Minn. Stat. § 116.03, subd. 2, the State is empowered to enter into this grant agreement.
2. The State is in need of the **Itasca Area Construction and Demolition Waste Management Planning** (project).
3. Grantee will comply with required grants management policies and procedures set forth through [Minn. Stat. § 16B.97](#), subd. 4(a)(1).
4. The Grantee represents that it is duly qualified and agrees to perform all services described in this grant agreement to the satisfaction of the State. Pursuant to [Minn. Stat. § 16B.98](#), subd. 1, the Grantee agrees to minimize administrative costs as a condition of this grant.

Grant Agreement

1. Term of Grant Agreement

- 1.1 **Effective date: April 11, 2025**, Per [Minn. Stat. § 16B.98](#), Subd. 5, the Grantee must not begin work until this grant contract 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 agreement is fully executed.
- 1.2 **Expiration date: June 30, 2026**, or until all obligations have been satisfactorily fulfilled, whichever occurs first.
- 1.3 **Survival of terms.** The following clauses survive the expiration or cancellation of this grant agreement: Indemnification; State Audits; Government Data Practices and Intellectual Property; Publicity and Endorsement; Governing Law, Jurisdiction, and Venue; and Data Disclosure.

2. Grantee's duties

The Grantee, who is not a state employee, will perform the duties specified in **Attachment A**, which is attached and incorporated into this grant agreement. **Attachment A**, the final, will be completed upon final execution of this grant agreement within 45 days.

3. Time

The Grantee must comply with all the time requirements described in this grant agreement. In the performance of this grant agreement, time is of the essence.

4. Consideration and payment

- 4.1 **Consideration.** The State will pay for all services performed by the Grantee under this grant agreement as follows:

- (a) **Compensation.** The Grantee will be paid according to the breakdown of costs contained in **Attachment A**, which is attached and incorporated into this grant agreement. Grantee certifies they will provide no less than 10% (ten percent) of the total project as cash match or in-kind services, using non-federal, non-MPCA funds and/or resources.
- (b) **Travel expenses.** Reimbursement for travel and subsistence expenses actually and necessarily incurred by the Grantee as a result of this grant agreement will not exceed the amount listed in **Attachment A**; provided that the Grantee will be reimbursed for travel and subsistence expenses in the same manner and in no greater amount than provided in the current "Commissioner's Plan" promulgated by the Commissioner of Minnesota Management and Budget (MMB). The Grantee will not be reimbursed for travel and subsistence expenses incurred outside Minnesota unless it has received the State's prior written approval for out of state travel. Minnesota will be considered the home state for determining whether travel is out of state.
- (c) **Total obligation.** The total obligation of the State for all compensation and reimbursements to the Grantee under this grant agreement will not exceed **\$133,000.00 (One Hundred Thirty-Three Thousand Dollars and Zero Cents)**

4.2 Payment

- (a) **Invoices.** The State will promptly pay the Grantee after the Grantee presents an itemized invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services. Invoices must be submitted timely and according to the following schedule: Upon completion and project manager approval of each required timeline and Construction and Management Plan content listed in the agreement workplan.

The MPCA shall withhold a minimum of 10% (ten percent) until the MPCA is satisfied that the project has been completed according to the terms of this grant agreement, including expenditure or performance of all required match, and will be paid within 30 days of approval of the final report.

Invoices must be emailed first to the State's Authorized Representative for approval and then to mpca.ap@state.mn.us, and contain the following information:

- Name of Grantee
- Grantee's project manager
- Grant amount
- Grant amount available to date
- Invoice number
- Invoice date
- MPCA project manager
- SWIFT Contract No.
- Purchase Order No.
- Invoicing period (actual working period)
- Time and material breakdown of invoice
- Amount billed to date for work, including itemization of actual hourly rates
- Receipts for supplies, shipping, lab fees, and any other itemized costs
- Itemized per diem and travel expenses; receipts will be required to be submitted with invoice
- Matching fund summary
- Progress report for that invoice period
- Other items as requested

If there is a problem with submitting an invoice electronically, please contact the Accounts Payable Unit at 651-757-2491.

The Grantee shall submit an invoice for the final payment within 15 (fifteen) days of the original or amended end date of this grant agreement. The State reserves the right to review submitted invoices after 15 (fifteen) days and make a determination as to payment.

- (b) The Grantee must promptly return to the State any unexpended funds that have not been accounted for annually in a financial report to the State due at grant closeout.

4.3 Contracting and bidding requirements

Per [Minn. Stat. §471.345](#), grantees that are municipalities as defined in Subd. 1 must follow the law.

- (a) For projects that include construction work of \$25,000 or more, prevailing wage rules apply per [Minn. Stat. §§177.41](#) through [177.44](#). These rules require that the wages of laborers and workers should be comparable to wages paid for similar work in the community as a whole.
- (b) The grantee must not contract with vendors who are suspended or debarred in Minnesota (found on the Minnesota Department of Administration website at <https://mn.gov/admin/osp/government/suspended-debarred/>).

5. Conditions of payment

All services provided by the Grantee under this grant agreement must be performed to the State's satisfaction, as determined at the sole discretion of the State's Authorized Representative and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. The Grantee will not receive payment for work found by the State to be unsatisfactory or performed in violation of federal, state, or local law.

6. Authorized Representative

The State's Authorized Representative is **Heidi Ringhofer**, 525 South Lake Ave, Suite 400, Duluth, MN 55802, 218-302-6652, Heidi.ringhofer@state.mn.us, or their successor, and has the authority to monitor the Grantee's performance and to accept the services provided under this agreement.

The Grantee's Authorized Representative is **Greg Stoltz**, 123 NE 4th Street, Grand Rapids, Minnesota 55744, 218-327-7338, greg.stoltz@co.itasca.mn.us, or their successor. If the Grantee's Authorized Representative changes at any time during this grant agreement, the Grantee must immediately notify the State.

7. Assignment, Amendments, Change Orders, Waiver, and Grant Agreement complete

- 7.1 **Assignment.** The Grantee shall neither assign nor transfer any rights or obligations under this grant agreement without the prior written consent of the State, approved by the same parties who executed and approved this grant agreement, or their successors in office.
- 7.2 **Amendments.** Any amendments to this grant agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original grant agreement, or their successors in office.
- 7.3 **Change Orders.** If the State's Project Manager or the Grantee's Authorized Representative identifies a change needed in the workplan and/or budget, either party may initiate a Change Order using the Change Order Form provided by the MPCA. Change Orders may not delay or jeopardize the success of the Project, alter the overall scope of the Project, increase or decrease the overall amount of the Contract/Agreement, or cause an extension of the term of this Agreement. Major changes require an Amendment rather than a Change Order.

The Change Order Form must be approved and signed by the State's Project Manager and the Grantee's Authorized Representative **in advance of doing the work**. Documented changes will then become an integral and enforceable part of the Agreement. The MPCA has the sole discretion on the determination of whether a requested change is a Change Order or an Amendment. The state reserves the right to refuse any Change Order requests.
- 7.4 **Waiver.** If the State fails to enforce any provision of this grant agreement, that failure does not waive the provision or the State's right to enforce it.
- 7.5 **Grant Agreement complete.** This grant agreement contains all negotiations and agreements between the State and the Grantee. No other understanding regarding this grant agreement, whether written or oral, may be used to bind either party.

8. Indemnification

The Grantee must indemnify, save, and hold the State, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the State, arising from the performance of this grant agreement by the Grantee or the Grantee's agents or employees. This clause will not be construed to bar any legal remedies the Grantee may have for the State's failure to fulfill its obligations under this grant agreement.

9. State audits

Under [Minn. Stat. § 16B.98](#), subd.8, the Grantee's books, records, documents, and accounting procedures and practices of the Grantee or other party relevant to this grant agreement or transaction are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this grant agreement, receipt and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later.

10. Government data practices and intellectual property

10.1 Government data practices. The Grantee and State must comply with the Minnesota Government Data Practices Act, [Minn. Stat. Ch. 13](#), as it applies to all data provided by the State under this grant agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this grant agreement. The civil remedies of [Minn. Stat. § 13.08](#) apply to the release of the data referred to in this clause by either the Grantee or the State. If the Grantee receives a request to release the data referred to in this Clause, the Grantee must immediately notify the State. The State will give the Grantee instructions concerning the release of the data to the requesting party before the data is released. The Grantee's response to the request shall comply with applicable law.

10.2 Intellectual property rights

(a) Intellectual property rights. The State owns all rights, title and interest in all of the intellectual property rights, including copyrights, patents, trade secrets, trademarks, and service marks in the Works and Documents created and paid for under this grant agreement. Works means all inventions, improvements, discoveries (whether or not patentable), databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings specifications, materials, tapes, and disks conceived, reduced to practice, created or originated by the Grantee, its employees, agents, and subcontractors, either individually or jointly with others in the performance of this grant agreement. Works includes "Documents." Documents are the originals of any databases, computer programs, reports, notes studies, photographs, negatives, designs, drawings, specifications, materials, tapes, disks, or other materials, whether in tangible or electronic forms, prepared by the Grantee, its employees, agents, or subcontractors, in the performance of this grant agreement. The Documents shall be the exclusive property of the State and all such Documents must be immediately returned to the State by the Grantee, at the Grantee's expense, upon the written request of the State, or upon completion, termination, or cancellation of this grant agreement. To the extent possible, those Works eligible for copyright protection under the United States' Copyright Act will be deemed to be "works made for hire." The Grantee assigns all right, title, and interest it may have in the Works and the Documents to the State. The Grantee must, at the request of the State, execute all papers and perform all other acts necessary to transfer or record the State's ownership interest in the Works and Documents.

(b) Obligations.

- (1) Notification.** Whenever any invention, improvement, or discovery (whether or not patentable) is made or conceived for the first time or actually or constructively reduced to practice by the Grantee, including its employees and subcontractors, in the performance of this grant agreement, the Grantee shall immediately give the State's Authorized Representative written notice thereof, and must promptly furnish the Authorized Representative with complete information and/or disclosure therein.
- (2) Representation.** The Grantee must perform all acts and take all steps necessary to ensure that all intellectual property rights in the Works and Documents are the sole property of the State, and that neither Grantee nor its employees, agents, or subcontractors retain any interest in and to the Works and Documents. The Grantee represents and warrants that the Works and Documents do not and will not infringe upon any intellectual property rights of other persons or entities. Notwithstanding Clause

Liability, the Grantee shall indemnify, defend, to the extent permitted by the Attorney General, and hold harmless the State, at the Grantee's expense, from any action or claim brought against the State to the extent that it is based on a claim that all or part of the Works or Documents infringe upon the intellectual property rights of others. The Grantee will be responsible for payment of any and all such claims, demands, obligations, liabilities, costs, and damages, including, but not limited to, attorney fees. If such a claim or action arises or in Grantee's or the State's opinion is likely to arise, the Grantee must, at the State's discretion, either procure for the State the right or license to use the intellectual property rights at issue or replace or modify the allegedly infringing Works or Documents as necessary and appropriate to obviate the infringement claim. This remedy of the State will be in addition to and not exclusive of other remedies provided by law.

- (3) **License.** The State hereby grants a limited, no-fee, noncommercial license to the Grantee to enable the Grantee's employees engaged in research and scholarly pursuits to make, have made, reproduce, modify, distribute, perform, and otherwise use the Works, including Documents, for research activities or to publish in scholarly or professional journals, provided that any existing or future intellectual property rights in the Works or Documents (including patents, licenses, trade or service marks, trade secrets, or copyrights) are not prejudiced or infringed upon, that the Minnesota Data Practices Act is complied with, and that individual rights to privacy are not violated. The Grantee shall indemnify and hold harmless the State for any claim or action based on the Grantee's use of the Works or Documents under the provisions of Clause 10.2(b)(2). Said license is subject to the State's publicity and acknowledgement requirements set forth in this grant agreement. The Grantee may reproduce and retain a copy of the Documents for research and academic use. The Grantee is responsible for security of the Grantee's copy of the Documents. A copy of any articles, materials or documents produced by the Grantee's employees, in any form, using or derived from the subject matter of this license, shall be promptly delivered without cost to the State.

11. Workers' compensation

The Grantee certifies that it is in compliance with [Minn. Stat. § 176.181](#), subd. 2, pertaining to workers' compensation insurance coverage. The Grantee's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the State's obligation or responsibility.

12. Publicity and endorsement

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

12.2 **Endorsement.** The Grantee must not claim that the State endorses its products or services.

13. Governing law, jurisdiction, and venue

Minnesota law, without regard to its choice-of-law provisions, governs this grant agreement. Venue for all legal proceedings out of this grant agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

14. Termination

14.1 **Termination by the State.**

(a) **Without Cause.** The State may immediately terminate this grant agreement without cause, upon 30-days' written notice to the Grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

(b) **With Cause.** The State may immediately terminate this grant agreement if the State finds that there has

been a failure to comply with the provisions of this grant agreement, that reasonable progress has not been made or that the purposes for which the funds were granted have not been or will not be fulfilled. The State may take action to protect the interests of the state of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.

14.2 Termination by the Commissioner of Administration

The Commissioner of Administration may immediately and unilaterally cancel this grant contract agreement if further performance under the agreement would not serve agency purposes or is not in the best interest of the State.

14.3 Termination for insufficient funding.

The State may immediately terminate this grant agreement if:

- (a) It does not obtain funding from the Minnesota Legislature.
- (b) Or, if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to the Grantee. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. The State must provide the Grantee notice of the lack of funding within a reasonable time of the State's receiving that notice.

15. Data disclosure

Under [Minn. Stat. § 270C.65](#), subd. 3, and other applicable law, the Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring the Grantee to file state tax returns and pay delinquent state tax liabilities, if any. To protect Grantee's personal data, Grantee is strongly encouraged to obtain and use a Minnesota tax identification number.

16. Reporting Requirements

All reporting must be provided to the MPCA Authorized Representative. **All reports must be electronically submitted and must follow the format provided by the MPCA**, which incorporates the approved project workplan and budget.

Progress Reports. The Grantee shall provide written progress reports of the project with each invoice. These updates may require such information as tasks accomplished, financial expenditures, and other information deemed necessary by the MPCA Authorized Representative. Additional and more frequent reporting may be required.

Final Report and Executive Project Summary

Final Report. By the date specified in the project workplan, Grantee shall submit a final report to the MPCA. The Final Report shall describe, in detail, the history of and conclusions reached from implementing the project, the technical and economic feasibility of the project, and the total expenses incurred in implementing the project. If the project is terminated prior to the scheduled completion, the Final Report shall also discuss the conclusions that led to the termination of the project, results achieved on all tasks completed and recommendations on how these results could be used in future projects.

If the MPCA determines that the information submitted in the Final Report is inadequate, the Grantee shall prepare and submit additional information reasonably requested by the MPCA. The Final Report shall not be approved by the MPCA and final payment shall not be disbursed unless the Report contains the specified information to the satisfaction of the MPCA.

Executive Project Summary. At the same time the Final Report is submitted, the Grantee must also submit a summary of the project and its results. This Executive Project Summary will be used in reports and to disseminate information on the outcomes and environmental benefits of the project.

By the date specified in the project workplan and in a format provided by the MPCA, the Grantee shall submit a final report to the MPCA, plus all project deliverables identified in the workplan.

Signatures

SWIFT Number: 267261

AI: 186264

Activity ID: PRO20250001

This grant agreement is between the state of Minnesota, acting through its Commissioner of the **Minnesota Pollution Control Agency**, 520 Lafayette Road North, St. Paul, Minnesota 55155-4194 ("MPCA" or "State"), **Itasca County**, 123 NE 4th Street, Grand Rapids, Minnesota 55744 ("Grantee").

Recitals

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Grant Agreement

1. Term of Grant Agreement

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(a) Intellectual property rights. The State owns all rights, title and interest in all of the intellectual property rights, including copyrights, patents, trade secrets, trademarks, and service marks in the Works and Documents created and paid for under this grant agreement. Works means all inventions, improvements, discoveries (whether or not patentable), databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings specifications, materials, tapes, and disks conceived, reduced to practice, created or originated by the Grantee, its employees, agents, and subcontractors, either individually or jointly with others in the performance of this grant agreement. Works includes "Documents." Documents are the originals of any databases, computer programs, reports, notes studies, photographs, negatives, designs, drawings, specifications, materials, tapes, disks, or other materials, whether in tangible or electronic forms, prepared by the Grantee, its employees, agents, or subcontractors, in the performance of this grant agreement. The Documents shall be the exclusive property of the State and all such Documents must be immediately returned to the State by the Grantee, at the Grantee's expense, upon the written request of the State, or upon completion, termination, or cancellation of this grant agreement. To the extent possible, those Works eligible for copyright protection under the United States' Copyright Act will be deemed to be "works made for hire." The Grantee assigns all right, title, and interest it may have in the Works and the Documents to the State. The Grantee must, at the request of the State, execute all papers and perform all other acts necessary to transfer or record the State's ownership interest in the Works and Documents.

(b) Obligations.

- (1) Notification.** Whenever any invention, improvement, or discovery (whether or not patentable) is made or conceived for the first time or actually or constructively reduced to practice by the Grantee, including its employees and subcontractors, in the performance of this grant agreement, the Grantee shall immediately give the State's Authorized Representative written notice thereof, and must promptly furnish the Authorized Representative with complete information and/or disclosure therein.
- (2) Representation.** The Grantee must perform all acts and take all steps necessary to ensure that all intellectual property rights in the Works and Documents are the sole property of the State, and that neither Grantee nor its employees, agents, or subcontractors retain any interest in and to the Works and Documents. The Grantee represents and warrants that the Works and Documents do not and will not infringe upon any intellectual property rights of other persons or entities. Notwithstanding Clause

Liability, the Grantee shall indemnify, defend, to the extent permitted by the Attorney General, and hold harmless the State, at the Grantee's expense, from any action or claim brought against the State to the extent that it is based on a claim that all or part of the Works or Documents infringe upon the intellectual property rights of others. The Grantee will be responsible for payment of any and all such claims, demands, obligations, liabilities, costs, and damages, including, but not limited to, attorney fees. If such a claim or action arises or in Grantee's or the State's opinion is likely to arise, the Grantee must, at the State's discretion, either procure for the State the right or license to use the intellectual property rights at issue or replace or modify the allegedly infringing Works or Documents as necessary and appropriate to obviate the infringement claim. This remedy of the State will be in addition to and not exclusive of other remedies provided by law.

- (3) **License.** The State hereby grants a limited, no-fee, noncommercial license to the Grantee to enable the Grantee's employees engaged in research and scholarly pursuits to make, have made, reproduce, modify, distribute, perform, and otherwise use the Works, including Documents, for research activities or to publish in scholarly or professional journals, provided that any existing or future intellectual property rights in the Works or Documents (including patents, licenses, trade or service marks, trade secrets, or copyrights) are not prejudiced or infringed upon, that the Minnesota Data Practices Act is complied with, and that individual rights to privacy are not violated. The Grantee shall indemnify and hold harmless the State for any claim or action based on the Grantee's use of the Works or Documents under the provisions of Clause 10.2(b)(2). Said license is subject to the State's publicity and acknowledgement requirements set forth in this grant agreement. The Grantee may reproduce and retain a copy of the Documents for research and academic use. The Grantee is responsible for security of the Grantee's copy of the Documents. A copy of any articles, materials or documents produced by the Grantee's employees, in any form, using or derived from the subject matter of this license, shall be promptly delivered without cost to the State.

11. Workers' compensation

The Grantee certifies that it is in compliance with [Minn. Stat. § 176.181](#), subd. 2, pertaining to workers' compensation insurance coverage. The Grantee's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the State's obligation or responsibility.

12. Publicity and endorsement

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

12.2 Endorsement. The Grantee must not claim that the State endorses its products or services.

13. Governing law, jurisdiction, and venue

Minnesota law, without regard to its choice-of-law provisions, governs this grant agreement. Venue for all legal proceedings out of this grant agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

14. Termination

14.1 Termination by the State.

(a) Without Cause. The State may immediately terminate this grant agreement without cause, upon 30-days' written notice to the Grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

(b) With Cause. The State may immediately terminate this grant agreement if the State finds that there has

been a failure to comply with the provisions of this grant agreement, that reasonable progress has not been made or that the purposes for which the funds were granted have not been or will not be fulfilled. The State may take action to protect the interests of the state of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.

14.2 Termination by the Commissioner of Administration

The Commissioner of Administration may immediately and unilaterally cancel this grant contract agreement if further performance under the agreement would not serve agency purposes or is not in the best interest of the State.

14.3 Termination for insufficient funding.

The State may immediately terminate this grant agreement if:

- (a) It does not obtain funding from the Minnesota Legislature.
- (b) Or, if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to the Grantee. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. The State must provide the Grantee notice of the lack of funding within a reasonable time of the State's receiving that notice.

15. Data disclosure

Under [Minn. Stat. § 270C.65](#), subd. 3, and other applicable law, the Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring the Grantee to file state tax returns and pay delinquent state tax liabilities, if any. To protect Grantee's personal data, Grantee is strongly encouraged to obtain and use a Minnesota tax identification number.

16. Reporting Requirements

All reporting must be provided to the MPCA Authorized Representative. **All reports must be electronically submitted and must follow the format provided by the MPCA**, which incorporates the approved project workplan and budget.

Progress Reports. The Grantee shall provide written progress reports of the project with each invoice. These updates may require such information as tasks accomplished, financial expenditures, and other information deemed necessary by the MPCA Authorized Representative. Additional and more frequent reporting may be required.

Final Report and Executive Project Summary

Final Report. By the date specified in the project workplan, Grantee shall submit a final report to the MPCA. The Final Report shall describe, in detail, the history of and conclusions reached from implementing the project, the technical and economic feasibility of the project, and the total expenses incurred in implementing the project. If the project is terminated prior to the scheduled completion, the Final Report shall also discuss the conclusions that led to the termination of the project, results achieved on all tasks completed and recommendations on how these results could be used in future projects.

If the MPCA determines that the information submitted in the Final Report is inadequate, the Grantee shall prepare and submit additional information reasonably requested by the MPCA. The Final Report shall not be approved by the MPCA and final payment shall not be disbursed unless the Report contains the specified information to the satisfaction of the MPCA.

Executive Project Summary. At the same time the Final Report is submitted, the Grantee must also submit a summary of the project and its results. This Executive Project Summary will be used in reports and to disseminate information on the outcomes and environmental benefits of the project.

By the date specified in the project workplan and in a format provided by the MPCA, the Grantee shall submit a final report to the MPCA, plus all project deliverables identified in the workplan.

Signatures



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, April 15, 2025

REQUEST FOR BOARD ACTION: RBA-2025-377

DEPARTMENT: Land Department

TIME REQUESTED: < 5 Minutes

PRESENTER: Sara Thompson, Greg Chambers

AGENDA ITEM:

Tentative Sponsorship for the Proposed Pengilly-Calumet Connection ATV Trail

BOARD ACTION REQUESTED:

Approve tentative sponsorship for the Pengilly-Calumet Connection ATV trail proposal.

BACKGROUND:

Two public meetings have been held for this project. The first meeting was held in November 2022. There were very few residents in attendance at this meeting, so we provided multiple notices for another public informational meeting in area newspapers which was held on Wednesday, April 9th, at 6:00 at the Greenway Snowmobile Club Clubhouse in Calumet. A total of 21 attendees were present at the meeting. A provided list of the questions from the meeting is attached, as well as supporting resolutions from the City of Calumet and Greenway Township. The overall meeting went very well; the trail was well-supported by the people in attendance and the communities. The next step is for the club to request tentative sponsorship and enter into an agreement that outlines the duties and responsibilities of both the sponsor and the clubs upon Grant-in-Aid approval by the state. A trail proposal would then go to the DNR for GIA review and approval. When all permits and agreements are obtained, then the club can request final sponsorship for the trail.

COUNTY ATTORNEY REVIEW: none

SUPPORTING DOCUMENTATION:

1. Screenshot 2025-04-10 101700
2. 040925 Public Meeting Attendance Sheet
3. Greenway Township - Signed Resolution
4. Questions from Public Meeting
5. Calumet Feb. 25 Minutes
6. Resolution#25-2-18 ATV Trail

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

AYES: ABSENT:	District #4
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**NOTICE OF PUBLIC
INFORMATIONAL MEETING
FOR CALUMET CONNECTOR
ATV TRAIL**

The Run-A-Muck ATV Club along with the Itasca County Land Department will be holding a public informational meeting to present and discuss their Calumet Connector ATV Trail proposal on Wednesday, April 9th, 2025, beginning at 6:00 p.m. at the Greenway Snowmobile Clubhouse in Calumet, MN. The Run-A-Muck ATV Club is looking at a roughly 6-mile trail connecting Pengilly to the City of Calumet. The trail is proposed to follow the portions of the Greenway Snowmobile Trail. The club will be applying for Grant-in-Aid trail designation. The trail will be open to Class 1 and Class 2 ATV's. This trail will have seasonal closures dates that reflect the same dates on ATV trails around the area.

If you have any questions, please contact the Land Department at 218-327-2855 or Greg Chambers, Trail Coordinator of the Run-A-Muck ATV Club at 218-259-5105.

Run-A-Muck ATV Club

ATV Trail Public Informational Meeting

Greenway Snowmobile Clubhouse

Wednesday, April 9th at 6:00 p.m.

	<u>Name</u>				<u>City or Township of Residence</u>
1	SCOTT D. JOHNSON	☐ ATV Club	☐ Government Agency	☒ Resident	PENGILLY
2	MARTA JAYSON	☐ ATV Club	☐ Government Agency	☒ Resident	PENGILLY
3	Kim Chambers	☒ ATV Club	☐ Government Agency	☐ Resident	Pengilly
4	Rick Royal	☐ ATV Club	☐ Government Agency	☐ Resident	Pengilly
5	Star Schiele	☐ ATV Club	☐ Government Agency	☐ Resident	Calumet
6	Mark Matamor	☐ ATV Club	☒ Government Agency	☐ Resident	Calumet
7	Korine Finken DNR PAT	☐ ATV Club	☒ Government Agency	☐ Resident	Remar
8	Bruce	☐ ATV Club	☐ Government Agency	☒ Resident	PENGILLY
9	Larry Nelson	☒ ATV Club	☐ Government Agency	☐ Resident	Pengilly
10	Ian Nelson	☒ ATV Club	☐ Government Agency	☐ Resident	PENGILLY
11	Dan Phipps	☒ ATV Club	☐ Government Agency	☐ Resident	Bovey
12	Rick Barten	☐ ATV Club	☐ Government Agency	☐ Resident	G.R
13	Larry PIR	☒ ATV Club	☐ Government Agency	☐ Resident	Calumet
14	DuAnne Blaine	☒ ATV Club	☐ Government Agency	☒ Resident	Pengilly
15	Jim Blaine	☒ ATV Club	☐ Government Agency	☒ Resident	Pengilly
16	Casey Venema	☐ ATV Club	☒ Government Agency	☐ Resident	Calumet
17	Brandon Anderson	☒ ATV Club	☐ Government Agency	☒ Resident	Greenway
18	Jennifer Anderson	☒ ATV Club	☐ Government Agency	☒ Resident	Greenway
19	Brent Carrigan	☐ ATV Club	☐ Government Agency	☒ Resident	Pengilly
20	Deb Jammi	☐ ATV Club	☐ Government Agency	☒ Resident	Calumet
21	Paula	☒ ATV Club	☐ Government Agency	☐ Resident	
22		☐ ATV Club	☐ Government Agency	☐ Resident	

RESOLUTION NO. 250407

Authorization of an ATV Trail within Greenway Township

WHEREAS, Greenway Township is committed to promoting recreational activities that are beneficial to the community, support local businesses, and enhance the quality of life for its residents; and

WHEREAS, all-terrain vehicles (ATVs) are a popular means of recreation in Greenway Township and in surrounding areas, contributing to local tourism and economic development; and

WHEREAS, the Township Board recognizes the need for responsible access to trails and designated streets for ATVs, while ensuring the safety of both operators and pedestrians; and

WHEREAS, the local incorporated ATV Club (Club) in collaboration with Itasca County, has identified a proposed designated Grant-in-Aid (GIA) ATV trail route through the Township; and

WHEREAS, the Township identifies the Cattail Rd and the Red Lake Rd as designated township road as depicted on the attached map for the designated ATV trail; and

WHEREAS, Itasca County and the Club have considered safety protocols and public input, ensuring that this trail and designated street will be clearly marked and will be managed under the Grant-in-Aid program through the MNDNR Parks and Trails Division; and

WHEREAS, the Club is committed to providing safety initiatives that include but are not limited to: speed limit signs (if requested), share the road signs, in addition to educating the youth and the public on safe and responsible ATV riding through the ATV Safety training.

NOW, THEREFORE, BE IT RESOLVED BY GREENWAY TOWNSHIP, AS FOLLOWS:

1. **Authorization of ATV Trail:** The Township Board hereby authorizes the use of an ATV trail within the Township limits of Greenway Township as depicted on the attached map.
2. **Designated Street for ATV Use:** The Township Board designates Cattail Rd and Red Lake Road as an approved route for ATV use.
3. **Signage and Enforcement:** The Club shall implement appropriate signage, to ensure the safety of both ATV riders and the public. The Township and the Club will work with local law enforcement to ensure compliance with all applicable laws, including speed

limits, operator requirements, and the prohibition of ATVs on other non-designated streets.

4. Public Safety and Education: The Club will provide ongoing education and awareness programs regarding safe ATV operation and the rules governing the use of the trail and designated street and will encourage responsible use of the trails by ATV riders.
5. Review and Adjustment: The Township Board will regularly review the impact of the ATV trail and street use and may adjust the rules and regulations as needed to ensure the safety and well-being of residents and visitors.

Effective Date: This resolution shall take effect immediately upon its passage and adoption.

Witnessed and declared duly passed and adopted on this 7th day of April 2025.


Tara Halling, Clerk

Intro
mtg purpose

6:02 pm
6:35 pm

Q - re: where in ~~the~~ Pengilly - Rd?
behind golf course. Ride on Rd
or shoulder of 83

Q - Improve parking area @ Alborn
trail head

Q - Why can't we follow ~~Rd~~
snowmobile trail.

Q - What's after Calumet trail -
where will it go?

Q - What about room next to the
bike trail to Marble

Q - Time frame for phase 1
completion.

Q - Has anyone looked at viability
of outlaw trails.

Regular Calumet City Council Meeting
Calumet City Council Room
Tuesday February 18, 2025
5:00 P.M.

Mayor Mike Troop led the Pledge of Allegiance.

Mayor Mike Troop called the meeting to order at 5:02 p.m.

Present: Mayor Mike Troop, Councilmembers Dan Strand, Barbara Banks and Steve Serich. Absent: Amanda Hernesman. Also present: Clerk April Serich, Public Works Supervisor Bob Hoshal and Librarian Melanie Lefebvre. Guests: Commissioner Casey Venema, Sarah Thompson Itasca County Land Dept. Forest Rec. Specialist and Greg Chambers from Run a Muk ATV Club and other club members.

Mayor Troop read a Conflict-of-Interest Statement: Mayor Mike Troop is going to be the fire chief, and he knows he cannot be on the Joint Powers Board, and he will not vote on any pay increases for the firemen that would benefit him. Council member Steve Serich is married to Clerk April Serich, and he will not vote on any pay increases or benefits for her that would benefit him.

The Code of Conduct will follow the same as in the past.

The council meetings will be the third Tuesday of each month at 5:00 p.m. in the council room.

Motion by Strand to approve the agenda with the addition of discussing a possible Itasca County strike and if the city would plow snow, discuss the tower survey mistakes, and Bougalis water line thawing bill for \$832.50, seconded by Banks, all in favor, motion carried.

Motion by Serich to approve the January reg. meeting minutes, seconded by Banks, all in favor, M/C.

Motion by Strand to approve the January Clerk & Treasurer Reports & bills, Receipts \$271,074.63, Disbursements \$239,558.30, Investments \$11,602.86 and total checking balance \$241,359.41, seconded by Banks, all in favor, motion carried. Transfers and Gary St. project payment to the county included.

Meeting Attendance and Reports:

Greenway Recreation Board: Strand reported that Pee Wee A regionals will be in Cloquet. The skating show will be mid-March.

Library: Librarian Melanie Lefebvre reported that there will be painting classes coming up, an Open House for Love Your Library Feb. 25th 11-3 & soup supper at the snowmobile club on Wed. Feb. 26th @5.

Cemetery Bd: Meeting is Wednesday.

WMMPB: Serich reported that copies of the information from the meeting were handed out to all council members. Discussion about the items from the Hill Annex Museum. The Hwy #169 Coalition representative is Mayor Mike Troop, alternate is Dan Strand. Meetings will be set at a later date.

MCWWTP: The next meeting will be Wed. Feb. 26th at 1:30 p.m. in the Marble Council Chambers.

Public Works Report: Bob Hoshal stated that they do not need to renew their water licenses until next year, so they do not need to go to the training that was listed on the agenda this year. Discussed the water line freeze up at 101 Shipka St. The city portion of the Bougalis bill is \$832.50. Motion by Troop to pay the Bougalis bill for \$832.50, seconded by Strand, all in favor, motion carried.

Comments and Requests from the floor: Sarah Thompson Land Dept. Recreation Specialist and Greg Chambers from the Run a Muk ATV Club discussed the proposal for an ATV trail connection from Pengilly Alborn trail into Calumet and beyond. It would not cost the city anything. If there is a dust problem the club will spray once a year as needed. Motion by Banks to approve and adopt Resolution #25-2-18 a resolution authorizing an ATV trail within the city limits of Calumet including providing dust control, seconded by Serich, upon vote taken, for: Troop, Strand, Banks and Serich. Opposed: none, Absent Hernesman. Resolution was duly passed and adopted.

Motion by Strand to approve and adopt Resolution #25-2-18-2 a resolution in support of Itasca County accepting conveyance of the City of Nashwauk Ambulance Service effective January 1, 2026, seconded by Banks, upon vote taken, for: Troop, Strand, Banks and Serich. Opposed: none, Absent Hernesman. Resolution was duly passed and adopted.

Motion by Strand to approve and adopt Resolution #25-2-18-3 a resolution Authorizing City of Calumet Membership in the 4M Fund, seconded by Banks, upon vote taken, for: Troop, Strand, Banks and Serich. Opposed: none, Absent Hernesman. Resolution was duly passed and adopted.

Unfinished Business:

Utility Shut-offs: 25 letters were sent out.

Update on Blight: discussed the need for a prosecuting attorney. Casey Venema stated that John Dimich cannot appear in court because he lives out of state. Schafer backed out of doing it. Todd Webb is retiring from the county and he put a bid in for the City of Grand Rapids and then he would do all the other cities in the county as well. Bob Hoshal stated that there is a vehicle on 8th Ave by Co. Rd. 12. Bob can call and have it removed because it is in the way of snowplowing. The County is going to put snow from Co. Rd. 12 in the parking lot by the railroad tracks and bring a load of salt sand.

Update on Radio Tower: The deed was signed, and we are waiting for SBA to make a payment. The attorney sent a letter to Alan Johnson about the mistakes in the surveys. They have been corrected. Mayor Troop will talk to our attorney.

Update on Bank Building: Clerk Serich put an ad on Facebook and the city website that we are leasing the bank building. She was contacted by Blandin about a grant for fixing up the building. Motion by Strand to apply to the Blandin Foundation for a grant to fix up the bank building to get it ready to lease, seconded by Troop, all in favor, motion carried.

Bob Hoshal will talk with Jolene from MNRW about the OSHA grant for a snowblower at the meeting in March for the Wellhead Protection Plan.

Motion by Troop to approve the security cameras and server \$12,350.46 for the pumphouse that is a part of the wellhead protection plan, seconded by Strand, all in favor, motion carried. The council stated that we will charge for the use of our equipment, and they would like an email confirming this is the newest and most up-to-date equipment being installed. IT Tech Mary Garner will verify.

New Business:

Motion by Banks to approve the 2025 RAMS dues \$556, seconded by Troop, motion carried.

Motion by Troop to approve the 2025 LMCIT property/casualty insurance premium \$17,167, seconded by Banks, all in favor, motion carried.

Discussed the Itasca County possible strike and if the city employees could plow snow if needed on Co. Rd. 12. The council approved it but after further discussion it was determined that the city employees could not do the plowing because they are also in the AFSCME union.

Information was given about the Itasca County Five-Year Transportation Plan.

Engineer: Adam from Bolten & Menk discussed the city projects that are on the PPL list and if we want to move them to the IUP. The council tabled it until the next meeting.

Council member Banks discussed the need for a personnel policy, and she has reviewed the policy documents that were handed out to the council. The council will work on getting the policy finished.

Casey Venema talked to the council about the County Solid Waste Fees needing to go up. They are working on getting Keewatin permitted as a full garbage facility so the county can bring the waste there. Casey and Terry Schneider are going to meetings for the permitting. He talked about File #1245 and IGO is going to shut it down. Amanda Lamppa is replacing Sarah Carling at CEDA. Lisa Randall is also working part-time, and they will go through all the projects in each city.

Motion by Troop to adjourn the meeting at 6:47 p.m. Tuesday, February 18, 2025, seconded by Strand, all in favor, motion carried.

Respectfully Submitted,

Approved,



April Serich, City Clerk

Mike Troop, Mayor

CITY OF CALUMET
RESOLUTION NUMBER 25-2-18

STATE OF MINNESOTA
COUNTY OF ITASCA
CITY OF CALUMET

A RESOLUTION APPROVING AN AUTHORIZATION OF AN ATV TRAIL WITHIN THE
CITY LIMITS OF CALUMET

WHEREAS, the City of Calumet is committed to promoting recreational activities that are beneficial to the community, support local businesses, and enhance the quality of life for its residents and visitors; and

WHEREAS, all-terrain vehicles (ATVs) are a popular means of recreation in Calumet and in surrounding communities, contributing to local tourism and economic development; and

WHEREAS, the City Council recognizes the need for responsible access to trails and designated streets for ATVs, while ensuring the safety of both operators and pedestrians; and

WHEREAS, the local incorporated ATV Club (Club) in collaboration with Itasca County, has identified a proposed designated Grant-in-Aid (GIA) ATV trail route through the City; and

WHEREAS, the City identifies 9th Avenue and Gary Street (County Road 12 & 84) as designated street as depicted on the attached map for the designated ATV trail; and

WHEREAS, Itasca County and the Club have considered safety protocols and public input, ensuring that this trail and designated street will be clearly marked and will be managed under the Grant-in-Aid program through the MNDNR Parks and Trails Division, including dust control; and

WHEREAS, the Club is committed to providing safety initiatives that include but are not limited to: speed limit signs (if requested), share the road signs, in addition to educating the youth and the public on safe and responsible ATV riding through the ATV Safety training.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CALUMET, AS FOLLOWS:

1. Authorization of ATV Trail: The city hereby authorizes the use of an ATV trail within the city limits of Calumet as depicted on the attached map.
2. Designated Street for ATV Use: The City designates 9th Avenue and Gary Street (County Rd 12 & 84) as an approved route for ATV use.
3. Signage and Enforcement: The Club shall implement appropriate signage, to ensure the safety of both ATV riders and the public. The City and the Club will work with local law enforcement to ensure compliance with all applicable laws, including speed limits, operator requirements, and the prohibition of ATVs on other non-designated streets.
4. Public Safety and Education: The Club will provide ongoing education and awareness programs regarding safe ATV operation and the rules governing the use of the trail and designated street and will encourage responsible use of the trails by ATV riders.
5. Review and Adjustment: The City of Calumet Council will regularly review the impact of the ATV trail and street use and may adjust the rules and regulations as needed to ensure the safety and well-being of residents and visitors.

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the Calumet City Council, does hereby adopt this resolution.

Upon vote taken, the following voted:

For: Mayor Mike Troop, Councilmembers Dan Strand, Barabara Banks and Steve Serich

Against: None

Absent: Councilmember Amanda Hernesman

Whereupon, said Resolution Number 25-2-18 was declared duly passed and adopted this 18th day of February 2025.

Effective Date: This resolution shall take effect immediately upon its passage and adoption.


By: Mike Troop, Mayor
Attest: April Serich, City Clerk



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, April 15, 2025

REQUEST FOR BOARD ACTION: RBA-2025-370

DEPARTMENT: Sheriff
PRESENTER: Joe Dasovich

TIME REQUESTED: < 5 Minutes

AGENDA ITEM:
Administrative Professional Week

BOARD ACTION REQUESTED:
Acknowledgment of Administrative Professionals week.

BACKGROUND:
Administrative Professionals Week is celebrated annually every last full week in April and this year it will be observed from April 20 to 26. This week is dedicated to recognizing and applauding the brilliant work of administrative personnel: receptionists, secretaries, administrative assistants, executive assistants, personal assistants, customer support, among other administrative support professionals. Administrative Professionals power the corporate world in untold ways, and for every unspoken thank-you, the week presents the perfect opportunity to make amends. Originally established as National Secretaries Day in 1952, in efforts to celebrate secretaries and their significant contributions to the workplace, after undergoing several changes, A.P.W. came into existence.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION: None

04/15/2025

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, April 15, 2025

REQUEST FOR BOARD ACTION: RBA-2025-378

DEPARTMENT: Sheriff
PRESENTER: Joe Dasovich

TIME REQUESTED: 5 Minutes

AGENDA ITEM:
National Telecommunicators Week - April 13-19, 2025

BOARD ACTION REQUESTED:
Adopt the Resolution Re: National Telecommunicators Week - April 13-19, 2025, which recognizes April 13-19, 2025 as National Telecommunicators Week in Itasca County.

BACKGROUND:
Every year during the second week of April, the telecommunications personnel in the public safety community are honored. National Public Safety Telecommunicators Week celebrates and thanks those who dedicate their lives to serving the public. It is a week that should be set aside so everyone can be made aware of their hard work and dedication.
Every day and night all across the country, public safety telecommunicators answer emergency and non-emergency calls. They connect callers to emergency care and provide valuable resources to those in need.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION: None

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



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, April 15, 2025

RESOLUTION 2025-12

RE: NATIONAL TELECOMMUNICATORS WEEK - APRIL 13-19, 2025

WHEREAS, emergencies can occur at any time that require law enforcement, fire, and emergency medical services; and

WHEREAS, when an emergency occurs, the prompt response of law enforcement officers, fire fighters, and emergency ambulance personnel is critical to the protection of life and preservation of property; and

WHEREAS, the safety of our law enforcement officers and emergency fire fighters and ambulance personnel is dependent upon the quality and accuracy of information obtained from citizens who telephone the Itasca County Sheriff's Office law enforcement communication center; and

WHEREAS, public safety dispatchers are the first and most critical contact our citizens have with emergency services; and

WHEREAS, public safety dispatchers are the single vital link for our law enforcement officers, fire fighters, and ambulance personnel by monitoring their activities by radio, providing them with information, and insuring their safety; and

WHEREAS, public safety dispatchers of the Itasca County Sheriff's Office have contributed substantially to the apprehension of criminals, suppression of fires, and treatment of patients; and

WHEREAS, each dispatcher has exhibited compassion, understanding, and professionalism during the performance of their job in the past year.

NOW THEREFORE BE IT RESOLVED, that the Itasca County Board of Commissioners declares the week of April 13-19, 2025, to be National Telecommunicators Week in Itasca County in honor of the men and women whose diligence and professionalism keep our County and citizens safe.

BE IT FURTHER RESOLVED, that the Itasca County Board of Commissioners hereby recognize the following Emergency Communication Specialists at the Itasca County Sheriff's Office, who honorably perform the above-mentioned duties: Communications Supervisor Marnie Chupurdia, Shannon Shelton, Steve Geving, Susan Nichols, Jeremy Hanson, Kyle Bonestell, Adam Kortekaas, Dylan McBride, Kathy Derickson, Cassidy Kampsula, Molly Rother, Brian Olds, and Haleigh Johnson.

RESULT:	APPROVED (4 TO 0)
MOVER:	Commissioner Cory Smith
SECONDER:	Commissioner Terry Snyder
AYES:	Cory Smith, Terry Snyder, John Johnson, Casey Venema
ABSENT:	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 April 15, 2025 and that the same is a true and correct copy of the whole thereof.



Administrator