



ITASCA COUNTY BOARD OF COMMISSIONERS

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

Tuesday, December 16, 2025

2:30 PM

Itasca County Boardroom

ITASCA COUNTY MISSION: Itasca County government strives to preserve and enhance the quality of life, the environment, and economic well-being within the community.

DRAFT

REGULAR SESSION AGENDA

2:30 PM I. CALL TO ORDER

2:31 PM II. PLEDGE OF ALLEGIANCE

2:32 PM III. APPROVAL OF AGENDA

2:33 PM IV. MINUTES APPROVAL

1. Approve the minutes of the Tuesday, December 2, 2025 Itasca County Regular Session.

2:34 PM V. CONSENT AGENDA

The Consent Agenda gives the County Board a means of handling routine non-controversial actions and motions that can be grouped together and handled in one motion. If, at the Board meeting, any Commissioner so requests, an item shall be removed from the Consent Agenda and considered separately.

1. Approve holding a Special Session on 1/6/2026 at 6:00 p.m. at Lake Jessie Township Hall.
2. Approve reestablishing petty cash funds for 2025 and going forward as some departments have given back their petty cash funds.
3. Authorize IMCare Director and County Board Chair to sign the contract between IMCare and Patricia Cortese, Ph.D. MALP.
4. Approve a reduced insurance requirement for Bigfork Valley Hospital for Ambulance Services in the amount of \$1,000,000 per occurrence and \$3,000,000 general aggregate and name Itasca County Health and Human Services as an additional insured.
5. Approve final payment for Contract 62407 - Bituminous Paving Projects and authorize the County Board Chairperson and Clerk to the County Board to sign the Certificate of Final Payment.
6. Request Approval for Fee Increase for Online Real Estate Records
7. Northeast MN Regional Emergency Communications Board (ECB) - Reappointment, Commissioner Johnson
8. 2026 ICAA Property Management Contract, Kory Cease, Spring Higley

9. Approve submission of a grant request to MnDOT Aeronautics for Airport Hangar Site Prep at the Bowstring Municipal Airport in the amount of \$50,000 including a local match of \$20,000.
10. MnDOT Limited Use Permit Resolution, Sara Thompson

VI. REGULAR AGENDA

- | | |
|----------------|--|
| 2:35 PM | 1. Employee Recognition, Administrator Skyles |
| 2:40 PM | 2. Commissioner Warrants, Gail Guck |
| 2:45 PM | 3. Commissioner Warrants, Gail Guck |
| 2:50 PM | 4. Adoption of Levy and Budget, Chair Venema |
| 3:00 PM | 5. Countywide Drug & Alcohol Testing Policy, Commissioner Smith |
| 3:10 PM | 6. Letter of Support - Avenue of the Pines Signage, Commissioner Johnson |
| 3:15 PM | 7. County Based Purchasing (IMCare) Division Update/Presentation, Sarah Anderson |
| 3:20 PM | 8. Tentative Appointments to Committees/Commissions/Boards, Shelley Kebart |

3:50 PM VII. ADMINISTRATOR UPDATE

3:55 PM VIII. COMMITTEE REPORTS

4:00 PM IX. COMMISSIONER COMMENTS

X. CLOSED SESSIONS

4:05 PM XI. ADJOURN

OTHER MEETINGS

Tuesday, January 6, 2026 beginning at 2:30 p.m. – The Itasca County Board of Commissioners will meet in an Organizational/Regular Session in the Boardroom of the Itasca County Courthouse. (Posted 12/2/2025)

Tuesday, January 6, 2026 beginning at 6:30 p.m. – The Itasca County board of Commissioners will meet in Special Session at the Jessie Lake Township Hall at 45987 Terry Rd, Talmoon, MN 56637. (Posted 12/3/2026)

Note: This time schedule is approximate!! Individuals with appointments should be available 10 minutes ahead of their appointment time.

Portions of this meeting may be closed to the public, if data classified as private or confidential is discussed.

If you require an accommodation to participate in this event, please contact the Administrative Services Department at (218) 327-7363 as soon as possible so necessary arrangements may be made.