



# ITASCA COUNTY BOARD OF COMMISSIONERS

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

Tuesday, April 14, 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:** Add additional information to Item #6.8(Public Hearing Re: Rezone Application submitted by Tom Hammerlund), add Item #6.10 (IRRRB Itasca County Strategic Plan Grant), Item #6.11 (Blandin Foundation Itasca County Strategic Plan Grant) and approve the agenda, as amended.

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

#### IV. MINUTES APPROVAL

**Motion To:** Approve the minutes of the Tuesday, April 7, 2026, County Board Regular Session.

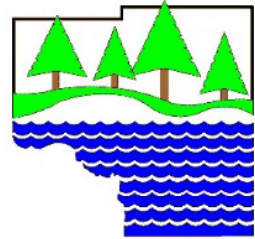
**RESULT:** APPROVED (5 TO 0)  
**MOVER:** Commissioner Larry Hopkins  
**SECONDER:** Commissioner John Johnson  
**AYES:** Cory Smith, Terry Snyder, John Johnson, Larry Hopkins, Casey Venema

1. Approve the minutes of the Tuesday, April 7, 2026 Regular Session.

#### V. CONSENT AGENDA

**Motion To:** Pull Item #5.1 (Approve Letter of Support and Adopt Resolution for the Itasca County Family YMCA Capital Investment Request) and approve the Consent 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



**MEETING INFORMATION SHEET**  
APRIL 14, 2026

**PULL:** None

**ADDITIONS:**

1. Item #6.10 (IRRRB Strategic Plan Grant) – **REGULAR AGENDA**
2. Item #6.11 (Blandin Foundation Strategic Plan Grant) - **REGULAR AGENDA**

**CHANGES:** None

**INFORMATIONAL:**

1. Item #6.8 (Public Hearing Re: Rezone-Tom Hammerlund) – **REGULAR AGENDA**
  - a. Letter of support-Ryan Fox
  - b. Letter of support-Brandon & Tracy Peck
  - c. Voice mail of support-Angie & Shawn Peck



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Grand Rapids, MN 55744  
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Tuesday, April 7, 2026

2:30 PM

Itasca County Boardroom

## DRAFT

### REGULAR SESSION MINUTES

#### I. CALL TO ORDER

Acting Chair Snyder called the meeting to order at 2:30 p.m.

| Attendee Name | Title       | Status  | Arrived |
|---------------|-------------|---------|---------|
| Cory Smith    | District #1 | Absent  |         |
| Terry Snyder  | District #2 | Present | 2:30 PM |
| John Johnson  | District #3 | Present | 2:30 PM |
| 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 # 6.7 (National Telecommunicators Week 2026) and approve the agenda, as amended.

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

#### IV. MINUTES APPROVAL

**Motion To:** Approve the minutes of the Tuesday, March 24, 2026, County Board Regular Session.

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

1. Approve the minutes of the Tuesday, March 24, 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 John Johnson  
**AYES:** Terry Snyder, John Johnson, Larry Hopkins, Casey Venema  
**ABSENT:** Cory Smith

1. Approve updated bylaws for the Bowstring Airport Commission.

2. Approve the 2026 fairgrounds racetrack lease agreement between Itasca County and Grand Rapids Speedway Inc. and authorize necessary signatures.
3. Authorize the County Board to approve Itasca County as sponsors for existing snowmobile, ski, and ATV trails from July 1, 2026, to June 30, 2031, with the stipulation the DNR approves Performance Based Grants and Grant in Aid Grants.
4. Approve tobacco license for CRTLR Management, LLC dba Little Turtle Lake Store located at 49926 State Highway 6, Talmoon, MN 56628.
5. Approve 2026 Set-Up Liquor Licenses for the following establishments: Barn in the Woods, Deer Lake Charlie's LLC, and Wilderness Wedding Barn.
6. Approve the donation of 190-195 end-of-life monitors and computers to PC's for People.
7. Requesting board approval for a security information and event management (SIEM) product planned in the current budget.
8. Award Contract 64208 for CSAH 42, 43, & 79, Bituminous Overlay, to KGM Contractors, Inc. and authorize the required signatures on the contract documents.
9. Award Contracts for Propane, Diesel, and Gasoline for period May 1, 2026 - April 30, 2027. Contracts to be awarded to Davis Oil, Inc., Edwards Oil, Inc., and Ferrelgas.
10. Approve a utility easement with Lake Country Power for construction and maintenance over and across tax-forfeited trust land and authorize necessary signatures.
11. Adopt the Resolution Re: Authorizing and Fixing the Notice and Terms of Settlement Period Tax-Forfeited Land Sale.

## VI. REGULAR AGENDA

1. Legislative Conference Call

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

|                |                                        |
|----------------|----------------------------------------|
| <b>RESULT:</b> | <b>INFORMATIONAL - NO ACTION TAKEN</b> |
|----------------|----------------------------------------|

2. Commissioner Warrants

**Motion To:** Approve Commissioner Warrants with a check date of April 8, 2026, in the amount of \$318,034.28.

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

3. National County Government Month

**Motion To:** Adopt the Resolution Re: National County Government Month.

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

## 4. Ambulance Taxation

Commissioner Johnson provided information on the ambulance taxation.

**RESULT: INFORMATIONAL - NO ACTION TAKEN**

## 5. Public Hearing Re:Off Sale Intoxicating Liquor License

**Motion To:** Went into Public Hearing.

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

**Motion To:** Went out of Public Hearing

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

**Motion To:** Approve the Off Sale Intoxicating Liquor License for CRTLR Management LLC located at 48919 State Highway 38, Marcell MN, 56657.

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

## 6. ReUse Itasca Initiative

Environmental Services Director Katie Benes and Executive Director of Habitat for Humanity Jamie Mjolsness Gibeau provided update on the ReUse Itasca Initiative.

**RESULT: INFORMATIONAL - NO ACTION TAKEN**

## 7. National Telecommunicators Week 2026

**Motion To:** Adopt the Resolution Re: National Telecommunicators Week – April 12–18, 2026, which recognized these dates as National Telecommunicators Week in Itasca County.

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

## VII. ADMINISTRATOR UPDATE

No Update Provided

## VIII. COMMITTEE REPORTS

Commissioner Hopkins reported on attending a Leadership Summit.

Commissioner Johnson reported on attending ribbon cutting at new Child Care Center and a CEDS meeting.

Commissioner Venema reported on attending a Fairgrounds meeting, Nashwauk Library meeting, Mesabi Metallica meeting, and met with DOT Re: Hwy 169.

Commissioner Snyder reported on attending a Fairgrounds Taskforce meeting and a Mesabi Metallics meeting.

**IX. COMMISSIONER COMMENTS**

Commissioner Hopkins provided comment regarding Coffee with Commissioners on April 23, 2026 at 6:00pm at Harris Town Hall.

Commissioner Johnson provided comment regarding the landfill-MPCA permit awarded to Demcon, thanked Environmental Services, Administrator Skyles and others for the hard work on getting a landfill in MN after 10 years of work, the possibility of Data Centers in Itasca County and thanked the volunteers and contractors that work with Habitat for Humanity.

**X. CLOSED SESSIONS**

**XI. ADJOURN**

Acting Chair Snyder adjourned the meeting at 3:33 PM.

**ATTEST**

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Cory Smith  
Chair of the County Board

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Brett Skyles  
Clerk of the County Board



**ITASCA COUNTY  
BOARD OF COMMISSIONERS**

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

Tuesday, April 14, 2026

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**REQUEST FOR BOARD ACTION: RBA-2026-336**

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**DEPARTMENT:** Administrative Services

**TIME REQUESTED:**

**PRESENTER:** Joni Namyst

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**AGENDA ITEM:**

Approve Letter of Support and Adopt Resolution For the Itasca County Family YMCA Capital Investment Request.

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**BOARD ACTION REQUESTED:**

Approve Letter of Support and Adopt Resolution For the Itasca County Family YMCA Capital Investment Request.

**BACKGROUND:**

**COUNTY ATTORNEY REVIEW:** N/A

**SUPPORTING DOCUMENTATION:**

1. YMCA Request for letter of support
2. YMCA Proposed Resolution to Itasca County

04-14-2026

|                |                           |
|----------------|---------------------------|
| <b>RESULT:</b> | <b>PULLED FROM AGENDA</b> |
|----------------|---------------------------|



**ITASCA COUNTY  
BOARD OF COMMISSIONERS**

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

Tuesday, April 14, 2026

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**RESOLUTION 2026-19**

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**RE: A RESOLUTION OF SUPPORT FOR THE ITASCA COUNTY FAMILY YMCA CAPITAL INVESTMENT REQUEST**

**WHEREAS**, the Itasca County Family YMCA has long served as a vital community resource, promoting youth development, healthy living, and social responsibility for residents of Itasca County and the surrounding region; and

**WHEREAS**, the YMCA provides essential programs and services including childcare, youth development programs, health and wellness opportunities, and community-building initiatives that improve the quality of life for individuals and families; and

**WHEREAS**, the Itasca County Family YMCA has identified the need for significant capital improvements and expansion in order to meet increasing community demand, modernize facilities, and ensure long-term sustainability; and

**WHEREAS**, the proposed capital investment of \$12 million will support facility upgrades, expanded programming capacity, improved accessibility, and enhanced services for residents of all ages and abilities; and

**WHEREAS**, this investment is expected to generate substantial community benefits, including improved public health outcomes, increased access to childcare and youth programming, economic activity through construction and job creation, and strengthened community connections; and

**WHEREAS**, supporting community-based infrastructure such as the YMCA aligns with Itasca County's goals of fostering a healthy, vibrant, and economically resilient region;

**NOW THEREFORE BE IT RESOLVED**, that the Itasca County Board of Commissioners hereby expresses its strong support for the Itasca County Family YMCA and its \$12 million capital investment initiative; and

**BE IT FURTHER RESOLVED**, that the Board recognizes the importance of this project to the long-term well-being of Itasca County residents and encourages local, regional, and state partners to support this effort; and

**BE IT FURTHER RESOLVED**, that Itasca County is willing and able to be the fiscal agent for the project.

ADOPTED this 7th day of April 2026, by the Itasca County Board of Commissioners.

\_\_\_\_\_  
Board Chair

**ATTEST:**

\_\_\_\_\_  
County Administrator



**FOR YOUTH DEVELOPMENT  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY**

March 17, 2026

Itasca County Board of Commissioners  
Itasca County Courthouse  
123 NE 4<sup>th</sup> Street  
Grand Rapids, MN 55744

Dear Itasca County Board of Commissioners,

On behalf of the Itasca County Family YMCA, I am writing to respectfully request the County's support for a planned remodel and expansion of our facility, an investment that will strengthen the health, wellbeing, and vitality of the communities we serve throughout Itasca County.

For more than 45 years, the Itasca County Family YMCA has served as a community center focusing on youth development, healthy living, and social responsibility. From childcare and after school programs to chronic disease prevention, senior wellness, swim lessons, and safe, year-round recreation, the Y continues to meet essential community needs that extend well beyond the walls of our current building.

However, the demand for our programs now exceeds our existing capacity. Our facility is aging, program spaces are consistently operating at or above maximum use, and we are unable to meet current or projected needs, particularly in the areas of:

- Childcare and school-age programming
- Indoor recreation and wellness spaces, including youth sports, aquatics, and senior fitness
- Chronic disease prevention
- Accessible, inclusive spaces for individuals of all abilities
- Safe family gathering areas, especially during the winter months

To continue serving as a strong community partner and to responsibly plan for the county's future population needs, we are preparing for a remodel and expansion that will include updated infrastructure, expanded program spaces, improved accessibility, enhanced aquatics capacity, and a more energy-efficient, modern facility.

This project is a significant opportunity to:

- Improve health outcomes across Itasca County
- Support working families through high quality childcare and school age programming
- Strengthen youth development and reduce barriers to positive activities
- Provide safe, year-round spaces for community members of all ages
- Strengthen the local economy by creating jobs, promoting wellness, and attracting visitors to the area

**ITASCA COUNTY FAMILY YMCA**  
400 River Road Grand Rapids, MN 55744  
218-327-1161  
[www.ymcaitasca.org](http://www.ymcaitasca.org)

**United  
Way**   
**Of 1000 Lakes**  
Participating Agency



**FOR YOUTH DEVELOPMENT  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY**

We are respectfully requesting the County's support as part of a broad public/private funding partnership. County participation would help leverage additional philanthropic, state, and federal resources and demonstrate a shared commitment to strengthening our community infrastructure.

We would welcome the opportunity to present more details, answer questions, or provide a tour of our current facility so you can see firsthand the opportunities and limitations we are working to address.

Thank you for your continued partnership and for your consideration of this important community investment. We deeply value your support in helping us better serve residents of all ages across Itasca County.

Respectfully,

Joni Namyst  
Executive Director

Proposed Resolution

**ITASCA COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF SUPPORT FOR THE ITASCA COUNTY FAMILY YMCA CAPITAL INVESTMENT REQUEST**

WHEREAS, the Itasca County Family YMCA has long served as a vital community resource, promoting youth development, healthy living, and social responsibility for residents of Itasca County and the surrounding region; and

WHEREAS, the YMCA provides essential programs and services including childcare, youth development programs, health and wellness opportunities, and community-building initiatives that improve the quality of life for individuals and families; and

WHEREAS, the Itasca County Family YMCA has identified the need for significant capital improvements and expansion in order to meet increasing community demand, modernize facilities, and ensure long-term sustainability; and

WHEREAS, the proposed capital investment of \$12 million will support facility upgrades, expanded programming capacity, improved accessibility, and enhanced services for residents of all ages and abilities; and

WHEREAS, this investment is expected to generate substantial community benefits, including improved public health outcomes, increased access to childcare and youth programming, economic activity through construction and job creation, and strengthened community connections; and

WHEREAS, supporting community-based infrastructure such as the YMCA aligns with Itasca County's goals of fostering a healthy, vibrant, and economically resilient region;

NOW, THEREFORE, BE IT RESOLVED, that the Itasca County Board of Commissioners hereby expresses its strong support for the Itasca County Family YMCA and its \$12 million capital investment initiative; and

BE IT FURTHER RESOLVED, that the Board recognizes the importance of this project to the long-term well-being of Itasca County residents and encourages local, regional, and state partners to support this effort; and

BE IT FURTHER RESOLVED, that Itasca County is willing and able to be the fiscal agent for the project.

ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2026, by the Itasca County Board of Commissioners.

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**ATTEST:**

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County Administrator

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Board Chair



**ITASCA COUNTY  
BOARD OF COMMISSIONERS**

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

Tuesday, April 14, 2026

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**REQUEST FOR BOARD ACTION: RBA-2026-363**

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**DEPARTMENT:** Land Department

**TIME REQUESTED:** < 5 Minutes

**PRESENTER:** Renata Rogalla

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**AGENDA ITEM:**

Notice and Terms for Settlement Period Adjoining Landowner Tax-Forfeited Land Sale

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**BOARD ACTION REQUESTED:**

Adopt the Resolution Authorizing and Fixing the Notice and Terms of Settlement Period Tax-Forfeited Land Sale to Adjoining Landowners.

**BACKGROUND:**

The Land Department is requesting the County Board set the appraisals and terms of sale per the attached Notice and Terms of Settlement Period Tax-Forfeited Land Sale to Adjoining Landowners.

**COUNTY ATTORNEY REVIEW:** N/A

**SUPPORTING DOCUMENTATION:**

1. Notice and Terms 05-2026\_Final
2. 2026 Adj LO Tract List\_05.29.2026

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



**ITASCA COUNTY  
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Tuesday, April 14, 2026

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**RESOLUTION**

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**RE: Authorizing and Fixing the Notice and Terms of Settlement Period Tax-Forfeited Land Sale to Adjoining Landowners**

**WHEREAS**, the County Board has classified and appraised certain tax forfeited lands and a list of said lands has been filed with the County Auditor, and

**WHEREAS**, the County Board is by law designated with authority to provide for the appraisal and sale of such tax-forfeited lands on terms included in the Notice of Sale,

**WHEREAS**, the County Board recognizes that the following parcels are advantageous to be grouped into one tract for sale purposes, as follows: Tract A26-9 will include parcels 64-013-4106, 64-013-4107; Tract A26-10 will include parcels 70-026-1105, 70-026-1106.

**NOW THEREFORE BE IT RESOLVED**, that the Notice of Settlement Period Tax-Forfeited Land Sale be given by certified mail to all adjoining landowners as provided by 2024 Minnesota Session Laws Chapter 113 and Minnesota Statute 282.01, subdivision 7a, that Itasca County shall open sealed bids for such tracts of land for sale in the order in which they appear in said Notice of Sale at 10:00 A.M. on Friday, May 29, 2026, at the ITASCA COUNTY LAND DEPARTMENT, 1177 LA PRAIRIE AVENUE, GRAND RAPIDS, MN 55744.

**NOTICE AND TERMS OF SETTLEMENT PERIOD  
TAX-FORFEITED LAND SALE TO ADJOINING LANDOWNERS  
ITASCA COUNTY LAND DEPARTMENT – FRIDAY, MAY 29, 2026, 10:00 A.M.**

**NOTICE IS HEREBY GIVEN**, to offer for sale to adjoining landowners through sealed bids, and at not less than the appraised value, the following described tracts of land forfeited to the State of Minnesota for nonpayment of taxes, which have been classified and appraised as provided by law. Said sale will be governed as to terms by resolution of the County Board authorizing the same, sealed bids shall be opened at **10:00 A.M. on FRIDAY, MAY 29, 2026.**

KORY CEASE, Itasca County Land Commissioner

AUSTIN ROHLING, Itasca Co. Auditor/Treasurer

**RESOLUTION OF COUNTY BOARD AUTHORIZING AND FIXING THE TERMS  
OF SETTLEMENT PERIOD TAX-FORFEITED LAND SALE TO ADJOINING LANDOWNERS**

WHEREAS, the County Board has classified and appraised certain tax forfeited lands and list of said lands has been filed with the County Auditor, and

WHEREAS, the County Board is by law designated with authority to provide for the appraisal and sale of such tax-forfeited lands on terms included in the Notice of Sale,

NOW, THEREFORE, BE IT RESOLVED, that the Notice of Settlement Period Tax-Forfeited Land Sale be given by certified mail to all adjoining landowners as provided by 2024 Minnesota Session Laws Chapter 113 and Minnesota Statute 282.01, subdivision 7a, that the County Auditor of Itasca County shall open sealed bids for such tracts of land for sale in the order in which they appear in said Notice of Sale at 10:00 A.M. on Friday, May 29, 2026, at the ITASCA COUNTY LAND DEPARTMENT, 1177 LA PRAIRIE AVENUE, GRAND RAPIDS, MN 55744.

**TERMS OF SALE**

The County Board is by law designated to provide for the sale of such land on terms and such tracts shall be sold on the following terms, to wit: 15% of the appraised value of the land must be paid on the day of the land sale, except that for tracts under \$501.00, the full amount of the tract is due on the day of the sale. Any remaining balance must be paid within 30 days. No timber shall be cut, removed, or damaged until the entire purchase price for the tract is paid in full.

Any tract of land on the list is subject to withdrawal from sale by the County Board or Land Commissioner when it appears to be in the public interest to do so.

**Tracts shall be sold through sealed bid. All bids must be submitted using the attached “Sealed Bid Form.” The completed “Sealed Bid Form” must be submitted in the enclosed sealed bid envelope with the provided label affixed as the addressee and received at the ITASCA COUNTY LAND DEPARTMENT, 1177 LA PRAIRIE AVENUE, GRAND RAPIDS, MN 55744, at or before 10:00 A.M. on FRIDAY, MAY 29, 2026. Payment per these terms of sale must be enclosed in the envelope with the completed Bid Form and payment in the form of a cashier’s or certified check. Cash or personal checks will NOT be accepted and will result in the rejection of the bid. Payment from unsuccessful bids will be returned via certified mail. Itasca County reserves the right to reject any and all bids until the sales have closed. Successful bidders will be contacted and must sign a purchase agreement and return it to the Land Department by 4:30 p.m. on Monday, June 29, 2026. In the event of identical bids on a tract, the submitting bidders will be notified and an oral auction involving said bidders will take place at the Itasca County Land Department beginning 10:00 A.M. on Monday, June 1, 2026, in the order of the tracts in this listing.**

**Any and all tracts which received zero qualifying bids at said bid opening date and time may be purchased by a qualifying bidder at not less than the appraised price on a first come, first served basis starting at 8:00 a.m. Monday, June 1, 2026, until such time the County Board or Land Commissioner appears it to be in the public interest to withdraw from sale.**

All land and improvements are sold “as is” and may not conform to local building and zoning ordinances. Itasca County makes no warranties that the land is “buildable”, or as to the condition of any buildings, wells, septic, soils, roads or any other thing on the tract. All tracts are being sold with the understanding that the buyer and seller agree to waive disclosures required under Minnesota Statute § 513.52 to § 513.60, and § 103.235 and any associated liabilities. No representation is made as to the condition of the structure, its fixtures or contents, or their suitability for any particular use. It is the sole responsibility of prospective buyers to be fully informed prior to purchasing. Buyers are encouraged to contact the local

land use and zoning authority where the properties are located for information about building codes, zoning laws, or other municipal information that may affect a property. Buyers will be required to sign the "Buyer's 'As Is' Addendum" as part of the Terms and Conditions of Sale, which will be available for review prior to the auction.

Itasca County makes no warranty, guaranty or representation of any kind, expressed or implied, as to the condition, usability, value, merchantability, authenticity, or fitness for any purpose of the property offered for sale. Buyer is not entitled to any payment of loss or profit or any other money damages, including but not limited to special, direct, indirect, or consequential damages.

Itasca County is not responsible for any omissions or errors in description of items being offered for sale. It shall be the bidder's responsibility to inspect and satisfy themselves as to the details and conditions of the item offered before entering a bid. Itasca County does not attest to the authenticity of any items.

All tracts of land sold hereunder shall be subject to zoning ordinances, existing easements, existing railway and highway easements, power and pipeline easements and leases, if any. Sold lands that are currently zoned "public" shall be rezoned upon sale at no cost to the purchaser.

All lands whether zoned or not zoned which do not abut a legalized highway are subject to any and all existing restrictions empowered by statute relating to the expenditure of public lands.

Any lands herein offered for sale that do not adjoin or are located on a suitable legally established and maintained public highway or road, the township wherein said lands may be located, or any other municipality, shall not for a period of five years, be obligated to the establishment, construction or additional maintenance of any public roads or the expenditure of any public funds for the benefit of the owner or occupant of any lands purchased, by reason of the ownership or occupancy of any of this land; provided further that nothing herein shall be construed to create any obligation directly or indirectly on the part of any municipality of the expenditures of any money for the benefit of said tracts after the expiration of said five year period.

Neither Itasca County nor the State of Minnesota warrants the condition of title. Buyers will receive documentation regarding purchase at the time of sale and/or the Commissioner of Revenue will issue a deed from the State of Minnesota after full payment is made. Tax forfeiture will create a break in the chain of title. SELLER CONVEYS NON-WARRANTIED TAX TITLE, and the services of an attorney at the buyer's expense may be necessary to make the title marketable.

The buyer shall indemnify Itasca County and the State of Minnesota for hazardous environmental contamination arising or resulting from the buyer's use and occupancy of the purchased property.

Itasca County makes no representations regarding the history or condition of the properties offered for sale. It is the buyer's sole responsibility to research the history and condition of any property that buyer wishes to purchase.

All sales are subject to existing leases, easements, deed restrictions, covenants, dedications, and rights-of-way holders. Regarding unsatisfied recorded mortgages and other liens, it is advised that all buyers consult a real estate attorney prior to purchasing tax-forfeited properties with unsatisfied mortgages and/or other liens held against them. Some mortgages and liens, other than Federal and State Liens, may be canceled at forfeiture but may be re-instated after sale. It is solely the responsibility of each potential buyer to thoroughly research such information and to check with any mortgage or lien holders on the property.

Itasca County has not performed any wetland delineation on properties offered for sale, unless otherwise noted. No refunds will be made due to the presence of wetlands, floodplains, or any other environmental condition that may be present. It is the buyer's sole responsibility to research, inspect, and review a property prior to purchasing.

Some non-platted properties listed for sale may contain non-forested marginal land or wetlands as defined in Minnesota Statutes. The deed for these properties will contain a restrictive covenant, which will prohibit enrollment of the properties in a state funded program providing compensation for conservation of marginal land or wetlands. Notice of the existence of non-forested marginal lands or wetlands will be available to prospective buyers upon request. Except for land in platted subdivisions and lands conveyed for correcting legal descriptions, all deeds requested will contain the following statement:

This property is not eligible for enrollment in a state funded program providing compensation for conservation of marginal land and wetlands.

Pursuant to Minnesota Statute 282.12, the State of Minnesota shall reserve all tax-forfeited minerals and mineral rights, and water power rights on tax-forfeited lands.

In order to protect your legal interests, it is recommended that buyers consult with a real estate attorney regarding title issues, boundary issues, assessments, mortgages and other legal matters related to the property.

ITASCA COUNTY MAKES NO REPRESENTATIONS, WARRANTIES, OR GUARANTEES WITH RESPECT TO LEGAL ACCESS TO TAX-FORFEITED PROPERTIES OFFERED FOR SALE. ALL PROPERTIES ARE SOLD AS IS, WITHOUT WARRANTIES OR REPRESENTATION OF ANY KIND.

Pursuant to Minnesota Statute 284.28, there will be added to the sale price of any tax-forfeited land, an amount equal to three percent (3%) of the total sale price, said additional amount to be deposited to the State Treasury and credited to the tax-forfeited land assurance account.

Pursuant to Minnesota Statute 282.014, a \$25.00 fee will be charged to purchasers of tax-forfeited land for issuance of the state tax deed. Minnesota Statute 282.014 further requires that all State tax deeds be recorded with the County Recorder prior to issuing the deed to the purchaser. The purchaser must pay the \$46.00 recording fee. In the event of Torrens Property there may be additional recording fees.

A deed tax of \$1.65 for the first \$3,000.00 of the purchase price. For any purchase price over \$3,000, the purchaser shall pay \$1.65 per every \$500.00 of the purchase price payable to the County Auditor/Treasurer.

Purchaser is required to pay a fee of \$54.00 for recording the well certificate where applicable, prior to the Auditor/Treasurer delivering the deed to the purchaser.

Certain tracts of tax-forfeited land located within cities that forfeited with unpaid special assessments for improvements. These special assessments were cancelled at the time of forfeiture. Upon sale of this land, the municipality may establish a re-assessment schedule for payment of a portion or all the unpaid special assessments. **Itasca County recommends that individuals check for assessments with the municipality office in which the tract is located.**

ALL SALES ARE FINAL. IN CASES OF PAYMENT DEFAULT, ITASCA COUNTY WILL RETAIN THE DOWN PAYMENT (I.E. 15% OF APPRAISED LAND VALUE, ETC.) AS PENALTY AND DAMAGES, AND WILL, AT ITS SOLE DISCRETION, DECIDE WHETHER THE TRACT(S) WILL BE RE-OFFERED TO THE NEXT HIGHEST BIDDER. Default shall include 1) failure to observe these terms and conditions; or 2) failure to make good and timely payment; default may result in termination of the bid contract and suspension from participation in all future sales. If the buyer fails in the performance of their obligations, Itasca County may exercise such rights and pursue such remedies as are provided by law.

By submitting a bid, a bidder agrees that the bidder has read, fully understood, and accepted these Terms and Conditions of sale, and agrees to pay for, if the bid is accepted, by the dates and times specified.

Itasca County does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment and the provision of services. Prospective bidders who require special accommodations to participate in this sale should inform the Real Estate Office more than three business days before the sale. You may write to the return address shown on this notice or call telephone no. 218-327-2855 or TDD no. 218-327-2806 or 218-327-2847.

Questions regarding the sale should be directed to Itasca County Land Department, Real Estate Office, 1177 La Prairie Avenue, Grand Rapids, MN 55744 (telephone 218-327-2855).

# ADJOINING LANDOWNER AUCTION

April 29 - May 29, 2026

| Tract  | Property ID | Acres | S -T-R    | Property Address or location description     | Appraised Amount | Appraised Combined |
|--------|-------------|-------|-----------|----------------------------------------------|------------------|--------------------|
| A26-1  | 08-005-2403 | 2.89  | 05-054-24 | Off Hwy 2, Blackberry Twp                    | \$3,476.00       |                    |
| A26-2  | 14-113-2202 | 5.22  | 13-055-22 | 10919 County Road 565, Goodland MN 55742     | \$8,340.00       |                    |
| A26-3  | 18-530-0625 | 0.07  | 15-056-23 | N of Snowball Rd, Greenway Twp               | \$500.00         |                    |
| A26-4  | 22-024-4101 | 1.79  | 24-148-25 | West side of Little Too Much Lake            | \$1,013.00       |                    |
| A26-5  | 30-019-4141 | 0.56  | 19-057-22 | Hwy 45, Nashwauk Twp                         | \$2,400.00       |                    |
| A26-6  | 42-022-3301 | 0.50  | 22-053-22 | Hwy 25, Wawina Twp                           | \$1,850.00       |                    |
| A26-7  | 55-017-1201 | 0.49  | 17-059-24 | 26591 County Road 345, Bigfork MN 56628      | \$9,554.00       |                    |
| A26-8  | 64-013-4103 | 5.07  | 13-056-26 | Between Hwy 38 & Cimarron Trail, Unorg 56-26 | \$13,016.00      |                    |
| A26-9  | 64-013-4106 | 5.07  | 13-056-26 | Between Hwy 38 & Cimarron Trail, Unorg 56-26 | \$14,456.00      | \$24,441.00        |
|        | 64-013-4107 | 5.07  | 13-056-26 | Between Hwy 38 & Cimarron Trail, Unorg 56-26 | \$9,985.00       |                    |
| A26-10 | 70-026-1105 | 7.03  | 26-056-27 | South of Hwy 2, Unorg 56-27                  | \$2,363.00       | \$4,624.00         |
|        | 70-026-1106 | 6.71  | 26-056-27 | S OF Hwy 2, Unorg 56-27                      | \$2,261.00       |                    |
| A26-11 | 76-032-3123 | 0.50  | 32-146-26 | Hwy 46, Deer River MN 56636                  | \$2,062.00       |                    |
| A26-12 | 91-501-0405 | 0.01  | 16-055-25 | NW 1ST Ave, Grand Rapids MN 55744            | \$400.00         |                    |
| A26-13 | 91-680-0650 | 0.48  | 20-055-25 | West of Scenic Hwy 7                         | \$400.00         |                    |
| A26-14 | 97-009-3103 | 2.02  | 09-056-24 | Scenic Hwy 7                                 | \$5,250.00       |                    |



**ITASCA COUNTY  
BOARD OF COMMISSIONERS**

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

Tuesday, April 14, 2026

---

**REQUEST FOR BOARD ACTION: RBA-2026-364**

---

**DEPARTMENT:** Land Department

**TIME REQUESTED:** < 5 Minutes

**PRESENTER:** Kory Cease

---

**AGENDA ITEM:**

Long Term Campground Rental Sites

---

**BOARD ACTION REQUESTED:**

Authorize long-term rental of 5 campsites in the Trailhead Campground at the Itasca County Fairgrounds from May 1st through October 31st at a rate of \$700/ month.

**BACKGROUND:**

Occupancy rates at the Trailhead Campground have improved every year following campground renovation and improvements in 2023 but can still be significantly improved. The county board set rates and a 14 day occupancy limit on sites in the campground in 2023. This will be a pilot project for long-term rental of 5 sites at the campground and it will require rental of the site for the entire 6 month season (May through October).

**COUNTY ATTORNEY REVIEW:** N/A

**SUPPORTING DOCUMENTATION:** None

|                  |                                                                     |
|------------------|---------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED (5 TO 0)</b>                                            |
| <b>MOVER:</b>    | Commissioner Terry Snyder                                           |
| <b>SECONDER:</b> | Commissioner Casey Venema                                           |
| <b>AYES:</b>     | 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, April 14, 2026

---

**REQUEST FOR BOARD ACTION: RBA-2026-149**

---

**DEPARTMENT:** Administrative Services

**TIME REQUESTED:** 15 Minutes

**PRESENTER:** Chair Smith

---

**AGENDA ITEM:**

Legislative Conference Call

---

**BOARD ACTION REQUESTED:**

Hold Legislative Conference Call with Itasca County delegate.

**BACKGROUND:**

**COUNTY ATTORNEY REVIEW:** No

**SUPPORTING DOCUMENTATION:**

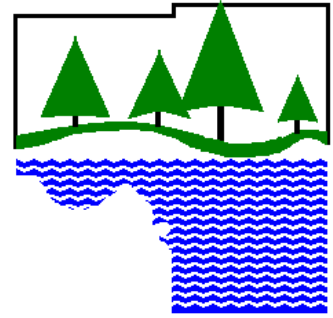
1. 2026 Legislative Priorities FINAL

04/14/2026

|                |                                        |
|----------------|----------------------------------------|
| <b>RESULT:</b> | <b>INFORMATIONAL - NO ACTION TAKEN</b> |
|----------------|----------------------------------------|

# ITASCA COUNTY

Courthouse  
Administrative Services  
123 NE 4<sup>th</sup> 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, April 14, 2026

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**REQUEST FOR BOARD ACTION: RBA-2026-104**

---

**DEPARTMENT:** Human Resources

**TIME REQUESTED:** < 5 Minutes

**PRESENTER:** Administrator Skyles

---

**AGENDA ITEM:**

Employee Recognition

---

**BOARD ACTION REQUESTED:**

Congratulations to Matt Knase who transferred from his position as Forester to District Forester in the Land Department, effective March 16th 2026.

Congratulations to Nathan Anderson who transferred from his position as Forester to District Forester in the Land Department, effective March 16th 2026.

Congratulations to Kevin Olson who transferred from his position as Park Maintenance Worker in the Land Department to Highway Maintenance Worker in the Transportation Department effective March 29, 2026.

**BACKGROUND:**

**COUNTY ATTORNEY REVIEW:** N/A

**SUPPORTING DOCUMENTATION:** None

04/14/2026

|                |                                        |
|----------------|----------------------------------------|
| <b>RESULT:</b> | <b>INFORMATIONAL - NO ACTION TAKEN</b> |
|----------------|----------------------------------------|



**ITASCA COUNTY  
BOARD OF COMMISSIONERS**

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

Tuesday, April 14, 2026

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**REQUEST FOR BOARD ACTION: RBA-2026-150**

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**DEPARTMENT:** Auditor / Treasurer

**TIME REQUESTED:** < 5 Minutes

**PRESENTER:** Gail Guck

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**AGENDA ITEM:**

Commissioner Warrants

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**BOARD ACTION REQUESTED:**

Approve the Commissioner Warrants with a check date of April 15, 2026, in the amount of \$531,034.51.

**BACKGROUND:**

**COUNTY ATTORNEY REVIEW:** N/A

**SUPPORTING DOCUMENTATION:** None

|                  |                                                                     |
|------------------|---------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED (5 TO 0)</b>                                            |
| <b>MOVER:</b>    | Commissioner Casey Venema                                           |
| <b>SECONDER:</b> | Commissioner John Johnson                                           |
| <b>AYES:</b>     | 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, April 14, 2026

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**REQUEST FOR BOARD ACTION: RBA-2026-358**

---

**DEPARTMENT:** Administrative Services

**TIME REQUESTED:** < 5 Minutes

**PRESENTER:** Shelley Kebart

---

**AGENDA ITEM:**

Appointment - Personnel Board of Appeals

---

**BOARD ACTION REQUESTED:**

Make an appointment to fill the vacant position effective April 14, 2026 through December 31, 2028.

**BACKGROUND:**

**COUNTY ATTORNEY REVIEW:** N/A

**SUPPORTING DOCUMENTATION:**

1. Personnel Board of Appeals Application - Christopher Kelley

|                  |                                                                     |
|------------------|---------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED (5 TO 0)</b>                                            |
| <b>MOVER:</b>    | Commissioner John Johnson                                           |
| <b>SECONDER:</b> | Commissioner Casey Venema                                           |
| <b>AYES:</b>     | 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, April 14, 2026

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**REQUEST FOR BOARD ACTION: RBA-2026-359**

---

**DEPARTMENT:** Administrative Services

**TIME REQUESTED:** < 5 Minutes

**PRESENTER:** Shelley Kebart

---

**AGENDA ITEM:**

Appointment - Water Plan Implementation Committee (WPIC)

---

**BOARD ACTION REQUESTED:**

Make an appointment to fill the vacant position effective April 14, 2026 through December 31, 2029.

**BACKGROUND:**

**COUNTY ATTORNEY REVIEW:** N/A

**SUPPORTING DOCUMENTATION:**

1. WPIC Application - Christopher Kelley

|                  |                                                                     |
|------------------|---------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED (5 TO 0)</b>                                            |
| <b>MOVER:</b>    | Commissioner John Johnson                                           |
| <b>SECONDER:</b> | Commissioner Casey Venema                                           |
| <b>AYES:</b>     | 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, April 14, 2026

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**REQUEST FOR BOARD ACTION: RBA-2026-360**

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**DEPARTMENT:** Human Resources

**TIME REQUESTED:** < 5 Minutes

**PRESENTER:** Commissioner John Johnson or Board Chair Cory Smith

---

**AGENDA ITEM:**

Job Posting Re: One Assistant County Attorney, One Social Worker (Family Services Division), and Two Eligibility Specialists (Family Services Division)

---

**BOARD ACTION REQUESTED:**

Approve Posting for One Assistant County Attorney, One Social Worker (Family Services Division), and Two Eligibility Specialists (Family Services Division).

**BACKGROUND:**

The County Attorney's Office is requesting authorization to post for one Assistant County Attorney. The Health and Human Services Department, Family Services Division, is requesting authorization to post for one Social Worker and two Eligibility Specialist positions.

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

|                  |                                                                     |
|------------------|---------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED (5 TO 0)</b>                                            |
| <b>MOVER:</b>    | Commissioner Terry Snyder                                           |
| <b>SECONDER:</b> | Commissioner Casey Venema                                           |
| <b>AYES:</b>     | 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, April 14, 2026

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**REQUEST FOR BOARD ACTION: RBA-2026-347**

---

**DEPARTMENT:** Health & Human Services

**TIME REQUESTED:** 5 Minutes

**PRESENTER:** Sarah Anderson

---

**AGENDA ITEM:**

Quality Improvement and Utilization Management

---

**BOARD ACTION REQUESTED:**

Approve Quality Improvement and Utilization Management Documents.

**BACKGROUND:**

Annually IMCare updates our Quality Improvement and Utilization Management Documents which include the Quality Improvement/Utilization Management Program Evaluation, the separate Program Descriptions for both Quality Improvement and Utilization Management, and the annual Quality Improvement/Utilization Management workplan.

**COUNTY ATTORNEY REVIEW:** N/A

**SUPPORTING DOCUMENTATION:** None

|                  |                                                                     |
|------------------|---------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED (5 TO 0)</b>                                            |
| <b>MOVER:</b>    | Commissioner John Johnson                                           |
| <b>SECONDER:</b> | Commissioner Casey Venema                                           |
| <b>AYES:</b>     | 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, April 14, 2026

---

**REQUEST FOR BOARD ACTION: RBA-2026-365**

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**DEPARTMENT:** Environmental Services

**TIME REQUESTED:** 10 Minutes

**PRESENTER:** Katie Benes

---

**AGENDA ITEM:**

Public Hearing RE: Rezone Application Submitted by Tom Hammerlund

---

**BOARD ACTION REQUESTED:**

Hold a Public Hearing Re: Rezone Application submitted by Tom Hammerlund to rezone property from Farm Residential to Recreational Commercial located at 79-013-4401.

**BACKGROUND:**

Tom Hammerlund has requested the parcel be rezoned to increase the allowed impervious surface for future expansion of storage for recreational users.

**COUNTY ATTORNEY REVIEW:** N/A

**SUPPORTING DOCUMENTATION:** None

|                  |                                                                     |
|------------------|---------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED (5 TO 0)</b>                                            |
| <b>MOVER:</b>    | Commissioner John Johnson                                           |
| <b>SECONDER:</b> | Commissioner Terry Snyder                                           |
| <b>AYES:</b>     | 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, April 14, 2026

---

**REQUEST FOR BOARD ACTION: RBA-2026-125**

---

**DEPARTMENT:** Sheriff

**TIME REQUESTED:** < 5 Minutes

**PRESENTER:** Joe Dasovich

---

**AGENDA ITEM:**

National Administrative Professionals Week – Sheriff's Office Administrative & Civilian Support Staff

---

**BOARD ACTION REQUESTED:**

Adopt the Resolution Re: National Administrative Professionals Week – April 19–25, 2026, recognizing administrative professionals and civilian support staff within the Itasca County Sheriff's Office.

**BACKGROUND:**

National Administrative Professionals Week, observed April 19–25, 2026, recognizes the important contributions of administrative professionals across public and private sectors.

Within the Itasca County Sheriff's Office, administrative and civilian support staff play a vital role in ensuring the effective and efficient delivery of public safety services. These professionals provide essential operational, technical, and organizational support to sworn personnel and serve as key points of contact for the public.

Positions including records staff, civil process staff, evidence technicians, the Sheriff's Confidential Administrative Assistant, case managers, crime analysts, permits staff, and jail records personnel are integral to maintaining accurate records, managing sensitive information, supporting investigations, coordinating court processes, and ensuring compliance with statutory and regulatory requirements.

Their professionalism, discretion, and dedication contribute significantly to the overall mission of the Sheriff's Office and the safety of the community.

**COUNTY ATTORNEY REVIEW:** N/A

**SUPPORTING DOCUMENTATION:** None

|                |                           |
|----------------|---------------------------|
| <b>RESULT:</b> | <b>APPROVED (5 TO 0)</b>  |
| <b>MOVER:</b>  | Commissioner Terry Snyder |

|                  |                                                                     |
|------------------|---------------------------------------------------------------------|
| <b>SECONDER:</b> | Commissioner John Johnson                                           |
| <b>AYES:</b>     | 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, April 14, 2026

**RESOLUTION 2026-25**

**RE: NATIONAL ADMINISTRATIVE PROFESSIONALS WEEK – SHERIFF’S OFFICE ADMINISTRATIVE & CIVILIAN SUPPORT STAFF**

**WHEREAS**, National Administrative Professionals Week is observed April 19–25, 2026, with Administrative Professionals Day recognized on April 22, 2026; and

**WHEREAS**, administrative professionals and civilian support staff serve in essential roles within the Itasca County Sheriff’s Office; and

**WHEREAS**, these professionals provide critical support in areas including records management, civil process services, evidence management, case management, crime analysis, permit processing, jail records, and executive administrative support; and

**WHEREAS**, their work ensures accuracy, accountability, confidentiality, and compliance within the criminal justice system; and

**WHEREAS**, the dedication and professionalism of these employees directly support law enforcement operations and enhance the safety and well-being of the citizens of Itasca County.

**NOW, THEREFORE, BE IT RESOLVED** that the Itasca County Board of Commissioners hereby proclaims April 19–25, 2026, as National Administrative Professionals Week in Itasca County, and specifically recognizes the administrative professionals and civilian support staff of the Itasca County Sheriff’s Office for their invaluable contributions to public safety and effective government operations.

**BE IT FURTHER RESOLVED** that the Board expresses its sincere appreciation to these dedicated professionals for their service, integrity, and commitment to the citizens of Itasca County: Leeha Gustason, Amber Kallaus, Jackson Purdie, Christopher Rima-Carlson, Cara Scott, Sarah Still, and Linette Welshinger.

|                  |                                                                     |
|------------------|---------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED (5 TO 0)</b>                                            |
| <b>MOVER:</b>    | Commissioner Terry Snyder                                           |
| <b>SECONDER:</b> | Commissioner John Johnson                                           |
| <b>AYES:</b>     | 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 April 14, 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, April 14, 2026

---

**REQUEST FOR BOARD ACTION: RBA-2026-368**

---

**DEPARTMENT:** Administrative Services

**TIME REQUESTED:** 5 Minutes

**PRESENTER:** Commissioner Johnson

---

**AGENDA ITEM:**

Iron Range Resource and Rehabilitation Board Itasca County Strategic Plan Grant

---

**BOARD ACTION REQUESTED:**

Approve the Iron Range Resource and Rehabilitation Board Itasca County Strategic Plan Grant and authorize necessary signatures.

**BACKGROUND:**

The grant is in the amount of \$75,000.

**COUNTY ATTORNEY REVIEW:** N/A

**SUPPORTING DOCUMENTATION:**

1. IRRRB Itasca County Strategic Plan Grant

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

**STATE OF MINNESOTA  
GRANT CONTRACT AGREEMENT**

|                                |                                  |                                |                             |                                   |
|--------------------------------|----------------------------------|--------------------------------|-----------------------------|-----------------------------------|
| <b>PO ID</b><br>3000011543     | <b>PO Date</b><br>March 25, 2026 |                                | <b>Fiscal Year</b><br>2026  | <b>Grant Award</b><br>\$75,000.00 |
| <b>Vendor ID</b><br>0000197296 | <b>Fund</b><br>2370              | <b>Fin Dept ID</b><br>B4335310 | <b>Approp ID</b><br>B43TCPR | <b>Account</b><br>441302          |

This grant contract agreement is between the State of Minnesota, acting through its Department of Iron Range Resources and Rehabilitation ("hereinafter, Iron Range Resources and Rehabilitation or State") and Itasca County, 123 NE 4th St, Grand Rapids, Minnesota, 55764 ("GRANTEE").

## **Recitals**

1. Under Minn. Stat. § 298.22, subd. 13, Taconite Environmental Protection Fund (Minn. Stat. § 298.223) and pursuant to Iron Range Resources and Rehabilitation Board Resolution No. 25-032 the State is empowered to enter into this grant contract agreement.
2. The State is in need of the duties specified in Exhibit A, which is attached and incorporated into this grant contract agreement.
3. The Grantee represents that it is duly qualified and agrees to perform all services described in this grant contract to the satisfaction of the State.

## **Grant Contract Agreement**

### **1 Term of Grant Contract Agreement**

#### **1.1 Effective Date.**

April 1, 2026, or the date the State obtains all required signatures, whichever is later.

Per Minn. Stat. Sec. 16B.98, Subd. 5, **the Grantee must not begin work until this Grant Contract agreement is fully executed and the State's Authorized Representative has notified the Grantee that work may commence.**

Per, Minn. Stat. Sec. 16B.98, Subd. 7, no payments will be made to the Grantee until this grant contract agreement is fully executed.

#### **1.2 Expiration Date.**

June 30, 2027, or until all obligations have been satisfactorily fulfilled, whichever occurs first.

#### **1.3 Survival of Terms.**

**The following clauses survive the expiration or cancellation of this Grant Contract Agreement: Liability; State Audits; Government Data Practices and Intellectual Property; Publicity and Endorsement; Governing Law, Jurisdiction, and Venue; and Data Disclosure.**

### **2 Specifications, Duties, and Scope of Work**

The parties will perform the services outlined in Exhibit A: Specifications, Duties and Scope of Work.

### **3 Time**

The Grantee must comply with all the time requirements described in this Grant Contract Agreement. In the performance of this Grant Contract Agreement, time is of the essence and failure to meet a deadline date may be a basis for a determination by the State's Authorized Representative that the Grantee has not complied with the terms of the Grant Contract Agreement. The Grantee is required to perform all the duties cited within clause two "Specifications, Duties, and Scope of Work" within the grant period. The State is not obligated to extend the grant period.

### **4 Consideration and Terms of Payment**

**The consideration for all services performed by the Grantee pursuant to this Grant Contract Agreement shall be paid by the State as follows:**

**4.1 Compensation. The total obligation of the State under this Grant Contract Agreement, including all compensation and reimbursements, is not to exceed \$75,000.00 which shall be paid in accordance with the terms outlined in Exhibit B: Payment Schedule, which is attached and incorporated into this Grant Contract Agreement.**

#### **4.2 Administrative Costs.**

**Grantee administrative costs must be necessary and reasonable.**

#### **4.3 Travel Expenses.**

Reimbursement for travel and subsistence expenses actually and necessarily incurred by the Grantee as a result of this Grant Contract Agreement will be according to the breakdown of costs contained in Exhibit B. The Grantee will not be reimbursed for travel and subsistence expenses incurred outside Minnesota unless it has received the State's prior written approval for out of state travel. Minnesota will be considered the home state for determining whether travel is out of state.

The Grantee will be reimbursed for travel and subsistence expenses in the same manner and in no greater amount than provided in the current Commissioner's Plan promulgated by the Commissioner of Minnesota Management and Budget.

#### **4.4 Invoices**

Payments shall be made by the State after the Grantee's presentation of invoices for services satisfactorily performed and the written acceptance of such services by the State's Authorized Representative. Invoices shall be submitted timely, with additional details as requested by the State, and according to Exhibit B.

#### **4.5 Unexpended Funds**

The Grantee must promptly return to the State any unexpended funds that have not been accounted for in a financial report to the State.

### **5 Conditions of Payment**

All All services provided by the Grantee under this Grant Contract Agreement must be performed to

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

## **6 Contracting and Bidding Requirements**

The Grantee is required to comply with [Minnesota Statutes § 471.345, Uniform Municipal Contracting Law](#).

**6.1** The Grantee and any subrecipients must comply with prevailing wage rules per [Minnesota Statutes §§ 177.41](#) through [177.500](#), as applicable.

**6.2** The Grantee and any subrecipients must not contract with vendors who are suspended or debarred by the State of Minnesota or the federal government: [Suspended and Debarred Vendors, Minnesota Office of State Procurement](#).

**6.3** The Grantee must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts

## **7 Authorized Representatives**

**7.1** The State's Authorized Representative is Whitney Ridlon, 4261 Hwy 53 S, Eveleth, Minnesota, 55734, (218) 735-3004, [whitney.ridlon@state.mn.us](mailto:whitney.ridlon@state.mn.us) or their successor, and has the responsibility to monitor the Grantee's performance and the authority to accept the services provided under this Grant Contract Agreement. If the services are satisfactory, the State's Authorized Representative will certify acceptance on each invoice submitted for payment.

**7.2** The Grantee's Authorized Representative is Karin Grandia, 123 NE 4th St, Grand Rapids, Minnesota, 55764, +12183480592, [Karin.grandia@co.itasca.mn.us](mailto:Karin.grandia@co.itasca.mn.us) or their successor. If the Grantee's Authorized Representative changes at any time during this Grant Contract Agreement, the Grantee must immediately notify the state.

**7.3** The Grantee must clearly post on the Grantee's website the names of, and contact information for, the Grantee's leadership and the employee or other person who directly manages and oversees this Grant Contract Agreement on behalf of the Grantee.

## **8 Assignment, Amendments, Waiver, and Contract Complete**

### **8.1 Assignment.**

The Grantee shall neither assign nor transfer any rights or obligations under this grant contract without the prior written consent of the State, approved by the same parties who executed and approved this grant contract, or their successors in office.

### **8.2 Amendments.**

Any amendments to this grant contract must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original grant contract, or their successors in office.

### **8.3 Waiver.**

If the State fails to enforce any provision of this grant contract, that failure does not waive the provision or the State's right to enforce it.

### **8.4 Contract Complete.**

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

## **9 Subcontracting and Subcontract Payment**

**9.1 A subrecipient is a person or entity that has been awarded a portion of the work authorized by this Grant Contract Agreement by Grantee. The Grantee must document any subaward through a formal legal agreement. The Grantee must provide timely notice to the State of any subrecipient(s) prior to the subrecipient(s) performing work under this Grant Contract Agreement.**

**9.2 The Grantee must monitor the activities of the subrecipient(s) to ensure the subaward is used for authorized purposes; is in compliance with the terms and conditions of the subaward, [Minnesota Statutes § 16B.97, Subd.4 \(a\) \(1\)](#) and other relevant statutes and regulations; and that subaward performance goals are achieved.**

**9.3 During this Grant Contract Agreement, if a subrecipient is determined to be performing unsatisfactorily by the State's Authorized Representative, the Grantee will receive written notification that the subrecipient can no longer be used for this Grant Contract Agreement.**

**9.4 No subagreement shall serve to terminate or in any way affect the primary legal responsibility of the Grantee for timely and satisfactory performances of the obligations contemplated by the Grant Contract Agreement.**

**9.5 The Grantee must pay any subrecipient in accordance with [Minnesota Statutes § 16A.1245](#).**

**9.6 The Grantee and any subrecipients must not contract with vendors who are suspended or debarred by the State of Minnesota or the federal government.**

## **10 Liability**

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

## **11 State Audits**

Under [Minnesota Statutes § 16B.98, Subd. 8](#), the Grantee's books, records, documents, and accounting procedures and practices relevant to this Grant Contract Agreement are subject to examination by the Commissioner of Administration, the State granting agency, the State Auditor, the Attorney General, and the Legislative Auditor, as appropriate, for a minimum of six years from the expiration or termination of this Grant Contract Agreement, receipt and approval of all final reports, or the required period of time to satisfy all State and program retention requirements, whichever is later.

## **12 Government Data Practices and Intellectual Property Rights**

### **12.1 Government Data Practices.**

The Grantee 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 grant contract, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this grant contract. The civil remedies of [Minnesota Statutes § 13.08](#) apply to the release of the data referred to in this clause by either the Grantee or the State.

If the Grantee receives a request to release the data referred to in this Clause, the Grantee must immediately notify the State. The State will give the Grantee instructions concerning the release of the data to the requesting party before the data is released. The Grantee's response to the request shall comply with applicable law.

### **12.2 Intellectual Property Rights.**

The State shall own all rights, title and interest in any intellectual property that is derived or developed pursuant to this grant contract, including but not limited to copyrights, patents, trade secrets, trademarks and service marks in any works or documents created and paid for pursuant to this contract.

## **13 Workers Compensation**

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

## **14 Governing Law, Jurisdiction, Venue**

Venue for all legal proceedings out of this Grant Contract Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota

## **15 Termination**

### **15.1 Termination by the State.**

#### **A. Without Cause.**

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

#### **B. With Cause.**

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

### **15.2 Termination by the Commissioner of Administration.**

The Commissioner of Administration may immediately and unilaterally terminate this Grant Contract Agreement if further performance under the agreement would not serve agency purposes or performance under the Grant Contract Agreement is not in the best interest of the State.

## **15.3 Termination for Insufficient Funding.**

The State may immediately terminate this Grant Contract 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 addressed within this Grant Contract Agreement. Termination must be by written notice to the Grantee. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that dedicated funds are available.

In the event of temporary lack of funding or appropriation, the State may pause its obligations under this Grant Contract Agreement without terminating it. This pause will be for the duration of the lack of funding or appropriation and shall not be considered a termination of the Grant Contract Agreement. The Grantee will be notified in writing of the temporary pause, and the Grantee's ability to provide services may be temporarily suspended during this period. The State will provide reasonable notice to the Grantee of the lack of funding or appropriation and shall notify the Grantee once funding is restored or appropriated, at which point the provision of services under the Grant Contract Agreement may resume.

The State will not be assessed any penalty if the Grant Contract Agreement is terminated due to insufficient funding. The State must provide the Grantee notice of the lack of funding within a reasonable time of the State's receiving notice.

## **16 Publicity and Endorsement**

### **16.1 Publicity.**

Any publicity pertaining to the services resulting from this Grant Contract Agreement shall identify the State as the sponsoring agency. Publicity includes, but is not limited to: websites, social media platforms, notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Grantee or its employees individually or jointly with others or any subcontractors. All projects primarily funded by state grant appropriations must publicly credit the State, including on the grantee's website, when practicable.

### **16.2 Endorsement.**

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

## **17 Data Disclosure**

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

## **Exhibits**

The following Exhibits are attached and incorporated into this Grant Contract Agreement. In the event of a conflict between the terms of this Grant Contract Agreement and its Exhibits, or between Exhibits, the order of precedence is first the Grant Contract Agreement, and then in the following order:

**Exhibit A: Specifications, Duties, and Scope of Work**

**Exhibit B: Payment Schedule**

This document may be executed in counterparts. The parties may provide electronic signatures pursuant to

the authority of Minn. Stat. Ch. 325L.

## Grant Contract Agreement Signatures

### 1. STATE ENCUMBRANCE VERIFICATION

*Individual certifies that funds have been encumbered as required by Minn. Stat." 16A.15*

Electronically Approved and Signed

Signed: Dave Kallio

Title: Accounting Director

Date: March 25, 2026

SWIFT Contract No. 3000011543

### 3. STATE AGENCY *With delegated authority*

Electronically Approved and Signed

By: Ida Rukavina

Title: Commissioner

Date: April 1, 2026

### 2. GRANTEE

*with delegated authority*

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Distribution: Agency, Grantee and State's Authorized Representative



**ITASCA COUNTY  
BOARD OF COMMISSIONERS**

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

Tuesday, April 14, 2026

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**REQUEST FOR BOARD ACTION: RBA-2026-370**

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**DEPARTMENT:** Administrative Services

**TIME REQUESTED:** 5 Minutes

**PRESENTER:** Commissioner Johnson

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**AGENDA ITEM:**

Blandin Foundation Itasca County Strategic Plan Grant

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**BOARD ACTION REQUESTED:**

Approve the Blandin Foundation Itasca County Strategic Plan Grant and authorize necessary signatures.

**BACKGROUND:**

The grant is in the amount of \$75,000.

**COUNTY ATTORNEY REVIEW:** N/A

**SUPPORTING DOCUMENTATION:** None

|                  |                                                                     |
|------------------|---------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED (5 TO 0)</b>                                            |
| <b>MOVER:</b>    | Commissioner Casey Venema                                           |
| <b>SECONDER:</b> | Commissioner Terry Snyder                                           |
| <b>AYES:</b>     | 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, April 14, 2026

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**REQUEST FOR BOARD ACTION: RBA-2026-366**

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**DEPARTMENT:** Administrative Services

**TIME REQUESTED:** 15 Minutes

**PRESENTER:** Administrator Skyles

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**AGENDA ITEM:**

Closed Session Re: Parcel ID: 91-018-1303

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**BOARD ACTION REQUESTED:**

Hold a Closed Session per MN Statutes 13D.05, Subd. 3(c)(1) Re: Parcel ID: 91-018-1303.

**BACKGROUND:**

13D.05 Subd. 3. What meetings may be closed.

(c) A public body may close a meeting:

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

Before holding a closed meeting under this paragraph, the public body must identify on the record the particular real or personal property that is the subject of the closed meeting. The proceedings of a meeting closed under this paragraph must be tape recorded at the expense of the public body. The recording must be preserved for eight years after the date of the meeting and made available to the public after all real or personal property discussed at the meeting has been purchased or sold or the governing body has abandoned the purchase or sale. The real or personal property that is the subject of the closed meeting must be specifically identified on the tape. A list of members and all other persons present at the closed meeting must be made available to the public after the closed meeting. If an action is brought claiming that public business other than discussions allowed under this paragraph was transacted at a closed meeting held under this paragraph during the time when the tape is not available to the public, section 13D.03, subdivision 3, applies.

An agreement reached that is based on an offer considered at a closed meeting is contingent on approval of the public body at an open meeting. The actual purchase or sale must be approved at an open meeting after the notice period required by statute or the governing body's internal procedures, and the purchase price or sale price is public data.

**COUNTY ATTORNEY REVIEW:** N/A

**SUPPORTING DOCUMENTATION:** None

04/14/2026

|                |                                        |
|----------------|----------------------------------------|
| <b>RESULT:</b> | <b>INFORMATIONAL - NO ACTION TAKEN</b> |
|----------------|----------------------------------------|



**ITASCA COUNTY  
BOARD OF COMMISSIONERS**

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

Tuesday, April 14, 2026

---

**REQUEST FOR BOARD ACTION: RBA-2026-367**

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**DEPARTMENT:** Administrative Services

**TIME REQUESTED:** 15 Minutes

**PRESENTER:** Administrator Skyles

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**AGENDA ITEM:**

Closed Session Re: Parcel ID: 91-018-4200

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**BOARD ACTION REQUESTED:**

Hold a Closed session pursuant to MN Statute 13D.05 Subd 3(c) regarding parcel ID: 91-018-4200.

**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

04/14/2026

|                |                                        |
|----------------|----------------------------------------|
| <b>RESULT:</b> | <b>INFORMATIONAL - NO ACTION TAKEN</b> |
|----------------|----------------------------------------|