



ITASCA COUNTY BOARD OF COMMISSIONERS

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

Tuesday, March 3, 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	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: Approve the agenda, as presented.

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

IV. MINUTES APPROVAL

Motion To: Approve the Tuesday, February 24, 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

V. CONSENT AGENDA

Motion To: Approve the Consent Agenda, as presented.

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

1. Approve the submission of the State Airport Fund Grant Agreement 9Y0-A3115-17, along with the Resolution and necessary signatures.
2. Authorize the donation of twenty-three books from the Law Library to the Itasca County Historical Society.

3. Approve LG214 Premises Permit Application, as requested by American Legion Post 122, for gambling at Hayslip's Corner Bar located at 43867 State Hwy 286, Talmoon, MN 56637.
4. Amended Resolution 2026-14 Re: Federal Recreational Trails Program Grant Application for the UPM/Blandin ATV/OHM Trail and Driftskipper Snowmobile Trail with amended resolution and authorize necessary signatures.
5. Adopt the Resolution Re: Recreational Trail Integration Project Development Partnership Grant Program and authorize necessary signatures.

VI. REGULAR AGENDA

1. Legislative Conference Call

Hold a Legislative Conference Call with Representative Spencer Igo.

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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2. Commissioner Warrants

Motion To: Approve Commissioner Warrants with a check date of March 4, 2026, in the amount of \$364,544,.01.

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

3. Public Hearing Re: Off-Sale Liquor License

Motion To: Open the Public Hearing Re: Off-Sale Liquor License

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: Close the above Public Hearing.

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

Motion To: Approve the issuance of an Off-Sale Intoxicating Liquor License for Probasca Group LLC., dba Trailside Restaurant and Bar located at 29314 County Road 52, Bifgork, MN 56628.

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

4. TED Account Request

Motion To: Approve TED account request to include the amount of \$12,500 as amended.

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

VII. ADMINISTRATOR UPDATE

VIII. COMMITTEE REPORTS

Commissioner Hopkins reported on attending a Spang Township meeting, a JET meeting, and Coffee with Commissioners.

Commissioner Johnson reported on attending a Land Dept. meeting, AFSCME Leadership meeting, met with Representative Robbins, Chair of Fraud Committee, other State Representatives, and the Assistant Commissioner of the DNR.

Commissioner Snyder reported on attending a Marcell Township meeting, Mesabi Metallica Mgmt. meeting, and met with staff of the Governor's office.

Commissioner Venema reported on attending the Coffee with Commissioners gathering.

Commissioner Smith reported on attending the Coffee with Commissioners gathering.

IX. COMMISSIONER COMMENTS

Commissioner Snyder provided comment regarding the next Coffee with Commissioners gathering on March 19, 2026, from 6 pm to 730 pm at the Bigfork City Hall, 200 Main Ave, Bigfork, MN 56628.

Commissioner Venema provided comment regarding thanking all who attending Coffee with Commissioners also.

X. CLOSED SESSIONS

XI. ADJOURN

Chair Smith adjourned the meeting at 3:08 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, March 3, 2026

RESOLUTION 2026-16

**RE: STATE AIRPORT FUND GRANT AGREEMENT
WITH THE MINNESOTA DEPARTMENT OF TRANSPORTATION**

It is resolved by the City of Bowstring as follows:

WHEREAS, That it has applied for and been awarded a State Airport Fund grant by the Minnesota Department of Transportation, Agreement Number 1062661 ("Agreement");

WHEREAS, That it hereby agrees to the terms and conditions of the Agreement; and

WHEREAS, the proper signing officers are hereby authorized to execute the above-referenced Agreement and any amendments thereto on behalf of the City of Bowstring.

NOW THEREFORE BE IT RESOLVED, that this Resolution is adopted by the Itasca County Board on this 3rd day of March, 2026.

Cory Smith, Board Chair

Date

ATTESTATION:

Brett Skyles, Administrator

Date

RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Terry Snyder
SECONDER:	Commissioner Casey Venema
AYES:	Cory Smith, Terry Snyder, John Johnson, Larry Hopkins, 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 March 3, 2026 and that the same is a true and correct copy of the whole thereof.

A handwritten signature in black ink, appearing to read "A. M. ...", positioned above a horizontal line.

Administrator



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, March 3, 2026

RESOLUTION 2026-17

RE: RECREATIONAL TRAIL INTEGRATION PROJECT DEVELOPMENT PARTNERSHIP GRANT APPLICATION

WHEREAS, Itasca County recognizes the importance of recreation and tourism to the local economy and supports the grant application made to Iron Range Resources and Rehabilitation (IRRR) for the Development Partnership grant, and

WHEREAS, Itasca County is seeking funding for planning and engineering of the trail integration project within MnDOT's Hwy 2 Reconstruction project for 2027, and

WHEREAS, the Development Partnership grant is available for research, planning, education and development-based initiatives that support the long-term economic growth of northeastern Minnesota, and

WHEREAS, Itasca County recognizes the match requirements for the IRRR Development Partnership grant, and is actively seeking matching funds for the project, and

NOW THEREFORE BE IT RESOLVED, if Itasca County is awarded a grant by the IRRR, Itasca County agrees to accept the grant award, and may enter into an agreement with the IRRR for the above-referenced project. 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 Itasca County Auditor/Treasurer, located at 123 NE 4th Street, Grand Rapids, MN 55744 be named as the fiscal agent for this grant.

RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Terry Snyder
SECONDER:	Commissioner Casey Venema
AYES:	Cory Smith, Terry Snyder, John Johnson, Larry Hopkins, 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 March 3, 2026 and that the same is a true and correct copy of the whole thereof.

Administrator



ITASCA COUNTY BOARD OF COMMISSIONERS

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

Tuesday, February 24, 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	Absent	
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 #6.2 (Employee Recognition) and Item #6.9 (Schedule a Special Session Re: Leadership Updates) and approve the agenda, as amended.

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

IV. MINUTES APPROVAL

Motion To: Approve the minutes of the Tuesday, February 17, 2026, County Board Regular Session.

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

1. Approve the minutes of the Tuesday, February 17, 2026 Regular Session.

V. CONSENT AGENDA

Motion To: Approve the Consent agenda, as presented.

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

1. Authorize IMCare Director and County Board chair to sign the contract between IMCare and Borealis Health, PLLC.
2. Approve the Crossing Surface Installation Agreement between Itasca County and BNSF.
3. Award SP 3102-52 (T.H. 2 = 008) City of Deer River Shared Use Trail and Roadway Lighting project to the lowest responsible bidder, TNT Construction Group, LLC in the amount of \$1,222,750.00 and authorize the required signatures on the contract documents.
4. Adopt the Resolution Re: US Highway 2 Recreational Trail Integration Project (2027) Federal Recreational Trails Program Grant Application, and authorize necessary signatures.

VI. REGULAR AGENDA

1. Legislative Conference Call

Hold a Legislative Conference Call with Itasca County Lobbyist Shane Zahrt.

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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2. Employee Recognition

Welcome Katheryn Preston who began as a Corrections Deputy in the Sheriffs Department, effective February 17, 2026.

The following employees are celebrating significant work milestones this month:

Kimberly Huffman, celebrating 25 years
 Amanda Schultz, celebrating 20 years this month
 Damon Tuttle, celebrating 15 years this month

3. Commissioner Warrants

Motion To: Approve Commissioner Warrants with a check date of February 25, 2026, in the amount of \$2,177,619.31.

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

4. ICHHS Warrants

Motion To: Approve Itasca County Health and Human Services Warrants for February 2026 in the amount of \$1,240,765.26.

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

5. Approval to Post Positions

Motion To: Approve Posting Positions: Two District Foresters, One Environmental Specialist, One Assistant County Attorney, and One Legal Secretary.

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

6. County Based Purchasing (IMCare) Division Update/Presentation
Steve Gottwalt, MACHP ED provided update on the 2026 Legislative Session Re: County Health Plans.

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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7. Swan River Deer Yard WMA
Will Cooksey, Sr. Project Manager and Clarissa Spicer, NE Regional Director provided information on the Swan River Deer Yard WMA.

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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8. SWCD AIS Program
Bill Grantges, Itasca SWCD AIS Program Manager provided an update on the SWCD AIS Program - 2025 Report.

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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Motion To: Approve the SFY 2027 Budget.

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

9. Schedule a Special Session Re: Leadership updates
Motion To: Approve scheduling a Special Session Re: Leadership Updates.

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

VII. ADMINISTRATOR UPDATE

County Administrator Brett Skyles provided an Administrator Update, including Itasca County receiving 68,544 views in 2025 from viewers watching our Board meetings on ICTV.

VIII. COMMITTEE REPORTS

Commissioner Hopkins reported on attending a Grand Village Board meeting.

Commissioner Johnson reported on attending a quarterly AFSCME Legislative meeting, ARDC meeting, Arrowhead Counties Assn meeting, Chamber of Commerce meeting, and met with Land Dept. Commissioner and other staff.

Commissioner Venema reported on attending a Nashwauk City Council meeting, Balsam Township meeting, and a Chamber Dinner.

Commissioner Smith reported on attending a meeting with Sara Thompson (Land Dept), CEDA, and Leech Lake Band members.

IX. COMMISSIONER COMMENTS

Commissioner Johnson provided comment regarding a fast-paced Legislature this year and publicly appealed to all Legislators to find common ground leadership and exercise it.

Commissioner Venema provided comment regarding the Site Committee and asked for reference on where they are specifically with the Veteran's Service Office and the old Probation Building.

Commissioner Smith provided comment regarding both items Commissioner Venema spoke to state that the committees will be working to meet in the next couple of weeks with hopes of bringing a sale item to the Board for approval. He also reiterated that "Coffee with Commissioners" is happening on 2/26/2026 at 6:00 p.m. at the Morse Town Hall, Deer River, MN.

X. CLOSED SESSIONS

XI. ADJOURN

Chair Smith adjourned the meeting at 3:58 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, March 3, 2026

REQUEST FOR BOARD ACTION: RBA-2026-111

DEPARTMENT: Administrative Services
PRESENTER:

TIME REQUESTED:

AGENDA ITEM:

State Airport Fund Grant Agreement #1062661 - Bowstring Airport

BOARD ACTION REQUESTED:

Approve the submission of the State Airport Fund Grant Agreement 9Y0-A3115-17, along with the Resolution and necessary signatures.

BACKGROUND:

The State Share is \$9,000 and the County Share is \$1,000.
Total Grant Amount = \$10,000

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. STATE-AGRMNT&RES-9Y0-A3115-17

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



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WITH THE MINNESOTA DEPARTMENT OF TRANSPORTATION**

It is resolved by the City of Bowstring as follows:

WHEREAS, That it has applied for and been awarded a State Airport Fund grant by the Minnesota Department of Transportation, Agreement Number 1062661 ("Agreement");

WHEREAS, That it hereby agrees to the terms and conditions of the Agreement; and

WHEREAS, the proper signing officers are hereby authorized to execute the above-referenced Agreement and any amendments thereto on behalf of the City of Bowstring.

NOW THEREFORE BE IT RESOLVED, that this Resolution is adopted by the Itasca County Board on this 3rd day of March, 2026.

Cory Smith, Board Chair

Date

ATTESTATION:

Brett Skyles, Administrator

Date

RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Terry Snyder
SECONDER:	Commissioner Casey Venema
AYES:	Cory Smith, Terry Snyder, John Johnson, Larry Hopkins, 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 March 3, 2026 and that the same is a true and correct copy of the whole thereof.

A handwritten signature in black ink, appearing to read "B. M. ...", positioned above a horizontal line.

Administrator

**STATE OF MINNESOTA
STATE AIRPORTS FUND
GRANT AGREEMENT**

This agreement is between the State of Minnesota, acting through its Commissioner of Transportation ("State"), and the **City of Bowstring, 47020 County Road 175, Deer River, MN 56636-2925** ("Grantee").

RECITALS

1. Minnesota Statutes Chapter 360 authorizes State to provide financial assistance to eligible airport sponsors for the acquisition, construction, improvement, marketing, maintenance, or operation of airports and other air navigation facilities.
2. Grantee owns, operates, controls, or desires to own an airport ("Airport") in the state system, and Grantee desires financial assistance from the State for an airport improvement project (State Project #3115-17) ("Project").
3. Grantee represents that it is duly qualified and agrees to perform all services described in this agreement to the satisfaction of the State. Pursuant to [Minn.Stat.§16B.98](#), Subd.1, Grantee agrees to minimize administrative costs as a condition of this Agreement.

AGREEMENT TERMS**1. Term of Agreement, Survival of Terms, Project Plans, and Incorporation of Exhibits**

- 1.1 **Effective Date.** This Agreement will be effective on the date the State obtains all required signatures under [Minn.Stat.§16B.98](#), Subd. 5. As required by [Minn.Stat.§16B.98](#) Subd. 7, no payments will be made to Grantee until this Agreement is fully executed. Grantee must not begin work under this Agreement until it is fully executed and Grantee has been notified by the State to begin the work.
- 1.2 **Expiration Date.** This Agreement will expire on **June 30th, 2030**, or when all obligations have been satisfactorily fulfilled, whichever occurs first.
- 1.3 **Survival of Terms.** All clauses which impose obligations continuing in their nature and which must survive in order to give effect to their meaning will survive the expiration or termination of this Agreement, including, without limitation, the following clauses: Airport Operations, Maintenance and Conveyance; Transfer of Interest; Indemnification; State Audits; Government Data Practices and Intellectual Property; Workers Compensation; Publicity and Endorsement; Governing Law, Jurisdiction and Venue; and Data Disclosure.
- 1.4 **Project Plans, Specifications, Descriptions.** Grantee has provided the State with the plans, specifications, and a detailed description of the Project which are on file with the State's Office of Aeronautics and are incorporated into this Agreement by reference.
- 1.5 **Exhibits.** Exhibit(s) **A** through **B** are attached and incorporated into this Agreement.

2. Grantee's Duties

- 2.1 **Project Completion and Changes.** Grantee will complete the Project in accordance with the plans, specifications, and detailed description of the Project. Grantee will notify State's Authorized Representative in advance of any meetings taking place relating to the Project. Any changes to the plans or specifications of the Project after the effective date of this Agreement will be valid only if made by written amendment signed by the same parties who executed the original agreement, or their successors in office.
- 2.2 **Registered Engineer Designation.** If the Project involves construction, Grantee will designate a registered engineer to oversee the Project work. If, with the State's approval, Grantee elects not to have such services performed by a registered engineer, then Grantee will designate another responsible person to oversee such work.
- 2.3 **Policy Compliance.** Grantee will comply with all the required grants management policies and procedures of [Minn.Stat.§16B.97](#), Subd. 4(a)(1).

- 2.4 **Publication of Grantee Contact Information.** Under Minnesota Statute § 16B.98, if a grantee has a website, the names and contact information for the grant administrator(s) and organization's leadership must be clearly published.
- 2.5 **Asset Monitoring.** If Grantee uses funds obtained through this Agreement to acquire a capital asset, the Grantee is required to use that asset for a public aeronautical purpose for the normal useful life of the asset. Grantee may not sell or change the purpose of use for the capital asset(s) obtained with grant funds under this Agreement without prior written consent of the State and an amendment to this Agreement executed and approved by the same parties who executed and approved this Agreement, or their successors in office.
- 2.6 **Airport Operations, Maintenance, and Conveyance.** Pursuant to Minnesota Statutes §360.305, subd. 4(d)(1), Grantee must operate the Airport as a licensed, municipally-owned public airport at all times of the year for a period of **20 years** from the date Grantee receives final reimbursement under this Agreement. The Airport must be maintained in a safe, serviceable manner for public aeronautical purposes only.
- 2.7 **Transfer of Interest.** Without prior written approval from the State, Grantee will not transfer, convey, encumber, assign, or abandon its interest in the Airport or in any real or personal property purchased or improved under this Agreement. If the State approves such a transfer or change in use, the State may impose, at its sole discretion, conditions and/or restrictions on such transfer, with which Grantee must comply.
3. **Time.** Grantee must comply with all the time requirements described in this Agreement. In the performance of this Agreement, time is of the essence.
4. **Cost Participation and Payment**
- 4.1 **Cost Participation.** Costs for the Project will be proportionate and allocated accordingly between the federal government, the State, and Grantee as described in Exhibit B.
- 4.1.1 **Federal Funding.** No federal funds are authorized for the Project. In the event federal reimbursement becomes available for the Project, the State will be entitled to recover from such federal funds an amount not to exceed the state funds advanced for this Project. No more than 95% of the amount due under this Agreement will be paid by the State until the State determines that Grantee has complied with all terms of this Agreement and furnished all necessary records.
- 4.2 **Sufficiency of Funds.** Pursuant to Minnesota Rule 8800.2500, Grantee certifies that: (1) it presently has sufficient unencumbered funds available to pay for its share of the Project; (2) it has the legal authority to engage in the Project as proposed; and (3) the Project will be completed without undue delay.
- 4.3 **Total Obligation.** The State's total obligation for all compensation and reimbursements to Grantee under this Agreement will not exceed **\$9,000.00**.
- 4.4 **Payment**
- 4.4.1 **Invoices.** Grantee will submit invoices for payment by credit application via email. The form Grantee will use to submit invoices can be found on the Airport development forms website: <https://www.dot.state.mn.us/aero/airportdevelopment/forms.html>. The State's Authorized Representative, as named in this Agreement, will review each invoice against the approved grant budget and grant expenditures to-date before approving payment. The State will promptly pay Grantee after Grantee presents an itemized invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services. Invoices must be submitted timely and according to the following schedule: **Upon completion of the services.**
- 4.4.2 **All Invoices Subject to Audit.** All invoices are subject to audit, at the State's discretion.
- 4.4.3 **Expiration of Reimbursement.** Grantee must submit all final invoices for reimbursement no later than ninety (90) calendar days after the expiration date of this Agreement. Any invoices received after this 90-day period will not be eligible for payment.
- 4.4.4 **State's Payment Requirements.** The State will promptly pay all valid obligations under this Agreement as required by Minnesota Statutes §16A.124. The State will make undisputed payments no later than thirty (30) days after receiving Grantee's invoices for services performed. If an invoice is incorrect, defective or

otherwise improper, the State will notify Grantee within ten (10) days of discovering the error. After the State receives the corrected invoice, the State will pay Grantee within thirty (30) days of receipt of such invoice.

4.4.5 Grantee Payment Requirements. Grantee must pay all Project contractors promptly. Grantee will make undisputed payments no later than thirty (30) days after receiving an invoice. If an invoice is incorrect, defective, or otherwise improper, Grantee will notify the contractor within ten (10) days of discovering the error. After Grantee receives the corrected invoice, Grantee will pay the contractor within thirty (30) days of receipt of such invoice.

4.4.6 Grant Monitoring Visit and Financial Reconciliation. If the State's total obligation is greater than \$50,000.00, the State will conduct at least one monitoring visit and financial reconciliation of Grantee's expenditures. If the State's total obligation is greater than \$250,000.00, the State will conduct annual monitoring visits and financial reconciliations of Grantee's expenditures.

4.4.6.1 The State's Authorized Representative will notify Grantee's Authorized Representative where and when any monitoring visit and financial reconciliation will take place, which state employees and/or contractors will participate, and which Grantee staff members should be present. Grantee will be provided notice prior to any monitoring visit or financial reconciliation.

4.4.6.2 Following a monitoring visit or financial reconciliation, Grantee will take timely and appropriate action on all deficiencies identified by the State.

4.4.6.3 At least one monitoring visit and one financial reconciliation must be completed prior to final payment being made to Grantee.

4.4.7 Closeout. The State will determine, at its sole discretion, whether a closeout audit is required prior to final payment approval. If a closeout audit is required, final payment will be held until the audit has been completed. Monitoring of any capital assets acquired with grant funds will continue following grant closeout.

4.4.8 Closeout Deliverables. At the close of the Project, Grantee must provide the following deliverables to the State before the final payment will be released by the State:

4.4.8.1 Electronic files of construction plans as both PDF and MicroStation compatible formats.

4.4.8.2 Electronic files of as-builts as both PDF and MicroStation compatible formats.

4.4.8.3 Electronic files of planning documents, including without limitation, airport layout plans and airport zoning plans, as PDF, MicroStation and GIS compatible formats.

4.5 Contracting and Bidding Requirements. Prior to publication, Grantee will submit to the State all solicitations for work to be funded by this Agreement. Prior to execution, Grantee will submit to the State all contracts and subcontracts between Grantee and third parties to be funded by this Agreement. The State's Authorized Representative has the sole right to approve, disapprove, or modify any solicitation, contract, or subcontract submitted by Grantee. All contracts and subcontracts between Grantee and third parties must contain all applicable provisions of this Agreement. The State's Authorized Representative will respond to a solicitation, contract, or subcontract submitted by Grantee within ten (10) business days.

5. Conditions of Payment. All services provided by Grantee under this Agreement must be performed to the State's satisfaction, as determined at the sole discretion of the State's Authorized Representative and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. Grantee will not receive payment for work found by the State to be unsatisfactory or performed in violation of federal, state, or local law. No more than 95% of the amount due to Grantee under this Agreement will be paid by the State until it determines that Grantee has complied with all terms and conditions of this Agreement and has furnished all necessary records. In the event the Airport fails to pass any periodic inspection conducted by a representative of the State's Office of Aeronautics, Grantee will not receive payment under this Agreement until all deficiencies identified by any such inspection have been rectified to the Office of Aeronautics' satisfaction.

6. Authorized Representatives

6.1 The State's Authorized Representative is:

John Fleming, Regional Planner - Central, 395 JOHN IRELAND BOULEVARD, MS 410 ST. PAUL, MINNESOTA 55155-1800, 612-289-4106, john.fleming@state.mn.us, or their successor. The State's Authorized Representative, or their designee, is responsible for monitoring Grantee's performance and is authorized to accept the services provided under this Agreement. If the services are satisfactory, the State's Authorized Representative will certify acceptance on each invoice submitted for payment.

6.2 Grantee's Authorized Representative is:

Shelley Kebart, Grant Liaison, 47020 County Road 175, Deer River, MN 56636-2925, (218) 244-6328, Shelley.Kebart@co.itasca.mn.us, or their successor. If Grantee's Authorized Representative changes at any time during the term of this agreement, Grantee must immediately notify the State.

7. Assignment; Amendments; Waiver; Agreement Complete; Electronic Records; Certification

7.1 **Assignment.** Grantee may neither assign nor transfer any rights or obligations under this Agreement without the prior written consent of the State and a fully executed Assignment Agreement, executed and approved by the same parties who executed and approved this Agreement, or their successors in office.

7.2 **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.

7.3 **Waiver.** If the State fails to enforce any provision of this Agreement, that failure does not waive the provision or the State's right to subsequently enforce it.

7.4 **Agreement Complete.** This Agreement contains all negotiations and agreements between the State and Grantee. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party.

7.5 **Electronic Records and Signatures.** The parties agree to contract by electronic means. This includes using electronic signatures and converting original documents to electronic records.

7.6 **Certification.** By signing this Agreement, Grantee certifies that it is not suspended or debarred from receiving federal or state awards.

8. **Liability and Indemnification.** Each party is responsible for its own acts, omissions, and the results thereof to the extent authorized by law and will not be responsible for the acts or omissions of others, or the results thereof. Minnesota Statutes § 3.736 and other applicable law govern liability of the State. Minnesota Statutes Chapter 466 and other applicable law govern liability of Grantee. Notwithstanding the foregoing, Grantee will indemnify, hold harmless, and defend (to the extent permitted by the Minnesota Attorney General) the State against any claims, causes of actions, damages, costs (including reasonable attorneys' fees), and expenses arising in connection with the services performed under this Agreement, asserted by, or resulting from the acts or omissions of, Grantee's contractors, consultants, agents or other third parties under the direct control of Grantee.

9. **State Audits.** Under Minn. Stat. § 16B.98 Subd. 8, the books, records, documents, and accounting procedures and practices of Grantee, or those of any other party relevant to this Agreement, or transactions resulting from this Agreement, are subject to examination by the State and/or the State Auditor, Legislative Auditor, or Attorney General as appropriate, for a minimum of six (6) years from: (1) the expiration or termination of this Agreement, (2) the receipt and approval of all final reports, or (3) the period of time required to satisfy all state and program retention requirements (available at: https://edocs-public.dot.state.mn.us/edocs_public/DMResultSet/download?docId=10358099), whichever is later. Grantee will take timely and appropriate action on all deficiencies identified by an audit.

10. Government Data Practices and Intellectual Property Rights

10.1 **Government Data Practices.** Grantee and the State must comply with the Minnesota Government Data Practices Act, [Minn. Stat. Ch. 13](#), as it applies to all data provided by the State under this Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by Grantee under this Agreement. The civil remedies of [Minn. Stat. §13.08](#) apply to the release of the data referred to in this clause by either Grantee or the State. If Grantee receives a request to release the data referred to herein, Grantee must

immediately notify the State and consult with the State as to how Grantee should respond to the request. Grantee's response to the request must comply with applicable law.

10.2 Intellectual Property Rights.

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

10.2.2 Obligations

10.2.2.1 Notification. Whenever any invention, improvement or discovery (whether or not patentable) is made or conceived for the first time or actually or constructively reduced to practice by Grantee, including its employees and subcontractors, in the performance of this Agreement, Grantee will immediately give the State's Authorized Representative written notice thereof and must promptly furnish the State's Authorized Representative with complete information and/or disclosure thereon.

10.2.2.2 Representation. Grantee must perform all acts and take all steps necessary to ensure that all intellectual property rights in the Works and Documents are the sole property of the State and that neither Grantee nor its employees, agents or subcontractors retain any interest in and to the Works and Documents. Grantee represents and warrants that the Works and Documents do not and will not infringe upon any intellectual property rights of other persons or entities. Other indemnification obligations of this Agreement notwithstanding, Grantee will indemnify, defend, to the extent permitted by the Attorney General, and hold harmless the State from any action or claim brought against the State to the extent such action is based on a claim that all or part of the Works or Documents infringe upon the intellectual property rights of others. Grantee will be responsible for payment of any and all such claims, demands, obligations, liabilities, costs and damages, including but not limited to, attorneys' fees. If such a claim or action arises, or in either party's opinion is likely to arise, Grantee, at the State's discretion, must either: (1) procure for the State the right or license to use the intellectual property rights at issue, or (2) replace or modify the allegedly infringing Works or Documents as necessary and appropriate to obviate the infringement claim. This remedy of State will be in addition to and not exclusive of other remedies provided by law.

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

12. Publicity and Endorsement

12.1 Publicity. Any publicity regarding the subject matter of this Agreement must identify the State as the sponsoring agency and must not be released without prior written approval from the State's Authorized Representative. For purposes of this provision, publicity includes notices, informational pamphlets, press

releases, research, reports, signs, and similar public notices prepared by or for Grantee individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this Agreement. All projects primarily funded by state grant appropriation must publicly credit the State of Minnesota, including on Grantee's website when practicable.

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

13. Governing Law, Jurisdiction, and Venue. Minnesota law, without regard to its choice-of-law provisions, governs this 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.

14. Termination; Suspension

14.1 Termination. The State or Commissioner of Administration may unilaterally terminate this Agreement at any time, with or without cause, upon written notice to Grantee. Upon termination, Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

14.2 Termination for Cause. The State may immediately terminate this Agreement if the State finds that there has been a failure to comply with the provisions of this Agreement, that reasonable progress has not been made, that fraudulent or wasteful activity has occurred, that Grantee has been convicted of a criminal offense relating to a state grant agreement, or that the purposes for which the funds were granted have not been or will not be fulfilled. The State may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.

14.3 Termination for Insufficient Funding. The State may immediately terminate this Agreement if:

14.3.1 It does not obtain funding from the Minnesota Legislature; or

14.3.2 If funding cannot be continued at a level sufficient to pay for the services contracted for under this Agreement. Termination must be by written or fax notice to Grantee. The State is not obligated to pay for any services that are performed after notice and effective date of termination. However, Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the Agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. The State will provide Grantee notice of the lack of funding within a reasonable time of the State's receiving that notice.

14.4 Suspension. The State may immediately suspend this Agreement:

14.4.1 In the event of a total or partial government shutdown due to its failure to pass an approved budget by the legal deadline. Asset Acquisitions completed by the Grantee during a period of suspension will be deemed unauthorized and undertaken at risk of non-payment; or

14.4.2 If funding is canceled, withdrawn, or terminated, the State may suspend its performance until funding is restored. Suspension of performance under these circumstances will be temporary until funds become available again and does not release the State from its obligations under this Agreement.

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

16. Fund Use Prohibited. Grantee will not utilize any funds received pursuant to this Agreement to compensate, either directly or indirectly, any contractor, corporation, partnership, or business, however organized, which is disqualified or debarred from entering into or receiving a state contract. This restriction applies regardless of whether the disqualified or debarred party acts in the capacity of a general contractor, a subcontractor, or as an equipment or material supplier. This restriction does not prevent Grantee from utilizing these funds to pay any party who might be disqualified or debarred after Grantee has been awarded funds for the Project. For a list of disqualified or debarred vendors, see www.mmd.admin.state.mn.us/debarredreport.asp.

17. **Discrimination Prohibited by Minnesota Statutes §181.59.** Grantee will comply with the provisions of Minnesota Statutes §181.59 which requires that every contract for or on behalf of the State, or any county, city, town, township, school, school district or any other district in the state, for materials, supplies or construction will contain provisions by which Grantee agrees that:
- 17.1 In the hiring of common or skilled labor for the performance of any work under any contract, or any subcontract, no Grantee, material supplier or vendor, will, by reason of race, creed or color, discriminate against the person or persons who are citizens of the United States or resident aliens who are qualified and available to perform the work to which the employment relates;
 - 17.2 No Grantee, material supplier, or vendor, will, in any manner, discriminate against, or intimidate, or prevent the employment of any person or persons identified herein, or on being hired, prevent or conspire to prevent, the person or persons from the performance of work under any contract on account of race, creed or color;
 - 17.3 A violation of this Section is a misdemeanor; and
 - 17.4 This Agreement may be canceled or terminated by the State, or any county, city, town, township, school, school district or any other person authorized to enter into agreements for employment, and all money due, or to become due under said agreements, may be forfeited for a second or any subsequent violation of the terms or conditions of this Agreement.
18. **Limitation.** Under this Agreement, the State is only responsible for receiving and disbursing funds. Nothing in this Agreement will be construed to make the State a principal, co-principal, partner, or joint venturer with respect to the Project(s) covered herein. The State may provide technical advice and assistance as requested by Grantee, however, Grantee will remain responsible for providing direction to its contractors and consultants and for administering its contracts with such entities. Grantee's consultants and contractors are not intended to be third party beneficiaries of this Agreement.
19. **Telecommunications Certification.** By signing this Agreement, Grantee certifies that, consistent with Section 889 of the John S. McCain National Defense Authorization Act for Fiscal Year 2019, Pub. L. 115-232 (Aug. 13, 2018), and 2 CFR 200.216, Grantee will not use funding covered by this Agreement to procure or obtain, or to extend, renew, or enter into any contract to procure or obtain, any equipment, system, or service that uses "covered telecommunications equipment or services" (as that term is defined in Section 889 of the Act) as a substantial or essential component of any system or as critical technology as part of any system. Grantee will include this certification as a flow down clause in any contract related to this Agreement.
20. **Title VI/Non-discrimination Assurances.** Grantee agrees to comply with all applicable US DOT Standard Title VI/Non-Discrimination Assurances contained in DOT Order No. 1050.2A, and in particular Appendices A and E, which can be found at: https://edocs-public.dot.state.mn.us/edocs_public/DMResultSet/download?docId=11149035. Grantee will ensure the appendices and solicitation language within the assurances are inserted into contracts as required. The State may conduct a review of Grantee's compliance with this provision. Grantee must cooperate with the State throughout the review process by supplying all requested information and documentation to the State, making Grantee staff and officials available for meetings as requested, and correcting any areas of non-compliance as determined by the State.
21. **Additional Provisions**
[Intentionally left blank.]

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MnDOT ENCUMBRANCE VERIFICATION

The individual certifies funds have been encumbered as required by Minn. Stat. 16A.15 and 16C.05.

By:
Date:
SWIFT Contract # _____

SWIFT Purchase Order # _____

GRANTEE

Grantee certifies that the appropriate person(s) have executed the Agreement on behalf of Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

**COMMISSIONER OF TRANSPORTATION
as delegated**

By:

Date:

MnDOT CONTRACT MANAGEMENT

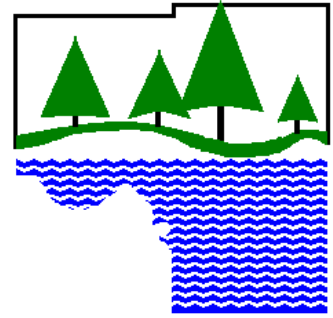
By:

Date:

EXHIBIT A

ITASCA COUNTY

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



1/28/2026

Mr. Jason Radde, P.E.
Regional Airport Engineer
MnDOT Department of Aeronautics
395 John Ireland Blvd
Main Stop 410
St. Paul, MN 55155

Subject: State Grant Request- Bowstring Municipal Airport Clear Zone Acquisition Plan (CZAP)

Dear Mr. Radde,

On behalf of Bowstring Municipal Airport and Itasca County, this request is being made for a State Grant for the above referenced project at Bowstring Municipal Airport. The Grant request items are as follows:

Grant Item	Total Amount	State Share	Local Share
Karvakko-Itasca County/Bowstring Municipal Airport Agreement (Clear Zone Acquisition Plan (CZAP))	\$10,000.00	\$9,000.00	\$1,000.00
Total Project Cost	\$10,000.00	\$9,000.00	\$1,000.00

The total amount of State dollars being requested is \$9,000.00.

The following items are attached to this grant request letter to assist in the processing of this application:

- Karvakko- Itasca County/Bowstring Municipal Airport Agreement (Clear Zone Acquisition Plan (CZAP))
- State Cost Split (Clear Zone Acquisition Plan (CZAP))

Please contact me at (218) 327-7363 if you have any questions regarding this request.

Sincerely,

Brett Skyles, County Administrator
Itasca County

cc: Jerry Bolin, Karvakko Engineering, Inc.

EXHIBIT B

Airport: Bowstring Municipal Airport
Ident: 9Y0
Sponsor: Itasca County
State Project: A3115-17
State Agreement #: 1062661
Description: Clear Zone Acquisition Plan (CZAP)
Version Date: 2/24/2026

Construction	Description	Total	State Funding Rate	State	Local
		\$ -	0%	\$ -	\$ -
		\$ -	0%	\$ -	\$ -
		\$ -	0%	\$ -	\$ -
CONSTRUCTION SUBTOTAL		\$ -		\$ -	\$ -
Engineering	Description	Total		State	Local
	Karvakko Engineering- Itasca County/Bowstring Municipal Airport Agreement (Clear Zone Acquisition Plan (CZAP))	\$ 10,000.00	90%	\$ 9,000.00	\$ 1,000.00
		\$ -	0%	\$ -	\$ -
		\$ -	0%	\$ -	\$ -
ENGINEERING SUBTOTAL		\$ 10,000.00		\$ 9,000.00	\$ 1,000.00
Administration	Description	Total		State	Local
		\$ -	0%	\$ -	\$ -
		\$ -	0%	\$ -	\$ -
		\$ -	0%	\$ -	\$ -
ADMINISTRATION SUBTOTAL		\$ -		\$ -	\$ -
Grant Amounts		\$ 10,000.00		\$ 9,000.00	\$ 1,000.00
Grant Percentages		100.00%		90.00%	10.00%

**RESOLUTION APPROVING
STATE AIRPORT FUND GRANT AGREEMENT
WITH THE MINNESOTA DEPARTMENT OF TRANSPORTATION**

It is resolved by the **City of Bowstring** as follows:

- That it has applied for and been awarded a State Airport Fund grant by the Minnesota Department of Transportation, Agreement Number **1062661** (“Agreement”);
- That it hereby agrees to the terms and conditions of the Agreement; and
- That the proper signing officers are hereby authorized to execute the above-referenced Agreement and any amendments thereto on behalf of the **City of Bowstring**.

Adopted by the _____ on this ____ day of _____, _____.
[GRANTEE NAME]

By:

Print Name:

Title/Date:

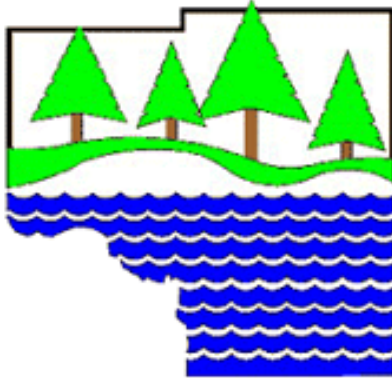
ATTESTATION:

(different authorized signer than above)

By:

Print Name:

Title/Date:



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, March 3, 2026

REQUEST FOR BOARD ACTION: RBA-2026-97

DEPARTMENT: Administrative Services
PRESENTER:

TIME REQUESTED:

AGENDA ITEM:

Authorize the donation of twenty-three books from the Law Library to the Itasca County Historical Society.

BOARD ACTION REQUESTED:

Authorize the donation of twenty-three books from the Law Library to the Itasca County Historical Society.

BACKGROUND:

The books being donated coincide with the official organization of Itasca County in 1891 and certain dates thereafter.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION: None

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



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, March 3, 2026

REQUEST FOR BOARD ACTION: RBA-2026-95

DEPARTMENT: Auditor / Treasurer

TIME REQUESTED: < 5 Minutes

PRESENTER: Austin Rohling

AGENDA ITEM:

Gambling Permit

BOARD ACTION REQUESTED:

Approve LG214 Premises Permit Application, as requested by American Legion Post 122, for gambling at Hayslip's Corner Bar located at 43867 State Hwy 286, Talmoon, MN 56637.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION: None

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



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, March 3, 2026

REQUEST FOR BOARD ACTION: RBA-2026-108

DEPARTMENT: Land Department
PRESENTER:

TIME REQUESTED: < 5 Minutes

AGENDA ITEM:

Amend Resolution 2026-14

BOARD ACTION REQUESTED:

Amended Resolution 2026-14 Re: Federal Recreational Trails Program Grant Application for the UPM/Blandin ATV/OHM Trail and Driftskipper Snowmobile Trail with amended resolution, and authorize necessary signatures.

BACKGROUND:

Corrections are needed from County Board Resolution 2026-14 approved at the February 17th, 2026 meeting. The snowmobile trail name in the resolution needs to be changed to Cook Lake Snowmobile Trail instead of Driftskipper Snowmobile Trail. The amount of years also needs to change to reflect FRTP requirements.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. Approved Resolution 021726

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

**RE: FEDERAL RECREATIONAL TRAILS PROGRAM GRANT APPLICATION FOR THE
UPM/BLANDIN ATV/OHM TRAIL AND COOK LAKE 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's Creek on designated grant-in-aid 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

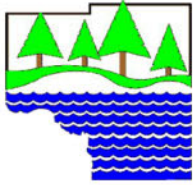
WHEREAS, Itasca County and the associated clubs recognize the twenty-five (25) percent match requirement for the Federal Recreational Trails Program grant, and are actively securing matching funds, and

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, and

BE IT FURTHER RESOLVED, Itasca County hereby assures the UPM/Blandin ATV/OHM Trail and Cook Lake Snowmobile Trail will be maintained for a period of no less than 20 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

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, March 3, 2026

REQUEST FOR BOARD ACTION: RBA-2026-109

DEPARTMENT: Land Department

TIME REQUESTED: < 5 Minutes

PRESENTER: Sara Thompson

AGENDA ITEM:

IRRR Development Partnership Grant Approval and Acceptance

BOARD ACTION REQUESTED:

Adopt the Resolution Re: Recreational Trail Integration Project Development Partnership Grant Program, and authorize necessary signatures.

BACKGROUND:

The Minnesota Department of Transportation (MnDOT) has partnered with Itasca County to incorporate a permanent 10-foot-wide, recreational trail corridor into its 2027 highway reconstruction project in Warba. The corridor will extend from 1st Avenue North across the Swan River Bridge to County Road 426, creating a safe, separated alignment that enhances connectivity within the County's broader trail network. This project represents a strategic, cost-effective opportunity to integrate long-term recreational infrastructure during a scheduled highway reconstruction versus the alternative of trail relocation and new bridge infrastructure resulting in costs three – four times of the integration project. The Itasca County Land Department is seeking funding from the IRRR Development Partnership grant program to help kick off the planning and design of this trail project to align with MnDOT's timeline for construction in 2027.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. US Highway 2 Recreational Trail Integration Project Presentation

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



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, March 3, 2026

RESOLUTION 2026-17

RE: RECREATIONAL TRAIL INTEGRATION PROJECT DEVELOPMENT PARTNERSHIP GRANT APPLICATION

WHEREAS, Itasca County recognizes the importance of recreation and tourism to the local economy and supports the grant application made to Iron Range Resources and Rehabilitation (IRRR) for the Development Partnership grant, and

WHEREAS, Itasca County is seeking funding for planning and engineering of the trail integration project within MnDOT's Hwy 2 Reconstruction project for 2027, and

WHEREAS, the Development Partnership grant is available for research, planning, education and development-based initiatives that support the long-term economic growth of northeastern Minnesota, and

WHEREAS, Itasca County recognizes the match requirements for the IRRR Development Partnership grant, and is actively seeking matching funds for the project, and

NOW THEREFORE BE IT RESOLVED, if Itasca County is awarded a grant by the IRRR, Itasca County agrees to accept the grant award, and may enter into an agreement with the IRRR for the above-referenced project. 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 Itasca County Auditor/Treasurer, located at 123 NE 4th Street, Grand Rapids, MN 55744 be named as the fiscal agent for this grant.

RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Terry Snyder
SECONDER:	Commissioner Casey Venema
AYES:	Cory Smith, Terry Snyder, John Johnson, Larry Hopkins, 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 March 3, 2026 and that the same is a true and correct copy of the whole thereof.

Administrator

US HIGHWAY 2 RECREATIONAL TRAIL INTEGRATION PROJECT PLAN

PROJECT OVERVIEW

Minnesota Department of Transportation (MnDOT) has partnered with Itasca County to incorporate a permanent 10-foot-wide, recreational trail corridor into its 2027 highway reconstruction project in Warba.

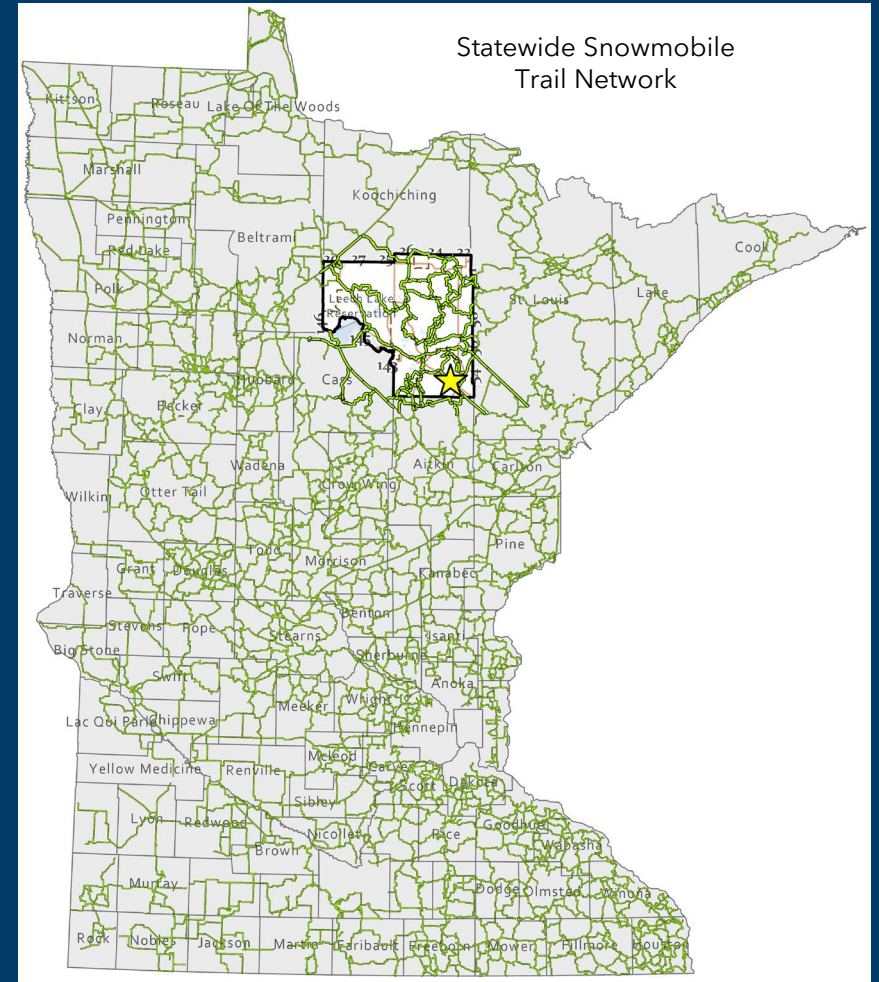
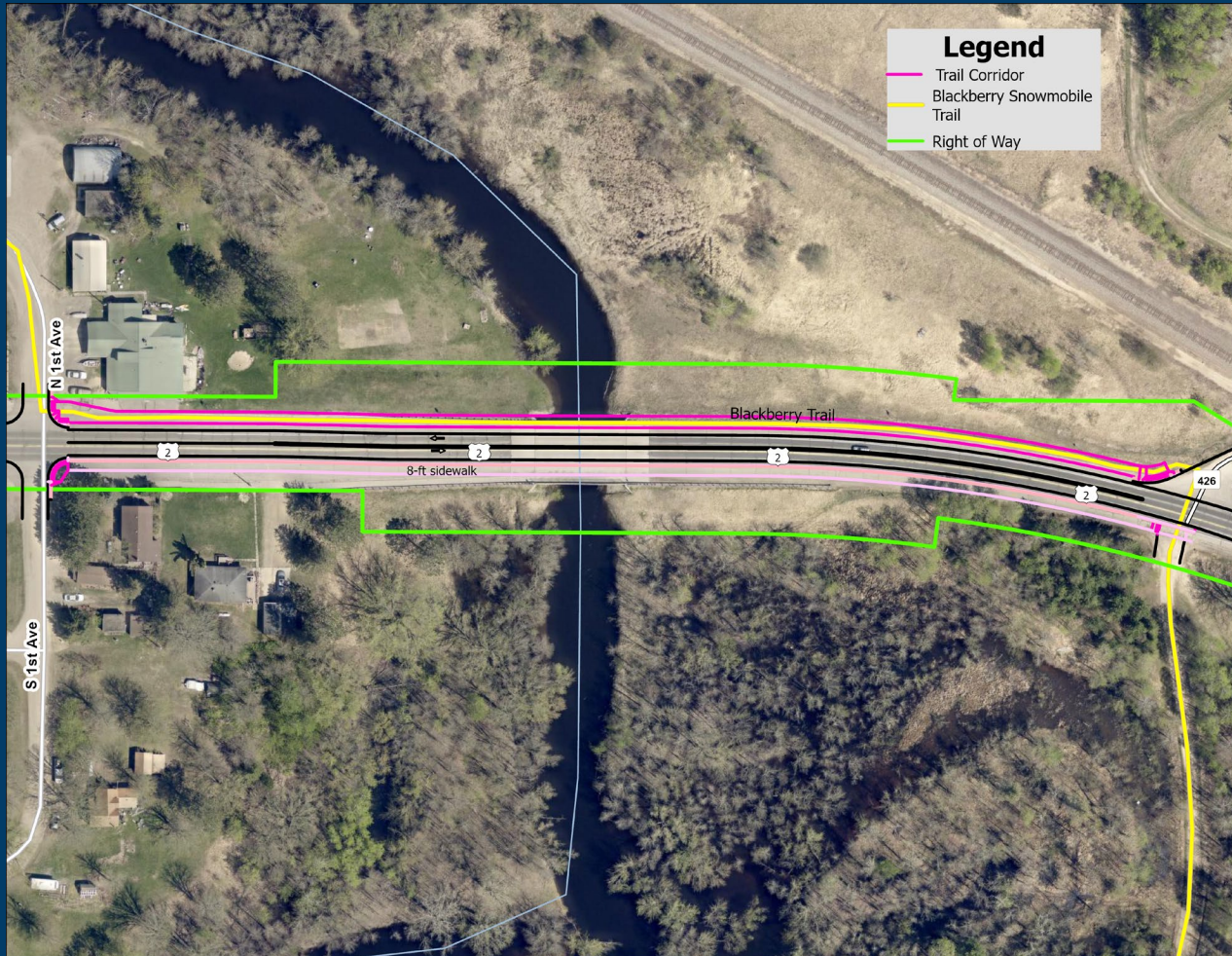
The corridor will extend from 1st Avenue North across the Swan River Bridge to County Road 426, creating a safe, separated alignment that enhances connectivity within the County's broader trail network.

This project represents a strategic, cost-effective opportunity to integrate long-term recreational infrastructure during a scheduled highway reconstruction versus the alternative of trail relocation and new bridge infrastructure resulting in costs three – four times of the integration project.

Total MnDOT Hwy Reconstruction Cost: \$5.1 Million

Total Trail Integration Cost: \$575,000

PROJECT LAYOUT



PROJECT HISTORY

Over the course of last year, Itasca County has been working with the MnDOT on keeping trail safety and connectivity through the City of Warba. During the winter months, this right of way has served as a snowmobile trail corridor through the community for nearly 30 years and has historically supported local businesses and tourism. It serves as a critical snowmobile connection within the County's regional trail network. With the reconstruction project, a safer separate corridor will be created. This will significantly improve user safety by reducing interaction with highway traffic for Itasca County grant-in-aid trail systems as well as non-motorized trail connectivity that promotes community well-being and access.

Current conditions:

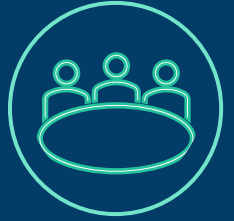
- Safety concerns for residents and visitors
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The new dedicated alignment will:

- Significantly improve trail user safety
- Enhance snow retention and grooming capability.
- Support long-term sustainable regional connectivity by enhancing year-round motorized and non-motorized recreational use.

Project timeline

At-a-glance



90% DESIGN

90% Detailed project plans created, including development of work breakdown structure.

2026

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May 26th



PREPARE MEMO

Preparation of submittal memo, Plans, Spec & civil rights goal request is submitted to MnDOT Central office

2026

June 9th



FINAL SUBMITTAL

Progress is monitored, and any deviations from the plan are identified and addressed.

2026

September 30th



BID LETTING

Bid package preparation and Construction bid letting timeframe

2026

Dec 2nd



Timeline of Potential Funding



FEDERAL RECREATIONAL TRAILS PROGRAM

\$ 200,000

2026

February
27th



POLARIS

\$10,000

2026

March
1st



LOCAL TRAILS CONNECTION PROGRAM

\$ 225,000

2026

March
31st



ITASCA TRAILS TASKFORCE

\$15,000

2026

April 9th



TOURISM, ECONOMIC DEVELOPMENT

TBD request

2026

July 1st



PROJECT PARTNERS AND SUPPORTERS

- MnDOT
- Itasca County
- Greenway Snowmobile Club
- City of Warba
- Feeley Township
- Blackberry Township
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PROJECT END GOAL

By leveraging an already planned transportation reconstruction project, significant project cost efficiencies will be obtained. The trail will provide a permanent, separated alignment that maximizes the public dollar, improves system connectivity, enhances user safety, and ensures long term public access to diverse recreational trail opportunities.



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, March 3, 2026

REQUEST FOR BOARD ACTION: RBA-2026-76

DEPARTMENT: Administrative Services

TIME REQUESTED: 15 Minutes

PRESENTER: Administrator Skyles

AGENDA ITEM:

Legislative Conference Call

BOARD ACTION REQUESTED:

Hold a Legislative Conference Call with Itasca County Delegation.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

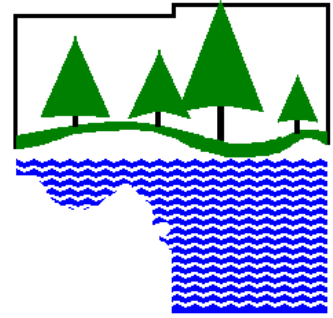
1. 2026 Legislative Priorities FINAL

03/03/2026

RESULT:	INFORMATIONAL - NO ACTION TAKEN
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ITASCA COUNTY

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



Itasca County 2026 Legislative Priorities FINAL

- Hwy 169 – Support efforts for double lane completion
- Increase PILT Reimbursement, Emphasis on Lakeshore Property PILT
- EMS Funding
- Lift Nuclear Moratorium/Energy Transition – Include Biomass as Carbon Neutral
- New Business Economic Development/Investment – Recent Leg Impacts
- Recreation Enforcement State Funding Process
- Update/Change current sulfate standards

For Legislative Discussion:

- Wolf Management and Economic Impact



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, March 3, 2026

REQUEST FOR BOARD ACTION: RBA-2026-79

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 March 4, 2026, in the amount of \$364,544.01.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION: None

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



**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, March 3, 2026

REQUEST FOR BOARD ACTION: RBA-2026-88

DEPARTMENT: Auditor / Treasurer

TIME REQUESTED: 5 Minutes

PRESENTER: Austin Rohling

AGENDA ITEM:

Public Hearing Re: Off-Sale Liquor License

BOARD ACTION REQUESTED:

Hold a Public Hearing Re: Off-Sale Liquor License Intoxicating Liquor License for Probasco Group LLC dba Trailside Restaurant and Bar located at 29314 County Road 52, Bigfork, MN 56628 and make a determination of the issuance of an Off-Sale License for this establishment.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION: None

RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Casey Venema
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**ITASCA COUNTY
BOARD OF COMMISSIONERS**

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

Tuesday, March 3, 2026

REQUEST FOR BOARD ACTION: RBA-2026-110

DEPARTMENT: Land Department

TIME REQUESTED: < 5 Minutes

PRESENTER: Commissioner Johnson

AGENDA ITEM:

TED Account Request

BOARD ACTION REQUESTED:

Approve TED account request for funding of design/ engineering for trail integration project within MnDOT's Hwy 2 2027 Reconstruction Project in Warba.

BACKGROUND:

Recognizing the importance of recreation and tourism to the local economy, this TED request is for planning/ engineering of the trail integration project within MnDOT's Hwy 2 Reconstruction project through Warba, including the Hwy 2 Swan River bridge. Timing is critical to find matching funds for a grant opportunity and start engineering and design for the project to stay in alignment with the development of MnDOT's project timeline.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:

1. US Highway 2 Recreational Trail Integration Project Presentation

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

US HIGHWAY 2 RECREATIONAL TRAIL INTEGRATION PROJECT PLAN

PROJECT OVERVIEW

Minnesota Department of Transportation (MnDOT) has partnered with Itasca County to incorporate a permanent 10-foot-wide, recreational trail corridor into its 2027 highway reconstruction project in Warba.

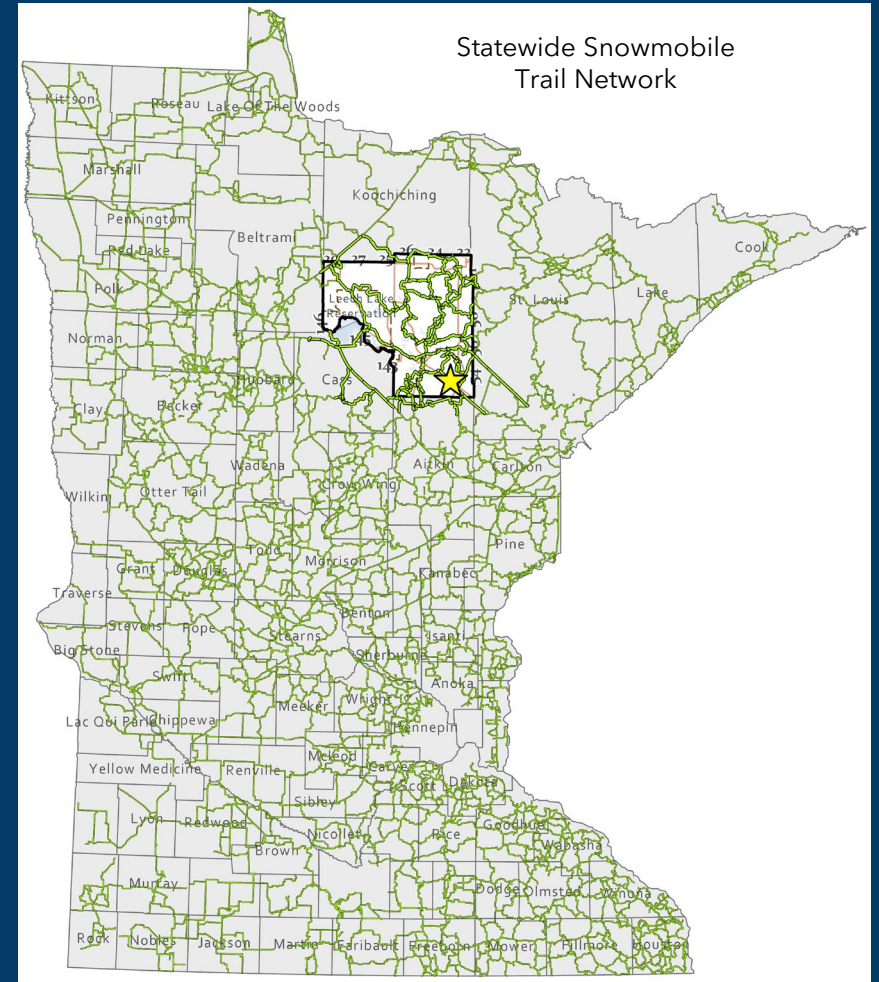
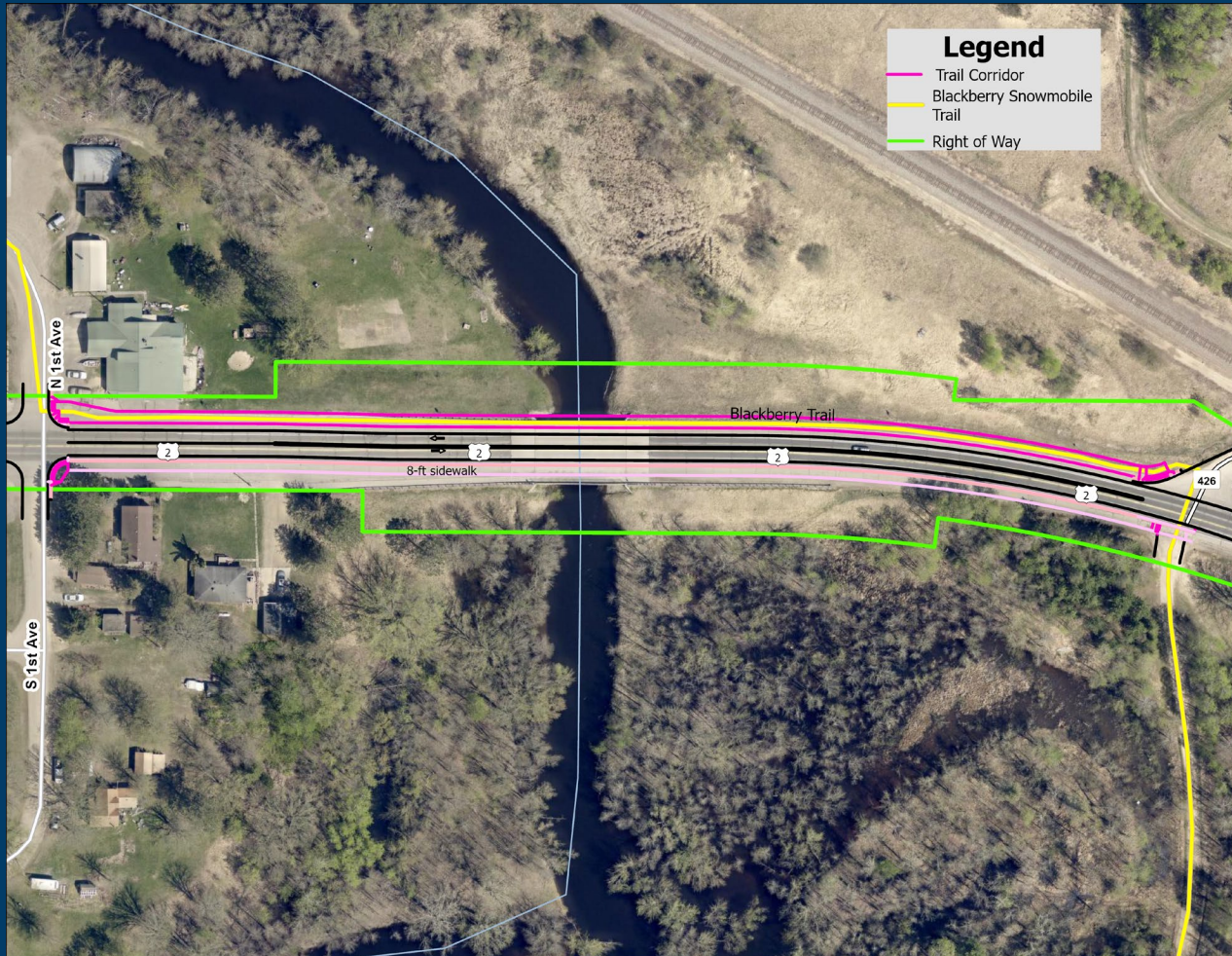
The corridor will extend from 1st Avenue North across the Swan River Bridge to County Road 426, creating a safe, separated alignment that enhances connectivity within the County's broader trail network.

This project represents a strategic, cost-effective opportunity to integrate long-term recreational infrastructure during a scheduled highway reconstruction versus the alternative of trail relocation and new bridge infrastructure resulting in costs three – four times of the integration project.

Total MnDOT Hwy Reconstruction Cost: \$5.1 Million

Total Trail Integration Cost: \$575,000

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