MEETING INFORMATION SHEET
FEBRUARY 17, 2026

PULL:

1. Item #5.4 (Federal Recreational Trail Program (FRTP) Grant Approval and Acceptance) CONSENT
2. Item #6.2 (Approval of Job Postings) – pull only the Assistant County Attorney and Legal Secretary positions from this item. REGULAR

ADDITIONS: None

CHANGES: None

INFORMATIONAL: None

ITASCA COUNTY
BOARD OF COMMISSIONERS

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

Tuesday, February 17, 2026 | 2:30 PM | Itasca County Boardroom

FINAL

REGULAR SESSION MINUTES

I. CALL TO ORDER

Chair Smith 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	Absent	
Larry Hopkins	District #4	Present	2:30 PM
Casey Venema	District #5	Absent	

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF AGENDA

Motion To: Pull a portion of Item #6.2 (Job Postings regarding Assistant County Attorney and Legal Secretary) and approve the agenda, as amended.

RESULT:	**APPROVED (3 TO 0)**
MOVER:	Commissioner Larry Hopkins
SECONDER:	Commissioner Terry Snyder
AYES:	Cory Smith, Terry Snyder, Larry Hopkins
ABSENT:	John Johnson, Casey Venema

IV. MINUTES APPROVAL

Motion To: Approve the minutes of the Tuesday, February 10, 2026, County Board Regular Session.

RESULT:	**APPROVED (3 TO 0)**
MOVER:	Commissioner Terry Snyder
SECONDER:	Commissioner Larry Hopkins
AYES:	Cory Smith, Terry Snyder, Larry Hopkins
ABSENT:	John Johnson, Casey Venema

1. Approve the minutes of the February 10, 2026, Regular Session.

V. CONSENT AGENDA

Motion To: Pull Item #5.4 (Federal Recreational Trail Program (FRTP) Grant Approval and Acceptance and approve the Consent agenda, as presented.

RESULT:	**APPROVED (3 TO 0)**
MOVER:	Commissioner Terry Snyder
SECONDER:	Commissioner Larry Hopkins
AYES:	Cory Smith, Terry Snyder, Larry Hopkins
ABSENT:	John Johnson, Casey Venema

1. Approve extended Letter of Understanding between Itasca County and AFSCME Local 1626 MIS On-Call Procedure.
2. Award 2026 Site Preparation Contract to Future Forests Inc. in the amount of $73,314.00 to be paid from Forest Resources Fund 12 and authorize necessary signatures.
3. Award 2026 Tree Planting Contract to Thomas Forestry in the amount of $20,164.17 to be paid from the Forest Resource Fund 12 and authorize necessary signatures.
5. Adopt the Resolution Re: Federal Recreational Trails Program Grant Application for the UPM/Blandin ATV/OHM Trail and Driftskipper Snowmobile Trail and authorize necessary signatures.

VI. REGULAR AGENDA

1. Commissioner Warrants

   Motion To: Approve Commissioner Warrants with a check date of February 18, 2026, in the amount of $1,321,123.21.

RESULT:	**APPROVED (3 TO 0)**
MOVER:	Commissioner Terry Snyder
SECONDER:	Commissioner Larry Hopkins
AYES:	Cory Smith, Terry Snyder, Larry Hopkins
ABSENT:	John Johnson, Casey Venema

2. Approval of Posting

   Motion To: Pull the Assistant County Attorney and Legal Secretary positions and approve the Highway Maintenance Worker.

RESULT:	**APPROVED (3 TO 0)**
MOVER:	Commissioner Terry Snyder
SECONDER:	Commissioner Larry Hopkins
AYES:	Cory Smith, Terry Snyder, Larry Hopkins
ABSENT:	John Johnson, Casey Venema

3. Family & Child Services Division 2025 Summary

   Family Services Division Manager Becky Lauer provided a summary of the Family & Child Services Division for 2025 for informational purposes only; no action taken.

4. 5-year Plan for Highway Improvement Projects Presentation

   Assistant County Engineer Ryan Sutherland provided a 5-year plan for Highway Improvement Projects for informational purposes only; no action taken.

5. MOA - Little Fork Watershed

   Motion To: Approve adding the city of Cook as a formal member to the Memorandum of Understanding (MOU) for the Little Fork Watershed Comprehensive Watershed Management Plan (CWMP that was first signed in March 2025.

RESULT:	**APPROVED (3 TO 0)**
MOVER:	Commissioner Terry Snyder
SECONDER:	Commissioner Larry Hopkins
AYES:	Cory Smith, Terry Snyder, Larry Hopkins
ABSENT:	John Johnson, Casey Venema

VII. ADMINISTRATOR UPDATE

County Administrator Brett Skyles provided an Administrator Update, reiterating the difficult job that so many Itasca County Employees have and his appreciation for all employees.

VIII. COMMITTEE REPORTS

Commissioner Hopkins reported on attending a meeting at Marcell Township and also met with the Mayor of Bigfork.

IX. COMMISSIONER COMMENTS

Commissioner Smith provided comment regarding Coffee with Commissioners on February 26, 2026, at 6pm at Morse Town Hall, Deer River, MN.

X. CLOSED SESSIONS

XI ADJOURN

.

Chair Smith adjourned the meeting at 3:03 PM.

ATTEST

Cory Smith
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, February 17, 2026

RESOLUTION 2026-14

RE: FEDERAL RECREATIONAL TRAILS PROGRAM GRANT APPLICATION FOR THE UPM/BLANDIN ATV/OHM TRAIL AND DRIFTSKIPPER SNOWMOBILE TRAIL

WHEREAS, Itasca County recognizes the importance of ATV and snowmobile trails to the local economy and supports the grant application made to the Minnesota Department of Natural Resources for the Federal Recreational Trail Program Grant, and

WHEREAS, Itasca County, the Rapids Riders ATV Club, and the Itasca Driftskippers Snowmobile Club are looking at rerouting the ATV/Snowmobile trail and constructing a new bridge over Moody Creek on trails in southern Itasca County, and

WHEREAS, a Federal Recreational Trails Program grant is available to fund seventy-five (75) percent of the cost of the project under this grant, and

WHEREAS, Itasca County and the associated clubs recognize the twenty-five (25) percent match requirement for the Federal Recreational Trails Program grant, and that they have secured matching funds, and

NOW THEREFORE BE IT RESOLVED, if Itasca County is awarded a grant by the Minnesota Department of Natural Resources, Itasca County agrees to accept the grant award, and may enter into an agreement with the State of Minnesota for the above referenced project and Itasca County will comply with all applicable laws, environmental requirements and regulations as stated in the grant agreement, and

BE IT FURTHER RESOLVED, that the applicant has read the Conflict-of-Interest Policy contained in the Trail Program Grant Manual and certifies it will report any actual, potential, or organizational conflicts of interest upon discovery to the state related to the application or grant award.

BE IT FURTHER RESOLVED, Itasca County hereby assures the UPM/Blandin ATV/OHM Trail and Driftskippers Snowmobile will be maintained for a period of no less than 25 years as required by the Federal Recreational Trail Grant Program, and

BE IT FURTHER RESOLVED, that the Itasca County Auditor, 123 NE 4th St. Grand Rapids, MN 55744, be named as the fiscal agent for this grant.

RESULT:	**APPROVED (3 TO 0)**
MOVER:	Commissioner Terry Snyder
SECONDER:	Commissioner Larry Hopkins
AYES:	Cory Smith, Terry Snyder, Larry Hopkins
ABSENT:	John Johnson, Casey Venema

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 February 17, 2026 and that the same is a true and correct copy of the whole thereof.



Administrator

MEETING INFORMATION SHEET
FEBRUARY 17, 2026

PULL:

1. Item #5.4 (Federal Recreational Trail Program (FRTP) Grant Approval and Acceptance) CONSENT
2. Item #6.2 (Approval of Job Postings) – pull only the Assistant County Attorney and Legal Secretary positions from this item. REGULAR

ADDITIONS: None

CHANGES: None

INFORMATIONAL: None

ITASCA COUNTY
BOARD OF COMMISSIONERS

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

Tuesday, February 10, 2026 | 2:30 PM | Itasca County Boardroom

DRAFT

REGULAR SESSION MINUTES

I. CALL TO ORDER

Chair Smith 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	Absent	
Larry Hopkins	District #4	Present	2:30 PM
Casey Venema	District #5	Present	2:30 PM

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF AGENDA

Motion To: Add additional information to Item #5.1 (Submission of Blandin Foundation Grant Re: Bowstring Airport Upgrades) and Item #6.5 (Contract for Defense Counsel-Mental Health Court and Wellness Court) and approve the agenda, as amended.

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

IV. MINUTES APPROVAL

Motion To: Approve the minutes of the Tuesday, February 3, 2026, County Board Regular Session.

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

1. Approve the minutes of the Tuesday, February 3, 2026, Regular Session.

V. CONSENT AGENDA

Motion To: Approve the Consent agenda, as presented.

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

1. Authorize submission of Blandin Foundation Grant Re: Bowstring Airport Upgrades 2026 and any necessary signatures.
2. Schedule a Public Hearing Re: Off-Sale Intoxicating Liquor License for Probasco Group LLC, dba Trailside Restaurant and Bar located at 29314 County Road 52, Bigfork, MN 56628 on Tuesday, March 3rd, 2026, during the regular board meeting, which begins at 2:30 p.m.
3. Adopt the Resolution Re: MnDOT Detour Agreement No. 1061329 (TH 6), which approves the agreement and authorizes the necessary signatures

VI. REGULAR AGENDA

1. Employee Recognition

   The following employees were recognized:
   Farewell to Denise Cleveland, who retired from her position as Human Services Support Specialist in the Health and Human Services Department, effective January 30th, 2026, after 8 years and 8 months with Itasca County.

2. Commission Warrants

   Motion To: Approve Commissioner Warrants with a check date of February 11, 2026, in the amount of $247,617.96.

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

3. Approval of Job Posting

   Motion To: Approve the posting of two vacant positions within the Health and Human Services Department; one in the IMCare division and one in the Business Division.

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

4. 2026 Land Classification Meeting.

   Motion To: Accept the land classification list and schedule for the 2026 Land Classification Meeting for Tuesday, April 28, 2026, in County Board Room #121 with the time to be determined.

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

5. Contract for Defense Counsel - Mental Health Court and Wellness Court

   Motion To: Approve and authorize signatures for legal services for defense representative in Itasca County Mental Health Court and Wellness Court.

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

6. Application - Bowstring Airport Commission

Motion To: Approve the application for K. Uhlenhopp to the Bowstring Airport Commission.

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

VII. ADMINISTRATOR UPDATE

No update provided

VIII. COMMITTEE REPORTS

Commissioner Hopkins reported on attending an Itasca County Township meeting.

Commissioner Snyder reported on attending a meeting with Environmental Services Re: Hwy 169 Byway and met with the Fairground Board.

Commissioner Venema reported on attending a meeting with Sara Thompson at the Land Department regarding trails systems and met with the DOT in Duluth Re: Hwy 169 project.

Commissioner Smith reported on attending a meeting with Sara Thompson at the Land Department Re: items in District #1, attended a snowmobile club meeting Re: Grant Aid and Bylaw changes.

IX. COMMISSIONER COMMENTS

Commissioner Snyder provided comment regarding Legislative calls beginning in near future as they will be back in session.

Commissioner Smith provided comment regarding “Coffee with Commissioners” on February 26, 2026, at 6:00p.m. at Morse Town Hall, 32775 State Hwy 46, Deer River, MN 56636.

Commissioner Johnson provided comment regarding “Coffee with Commissioners” for District #3 with a tentative date of March 19, 2026, with a place to be determined.

RECESS

Chair Smith recessed the meeting at 2:55 PM.

RECONVENE

Chair Smith reconvened the meeting at 3:15 PM, with all members present, except Johnson absent.

X. CLOSED SESSIONS

1. Closed Session Re: parcel ID: 91-018-1303

Motion To: Go into Closed Session per MN Statute 13D.05 Subd 3(c) Re: Parcel 91-018-1303.

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

Others Present: County Administrator Brett Skyles, County Auditor/Treasurer Austin Rohling, Deputy Clerk of the County Board, Shelley Kebart.

Motion To: Go into Open Session.

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

RESULT:	**INFORMATIONAL - NO ACTION TAKEN**

2. Closed Session Re: Labor Negotiations

Motion To: Go into Closed Session per MN Statute 13D.03 Re: Labor Negotiations.

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

Others Present: County Administrator Brett Skyles, Deputy Clerk of the County Board Shelley Kebart.

Motion To: Go into Open Session.

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

RESULT:	**INFORMATIONAL - NO ACTION TAKEN**

XI. ADJOURN

Chair Smith adjourned the meeting at 3:45 PM.

ATTEST

Cory Smith 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, February 17, 2026

REQUEST FOR BOARD ACTION: RBA-2026-84

DEPARTMENT: Administrative Services **TIME REQUESTED:**
PRESENTER:

AGENDA ITEM:
AFSCME Local 1626 MIS On-Call Procedure

BOARD ACTION REQUESTED:
Approve extended Letter of Understanding between Itasca County and AFSCME Local 1626 MIS On-Call Procedure.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:
1. AFSCME Local 1626 On-Call Program LOU 2026

RESULT:	**APPROVED (3 to 0)**
MOVER:	Commissioner Terry Snyder
SECONDER:	Commissioner Larry Hopkins
AYES:	Cory Smith, Terry Snyder, Larry Hopkins
ABSENT:	John Johnson, Casey Venema

APPENDIX C- MOU's & Letters of Understanding

ITASCA COUNTY MIS DEPARTMENT

On-Call Program

The following is a Letter of Understanding (LOU) between Itasca County and AFSCME Local 1626 for a, non-precedent setting, temporary trial period of IT on-call that will expire on 12/31/2026.

1. PURPOSE: In order to provide better on-call reliability for IT customers and a more equitable system of on-call for IT Department members.

2. ON-CALL ROSTER: Currently serving IT Department members hired before 01/01/2021 will be asked to join the on-call rotation on a voluntary basis. IT Department members hired after 01/01/2021 are required to be part of the on-call rotation. Once a roster of on-call personnel has been established, the IT Director will create a rotating On-Call Schedule which will be projected at least three (3) months in advance.

3. ON-CALL ROTATION: On-Call duties will run from the beginning of business hours on Monday morning until the beginning of business hours the following Monday morning. If Monday is a holiday, the changeover will take place on the next business day at the beginning of business hours.

4. ON-CALL PROCEDURES: The IT team members will populate the schedule in the MIS On-Call calendar. The On-Call calendar will be updated with any changes to the schedule. On-duty Law Enforcement personnel including Dispatch are the primary focus of the On-Call program and may call as necessary. Dispatch will reference the On-Call calendar to determine who should be contacted after hours. All other Itasca County employees who need assistance should call through their respective Department Head for assistance and the Department Head or a previously designated representative will contact the IT Director to request after-hours support.

5. COMPENSATION: Based on current flex schedules, on-call team members will receive $3.00/hour to guarantee availability on the following days/times:

Monday:	4:30 pm – 7 am
Tuesday:	4:30 pm – 7 am
Wednesday:	4:30 pm – 7 am
Thursday:	4:30 pm – 7 am
Friday:	4:30 pm – 7 am on the following business day
Weekends/Holidays:	24 hours

These availability times may change dependent on vacation schedules or changes to flexible schedules.

If the On-Call member is contacted for help after hours, then established overtime rules apply for the duration of the call-out. During callouts the $3.00/hour will be suspended in favor of the higher overtime pay rate.

While in On-Call status employees will be required to answer the phone and will be required to have their county laptop available to enable them to work remotely. This will require establishment of an Alternate Workplace Agreement for any team member who wishes to participate in the On-Call program.

7. ESCALATION: In the event that the scheduled on-call member cannot resolve a problem without assistance they will contact the IT Director for further guidance. The IT Director will assess whether a problem is sufficiently critical to warrant calling additional team members for assistance. If additional assistance is needed the IT Director, or the person on-call if the IT Director is unavailable, will call based on seniority.

8. ON-CALL SCHEDULE CHANGES:

   A. Any team member hired before 01/01/2021 may volunteer to opt in or opt out of the on-call rotation with the following caveats:

      Opt-out: Any IT team member hired before 01/01/2021 may opt out of the on-call rotation effective at the beginning of the next three-month on call-cycle. Exceptions will be made on a case-by-case basis.

      Opt-in: Any IT team member hired before 01/01/2021 may opt into the on-call rotation. They will be added to the next three-month on-call cycle. Team members who choose to opt into the on-call rotation are committing to remaining in the rotation for one (1) full three-month cycle.

   B. Response time: On-call members will have their phone available however the maximum time to return a missed call will not exceed 30 minutes and calls should be returned as quickly as possible. If an issue is more urgent than that the Dispatcher has the option to contact the IT Director.

   C. Short-notice/one-time changes: In the event that an on-call member is unavailable due to short-notice or one-time circumstances (illness, special events, etc.) the team member will notify the IT Director as soon as possible. The IT Director will request volunteers from all staff members to cover the on-call. The volunteer with the most seniority will cover the applicable day(s)/time(s). If no one volunteers within two hours of the request for a replacement, then the IT Director will assign the applicable day(s)/time(s) to the next person in the volunteer pool.

ITASCA COUNTY
BOARD OF COMMISSIONERS
Itasca County Courthouse
123 NE 4th Street
Grand Rapids, MN 55744

Tuesday, February 17, 2026

REQUEST FOR BOARD ACTION: RBA-2026-80

DEPARTMENT: Land Department
TIME REQUESTED: < 5 Minutes
PRESENTER: Michael Gibbons, Jesse Lehner

AGENDA ITEM:
Contract Award - Site Preparation 2026

BOARD ACTION REQUESTED:
Award 2026 Site Preparation Contract to Future Forests Inc. in the amount of $73,314.00 to be paid from Forest Resources Fund 12 and authorize necessary signatures.

BACKGROUND:
Quotes have been publicly solicited for preparing 329 acres of tax forfeited trust land for spring 2027 tree planting. Site preparation is done by ground application of herbicide, disc trenching and/or roller chopping. Plantation release is also included in this contract. Future Forests Inc. submitted the only quote for a total project cost of $73,314.00.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:
1. 2026 Site Preparation Contract_PENDING SIGNITURES
2. Future Forest Inc. Quote

RESULT:	**APPROVED (3 to 0)**
MOVER:	Commissioner Terry Snyder
SECONDER:	Commissioner Larry Hopkins
AYES:	Cory Smith, Terry Snyder, Larry Hopkins
ABSENT:	John Johnson, Casey Venema

County of Itasca, Minnesota
Service Contract

A.1 DATES AND PARTIES

A.1.1 THIS CONTRACT, made this 11th day of February, 2026, by and between the County of Itasca, herein called the "County," and Future Forests Inc., located at 72230 Beaver Tail Road, Askov MN, 55704 a corporation organized and existing under the laws of the State of Minnesota, herein called the "Vendor."

B.1 AGREEMENT

B.1.1 NOW, THEREFORE, it is mutually agreed that, in consideration of the payments to be made to said Vendor, subject to the conditions, hereinafter set forth, the County shall purchase **forestry site preparation** services from said Vendor, upon terms and at the agreed price(s), and the Vendor shall perform said services all in accordance with the specifications of County as set forth in the Special Conditions of this Agreement.

C.1 TERM OF CONTRACT

C.1.1 The term of this Contract is from **June 1st, 2026** to **March 31, 2027**, inclusive. The Contract may be extended if provided for in the Special Conditions. **Specific project dates are defined in Attachment A.**

D.1 SPECIAL CONDITIONS

D.1.1 This Contract is subject to such special conditions as are set forth in the Special Conditions Supplement attached hereto and made a part hereof and marked **Attachment A**.

E.1 CONTRACT AMOUNT

E.1.1 This Agreement when fully completed and fulfilled on the part of said Vendor to the satisfaction of the County or its duly authorized agent, is estimated to be $73,314.00 for the current term.

F.1 INCREASE

F.1.1 No increases to the above said Contract amount will be allowed to the Vendor during the term of this Contract unless provided for in the Special Conditions or mutual agreement of the parties.

G.1 PAYMENT

G.1.1 The County does hereby agree, to pay said Vendor as services are performed to the satisfaction of the County, or its duly authorized agent, one payment of $73,314.00, or as indicated in the Special Conditions. Payment terms of this Contract are Net 30.

H.1 GUARANTEE

H.1.1 The Vendor further agrees to guarantee all materials and parts supplied under this Contract against inferiority as to specifications, such guarantee to be unconditional. Failure or neglect of the County or its designated representative to require compliance with any term or condition of this Contract or the specifications shall not be deemed a waiver of such term or condition.

I.1 BOND

I.1.1 Minnesota Statute 574.26 requires the vendor to furnish a Performance Bond and a Labor & Materials Payment Bond in the full amount, for any contract over $75,000, in favor of the County, to protect the County against any breach of contract. The surety company providing the bond(s) must be registered to do business in the State of Minnesota and be satisfactory to the County.

J.1 INSURANCE

J.1.1 The following insurance must be maintained for the duration of this Contract. A Certificate of Insurance for each policy which lists Itasca County as a certificate holder and as an additional insured must be on file with the Itasca County Risk Management Department within 10 days of execution of this Contract and prior to commencement of any work under this Contract. Each certificate must include a 30-day notice of cancellation, nonrenewal, or material change to all named and additional insureds.

J.1.2 The County reserves the right to terminate, suspend or rescind any contract not in compliance with these requirements and retains all rights thereafter to pursue any legal remedies against Contractor. All insurance policies shall be open to inspection by the County, and copies of policies shall be submitted to the County upon written request. All subcontractors shall provide evidence of similar coverage.

J.1.3 General Liability Insurance

J.1.3.1

	Limit
General Aggregate	$3,000,000
Products-Completed Operations Aggregate	$3,000,000
Personal and Advertising Injury	$1,500,000
Each Occurrence:	
Combined Bodily Injury and Property Damage	$1,500,000

J.1.3.2 Policy shall contractors and subcontractors, and contractual liability.

J.1.3.3 Itasca County must be named as certificate holder and an additional insured.

J.1.4 Automobile Liability Insurance

J.1.4.1

	Limit
Automobile Liability - Combined single limit each occurrence for bodily injury and property damage covering owned, non-owned and hired automobiles	$1,500,000

J.1.4.2 Must cover owned, nonowned and hired vehicles.

J.1.5 Workers' Compensation Per Statutory Requirements

J.1.5.1 Vendor must maintain statutory limits. Itasca County reserves the right to rescind any contract not in compliance with these requirements and retains all rights thereafter to pursue any legal remedies against bidder. If the Contractor is based outside the State of Minnesota, coverage must apply to Minnesota laws.

J.1.6 Employer's Liability

	Limit
J.1.6.1 Bodily injury by:	
Accident - Each Accident	$500,000
Disease - Policy Limit	$500,000
Disease - Each Employee	$500,000

J.1.7 Professional Liability Insurance [For Professional Services Contracts Only]

J.1.7.1 Provider shall maintain at its sole expense a valid policy of insurance covering professional liability, arising from the acts or omissions of Provider, its agent and employees in the amount of not less than $500,000 per claim and $3,000,000 annual aggregate. (These suggested limits should be reviewed on a cases by case basis)

J.1.8 Indemnification Clause

J.1.8.1 Except as may be caused by the sole negligence of the County or its employees, Contractor shall indemnify and save harmless Itasca County, its employees, and its agents from all claims, actions, demands, and judgments of any kind arising in whole or in part from any act or omission of Contractor, is subcontractors, and their agents, servants, or employees, incidental to the performance of the Contract and from all expenses in connection with such claims, actions, demands and judgments, and shall assume, without expense to the County, the defense of any such claims, actions, demands and judgments, irrespective of whether it is alleged, claimed, or proved in connection with such act or omission that negligence of the County or its representatives caused or contributed thereto.

J.1.8.2 Contractor agrees, that in order to protect itself and the County under the indemnity provisions set forth above, it will at all times during the term of this Agreement keep in force policies of insurances indicated in paragraph entitled, “INSURANCE.”

J.1.8.3 This provision is not intended to create any cause of action in favor of any third party against the Contractor or the County or to enlarge in any way the Contractor’s liability, but it is intended solely to provide for indemnification of the County from liability for damages or injuries to third persons or property arising from the Contractor’s or the Contractor’s agents’ performance hereunder.

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

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

K.1 UNAVOIDABLE CIRCUMSTANCES

K.1.1 The Vendor shall not be held responsible for damages caused by delay or failure to perform hereunder, when such delay or failure is due to fires, strikes, acts of God, legal acts of the public authorities, or delays or defaults caused by public carriers, or acts or demands of the Government in time of war or national emergency.

L.1 RIGHT TO TERMINATE

L.1.1 County reserves the right to terminate this Contract immediately, at any time during the contract period for failure of Vendor to perform as specified in the Special Conditions, or to the reasonable satisfaction of County, upon notification to Vendor.

M.1 ASSIGNMENT

M.1.1 Vendor shall not enter into any subcontract for performance of any services contemplated under this Contract, nor assign any part of this Contract, without the prior written approval of the County and subject to such conditions and provisions as the County may deem necessary. The Vendor shall be responsible for the performance of all subcontractors.

N.1 INDEMNIFICATION

N.1.1 Vendor shall indemnify, hold harmless and defend the 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 or employees may hereafter sustain, incur or be required to pay, arising out of or by reason of any act or omission of Vendor, its agents, servants or employees, in the execution, performance, or failure to adequately perform Vendor's obligations pursuant to this Contract.

O.1 COMPLIANCE WITH LAWS

O.1.1 Vendor shall abide by all Federal, State and local laws, statutes, ordinances, rules and regulations now in effect or hereinafter adopted pertaining to this Contract or to the facilities, programs and staff for which Vendor is responsible.

P.1 RECORDS AUDITING AND RETENTION

P.1.1 Vendor's books, records, documents, papers, accounting procedures and practices, and other evidences relevant to this Contract are subject to the examination, duplication, transcription and audit by the County and either the legislative or State Auditor, pursuant to Minn. Stat. § 16C.05, subd. 5. Such evidences are also subject to review by the Comptroller General of the United States, or a duly authorized representative, if federal funds are used for any work under this Contract. Vendor agrees to maintain such evidences for a period of six (6) years from the date services or payment were last provided or made or longer if any audit in progress required a longer retention period.

Q.1 WAIVER

Q.1.1 Any waiver by either party of any provision of this Contract shall not imply a subsequent waiver of that or any other provision.

R.1 MODIFICATIONS/AMENDMENT

R.1.1 Any alterations, variations, modifications, amendments or waivers of the provisions of this Contract shall only be valid when they have been reduced to writing, and signed by authorized representative of the County and Vendor.

S.1 SEVERABILITY

S.1.1 The provision of this Contract shall be deemed severable. If any part of this Contract is rendered void, invalid, or unenforceable, such rendering shall not affect the validity and enforceability of the remainder of this Contract unless the part or parts which are void, invalid or otherwise unenforceable shall substantially impair the value of the entire Contract with respect to either party.

T.1 FINAL AGREEMENT

T.1.1 This Contract is the final expression of the agreement of the parties and the complete and exclusive statement of the terms agreed upon, and shall supersede all prior negotiations, understandings or agreements. There are

no representations, warranties, or stipulations, either oral or written, not herein contained.

U.1 EXECUTION

U.1.1 IN WITNESS WHEREOF, the County has caused this Contract to be signed by its duly authorized officers and the Vendor has hereunto set its hand.

Dated this _____ day of _____, _____.

(Vendor Name)

By: _____
Its _____

COUNTY OF ITASCA, MINNESOTA

By: _____
Its_____

By:_____
Its_____

ATTACHMENT A
SITE PREP SPECIFICATIONS- 2026

A. STARTING & ENDING DATES

Starting and completion dates are specific and firm. Site prep herbicide spraying may be started June 15, 2026, and must be completed by July 30, 2026. Release herbicide spraying may be started August 10, 2026, and must be completed by September 3, 2026. Item 2 may be started September 21, 2026, and must be completed by October 28, 2026. Items 3 through 7 will be done, if necessary, when site conditions are favorable. Penalties for deviations from these dates are covered in J. INSPECTIONS AND PENALTIES.

Three days notice must be given to the County prior to commencement of work. If either party suspends work on the contract for periods of longer than two weeks, the three-day notice must be given again.

B. BONDS

Itasca County Land Department requires a bond equal to 5% of the quote value and must be supplied with the sealed quote, which is payable to the Itasca County Treasurer. Bonds from unsuccessful vendors will be returned when the project is awarded. Personal checks will not be accepted. The bond will be held until successful completion of the contract. Unsuccessful completion of the contract will result in forfeiture of the bond.

C. SITE PREPARATION

The following specifications apply to site preparation methods.

1) Vendors must supply a quote on all items. The County will award on the lowest total contract cost.

2) The County cannot guarantee access into sites. Site maps denote difficult access as determined by County personnel, however the vendor is ultimately responsible to assess access conditions specific to their equipment. Difficult access that may require cat work, snowplowing, or creek crossing by the vendor is the responsibility of the vendor and is to be included in the quote rate.

3) Access and site conditions may necessitate the use of a high flotation prime mover to enter and work on some sites. Equipment suitability will be verified prior to project award.

4) Additional acreage and sites may be added to this contract upon mutual agreement

between the vendor and Itasca County.

5) When using a gated system road for access purposes, the vendor shall provide the County with a sufficient lock to interlock with the County lock. The gate is to remain closed and locked at all times. In no case shall equipment be driven around the gate or the gate damaged to obtain access. Vehicle or equipment access through the gated or posted road is for contract purposes only. Hunting, berry-picking, or any other activity is prohibited unless access is gained in the same manner as the general public.

6) The designated roads and trails on the site maps or mentioned by the inspector shall be left intact and undamaged and unobstructed when work is completed. Exceptions to this can be made at the discretion of the inspector.

7) The County will stop work on sites if soil conditions are too wet so as to cause excessive site damage as determined by the inspector.

8) The County may stop work or delete sites or portions of sites if continued work is in violation of any law or regulatory order such as new bald eagle nests or a severe fire season, etc. The County is not obligated to supply additional acreage for this deleted acreage.

9) All equipment must be inspected for leaks before any work begins. Equipment must be maintained in good working order. Spill kits are required in all equipment. Spills over 5 gallons must be reported to the Minnesota Duty Officer (800-422-0798).

D. BROADCAST SPRAY

1) No rutting or compacting of soils will be allowed. Accesses will be left in good condition as determined by Itasca County Land Department personnel.

2) The equipment used must be capable of delivering chemical mix at a uniform rate over the entire spray pattern. The operator must control the spray pattern so that each side can be operated independently. The spray system must be capable of treating the portion of the site occupied by the windrows and must be mounted such that it can treat over the top of brush up to eight feet tall. Treatment must be made to the portion of the site that passes directly under the vehicle.

3) The vendor must use GPS to prevent overlap or double coverage, and to assure that the entire site is treated at the specified rate. There shall be no skips or double coverage. If skips or deficiency in coverage resulting from application errors covers more than 5 percent of the site, the vendor may be required to retreat the sites or be assessed a penalty sufficient to retreat the site by other means at the

County's discretion. In the event re-treatment is required, the vendor shall supply the herbicide as prescribed by the County for the application.

4) All equipment (hoses, pumps, valves, tanks, etc.) on the spray unit and support truck will be in good working condition. The spray unit should be equipped to halt liquid flow should a leak or failure occur.

5) A minimum of 20 gallons of spray solution shall be applied per acre. Equipment must be capable of calibrating to this application rate.

6) A minimum spray swath will be 40 feet per pass. Equipment must be designed so that this can be accomplished with uniform coverage. This will reduce the amount of area under the vehicles tires and thereby reduce the percent of seedlings damage due to vehicle trafficking. In the event that a final pass must be less than 40 feet to complete coverage near a forest or road edge, a portion of the spray swath may be shut off.

7) Itasca County will supply the chemicals for the completion of the contract work. The vendor shall receive the chemicals from the County, and shall be responsible for the safe transport of the materials to the work sites. Empty containers shall be triple rinsed and returned to the County. Vendor is also required to have a chemical spill kit on site.

E. HERBICIDE APPLICATION

1) The vendor and operators shall have the necessary state permits and licensing for this contract. The vendor's business will have at least three years of forestry spraying experience, and one of the persons on the application vehicle must have a valid pesticide applicators license for forest spraying and have at least three seasons of experience in broadcast application of herbicides in a forest setting. If you have not worked for Itasca County within the last three seasons you will be required to provide the county with at least three references.

2) The vendor will comply with all State and Federal regulations and laws concerning the application of herbicides to forested areas. All label restrictions for the pesticides will be adhered to, including appropriate personal protective equipment (PPE) as listed or described by product label. All operations will be halted by County personnel if PPE is not being utilized or on site.

3) Large over-story trees or clumps of trees that have been reserved for wildlife will not be treated. Oak and cedar left in the plantations for wildlife will not be treated.

4) When mixing dry formulations, such as Oust®, premixing to a slurry will be required. Mixing tanks and/or spray vehicle tanks must have constant and sufficient agitation in operation to keep the dry formulation in suspension.

5) Spraying will be halted when wind velocities on the site exceed 10 miles per hour as measured with a hand instrument by a person standing on the site. The vendor will have a wind-measuring device and will monitor wind conditions on each site and record them. Spraying will be halted when turbulence is so great as to seriously affect the normal spray pattern on the site. Spraying will be halted when air temperatures are less than 45 degrees Fahrenheit or greater than 90 degrees Fahrenheit.

6) Spraying will be halted and County personnel will be immediately notified if disputes arise between the operators and other individuals on the sites. Spraying will be halted if it is not clear to the operators where treatment boundaries are located. If questions arise, the County must be notified immediately and boundaries clearly marked before any further treatment takes place.

7) The County will be immediately notified if any chemical spills or non-target application of herbicides occur.

8) Obtaining water will be the responsibility of the vendor.

9) Herbicide application records will be the responsibility of the vendor. Copies must be provided to Itasca County Land Department before payment will processed.

10) The entire site as indicated on the site map will be treated. Open water or flowing streams will not be treated. Windrows and/or piled debris will be treated. The area of the site that is in windrows is included in the site map acreage and is expected to be treated. Wildlife openings on the site map will be treated unless designated otherwise.

11) No debris from the site can be pushed off the site or to the edge of the site or against any standing trees or wildlife clumps or into lowland types including seasonal ponds on the site or adjacent to the site.

12) The County by agreement with the vendor may designate that clumps of 10 trees be left standing for wildlife use. Wildlife clumps will not exceed 10 trees or be larger than 50 feet in diameter or be closer than 100 feet to the edge of the site. Brush and saplings will not be disturbed within the wildlife clump.

13) The entire site within the boundaries shall be treated except those areas determined by the inspector to be too low or too wet or too steep (slopes greater

than 30%).

14) Forest road spraying: Equipment used must be able to control the out coming herbicide stream length. Trails may vary but typical distance will be 10 to 15 feet from center of trail. It will be the responsibility of the operator to shut off equipment around sensitive areas according to herbicide labels. The trails are not the target of herbicide unless specified by the district forester; road edges are the target so equipment will be capable of shutting off or on to spray center of road.

15) Vendor must have GPS technology available at all times for tracking herbicide applications. This GPS device must be able to record data and be readable for Itasca County to use.

F. DISC TRENCHING AND WINTER DISC TRENCHING

1) The disc trench scarifier will be a trencher capable of providing continuous planting furrows.

2) Disc trench rows will be cleared of all slash, debris, duff, and have exposed mineral or organic soil in a trench at least 12 inches wide and a maximum of 5 inches deep. The minimum specifications must be met on at least 1/3rd of the running distance of any row and no section of the row that does not meet this specification can exceed 10 feet in length.

3) Rows shall be parallel across the entire site and the entire site will be scarified.

4) Disc trench rows will not have a distance between rows of less than 6 feet or greater than 10 feet. The average distance between trench rows from center to center will be 8 feet. Deviations from this will result in deductions in payment.

5) Disc trench rows will be located within 3 feet of windrows, slash piles or the boundaries of a site. Wherever possible, trench rows shall run perpendicular to windrows, and shall continue through windrows and slash piles. No disc trench row will be closer than 5 feet to any designated road or trail.

6) The disc trencher must have the capability to raise or lift the disc heads out of the ground while in operation and must do so at the end of rows to minimize overlap at the end of rows and on irregular shaped sites.

G. WINTER RAKING

The vendor will use rake type blades to push and pile all slash and brush in windrows

according to the following specifications.

1) Attempts shall be made to cover the entire site so as to break off small tree saplings and dense brush. Trees and stumps shall not be grubbed from the ground to minimize the amount of soil disturbance that occurs. Soil shall not be incorporated into the windrows.

2) Live spruce or red pine greater than 16" diameter will be left standing and undamaged unless otherwise indicated. All cedar, oak, and white pine will be left standing and undamaged regardless of their size. No standing reserve trees shall be incorporated in the windrows or piles.

3) Windrows will not be closer than 120 feet apart. Windrows will be straight and parallel to each other. The orientation of windrows shall be in a north to south direction. Windrows shall always be used rather than piles unless approved by the County.

4) Windrows shall be broken into segments with breaks in them. Windrow breaks cannot be further than 300 feet apart. Windrow breaks on parallel windrows shall line up with each other. Windrow breaks must be clear of all debris for at least 20 feet.

5) Windrows will be as compact as possible. Windrow width shall not exceed 1.5 times the windrow height. No trees will stick out from the windrow onto the site. No woody material in the windrow will be buried by soil and no soil will be pushed into the windrow.

6) No portion of the windrow shall be closer than 60 feet to the edge of the site, a road or trail, or piled merchantable wood on the site.

7) No debris from the site can be pushed off the site or to the edge of the site or against any standing trees or wildlife clumps or into lowland types on the site or adjacent to the site.

8) The County by agreement with the vendor may designate that clumps of 10 trees be left standing for wildlife use. Wildlife clumps will not exceed 10 trees or be larger than 50 feet in diameter or be closer than 100 feet to the edge of the site. Brush and saplings will not be disturbed within the wildlife clump.

9) The entire site within the boundaries shall be treated except those areas determined by the inspector to be too low or too wet or too steep (slopes greater than 30%).

H. ROLLER CHOPPING

The vendor will use drum chopper to crush and smash all slash and brush on site according to the following specifications.

1) Drum chopper will be at a minimum 10 feet in width and weigh a minimum of 20,000 pounds.

2) Attempts shall be made to cover the entire site so as to break off small tree saplings and dense brush. Double pass may be required to accomplish site objectives.

3) Live spruce or red pine greater than 16" diameter will be left standing and undamaged unless otherwise indicated. All cedar, oak, and white pine will be left standing and undamaged regardless of their size

4) The County by agreement with the vendor may designate that clumps of 10 trees be left standing for wildlife use. Wildlife clumps will not exceed 10 trees or be larger than 50 feet in diameter or be closer than 100 feet to the edge of the site. Brush and saplings will not be disturbed within the wildlife clump.

5) The entire site within the boundaries shall be treated except those areas determined by the inspector to be too low or too wet or too steep (slopes greater than 30%).

I. THE COUNTY AGREES TO

1) Flag or paint all site boundaries where confusion may arise.

2) Flag all survey pipes and bearing trees within or near the sites upon request by the vendor.

3) Provide the vendor with site maps showing the location of site boundaries, survey markers, designated roads and trails, and significant features.

4) Make on-site inspections on a regular basis or at the request of the vendor.

5) Inspect the sites to determine compliance with specifications and to determine acreage adjustments before payment is made.

J. INSPECTIONS AND PENALTIES

1) The vendor shall appoint a representative who shall be available to meet with the inspector to discuss work progress.

2) The contract is expected to be completed by the dates indicated. A sum of $150.00 will be deducted for each day beyond the deadline that work is not completed at the discretion of the County.

3) A sum of $300.00 will be deducted from the quote price for each survey pipe or bearing tree disturbed by the vendor, and the actual cost to re-establish the damaged pipe or tree will be deducted from the payment to the vendor.

4) A sum of $100.00 will be deducted from the quote price for each instance where used engine or hydraulic oil is deposited on the site or roads. Used oil must be deposited at collection centers and not dumped on the site.

5) A sum of $100.00 will be deducted from the quote price for each instance of littering by the vendor on the site. Empty oil cans, filters and other refuse cannot be left on the sites.

6) The vendor will be liable for all damages to merchantable piled wood on landings within the site or for all other unauthorized damages done.

8) Private gates or cables restricting access will not be damaged or gone around or gone through unless permission is obtained from the private landowner.

K. PAYMENT

1) Payment will be made only for acres treated according to specifications as determined from field observation and aerial photography. Final payment will not be made until after treatment has been verified. All sites will be flown to determine the actual area treated and to locate skips if they are present. Any skips within the treated area will be deducted from the payment acreage at the quote rate.

2) Payment can only be made on sites that are fully completed by the payment cutoff date. Partially completed sites cannot be paid for.

3) Payment cutoff dates are monthly and will be given to the vendor upon request. Billings submitted by the vendor must be received by the County ten (10) days before the cutoff date to allow sufficient time for inspection of the sites by the County.

4) Penalties for infractions, under J. INSPECTIONS AND PENALTIES, will be deducted from the quote price for each site.

To the extent that any term in this attachment conflicts with any contract term or condition, the terms and conditions of the contract shall prevail over the attachment.

ATTACHMENT B
PROJECT FORM FOR SITE PREPARATION

Quotes must include all items. Contract will be awarded based on lowest total contract cost.

2026 Site Preparation

Item 1	Ground application of herbicide. Site prep on 329 acres* Release on 47 acres*	Per Acre Rate $ 97 Total Project Cost $ 36472
Item 2	Disc Trenching with V-Rake 338 acres*	Per Acre Rate $ 109 Total Project Cost $ 36842
TOTAL CONTRACT COST FOR 2026 (Combined Total for Items 1 & 2)		**$** 73,314
Item 3	Summer Roller Chopping (if needed)**	Per Acre Rate $ $165
Item 4	Winter Disc Trenching (if needed)**	Per Acre Rate $ $165
Item 5	Winter Roller-Chopping (if needed)**	Per Acre Rate $ $150
Item 6	Forest Road Spraying (if needed)**	Per Mile Rate $ $470
Item 7	Winter V-Raking (if needed)**	Per Acre Rate $ $225

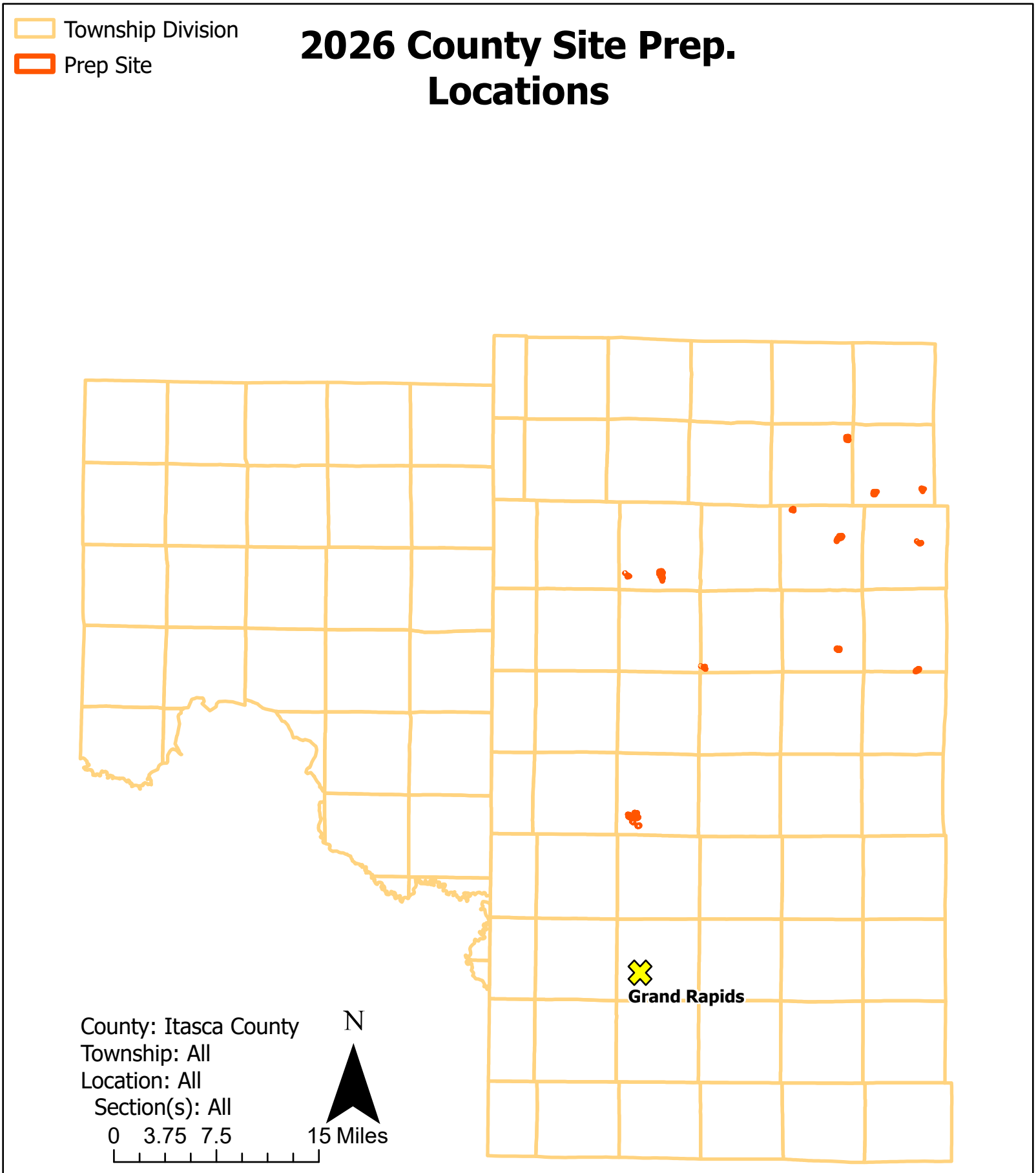
**These acres are subject to change with additional acres being added or acres being removed.*
***Do not include these items in total contract cost for 2026.*

Company: Future Forests Inc
Owner: George Swanson
Address: 72230 Beaver Trail Rd
Askov MN 55704
Telephone: 320-838-3473
Email: marges@frontier.com
Signature: George Swan

This form must be completed and returned in a sealed envelope plainly marked:

"SITE PREPARATION - 2026"

2026 County Site Prep. Locations



ATTACHMENT B
PROJECT FORM FOR SITE PREPARATION

Quotes must include all items. Contract will be awarded based on lowest total contract cost.

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This form must be completed and returned in a sealed envelope plainly marked:

"SITE PREPARATION - 2026"

ITASCA COUNTY
BOARD OF COMMISSIONERS
Itasca County Courthouse
123 NE 4th Street
Grand Rapids, MN 55744

Tuesday, February 17, 2026

REQUEST FOR BOARD ACTION: RBA-2026-81

DEPARTMENT: Land Department
TIME REQUESTED: < 5 Minutes
PRESENTER: Michael Gibbons, Jesse Lehner

AGENDA ITEM:
Contract Award - Tree Planting 2026

BOARD ACTION REQUESTED:
Award 2026 Tree Planting Contract to Thomas Forestry in the amount of $20,164.17 to be paid from the Forest Resource Fund 12 and authorize necessary signatures.

BACKGROUND: Quotes have been solicited for tree planting on 311 acres of tax-forfeited trust land that were prepared for tree planting in 2025. The results are below:

Vendor	Total Project Cost
• Thomas Forestry	$20,164.17 project total
• Great Lakes Forestry LLC.	$22,490.81 project total
• Superior Forestry Services, Inc.	$23,253.42 project total
• Mustang Forestry	$28,944.00 project total

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:
1. 2026 Tree Planting Contract_PENDING SIGNITURES
2. Thomas Forestry - 2026 Bid

RESULT:	**APPROVED (3 to 0)**
MOVER:	Commissioner Terry Snyder
SECONDER:	Commissioner Larry Hopkins
AYES:	Cory Smith, Terry Snyder, Larry Hopkins
ABSENT:	John Johnson, Casey Venema

County of Itasca, Minnesota
Service Contract

A.1 DATES AND PARTIES

A.1.1 THIS CONTRACT, made this 11th day of February 2026, by and between the County of Itasca, herein called the "County," and Thomas Forestry, a corporation organized and existing under the laws of the State of Minnesota, located at 682 Swenson Rd. SE, Bemidji MN, 56601, herein called the "Vendor."

B.1 AGREEMENT

B.1.1 NOW, THEREFORE, it is mutually agreed that, in consideration of the payments to be made to said Vendor, subject to the conditions, hereinafter set forth, the County shall purchase **1** services from said Vendor, upon terms and at the agreed price(s), and the Vendor shall perform said services all in accordance with the specifications of County as set forth in the Special Conditions of this Agreement.

C.1 TERM OF CONTRACT

C.1.1 The term of this Contract is from **April 1, 2026** to **June 1, 2026**, inclusive. The Contract may be extended if provided for in the Special Conditions. **Specific project dates are defined in Attachment A.**

D.1 SPECIAL CONDITIONS

D.1.1 This Contract is subject to such special conditions as are set forth in the Special Conditions Supplement attached hereto and made a part hereof and marked **Attachment A**.

E.1 CONTRACT AMOUNT

E.1.1 This Agreement when fully completed and fulfilled on the part of said Vendor to the satisfaction of the County or its duly authorized agent, is estimated to be $20,164.17 for the current term.

F.1 INCREASE

F.1.1 No increases to the above said Contract amount will be allowed to the Vendor during the term of this Contract unless provided for in the Special Conditions or mutual agreement of the parties.

G.1 PAYMENT

G.1.1 The County does hereby agree, to pay said Vendor as services are performed to the satisfaction of the County, or its duly authorized agent, 1 payment of $20,164.17, or as indicated in the Special Conditions. Payment terms of this Contract are Net 30.

H.1 GUARANTEE

H.1.1 The Vendor further agrees to guarantee all materials and parts supplied under this Contract against inferiority as to specifications, such guarantee to be unconditional. Failure or neglect of the County or its designated representative to require compliance with any term or condition of this Contract or the specifications shall not be deemed a waiver of such term or condition.

I.1 BOND

I.1.1 Minnesota Statute 574.26 requires the vendor to furnish a Performance Bond and a Labor & Materials Payment Bond in the full amount, for any contract over $75,000, in favor of the County, to protect the County against any breach of contract. The surety company providing the bond(s) must be registered to do business in the State of Minnesota and be satisfactory to the County.

J.1 INSURANCE

J.1.1 The following insurance must be maintained for the duration of this Contract. A Certificate of Insurance for each policy which lists Itasca County as a certificate holder and as an additional insured must be on file with the Itasca County Risk Management Department within 10 days of execution of this Contract and prior to commencement of any work under this Contract. Each certificate must include a 30-day notice of cancellation, nonrenewal, or material change to all named and additional insureds.

J.1.2 The County reserves the right to terminate, suspend or rescind any contract not in compliance with these requirements and retains all rights thereafter to pursue any legal remedies against Contractor. All insurance policies shall be open to inspection by the County, and copies of policies shall be submitted to the County upon written request. All subcontractors shall provide evidence of similar coverage.

J.1.3 General Liability Insurance

J.1.3.1

	Limit
General Aggregate	$3,000,000
Products-Completed Operations Aggregate	$3,000,000
Personal and Advertising Injury	$1,500,000
Each Occurrence:	
Combined Bodily Injury and Property Damage	$1,500,000

J.1.3.2 Policy shall contractors and subcontractors, and contractual liability.

J.1.3.3 **Itasca County must be named as certificate holder and an additional insured.**

J.1.4 Automobile Liability Insurance

J.1.4.1

	Limit
Automobile Liability - Combined single limit each occurrence for bodily injury and property damage covering owned, non-owned and hired automobiles	$1,500,000

J.1.4.2 Must cover owned, nonowned and hired vehicles.

J.1.5 Workers' Compensation Per Statutory Requirements

J.1.5.1 Vendor must maintain statutory limits. Itasca County reserves the right to rescind any contract not in compliance with these requirements and retains all rights thereafter to pursue any legal remedies against bidder. If the Contractor is based outside the State of Minnesota, coverage must apply to Minnesota laws.

J.1.6 Employer's Liability

	Limit
J.1.6.1 Bodily injury by:	
Accident - Each Accident	$500,000
Disease - Policy Limit	$500,000
Disease - Each Employee	$500,000

J.1.7 Professional Liability Insurance [For Professional Services Contracts Only]

J.1.7.1 Provider shall maintain at its sole expense a valid policy of insurance covering professional liability, arising from the acts or omissions of Provider, its agent and employees in the amount of not less than $500,000 per claim and $3,000,000 annual aggregate. (These suggested limits should be reviewed on a cases by case basis)

J.1.8 Indemnification Clause

J.1.8.1 Except as may be caused by the sole negligence of the County or its employees, Contractor shall indemnify and save harmless Itasca County, its employees, and its agents from all claims, actions, demands, and judgments of any kind arising in whole or in part from any act or omission of Contractor, is subcontractors, and their agents, servants, or employees, incidental to the performance of the Contract and from all expenses in connection with such claims, actions, demands and judgments, and shall assume, without expense to the County, the defense of any such claims, actions, demands and judgments, irrespective of whether it is alleged, claimed, or proved in connection with such act or omission that negligence of the County or its representatives caused or contributed thereto.

J.1.8.2 Contractor agrees, that in order to protect itself and the County under the indemnity provisions set forth above, it will at all times during the term of this Agreement keep in force policies of insurances indicated in paragraph entitled, “INSURANCE.”

J.1.8.3 This provision is not intended to create any cause of action in favor of any third party against the Contractor or the County or to enlarge in any way the Contractor’s liability, but it is intended solely to provide for indemnification of the County from liability for damages or injuries to third persons or property arising from the Contractor’s or the Contractor’s agents’ performance hereunder.

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

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

K.1 UNAVOIDABLE CIRCUMSTANCES

K.1.1 The Vendor shall not be held responsible for damages caused by delay or failure to perform hereunder, when such delay or failure is due to fires, strikes, acts of God, legal acts of the public authorities, or delays or defaults caused by public carriers, or acts or demands of the Government in time of war or national emergency.

L.1 RIGHT TO TERMINATE

L.1.1 County reserves the right to terminate this Contract immediately, at any time during the contract period for failure of Vendor to perform as specified in the Special Conditions, or to the reasonable satisfaction of County, upon notification to Vendor.

M.1 ASSIGNMENT

M.1.1 Vendor shall not enter into any subcontract for performance of any services contemplated under this Contract, nor assign any part of this Contract, without the prior written approval of the County and subject to such conditions and provisions as the County may deem necessary. The Vendor shall be responsible for the performance of all subcontractors.

N.1 INDEMNIFICATION

N.1.1 Vendor shall indemnify, hold harmless and defend the 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 or employees may hereafter sustain, incur or be required to pay, arising out of or by reason of any act or omission of Vendor, its agents, servants or employees, in the execution, performance, or failure to adequately perform Vendor's obligations pursuant to this Contract.

O.1 COMPLIANCE WITH LAWS

O.1.1 Vendor shall abide by all Federal, State and local laws, statutes, ordinances, rules and regulations now in effect or hereinafter adopted pertaining to this Contract or to the facilities, programs and staff for which Vendor is responsible.

P.1 RECORDS AUDITING AND RETENTION

P.1.1 Vendor's books, records, documents, papers, accounting procedures and practices, and other evidences relevant to this Contract are subject to the examination, duplication, transcription and audit by the County and either the legislative or State Auditor, pursuant to Minn. Stat. § 16C.05, subd. 5. Such evidences are also subject to review by the Comptroller General of the United States, or a duly authorized representative, if federal funds are used for any work under this Contract. Vendor agrees to maintain such evidences for a period of six (6) years from the date services or payment were last provided or made or longer if any audit in progress required a longer retention period.

Q.1 WAIVER

Q.1.1 Any waiver by either party of any provision of this Contract shall not imply a subsequent waiver of that or any other provision.

R.1 MODIFICATIONS/AMENDMENT

R.1.1 Any alterations, variations, modifications, amendments or waivers of the provisions of this Contract shall only be valid when they have been reduced to writing, and signed by authorized representative of the County and Vendor.

S.1 SEVERABILITY

S.1.1 The provision of this Contract shall be deemed severable. If any part of this Contract is rendered void, invalid, or unenforceable, such rendering shall not affect the validity and enforceability of the remainder of this Contract unless the part or parts which are void, invalid or otherwise unenforceable shall substantially impair the value of the entire Contract with respect to either party.

T.1 FINAL AGREEMENT

T.1.1 This Contract is the final expression of the agreement of the parties and the complete and exclusive statement of the terms agreed upon, and shall supersede all prior negotiations, understandings or agreements. There are

no representations, warranties, or stipulations, either oral or written, not herein contained.

U.1 EXECUTION

U.1.1 IN WITNESS WHEREOF, the County has caused this Contract to be signed by its duly authorized officers and the Vendor has hereunto set its hand.

Dated this _____ day of _____, _____.

(Vendor Name)

By: _____
Its _____

COUNTY OF ITASCA, MINNESOTA

By: _____
Its_____

By:_____
Its_____

ATTACHMENT A
PROJECT SPECIFICATIONS - TREE PLANTING 2026

I. VENDOR TO PLANT TREES

Subject to the terms and conditions stated below the Vendor will plant seedling trees supplied by Itasca County on various plantable acres located within Itasca County, Minnesota.
The approximate total number of seedlings to be planted and the actual size of areas to be planted are set forth in Attachment B.
Tracts will be awarded to the lowest quote based on total project cost. The term "tract size" as used herein shall mean that total land area within the planting area, which includes implantable areas occupied by brush clumps, logging debris, and general physical barriers, or wet areas.

II. SPECIFICATIONS FOR SEEDLING TREE CARE

The practices outlined below are required to ensure that healthy seedlings are planted. All seedlings shall be handled according to these specifications. Any act contrary to these practices, or their intent, shall result in a penalty equal to the value of the trees involved, or a contract violation fine of $25.00.
After taking possession of seedling trees, the Vendor shall plant such trees as quickly as possible. Storage time for such trees shall be as short as possible, especially at planting sites.
All necessary storage for periods of time greater than one (1) hour shall be in a cool, shaded location where trees will be protected from vandalism, theft, animal damage, and exposure to excessive sun or drying wind. The County will determine where seedlings will be dropped off and stored on a site by site basis, with emphasis on maintaining seedling health and integrity.
If the Vendor notices mold, dryness of roots, or other evidence of injury or decay to the seedling at any time, it must be reported to the County and such trees shall not be planted without approval of the County.
The Vendor shall not root prune, top prune or cull trees. If it appears to the Vendor that such treatment is necessary, he/she will report to the County, who will provide approval to the Vendor to do the necessary work before the trees are planted.
Containerized seedlings come plugged, wrapped, and boxed. Seedlings shall be kept in the boxes until the immediate time of planting. The Vendor should understand containerized seedlings are size 311 for red pine, white pine, and jack pine, and size 411B for white spruce.
Bareroot seedlings come root pruned and boxed. Seedlings shall be kept in the boxes until the immediate time of planting.
Seedlings shall be stored in the planting bags during the planting operation and shall not be stored "in hand". A single seedling shall be removed from the planting bag at each planting location. Planters carrying multiple seedlings shall be subject to a contract violation fine of $25.00 per occurrence.

III. SPECIFICATIONS FOR PLANTING

The Vendor shall carefully plant the trees on the areas designated and in accordance with the following conditions and specifications to ensure high survival:

A. Trees are to be planted in rows, spaced uniformly at intervals designed to meet total number of seedlings as outlined on the Site Summary. On sites prepared by disc trenching, planting location will vary with soil conditions; some sites will require that seedlings be planted at the base of the trench, while other sites will require that seedlings be planted on the overturned berm. The County at each planting site will define the location, and the Vendor will be required to make appropriate adjustments.
Uniform spacing will be of less importance than planting in the best locations for survival. For this reason, trees may be planted at intervals up to approximately one (1) foot more or less than normal. The objective will be to establish by this planting a total tree stand where all trees are well distributed within the spacing specifications. NOTE: Spacing is based on a horizontal plane. Jack pine shall be planted at 1000 trees/acre (5 feet by 8 feet spacing), all others at 850 trees/acre

(6 feet by 7 feet spacing), unless stated otherwise by County personnel.
Fill plants are sites that have been planted and stocking is such that additional trees are required to bring stocking levels up to acceptable levels. Planters are to plant trees 7 to 8 feet from existing live planted trees. The goal is to fill in the holes so the site is evenly planted across the site meeting stocking goals.

B. Trees shall not be planted in the following locations:
    1. In rodent colonies or mounds of loose soil subject to unusual dryness or erosion.
    2. In abnormal depressions subject to filling with soil, water, or debris.
    3. In rotten wood.
    4. In game trails.
    5. On any filled ground supporting a permanent roadbed, on water-bars across cart-roads, or on access roads.
    6. On areas within approximately six (6) feet from the outer edge of an access trail or ten (10) feet from a system road.
    7. On exposed rock.
    8. In designated wildlife openings.
    9. Closer than two (2) feet from one another. (Including pre-existing trees of suitable species).

C. All planted tree seedlings shall be erect and planted perpendicular to a horizontal plane and not perpendicular to the slope of the ground. Planting holes shall likewise be vertical. Itasca County understands that any tool can result in well planted trees if used properly. However, consistent misuse of tools by the Vendor that result in seedlings planted at angles less than 70 degrees from horizontal will result in a requirement to use other tools more suitable to the techniques of the Vendor's crews.

D. Seedlings shall be set firmly enough in the ground that if they are given a tug on the stem, the tree will not be loosened. The root collar on each planted tree shall be at mineral soil level, with an acceptable tolerance of up to a maximum of 1/2" below mineral soil level. There shall be no stem or root damage resulting from planting, including scuffing bark, crushing buds, and tearing roots. Planting holes shall be deep enough to accommodate the full length of the plug root mass, and each plug must be fully inserted into the hole with the root plug extending vertical and with approximately 1/2" of mineral soil over the planted plug.
It shall not be acceptable practice to bend the plug root mass of a seedling to force it into a shallow planting hole.

IV. WEATHER CONDITIONS

In instances of periods of severe drought, extended unseasonably hot and dry weather, or unseasonably cold and snowy weather, the County may temporarily suspend planting operations. If this suspension of operations extends 7 days or more, the County and the Vendor shall review the Plan of Work and arrive at a mutually agreeable completion schedule.

V. SPECIAL CONSIDERATIONS

The County will assist the Vendor in location of each tract. The County will haul the seedlings daily to drop points designated by the County to the planting areas located and noted on the project maps. The Vendor will be responsible for the distribution of seedlings and gathering up of the seedling bags and boxes. The Vendor will return unplanted seedlings, empty bags, boxes, and containers to the drop points upon completion of the site. Empty boxes shall be bundled to facilitate handling and bags shall be consolidated. Failure to return boxes or bags shall result in a penalty to be charged to the Vendor equal to the cost of County personnel doing this task, including labor and mileage. Vendor will provide supervision for his/her workers and shall provide a non-

planting foreman for each crew. The foremen will relay instructions, and directions from the County personnel to the crew. This foreman shall be the liaison in contract interpretations and is to relay planting problems to the crew. This foreman must be able to effectively communicate in fluent English to County administrator and with the crews in their primary languages. Itasca County requires a crew of ten (10) planters plus a non-planting foreman. The foreman must record the number of trees planted in 1/100th acre fixed radius plots at a density of 1 plot per every two acres. The data collected will be given to the forester as each site is completed. The foreman is responsible for achieving the target planting density.

VI. LABOR, EQUIPMENT, AND MATERIALS

The Vendor shall provide all of the labor, supervision, transportation, equipment, and tools of design necessary to plant according to specifications. Tree seedlings are provided by the County.

VII. INSPECTION, ACCEPTANCE, COMPENSATION AND PENALTIES

The County will make inspections of the Vendor's operations to verify compliance with the specifications of this contract. Actions by the Vendor, or the Vendor's employees, which are in direct deviation from the requirements of this contract will result in a fine of twenty-five dollars ($25.00) per occurrence.
The County will maintain records of the number of seedling trees provided to Vendor for planting. For all sites, planting records shall be based on compilation of nursery delivery receipts, less any corrections on deficiencies noted by the County.
Vendor shall be paid the amounts specified in the Site Summary for planting done to contract specifications as verified and inspected, reduced or increased by any adjustments or penalties as provided herein.
Acreages listed in the Site Summary are assumed to be correct. Should Vendor find a discrepancy between actual acreages and tract acreages listed in this contract, Vendor may request written clarification by the County prior to the commencement of work.
Vendor will be paid for only those acres planted, which may be less than the tract size. The County may make adjustments to the unit map at the time of the planting and will inform as to the acres planted.
The County may subtract sites from the contract at its own discrepancy. Should sites be added, there must be mutual agreement between the County and Vendor.
If Vendor does not perform to specifications it is agreed:

A. If the County determines from inspection of representative cross sections of planted areas that over 8% of the planted trees are deficient in specifications set forth in Subsection III, Specifications for Planting, the County may then elect between the following penalties, for application to both the inspected section and the entire area represented thereby, and Vendor agrees hereby to comply with that decision:
    1. The payment to Vendor may be reduced by an amount representative of the number of trees not planted to specifications in excess of 8% of the total planted, at a rate equal to 2% reduction for each 1% unacceptably planted seedlings.
    2. Vendor will replant the area as necessary to bring it into compliance with planting specifications, with no additional compensation and no extensions of time.

B. If the County determines from inspection of a representative cross section of planted areas that the trees per acre are not within the specified spacing, plus or minus 50 trees per acre, the County may then elect between the following penalties, for application to both the inspected section and the entire area represented thereby, and Vendor agrees hereby to comply with that decision:
    1. The payment to Vendor may be reduced by an amount representative of the number of trees over or under the trees per acre specified. This reduction of payment may be added to any reductions made under the provisions of this contract. Over or under planting will

result in a charge to Vendor for the cost of stock that is over or under the acceptable limits.

2. Vendor will replant the area as necessary to bring it into compliance with planting specifications, with no additional compensation.

C. In addition to the other remedies and rights of the County provided here, the County may deduct from Vendor's payment $1.00 per tree found by the County to have been lost, misplaced, or discarded by Vendor or its employees. It is understood that seedling trees found on an inspection plot may be deemed to be representative of the number of seedling trees lost, misplaced, or discarded in the area of operation unless the County determines that the number of trees lost, misplaced, or discarded is greater. Nothing herein shall preclude the County from terminating this agreement if Vendor permits seedling trees to be discarded by Vendor's employees.

Garbage including papers, cans, bottles, and all other types of refuse shall be removed or disposed of to the satisfaction of the County. If the County must clean up such items on the tract, Vendor will be liable and shall be billed for all costs.

VIII. TERM

It is understood and agreed that Vendor will start work hereunder on or approximately April 27, 2026 and will perform the work diligently during all normal workday periods when weather and soil conditions will permit the planting of trees to specifications, to the end that the trees will be planted over the shortest possible period of time. If the Vendor has not begun work within five days of original start date that has been agreed upon during the Plan of Work, then the Vendor is in contract violation for everyday until work begins and will be penalized at a rate of $50 dollars per day until planting begins. The County must approve weekend work schedules in advance. Seedlings shall be planted according to a consistent schedule determined in the Plan of Work and be completed by May 15, 2026. At any time the work falls substantially behind the schedule in the Plan of Work, the County reserves the right to award some or all sites to an alternate Vendor. Any additional expense involved in this action shall result in fines to the Vendor equal to these expenses.

It is understood that the starting date of this contract is dependent on frost free planting sites and the ability of the nursery to lift and deliver seedlings. Should the starting date be delayed by Itasca County for more than 7 calendar days, extensions to the completion dates may be granted. Extensions shall not exceed one day for each day of delay beyond the seven-day grace period.

IX. FIRE PREVENTION

Vendor agrees to comply with all laws and regulations governing fire hazards of the State of Minnesota and United States, and will conduct operations with extreme care to avoid creating fire hazards and to prevent the start or spread of fires. In the event a fire occurs on a site during contracted operations, Vendor shall use every reasonable effort to extinguish any such fire. Vendor will comply with any of the County's requirements in these respects, which may reasonably exceed those established by public law or regulation.

Subject to regulations of the State and/or direction of the County, Vendor will shut down or suspend operations during periods when the risk of fire becomes hazardous as a result thereof, and will conform to all other fire prevention measure being practiced by the County in its nearby operations. Vendor shall build no warming fires without the specific permission of the State Fire Warden at locations approved by the County and shall completely extinguish any such permitted warming fires immediately after its necessary use.

X. ORAL STATEMENTS

It is understood and agreed that the written terms and provisions of this contract shall supersede all oral statements or representations of the County, and oral statements shall not be effective or be construed as

being a part of this Contract. Any information provided to the Vendor by the County or its representative regarding site conditions and limitations is for general information only and shall not be relied upon by the Vendor as a representation of existing conditions or limitations. Submission of sealed bid creates a conclusive presumption that the Vendor expressly assumes this risk.

XI. SUBCONTRACTORS

Vendor shall not enter into any subcontract for performance of any services contemplated under this contract nor assign any interest in the contract without the prior written approval of the County and subject to such conditions and provisions as the County may deem necessary.

Any agreement between the Vendor and any subcontractor shall obligate the subcontractor to comply with the general terms of this contract. The Vendor shall be responsible for the performance of all subcontractors.

XII. PERFORMANCE BOND

The Vendor shall provide to the County a performance bond or certified check for 10% of the contract value within 10 working days of award of the Contract. Certified checks shall be made payable to Itasca County. This Bond is to ensure satisfactory completion of the contract, and shall be surrendered to the County if the Vendor's obligations under this Contract are not met, including but not limited to: 1) time of completion, 2) proper planting, or 3) planting density.

XIII. INSURANCE & WORKERS COMPENSATION

See Service Contract

XIV. OTHER REQUIREMENTS - STATE AND FEDERAL

All tree planting Vendors are governed by various State and Federal regulations. It should be expected that the Vendor will be inspected by the U.S. Department of Labor, or other regulatory agencies, for compliance with these requirements. Specific regulations may include, but are not limited to the following:

Fair Labor Standards Act (FLSA). Regulations applicable to wages, hours of work and minimum age for workers.

McNamara-O'Hara Service Contract Act (SCA). Regulations applicable to wages, benefits and overtime.

Migrant and Seasonal Agricultural Worker Protection Act (MSPA). Regulations applicable to registration with the U.S. Department of Labor, wages, terms of work, transportation, insurance, housing, and field sanitation.

Further information on these and other State and Federal requirements for tree planting Vendors may be obtained for the U.S. Department of Labor.

XV. PRE-WORK CONFERENCES

By April 13, 2026, the Vendor shall contact the County and develop, upon mutual agreement, a Plan of Work, which shall include an approximate schedule for beginning the contract and a daily estimate of progress. This Plan of Work will allow the County to arrange for stock deliveries and manpower to meet the Vendor's needs. Significant deviations from this work plan may result in insufficient stock available to meet the needs of the Vendor or the Vendor falling substantially behind schedule. If the Vendor falls substantially behind schedule for whatever reason, the County may take action as outlined in this contract. Prior to start of this contract, the Vendor and its employees shall meet at a time that is mutually agreeable to discuss the terms of this Contract. This conference may be done "on site" at the first tract.

To the extent that any term in this attachment conflicts with any contract term or condition, the terms and conditions of the contract shall prevail over the attachment.

Thomas Forestry

ATTACHMENT B
TREE PLANTING PROJECT FORM-2026
Quotes must include all sites.

INITIAL PLANTS

Plantation Code	Legal	Acres	Species	Target Seedlings/Acre	Number of Seedlings	Price per 1000 Seedlings	Site Cost
26-01	61-22-28	25.8	Red pine	850	21,930	78.00	1710.54
26-02	59-23-32	14.7	Jack pine	1000	14,700	78.00	1146.60
26-03	53-24-02	16.8	White spruce	750	12,600	78.00	982.80
26-04	60-23-18	24.4	Red pine	850	20,740	78.00	1617.72
26-05	60-23-12	22.6	Red pine	850	19,210	78.00	1498.38
26-06	60-23-18	24.7	Red pine	850	20,995	78.00	1637.61
26-07	62-23-19	21.9	Red pine	850	18,615	78.00	1451.97
26-08	59-24-05	23.8	Red pine	850	20,230	78.00	1577.94
26-09	58-24-19	28.5	Red pine	850	24,225	78.00	1889.55
26-10	60-23-15	13.3	Jack pine	1000	13,300	78.00	1037.40
26-11	54-23-18	11.7	Red pine	850	9,945	78.00	775.71
26-12	60-24-13	12.3	Jack pine	1000	12,300	78.00	959.40
26-13	56-25-02	27.4	Red pine	850	23,290	78.00	1816.62
26-14	60-24-21	4.7	Red pine	850	3,995	78.00	311.61
26-15	53-24-13	4.9	Jack pine	1000	4,900	78.00	382.20
26-16	53-24-13	1.4	White spruce	750	1,050	78.00	819.00
27-17	60-23-04	19.4	Red pine	850	16,490	78.00	1286.22

* No disc trenches

FILL PLANTS

Plantation Code	Legal	Acres	Species	Target Seedlings/Acre	Number of Seedlings	Price per 1000 Seedlings	Site Cost
	Total Acres	298.3		Total Seedlings	258,515		

TOTAL CONTRACT VALUE: $20,164.17

Continued next page

ATTACHMENT B
PROJECT FORM - TREE PLANTING 2026
continued

Company: Thomas Forestry

Owner: Amy Thomas

Address: 682 Swenson Rd SE
Bemidji MN 56601

Telephone: 218-407-7286

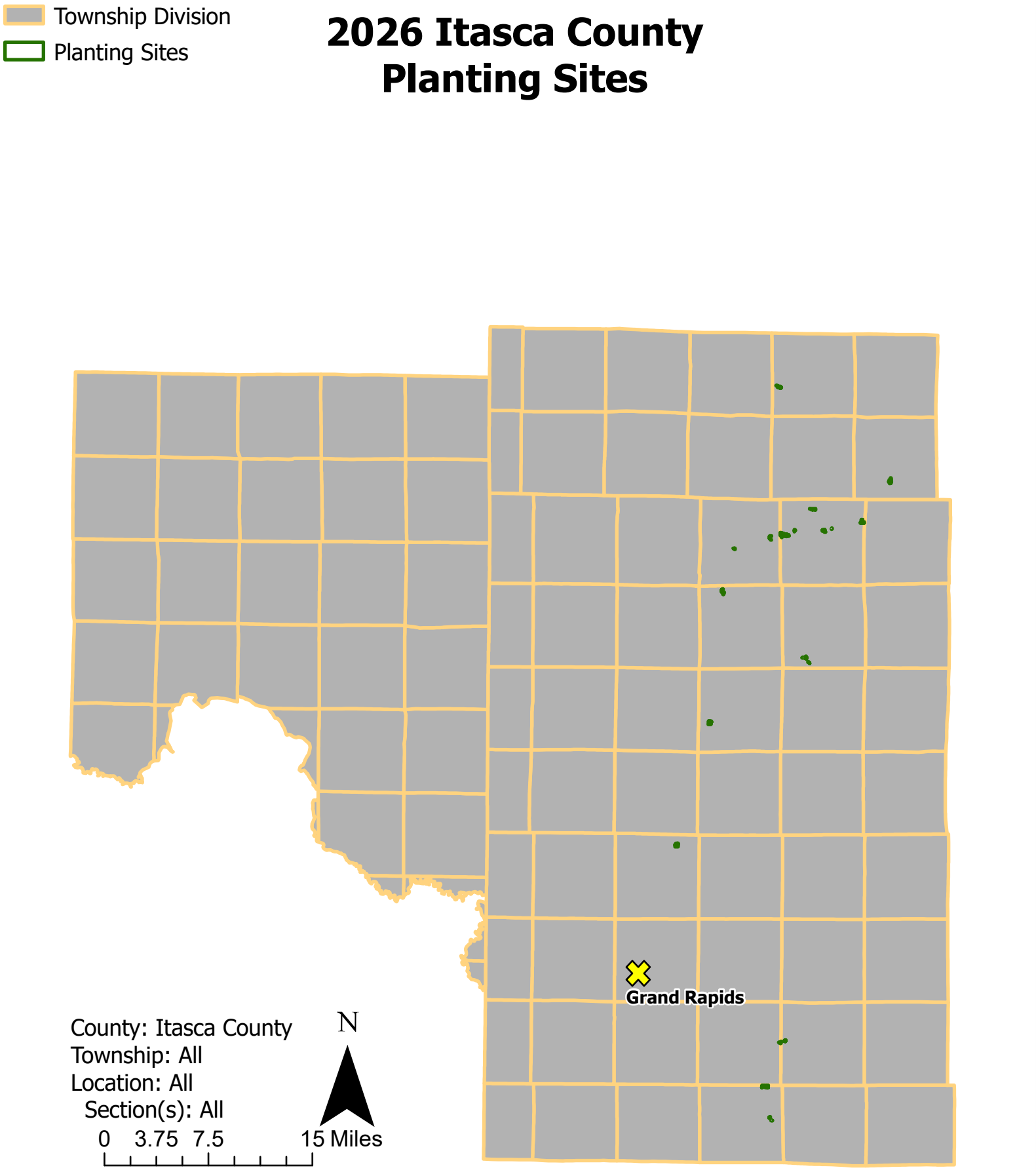
Email: CONTACT@THOMASFORESTRY.com

Signature:

This form must be completed and returned in a sealed envelope plainly marked:

"TREE PLANTING 2026"

2026 Itasca County Planting Sites



Thomas Forestry

ATTACHMENT B
TREE PLANTING PROJECT FORM-2026
Quotes must include all sites.

INITIAL PLANTS

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26-03	53-24-02	16.8	White spruce	750	12,600	78.00	982.80
26-04	60-23-18	24.4	Red pine	850	20,740	78.00	1617.72
26-05	60-23-12	22.6	Red pine	850	19,210	78.00	1498.38
26-06	60-23-18	24.7	Red pine	850	20,995	78.00	1637.61
26-07	62-23-19	21.9	Red pine	850	18,615	78.00	1451.97
26-08	59-24-05	23.8	Red pine	850	20,230	78.00	1577.94
26-09	58-24-19	28.5	Red pine	850	24,225	78.00	1889.55
26-10	60-23-15	13.3	Jack pine	1000	13,300	78.00	1037.40
26-11	54-23-18	11.7	Red pine	850	9,945	78.00	775.71
26-12	60-24-13	12.3	Jack pine	1000	12,300	78.00	959.40
26-13	56-25-02	27.4	Red pine	850	23,290	78.00	1816.62
26-14	60-24-21	4.7	Red pine	850	3,995	78.00	311.61
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26-16	53-24-13	1.4	White spruce	750	1,050	78.00	819.00
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* No disc trenches

FILL PLANTS

Plantation Code	Legal	Acres	Species	Target Seedlings/Acre	Number of Seedlings	Price per 1000 Seedlings	Site Cost
	Total Acres	298.3		Total Seedlings	258,515		

TOTAL CONTRACT VALUE: $20,164.17

Continued next page

ATTACHMENT B
PROJECT FORM - TREE PLANTING 2026
continued

Company: Thomas Forestry

Owner: Amy Thomas

Address: 682 Swenson Rd SE
Bemidji MN 56601

Telephone: 218-407-7286

Email: CONTACT@THOMASFORESTRY.com

Signature:

This form must be completed and returned in a sealed envelope plainly marked:

"TREE PLANTING 2026"

ITASCA COUNTY
BOARD OF COMMISSIONERS
Itasca County Courthouse
123 NE 4th Street
Grand Rapids, MN 55744

Tuesday, February 17, 2026

REQUEST FOR BOARD ACTION: RBA-2026-85

DEPARTMENT: Land Department
PRESENTER: Sara Thompson

TIME REQUESTED: < 5 Minutes

AGENDA ITEM:
Federal Recreational Trail Program (FRTP) Grant Approval and Acceptance

BOARD ACTION REQUESTED:
Adopt the Resolution Re: Blackberry Snowmobile Trail - Warba Project Federal Recreational Trails Program Grant Application, and authorize necessary signatures.

BACKGROUND:
Itasca County over the last year has been collaborating with the MN Department of Transportation (MnDOT) on the US Highway 2 reconstruction project within the City limits of Warba. The reconstruction project will impact the Blackberry snowmobile trail. MnDOT has provided an opportunity to include the trail corridor within the reconstruction project. MnDOT is requesting Itasca County to find funding in order to incorporate the trail corridor within this construction project. This construction project will occur in 2027. This will provide residents and visitors a much safer crossing across the bridge and keep the snowmobile trail through this community.

COUNTY ATTORNEY REVIEW: No

SUPPORTING DOCUMENTATION: None

02/17/2026

RESULT:	**PULLED FROM AGENDA**

ITASCA COUNTY
BOARD OF COMMISSIONERS

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

Tuesday, February 17, 2026

RESOLUTION

RE: BLACKBERRY SNOWMOBILE TRAIL - WARBA PROJECT

FEDERAL RECREATIONAL TRAILS PROGRAM GRANT APPLICATION

WHEREAS, Itasca County recognizes the importance of snowmobile trails to the local economy and supports the grant application made to the Minnesota Department of Natural Resources for the Federal Recreational Trail Grant Program, and

WHEREAS, Itasca County and the Greenway Snowmobile Club are looking to fund a collaborative project with the Mn Department of Transportation for the Blackberry Snowmobile Trail within the city limits of Warba, and

WHEREAS, a Federal Recreational Trail Grant Program grant is available to fund seventy-five (75) percent of the cost of the project under this grant, and

WHEREAS, Itasca County and the Greenway Snowmobile Club recognize the twenty-five (25) percent match requirement for the Federal Recreational Trail grant program, and are actively seeking matching funds, and

NOW, THEREFORE, BE IT RESOLVED, if Itasca County is awarded a grant by the Minnesota Department of Natural Resources, Itasca County agrees to accept the grant award, and may enter into an agreement with the State of Minnesota for the above referenced project and Itasca County will comply with all applicable laws, environmental requirements and regulations as stated in the grant agreement, and

BE IT FURTHER RESOLVED, that the applicant has read the Conflict-of-Interest Policy contained in the Trail Program Grant Manual and certifies it will report any actual, potential, or organizational conflicts of interest upon discovery to the state related to the application or grant award.

BE IT FURTHER RESOLVED, Itasca County hereby assures the Blackberry Snowmobile Trail will be maintained for a period of no less than 25 years as required by the Federal Recreational Trail Grant Program, and

BE IT FURTHER RESOLVED, that the Itasca County Auditor, 123 NE 4th St. Grand Rapids, MN 55744, be named as the fiscal agent for this grant.

ITASCA COUNTY
BOARD OF COMMISSIONERS
Itasca County Courthouse
123 NE 4th Street
Grand Rapids, MN 55744

Tuesday, February 17, 2026

REQUEST FOR BOARD ACTION: RBA-2026-86

DEPARTMENT: Land Department
PRESENTER: Sara Thompson

TIME REQUESTED: < 5 Minutes

AGENDA ITEM:
Federal Recreational Trail Program (FRTP) Grant Approval and Acceptance

BOARD ACTION REQUESTED:
Adopt the Resolution Re: Federal Recreational Trails Program Grant Application for the UPM/Blandin ATV/OHM Trail and Driftskipper Snowmobile Trail, and authorize necessary signatures.

BACKGROUND:
Itasca County, the Rapid Riders ATV Club, and the Driftskipper Snowmobile Club is working collaboratively to currently re-route the ATV/Snowmobile trail to improve safety by reducing 90 corners and minimize environmental impact by removing the corridor out of the floodplain of Moody Creek. This project will involve constructing a new bridge that will be wider and provide a safer crossing for the trail and the users.

COUNTY ATTORNEY REVIEW: No

SUPPORTING DOCUMENTATION: None

RESULT:	**APPROVED (3 to 0)**
MOVER:	Commissioner Terry Snyder
SECONDER:	Commissioner Larry Hopkins
AYES:	Cory Smith, Terry Snyder, Larry Hopkins
ABSENT:	John Johnson, Casey Venema

ITASCA COUNTY
BOARD OF COMMISSIONERS

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

Tuesday, February 17, 2026

RESOLUTION 2026-14

RE: FEDERAL RECREATIONAL TRAILS PROGRAM GRANT APPLICATION FOR THE UPM/BLANDIN ATV/OHM TRAIL AND DRIFTSKIPPER SNOWMOBILE TRAIL

WHEREAS, Itasca County recognizes the importance of ATV and snowmobile trails to the local economy and supports the grant application made to the Minnesota Department of Natural Resources for the Federal Recreational Trail Program Grant, and

WHEREAS, Itasca County, the Rapids Riders ATV Club, and the Itasca Driftskippers Snowmobile Club are looking at rerouting the ATV/Snowmobile trail and constructing a new bridge over Moody Creek on trails in southern Itasca County, and

WHEREAS, a Federal Recreational Trails Program grant is available to fund seventy-five (75) percent of the cost of the project under this grant, and

WHEREAS, Itasca County and the associated clubs recognize the twenty-five (25) percent match requirement for the Federal Recreational Trails Program grant, and that they have secured matching funds, and

NOW THEREFORE BE IT RESOLVED, if Itasca County is awarded a grant by the Minnesota Department of Natural Resources, Itasca County agrees to accept the grant award, and may enter into an agreement with the State of Minnesota for the above referenced project and Itasca County will comply with all applicable laws, environmental requirements and regulations as stated in the grant agreement, and

BE IT FURTHER RESOLVED, that the applicant has read the Conflict-of-Interest Policy contained in the Trail Program Grant Manual and certifies it will report any actual, potential, or organizational conflicts of interest upon discovery to the state related to the application or grant award.

BE IT FURTHER RESOLVED, Itasca County hereby assures the UPM/Blandin ATV/OHM Trail and Driftskippers Snowmobile will be maintained for a period of no less than 25 years as required by the Federal Recreational Trail Grant Program, and

BE IT FURTHER RESOLVED, that the Itasca County Auditor, 123 NE 4th St. Grand Rapids, MN 55744, be named as the fiscal agent for this grant.

RESULT:	**APPROVED (3 TO 0)**
MOVER:	Commissioner Terry Snyder
SECONDER:	Commissioner Larry Hopkins
AYES:	Cory Smith, Terry Snyder, Larry Hopkins
ABSENT:	John Johnson, Casey Venema

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 February 17, 2026 and that the same is a true and correct copy of the whole thereof.



Administrator

ITASCA COUNTY
BOARD OF COMMISSIONERS
Itasca County Courthouse
123 NE 4th Street
Grand Rapids, MN 55744

Tuesday, February 17, 2026

REQUEST FOR BOARD ACTION: RBA-2026-87

DEPARTMENT: Auditor / Treasurer
TIME REQUESTED: < 5 Minutes
PRESENTER: Gail Guck

AGENDA ITEM:
Commissioner Warrants

BOARD ACTION REQUESTED:
Approve the Commissioner Warrants with a check date of February 18, 2026, in the amount of $1,321,123.21.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION: None

RESULT:	**APPROVED (3 to 0)**
MOVER:	Commissioner Terry Snyder
SECONDER:	Commissioner Larry Hopkins
AYES:	Cory Smith, Terry Snyder, Larry Hopkins
ABSENT:	John Johnson, Casey Venema

ITASCA COUNTY
BOARD OF COMMISSIONERS
Itasca County Courthouse
123 NE 4th Street
Grand Rapids, MN 55744

Tuesday, February 17, 2026

REQUEST FOR BOARD ACTION: RBA-2026-75

DEPARTMENT: Human Resources
TIME REQUESTED: 5 Minutes
PRESENTER: Chair Smith

AGENDA ITEM:
Approval of the following job posting: one Highway Maintenance Worker.

BOARD ACTION REQUESTED:
Approve the posting of one Highway Maintenance Worker.

BACKGROUND:
The Transportation Department has requested authorization to post one Highway Maintenance Worker position.

In alignment with the County's updated job posting process, the department heads and supervisors met with the Classification / Job Posting Committee to present the operational need for filling these positions. The Committee reviewed the current workload, service impacts, and staffing levels and agreed to bring this recommendation forward to the County Board for consideration.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION: None

RESULT:	**APPROVED (3 to 0)**
MOVER:	Commissioner Terry Snyder
SECONDER:	Commissioner Larry Hopkins
AYES:	Cory Smith, Terry Snyder, Larry Hopkins
ABSENT:	John Johnson, Casey Venema

ITASCA COUNTY
BOARD OF COMMISSIONERS
Itasca County Courthouse
123 NE 4th Street
Grand Rapids, MN 55744

Tuesday, February 17, 2026

REQUEST FOR BOARD ACTION: RBA-2026-82

DEPARTMENT: Health & Human Services
TIME REQUESTED: < 5 Minutes
PRESENTER: Becky Lauer

AGENDA ITEM:
Family & Child Services Division 2025 Summary

BOARD ACTION REQUESTED:
Receive 2025 summary on Family & Child Services Division.

BACKGROUND:
Summary of 2025 Family & Child Services cases

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:
1. 2025 Year end Report to Board

02/17/2026

RESULT:	**INFORMATIONAL - NO ACTION TAKEN**

ITASCA COUNTY HEALTH AND HUMAN SERVICES
ITASCA RESOURCE CENTER
1209 SE 2nd Avenue, Grand Rapids, Minnesota 55744-3983
Hearing Impaired Number TDD: 218-327-5549
(218) 327-2941
Visit us at: www.co.itasca.mn.us

2025 Year End Summary

CHILD PROTECTION

TYPES OF CPS CASES OPENED

Jan-Dec	Family Assessment	Investigation	Facility Investigation	PSOP/CW	Total	Average/month
2018	254	158	31	91	534	44.5
2019	209	155	23	110	497	41.3
2020	196	96	14	73	379	31.6
2021	212	127	14	99	452	37.7
2022	144	131	21	66	362	30.2
2023	153	121	25	75	377	31.4
2024	128	96	5	84	319	26.6
2025	108	124	14	100	346	28.8

2025 Summary

- 2025: 346 new cases were opened and included 712 children.
  2024: 319 new cases were opened and included 680 children
  2023: 377 new cases were opened and included 992 children.
  2022: 362 new cases were opened and included 774 children.
  2021: 452 new cases were opened and included 863 children.

- 2025: Out of home placement occurred in 38 of the 346 cases (11% of total cases)
  ICHHS placed 49 children
  Probation placed 18 children
  2024: Out of home placement occurred in 47 of the 319 cases (15% of total cases)
  ICHHS placed 59 children
  Probation placed 19 children
  2023: Out of home placement occurred in 38 of the 377 cases (10% of total cases)
  ICHHS placed 54 children
  Probation placed 27 children.
  2022: Out of home placement occurred in 50 of the 362 cases (14% of total cases)
  ICHHS placed 81 children
  Probation placed 20 children
  2021: Out of home placement occurred in 44 of the 452 cases (9% of total cases)
  ICHHS placed 76 children
  Probation placed 15 children

Reasons for placement 2025

- 42% of the children were placed due to their own behaviors/delinquency
- 19% of the children were placed due to parental drug use
- 9% of the children were placed due to their own mental health concerns
- 7% of the children were placed due to physical abuse
- 5% of the children were placed due to neglect
- 18% of the children were placed due to environmental hazards, parental mental health or physical impairment, abandonment, parental incarceration, death of parent or the child's chemical use.

The top 4 reasons for placement have been consistent over the past three years. In 2025 we added an additional adoption social worker due to the high caseloads and length the cases stay open.

ADULT PROTECTION AND MENTAL HEALTH

	Adult Protection Cases opened	Commitment Cases opened
2018	64	63
2019	71	56
2020	69	50
2021	66	77
2022	85	52
2023	125	40
2024	135	53
2025	185	40

In January 2025 an additional staff was added to APS unit to address the rising number of APS cases.

Mental Health Court starting in February 2026, ICHHS will have a social worker on the team providing case management services.

The unit had continued turnover in 2025. We had 2 resignations in the unit. One of these positions remains open and a second opening will occur in May when another resignation is planned. The job of a child protection social worker involves tremendous amounts of stress and secondary trauma which results in high burnout.

Case aides play a crucial role in the daily work of the unit. We have 3 case aides currently and one open position.

Mental Health case management services continue to be contracted out to community agencies for both children and adults. Northland Counseling, North Homes and Compass North are adult provider agencies and Children's Mental Health, North Homes and Ross Resources are children's provider agencies. Rates are now set by DHS and no longer negotiated on the local level.

Respectfully submitted,

Becky Lauer

Family & Child Services Division Manager

ITASCA COUNTY
BOARD OF COMMISSIONERS
Itasca County Courthouse
123 NE 4th Street
Grand Rapids, MN 55744

Tuesday, February 17, 2026

REQUEST FOR BOARD ACTION: RBA-2026-83

DEPARTMENT: Transportation
TIME REQUESTED: 15 Minutes
PRESENTER: Rachel Metelak

AGENDA ITEM:
5 Year Plan for Highway Improvement Projects Presentation

BOARD ACTION REQUESTED:
Receive presentation on Transportation Department 5-year Plan for Highway Improvement Projects.

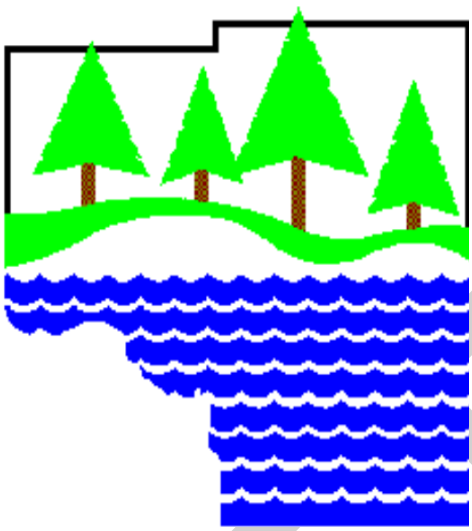
BACKGROUND:
The Transportation Department updates the 5-year Plan for Highway Improvement Projects on an annual basis. Attached is the draft plan for 2026 - 2030. Notice of this presentation was published in the Grand Rapids Herald Review and the Scenic Range News. Additionally, notice of the plan was sent to townships, cities and utility companies for their review and comment.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:
1. 2026 5-Year Plan Draft

02/17/2026

RESULT:	**INFORMATIONAL - NO ACTION TAKEN**



Itasca County

2026

5-Year Plan
For
Highway Improvement Projects

DRAFT

Itasca County Engineer
Karin Grandia
(218) 327-2853

January 30, 2026

Introduction

Itasca County annually reviews and updates the Five-Year Plan for Highway Improvement Projects. The annual review process allows the County Board and staff the opportunity to reassess the Highway Improvement Plan and to adjust due to changes in financial restrictions, highway conditions, public input, and goals and priorities.

The 2026 Five Year Plan is a flexible five-year action plan for bridge and highway projects. Only construction projects listed during the current year are funded.

- Notice -
Itasca County 5 Year Plan for Road and Bridge Construction Projects

Public input concerning the Itasca County 5 Year Plan for Road and Bridge projects will be accepted at the regularly scheduled County Board Work Session on February 17, 2026, in the County Board Room of the Itasca County Courthouse. County Board members will be available to hear verbal input. Written comment will be accepted at the Transportation Department until March 3, 2026. A copy of the proposed plan and maps showing the projects and their locations is available for review at the Transportation Department in the County Courthouse and online on the Itasca County website under the Transportation Department tab.

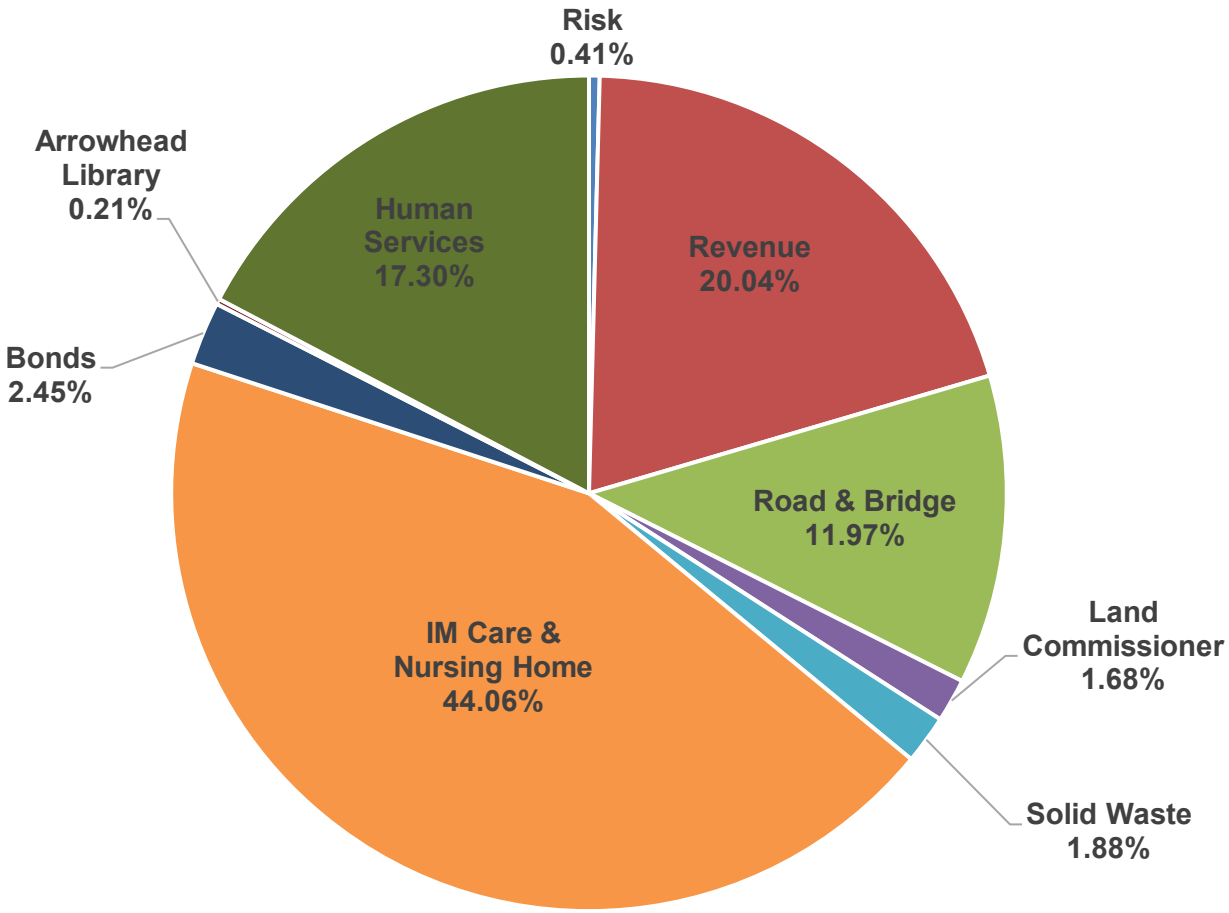
Itasca County Transportation Department Overview

The County Transportation Department is responsible for maintaining approximately 1340 miles of roadway and 137 bridges. The department also can be directly or indirectly involved with the maintenance of roadways under the jurisdiction of the 16 cities, 39 organized townships, and the 38 unorganized townships in the county.

The County Engineer, through the staff, is responsible for the administration of both the highway maintenance division and the highway construction division. The maintenance division consists of approximately 74 employees divided between 4 maintenance districts and central purchasing and repair. These employees are responsible for graveling, grading, drainage, signing, snow removal, ice control, equipment repair and minor road improvements. The construction division consists of approximately 14 employees and is responsible for the design and construction administration of all contracted road and bridge improvement projects.

As is shown below, the Transportation Department accounts for approximately 11.97% of the proposed $187,568,229 - 2026 Itasca County Budget. In addition to the $22,451,917.01 administered by the Transportation Department as part of the Itasca County Budget, the construction division administers on average an additional $1,000,000 per year in federal construction dollars spent in Itasca County.

DRAFT


Risk
0.41%
Revenue
20.04%
Road & Bridge
11.97%
Land
Commissioner
1.68%
Solid Waste
1.88%
IM Care &
Nursing Home
44.06%
Bonds
2.45%
Arrowhead
Library
0.21%
Human
Services
17.30%

DRAFT

Road Jurisdiction

In Itasca County, there are generally three levels of road jurisdiction:

State - Consisting of Trunk Highways - Examples include TH 169, TH 2, TH 1 etc. These roads are generally higher volume highways, which provide primary transportation routes between cities and regions within the state.

County - Consisting of;

- County State Aid Highways (CSAH) - Examples include CSAH 7, CSAH 19, and CSAH 3 etc. These roads are generally roads which serve as local transportation routes between cities and regions within the county.
- County Municipal State Aid Highways - Consisting of Municipal State Aid Highways located within cities with populations less than 5000. Examples include CSAH 61 in Coleraine and CSAH 81 in Deer River
- County Roads - Examples include County Road 449, County Road 128, and County Road 539. These roads are generally lesser traveled and serve as access to local population areas. All county roads have 3-digit numbers.
- Unorganized Township Roads - These are generally local gravel roads located within an unorganized township. By state statute, the county is required to provide maintenance on these roads. These roads have 3-digit county road numbers.

Local - Consisting of:

- Municipal State Aid Streets - Consisting of Municipal State Aid Streets located within cities with populations greater than 5000.
- Local Municipal Streets - These are generally local streets serving municipal subdivisions.
- Organized Township Roads - These are local roads within organized townships. Examples include Southwood Road in Harris Township or Walker Road in Spang Township.
- Federal Forest Service Roads - These are local recreational or logging roads having forest service jurisdiction.
- Department of Natural Resources Roads – These are local recreational or logging roads having DNR jurisdiction.
- County Forest Access Roads - These roads are under the jurisdiction of the County Land Commissioner (Land Department). They are generally used for timber access and recreational uses. They may be gated or receive little or no maintenance.

DRAFT

Funding Sources

Funding Sources for Itasca County consist of a combination of Federal, State and Local Funds.

Federal Funds

- Federal Funds spent on road projects within Itasca County are originally allocated by Congress as part of a nationwide transportation bill. The source of the money is based on the federal portion of the gas tax. The majority of the funds that are allocated to Minnesota are spent on state administered trunk highway projects.

- Itasca County can and does receive federal funds. The county has historically used federal funds to supplement local funding for bridge projects, road projects or railroad crossing projects. In addition, since the Chippewa National Forest is located within the county, the county periodically receives a portion of the Federal Forest Highway Fund. These funds can only be spent on roads within the forest boundary. The projects are prioritized by the forest service and the county, and the projects are administrated by the county.

- Federal funds can only be spent on qualifying projects and generally require a substantial increase in project administration costs due to the increase in required federal documentation. The funds also generally require a minimum of 20% local match.

State Aid Funds

- The county receives a yearly allotment from the state to be spent on county state aid and municipal aid routes. The source of this allotment is primarily the state gas tax. These funds can only be spent on qualifying state aid routes and have historically been used for construction and maintenance. This allotment is approximately 50% of the funding for the transportation department.

Bridge Bonding

- Bridge Bonding funds are allocated by the Minnesota legislature every other year. The county can and does receive bridge bonding funds. These funds can be used on any eligible bridge in Itasca County on either a CSAH, a county road or a township bridge. State Bridge Bonding funds are allocated to the county as grants (no repayment by the county).

County Funds

- The County Board allocates a portion of its yearly budget to the transportation department for construction and maintenance of county roads. The funding primarily comes from local property taxes. These funds are generally spent on local road and maintenance projects. The amount available each year can vary greatly based on overall county budget needs.

- In 2014, the County Board implemented a wheelage tax on vehicles registered in Itasca County. This tax is estimated to generate approximately $430,000 per year. These funds are used to supplement the maintenance and construction on roads not qualifying for state aid funding.

Unorganized Township Funds

- The unorganized township fund receives monies from the road and bridge levy in each unorganized township. These funds are generally spent on local road and maintenance projects in unorganized township areas.

DRAFT

Typical Funding Amounts

Construction Funding

It is difficult to provide a 'Typical' funding year due to the variability of different funding sources. The following data is based on historical data and does not indicate future funding amounts.

Federal Funds

- On average, Itasca County receives over $1,000,000 per year in federal funds for road and bridge projects.

State Aid Funds

- Each year Itasca County receives approximately $13,200,000 of State Aid Funds. Of that amount, $11,600,000 is regular state aid and $1,600,000 is municipal state aid.
- The funding is split 60/40 so that approximately $7,900,000 is allocated for State Aid construction and $5,300,000 for maintenance.
- Approximately $965,000 is allocated for Municipal County State Aid construction and $640,000 is allocated for Municipal Maintenance.

Bridge Bonding

- State Bridge Bonding is a major source of funding for bridge construction projects and is allocated by the State Legislature. Over the past 5 years approximately $900,000 per year has been available for bridge and railroad crossing construction projects. These funds vary from year to year.

County Funds

- County Construction funds are typically utilized to upgrade existing gravel County Roads to a bituminous surfaced road. These funds have not been available for many years due to budgeting constraints.
- County Preservation funds have been between $0 to $680,000 over the past 5 years and are supplemented with the monies collected from the wheelage tax, providing a total in 2026 of $1,000,000 for preservation. These funds are typically used on existing paved roads for contracted projects such as bituminous overlays, regrading and surfacing.
- The County averages $300,000 per year for gravel production which is used to surface existing County gravel roads.

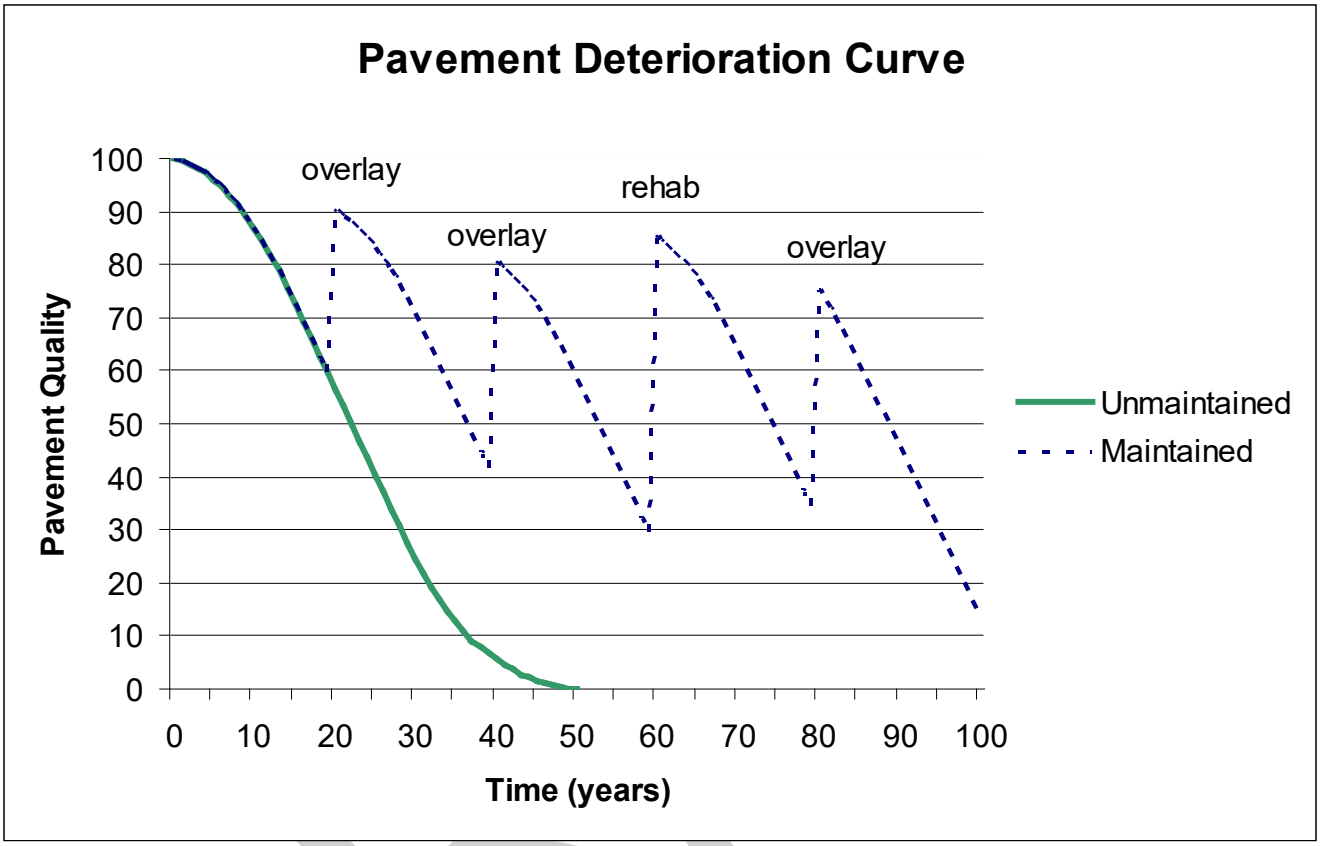
Other Funding

- Itasca County has received funding for projects from other sources including Unorganized Township Funding, Town Bridge and Town Road accounts.

DRAFT

Protecting our Pavement Investment

Pavements tend to deteriorate over time due to traffic loads and environmental effects. A graph of the life cycle of a typical bituminous road is shown below where the pavement rating is a relative evaluation of the condition of the road.



The solid line indicates how a pavement would perform with no maintenance. The road is graded and paved at year 0 and is at its best condition (Pavement Quality Index, PQI =100). The pavement will deteriorate over time and after about 30 to 35 years the pavement would deteriorate to the point where vehicle travel would be dangerous at best (PQI = 20).

The dashed line indicates the maintenance strategy of most transportation departments. Periodic overlays and rehabilitation projects are performed to increase the PQI on an interval which attempts to maximize the pavement's ride quality. Every 50 years a rehabilitation project is performed, which replaces culverts and addresses minor grade or subgrade issues. Approximately every 100 years, the road will require a major regrade project.

DRAFT

How much does a paved road Cost?

This County will review construction standards and consider:

- Reconstruct the grade of the road every 100 years.
- Rehabilitate the road every 50 years.
- Perform surface treatment every 20 years.

The following costs are used for budgeting road improvement projects:

1. $ 1,150,000 per mile to reconstruct a road and surface with bituminous pavement.
2. $ 325,000 per mile to rehabilitate an existing bituminous road.
3. $ 130,000 per mile for surface treatment of an existing bituminous road.

The Cost cycle of 1 mile of road:

Year 1	Construct	@	$ 1,150,000
Year 20	Surface Treatment	@	$ 130,000
Year 40	Surface Treatment	@	$ 130,000
Year 60	Rehabilitation	@	$ 325,000
Year 80	Surface Treatment	@	$ 130,000
Total			$ 1,865,000

This equates to approximately **$18,650 per mile per year** to maintain a bituminous road.

There are:

1. 603 total miles of paved roads (County Jurisdiction)
2. 506 of paved CSAH mileage
3. 97 of paved County funded road mileage (3-digit roads)

Therefore, to maintain our existing bituminous county roads we require the following yearly budget:

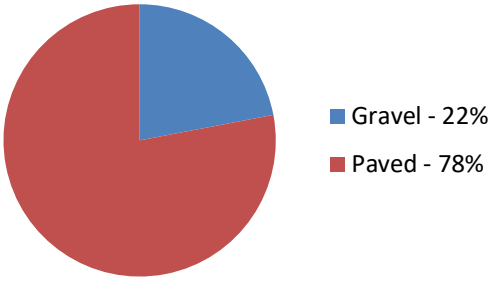
506 CSAH miles - $ 9.4 million (current allocation at $7.44 million)
97 County miles - $1.8 million (current allocation at $815,000)

These figures do not include bridge projects, snow plowing, minor surface repairs or other incidental maintenance costs

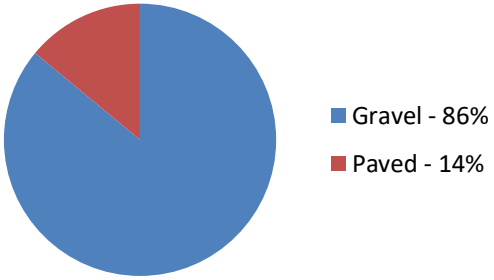
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Gravel vs. Paved

CSAH SYSTEM (649 MILES - TOTAL)



COUNTY SYSTEM (691 MILES - TOTAL)



Of the approximately 1340 miles of roads under Itasca County jurisdiction, approximately 48% are designated CSAH and 52% are designated County. In addition, approximately 45% of Itasca County Road miles are paved.

The average annual cost to maintain a bituminous road is approximately $18,650 per mile based on construction and surface resurfacing costs over the expected life of the road.

The annual cost to maintain a gravel road surface can vary greatly and is usually directly related to the traffic volume on the road. The following table indicates an estimate of the road surface maintenance costs required for gravel roads with three traffic volume levels.

Road ADT	100	200	300
Surface Maintenance Costs (Grader time)			
Grader minutes per mile	60 minutes @ $120.00/hr per mile	60 minutes @ $120.00/hr per mile	60 minutes @ $120.00/hr per mile
Number of grading passes per week	0.5	1	2
Grading weeks per year	26	26	26
Grading Cost per mile per year	$ 1,560	$ 6,240	$ 9,360
Resurfacing Costs (Gravel)			
Re-gravel interval	20 years	10 years	6 years
Cost per mile per year	$ 1,420	$ 2,840	$ 4,730
Chloride Costs			
Chloride Cost per mile per year	---	$2,200	$2,200
Total yearly cost per mile	**$ 3,144**	**$ 8,488**	**$ 13,720**

As can be seen, the maintenance costs rise with the increase in daily traffic volume. The surface costs for a gravel road begin to justify paving at an ADT level of around 300 vehicles per day, from a maintenance perspective.

DRAFT

The following table lists the number of miles of gravel and bituminous surfaced roads under county jurisdiction. As can be seen, the majority of roads over 300 ADT have bituminous surface

NOTES:
- ADT means the Average Annual Daily Traffic count which is an estimate of the number of vehicles per day, calculated on an annual average.
- The State Aid Funding rules discourage the use of State Aid funds for paving roads under an ADT of 150 vehicles per day.

SURFACE TYPE - CATEGORIZED BY TRAFFIC COUNT						
	Surface type	**0-100 ADT**	**100 -200 ADT**	**200 - 300 ADT**	**OVER 300 ADT**	**Total**
CSAH SYSTEM	**Paved (miles)**	**3**	**77**	**82**	**342**	**504**
	Gravel (miles)	**85**	**57**	**1**	**2**	**145**
COUNTY ROAD SYSTEM	**Paved (miles)**	**22**	**27**	**40**	**26**	**99**
	Gravel (miles)	**495**	**86**	**6**	**3**	**592**
	Total	**636**	**223**	**92**	**384**	**1,340**

System Preservation Priorities

The County Transportation Department uses a variety of indicators to prioritize construction and rehabilitation projects. Some of these are:

- Safety
- Preservation of existing pavement
- Availability of funding
- Traffic count
- Cost participation by others
- Project grouping
- Maintenance costs
- Pavement Quality Index
- Economic Development
- Public request

These factors are evaluated on potential projects to arrive with the County 5-year Plan which is reviewed and updated on a yearly basis.

System Evaluation

Every two years Itasca County receives data from MnDOT on pavement quality. This data provides a relative ride and pavement condition rating to all paved State Aid and County Roads. This process provides a basis for potential future construction projects based on the condition of the existing road independent of other factors. The department then evaluates the individual projects as to a recommended type of construction project required to bring the roadway to an acceptable ride.

DRAFT

2026 - 5 Year Plan for Construction Projects

The following worksheets and maps detail the proposed 2026 - 5-year plan. It should be noted that this plan is subject to change based on available funding, project conflicts and engineering workload. Project cost and allotment estimates are preliminary and are used for planning purposes only. The detail sheets contain the following sections:

- 2026 through 2030 Highway Construction Project lists
- 2026 through 2030 Highway Construction Project Maps

Public Involvement

Public input concerning the Itasca County 5 Year Plan for Road and Bridge projects will be accepted at the regularly scheduled County Board Work Session on February 17, 2026, in the County Board Room of the Itasca County Courthouse. County Board members will be available to hear verbal input. Written comments will be accepted at the Transportation Department until March 3, 2026. A copy of the proposed plan and maps showing the projects and their locations is available for review at the Transportation Department in the County Courthouse and online at the Itasca County website under the Transportation Department tab.

Questions or comments can be addressed to:

Karin Grandia
Itasca County Engineer
123 4th Street NE
Grand Rapids, MN 55744
218-327-2853

DRAFT

Itasca County

2026 - 2030

Proposed Project Schedule for Highway Improvement Projects

DRAFT

Itasca County 5-year Plan

REVISED: 2/4/2026

CONSTRUCTION PROJECTS FOR	2026

Road Number	LOCATION (FROM - TO)	Length	Type of Work	Estimated Cost	State Aid Funding	Municpal State Aid Funding	County Preservation Funding	Other Funding	Other Funding Source	Plat Page
CR 439	Bridge 7026 over Split Hand Creek	–	Bridge Replacement	$570,000			$70,000	$500,000	Bridge Bonding	12
CSAH 68	Bridge 7027 over Split Hand Creek	–	Bridge Replacement	$650,000	$375,000			$275,000	Bridge Bonding	12
CR 540	TH 65 to End	1.1	Reconstruction	$600,000				$600,000	LRIP & UT 1	50, 51
CSAH 43	TH 38 to Jaynes School Road	1.2	Bituminous Overlay	$225,000	$225,000					69
CSAH 79	CSAH 42 - TH 1	1.5	Bituminous Overlay	$200,000	$200,000					92
CSAH 42	TH 38 - CSAH 79	5.2	Bituminous Overlay	$700,000	$700,000					80, 81, 92
CSAH 75	CSAH 7 to park	1.5	Bituminous Overlay	$200,000	$200,000					70
CSAH 52	CR 342 to Horsehead Lake Trail	4.3	Clear & Grub	$275,000	$275,000					71, 72
	County Wide Locations	–	Intersection Lighting	$353,300	$32,000			$321,300	HSIP	
	County Wide Locations	–	Intersection Signing	$199,080	$18,000			$181,080	HSIP	
	County Wide Locations	–	Pavement Striping	$230,000	$150,000			$80,000	Levy	
CSAH 74	Railroad Crossing	–	Railroad Crossing Replacement	$50,000	$50,000					19
43, 252	TH 286 to CSAH 43 & TH 6 to CSAH 43 Bit.	8.0	Gravel Surfacing				$500,000			57, 68, 69
	Various Roads		Rountine Maintenance: Crack Sealing & Pavement Patches	$200,000			$200,000			
TOTAL				$4,452,380	$2,225,000	$0	$770,000	$1,957,380		

PROJECTED STATE AID BALANCE

State Aid Balance End of 2025	-$2,300,000
State Aid Allotment for Year 2026	$6,800,000
Transfer from Municipal Construction	
Engineering	$400,000
State Aid Construction for Year 2026	$2,225,000
State Aid Balance End of 2026	$1,875,000

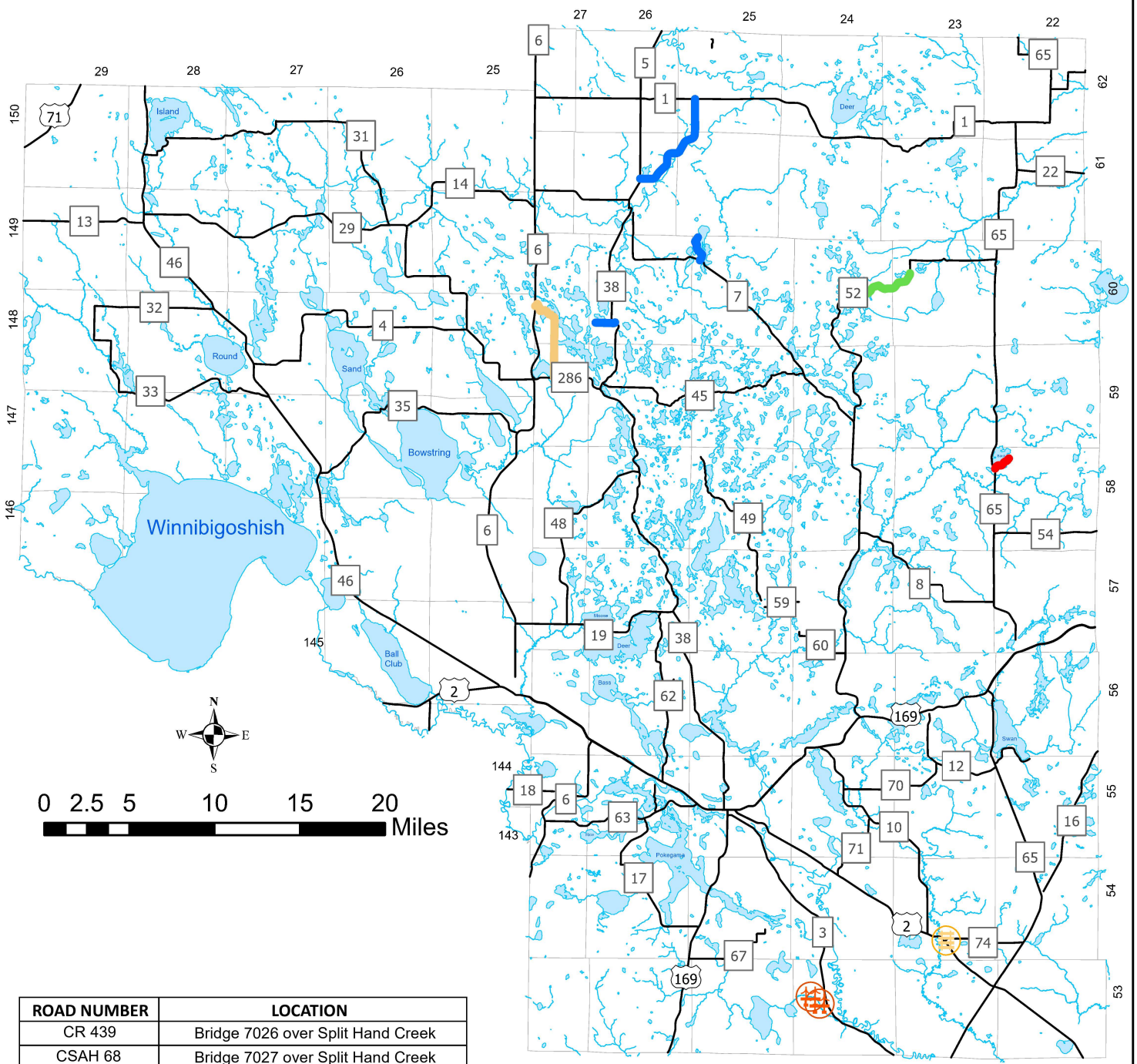
PROJECTED COUNTY PRESERVATION BALANCE

County Preservation Balance End of 2025	$635,000
County Preservation Allotment for Year 2026	$470,000
Wheelage Tax	$430,000
County Preservation Construction for Year 2026	$770,000
County Preservation Balance End of 2026	$765,000

PROJECTED MUNICIPAL STATE AID BALANCE

Municipal State Aid Balance End of 2025	$250,000
Municipal State Aid Allotment for Year 2026	$965,000
Transfer from Mun. Const. to State Aid Const.	
Municipal State Aid Construction for Year 2026	$0
Municipal State Aid Balance End of 2026	$1,215,000

ITASCA COUNTY CONSTRUCTION PROJECTS 2026



ROAD NUMBER	LOCATION
CR 439	Bridge 7026 over Split Hand Creek
CSAH 68	Bridge 7027 over Split Hand Creek
CR 540	TH 65 to End
CSAH 43	TH 38 to Jaynes School Road
CSAH 79	CSAH 42 - TH 1
CSAH 42	TH 38 - CSAH 79
CSAH 75	CSAH 7 to park
CSAH 52	CR 342 to Horsehead Lake Trail
CSAH 74	Railroad Crossing
CSAH 43, CR 252	TH 286 to CSAH 43 & TH 6 to CSAH 43 Bit

2026 Construction Projects

- Bridge Replacement
- Railroad Crossing Replacement
- Bituminous
- Clear & Grub
- Gravel Surfacing
- Reconstruction

Itasca County 5-year Plan

REVISED: 2/4/2026

		CONSTRUCTION PROJECTS FOR		2027						
Road Number	LOCATION (FROM - TO)	Length	Type of Work	Estimated Cost	State Aid Funding	Municpal State Aid Funding	County Preservation Funding	Other Funding	Other Funding Source	Plat Page
CR 533	Bridge No. 92970	–	Bridge Replacement	$600,000			$200,000	$400,000	Bridge Bonding	93
CSAH 17	Bridge 7146	–	Bridge Replacement	$1,435,000	$900,000			$535,000	Bridge Bonding	16
CSAH 52	CR 342 to Horsehead Lake Trail	4.3	Reconstruction	$3,225,000	$3,225,000					71, 72
CSAH 63	CR 257 (east) to TH 2	5.2	Bituminous Overlay	$900,000	$180,000			$720,000	Federal Swap	22, 23
CSAH 7	Hwy 169 to CSAH 59	8.6	Bituminous Overlay	$1,200,000	$570,000			$630,000	Federal Swap	31, 39
CSAH 50	CSAH 49 to CSAH 7	7.5	Bituminous Overlay	$1,000,000	$1,000,000					
CSAH 67	CSAH 66 to CSAH 3	3.4	Bituminous Overlay	$450,000	$450,000					17
CSAH 68	CSAH 67 to CR 427	5.4	Bituminous Overlay	$700,000	$700,000					11, 12, 17
CSAH 28	Cass Co Line to TH 6	0.6	Bituminous Overlay	$75,000	$75,000					21
CSAH 23	TH 169 - Woodland Drive	3.3	Bituminous Overlay	$650,000	$650,000					22, 23
CSAH 76	CSAH 23 to CSAH 63	1.9	Bituminous Overlay	$250,000	$250,000					22, 23
CSAH 15	TH 169 to end	0.95	Bituminous Rehabilitation & ADA Updgrades	$400,000		$400,000				31
CSAH 66	Southwood Road to CSAH 67	3.25	Bituminous Mill & Fill	$525,000	$525,000					17
CR 485	CSAH 97 to CSAH 97	1.65	Bituminous Mill & Fill	$350,000			$350,000			16,17
CSAH 97	Hwy 169 to CR 485	0.50	Bituminous Mill & Fill	$100,000	$100,000					
	County Wide Locations	–	Pavement Striping	$230,000	$150,000			$80,000	Levy	
CR 239	CSAH 17 to CSAH 17	4.6	Bituminous Overlay	$800,000			$400,000	$400,000	UT 4	16
	Various Roads		Rountine Maintenance: Crack Sealing & Pavement Patches	$200,000			$200,000			
TOTAL				$13,090,000	$8,775,000	$400,000	$1,150,000	$2,765,000		

PROJECTED STATE AID BALANCE

State Aid Balance End of 2026	$1,875,000
State Aid Allotment for Year 2027	$6,900,000
Transfer from Municipal Construction	
Engineering	$400,000
State Aid Construction for Year 2027	$8,775,000
State Aid Balance End of 2027	-$400,000

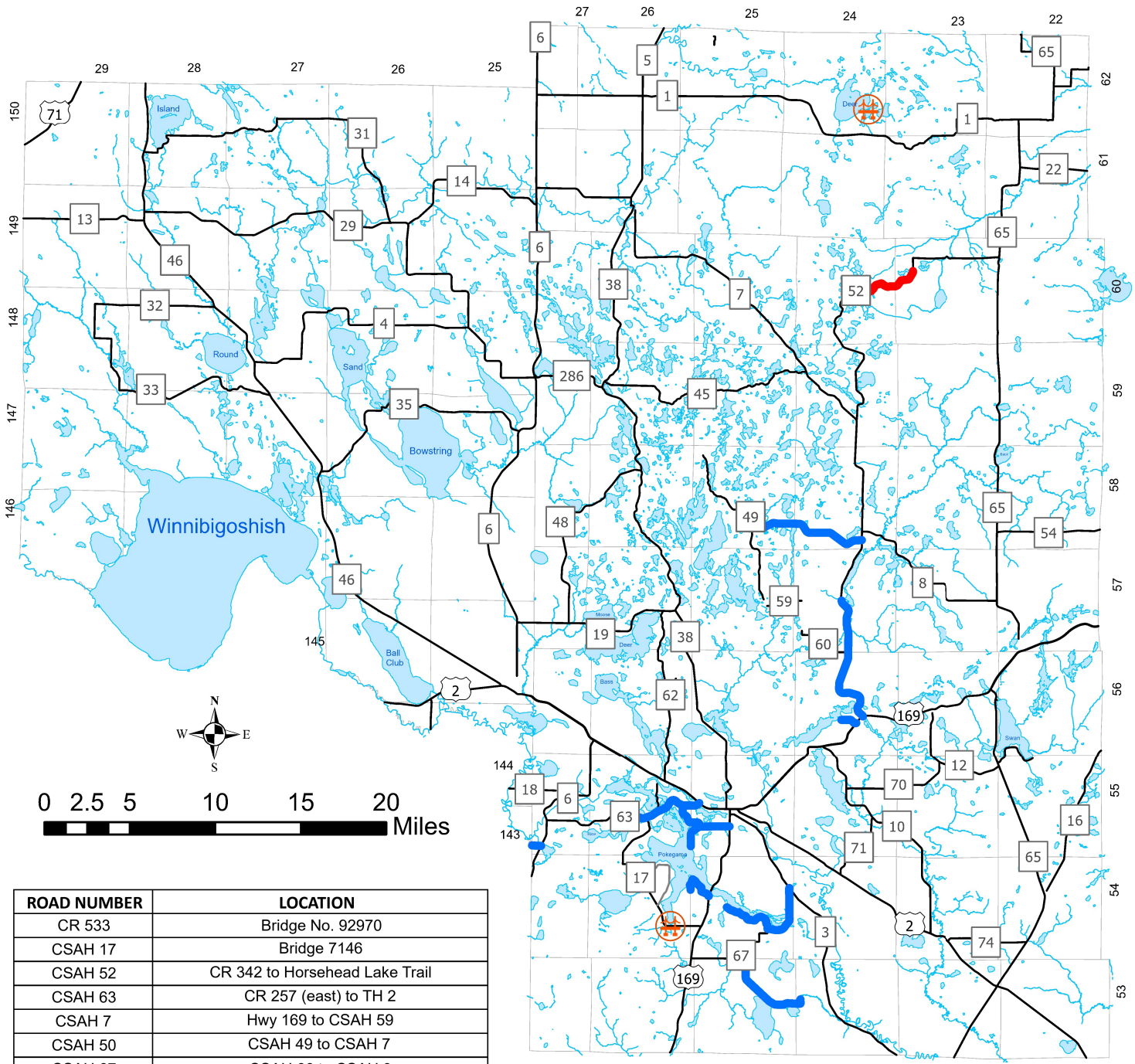
PROJECTED COUNTY PRESERVATION BALANCE

County Preservation Balance End of 2026	$765,000
County Preservation Allotment for Year 2027	$470,000
Wheelage Tax	$430,000
County Preservation Construction for Year 2027	$1,150,000
County Preservation Balance End of 2027	$515,000

PROJECTED MUNICIPAL STATE AID BALANCE

Municipal State Aid Balance End of 2026	$1,215,000
Municipal State Aid Allotment for Year 2027	$965,000
Transfer from Mun. Const. to State Aid Const.	
Municipal State Aid Construction for Year 2027	$400,000
Municipal State Aid Balance End of 2027	$1,780,000

ITASCA COUNTY CONSTRUCTION PROJECTS 2027



ROAD NUMBER	LOCATION
CR 533	Bridge No. 92970
CSAH 17	Bridge 7146
CSAH 52	CR 342 to Horsehead Lake Trail
CSAH 63	CR 257 (east) to TH 2
CSAH 7	Hwy 169 to CSAH 59
CSAH 50	CSAH 49 to CSAH 7
CSAH 67	CSAH 66 to CSAH 3
CSAH 68	CSAH 67 to CR 427
CSAH 28	Cass Co Line to TH 6
CSAH 23	TH 169 - Woodland Drive
CSAH 76	CSAH 23 to CSAH 63
CSAH 15	TH 169 to end
CSAH 66	Southwood Road to CSAH 67
CR 485	CSAH 97 to CSAH 97
CSAH 97	Hwy 169 to CR 485
CR 239	CSAH 17 to CSAH 17

Itasca County 5-year Plan

REVISED: 2/4/2026

CONSTRUCTION PROJECTS FOR	2028

Road Number	LOCATION (FROM - TO)	Length	Type of Work	Estimated Cost	State Aid Funding	Municpal State Aid Funding	County Preservation Funding	Other Funding	Other Funding Source	Plat Page
CSAH 71	Bridge 31507 over Swan River	–	Bridge	$800,000	$400,000			$400,000	Bridge Bonding	24
CSAH 55	TH 65 to CR 613	0.66	Bituminous Overlay	$80,000	$80,000					61, 62
CSAH 52	CSAH 7 to TH 65	20.3	Base & Bituminous/Bit Overlay	$4,900,000	$3,459,417			$1,440,583	Federal	60, 71, 72
CSAH 7	CR 339 to CR 341	6.4	Bituminous Overlay	$900,000	$900,000					59, 60
CSAH 4	TH 46 - CSAH 29	16.1	Bituminous Rehabilitation	$4,099,500	$2,537,500			$1,562,000	Federal	65, 66, 67
CR 533	TH 1 to end of pavement	2.2	Bituminous Overlay	$400,000			$400,000			93
CR 340	CSAH 52 to end of pavement	0.35	Bituminous Overlay	$75,000			$75,000			71
CR 551	TH 65 to end of pavement	3.3	Bituminous Overlay	$575,000				$575,000	State Park Road Acct	83, 84
CR 532	TH 65 to end of pavement	3.2	Bituminous Overlay	$575,000				$575,000	UT 1	50
CR 560	TH 65 to TH 65 West Shore	2.0	Bituminous Rehabilitation	$700,000			$700,000			32, 33
	County Wide Locations	–	Pavement Striping	$230,000	$150,000			$80,000	Levy	
	County Wide Locations	–	6" Centerline Striping	$259,000	$25,900			$233,100	HSIP	
	Various Roads		Rountine Maintenance: Crack Sealing & Pavement Patches	$200,000			$200,000			
TOTAL				$13,793,500	$7,552,817	$0	$1,375,000	$4,865,683		

PROJECTED STATE AID BALANCE

State Aid Balance End of 2027	-$400,000
State Aid Allotment for Year 2028	$6,900,000
Transfer from Municipal Construction	$0
Engineering	$400,000
State Aid Construction for Year 2028	$7,552,817
State Aid Balance End of 2028	-$1,452,817

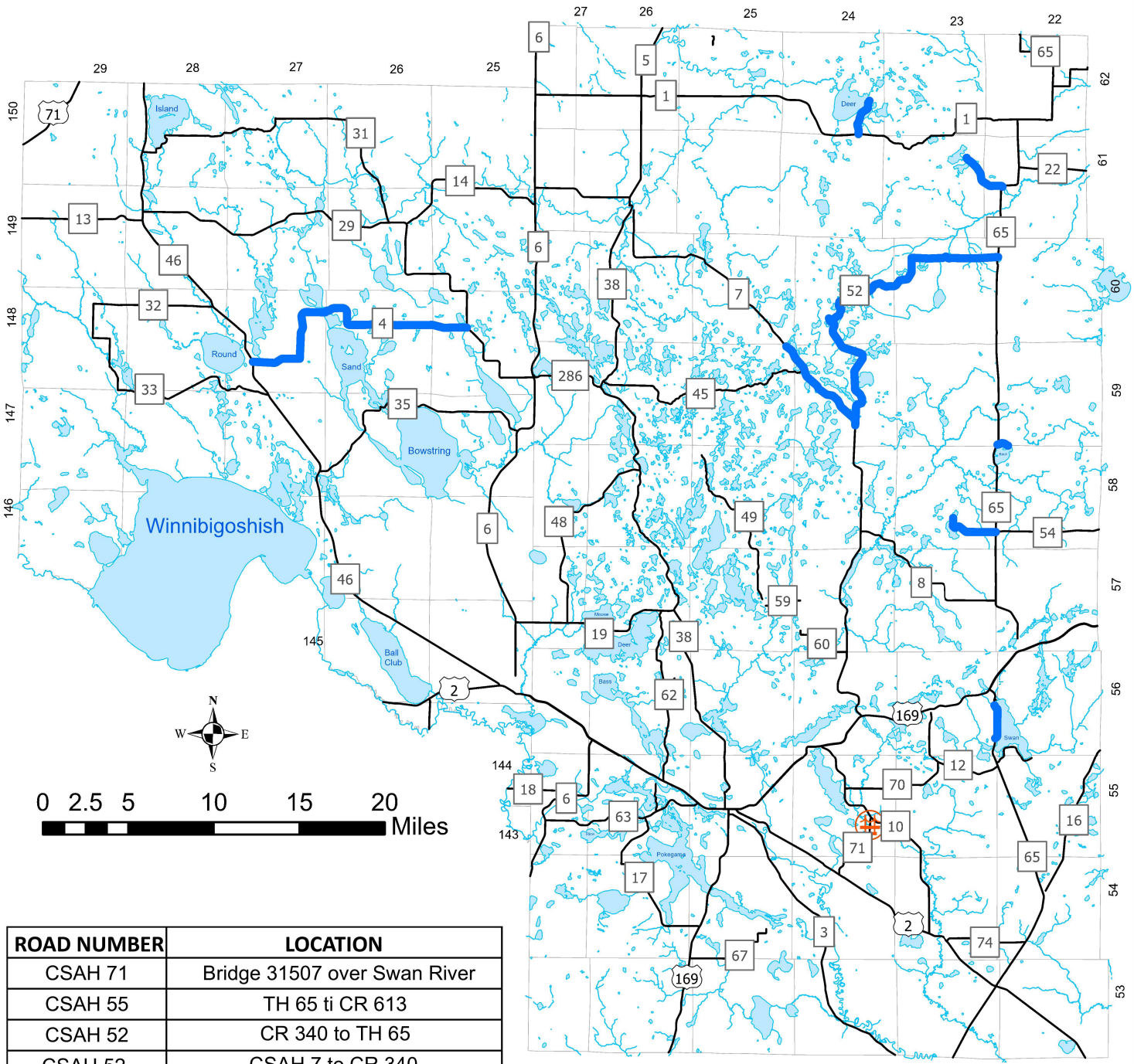
PROJECTED COUNTY PRESERVATION BALANCE

County Preservation Balance End of 2027	$515,000
County Preservation Allotment for Year 2028	$470,000
Wheelage Tax	$430,000
County Preservation Construction for Year 2028	$1,375,000
County Preservation Balance End of 2028	$40,000

PROJECTED MUNICIPAL STATE AID BALANCE

Municipal State Aid Balance End of 2027	$1,780,000
Municipal State Aid Allotment for Year 2028	$965,000
Transfer from Mun. Const. to State Aid Const.	
Municipal State Aid Construction for Year 2028	$0
Municipal State Aid Balance End of 2028	$2,745,000

ITASCA COUNTY CONSTRUCTION PROJECTS 2028



ROAD NUMBER	LOCATION
CSAH 71	Bridge 31507 over Swan River
CSAH 55	TH 65 ti CR 613
CSAH 52	CR 340 to TH 65
CSAH 52	CSAH 7 to CR 340
CSAH 7	CR 339 to CR 341
CSAH 4	TH 46 - CSAH 29
CR 533	TH 1 to end of pavement
CR 340	CSAH 52 to end of pavement
CR 551	TH 65 to end of pavement
CR 532	TH 65 to end of pavement
CR 560	TH 65 to TH 65 West Shore

Itasca County 5-year Plan

REVISED: 2/4/2026

		CONSTRUCTION PROJECTS FOR		2029						
Road Number	LOCATION (FROM - TO)	Length	Type of Work	Estimated Cost	State Aid Funding	Municpal State Aid Funding	County Preservation Funding	Other Funding	Other Funding Source	Plat Page
CSAH 69	Bridge 31504 over Swan River	–	Bridge Replacement	$700,000	$350,000			$350,000	Bridge Bonding	31, 32
CR 254	Bridge 88215 over Rice River	–	Bridge Replacement	$750,000			$100,000	$650,000	Bridge Bonding	69
CSAH 86	TH 65 to Hwy 169	1.0	Bituminous Rehab & ADA	$275,000		$275,000				41
CSAH 25	Hwy 2 - East Co Line	5.0	Bituminous Overlay	$650,000	$650,000					14
CSAH 61	TH 38 to Coleraine City Limits	4.2	Bituminous Overlay	$550,000	$550,000					23, 30
CSAH 71	Hwy 2 to CSAH 10	4.7	Bituminous Overlay	$625,000	$625,000					18, 24
CR 440	CSAH 21 to Hwy 169	2.33	Bituminous Overlay	$300,000			$300,000			23, 24
CR 407	Hwy 2 to CSAH 21	1.80	Bituminous Overlay	$250,000			$250,000			23
CSAH 17	CSAH 63 - CR 459	3.6	Bituminous Overlay	$500,000	$500,000					16, 22
CSAH 17	CR 459 to TH 169	5.5	Bituminous Overlay	$825,000	$825,000					
CSAH 90	CSAH 62 to TH 38	1.9	Bituminous Overlay	$250,000	$250,000					29, 30
CSAH 11	TH 2 to TH 6	5.5	Bituminous Overlay	$825,000	$825,000					
CSAH 19	TH 6 to CR 238	5.85	Bituminous Overlay	$750,000	$750,000					35, 36, 37
	County Wide Locations	–	6" Edgeline Striping	$861,000	$103,500		$7,500	$750,000	HSIP	
	County Wide Locations	–	Pavement Striping	$230,000	$150,000			$80,000	Levy	
	Various Roads		Rountine Maintenance: Crack Sealing & Pavement Patches	$200,000			$200,000			
TOTAL				$8,541,000	$5,578,500	$275,000	$857,500	$1,830,000		

PROJECTED STATE AID BALANCE

State Aid Balance End of 2028	-$1,452,817
State Aid Allotment for Year 2029	$6,900,000
Transfer from Municipal Construction	$1,750,000
Engineering	$400,000
State Aid Construction for Year 2029	$5,578,500
State Aid Balance End of 2029	$1,218,683

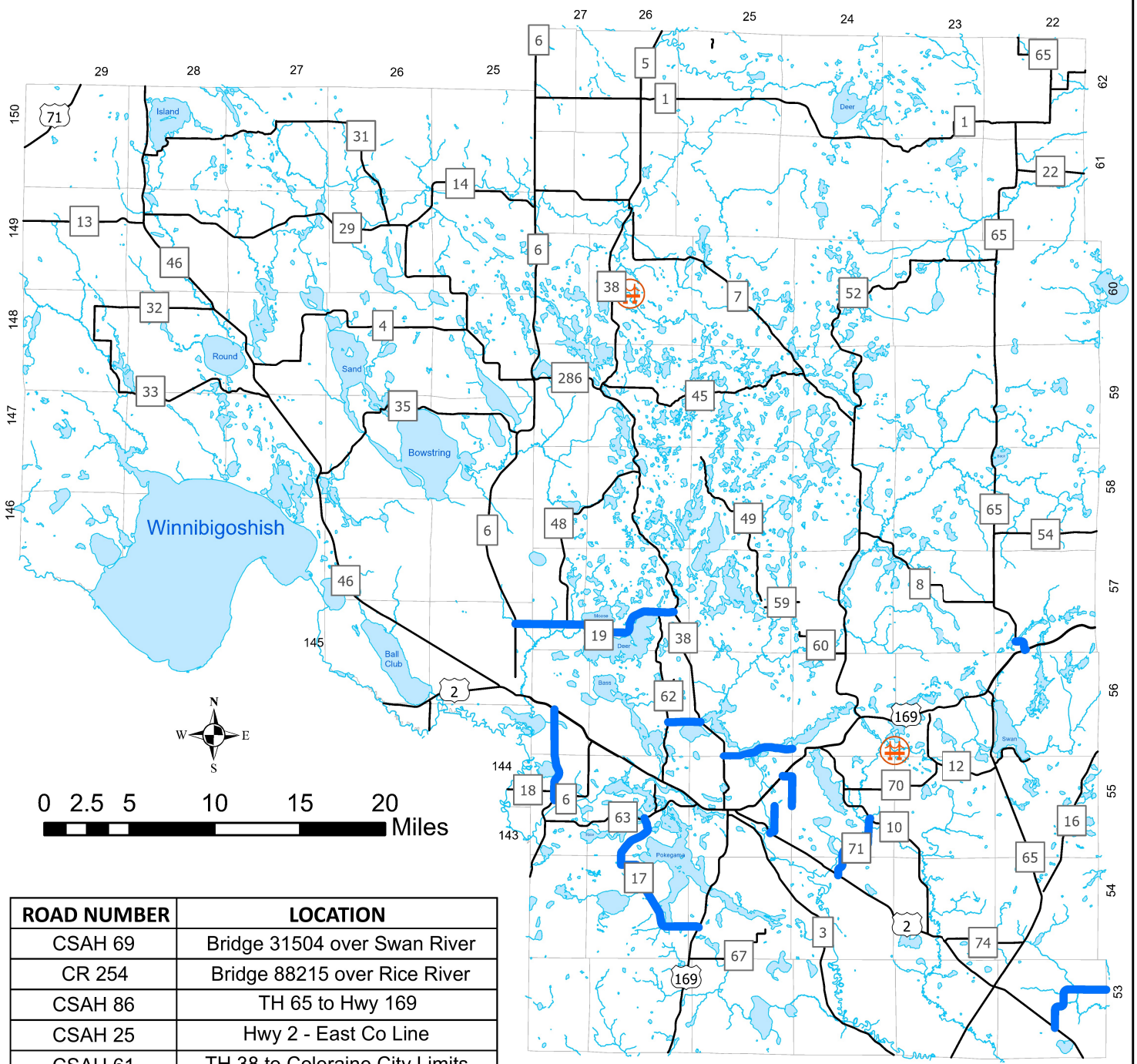
PROJECTED COUNTY PRESERVATION BALANCE

County Preservation Balance End of 2028	$40,000
County Preservation Allotment for Year 2029	$470,000
Wheelage Tax	$430,000
County Preservation Construction for Year 2029	$857,500
County Preservation Balance End of 2029	$82,500

PROJECTED MUNICIPAL STATE AID BALANCE

Municipal State Aid Balance End of 2028	$2,745,000
Municipal State Aid Allotment for Year 2029	$965,000
Transfer from Mun. Const. to State Aid Const.	$1,750,000
Municipal State Aid Construction for Year 2029	$275,000
Municipal State Aid Balance End of 2029	$1,685,000

ITASCA COUNTY CONSTRUCTION PROJECTS 2029



ROAD NUMBER	LOCATION
CSAH 69	Bridge 31504 over Swan River
CR 254	Bridge 88215 over Rice River
CSAH 86	TH 65 to Hwy 169
CSAH 25	Hwy 2 - East Co Line
CSAH 61	TH 38 to Coleraine City Limits
CSAH 71	Hwy 2 to CSAH 10
CR 440	CSAH 21 to Hwy 169
CR 407	Hwy 2 to CSAH 21
CSAH 17	CR 459 to TH 169
CSAH 90	CSAH 62 to TH 38
CSAH 11	TH 2 to TH 6
CSAH 19	TH 6 to CR 238

Itasca County 5-year Plan

REVISED: 2/4/2026

CONSTRUCTION PROJECTS FOR	2030

Road Number	LOCATION (FROM - TO)	Length	Type of Work	Estimated Cost	State Aid Funding	Municpal State Aid Funding	County Preservation Funding	Other Funding	Other Funding Source	Plat Page
CSAH 80	Bridge 88246	–	Bridge Replacement	$1,000,000		$500,000		$500,000	Bridge Bonding	32
CSAH 40	Bridge 31533	–	Bridge Replacement	$2,250,000	$1,125,000			$1,125,000	Bridge Bonding	
CR 149	Bridge 88201 to TH 46	0.7	Bituminous Overlay	$100,000			$100,000			65
CSAH 13	Beltrami County Line to TH 46	7.2	Bituminous Overlay	$1,000,000	$1,000,000					
CSAH 34	TH 46 to CSAH 4	4.7	Bituminous Overlay	$650,000	$650,000					
CSAH 10	TH 169 to TH 2	14.4	Bituminous Overlay	$2,100,000	$2,100,000					
CSAH 12	TH 169 to TH 65	7.2	Bituminous Overlay	$1,000,000	$1,000,000					
CSAH 69	TH 169 to CSAH 70	5.1	Bituminous Overlay	$675,000	$675,000					
CSAH 70	CSAH 10-CSAH 12	6.4	Bituminous Overlay	$850,000	$850,000					
CR 599	CSAH 12 to CSAH 12	0.2	Bituminous Rehab				$50,000			26
CR 600	CSAH 12 to CSAH 12	0.2	Bituminous Rehab				$50,000			26
CR 571	Hwy 169 to end of pavement	0.8	Bituminous Overlay	$110,000			$110,000			
CR 177	CSAH 62 to TH 38	1.8	Bituminous Overlay	$250,000			$250,000			
	County Wide Locations	–	Pavement Striping	$230,000	$150,000			$80,000	Levy	
	Various Roads		Rountine Maintenance: Crack Sealing & Pavement Patches	$400,000	$200,000		$200,000			
TOTAL				$10,615,000	$7,750,000	$500,000	$760,000	$1,705,000		

PROJECTED STATE AID BALANCE

State Aid Balance End of 2029	$1,218,683
State Aid Allotment for Year 2030	$6,900,000
Transfer from Municipal Construction	$0
Engineering	$400,000
State Aid Construction for Year 2030	$7,750,000
State Aid Balance End of 2030	-$31,317

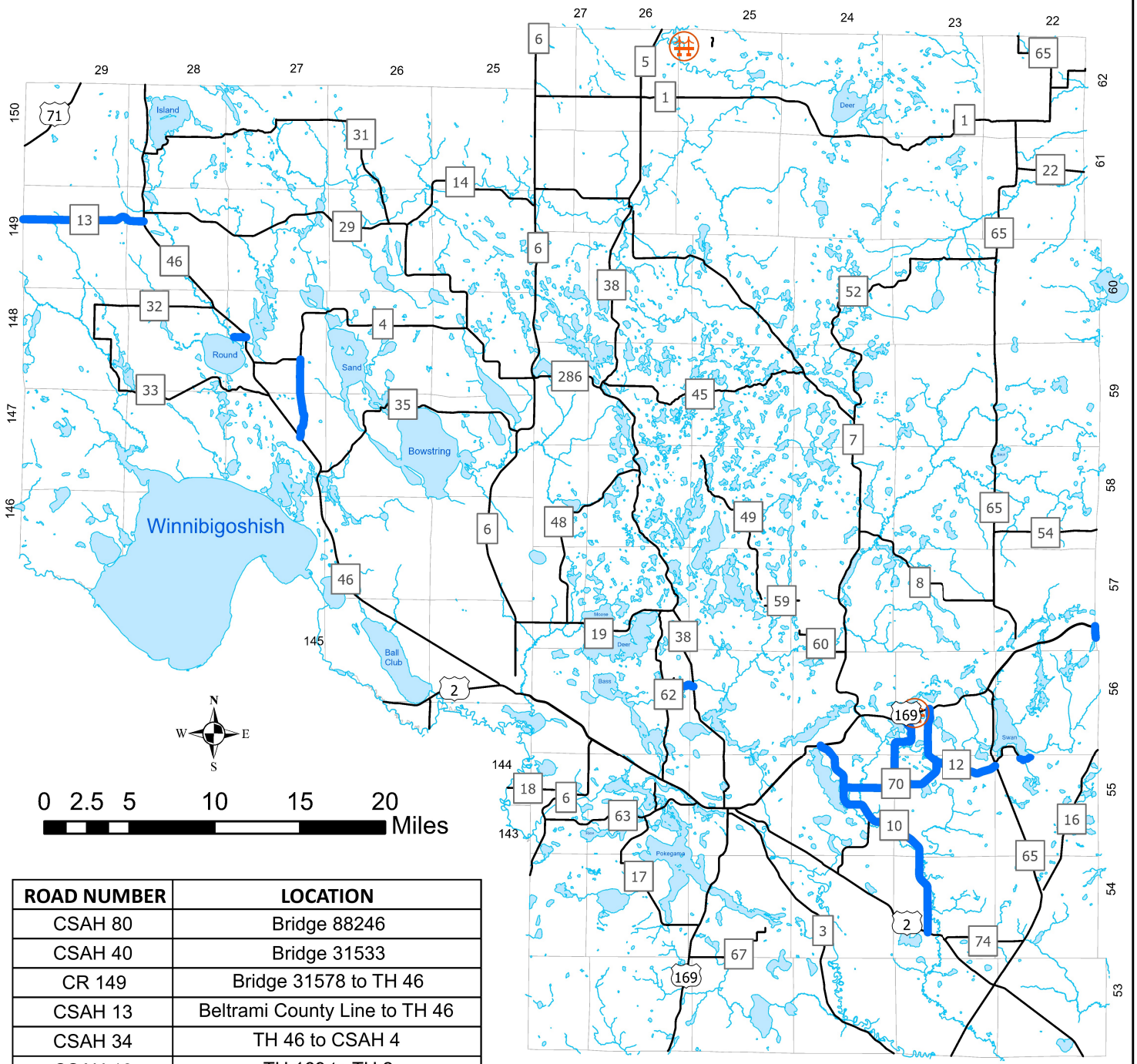
PROJECTED COUNTY PRESERVATION BALANCE

County Preservation Balance End of 2029	$82,500
County Preservation Allotment for Year 2030	$470,000
Wheelage Tax	$430,000
County Preservation Construction for Year 2030	$760,000
County Preservation Balance End of 2030	$222,500

PROJECTED MUNICIPAL STATE AID BALANCE

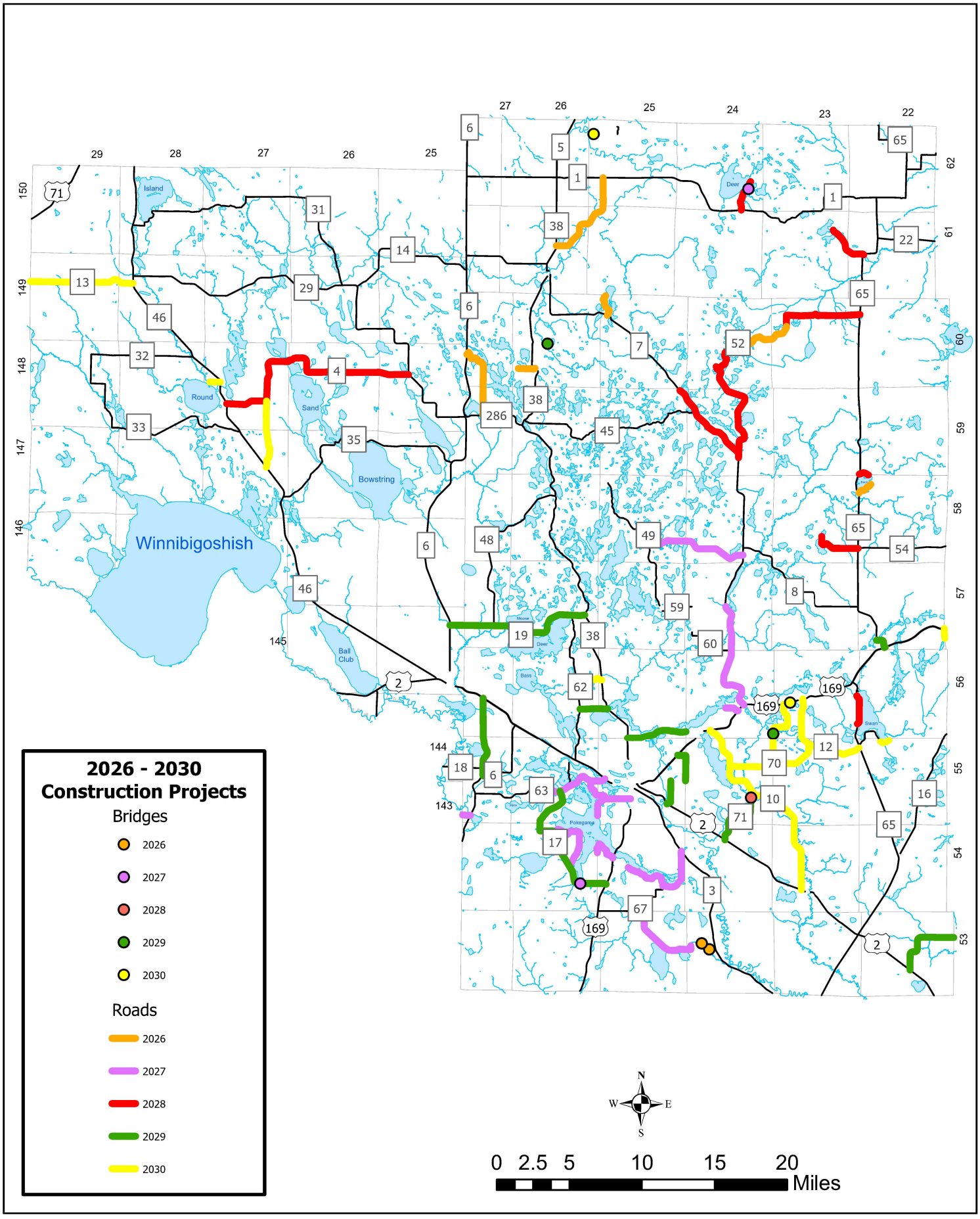
Municipal State Aid Balance End of 2029	$1,685,000
Municipal State Aid Allotment for Year 2030	$965,000
Transfer from Mun. Const. to State Aid Const.	
Municipal State Aid Construction for Year 2030	$500,000
Municipal State Aid Balance End of 2030	$2,150,000

ITASCA COUNTY CONSTRUCTION PROJECTS 2030



ROAD NUMBER	LOCATION
CSAH 80	Bridge 88246
CSAH 40	Bridge 31533
CR 149	Bridge 31578 to TH 46
CSAH 13	Beltrami County Line to TH 46
CSAH 34	TH 46 to CSAH 4
CSAH 10	TH 169 to TH 2
CSAH 12	TH 169 to TH 65
CSAH 69	TH 169 to CSAH 70
CSAH 70	CSAH 10 to CSAH 12
CR 599	CSAH 12 to CSAH 12
CR 600	CSAH 12 to CSAH 12
CR 571	Hwy 169 to end of pavement
CR 177	CSAH 62 to TH 38

ITASCA COUNTY CONSTRUCTION PROJECTS 2026 - 2030



ITASCA COUNTY
BOARD OF COMMISSIONERS
Itasca County Courthouse
123 NE 4th Street
Grand Rapids, MN 55744

Tuesday, February 17, 2026

REQUEST FOR BOARD ACTION: RBA-2026-74

DEPARTMENT: Administrative Services
TIME REQUESTED: < 5 Minutes
PRESENTER: Matt Gutzmann

AGENDA ITEM:
MOA - Little Fork Watershed

BOARD ACTION REQUESTED:
Approve Memorandum of Understanding (MOA) for the Little Fork Watershed Comprehensive Watershed Management Plan (CWMP) that was first signed in March 2025.

BACKGROUND:
The Little Fork Watershed is one of the final watersheds in Itasca County to begin the CWMP process. These watershed plans are collaborative efforts among local governments within the watershed to guide voluntary conservation practices over the next 10 years. Once the CWMP is developed, it will provide access to reliable, non-competitive grant funding to help implement identified projects. The planning process for this watershed is currently underway, and a draft watershed plan is expected around July 2026 with request for final adoption of this watershed planned for Fall 2026.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:
1. Little Fork Watershed MOA- Update 2026

RESULT:	**APPROVED (3 to 0)**
MOVER:	Commissioner Terry Snyder
SECONDER:	Commissioner Larry Hopkins
AYES:	Cory Smith, Terry Snyder, Larry Hopkins
ABSENT:	John Johnson, Casey Venema

MEMORANDUM OF AGREEMENT FOR THE PLANNING OF THE
LITTLE FORK RIVER COMPREHENSIVE WATERSHED MANAGEMENT PLAN

This MEMORANDUM OF AGREEMENT FOR THE PLANNING OF THE LITTLE FORK RIVER COMPREHENSIVE WATERSHED MANAGEMENT PLAN (the "agreement" or "MOA") is made and entered into among:

The Counties of Koochiching, St. Louis and Itasca, by and through their respective County Board of Commissioners, and Koochiching, North St. Louis and Itasca Soil and Water Conservation Districts, by and through their respective Soil and Water Conservation District Board of Supervisors, and Bois Forte Band of Chippewa, federally recognized American Indian Tribal government pursuant to Minnesota Statute §471.59, and the City of Littlefork, ~~through their City Council~~, and the City of Cook, through their City Councils, collectively referred to as the "Parties" and individually each is a "Party."

RECITALS

WHEREAS, the Counties of this Agreement are political subdivisions of the State of Minnesota, with authority to carry out environmental programs and land use controls, pursuant to Minnesota Statutes Chapter 375 and as otherwise provided by law; and

WHEREAS, the Soil and Water Conservation Districts (SWCDs) of this Agreement are political subdivisions of the State of Minnesota, with statutory authority to carry out erosion control and other soil and water conservation programs, pursuant to Minnesota Statutes Chapter 103C and as otherwise provided by law; and

WHEREAS, the parties to this Agreement have a common interest and statutory authority to prepare, adopt, and assure implementation of a comprehensive watershed management plan in the Little Fork River Watershed to conserve soil and water resources through the implementation of practices, programs, and regulatory controls that effectively control or prevent erosion, sedimentation, siltation and related pollution in order to protect natural resources, ensure continued soil productivity, protect water quality, reduce damages caused by floods, preserve wildlife, protect the tax base, and protect public lands and waters; and

WHEREAS, with matters that relate to coordination of water management authorities pursuant to Minnesota Statutes Chapters 103B, 103C, and 103D with public drainage systems pursuant to Minnesota Statutes Chapter 103E, this Agreement does not change the rights or obligations of the public drainage system authorities:

WHEREAS, this Agreement and the developed Little Fork River Watershed Management Plan does not replace or supplant local land use, planning/zoning authority of the respective Parties and the Parties intend that this Agreement shall not be construed in that manner; and

WHEREAS, the Parties have formed this Agreement for the specific goal of developing a plan pursuant to Minnesota Statutes § 103B.801, Comprehensive Watershed Management Planning, also known as *One Watershed, One Plan*.

NOW, THEREFORE, the Parties hereto agree as follows:

1. **Purpose:** The Parties to this Agreement recognize the importance of partnerships to plan and implement protection and restoration efforts for the Little Fork River Watershed (Attachment A). The purpose of this Agreement is to collectively develop and adopt, as local government units, a coordinated watershed management plan for implementation per the provisions of the Plan. Parties signing this Agreement will be collectively referred to as "Little Fork River Watershed Planning Partnership."

2. **Recitals:** All recitals set forth above are hereby incorporated into this Agreement.

3. **Term:** This Agreement is effective upon signature of all Parties in consideration of the Board of Water and Soil Resources (BWSR) Operating Procedures for One Watershed, One Plan; and will remain in effect until adoption of the plan by all parties or the end date of the BWSR Grant Agreement, unless canceled according to the provisions of this Agreement or earlier terminated by law.

4. **Adding Additional Parties:** A qualifying Party desiring to become a member of this Agreement shall indicate its intent by adoption of a board resolution in writing to the Policy Committee for consideration and approval *only within the first six months following* the BWSR One Watershed, One Plan Planning Grant Agreement execution. The Party agrees to abide by the terms and conditions of the Agreement; including but not limited to the bylaws, policies and procedures adopted by the Policy Committee.

5. **Withdrawal of Parties:** A Party desiring to leave the membership of this Agreement shall indicate its intent in writing to the Policy Committee in the form of an official board resolution. Notice must be made at least 30 days in advance of leaving the Agreement.

6. **General Provisions:**

    a. **Compliance with Laws/Standards:** The Parties agree to abide by all federal, state, and local laws; statutes, ordinances, rules and regulations now in effect or hereafter adopted pertaining to this Agreement or to the facilities, programs, and staff for which the Agreement is responsible.

    b. **Indemnification:** Each Party to this Agreement shall be liable for the acts of its officers, employees or agents and the results thereof to the extent authorized or limited by law and shall not be responsible for the acts of any other Party, its officers, employees or agents. The provisions of the Municipal Tort Claims Act, Minnesota Statute Chapter 466 and other applicable laws govern liability of the Parties. To the full extent permitted by law, actions

by the Parties, their respective officers, employees, and agents pursuant to this Agreement are intended to be and shall be construed as a "cooperative activity." It is the intent of the Parties that they shall be deemed a "single governmental unit" for the purpose of liability, as set forth in Minnesota Statutes § 471.59, subd. 1a(a). For purposes of Minnesota Statutes § 471.59, subd. 1a(a) it is the intent of each Party that this Agreement does not create any liability or exposure of one Party for the acts or omissions of any other Party.

c. **Records Retention and Data Practices:** The Parties agree that records created pursuant to the terms of this Agreement will be retained in a manner that meets their respective entity's records retention schedules that have been reviewed and approved by the State in accordance with Minnesota Statutes § 138.17. The Parties further agree that records prepared or maintained in furtherance of the Agreement shall be subject to the Minnesota Government Data Practices Act. At the time this Agreement expires, all copies of pertinent documents will be held by the fiscal agent for continued retention consistent with their record retention schedules.

d. **Timeliness:** The Parties agree to perform obligations under this Agreement in a timely manner and keep each other informed about any delays that may occur.

e. **Extension:** The Parties may extend the termination date of this Agreement upon Agreement by all Parties.

f. **Amendment of Memorandum of Agreement:** This MOA may be amended by recommendation of the Steering Committee and approval of the amendment(s) by the Policy Committee.

7. Administration:

a. **Establishment of Committees for Development of the Plan.** The Parties agree to designate one representative, who must be an elected or appointed member of the governing board to a Policy Committee for development of the watershed-based plan and may appoint one or more technical representatives to an Advisory Committee for development of the plan in consideration of the BWSR Operating Procedures for One Watershed, One Plan.

i. The Policy Committee will meet as needed to decide on the content of the plan, serve as a liaison to their respective boards, and act on behalf of their Board. Each representative shall have one vote.

ii. Each governing board may choose one alternate to serve on the Policy Committee as needed in the absence of the designated member.

iii. The Policy Committee will establish bylaws within 90 days of the execution of the Memorandum of Agreement to describe the functions and operations of the committee(s).

iv. The Steering Committee will be comprised of staff from local agencies formally participating in 1W1P by signing the MOA and BWSR staff acting as advisors. The Steering Committee will provide the logistical organization of the planning process and associated meetings. They may make recommendations to the Advisory Committee and to the Policy Committee.

v. The Advisory Committee will meet monthly or as needed to assist and provide technical support and make recommendations to the Policy Committee on the development and content of the plan.

b. **Submittal of the Plan.** The Policy Committee will recommend the plan to the Parties of this Agreement. The Policy Committee will be responsible for initiating a formal review process for the watershed-based plan conforming to Minnesota Statutes Chapters 103B and 103D, including public hearings. Upon completion of local review and comment, and approval of the plan for submittal by each Party, the Policy Committee will submit the watershed-based plan jointly to BWSR for review and approval.

c. **Adoption of the Plan.** The Parties agree to adopt and begin implementation of the plan within 120 days of receiving notice of state approval, and provide notice of plan adoption pursuant to Minnesota Statutes Chapters 103B and 103D.

8. **Fiscal Agent:** Koochiching SWCD will act as the fiscal agent for the purposes of this Agreement and agrees to:
   a. Accept all responsibilities associated with the implementation of the BWSR grant agreement for developing a watershed-based plan.

   b. Perform financial transactions as part of grant agreement and contract implementation.

   c. Annually provide a full and complete audit report.

   d. Provide the Policy Committee with the records necessary to describe the financial condition of the BWSR grant agreement.

   e. Retain fiscal records consistent with the Koochiching SWCD's records retention schedule.

9. **Grant Administration**: Koochiching SWCD will act as the grant administrator for the purposes of this Agreement and agrees to provide the following services:

   a. Accept all day-to-day responsibilities associated with the implementation of the BWSR grant agreement for developing a watershed-based plan, including being the primary BWSR contact for the *One Watershed, One Plan* Grant Agreement and being responsible for BWSR reporting requirements associated with the grant agreement.

   b. Provide the Policy Committee with the records necessary to describe the planning condition of the BWSR grant agreement.

10. **Services:** Koochiching SWCD agrees to provide the following services set forth in Attachment B to the Parties.
    a. In the event of a vacancy of the above listed roles, the Party responsible for the role will determine if there is adequate capacity within the organization to fulfil the listed role. If it is determined by the partner agency they no longer have capacity and would like to relinquish their duties they must inform the Steering Committee. The Steering Committee will then reassign the service to another Party with the capacity to fulfil the grant agreement.

11. **Multiple Counterparts:** The Parties may sign multiple counterparts of this Agreement. Each signed counterpart shall be deemed an original, but all of them together represent the same Agreement.

12. **Authorized Representatives:** The following persons will be the primary contacts for all matters concerning this Agreement:

[THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK. SIGNATURE PAGE FOLLOWS.

IN TESTIMONY WHEREOF the Parties have duly executed this Memorandum of Agreement by their duly authorized officers.

PARTNER: Itasca County

APPROVED:

BY: _____ **Date:** _____

ITS: Board Chair

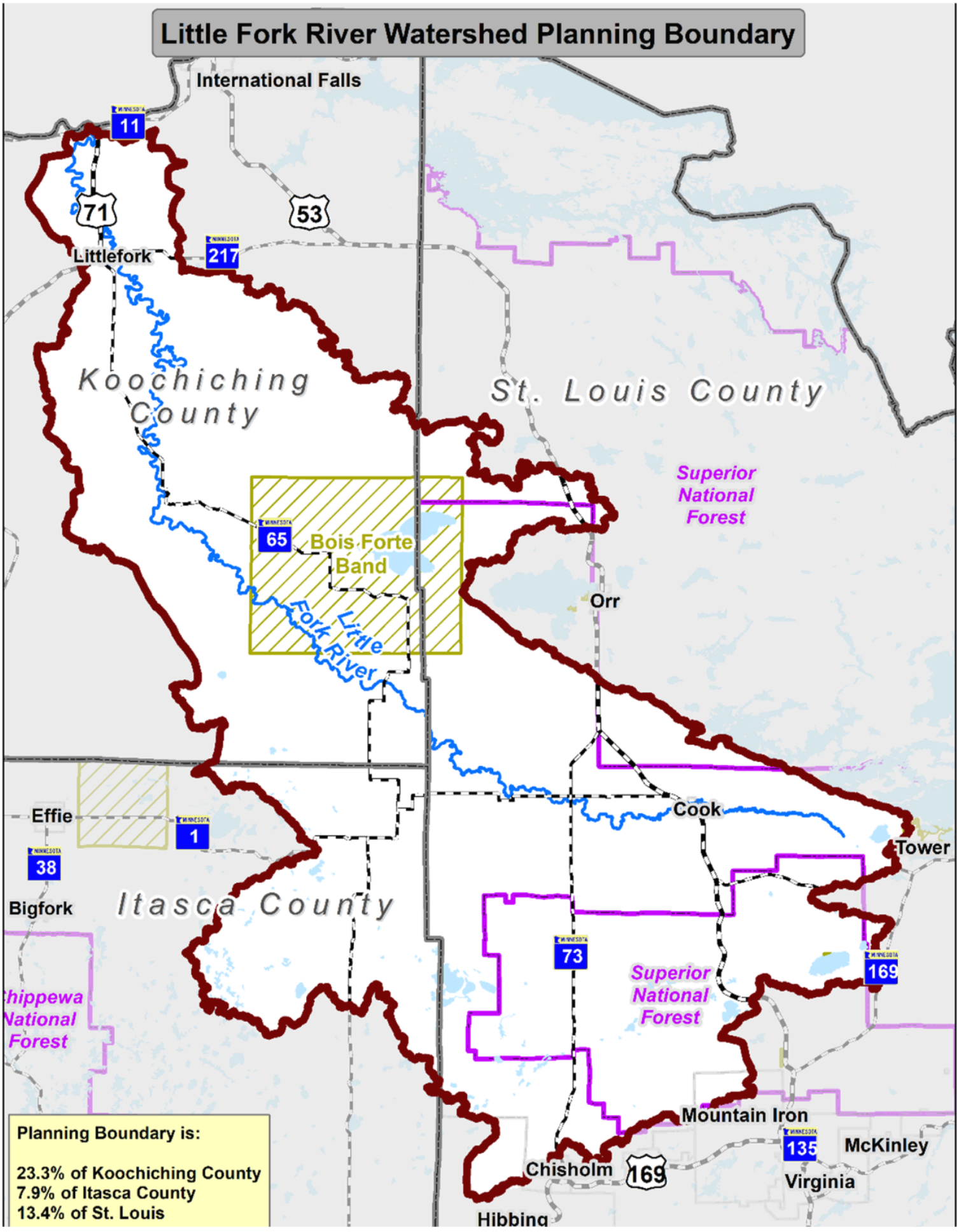
BY: _____ **Date:** _____

ITS: County Administrator

APPROVED AS TO FORM

BY: _____ **Date:** _____

ITS: County Attorney


Little Fork River Watershed Planning Boundary
International Falls
11
71
53
Littlefork
217
Koochiching County
St. Louis County
Superior National Forest
65
Bois Forte Band
Little Fork River
Orr
Effie
1
38
Bigfork
Itasca County
Cook
Tower
73
169
Superior National Forest
Chippewa National Forest
Mountain Iron
135
McKinley
Virginia
Chisholm
169
Hibbing
Planning Boundary is:
23.3% of Koochiching County
7.9% of Itasca County
13.4% of St. Louis