



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

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	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
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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
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XI. ADJOURN

Chair Smith adjourned the meeting at 3:45 PM.

ATTEST

Cory Smith
Chair of the County BoardBrett Skyles
Clerk of the County Board



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, February 10, 2026

RESOLUTION 2026-13

RE: MnDOT DETOUR AGREEMENT NO. 1061329

BE IT RESOLVED, that Itasca County enter into MnDOT Agreement No. 1045892 with the State of Minnesota, Department of Transportation for the following purposes:

To provide for payment by the State to the County for the use and maintenance of County State Aid Highway No. 14 as a detour route during the construction to be performed upon, along, and adjacent to Trunk Highway No. 6 from the South junction of Itasca County Road 14 to 0.8 miles South of the North junction of Itasca County Road 14 under State Project No. 3107-46 (T.H. 6=61).

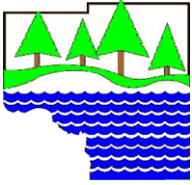
BE IT FURTHER RESOLVED, that the County Board Chair and Clerk to the County Board are authorized to execute the Agreement and any amendments to the Agreement.

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

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 10, 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
(218) 327-2847

Tuesday, February 3, 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	Present	2:30 PM
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 Item #6.5 (Reconsider RBA #2025-734 Re: Bids for Legal Printing) and approve the agenda, as amended.

RESULT: APPROVED (5 TO 0)
MOVER: Commissioner Terry Snyder
SECONDER: Commissioner Casey Venema
AYES: Cory Smith, Terry Snyder, John Johnson, Larry Hopkins, Casey Venema

IV. MINUTES APPROVAL

Motion To: Approve the minutes of the Tuesday, January 27, 2026, Regular Session.

RESULT: APPROVED (5 TO 0)
MOVER: Commissioner John Johnson
SECONDER: Commissioner Larry Hopkins
AYES: Cory Smith, Terry Snyder, John Johnson, Larry Hopkins, Casey Venema

1. Approve the minutes of the Tuesday, January 27, 2026, Regular Session.

V. CONSENT AGENDA

Motion To: Approve the Consent agenda as presented.

RESULT: APPROVED (5 TO 0)
MOVER: Commissioner Casey Venema
SECONDER: Commissioner Terry Snyder
AYES: Cory Smith, Terry Snyder, John Johnson, Larry Hopkins, Casey Venema

1. Accept the Minutes of the January 8, 2026 HHS Advisory Committee Meeting.
2. Reduce the retainage for the CSAH 70 Bridge Replacement projects (SP 031-670-009 & SAP 031-670-010) from 5% to 1%, resulting in a retainage of \$27,108.74.

VI. REGULAR AGENDA

1. Commissioner Warrants

Motion To: Approve Commissioner Warrants with a check date of February 04, 2026, in the amount of \$506,555.21.

RESULT: APPROVED (5 TO 0)
MOVER: Commissioner Casey Venema
SECONDER: Commissioner John Johnson
AYES: Cory Smith, Terry Snyder, John Johnson, Larry Hopkins, Casey Venema

2. Approval of Job Postings – Social Worker (Family Services) and Eligibility Specialist

Motion To: Approve posting one(1) Eligibility Specialist position and one(1) Social Worker position.

RESULT: APPROVED (5 TO 0)
MOVER: Commissioner John Johnson
SECONDER: Commissioner Terry Snyder
AYES: Cory Smith, Terry Snyder, John Johnson, Larry Hopkins, Casey Venema

3. Schedule the 2026 County Board of Appeal and Equalization

Motion To: Approve the 2026 County Board of Appeals and Equalization meeting on Monday, June 15th, 2026, at 3:00 PM with 15-minute appointments available from 3:15 PM until 7:00 PM and on Wednesday, June 17th, 2026, from 9:00 AM until 1:00 PM, only if necessary, to finalize any items remaining from the initial meeting. No appointments will be scheduled for the Wednesday, June 17th, 2026, meeting.

RESULT: APPROVED (5 TO 0)
MOVER: Commissioner Casey Venema
SECONDER: Commissioner Larry Hopkins
AYES: Cory Smith, Terry Snyder, John Johnson, Larry Hopkins, Casey Venema

4. Project Labor Agreements

Motion To: Direct Transportation to use Project Labor Agreements (PLA's) for CSAH 42, 43 and 79 projects.

RESULT: APPROVED (5 TO 0)
MOVER: Commissioner Casey Venema
SECONDER: Commissioner Terry Snyder
AYES: Cory Smith, Terry Snyder, John Johnson, Larry Hopkins, Casey Venema

Motion To: Advise Transportation of no need to use PLAs for CR 540.

RESULT: APPROVED (5 TO 0)
MOVER: Commissioner Terry Snyder
SECONDER: Commissioner Larry Hopkins
AYES: Cory Smith, Terry Snyder, John Johnson, Larry Hopkins, Casey Venema

Motion To: Advise Transportation of no need to use PLAs for Gravel Crushing, Hauling and Placement.

RESULT: APPROVED (5 TO 0)
MOVER: Commissioner Casey Venema
SECONDER: Commissioner John Johnson
AYES: Cory Smith, Terry Snyder, John Johnson, Larry Hopkins, Casey Venema

Motion To: Advised Transportation of no need to use PLAs for Intersection Lighting and Signing.

RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner John Johnson
SECONDER:	Commissioner Terry Snyder
AYES:	Cory Smith, Terry Snyder, John Johnson, Larry Hopkins, Casey Venema

5. Reconsider RBA #2025-734 Re: Bids for Legal Printing

Motion To: Approve using both the Grand Rapids Herald Review and Scenic Range Newspaper for legal printing.

RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner John Johnson
SECONDER:	Commissioner Casey Venema
AYES:	Cory Smith, Terry Snyder, John Johnson, Larry Hopkins, Casey Venema

VII. ADMINISTRATOR UPDATE

VIII. COMMITTEE REPORTS

Commissioner Hopkins reported on attending a JET Meeting.

Commissioner Johnson reported on attending a NW Juvenile Detention Center meeting, an MRRA presentation, and met with employees of Health & Humans Services.

Commissioner Snyder reported on attending an Environmental Services meeting Re: Scenic Byway, a Mesabi Metallica Mgmt. meeting, and met with Governor's Staff.

Commissioner Venema reported on attending a 169 Coalition meeting which included Rep. Stauber.

IX. COMMISSIONER COMMENTS

Commissioner Johnson provided comment regarding the days getting longer.

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

X. CLOSED SESSIONS

XI. ADJOURN

Chair Smith adjourned the meeting at 2:55 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 10, 2026

REQUEST FOR BOARD ACTION: RBA-2026-67

DEPARTMENT: Administrative Services
PRESENTER:

TIME REQUESTED:

AGENDA ITEM:

Authorize submission of Blandin Foundation Grant Re: Bowstring Airport Upgrades 2026.

BOARD ACTION REQUESTED:

Authorize submission of Blandin Foundation Grant Re: Bowstring Airport Upgrades 2026 and any necessary signatures.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. 2026-02-05 BlandinFoun.budget.BowstringAirport

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

Itasca County Bowstring Airport

Proposed Bowstring Airport Improvements based on the Capital Improvement Plan (CIP) on file with MnDOT Aeronautics	MnDOT Aeronautics Grants	Local match (proposed Blandin Foundation)	Total Cost
Airport Operations Building Utilities	\$9,000	\$1,000	\$10,000
Airport Multi-Use Operations, Storage Building Construction	\$360,000	\$40,000	\$400,000
Hangar Site Preparation for future development	\$45,000	\$5,000	\$50,000
Clear Zone (safety) Acquisition Plan	\$9,000	\$1,000	\$10,000
Totals	\$423,000	\$47,000	\$470,000



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, February 10, 2026

REQUEST FOR BOARD ACTION: RBA-2026-66

DEPARTMENT: Auditor / Treasurer

TIME REQUESTED: < 5 Minutes

PRESENTER: Austin Rohling

AGENDA ITEM:

Schedule a Public Hearing for Off-Sale Liquor License

BOARD ACTION REQUESTED:

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.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION: None

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



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, February 10, 2026

REQUEST FOR BOARD ACTION: RBA-2026-66

DEPARTMENT: Transportation

TIME REQUESTED: < 5 Minutes

PRESENTER: Karin Grandia

AGENDA ITEM:

MnDOT Detour Agreement No 1061329

BOARD ACTION REQUESTED:

Adopt the Resolution Re: MnDOT Detour Agreement No. 1061329 (TH 6), which approves the agreement and authorizes the necessary signatures

BACKGROUND:

MnDOT will be performing grading, bituminous surfacing and Bridge No. 31036 construction from the south junction of CSAH 14 to 0.8 miles south of the north junction of CSAH 14 in the summer of 2026. The project is expected to require approximately five months to complete. A detour route utilizing TH 246, TH 38 & CSAH 14 is required for the duration of the project. Itasca County will receive compensation the road life consumed, which is estimated at \$2,997.10. MnDOT has drafted a detour agreement and requires the County to pass a resolution entering into this agreement.

Similar detour agreements have been reviewed and approved by the County Attorney's Office in the past.

COUNTY ATTORNEY REVIEW: Yes and/or Pending

SUPPORTING DOCUMENTATION:

1. 1061329 D DETOUR AGREEMENT ITASCA (002)

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



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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Tuesday, February 10, 2026

RESOLUTION 2026-13

RE: MnDOT DETOUR AGREEMENT NO. 1061329

BE IT RESOLVED, that Itasca County enter into MnDOT Agreement No. 1045892 with the State of Minnesota, Department of Transportation for the following purposes:

To provide for payment by the State to the County for the use and maintenance of County State Aid Highway No. 14 as a detour route during the construction to be performed upon, along, and adjacent to Trunk Highway No. 6 from the South junction of Itasca County Road 14 to 0.8 miles South of the North junction of Itasca County Road 14 under State Project No. 3107-46 (T.H. 6=61).

BE IT FURTHER RESOLVED, that the County Board Chair and Clerk to the County Board are authorized to execute the Agreement and any amendments to the Agreement.

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

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 10, 2026 and that the same is a true and correct copy of the whole thereof.

Administrator

**STATE OF MINNESOTA
DEPARTMENT OF TRANSPORTATION
And
ITASCA COUNTY
DETOUR AGREEMENT
For Trunk Highway No. 6 Detour**

State Project Number (S.P.):	<u>3107-46</u>	Original Amount Encumbered
Trunk Highway Number (T.H.):	<u>6=61</u>	<u>\$2,997.10</u>
Federal Project Number:	<u>BFP 3126(089)</u>	

This Agreement is between the State of Minnesota, acting through its Commissioner of Transportation ("State") and Itasca County acting through its Board of Commissioners ("County").

Recitals

1. The State is about to perform grading, bituminous surfacing, and Bridge No. 31036 construction upon, along, and adjacent to Trunk Highway No. 6 from the South junction of Itasca County Road 14 to 0.8 miles South of the North junction of Itasca County Road 14 under State Project No. 3107-46 (T.H. 6=61); and
2. The State requires a detour to carry T.H. 6 traffic on County State Aid Highway (C.S.A.H.) No. 14 during the construction; and
3. The State is willing to reimburse the County for the road life consumed by the detour as hereinafter set forth; and
4. Minnesota Statutes § 471.59, subdivision 10, § 161.25, and § 161.20, subdivision 2(b), authorize the parties to enter into this Agreement.

Agreement

1. Term of Agreement; Incorporation of Exhibits

- 1.1. *Effective Date.*** This Agreement will be effective on the date the State obtains all signatures required by Minnesota Statutes § 16C.05, subdivision 2.
- 1.2. *Expiration Date.*** This Agreement will expire when the State removes all detour signs, returns the temporary Trunk Highway detour to the County, and pays for the detour compensation.

2. Agreement Between the Parties

2.1. *Detour.*

- A. *Location.*** The State will establish the T.H. 6 detour route on the following County road(s) as detailed in the project plans or Special Provisions:
C.S.A.H. 14 for a total distance of 5.74 miles.
- B. *Modification of the Detour Route.*** The State may modify the detour route or may add additional roadways to the official detour during construction. The State will request concurrence from the County for changes to the detour route. If such change increases the States total payment amount over the maximum obligation in Article 3.2, the Agreement will be amended.

- C. **Axle Loads and Over-Dimension Loads.** The County will permit 10-ton axle loads on the detour route. Over-dimension loads will not be permitted except in cases of extreme emergency.
- D. **Traffic Control Devices.** The State may install, maintain, and remove any traffic control devices it considers necessary to properly control the detoured traffic. The State may paint roadway markings, such as the centerline, edge lines, and necessary messages.
- E. **Detour Maintenance.** The State will perform any necessary bituminous patching and ordinary maintenance on the roadway or shoulder of the County roads used for the detour, at no cost or expense to the County. Bituminous patching is defined as any work, including continuous full width overlays, less than 100 feet in length. All State expenditures beyond those required for bituminous patching and ordinary maintenance will be credited against the road life consumed reimbursement due the County.
- F. **Duration.** The State will provide the County with advance notice identifying the dates the State intends to place and remove the detour signing.

2.2. **Basis of State Cost (Road Life Consumed).** The State will reimburse the County for the road life consumed by the detour using the following methods, as set forth in the Detour Management Study Final Report dated January 1991, and updated by MnDOT's Policy on Cost Participation for Cooperative Construction Projects and Maintenance Responsibilities between MnDOT and Local Units of Government.

- A. The "Gas Tax Method" formula, multiplies the Combined Tax Factor per mile times the Average Daily Traffic ("ADT") count of vehicles diverted from the Trunk Highway times the county road length in miles times the duration of the detour in days to determine the State's cost for the road life consumed by the detour. If an ADT changes, the parties will amend the Agreement.
- B. The County may, at its option, perform an "Equivalent Overlay Method" analysis. A State-approved firm, at no cost or expense to the State, must perform the testing and analysis. The County will keep records and accounts to verify any claim it might bring against the State for additional costs using the "Equivalent Overlay Method".

3. Payment

3.1. **For Road Life Consumed.** **\$2,997.10** is the State's estimated cost for the road life consumed by the detour based on the data below:

<u>Stage</u>	<u>Tax Factor</u>	<u>ADT</u>	<u>Road Length (Miles)</u>	<u>Duration (Days)</u>	<u>Cost</u>
Stage 1	0.00513	693	5.74	147	\$2,997.10
Road Life Consumed Amount:					<u>\$2,997.10</u>

The State's total payment for the road life consumed by the detour is equal to the amount computed by using the "Gas Tax Method" formula plus any amount determined by using the "Equivalent Overlay Method" analysis that is in excess of twice the "Gas Tax Method" amount.

- 3.2. **Maximum Obligation.** **\$10,000.00** is the maximum obligation of the State under this Agreement and must not be exceeded unless the maximum obligation is increased by execution of an amendment to this Agreement.
- 3.3. **Conditions of Payment.** The State will pay the County the State's total road life consumed payment amount after performing the following conditions.

- A. Execution of this Agreement and the County's receipt of the executed Agreement.
- B. State's encumbrance of the State's total payment amount.
- C. State's removal of all detour signs.
- D. State notifies the County of the removal of the detour signs, and the number of days the detour was in effect.
- E. State's receipt of a written request from the County for payment.

4. Release of Road Restoration Obligations

By accepting the State's road life consumed payment plan and total payment amount, the County releases the State of its obligation, under Minnesota Statutes § 161.25, to restore the county roads used as a T.H. 6 detour to as good of condition as they were before designation as temporary trunk highways.

5. Authorized Representatives

Each party's Authorized Representative is responsible for administering this Agreement and is authorized to give and receive any notice or demand required or permitted by this Agreement.

5.1. The State's Authorized Representative will be:

Name, Title: Malaki Ruranika, Cooperative Agreements Engineer (or successor)
 Address: 395 John Ireland Boulevard, Mailstop 682, St. Paul, MN 55155
 Telephone: (651) 366-4634
 E-Mail: malaki.ruranika@state.mn.us

5.2. The County's Authorized Representative will be:

Name, Title: Karin Grandia, Itasca County Highway Engineer (or successor)
 Address: 123 Northeast 4th Street, Grand Rapids, MN 55744
 Telephone: (218) 327-2853
 E-Mail: Karin.grandia@co.itasca.mn.us

6. Assignment; Amendments; Waiver; Contract Complete

- 6.1. **Assignment.** No party may assign or transfer any rights or obligations under this Agreement without the prior consent of the other party and a written assignment agreement, executed and approved by the same parties who executed and approved this Agreement, or their successors in office.
- 6.2. **Amendments.** Any amendment to this Agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original Agreement, or their successors in office.
- 6.3. **Waiver.** If a party fails to enforce any provision of this Agreement, that failure does not waive the provision or the party's right to subsequently enforce it.
- 6.4. **Contract Complete.** This Agreement contains all prior negotiations and agreements between the State and the County. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party.

7. Liability

The County and State will be responsible for their own acts and omissions, to the extent authorized by law. Minnesota Statutes § 3.736 governs the State's liability. Minnesota Statutes, Chapter 466 governs the liability of the County.

8. State Audits

Under Minnesota Statutes § 16C.05, subdivision 5, the County's books, records, documents, and accounting procedures and practices relevant to this Agreement are subject to examination by the State and the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this Agreement.

9. Government Data Practices

The County and State must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided by the State under this Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the County under this Agreement. The civil remedies of Minnesota Statutes § 13.08 apply to the release of the data referred to in this clause by either the County or the State.

10. Governing Law; Jurisdiction; Venue

Minnesota law governs the validity, interpretation, and enforcement of this Agreement. Venue for all legal proceedings arising out of this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

11. Termination; Suspension

11.1. *By Mutual Agreement.* This Agreement may be terminated by mutual agreement of the parties or by the State for insufficient funding as described below.

11.2. *Termination for Insufficient Funding.* The State may immediately terminate this Agreement if it does not obtain funding from the Minnesota Legislature, or other funding source; or if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to the County. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the County will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if this Agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds.

11.3. *Suspension.* In the event of a total or partial government shutdown, the State may suspend this Agreement and all work, activities, performance, and payments authorized through this Agreement. Any work performed during a period of suspension will be considered unauthorized work and will be undertaken at the risk of non-payment.

12. Force Majeure

No party will be responsible to the other for a failure to perform under this Agreement (or a delay in performance), if such failure or delay is due to a force majeure event. A force majeure event is an event beyond a party's reasonable control, including but not limited to, unusually severe weather, fire, floods, other acts of God, labor disputes, acts of war or terrorism, or public health emergencies.

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STATE ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minnesota Statutes § 16A.15 and 16C.05.

Signed: _____

Date: _____

SWIFT Purchase Order: 3000863614

ITASCA COUNTY

The undersigned certify that they have lawfully executed this contract on behalf of the Governmental Unit as required by applicable charter provisions, resolutions, or ordinances.

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

DEPARTMENT OF TRANSPORTATION

Approved:

By: _____
(District Engineer)

Date: _____

COMMISSIONER OF ADMINISTRATION

By: _____
(With Delegated Authority)

Date: _____

INCLUDE COPY OF THE RESOLUTION APPROVING THE AGREEMENT AND AUTHORIZING ITS EXECUTION.



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, February 10, 2026

REQUEST FOR BOARD ACTION: RBA-2026-39

DEPARTMENT: Human Resources

TIME REQUESTED: < 5 Minutes

PRESENTER: Administrator Skyles

AGENDA ITEM:

Employee Recognition

BOARD ACTION REQUESTED:

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.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION: None

02/10/2026

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

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

Tuesday, February 10, 2026

REQUEST FOR BOARD ACTION: RBA-2026-40

DEPARTMENT: Auditor / Treasurer

TIME REQUESTED: < 5 Minutes

PRESENTER: Gail Guck

AGENDA ITEM:

Commissioner Warrants

BOARD ACTION REQUESTED:

Approve the Commission warrants with a check date of February 11, 2026 in the amount of \$247,617.96.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION: None

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



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, February 10, 2026

REQUEST FOR BOARD ACTION: RBA-2026-70

DEPARTMENT: Human Resources

TIME REQUESTED: 5 Minutes

PRESENTER: John Johnson

AGENDA ITEM:

Approval of Job Postings — Medical Support Specialist, IMCare Division of HHS and an Accounting Technician, Business Division of HHS

BOARD ACTION REQUESTED:

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.

BACKGROUND:

The Health & Human Services Department has requested to post two vacant positions: a Medical Support Specialist within the IMCare Division and an Accounting Technician within the Business Division. These positions are critical to maintaining service levels and ensuring statutory program requirements are met.

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



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, February 10, 2026

REQUEST FOR BOARD ACTION: RBA-2026-72

DEPARTMENT: Land Department

TIME REQUESTED: 5 Minutes

PRESENTER: Kory Cease

AGENDA ITEM:

2026 Land Classification Meeting

BOARD ACTION REQUESTED:

Accept the attached land classification list and schedule for the 2026 Land Classification Meeting for Tuesday, April 28, 2026 at 8:00 AM in County Board Room #121.

BACKGROUND:

The Land Classification Committee reviews and determines classification of tax-forfeited lands annually at the Land Classification Meeting. The Committee consists of the County Board members with the Land Commissioner as a non-voting ex-officio member. The attached land classification list will be subject to change as the parcels are more thoroughly researched, etc.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. Land Classification List 2026

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

Tract	Acres	PRCL_NBR	SECTION	TOWNSHIP	RANGE	DESCRIP	MemFor
1	54.5	02-003-1201	3	56	25	LOT 2 LESS 10 SQUARE ACRES IN EXTREME SE CORNER	Yes
2	1.0	04-018-1102	18	58	23	S 208 FT OF E 208 FT OF NE NE	NO
3	37.7	04-030-3100	30	58	23	LOT 6	NO
4	39.8	04-124-4400	24	58	24	SE SE	Yes
5	39.5	04-210-3200	10	58	25	LOT 4	Yes
6	40.0	07-004-4200	4	61	26	NW SE	NO
7	40.0	07-004-4300	4	61	26	SW SE	NO
8	39.8	07-009-1400	9	61	26	SE NE	Yes
9	39.6	07-009-4100	9	61	26	NE SE	Yes
10	39.5	07-015-3300	15	61	26	SW SW	Yes
11	39.5	07-022-2200	22	61	26	NW NW	Yes
12	38.5	10-004-4400	4	62	22	SE SE	NO
13	3.7	10-033-2102	33	62	22	N 318FT OF E 500FT OF NE NW	Yes
14	4.5	11-125-4103	25	57	27	PART OF LOT 3 LYING N & E OF DEER LAKE	NO
15	5.0	14-005-3301	5	54	22	N 330' OF W 660' OF SW SW	NO
16	18.9	14-032-2101	32	54	22	E 1/2 OF NE NW	Yes
17	0.9	14-106-3205	6	55	22	REVISED DESCRIPTION #2 OF LOT 6	NO
18	36.6	19-034-3302	34	54	25	SW SW LESS PART LYING S & W OF NEW CO RD 68	NO
19	39.1	19-034-3400	34	54	25	SE SW	NO
20	36.5	21-018-2200	18	149	27	LOT 1	NO
21	36.9	21-018-2300	18	149	27	LOT 2	NO
22	13.6	21-018-3200	18	149	27	LOT 3 LESS PART LYING S OF CO RD 29	NO
23	43.4	23-022-3400	22	57	24	LOT 9	NO
24	40.6	26-016-2200	16	59	26	NW NW	NO
25	39.0	26-016-2300	16	59	26	SW NW	NO
26	29.0	26-017-1401	17	59	26	E 3/4 OF SE NE	NO
27	1.8	26-216-1102	16	59	27	THAT PART OF LOT 1 DESCRIBED AS FOLLOWING, W 175 FT OF N 457.6 FT AS MEASURED ON W BOUNDARY OF LOT 1 LESS HWY 6 & 286	NO
28	0.4	26-216-1103	16	59	27	PART OF LOT 1 DESCRIBED AS FOLLOWING, E 50 FT OF W 335 FT	NO
29	20.8	26-228-1100	28	59	27	LOT 1 LESS HWY 6	NO
30	39.5	30-108-4100	8	57	23	NE SE	Yes
31	40.7	32-034-4100	34	146	25	NE SE	NO
32	40.4	32-034-4200	34	146	25	NW SE	NO
33	19.8	34-012-3301	12	53	23	SW SW LESS W 1/2	NO
34	37.6	34-033-1100	33	53	23	NE NE	Yes
35	7.8	34-034-1302	34	53	23	SW NE LESS PART LYING E OF HWY #65	Yes
36	36.4	34-034-2400	34	53	23	SE NW	Yes
37	39.5	35-026-1200	26	148	26	NW NE	NO
38	39.3	35-026-2400	26	148	26	SE NW	NO

Tract	Acres	PRCL_NBR	SECTION	TOWNSHIP	RANGE	DESCRIP	MemFor
39	38.6	35-026-3100	26	148	26	NE SW LESS S 445 FT OF W 200 FT	NO
40	39.0	35-026-4200	26	148	26	NW SE LESS N 208 FT OF S 416 FTOF E 208 FT & LESS ONE ACRE OF LAND IN THE SE CORNER	NO
41	27.1	36-013-3402	13	53	26	SE SW EXCEPT PART LYING W OF HWY 169	NO
42	5.5	37-001-1302	1	53	24	LOT 1 LYING E OF CREEK	Yes
43	40.1	37-024-2300	24	53	24	SW NW	Yes
44	39.5	40-021-4300	21	55	24	SW SE	NO
45	39.3	40-021-4400	21	55	24	SE SE	NO
46	39.0	40-028-1200	28	55	24	NW NE	NO
47	38.7	40-028-1300	28	55	24	SW NE	NO
48	39.5	40-028-2100	28	55	24	NE NW	NO
49	38.7	41-002-2300	2	57	25	SW NW	Yes
50	38.4	42-013-1200	13	53	22	NW NE	NO
51	36.5	48-020-3400	20	58	22	SE-SW	NO
52	18.4	49-013-2102	13	59	22	E 1/2 OF NE NW	Yes
53	9.9	50-033-2204	33	55	23	NW NW LESS N 990 FT	Yes
54	40.1	50-033-2300	33	55	23	SW NW	Yes
55	5.8	51-027-2101	27	58	23	LOT 2 LESS PART LYING S OF CO RD 239 & LESS N 300 FT	NO
56	40.7	51-028-1400	28	58	23	SE NE	NO
57	39.2	62-011-2300	11	62	25	LOT 3	Yes
58	40.0	62-025-2300	25	62	25	SW NW	NO
59	23.9	63-415-0087	26	54	26	TRACT C: DESCRIBED BELOW*	NO
60	9.7	64-031-2301	31	56	26	LOT 2 EXCEPT PART LYING E OF HWY 6	NO
61	18.4	65-020-4102	20	57	26	W 1/2 NW 1/4 & NE SW LESS PART LYING E OF CSAH 17 & NW 1/4 SW 1/4 & S 1/2 SW 1/4	NO
62	31.1	65-020-4202	20	57	26	NW SE LESS PART LYING S OF ACCESS ROAD	NO
63	20.4	76-010-1100	10	146	26	LOT 1	NO
64	19.1	76-010-1101	10	146	26	LOT 8	NO
65	0.3	90-026-2206	26	62	26	S 50 FT OF N 300 FT OF W 235.45 FT OF NW NW	NO
66	46.8	98-420-0030	28	54	23	LOT 3	NO
67	40.1	04-104-3100	4	58	24	NE SW	NO
68	39.8	04-225-2100	25	58	25	NE NW	Yes
69	36.2	06-002-1300	2	61	22	SW NE	Yes
70	20.4	07-033-2302	33	61	26	E 1/2 OF SW NW	Yes
71	35.9	07-033-2400	33	61	26	LOT 3	Yes
72	40.8	09-021-1200	21	147	25	NW NE	NO
73	40.6	09-021-1400	21	147	25	SE NE	NO
74	40.6	09-022-2300	22	147	25	SW NW	NO
75	40.1	09-024-1300	24	147	25	SW NE	NO
76	20.3	10-032-2401	32	62	22	N 1/2 OF SE NW	Yes

Tract	Acres	PRCL_NBR	SECTION	TOWNSHIP	RANGE	DESCRIP	MemFor
77	0.7	11-125-4402	25	57	27	LOT 4 W OF DEER RIVER	NO
78	40.2	14-022-1200	22	54	22	NW NE	NO
79	39.4	41-028-2300	28	57	25	SW NW	NO
80	39.5	50-019-1100	19	55	23	NE NE	Yes
81	38.3	62-003-1400	3	62	25	SE NE	Yes
82	39.9	64-019-4400	19	56	26	SE SE	Yes
83	0.8	66-410-0190	17	58	26	LOT 19	No
84	6.1	69-003-2410	3	55	27	E 200 FT OF W 920 FT OF LOT 5	No
85	40.2	75-011-1400	11	145	26	SE NE	No
86	40.9	76-027-3400	27	146	26	SE SW	No
87	41.6	76-027-4300	27	146	26	SW SE	No
88	39.4	76-034-2100	34	146	26	NE NW	No
89	40.9	76-035-3400	35	146	26	SE SW	No
90	26.2	01-006-4102	6	149	28	NESE LYING W OF HWY 46, LESS REVISED DESCRIPTION #1	NO
91	1.6	05-011-2104	11	55	26	NE NW LYG W OF BASS BROOK	NO
92	40.4	09-017-4400	17	147	25	SE SE	NO
93	18.4	10-219-4401	19	62	24	SE SE LESS E1/2 & LESS S 285 FT OF E 245 FT OF W1/2	Yes
94	2.4	10-226-4401	26	62	24	LOT 6	Yes
95	41.0	13-001-2300	1	148	28	SW NW	NO
96	39.9	13-001-3100	1	148	28	NE SW	NO
97	25.7	13-001-3201	1	148	28	NWSW LESS THAT PART LYING W OF HWY 46	NO
98	0.1	22-035-3202	35	148	25	REVISED DESCRIPTION #1 OF LOT 2	NO
99	0.3	35-004-2203	4	148	26	1/8 UNDIVIDED INTEREST IN LOT 4	NO
100	1.1	38-019-4400	19	60	26	LOT 9	NO
101	0.6	42-027-2203	27	53	22	REVISED DESCRIPTION #2 OF NW NW	NO
102	3.9	43-010-3300	10	149	26	W 200 FT OF LOT 7	NO
103	31.2	50-001-1201	1	55	23	LOT 2	Yes
104	0.3	64-016-3200	16	56	26	LOT 8	NO
105	6.8	64-016-3300	16	56	26	LOT 7	NO
106	1.6	65-535-2005	32	57	26	THORPE BROTHERS, LOTS J, K, L OF BLOCK 3	NO
107	40.0	77-027-2100	27	147	26	NE NW	NO
108	0.1	87-410-0308	21	56	26	CALUMET CITY, LOTS 6-7 OF BLOCK 3	NO
109	1.0	89-570-0070	26	145	25	SEAMANS 1ST ADDITION TO ITASCA CITY; LOT 7	NO
110	0.1	98-420-0181	28	54	23	AUDITOR'S SUBDIVISION #18	NO
111	0.5	98-420-0182	28	54	23	AUDITOR'S SUBDIVISION #18, TRACT OF LAND 175 FT BY 104 FT OF LOT 18, LESS HIGHWAY 2	NO
112	2.5	98-420-0192	28	54	23	AUDITOR'S SUBDIVISION #18, LOT 19 LESS REVISED DESCRIPTION #1	NO
113	0.1	31-410-5010	19	150	29	DEXTERVILLE PLAT LOTS 1-4 INCLUDING BLOCK #5 N OF HWY 71	NO
114	0.2	90-420-0460	23	62	26	BYRNE ADDITION TO EFFIE, LOT 8 BLOCK 4	NO

Tract	Acres	PRCL_NBR	SECTION	TOWNSHIP	RANGE	DESCRIP	MemFor
115	0.2	91-490-0632	28	55	25	CLOVER 1ST & 2ND ADDITION TO GR, LOT 17 BLOCK 6	NO
116	0.4	94-450-0022	19	56	23	AUDITOR'S SUBDIVISION #52, LOT 2 N OF NEW ROW OF STATE HWY 169	NO
117	1.6	94-450-0041	19	56	23	AUDITOR'S SUBDIVISION #52,, LOT 3 N OF HWY 169	NO
118	0.1	95-440-1202	32	57	22	SOUTHERN ADDITION TO NASHWAUK, LOTS 1-2 BLOCK 12	NO
119	21.8	74-002-4412	2	144	26	SE SE LESS N 330 FT & LESS S 660 FT OF E 660 FT	NO
TOTAL ACRES		3,017.4					

*TRACT C: A TRACT OF LAND IN LOT 5, SEC 23 & NW NE SEC 26 DESC AS FOLLOWS; COMM AT THE SW CORNER OF LOT 5: THENCE S 00 DEG 21' 53" E, BEARING ASSIGNED, ALG THE W LINE OF NW NE 215.84' TO THE NELY ROW OF CR 17; THENCE SELY ALG NELY ROW OF CR 17 A DIST OF 151.05' ON A NON-TANGENTIAL CURVE CONCAVE TO THE NE, HAVING A RADIUS OF 1382.68', CENTRAL ANGLE OF 06 DEG 15' 33" & CHORD OF SAID CURVE BEARS S 54 DEG 31' 07" E 150.98' TO POB OF TRACT TO BE DESC; THENCE N 33 DEG 47' 41" E 9.50'; THENCE NLY 138.33' ALG A TANGENTIAL CURVE CONCAVE TO THE W, HAVING A RADIUS OF 325', CENTRAL ANGLE OF 24 DEG 23' 14"; THENCE N 09 DEG 25' 27" E 100'; THENCE NELY 172.45' ALG A TANGENTIAL CURVE CONCAVE TO THE SE, HAVING A RADIUS OF 275', CENTRAL ANGLE OF 35 DEG, 55' 46"; THENCE N 45 DEG 21' 13" E 230.55'; THENCE NELY 209.60' ALG A TANGENTIAL CURVE CONCAVE TO THE NW, HAVING A RADIUS OF 365.84', CENTRAL ANGLE OF 32 DEG 49' 36"; THENCE N 12 DEG 31' 37" E 410.60'; THENCE N 88 DEG 51' 22" E 212' MORE OR LESS TO THE WATERS EDGE OF POKEGAMA LAKE; THEN SLY, SELY, & ELY ALG THE WATERS EDGE TO INTERSECT THE E LINE OF LOT 5: THENCE S 09 DEG 01' 14" E 215' MORE OR LESS TO THE SE CORNER OF LOT 5; THENCE S 00 DEG 14' 26" E 537.60' TO THE NLY ROW FO CR 17; THENCE S 88 DEG 40' 39" W 453.81' ALG THE NLY ROW OF CR; THENCE WLY 182.83' ALG A TANGENTIAL CURVE CONCAVE TO THE N, HAVING A RADIUS OF 1382.68, CENTRAL ANGLE OF 07 DEG 34' 34"; THENCE N 06 DEG 27' 07" ALG A NON-TANGENTIAL CURVE CONCAVE TO THE N, HAVING A RADIUS OF 1332.39', CENTRAL ANGLE OF 04 DEG 10' 27" & CHORD OF SAID CURVE BEARS N 81 DEG 27' 27" W 97.05'; THENCE S 10 DEG 37' 46" W, NOT TANGENT TO SAID CURVE, 36.92'; THENCE WLY 530.07' ALG A NON-TANGENTIAL CURVE CONCAVE TO THE N, HAVING A RADIUS OF 1382.68', CENTRAL ANGLE OF 21 DEG 57' 54" & CHORD OF SAID CURVE BEARS N 68 DEG 37' 51" W 526.83' TO THE POB CONTAINING 23.8 ACRES MORE OR LESS.



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, February 10, 2026

REQUEST FOR BOARD ACTION: RBA-2026-63

DEPARTMENT: Attorney
PRESENTER: Jacob Fauchald

TIME REQUESTED: 10 Minutes

AGENDA ITEM:

Contract for Defense Counsel - Mental Health Court and Wellness Court

BOARD ACTION REQUESTED:

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

BACKGROUND:

The Itasca County Mental Health Court program is a collaborative effort involving several public agencies and implementation is expected to occur in the next month or so. Similar to the existing Wellness Court Program, which has been operating for nearly 20 years, the goal is to provide intensive supervision and rehabilitation of high-risk, high-needs offenders, addressing mental health issues which were a contributing cause which resulted in criminal charges. Mental Health Court will work to reduce costs associated with mental illness and criminal behavior, reduce criminal behavior and recidivism, enhance public safety and the well-being of participants.

Defense counsel is an integral part of the Wellness Court team in assisting participants and ensuring that the program complies with all legal requirements, and the County presently has a contract with Karl Sundquist to attend and participate in this respect at a monthly cost of \$1,200.00. Proceeds from opioid settlement funds have funded the stipend for his contracted role. Karl Sundquist is willing to provide the same services for Mental Health Court, and we would request approval to enter into a new contract with Mr. Sundquist for a monthly stipend of \$2,400.00 for his participation in both Wellness Court and Mental Health Court.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. Updated Wellness Court and Mental Health Court Services Agreement

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

**CONTRACT FOR LEGAL SERVICES FOR DEFENSE REPRESENTATION IN
ITASCA COUNTY WELLNESS COURT AND MENTAL HEALTH COURT**

Itasca County Agreement for Attorney Services

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

WHEREAS, Itasca County operates a hybrid drug and dwi problem solving court called the Itasca County Wellness Court; and

WHEREAS, Itasca County also operates a mental health problem solving court called the Itasca County Mental Health Court; and

WHEREAS, all problem solving courts must have a multidisciplinary team with representatives from all roles within the traditional criminal justice system including: judge, prosecutor, corrections, and defense counsel; and

WHEREAS, Counsel agrees to serve as defense counsel for the Itasca County Wellness Court.

NOW, THEREFORE, ITS IS AGREED:

Requirements of Services Provided:

1. **COUNSEL:** Counsel shall serve as defense counsel for the Itasca County Wellness Court program as well as the Itasca County Mental Health Court program and provide defense counsel services according to all applicable rules and laws, professional standards, and best practices for problem solving courts. Counsel shall attend court sessions Friday of each week according to the schedule established by the Wellness Court Team and the Mental Health Court Team. Staffing for Wellness Court typically begins at 8:15 a.m. with court session beginning at 9:30 a.m. Staffing for Mental Health Court typically begins at 12:00pm with court session beginning at 1:00pm Counsel shall be responsible for all preparation required and communicating scheduling conflicts with the Wellness Court and Mental Health Court Teams according to established communication methods. Staffing and court appearances occur in-person at the Itasca County Courthouse with occasional Zoom appearances as necessary.

General Conditions:

1. **TERM:** The term of this agreement will be from February 1, 2026, to and including December 31, 2027, the date of the signatures of the parties notwithstanding. All services performed and costs incurred on or after February 1, 2026, up to and including December 31, 2027, shall be reimbursable solely in accordance with the terms of this

Contract. This Contract may be renewed on an annual basis if mutually agreed to by the parties, with notice to renew occurring on or before December 1 in the year that the Contract expires.

2. COMPENSATION: In consideration of all services and all incidental costs, expenses and materials provided for by Counsel under the terms of the Contract, County agrees to pay Counsel \$2,400 monthly.

Counsel shall not be reimbursed for any other costs or expenses including but not limited to any administrative costs, office costs or transportation costs.

3. ASSIGNABILITY: The Contract for Legal Services shall not be assigned or subcontracted without the written consent of Itasca County.
4. TERMINATION: The County reserves the unqualified right to terminate the Contract for any reason, or no reason at all, upon thirty (30) days written notice. Counsel may terminate the Contract upon sixty (60) days written notice. Counsel shall remain responsible for a case to which they are appointed prior to the effective date of termination.
5. INDEPENDENT CONTRACTOR: Counsel hereunder is an independent contractor and nothing contained herein shall be construed to create the relationship of an employer and employee between the County and Counsel or Counsel's agents, servants, or employees. Counsel shall at all times be free to exercise independent, professional judgment and discretion as to how best to perform or provide services. Counsel acknowledges and agrees that Counsel, Counsel's agents, servants and employees are not entitled to receive any of the benefits received by County employees and are not eligible for workers' or unemployment compensation benefits. Counsel also acknowledges and agrees that no withholding or deduction for State or Federal income taxes, FICA, FUTA, or otherwise will be made from payments due to Counsel under the Contract and that it is Counsel's sole obligation to comply with applicable provisions of Federal and State Laws.
6. INDEMNIFICATION: Counsel shall indemnify, hold harmless and defend County, its officers and employees against any and all liability, loss, costs, damages, expenses, claims or actions, including attorney's fees, which the County, its officers and employees may hereafter sustain, incur or be required to pay, arising out of or by reason of any negligent or willful act or omission of Counsel, its agents, servants or employees in the execution, performance or failure to adequately perform Counsel's obligation pursuant to the Contract.

7. INSURANCE:

- a. PROFESSIONAL LIABILITY INSURANCE: Counsel shall at all times maintain professional liability insurance in an amount equal to the maximum potential tort liability for counties as enumerated in M.S. 466.04. Additionally, Itasca County shall be named as an additional insured on such policy. Further, Counsel shall submit proof of coverage at the beginning of the term of the Contract by no later

than February 28, 2020 and by January 31 of any subsequent year within which the Contract is mutually extended by the parties.

- b. WORKER'S COMPENSATION INSURANCE: Counsel shall have and keep in force at its expense worker's compensation insurance if applicable.
 - c. OTHER: Counsel is responsible for identifying and obtaining and keeping in force any other insurances necessary to fulfill the terms of this Contract.
- 8. NON-DISCRIMINATION: Counsel agrees to comply with the nondiscrimination provision set forth in Minnesota Statute 181.59. Counsel's failure to comply with section 181.59 may result in cancellation or termination of the agreement, and all money due or to become due under the Contract may be forfeited for a second or any subsequent violation of the terms or conditions of this Contract.
- 9. DATA PRIVACY: Counsel is subject to the requirements of the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13 (Act), as amended and the Rules implementing the Act now in force or as amended. Counsel must comply with those requirements as if it is a governmental entity. The remedies contained in section 13.08 of the Act shall apply to Counsel.
- 10. AUDITS: Pursuant to Minnesota Statute 16C.05, Counsel, upon written request, shall make available to the County, the State Auditor, or the County's ultimate funding sources, a copy of this Contract, and the books, documents, records, and accounting procedures and practices of Counsel relating to this Contract, for a minimum of six (6) years from the last date of furnishing services under this contract.
- 12. MODIFICATIONS: Any material alteration, modification, or variation shall be reduced to writing as an amendment and signed by the parties. Any alteration, modification, or variation deemed not to be material by agreement of the County and Counsel shall not require written approval.
- 13. COMPLETE AGREEMENT: It is understood and agreed that the entire agreement of the parties is contained herein and the Contract supersedes all oral agreement and negotiations between the parties relating to the subject matter hereof as well as any previous agreements presently in effect between Counsel and County.
- 14. WAIVER: Waiver of any default shall not be deemed to be a waiver of any subsequent default. Waiver or breach of any provision of the Contract shall not be construed to be a modification of the terms of the Contract unless agreed to in writing.
- 15. SEVERABILITY: Provisions of the Contract are severable. If any paragraph, section or subdivision, sentence, clause or phrase of the Contract is, for any reason, held contrary to law, or contrary to any rule or regulation having the force or effect of law, it shall not affect the remaining portions of the Contract.

Date _____

Itasca County Board Chair

Date _____

Itasca County Administrator

Date _____

Counsel

APPROVED AS TO FORM:

Date _____

Jake Fauchald
Itasca County Attorney



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, February 10, 2026

REQUEST FOR BOARD ACTION: RBA-2026-73

DEPARTMENT: Administrative Services

TIME REQUESTED: < 5 Minutes

PRESENTER: Shelley Kebart

AGENDA ITEM:

Application - Bowstring Airport Commission

BOARD ACTION REQUESTED:

Approve application of K. Uhlenhopp to the Bowstring Airport Commission.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. K. Uhlenhopp -Bowstring Airport Commission App

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



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, February 10, 2026

REQUEST FOR BOARD ACTION: RBA-2026-68

DEPARTMENT: Administrative Services

TIME REQUESTED: 15 Minutes

PRESENTER: Administrator Skyles

AGENDA ITEM:

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

BOARD ACTION REQUESTED:

Hold a Closed session pursuant to MN Statute 13D.05 Subd 3(c) regarding parcel ID: 91-018-1303.

BACKGROUND:

(c) A public body may close a meeting:

(1) to determine the asking price for real or personal property to be sold by the government entity;

(2) to review confidential or protected nonpublic appraisal data under section [13.44, subdivision 3](#);
and

(3) to develop or consider offers or counteroffers for the purchase or sale of real or personal property.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION: None

02/10/2026

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

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

Tuesday, February 10, 2026

REQUEST FOR BOARD ACTION: RBA-2026-69

DEPARTMENT: Administrative Services

TIME REQUESTED: 15 Minutes

PRESENTER: Chair Smith

AGENDA ITEM:

Closed Session Re: Labor Negotiations

BOARD ACTION REQUESTED:

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

BACKGROUND:

13D.03 CLOSED MEETING FOR LABOR NEGOTIATIONS STRATEGY.

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

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION: None

02/10/2026

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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