ITASCA COUNTY
BOARD OF COMMISSIONERS

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

Tuesday, June 16, 2026	2:30 PM	Itasca County Boardroom

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

DRAFT

REGULAR SESSION AGENDA

2:30 PM I. CALL TO ORDER

2:31 PM II. PLEDGE OF ALLEGIANCE

2:32 PM III. APPROVAL OF AGENDA

2:33 PM IV. MINUTES APPROVAL

1. Approve the minutes of the Tuesday, June 2, 2026, Regular Session.
2. Approve the minutes of the Tuesday, June 9, 2026, Regular Session.

2:34 PM V. CONSENT AGENDA

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

1. Approve Opportunity Zone Resolution and authorize necessary signatures.
2. Designate Commissioner John Johnson as the official County Economic Development Contact for Itasca County for future opportunities.
3. Accept the proposed PSA preventative maintenance agreement proposed by Johnson Controls and authorize necessary signatures.
4. Authorize the IMCare Director to sign this contract with Metastar for completion of Data Validation.
5. Accept and approve the 2026/2027 Housing Support Agreements effective July 1, 2026.
6. Approve final payment for Contract 67009, two bridge replacement projects on CSAH 70, and authorize the County Board Chairperson and Clerk to the County Board to sign the necessary documents.
7. Award Forest Road project contract to Wabana Clearing & Excavating in the amount of $25,805.00, with a potential additional cost of $4,200.00 dependent on availability of on-site materials, to be paid from Fund 12, and authorize necessary signatures.
8. MnDOT Limited Use Permit Resolution, Sara Thompson
9. Adopt the Resolution Re: Repurchase of parcel 89-036-3140

10. Approve resolution Re: State of Minnesota Joint Powers Agreement with the County of Itasca on behalf of it's Probation Office; Court Data Services Subscriber Agreement to CJDN Subscriber Agreement; State of Minnesota Joint Powers Agreement (BCA).

VI. REGULAR AGENDA

2:35 PM 1. Commissioner Warrants, Gail Guck

2:40 PM 2. Employee Expense Report Approval, Gail Guck

2:45 PM 3. Job Postings – One Public Health Nurse (HHS), one Forester (Land) and one Engineering Tech I/II/III (Transportation), Commissioner John Johnson/Commissioner Corey Smith

2:50 PM 4. 2026-2030 Capital Improvement Plan (CIP), Austin Rohling, Administrator Skyles

3:00 PM 5. County Based Purchasing (IMCare) Division Update/Presentation, Sarah Anderson

3:05 PM 6. Construction & Demolition Management Plan: Final Report, Katie Benes

3:25 PM 7. Purchase Agreement for NESE Section 22, Township 150N, Range 29W, Kory Cease

3:30PM **VII. ADMINISTRATOR UPDATE**

3:35PM **VIII. COMMITTEE REPORTS**

3:40 PM **IX. COMMISSIONER COMMENTS**

3:45 PM **X. CITIZEN INPUT**

1. Citizen Input, Chair Smith

XI. CLOSED SESSIONS

3:55 PM **XII. ADJOURN**

OTHER MEETINGS

Wednesday, June 17, 2026, beginning at 3:00 p.m. – The Itasca County Board of Commissioners are invited to attend a celebration of 40 years for CEDA to be held at the Event Center, 201 W 7th Ave, Floodwood, MN. (Posted 6/5/2026)

Tuesday, June 23, 2026, beginning at 2:30 p.m. – The Itasca County Board of Commissioners will meet in a Regular Session in the Boardroom of the Itasca County Courthouse. (Posted 12/2/2025)

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

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

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

ITASCA COUNTY
BOARD OF COMMISSIONERS

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

Tuesday, June 2, 2026 | 2:30 PM | Itasca County Boardroom

DRAFT

REGULAR SESSION MINUTES

I. CALL TO ORDER

Chair Smith called the meeting to order at 2:30 PM.

Attendee Name	Title	Status	Arrived
Cory Smith	District #1	Present	2:30 PM
Terry Snyder	District #2	Present	2:30 PM
John Johnson	District #3	Present	2:30 PM
Larry Hopkins	District #4	Present	2:30 PM
Casey Venema	District #5	Present	2:30 PM

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF AGENDA

Motion To: 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 minutes of the Tuesday, May 26, 2026, Regular Session.

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

1. Approve the minutes of the Tuesday, May 26, 2026, Regular Session.

V. CONSENT AGENDA

Motion To: Approve the Consent agenda, as presented.

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

1. Accept resignation of Christopher Kelley from the Personnel Board of Appeals Committee.
2. Approve On Sale Intoxicating Liquor License and Sunday Sales License for Resort 1941 LLC dba Sure Game Wilderness Resort located at 52385 County Road 31, Wirt MN 56688.

3. Authorize the Itasca County Transportation Department to acquire Highway Easement across Tax Forfeit Lands for State Aid Project #031-593-001.
4. Approve the gravel lease agreement LEAR000904 between Itasca County and the State of Minnesota (Department of Natural Resources) for the Antler Lake Gravel Pit.
5. Award County Project 2026-03 Crushing, Hauling and Placement of Aggregate Surfacing on CR 252, CSAH 42, CSAH 68, CR 469 to Hawkinson Construction Co., Inc. and authorize the required signatures on the contract documents.
6. Approve service contract by and between Itasca County and ESS Brothers & Sons, Inc., and authorize necessary signatures.

VI. REGULAR AGENDA

1. **Legislative Session Wrap Up**

Itasca County Lobbyist, Shane Zahrt, provided a presentation on the Legislative Session.

RESULT:	**INFORMATIONAL - NO ACTION TAKEN**

2. **Commissioner Warrants**

Motion To: Approve Commissioner Warrants with a check date of June 3, 2026, in the amount of $162,696.80.

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

3. **Approval of Job Postings**

Motion To: Approve one Custodian (Facilities) and one Chief Deputy/First Assistant County Attorney (Attorney).

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

4. **Itasca County Opportunity Zones**

Motion To: Approve the following rank of Itasca County Opportunity Zones to be submitted to the MN Department of Employment and Economic Development, direct staff to complete the Opportunity Zone Application and authorize necessary signatures: #1 – Census Tract 4808.03; #2 – Census Tract 4808.05; #3 – Census Tract 4810.01; #4 – Census Tract 4805.

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

5. **Public Hearing**

Motion To: Open the Public Hearing Re: Off-Sale Intoxicating Liquor License for Resort 1941 LLC, located at 52385 County Road 31, Wirt for the purpose of receiving public comment on the adoption of the proposed Liquor License.

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: Close the above Public Hearing

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: Approve the Intoxicating Liquor License for Resort 1941 LLC located at 52385 County Road 31, Wirt.

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

VII. ADMINISTRATOR UPDATE

County Administrator Brett Skyles provided an Administrator Update, including comment on the Energy Transitioned Zone, and a Federal Funding Grant with 4 other counties regarding workforce and economic development.

VIII. COMMITTEE REPORTS

Commissioner Hopkins reported on attending a LEOJET meeting in Virginia.

Commissioner Johnson reported on attending an Opportunity Zone meeting, an AFSCME Leadership Meeting, mc'd a Memorial Day Event, and attended a Budget to Actual meeting.

Commissioner Snyder reported on attending an Intergovernmental meeting, the County Extension meeting and a Land Lease meeting.

Commissioner Smith reported on attending an AFSCME Leadership meeting, some independent meetings with Department Heads and some ATV club meetings.

IX. COMMISSIONER COMMENTS

Commissioner Johnson provided comment regarding cost shifts being a priority for the next Legislative Session.

X. CITIZEN INPUT

Jake Langeslag provided input on Zoom Court cases.

Chair Smith recessed the meeting at 3:24 p.m.
Chair Smith reconvened the meeting at 3:26 p.m.

Dave Holmbeck provided input on enjoying Shane Zahrt's presentation and fraud.

RECESS

Chair Smith recessed the meeting at 3:28 PM.

RECONVENE

Chair Smith reconvened the meeting at 3:35 PM, with all members present.

XI. CLOSED SESSIONS

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

Motion To: Go into Closed Session per MN Statute 13D.05 Subd. (c) regarding parcel ID 91-018-4200.

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

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

Motion To: Go into Open Session.

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

RESULT:	**INFORMATIONAL - NO ACTION TAKEN**

XII. ADJOURN

Chair Smith adjourned the meeting at 3:54 PM.

ATTEST

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

ITASCA COUNTY
BOARD OF COMMISSIONERS

Itasca County Courthouse
123 NE 4th Street
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(218) 327-2847

Tuesday, June 9, 2026 | 2:30 PM | Itasca County Boardroom

DRAFT

REGULAR SESSION MINUTES

I. CALL TO ORDER

Chair Smith called the meeting to order at 02:30 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: Approve the agenda, as presented.

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

IV. MINUTES APPROVAL

V. CONSENT AGENDA

Motion To: Approve the Consent agenda, as presented.

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

1. Approve the LELS 598 Collective Bargaining agreement and authorize necessary signatures.
2. Accept resignation of Ken Lundgren from the Water Plan Implementation Committee (WPIC), District 1.
3. Reject bids for SP 031-070-010 HSIP Intersection Lighting.
4. Approve the use of UT 1 funds to purchase a portion of a gravel stockpile.

5. Enter into an agreement with Harris Township outlining responsibilities for each party as they relate to the replacement of the culvert at the intersection of CSAH 3 and Wendigo Park Road and authorize the required signatures on the agreement documents.
6. Approve the agreement between Itasca County and the U.S. Forest Service to allow for Itasca County to crush up to 25,000 tons of gravel in the Jessie Lake Pit and authorize the County Engineer to sign the agreement.

VI. REGULAR AGENDA

1. **Employee Recognition**

Farewell to Tom Williams, who has retired from his position as Deputy Sheriff/Sergeant in the Sheriffs Department, effected June 1st, 2026.

Farewell to Casey Sharp, who has resigned from her position as Public Health Nurse in the Health and Human Services department, effective June 2nd, 2026.

RESULT:	**INFORMATIONAL - NO ACTION TAKEN**

2. **Commissioner Warrants**

Motion To: Approve Commissioner Warrants with a check date of June 10, 2026, in the amount of $904,578.84.

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

3. **Citizen Input**

Dave Holmbeck provided input on the DNR, Scenic State Park, Side Lake & School Trust Lands.

Jake Langeslag provided input on the change in order of Citizen Input, the County Attorney, Service Process and Judge McBroom.

VII. ADMINISTRATOR UPDATE

County Administrator, Brett Skyles, provided an Administrator Update, including Citizen Input order, the 13th Labor Contract being now completed (2025-2027), and next round of negotiations this Fall.

VIII. COMMITTEE REPORTS

Commissioner Hopkins reported on attending an ICTA meeting.

Commissioner Johnson reported on attending Economic Development Association of MN Conference, meetings with Association of MN Counties, Economic and Business development leaders from out of the area.

Commissioner Venema reported on attending a Fair Board Meeting.

Commissioner Smith reported on lots of phone calls & email exchanges with constituents and other county members.

IX. COMMISSIONER COMMENTS

Commissioner Smith provided comment regarding the Squaw Lake Fire Department holding a "Take a Kid Fishing" with a good turnout.

X. CLOSED SESSIONS

XI. ADJOURN

Chair Smith adjourned the meeting at 2:43 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, June 16, 2026

REQUEST FOR BOARD ACTION: RBA-2026-471

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

AGENDA ITEM:
Approve Opportunity Zone Resolution and authorize necessary signatures.

BOARD ACTION REQUESTED:
Approve Opportunity Zone Resolution and authorize necessary signatures.

BACKGROUND:
The Minnesota Department of Employment and Economic Development is now recommending Counties pass a resolution which ranks the census tract Opportunities Zones Counties are submitting for consideration. This Resolution matches the previous board action taken on Opportunity Zones.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION: None

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

Tuesday, June 16, 2026

REQUEST FOR BOARD ACTION: RBA-2026-470

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

AGENDA ITEM:
Itasca County Economic Development Contact

BOARD ACTION REQUESTED:
Designate Commissioner John Johnson as the official County Economic Development Contact for Itasca County for future opportunities.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION: None

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

Tuesday, June 16, 2026

REQUEST FOR BOARD ACTION: RBA-2026-478

DEPARTMENT: Facilities Management
TIME REQUESTED: < 5 Minutes
PRESENTER: Anthony Palkki

AGENDA ITEM:
PSA Preventative Mechanical Maintenance - Itasca County Government Center

BOARD ACTION REQUESTED:
Accept the proposed PSA preventative maintenance agreement proposed by Johnson Controls and authorize necessary signatures.

BACKGROUND:
Government Center hvac systems and supporting equipment.

COUNTY ATTORNEY REVIEW: no

SUPPORTING DOCUMENTATION:
1. Johnson Controls Mechanical Maintenance PSA_6.11.2026

Customer
ITASCA, COUNTY OF (INC)

Local Johnson Controls Office
4627 AIRPARK BLVD
DULUTH, MN 55811-5750

Agreement Start Date:
06/01/2026

Proposal Date
06/08/2026

Estimate No:
1-1QRKGXCL

Price for recommended offering:
$86,785.00



Partnering with you to deliver value-driven solutions

Every day, we transform the environments where people live, work, learn and play. From optimizing building performance to improving safety and enhancing comfort, we are here to power your mission.

A Planned Service Agreement with Johnson Controls provides you with a customized service strategy designed around the needs of your facility. Our approach features a combination of scheduled, predictive and preventative maintenance services that focus on your goals.

As your building technology services partner, Johnson Controls delivers an unmatched service experience delivered by factory-trained, highly skilled technicians who optimize operations of the buildings we work with, creating productive and safe environments for the people within.

By integrating our service expertise with innovative processes and technologies, our value-driven planned service solutions deliver sustainable results, minimize equipment downtime and maximize occupant comfort.

With more than a century of healthy buildings expertise, Johnson Controls leverages technologies to successfully deliver smart solutions to facilities worldwide.

FROST & SULLIVAN

2020 Award | North American Company of the Year for Innovation in Smart Connected Chillers

Johnson Controls was recognized by Frost & Sullivan as the 2020 North American Company of the Year for innovation in the Smart connected Chillers market

Executive summary

Planned service proposal for ITASCA, COUNTY OF (INC)

Dear Customer,

We value and appreciate your interest in Johnson Controls as a service provider for your building systems and are pleased to provide a value-driven maintenance solution for your facility. The enclosed proposal outlines the Planned Service Agreement we have developed on your facility.

Details are included in the Planned Service Agreement summary (Schedule A), but highlights are as follows:

- In this proposal we are offering a service agreement for 5 Years starting 06/01/2026 and ending 05/31/2031.
- The agreement price for first year is $86,785.00; see Price and Payment Terms, for pricing in subsequent years.
- The equipment options and number of visits being provided for each piece of equipment are described in Schedule A, Equipment list.

As a manufacturer of both mechanical and controls systems, Johnson Controls has the expertise and resources to provide proper maintenance and repair services for your facility.

Again, thank you for your interest in Johnson Controls and we look forward to becoming your building technology services partner.

Please contact me if you have any questions.

Sincerely,

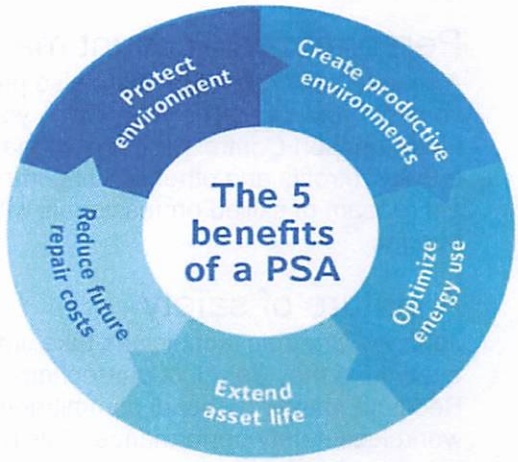
Ben LaLone
Account Executive
(218) 349-7973

The power behind **your mission**

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Benefits of planned service

A Planned Service Agreement with Johnson Controls will allow you to optimize your building's facility performance, providing dependability, sustainability and energy efficiency. You'll get a value-driven solution that fits your specific goals, delivered with the attention of a local service company backed by the resources of a global organization.



With this Planned Service Agreement, Johnson Controls can help you achieve the following five objectives:

1. **Identify energy savings Opportunities**
   Since HVAC equipment accounts for a major portion of a building's energy usage, keeping your system performing at optimum levels may lead to a significant reduction in energy costs.
2. **Reduce future repair costs**
   Routine maintenance may maximize the life of your equipment and may reduce equipment breakdowns.
3. **Extend asset life**
   Through proactive, factory-recommended maintenance, the life of your HVAC assets may be extended, maximizing the return on your investment.
4. **Ensure productive environments**
   Whether creating a comfortable place where employees can be productive or controlling a space to meet specialized needs, maintenance can help you achieve an optimal environment for the work that is being accomplished
5. **Promote environmental health and safety**
   When proper indoor conditions and plant requirements are maintained, business outcomes may be improved by minimizing sick leave, reducing accidents, minimizing greenhouse gas emissions and managing refrigerant requirements.

All of the services we perform on your equipment are aligned with "The 5 Values of Planned Maintenance" and our technicians understand how the work they perform can help you accomplish your business objectives.

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Our partnership

Personalized account management

A Planned Service Agreement also provides you with the support of an entire team that knows your site and can closely work with you on budget planning and asset management. Your local Johnson Controls account management team can help guide planned replacement, energy retrofits and other building improvement projects. You'll have peace of mind that an entire team of skilled professionals will be looking out for what is best for your facility and budget.

A culture of safety

Johnson Controls technicians take safety seriously and personally, and integrate it into everything they do. All of our technicians participate in regular and thorough safety training. Because of their personal commitment, we are a leader in the HVAC service industry for workplace safety performance. This means that you do not have to worry about us when we are on your site.

Commitment to customer satisfaction

Throughout the term of your Planned Service Agreement, we will periodically survey you and use your feedback to continue to make improvements to our service processes and products. Our goal is to deliver the most consistent and complete service experience possible. To meet this goal, we've developed and implemented standards and procedures to ensure you receive the ultimate service experience – every time.

Energy & sustainability

A more sustainable world one building at a time – Johnson Controls is a company that started more than 125 years ago with a product that reduced energy use in buildings. We've been saving energy for customers ever since. Today, Johnson Controls is a global leader in creating smart environments where people live, work and play, helping to create a more comfortable, safe and sustainable world.

The value of integrity

Johnson Controls has a long, proud history of integrity. We do what we say we will do and stand behind our commitments. Our good reputation builds trust and loyalty. In recognition for our commitment to ethics across our global operations, we are honored to be named one of the World's Most Ethical Companies by Ethisphere Institute, a leading think tank dedicated to business ethics and corporate social responsibility. In addition, Corporate Responsibility Magazine recognizes Johnson Controls as one of the top companies in its annual "100 Best Corporate Citizens" list.

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Service delivery

As part of the delivery of this Planned Service Agreement, Johnson Controls will dedicate a local customer service agent responsible for having a clear understanding of the agreement scope, and your facility procedures and protocols.

A high-level overview around our service delivery process is outlined below including scheduling, emergency service, on-site paperwork, communication and performing repairs outside of the agreement scope.

Scheduling

Preventative maintenance service will be scheduled using our automated service management system. In advance of the scheduled service visit, our technician is sent a notice of service to a smartphone. Once the technician acknowledges the request, your customer service agent will call or e-mail your on-site contact to let you know the start date and type of service scheduled.

The technician checks in, wears personal protective equipment, performs the task(s) as assigned, checks out with you and asks for a screen capture signature on the smartphone device. A work order is then e-mailed, faxed or printed for your records.

Emergency services

Emergency service can be provided 7 days a week, 24 hours a day, 365 days a year. During normal business hours, emergency service will be coordinated by the customer service agent. After hours, weekends and holidays, the emergency service number transfers to the Johnson Controls after-hours call center and on-call technicians are dispatched as needed.

Johnson Controls is committed to dispatching a technician within hours of receiving your call through the service line. A work order is e-mailed, faxed or printed for your records. Depending on the terms of your agreement, you may incur charges for after hour services.

Communication

A detailed communication plan will be provided to you so you know how often we will provide information to you regarding your Planned Service Agreement. The communication plan will also provide you with your main contacts at Johnson Controls.

Approval process for non-covered items

Johnson Controls will adhere to your procurement process. No work will be performed outside of the agreement scope without prior approval. Johnson Controls will work with you closely to ensure your procurement process is followed before any non-covered item work is started.

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Summary of services and options

Comprehensive and operational inspections

During comprehensive and operational inspections, Johnson Controls will perform routine checks of the equipment for common issues caused by normal wear and tear on the equipment. Additional tests can be run to confirm the equipment's performance.

Routine maintenance, such as lubrication, cleaning and tightening connections, can be performed depending on the type of equipment being serviced. Routine maintenance is one of the keys to the five values of maintenance – it can help identify energy saving opportunities, reduce future repair costs, extend asset life, ensure productive environments, and promote health and safety.

Vibration Analysis – Fan & Pump

Johnson Controls technicians will collect vibration data at various measurement points on the machine. This data is used to assess the condition of bearings, sheaves, belts and rotors. It also detects the presences of imbalance or misalignment. Repairs are followed up with another vibration analysis to ensure root problems have been identified and resolved.

Customer Portal / Service Information Access

The Johnson Controls customer portal is the online gateway to easily access various elements of your service information. This real-time, self-service mechanism is just one more way for you to stay in touch with our service within your facilities. Using the internet, you can view service call history by location, monitor agreements, as well as view asset and invoice information.

Summary

Thank you for considering Johnson Controls as your building technology services partner. The following agreement document includes all the details surrounding your Planned Service Agreement.

With planned service from Johnson Controls, you'll get a value-driven solution that can help optimize your building controls and equipment performance, providing dependability, sustainability and energy efficiency. You'll get a solution that fits your specific goals, delivered with the attention of a local service company backed by the resources of a global organization.

The power behind **your mission**

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Planned Service Agreement

Customer Name :	ITASCA, COUNTY OF (INC)
Address:	123 NE 4TH ST GRAND RAPIDS,MN 55744-2659
Proposal Date:	06/08/2026
Estimate #:	1-1QRKGXCL

Scope of Service

Johnson Controls Building Solutions LLC ("JC" or "Johnson Controls") and the Customer (collectively the "Parties") agree Preventative Maintenance Services, as defined in Schedule A ("Services"), will be provided by JC at the Customer's facility. This Planned Service Agreement, the Equipment List, Supplemental Price and Payment Terms, Terms and Conditions, and Schedules attached hereto and incorporated by this reference as if set forth fully herein (collectively the "Agreement"), cover the rights and obligations of both the Customer and JC.

"Contract Price" means the price that Customer shall pay to JC for the Services.

"Covered Equipment" means the equipment for which Services are to be provided under this Agreement. Covered Equipment is set forth in Schedule A - Equipment List.

"Equipment Failure" means the failure, under normal and expected working conditions, of moving parts or electric or electronic components of the Covered Equipment that are necessary for its operation.

"Repair Labor" is the labor necessary to restore Covered Equipment to working condition following an Equipment Failure, but does not include services relating to total equipment replacement due to obsolescence or unavailability of parts.

"Repair Materials" are the parts and materials necessary to restore Covered Equipment to working condition following an Equipment Failure, but excludes total equipment replacement due to obsolescence or unavailability of parts, unless excluded from the Agreement. At JC's option, Repair Materials may be new, used, or reconditioned.

"Scheduled Service Materials" are the materials required to perform Scheduled Service Visits on Covered Equipment, unless excluded from the Agreement.

"Scheduled Service Visits" are the on-site labor visits required to perform JC recommended inspections and preventive maintenance on Covered Equipment.

Extended Service Options for Premium Coverage

If Premium Coverage is selected, on-site repair services to the equipment will be provided as specified in this Agreement for the equipment listed in the attached Equipment List.

Basic Coverage means Scheduled Service Visits, plus Scheduled Service Materials (unless excluded from this Agreement). No parts, equipment, Repair Labor or Repair Materials are provided for under Basic Coverage.

Premium Coverage means Basic Coverage plus Repair Labor, plus Repair Materials (unless excluded from the Agreement). If Customer has ordered Premium Coverage, JC will inspect the Covered Equipment within forty-five (45) days of the date of this Agreement, or as seasonal or operational conditions permit. JC will then advise Customer if JC finds any Covered Equipment not in working order or in need of repair. With Customer's approval, JC will perform the work necessary to put the Covered Equipment in proper working condition, subject to the terms of this Agreement. Customer will pay for such work at JC's standard rates for parts and labor in effect at the time that the work is performed. If

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Customer does not want JC to perform the work identified as necessary by JC, any equipment thereby affected will be removed from the list of Covered Equipment, and the Contract Price will be adjusted accordingly. Should Customer not make JC's recommended repairs or proceed with the modified Premium Coverage, JC reserves the right to invoice Customer for the cost of the initial equipment inspection.

Extended Service means Services performed outside JC's normal business hours and is available only if Customer has Premium Coverage. Extended Service is available either 24/5 or 24/7, at Customer's election. The price for Extended Service, if chosen by Customer, is part of the total Contract Price.

Equipment List

Only the equipment listed in the Equipment List will be covered as part of this Agreement. Any changes to the Equipment List must be agreed upon in writing by both Parties.

Term / Automatic Renewal

This Agreement takes effect on 06/01/2026 and will continue until 05/31/2031 ("Original Term"). The Agreement will automatically renew and extend for successive terms equal to the Original Term unless the Customer or JC gives the other written notice it does not want to renew prior to the end of the then-current term (each a "Renewal Term"). The notice must be delivered at least (90) days prior to the end of the Original Term or of any Renewal Term. The Original Term and any Renewal Term may be referred to herein as the "Term". Renewal price adjustments are discussed in the Terms and Conditions.

Refrigerant Charges

Refrigerant is not included under this Agreement and will be billed separately to the Customer by JC.

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Price and Payment Terms

The total Contract Price for JC's Services during the first year of the Original Term is $86,785.00. Pricing for each subsequent year of a multiyear Original Term is set forth below under Payment Amount. Unless otherwise agreed to by the parties, all payments will be due upon receipt. Renewal price adjustments are set forth in the Terms and Conditions. Any additional taxes, duties, tariffs or similar items imposed prior to shipment will be charged.

- Payment Amount

Year	Total Annual Dollar Amount	Payment Frequency
Year 1 2026-2027	$86,785.00	Annually
Year 2 2027-2028	$90,257.00	Annually
Year 3 2028-2029	$93,868.00	Annually
Year 4 2029-2030	$97,623.00	Annually
Year 5 2030-2031	$101,528.00	Annually

- Payment frequency: Annual in advance
- Payment terms: NET 30
- Billing Method: (please check where applicable)

[] E-mail – E-mail address to be used: _____

[] Portal – Portal Name: _____

Vendor ID Number: _____

[] Mail – to be sent to the following address:

ITASCA COUNTY
MAINTENANCE DEPT
123 4TH ST NW
GRAND RAPIDS, MN 55744

- Billing Requirements:
  - PO required: (please check where applicable)

    [] No: This signed contract satisfies billing requirement

    [] YES: Please reference this PO number : _____

  - Other billing requirements: _____

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This proposal is valid for thirty days from the proposal date.

Johnson Controls Building Solutions LLC ("JC" or "Johnson Controls")

JC Manager:	**Customer Manager:**
JC Manager Signature:	**Customer Manager Signature:**
Title: **Date:**	**Title:** **Date:**

JC Branch: JOHNSON CONTROLS DULUTH MN CB - 0N51
Address: 4627 AIRPARK BLVD
DULUTH,MN 55811-5750
Branch Phone: (866) 211-3536
Branch Email:

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Schedule A - Equipment List

ITASCA COUNTY JAIL & COURTHOUSE	440 NE 1ST AVE GRAND RAPIDS, MN 55744

Product: Computer Room Unit, with Remote Condenser

Quantity: 6
Coverage Level: Basic

Services Provided

1	Operational
1	Comprehensive
1	Condenser Coil Cleaning

Customer Tag	Manufacturer	Model #	Serial #
ACU-1	Vertiv	PFH014A-PLN	Y23B001440. 2023. Roof G3
ACU-2	Vertiv	PFH020A-PLN	Y23B002979. 2022 Roof G4
ACU-3	Vertiv	PFH014A-PLN	Y23B001370. 2022. Roof G4
ACU-4	Vertiv	MCS02BEIYD06LO	Y22M002183. 2022 Roof G6
ACU-5	Vertiv	PFH014A-PLN	Y23B002969. 2023. Roof G3
ACU-6	Vertiv	MCS028EIYD06KZ	Y22M002184. 2022. Roof G4
IDU-1	Vertiv	MMD12ENPR005	Y23A002522. 2022 Ceiling between Master Control & Sergents Office
IDU-2	Vertiv	MMD18ENPRO05	Y23A002284. 2022 Inside Judges Hallway/Electrical Room
IDU-3	Vertiv	MMD12ENPRE05	Y23A002949. 2022. Judges Hallway Server Room
IDU-4	Vertiv	PX018HA1A809EL	Y22M001782. 2022. Server Room- Huber (Work Release) Jail
IDU-5	Vertiv	MMD12ENPR005	Y23A002519. 2022. Jail Mech Room 2nd Floor (Boiler Room)
IDU-6	Vertiv	Liebert PDX/PX018HA1A809	Y22M001784. 2022. 2nd Floor Elevator AC Room

Product: Air Handling Unit (AHU)

Quantity: 15
Coverage Level: Basic

Services Provided

1	Operational
1	Blower Assembly Vibration Analysis
1	Comprehensive

Customer Tag	Manufacturer	Model #	Serial #
AHU A1	Daikin	FBOU220601068	FBOU220601068. 2024 Jail. Basement area F below Probation
AHU C1	Carrier	39TH21KB-CD-BHN-A	4797F10562. Mech Room 142 Pre-existing CH 1st Floor near elevator
AHU-1	Daikin	OAH012GDQC	FBOU220601173. 2024 Jail Roof G5
AHU-10	Daikin	CAH015GDCM	FBOU220601183. 2024 Jail mech room 2nd Floor

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AHU-11	Daikin	CAH025GDCC	FBOU220601170. 2024 Jail mech room 2nd Floor
AHU-12	Daikin	OAH030GDCC	FBOU220601167. 2024 Jail Roof G6
AHU-13	Daikin	OAH021GDCC	FBOU220601168. 2024 Jail Roof G6
AHU-2	Daikin	OAH017GDCC	FBOU220601175. 2024 Jail Roof G5
AHU-3	Daikin	OAH012GDCC	FBOU220601177. 2024 Jail Roof G5
AHU-4	Daikin	OAH008GDCC	FBOU220601179. 2024 Jail Roof G5
AHU-5	Daikin	OAH014GDQC	FBOU220801183. 2024 Jail Roof G1
AHU-6	Daikin	OAH012GDCC	FBOU220601171. 2024 Jail Roof G3
AHU-7	Daikin	OAH012GDCC	FBOU220601166. 2024 Jail Roof G1
AHU-8	Daikin	CAH012GDCC	FBOU220601181. 2024 Jail mech room 2nd Floor
AHU-9	Daikin	CAH004GDCC	FBOU220601182. 2024 Jail mech room 2nd Floor

Product: Air Compressor/Dryer

Quantity: 3
Coverage Level: Basic

Services Provided

1	Operational
1	Comprehensive

Customer Tag	Manufacturer	Model #	Serial #
Air Compressor	Speedaire	TF061903AV	FM0516005. 2016. Pre-Existing CH Mech Room. 1961805. One of the pumps replaced spring of 2026.
Air Compressor	C-Aire	S175H-HD1-115	CA202401333. MFG# 20240219. 2024 Jail. Located inside jail, next to security electronics. C area.
Air Dryer	JCI_YORK	A-4417-1	Pre-Existing CH Mech Room

Product: Pump, Chilled Water

Quantity: 2
Coverage Level: Basic

Services Provided

1	Vibration Analysis
2	Comprehensive

Customer Tag	Manufacturer	Model #	Serial #
CHWP-1A	B & G	E-1510SSF	C332699-02J22. Jail Mech Room 2nd Floor
CHWP-1B	B & G	E-1510SSF	C332699-01J22. Jail Mech Room 2nd Floor

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Product: Cabinet Unit Heater

Quantity: 16
Coverage Level: Basic

Services Provided
1 Comprehensive

Customer Tag	Manufacturer	Model #	Serial #
CUH-1	Sigma	SFF22090032749	SFF-D-1-04-RSU. E124 Stairs
CUH-10	Sigma	SFF22096032752	SFF-D-1-08-RSU. M101 Entry Vestibule. Entrance 2024 Building
CUH-11	Sigma	SFF22090032756	SFF-D-1-02-RSU. M120 Vestibule. Judges Enterance
CUH-12	Sigma	SFF22090032764	SFF-D-1-02-RSU. G322 Exit Stairs. Judges Stairs
CUH-2	Sigma	SFF22090032750	SFF-D-1-02-RSU. D108 Secure Vestibule between D & E Stairs
CUH-3	Sigma	SFF22090032753	SFF-D-1-02-RSU. D136 Stairs. Long Stair chase
CUH-3A	Sigma	SFF22090032760	SFF-D-1-02-RSU. N137 Staff Corridor. Inside Probation 1st Floor Stairs
CUH-4	Sigma	SFF22090032754	SFF-D-1-02-RSU. F151 Secure Vestibule. Between F & E Stairs
CUH-5	Sigma	SFF22090031751	SFF-D-1-02-RSU. F104 Secure Vestibule. F Outdoor Entry
CUH-6	Sigma	SFF22090032762	SFF-D-1-04-RSU. B171 Exit Stairs. Entrance by City Hall
CUH-7	Sigma	SFF22040032763	SFF-D-1-04-RSU. I106 Secure Vestibule. Jail Storage
CUH-8	Sigma	SUH-C.0-084H	SUH22090035035. I108 Secure Vestibule. Receiving
CUH-9	Sigma	SFF22090032757	SFF-D-1-06-RSU. M100 Exit Vestibule. Exit side 2024 Building
CUH-A1	Sigma	SFF22090032758	SFF-D-1-04-RSU, N165 Stairs by Probation
CUH-A2	Sigma	SFF22090032759	SFF-D-1-04-RSU. F018 1st Floor Stairs by Basement & Probation
CUH-A4	Sigma	SFF22090032761	SFF-D-1-04-RSU. N163 Existing Vestibule. Probation Enterance

Product: Electric Duct Heater

Quantity: 1
Coverage Level: Basic

Services Provided
1 Comprehensive

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Customer Tag	Manufacturer	Model #	Serial #
EDC	Indeeco	QUA	

Product: Exhaust Fan

Quantity: 27
Coverage Level: Basic

Services Provided

1 Belt Change
1 Comprehensive

Customer Tag	Manufacturer	Model #	Serial #
EF-1A	Cook Fans	180 VCR 180V6B	297SJ80842-00/0006501. 2022. 2024 Jail Roof
EF-1B	Cook Fans	180 VCR 180V6B	297SJ80842-00/0006502. 2022. 2024 Jail Roof
EF-2	Cook Fans	100 VCR 100V3B	297SJ80842-00/0008201. 2022. 2024 Jail Roof
EF-22	Cook Fans	70 ACEH 70C15DH 11-7430	297SD79792-00/0005304. 2011
EF-23	Dayton		Can't read label
EF-24	Cook Fans	298S4887920000048 011197	1242-1/3 1725/00001-60-115
EF-25		PB - 10A	2307689-2. Brand is Cincinnati Fan. 2024 Jail Roof
EF-26	Fantech	Rn4EC-4	99923. 2024 Jail Roof. 2nd Floor outside P203 Mech room. By Chiller
EF-27		Air-Van	Brand- Gallaher Co. Rusty Orange Fan.
EF-28		PB-10A	2307690-1. Brand is Cincinnati Fan. 2024 Jail Roof. Motor is Baldor-Reliance CL3513 / 35T946-0199
EF-29		PB-10A	2307690-2. Brand is Cincinnati Fan. 2024 Jail Roof. Motor is Baldor-Reliance CL3513 / 35T946-0199
EF-3	Cook Fans	90 ACEH 90C17DEC	297SJ80842-00/0009701. 2022. 2024 Jail Roof
EF-30		PB-10A	2307689-1. Brand is Cincinnati Fan. 2024 Jail Roof. Motor is Baldor-Reliance CL3509 / 35T946X964
EF-32		PB-9	2307691. Brand is Cincinnati Fan. 2024 Jail Roof.
EF-33	Cook Fans	70 ACEH 70C15DH	297SD79792-00/0005304. 2011
EF-34	Cook Fans	135C4B	1242-1/3-1725/00001-60-115. 298S488792000004801119 7
EF-35	Cook Fans	Special GR 34X34GR ALUM	297S938591-00/0000702. 2007
EF-5	Cook Fans	35 ACE 35C7DEC	297AJ80842-00/0012101. 2022 2024 Jail Roof
EF-6	Cook Fans	101ACE101C17DEC	297SJ80842-00/0013201. 2022. 2024 Jail Roof
EF-7	Cook Fans	101 ACE101C28DVF	297SJ80842-00/0014301. 2022. 2024 Jail Roof
EF-8	Cook Fans	135ACE135C17DEC	297SJ80842-

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			00/0015501.2022. 2024 Jail Roof
EF-9	Cook Fans	210ACE2210C17DVF2	297SK1182200/0000701. 2022. 2024 Jail Roof
EF-A1	Cook Fans	101ACE101C17DEC	297SJ80842-00/0000701. 2022. 2024 Jail Roof
EF-A2	Cook Fans	165ACE165C17DVF	297SJ80842-00/0001801. 2022. 2024 Jail Roof
EF-A3	Cook Fans	101ACE101C17DEC	297SJ80842-00/0003001. 2022. 2024 Jail Roof
EF-A4	Cook Fans	90ACEH90C17DEC	297SJ80842-00/0004101. 2022. 2024 Jail Roof
EF-C1	Cook Fans	101ACE101C28DVF	297SJ80842-00/0005301. 2022. 2024 Jail Roof

Product: Energy Recovery Unit

Quantity: 6
Coverage Level: Basic

Services Provided

1 Operational
1 Blower Assembly Vibration Analysis
1 Comprehensive

Customer Tag	Manufacturer	Model #	Serial #
ERU-1	Daikin	OAH012GDCC	FBOU220601174. 2024 Jail Roof G5
ERU-2	Daikin	OAH012GDCC	FBOU220601176. 2024 Jail Roof G5
ERU-3	Daikin	OAH012GDCC	FBOU220601178. 2024 Jail Roof G5
ERU-4	Daikin	OAH008GDCC	FBOU220601180. 2024 Jail Roof G5
ERU-5	Daikin	OAH012GDCC	FBOU220601169. 2024 Jail Roof G1
ERU-6	Daikin	OAH012GDCC	FBOU220601172. 2024 Jail Roof G3

Product: Electric Unit Heater

Quantity: 1
Coverage Level: Basic

Services Provided

1 Comprehensive

Customer Tag	Manufacturer	Model #	Serial #
EUH	TPI Corporation	P3P2605CA1	? New Jail. Grinder Vault. S. side of Building next to Jail Captains Office

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Product: Water Heater

Quantity: 5
Coverage Level: Basic

Services Provided
1 Operational
1 Comprehensive

Customer Tag	Manufacturer	Model #	Serial #
GHW-1	Pvi Industries Inc	80L130AGCML	F020563. 2022. F145 Sprinkler Room
GHW-2	Pvi Industries Inc	80L130AGCML	F020572. 2022. F145 Sprinkler Room
GHW-3	Pvi Industries Inc	80L130AGCML	F020562. 2022. F145 Sprinkler Room
GHW-4	Bradford White	EF60T125E3N2	XL48951529. N131 Probation Dept.
GHW-5	AO Smith	BTH-400-300	1749108417244. CH Boiler Room off 1st Floor near stariwell to Facilities office.. 2017

Product: Pump, Hot Water

Quantity: 2
Coverage Level: Basic

Services Provided
1 Vibration Analysis
2 Comprehensive

Customer Tag	Manufacturer	Model #	Serial #
HWP-1A	B & G	E-1510SS	C332698-01. Jail Mech room 2nd Floor
HWP-1B	B & G	E-1510SS	C332698-02L22. Jail Mech room 2nd Floor

Product: Pump, Circulating

Quantity: 3
Coverage Level: Basic

Services Provided
2 Comprehensive

Customer Tag	Manufacturer	Model #	Serial #
RCP-1	B & G	Ecocirc XL N 55-45	20220413-01727. 2022 F145 Sprinkler Room
RCP-2	B & G	Ecocirc XL N 110-180	20220405-00785. 2022 F145 Sprinkler Room
RCP-3	B & G	Ecocirc XL N 55-45	20220307. 2022 N131 Probation Dept.

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Product: Unit Heater

Quantity: 7
Coverage Level: Basic

Services Provided
1 Comprehensive

Customer Tag	Manufacturer	Model #	Serial #
UH-1	Sigma	SUH-C.0-030H	SUH22090035034. 2022. F145 Sprinkler Room
UH-2	Sigma	SUH-C.0-084H	SUH22090035635. I107 Receiving
UH-3	Sigma	SUH-C.0-245H	SUH22090035036. A100 Vehicle Sally Port
UH-4	Sigma	SUH-C.0-245H	SUH22090035037. A100 Vehicle Sally Port
UH-5	Sigma	SUH-C.0-105H	SUH22090035038. Jail Mech Room 2nd Floor
UH-6	Sigma	SUH-C.0-105H	SUH22090035039. Jail Mech Room 2nd Floor
UH-7	Sigma	SUH-C.0-105H	SUH22090035040. R340 Roof Access

Product: Duct Coils

Quantity: 86
Coverage Level: Basic

Services Provided
1 Comprehensive

Product: VAV's

Quantity: 160
Coverage Level: Basic

Services Provided
1 Comprehensive

Product: Block Hours - Mechanical Heavy

Quantity: 1
Coverage Level: Premium

Services Provided
20 Preventive Maintenance
1 Repair

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120 Block hours of mechanical work that is customer directed.

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Equipment tasking

Air Compressor/Dryer, Air Compressor, Commercial, 5-20 HP

Comprehensive	All work must be performed in accordance with Johnson Controls safety policies Check with appropriate customer representative for operational deficiencies Drain condensate from tank and check traps Check safety relief valve Check condition of pulley and belts (if applicable) Inspect air filters and wash or replace as needed Replace oil in compressor and check for proper level Lubricate motor bearings (per manufacturer's recommendations) Check PE switch and starter Check pressure reducing station for proper operation Inspect pressure reducing station filters and clean or replace as required Check for proper operation of air drier Check air drier condenser coil Brush air dryer, condenser and cover grills as required Check for unusual noise and vibration Check overall condition of unit Remove and dispose any debris from any maintenance activity Document tasks performed during visit and report any observations to appropriate customer representative
Operational	All work must be performed in accordance with Johnson Controls safety policies Check with appropriate customer representative for operational deficiencies Drain condensate from tank and check traps Check safety relief valve Check condition of pulley and belts (if applicable) Inspect air filters Check for proper oil level in compressor Lubricate motor bearings (per manufacturer's recommendations) Check PE switch and starter Check pressure reducing station for proper operation Check for proper operation of air drier Check air drier condenser coil Brush air dryer, condenser and cover grills as required Check for unusual noise and vibration Check overall condition of unit Document tasks performed during visit and report any observations to appropriate customer representative

Air Handling Unit (AHU), Mixed Air, 15-30 HP

Blower Assembly Vibration Analysis	All work must be performed in accordance with Johnson Controls safety policies Check with appropriate customer representative for operational deficiencies Record equipment specific information for reference Install pads and labels (if applicable) Install sensors in proper location. Start equipment and run at normal operating conditions. Record readings and remove sensors. Submit readings for report generation and deliver to customer with

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	recommendations. Document tasks performed during visit and report any observations to appropriate customer representative
Comprehensive	All work must be performed in accordance with Johnson Controls safety policies Check with appropriate customer representative for operational deficiencies Visually inspect damper(s) Check condition of pulleys and belts Check for proper fan operation Check condition of coils Check condition of filters Record temperatures and pressures (if applicable) Check for unusual noise and vibration Check for deterioration of gaskets and seals Check overall condition of unit Visually inspect for fluid leaks of coils and connecting piping Check starter/contactor Check and tighten electrical connections Check damper operation and lubricate as required Visually check control valve(s) Lubricate blower and motor bearings Clean condensate pan and clear drain line Check condition of blower assembly Remove and dispose any debris from any maintenance activity Document tasks performed during visit and report any observations to appropriate customer representative
Operational	All work must be performed in accordance with Johnson Controls safety policies Check with appropriate customer representative for operational deficiencies Inspect motor mounting isolators Check for integrity of cabinet hardware Visually inspect damper(s) Verify damper operation Check condition of pulleys and belts Check for proper fan operation Check condition of coils Check condition of filters Record temperatures and pressures (if applicable) Check condensate drain Visually inspect electrical connections Check for unusual noise and vibration Check overall condition of unit Visually inspect for fluid leaks of coils and connecting piping Document tasks performed during visit and report any observations to appropriate customer representative

Air Handling Unit (AHU), Mixed Air, <15 HP

Blower Assembly Vibration Analysis	All work must be performed in accordance with Johnson Controls safety policies Check with appropriate customer representative for operational deficiencies Record equipment specific information for reference Install pads and labels (if applicable) Install sensors in proper location. Start equipment and run at normal operating conditions.

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	Record readings and remove sensors. Submit readings for report generation and deliver to customer with recommendations. Document tasks performed during visit and report any observations to appropriate customer representative
Comprehensive	All work must be performed in accordance with Johnson Controls safety policies Check with appropriate customer representative for operational deficiencies Visually inspect damper(s) Check condition of pulleys and belts Check for proper fan operation Check condition of coils Check condition of filters Record temperatures and pressures (if applicable) Check for unusual noise and vibration Check for deterioration of gaskets and seals Check overall condition of unit Visually inspect for fluid leaks of coils and connecting piping Check starter/contactor Check and tighten electrical connections Check damper operation and lubricate as required Visually check control valve(s) Lubricate blower and motor bearings Clean condensate pan and clear drain line Check condition of blower assembly Remove and dispose any debris from any maintenance activity Document tasks performed during visit and report any observations to appropriate customer representative
Operational	All work must be performed in accordance with Johnson Controls safety policies Check with appropriate customer representative for operational deficiencies Inspect motor mounting isolators Check for integrity of cabinet hardware Visually inspect damper(s) Verify damper operation Check condition of pulleys and belts Check for proper fan operation Check condition of coils Check condition of filters Record temperatures and pressures (if applicable) Check condensate drain Visually inspect electrical connections Check for unusual noise and vibration Check overall condition of unit Visually inspect for fluid leaks of coils and connecting piping Document tasks performed during visit and report any observations to appropriate customer representative

Block Hours - Mechanical Heavy

Preventive Maintenance	Check with appropriate customer representative for operational deficiencies Perform scheduled block hour tasks Complete any required maintenance checklists, report observations to appropriate customer representative

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Computer Room Unit, with Remote Condenser, 5-12.5 Tons

Operational	All work must be performed in accordance with Johnson Controls safety policies Check with appropriate customer representative for operational deficiencies Review control panel for proper operation and recorded fault histories Check for proper humidifier operation Check humidifier pan for signs of debris Check water make-up valve for leaks Check blower motor operation Check condition of pulley and belts Check condenser fan motors and blades Check the dry cooler or condenser coil for debris Visually check for glycol leaks (if applicable) Check condition of evaporator coil Check condition of filters Check condensate drain Check for visual signs of refrigerant/oil leak(s) Visually inspect electrical components for signs of over heating Check for unusual noise and vibration Check overall condition of unit Document tasks performed during visit and report any observations to appropriate customer representative
Comprehensive	All work must be performed in accordance with Johnson Controls safety policies Check with appropriate customer representative for operational deficiencies Check for proper humidifier operation Check humidifier pan for signs of debris Clean humidifier pan (if applicable) Replace humidifier canister or quartz bulbs (customer provided) Conduct refrigerant leak check Lubricate blower and motor bearings Check and tighten electrical connections Check contactor(s) Check operating controls Check water make-up valve for leaks Check blower motor operation Check condition and alignment of pulley and belts Check condition of evaporator coil Check condition of dry cooler or condenser coil Check condition of filters Clean condensate pan and clear drain line Check operation of reheat function Visually check for glycol leaks (if applicable) Check for unusual noise and vibration Check overall condition of unit Record and log all operating parameters Remove and dispose any debris from any maintenance activity Document tasks performed during visit and report any observations to appropriate customer representative
Condenser Coil Cleaning	All work must be performed in accordance with Johnson Controls safety policies Check with appropriate customer representative for operational deficiencies Rinse coil(s) thoroughly with water Remove and dispose any debris from any maintenance activity Document tasks performed during visit and report any observations to

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	appropriate customer representative

Fan, Exhaust Fan, Roof Mounted, 0-5 HP

Belt Change	All work must be performed in accordance with Johnson Controls safety policies Check with appropriate customer representative for operational deficiencies Perform belt change procedures Remove and dispose any debris from any maintenance activity Document tasks performed during visit and report any observations to appropriate customer representative
Comprehensive	Check with appropriate customer representative for operational deficiencies Check rain guard Check and tighten electrical connections Clean area around equipment Inspect starter Lubricate as required Motor operating amps Check bearing wear Check belt guard Check belt(s) (if applicable) Check drive condition Check electrical contacts Check fan blades Check for proper rotation Complete any required maintenance checklists, report observations to appropriate customer representative

Pump, Chilled Water, 0-10 HP

Vibration Analysis	All work must be performed in accordance with Johnson Controls safety policies Check with appropriate customer representative for operational deficiencies Record equipment specific information for reference Install pads and labels (if applicable) Install sensors in proper location. Start equipment and run at normal operating conditions. Record readings and remove sensors. Submit readings for report generation and deliver to customer with recommendations. Document tasks performed during visit and report any observations to appropriate customer representative
Comprehensive	All work must be performed in accordance with Johnson Controls safety policies Check with appropriate customer representative for operational deficiencies Check for leaks Check coupling Lubricate pump and motor bearing(s) per manufacturer's recommendation Record and log all operating parameters Check for unusual noise and vibration Check overall condition of unit Document tasks performed during visit and report any observations to appropriate customer representative

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Pump, Circulating, 0-10 HP

Comprehensive	All work must be performed in accordance with Johnson Controls safety policies Check with appropriate customer representative for operational deficiencies Check for leaks Check coupling Lubricate pump and motor bearing(s) per manufacturer's recommendation Record and log all operating parameters Check for unusual noise and vibration Check overall condition of unit Document tasks performed during visit and report any observations to appropriate customer representative

Pump, Hot Water, 0-10 HP

Vibration Analysis	All work must be performed in accordance with Johnson Controls safety policies Check with appropriate customer representative for operational deficiencies Record equipment specific information for reference Install pads and labels (if applicable) Install sensors in proper location. Start equipment and run at normal operating conditions. Record readings and remove sensors. Submit readings for report generation and deliver to customer with recommendations. Document tasks performed during visit and report any observations to appropriate customer representative
Comprehensive	All work must be performed in accordance with Johnson Controls safety policies Check with appropriate customer representative for operational deficiencies Check for leaks Check coupling Lubricate pump and motor bearing(s) per manufacturer's recommendation Record and log all operating parameters Check for unusual noise and vibration Check overall condition of unit Document tasks performed during visit and report any observations to appropriate customer representative

Terminal Product, Fan Coil Unit (FCU), Horizontal Air Flow, >1800 CFM

Comprehensive	All work must be performed in accordance with Johnson Controls safety policies Check with appropriate customer representative for operational deficiencies Check for proper fan operation Check condition of coils Check condition of filters Record temperatures Check fan contactor/relay Check and tighten electrical connections Clean condensate pan and clear drain line Check condition of pulley and belts (if applicable)

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	Visually check control valve(s) Lubricate blower and motor bearings (if applicable) Check condition of blower assembly Remove and dispose any debris from any maintenance activity Document tasks performed during visit and report any observations to appropriate customer representative

Unit Heater, Electric, <300000 BTU

Comprehensive	All work must be performed in accordance with Johnson Controls safety policies Check with appropriate customer representative for operational deficiencies Check integrity of unit heater supports Check and tighten electrical connections Measure operating amperage of heater elements Check condition of pulley and belts (if applicable) Cycle thermostat and check for proper operation Check for unusual noise and vibration Check overall condition of unit Remove and dispose any debris from any maintenance activity Document tasks performed during visit and report any observations to appropriate customer representative

Unit Heater, Gas Fired, <300000 BTU

Comprehensive	All work must be performed in accordance with Johnson Controls safety policies Check with appropriate customer representative for operational deficiencies Check integrity of unit heater supports Check and tighten electrical connections Check igniter and pilot operation Check condition of heat exchanger Check condition of burners and clean as required in place Check for proper venting Check for leaks on gas line down stream of manual shutoff Check condition of pulley and belts (if applicable) Cycle thermostat and check for proper operation Check for unusual noise and vibration Check overall condition of unit Remove and dispose any debris from any maintenance activity Document tasks performed during visit and report any observations to appropriate customer representative

VAV Box, All Types

Comprehensive	Check with appropriate customer representative for operational deficiencies Check and tighten electrical connections Check damper and linkage Cycle thermostat and check for proper operation Check for leaks in air supply (if applicable) Clean area around equipment Complete any required maintenance checklists, report observations to appropriate customer representative

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Water Heater, Gas, 150-300GAL

Comprehensive	Check with appropriate customer representative for operational deficiencies Check temperature Check and tighten electrical connections Check gas pressure Clean flame sensor Clean igniter Blow down tank Inspect water condition Lift relief valve to ensure proper operation Check for leaks Check for unusual noise or vibration Clean area around equipment Complete any required maintenance checklists, report observations to appropriate customer representative
Operational	Check with appropriate customer representative for operational deficiencies Check temperature Check condition of relief valve(s) Check for leaks Visually inspect flame Check for unusual noise or vibration Clean area around equipment Complete any required maintenance checklists, report observations to appropriate customer representative

Special Additions and Exceptions

This agreement includes the following discounts on additional labor and material work outside the scope of the contract. Discounts apply to current pricing and rates and are subject to renegotiation.

Labor 10%

Discount:

JCI Parts Discount: 10%

3rd Party Part Discount: 10%

Baltimore Part 10%

Discount:

Additional L&M service will be performed with a 10% discount off regular street rates. If additional JCI material is needed it will be priced as List less 50%. Customer will not be charged DEUs. Miscellaneous material will be charged as used. PPE fees will not be charged. Fuel surcharge will apply to invoices based upon cost of fuel.
Contract includes 120 mechanical block hours to be used at owners discretion. If hours are not used up annually they will not carry over. Parts for repairs] will be invoiced separately. Belts are included for everything. Condenser coil cleaning is included. Evaporator coil cleaning will be done on a as needed basis and will utilize the extra block hours if needed. It's assumed that if air filters are changed regularly these coils should stay clean. Air dryer and air compressor parts are included for up to $1200 annually.

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This is due to material availability and age of equipment and the varying degree of replacement parts needed. The 4 large water heaters will have the sensor/igniters replaced every year as part of this contract.

Priced out within accordance of Sourcewell 080824-JHN.

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Johnson Controls Standard Service Terms: One PSA

Terms

These terms cover the services and equipment provided by Johnson Controls. This Agreement includes the proposal, these terms and any referenced links. Conflicts are resolved in that order.

Scope of Work

We will provide the services or equipment described in the proposal. If the services include planned maintenance of equipment, only the equipment set forth in our proposal is covered by our services ("**Covered Equipment**"). Unless otherwise agreed in the proposal, services are performed during our normal working hours, excluding holidays. We reserve the right to modify or substitute materials.

Payment Terms

Services fees are paid annually in advance due 30 days from the invoice date via EFT/ACH, unless stated otherwise. Payment is required before services are performed or equipment is ordered or installed. Failure to pay on time is a breach that permits us to suspend or delay services until full payment is received, without liability, or to terminate this Agreement. Interest may also be charged on unpaid amounts at the lesser of 1.5% per month (19.56% annually) or the highest rate permitted by law. If you require a purchase order to process payments, you must send it to us at least 30 days before the end of a term but you must pay invoices even without a purchase order. No purchase order is required for any emergency services you request.

Prices

Prices do not cover taxes, fees, duties, tariffs, permits and levies or other charges imposed and/or enacted by a government. You are responsible for these items unless you provide an acceptable exemption certificate. If we need to pay any of these items or the exemption certificate is invalid or only covers some of these items, you must reimburse us on demand for the amounts owing. Prices may be adjusted at any time to reflect changes in costs, labor or market conditions. We will try to notify you of any changes in pricing in advance. Additional charges will be required for: (i) changes to these services or the Covered Equipment; (ii) additional services or equipment; (iii) unexpected site conditions or issues with the Covered Equipment; (iv) appointments that are cancelled less than 24 hours beforehand or for service, warranty or alarm calls caused by your error; (v) changes required to comply with laws, codes and regulations ("**Laws**"), including prevailing wage laws; and (vi) costs to notify and dispatch emergency personnel. We may change prices on equipment or parts prior to shipment or installation to reflect increases in costs from raw materials, third party products, any new or additional tariffs, duties, quotas, taxes, the withdrawal of trade agreement concessions or any unforeseen or other extra cost elements.

Limited Warranty

We warrant that services will be performed in a good and workmanlike manner for 90 days from the date of performance. Equipment we provide is also warranted to be free from defect in materials and workmanship for 90 days from installation. No warranty is provided for third-party equipment we install or furnish. Third-party HVAC and controls equipment is provided with the third-party manufacturer's warranty to the extent available. This limited warranty does not cover failures, defects, or damages caused in whole or in part by: (i) misuse, neglect, accident, Force Majeure, changes to your premises, or installation, maintenance or repairs not performed by us; (ii) environmental, electrical or other causes beyond our control; (iii) normal wear and tear or corrosion; (iv) use of unauthorized replacement parts or products or using the equipment for purposes not intended by the manufacturer; or (vi) issues arising from your failure to comply with this Agreement or your obligations. To qualify for warranty consideration, you must notify us in writing of your warranty claim prior to the end of the warranty period, complete all instructions on warranty procedures and provide us with reasonable site access to inspect the equipment and/or perform any necessary warranty work. Your sole remedy is to have defective services re-performed or equipment repaired or replaced at our election. **THESE**

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WARRANTIES ARE EXCLUSIVE AND ARE IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO THOSE OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. You need to determine if our equipment are suitable for your use. You assume all risk and liability from their application and your use.

Warranty service does not cover: (i) system upgrades and replacing obsolete systems, equipment, or consumable parts and components ; (ii) reloading, updating, or maintaining software; (iii) additional costs for access, deinstallation, re-installation and transportation; and (iv) the exclusions set out in the Supplemental Terms. If you call us for warranty service and the problem is due to any of these reasons, we may charge you for the service call even if we do not work on the equipment. We may offer these services at an extra cost.

Customer Obligations

You must provide all relevant information about the equipment and premises, follow all applicable Laws and ensure us safe access. You must operate, test, maintain, and repair the equipment according to manufacturer and our recommendations and notify us immediately of any issues.

In addition, you agree to, (i) obtain necessary licenses and permits and pay related fees and taxes; (ii) provide a suitable environment for the equipment as recommended by us or the manufacturer including heat to avoid freezing; (iii) supply the necessary electrical service, power, heat, heat tracing, water and schematics ; (iv) provide proper water treatment for condensers, cooling towers, and boilers, and protect against environmental issues; (v) set and test alarm systems as recommended by us or the manufacturer; (vi) avoid causing false alarms and reimburse us for any fines or fees; (vii) notify all necessary parties, such as local authorities and monitoring providers, about system testing or repairs; (viii) keep accurate and up-to-date work logs for the equipment; and (ix) take precautions for Covered Equipment failure to prevent injury or property damage. If you do not meet any of these obligations, we are not responsible for equipment breakdowns, repairs, or replacements. We can suspend services until these issues are fixed and charge for any corrective work needed.

For equipment connected to your computer network, we provide and install the software to run the equipment and connect to it based on the network settings you provide. You must provide us with secure access to your computer network as required in our specifications. If we cannot connect to the network or need extra equipment for connectivity, additional charges may apply. Our services do not include changes to the network, security, or firewall settings. You are solely responsible to protect your data, computer network, and products networked or connected to the Internet; and we are not responsible for any loss or damage, as allowed by Law. You should back up data and software before services are performed. You must promptly remove any devices that interfere with the operation of the Covered Equipment.

Insurance

We do not guarantee that services or equipment will prevent risk of loss at your premises or detect all events. You are responsible for any losses and need to rely on your own insurance. You release and waive for yourself and your insurer all subrogation and other rights to recover from us.

Limitations on Liability

Neither we or our suppliers or vendors ("JCI Parties") are liable for special, incidental, consequential, punitive or indirect damages, or for lost profits, revenue, data or business interruption. The total liability of the JCI Parties is limited to $250,000 or 12 months of fees paid to Johnson Controls under this Agreement, whichever is less.

Claims Limitation; Forum; Choice of Law

Disputes may be resolved in court or through arbitration, as determined exclusively by us. Delaware law governs any agreement performed in the U.S., with disputes resolved in Milwaukee, Wisconsin. Ontario law governs any agreement performed in Canada, with disputes resolved in Ontario. Any claims by you must be brought within one year. The parties waive their right to a jury trial.

Term and Termination

The term of this Agreement is set out in the proposal and renews automatically for successive terms equal to the length

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of the original term unless either party gives 60 days' prior written notice of termination to the other party before the end of a term or the parties agree in writing on a different length of renewal term. Either party can terminate for cause with 10 days' notice, but only after written notice the defaulting party has 30 days to cure any alleged default. We can terminate immediately if we can no longer service the Covered Equipment for whatever reason including if we stop selling the Covered Equipment, providing the services or if we cannot obtain equipment, parts or support the technologies. We can terminate this Agreement without cause with 60 days' written notice. Upon termination, you must pay all amounts owed and provide access for us to remove any of our property at your premises and reprogram systems. You are responsible for our costs to enforce this. If you end this Agreement early for any reason, you must also pay us 50% of the service charges for the remaining term of this Agreement. You are responsible for our costs to enforce this.

Access and Hazardous Materials

You must provide us with reasonable and safe access to the Covered Equipment. We will follow our health and safety policies and applicable Laws. You must inform us of any hazardous conditions or materials (e.g., mold, asbestos containing materials, biohazards) and you are responsible for resolving, removing and disposal. If we encounter hazardous conditions or materials, we may stop work without liability and you are required to provide us reasonable evidence of abatement before we will restart work. Additional charges will apply if access to a confined space is required.

Force Majeure

We are not in breach or liable for any delays or failures caused, in whole or in part, by any events beyond our control, such as natural disasters, severe weather, public health risks, government actions, cyberattacks, civil disturbances, labor disputes, strikes or shortages of parts or materials ("**Force Majeure**"). You must allow us additional time to perform the services and reimburse us for increased costs due to such events.

Data and Intellectual Property; Digitally Enabled Services

You own your data, but we may use it to perform services and you grant us a perpetual, worldwide, irrevocable, royalty free license to use your building data on a de-identified basis. We retain rights to any intellectual property created. Digital enabled services mean services provided under this Agreement that employ our software and cloud-hosted software offerings and tools. They may include, but are not limited to, (i) remote inspection, (ii) advanced equipment fault detection and diagnostics, and (iii) data dashboarding and health reporting. Digital enabled services may require data collection, and you consent to this.

Software-Digital Solutions

Use of our software, including software to provide digital enabled services and solutions, is governed by our standard terms at https://www.johnsoncontrols.com/techterms. These terms apply to the software you are allowed to use, but we retain ownership and rights to the software, including improvements. If provided as part of our services, third-party software is subject to its own terms.

Privacy

If provided to us, we will process personal data according to our Data Processing Agreement at www.johnsoncontrols.com/dpa and adhere to our privacy notice at https://www.johnsoncontrols.com/privacy. You consent to this processing and will ensure all necessary consents are obtained.

Miscellaneous

Notices must be in writing. This Agreement cannot be assigned without our consent; any assignment without our consent is void. We can assign this Agreement, in whole or in part, or subcontract the work, without notice. Invalid, illegal or unenforceable provisions do not affect the rest of this Agreement. This Agreement is subject to specific supplemental terms located at www.johnsoncontrols.com/legal/one-psa-supplemental-terms. In addition, if you request us to perform any work outside the scope of this Agreement, you consent to it being performed subject to our standard customer terms then in effect at www.johnsoncontrols.com/customerterms. This Agreement is the entire contract and supersedes prior written or oral communications and documents, and terms in any purchase order or other documents you later provide are rejected. We may convert this Agreement to an electronic format.

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[END OF DOCUMENT]

Johnson Controls Standard Service Terms: One PSA, version 6.12.2025

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

Tuesday, June 16, 2026

REQUEST FOR BOARD ACTION: RBA-2026-469

DEPARTMENT: Health & Human Services
TIME REQUESTED: < 5 Minutes
PRESENTER: Sarah Anderson

AGENDA ITEM:
IMCare contract with Metastar for Data Validation

BOARD ACTION REQUESTED:
Authorize the IMCare Director to sign this contract with Metastar for completion of Data Validation.

BACKGROUND:
IMCare has contracted with Metastar for quite a few years. This 2027-2029 contract is a $270 increase over the 2024-2026 contract.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:
1. Itasca 2027-2029 DV SOW5

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

Tuesday, June 16, 2026

REQUEST FOR BOARD ACTION: RBA-2026-472

DEPARTMENT: Health & Human Services **TIME REQUESTED:** < 5 Minutes
PRESENTER: Christine Krebs

AGENDA ITEM:
2026/2027 Housing Support Agreements

BOARD ACTION REQUESTED:
Accept and approve the 2026/2027 Housing Support Agreements effective July 1, 2026.

BACKGROUND:
Paid with state waiver dollars, no county dollars are expended. Agreement rates are set by the state.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:
1. HOUSING SUPPORT CORP LIST FOR BOARD 2026-2027
2. HOUSING SUPPORT INDIVIDUAL LIST FOR BOARD 2026-2027

CORPORATE HOUSING SUPPORT AGREEMENTS EFFECTIVE 7/1/26 THRU 6/30/27 MONTHLY $1,221.00 DAILY $40.14
(FORMERLY GRH AGREEMENTS)

ALPHA SERVICES COMPANY OF ROCHESTER HOUSE 1 GRAND RAPIDS

ALPHA SERVICES COMPANY OF ROCHESTER HOUSE 2 COHASSET

AMERICARE LODGE

AUTUMN LANE INC.

BIGFORK VALLEY VILLA

BROOKSTONE MANOR

DIAMOND WILLOW ASSISTED LIVING EAGLE PINES (GR #1)

DIAMOND WILLOW ASSISTED LIVING MISSISSIPPI STE (GR #2)

DUNGARVIN RIVER

DUNGARVIN 13TH

FACES NORTH

GARDEN COURT CHATEAU

HILLCREST-NASHWAUK

HOME AND COMFORT, INC

HOPE HOUSE 1 COMMUNITY SETTING

HOPE HOUSE 2 COMMUNITY SETTING

LUTHERAN SOCIAL SERVICE GARLAND

LUTHERAN SOCIAL SERVICE DREAMCATCHER

LUTHERAN SOCIAL SERVICE GLENWOOD

LUTHERAN SOCIAL SERVICE 5TH AVE SLS

LUTHERAN SOCIAL SERVICE 4TH AVE

LUTHERAN SOCIAL SERVICE RIVERKNOT

MAJESTIC PINES GRAND LLC

MAPLE WOODS INC

MCOCS GRAND RAPIDS

NHS ALPINE

NHS MIDWAY II

NHS VIKING

NHS WHITE PINE

NORTHLAND COUNSELING BEACON HILL PLAZA LP

NORTHLAND 1307 S POKEGAMA – POKEGAMA PLACE

NORTHLAND 402 SE 13TH ST MAPLEWOOD

NORTHLAND WHITE PINE WAY

NORTHLAND – SYLVAN BAY

NORTHLAND SPEARS PLACE

NORTHWOODS VILLA INC HOUSE 1

NORTHWOODS VILLA INC HOUSE 2

NORTHWOODS VILLA INC HOUSE 3

NORTHWOODS VILLA INC HOUSE 4

OAK HILL

OAKRIDGE SILS

ORION BASS BROOK

ORION BAYSIDE

ORION CLOVER

ORION MAPLE

ORION NORTHEAST

ORION RIVERSIDE

ORION 833 SOUTHWEST

ORION WESTWOOD

RIVER GRAND, INC.

SAMS PLACE

SUGAR BROOK VILLA

THE EMERALDS

THRIVE BEHAVIORAL NETWORK

INDIVIDUAL GROUP RESIDENTIAL HOUSING AGREEMENTS EFFECTIVE 7/1/26 THRU 6/30/27 MONTHLY $1221.00 DAILY $40.14

NORRIS, JOANNE

RIMA, DARLA & ROB

SCHULTZ, KARI

WILSON, EVA

WOKASCH, MICHAEL & BARBARA (WOKASCH I)

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

Tuesday, June 16, 2026

REQUEST FOR BOARD ACTION: RBA-2026-439

DEPARTMENT: Transportation
PRESENTER: Rachel Metelak

TIME REQUESTED: < 5 Minutes

AGENDA ITEM:
Contract 67009 - CSAH 70 Bridge Replacements - Final Payment

BOARD ACTION REQUESTED:

Approve final payment for Contract 67009, two bridge replacement projects on CSAH 70, and authorize the County Board Chairperson and Clerk to the County Board to sign the necessary documents.

BACKGROUND:

S&R Reinforcing, Inc. has completed the bridge replacement projects on CSAH 70 over The Swan River and Trout Creek and it is recommended that final payment be processed.

Bridge over The Swan River (SP 031-670-009)

Bid Amount: $1,190,728.84
Final Amount: $1,155,256.56

Bridge over Trout Creek (SAP 031-670-010)

Bid Amount: $1,546,307.53
Final Amount: $1,555,617.58

COUNTY ATTORNEY REVIEW: NA

SUPPORTING DOCUMENTATION:
1. Closeout Packet for Board Approval

CERTIFICATE FOR FINAL PAYMENT

State of Minnesota

Project No.: SP 031-670-009
SAP 031-670-010

County of Itasca

Contract No.: 67009

The County Board of Itasca County hereby recognizes that the work done by S & R Reinforcing, Inc. of Aitkin, MN, under contract with Itasca County, made and entered into on December 12, 2024, relating to the furnishing of materials, and/or, the construction of the above-named project has been completed.

We hereby approve of the Engineer's Final Estimate hereto attached, including variations from the original plans, and hereby find the Contractor entitled to total compensation for said work according to said estimate.

Dated: _____, 2026

Signed: _____
Chairman, Itasca County Board

_____
Clerk to the County Board

CERTIFICATE OF PERFORMANCE FORM

County of Itasca

Project No.: SP 031-670-009 & SAP 031-670-010
CSAH 70 – Bridge Replacements

Name of Contractor: S & R Reinforcing, Inc.

Contract No.: 67009

Total Value of Work: $2,710,874.14

I HEREBY CERTIFY to the Board of commissioners of the above named County, that I have been in charge of the work required by the above described contract; that all of such work has been done and performed as measured by and in accordance with and pursuant to the terms of said contract.

6-3-26
Date

Kari Grandia
County Highway Engineer
Karin Grandia, P.E.

cc County Auditor
State Aid Engineer
County Highway Engineer

** Required for all State Aid and Federal Aid Projects

Contract Number: 67009
Pay Request Number: 14

Project Number	Project Description
031-670-009	SP 031-670-009 - CSAH 70 Bridge Replacement over Swan River
031-670-010	SP 031-670-010 - CSAH 70 Bridge Replacement over Trout Creek

Contractor:	S & R Reinforcing, Inc. 44216 Tame Fish Lake Road Aitkin, MN 56431	**Vendor Number:** **Up To Date:**	N/A 05/29/2026

Contract Amount		**Funds Encumbered**	
Original Contract	$2,737,036.37	Original	$2,737,036.37
Contract Changes	$20,133.20	Additional	N/A
Revised Contract	$2,757,169.57	Total	$2,737,036.37

Work Certified To Date	
Base Bid Items	$2,689,240.94
Contract Changes	$21,633.20
Material On Hand	$0.00
Total	$2,710,874.14

Project	Work Certified This Request	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Request	Total Amount Paid To Date
031-670-009	$0.00	$1,155,256.56	$0.00	$1,143,703.99	$11,552.57	$1,155,256.56
031-670-010	$0.00	$1,555,617.58	$0.00	$1,540,061.41	$15,556.17	$1,555,617.58

Work Certified This Request	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Request	Total Amount Paid To Date
$0.00	$2,710,874.14	$0.00	$2,683,765.40	$27,108.74	$2,710,874.14
Percent: Retained: 0%			Percent Complete: 98.32%		

This is to certify that the items of work shown in this certificate of Pay Estimate have been actually furnished for the work comprising the above-mentioned projects in accordance with the plans and specifications heretofore approved.

Approved By
Rachel Metelak
County/City/Project Engineer
5/29/26
Date

Approved By S & R Reinforcing, Inc.
Christine
Contractor
5/29/2026
Date

031-670-010	5	2025-08-25	$0.00	$0.00	$0.00
031-670-010	6	2025-09-08	$190,604.19	$9,530.21	$181,073.98
031-670-010	7	2025-09-22	$206,360.14	$10,318.00	$196,042.14
031-670-010	8	2025-10-07	$212,600.56	$10,630.03	$201,970.53
031-670-010	9	2025-10-20	$140,623.89	$7,031.20	$133,592.69
031-670-010	10	2025-11-03	$426,691.83	$21,334.59	$405,357.24
031-670-010	11	2025-11-18	$7,719.40	$385.96	$7,333.44
031-670-010	12	2025-11-26	$11,500.00	$575.00	$10,925.00
031-670-010	13	2025-12-31	$0.00	($62,224.69)	$62,224.69
031-670-010	14	2026-05-29	$0.00	($15,556.17)	$15,556.17

Project Funding Category Summary

Project	Funding Category Name	Work Certified to Date	Less Amount Retained	Less Previous Payments	Amount Paid this Request	Total Amount Paid to Date
031-670-009	031-670-009 / Approaches	$285,445.33	$0.00	$282,590.88	$2,854.45	$285,445.33
031-670-009	031-670-009 / Bridge	$869,511.23	$0.00	$860,816.12	$8,695.11	$869,511.23
031-670-009	031-670-009 / Trainees Part	$300.00	$0.00	$296.99	$3.01	$300.00
031-670-010	031-670-010 / Appoaches	$950,941.23	$0.00	$941,431.82	$9,509.41	$950,941.23
031-670-010	031-670-010 / Bridge	$604,676.35	$0.00	$598,629.59	$6,046.76	$604,676.35

Project Funding Source Summary

Project	Funding Source Name	Amount Paid this Request	Revised Contract Amount	Funds Encumbered to Date	Paid Contractor to Date
031-670-009	Bridge Bonding	$1,739.03	$174,060.22	$174,060.23	$173,902.27
031-670-009	CSAH	$570.89	$73,785.55	$63,785.55	$57,089.03
031-670-009	Federal BROS	$9,239.64	$951,383.07	$951,383.06	$923,965.26
031-670-009	Federal STBG	$3.01	$300.00	$300.00	$300.00
031-670-009	Local	$0.00	$0.00	$1,200.00	$0.00
031-670-010	Bridge Bonding	$3,023.38	$303,496.01	$303,496.01	$302,338.18
031-670-010	CSAH	$12,532.79	$1,254,144.72	$1,242,811.52	$1,253,279.40

Contract Item Status

Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
031-670-009	1	2011.601	CONSTRUCTION SURVEYING	LS	$9,000.00	0.69	0	$0.00	0.69	$6,210.00
031-670-009	2	2021.501	MOBILIZATION	LS	$84,257.49	0.69	0	$0.00	0.69	$58,137.67
031-670-009	3	2041.610	TRAINEES	HOUR	$5.00	0	0	$0.00	0	$0.00
031-670-009	4	2401.503	TYPE S (TL-4) BARRIER CONCRETE (3S52) (P)	L F	$151.00	217	0	$0.00	217	$32,767.00

Contract Item Status

Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
031-670-009	22	2511.507	RANDOM RIPRAP CLASS III	C Y	$130.00	250	0	$0.00	263	$34,190.00
031-670-009	23	2554.502	END TREATMENT-TANGENT TERMINAL	EACH	$3,750.00	4	0	$0.00	4	$15,000.00
031-670-009	24	2554.503	TRAFFIC BARRIER DESIGN TRANSITION TYPE 31	L F	$137.00	150	0	$0.00	150	$20,550.00
031-670-009	25	2554.503	TRAFFIC BARRIER DESIGN TYPE 31	L F	$38.00	50	0	$0.00	50	$1,900.00
031-670-009	26	2563.601	TRAFFIC CONTROL	LS	$5,750.00	0.69	0	$0.00	0.69	$3,967.50
031-670-009	27	2575.504	ROLLED EROSION PREVENTION CATEGORY 74	S Y	$20.00	147	0	$0.00	133	$2,660.00
031-670-009	28	2011.601	CONSTRUCTION SURVEYING	LS	$9,000.00	0.31	0	$0.00	0.31	$2,790.00
031-670-009	29	2021.501	MOBILIZATION	LS	$84,257.50	0.31	0	$0.00	0.31	$26,119.83
031-670-009	30	2104.502	REMOVE SIGN	EACH	$25.00	6	0	$0.00	6	$150.00
031-670-009	31	2104.503	REMOVE PIPE SEWERS	L F	$166.67	21	0	$0.00	21	$3,500.07
031-670-009	32	2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	$14.00	48	0	$0.00	48	$672.00
031-670-009	33	2104.504	REMOVE BITUMINOUS PAVEMENT	S Y	$8.24	1331	0	$0.00	1331	$10,967.44
031-670-009	34	2106.507	EXCAVATION - COMMON (P)	C Y	$12.68	1526	0	$0.00	1526	$19,349.68
031-670-009	35	2106.507	COMMON EMBANKMENT (CV) (P)	C Y	$18.68	1658	0	$0.00	1658	$30,971.44
031-670-009	36	2106.507	SELECT GRANULAR EMBANKMENT (CV)	C Y	$25.34	1466	0	$0.00	988	$25,035.92
031-670-009	37	2118.509	AGGREGATE SURFACING CLASS 1	TON	$50.00	105	0	$0.00	105	$5,250.00

Contract Item Status

Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
031-670-009	54	2575.504	ROLLED EROSION PREVENTION CATEGORY 25	S Y	$2.25	2614	0	$0.00	2596	$5,841.00
031-670-009	55	2575.523	RAPID STABILIZATION METHOD 3	MGAL	$450.00	25	0	$0.00	0.48	$216.00
031-670-009	56	2582.503	6" SOLID LINE PAINT	L F	$1.00	1100	0	$0.00	2334	$2,334.00
031-670-009	57	2582.503	4" DOUBLE SOLID LINE PAINT	L F	$1.30	550	0	$0.00	1167	$1,517.10
031-670-010	1	2011.601	CONSTRUCTION SURVEYING	LS	$9,000.00	1	0	$0.00	1	$9,000.00
031-670-010	2	2021.501	MOBILIZATION	LS	$96,287.50	1	0	$0.00	1	$96,287.50
031-670-010	3	2401.503	TYPE S (TL-4) BARRIER CONCRETE (3S52) (P)	L F	$151.00	133	0	$0.00	133	$20,083.00
031-670-010	4	2401.507	STRUCTURAL CONCRETE (3B52) (P)	C Y	$1,396.76	65	0	$0.00	65	$90,789.40
031-670-010	5	2401.508	REINFORCEMENT BARS (EPOXY COATED) (P)	LB	$1.39	20740	0	$0.00	20740	$28,828.60
031-670-010	6	2401.508	REINFORCEMENT BARS (STAINLESS-75KSI) (P)	LB	$3.98	370	0	$0.00	370	$1,472.60
031-670-010	7	2401.618	BRIDGE SLAB CONCRETE (3YHPC-M) (P)	S F	$61.27	1336	0	$0.00	1336	$81,856.72
031-670-010	8	2401.601	STRUCTURE EXCAVATION	LS	$20,000.00	1	0	$0.00	1	$20,000.00
031-670-010	9	2401.601	SLOPE PREPARATION	LS	$2,000.00	1	0	$0.00	1	$2,000.00
031-670-010	10	2402.502	FLOOR DRAIN TYPE B706 MODIFIED	EACH	$552.00	2	0	$0.00	2	$1,104.00
031-670-010	11	2402.502	ELASTOMERIC BEARING PAD TYPE 1	EACH	$133.00	8	0	$0.00	8	$1,064.00
031-670-010	12	2405.503	PRESTRESSED CONCRETE BEAMS 18RB (P)	L F	$460.31	149	0	$0.00	149	$68,586.19

Contract Item Status

Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
031-670-010	29	2104.504	REMOVE BITUMINOUS PAVEMENT	S Y	$8.24	3972	0	$0.00	3972	$32,729.28
031-670-010	30	2106.501	EXCAVATION - COMMON (EV) (P)	C Y	$16.23	5174	0	$0.00	5174	$83,974.02
031-670-010	31	2106.505	EXCAVATION - MUCK (EV)	C Y	$25.68	4486	0	$0.00	8055.5	$206,865.24
031-670-010	32	2106.507	COMMON EMBANKMENT (CV) (P)	C Y	$8.73	1907	0	$0.00	1907	$16,648.11
031-670-010	33	2105.607	SELECT GRANULAR EMBANKMENT MOD (LV)	C Y	$25.34	3057	0	$0.00	3521	$89,222.14
031-670-010	34	2105.607	SELECT GRANULAR EMBANKMENT MOD (CV)	C Y	$17.91	8388	0	$0.00	7441.3	$133,273.68
031-670-010	35	2106.601	DEWATERING	LS	$40,000.00	1	0	$0.00	1	$40,000.00
031-670-010	36	2108.504	GEOGRID TYPE 2	S Y	$4.75	1374	0	$0.00	1171	$5,562.25
031-670-010	37	2118.509	AGGREGATE SURFACING CLASS 1	TON	$50.00	116	0	$0.00	106	$5,300.00
031-670-010	38	2123.510	3.0 CU YD SHOVEL	HOUR	$175.00	8	0	$0.00	8	$1,400.00
031-670-010	39	2123.510	DOZER	HOUR	$175.00	8	0	$0.00	8	$1,400.00
031-670-010	40	2211.509	AGGREGATE BASE CLASS 5	TON	$22.85	3607	0	$0.00	3200	$73,120.00
031-670-010	41	2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GAL	$3.50	603	0	$0.00	425	$1,487.50
031-670-010	42	2360.509	TYPE SP 12.5 WEARING COURSE MIX (2,C)	TON	$110.00	1908	0	$0.00	1446	$159,060.00
031-670-010	43	2442.501	REMOVE EXISTING BRIDGE	LS	$25,200.00	1	0	$0.00	1	$25,200.00
031-670-010	44	2511.504	GEOTEXTILE FILTER TYPE 7	S Y	$5.32	161	0	$0.00	173	$920.36
031-670-010	45	2511.507	RANDOM RIPRAP CLASS III	C Y	$130.00	80	0	$0.00	91	$11,830.00

031-670-009	CO1	3	2041.610 TRAINEES (HOUR)	$5.00	-300	($1,500.00)	ADJ				
031-670-009	CO1	58	2041.610 TRAINEES (HOUR)	$1.00	300	$300.00	ITM	0	$0.00	300	$300.00
Contract Change Totals:									**$0.00**		**$21,633.20**

Contract Change Totals			
Number	**Description**	**Effective Date**	**Amount**
1	Standard Specification 2360, "Plant Mixed Asphalt Pavement" requires payment of incentives or assessment of disincentives for Bituminous Pavement and material properties. The Department has evaluated the Bituminous Density specifications and has determined payment of incentives. This Change Order documents the Monetary Adjustments associated with the Bituminous Paving placed in 2025.	10/30/2025	$1,333.20
2	The Contractor was able to pave the project by October 31, 2025 therefore earning a bituminous incentive per Specification S-28 - Determination and Extension of Contract Time.	11/18/2025	$10,000.00
2	The Contractor was able to pave the project by October 31, 2025 therefore earning a bituminous incentive per Specification S-28 - Determination and Extension of Contract Time.	11/18/2025	$10,000.00
1	The Engineer has determined the Contract needs to be revised in accordance with specification S-31 (2041) ON-THE-JOB-Training PROGRAM Issue: There was an error when originally submitting bid item 2041.610 TRAINEES(Hour). Per the Proposal, the Trainee bid item must be set at $1.00/hour, and the Contractor had this item at $5.00/hour. Resolution: This change order is written to reduce the dollar amount to the required value. Contract Time – No change	01/09/2025	($1,200.00)

Material On Hand Additions					
Line	**Item**	**Description**	**Date**	**Added**	**Comments**

Material On Hand Balance						
Line	**Item**	**Description**	**Date**	**Added**	**Used**	**Remaining**

Contract Total	**$2,710,874.14**

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

Tuesday, June 16, 2026

REQUEST FOR BOARD ACTION: RBA-2026-467

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

AGENDA ITEM:
Bruffle Fields Forest Road Project

BOARD ACTION REQUESTED:
Award Forest Road project contract to Wabana Clearing & Excavating in the amount of $25,805.00, with a potential additional cost of $4,200.00 dependent on availability of on-site materials, to be paid from Fund 12, and authorize necessary signatures.

BACKGROUND:
Quotes were solicited for a forest road improvement project located on tax-forfeited trust land in the Bruffle fields section of the Figure Eight Management Area. Wabana Clearing & Excavating submitted the lowest quote for the project at a total estimated cost of $25,805.00, with a potential additional cost of $4,200.00, dependent on the availability of usable onsite road material resources.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:
1. Bruffle Field Project Contract_Pending Signatures
2. Wabana Clearing & Excavating Bid

County of Itasca, Minnesota
Service Contract

A.1 DATES AND PARTIES

A.1.1 THIS CONTRACT, made this 8th day of June, 2026, by and between the County of Itasca, herein called the "COUNTY," and Wabana Clearing & Excavating, a corporation organized and existing under the laws of the State of Minnesota, or a partnership consisting of, located at 35706 Little Wabana Rd. Grand Rapids, MN 55744, herein called the "VENDOR."

B.1 AGREEMENT

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

C.1 TERM OF CONTRACT

C.1.1 The term of this Contract is from **June 1, 2026 to October 1, 2027,** inclusive. The Contract may be extended if provided for in the Special Conditions.

D.1 SPECIAL CONDITIONS

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

E.1 CONTRACT AMOUNT

E.1.1 This Agreement when fully completed and fulfilled on the part of said VENDOR to the satisfaction of the COUNTY or its duly authorized agent, is estimated to be and not to exceed $30,005.00 for the current term.

F.1 INCREASE

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

G.1 PAYMENT

G.1.1 The COUNTY does hereby agree, to pay said VENDOR as services are performed to the satisfaction of the COUNTY, or its duly authorized agent, 1 payments of $30,005.00 each, or as indicated in the Special Conditions. Payment terms of this Contract are Net 30.

H.1 GUARANTEE

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

I.1 BOND

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

J.1 INSURANCE AND INDEMNIFICATION

The limits listed below reflect the Itasca County Board of Commissioner's reduction in its standard insurance requirements as per Request for Board Action (RBA) June 22, 2010.

A. VENDOR agrees to defend, indemnify and hold harmless COUNTY, its elected officials, officers, agents, volunteers and employees from any liability, claims, causes of action, judgments, damages, losses, costs or expenses, including reasonable attorney fees resulting directly or indirectly from any act or omission of VENDOR, anyone directly or indirectly employed by them and/or anyone for whose acts and/or omissions they may be liable in the performance of the services required by this contract and against all loss by reason of failure of said VENDOR to perform fully, in any respect, all obligations under this Contract.

B. VENDOR agrees, at all times during the term of this Contract, to have and keep in force insurance either under a self-insurance program or separate insurance policy, as follows:

a. Commercial General Liability shall list Itasca County as an additional insured with the following insurance limits:

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

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

c. Workers' Compensation and Employer's Liability:	Statutory Limits
If the Contractor is based outside the State of Minnesota, coverage must apply to Minnesota laws	

	Limits
d. Employer's Liability	
Bodily injury by:	
Accident - Each Accident	$500,000
Disease - Policy Limit	$500,000
Disease - Each Employee	$500,000

An umbrella or excess policy over primary liability coverages is an acceptable method to provide the required aggregate insurance amounts.

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

VENDOR shall not commence work on the Site, or otherwise occupy the Site, until it has obtained required insurance and filed an acceptable Certificate of Insurance with COUNTY to the attention of the Itasca County Land Commissioner or authorized representative, 1177 LaPrairie Ave. Grand Rapids, MN 55744. The Certificate shall:

1. List Itasca County as Certificate holder and as an additional insured with respect to operations covered under the contract for all liability coverages except Workers' Compensation and Employer's Liability and Professional Liability, if applicable; and,

2. Be amended to show that Itasca County will receive thirty (30) days written notice in the event of cancellation, non-renewal or material change in any described policies.

C. VENDOR also agrees that any contract let by VENDOR for the performance of the work on the Site for this Contract as provided herein shall include clauses that will: (1) require the Contractor to defend, indemnify and hold harmless COUNTY, its elected officials, officers, agents and employees for any liability, claims, causes of action, losses, demands, damages, judgments, costs, interest, expenses (including, without limitation, reasonable attorney fees, witness fees and disbursements incurred in the defendant thereof) arising out of or by reason of the acts and/or omissions of said Contractor, its subcontractors, anyone directly or indirectly employed by them, and/or anyone for whose acts and/or omissions they may be liable for ; (2) require the Contractor to provide and maintain insurance in accordance with the following:

a. Workers' Compensation: (Statutory Limits)

Employer's Liability Insurance:

		Limits
1.	Bodily Injury by Accident, each accident	$500,000
2.	Bodily Injury by Disease, policy limit	$500,000
3.	Bodily Injury by Disease, each employee	$500,000

Note: all states endorsement is required if Contractor is domiciled outside the State of Minnesota.

b. Commercial General and Automobile Liability Insurance:

		Limits
1.	Commercial General Liability:	
	Combined Bodily Injury and Property Damage	
	Each Occurrence Limit	$1,000,000
	General Aggregate Limit	$1,000,000
	Products - Completed Operations Aggregate Limit	$1,000,000
	Personal and Advertising Injury Limit	$1,000,000

Coverages above shall also include:
Premises - Operations
Contractual Liability (including oral and written contracts)
Explosion, Collapse, Underground Property Damage (XCU)

2. Automobile Liability including Hired Car and Employers Non-Ownership Liability:
Combined Bodily Injury and Property Damage:
Each Occurrence Limit $500,000

The above subparagraphs establish minimum insurance requirements and it is the sole responsibility of VENDOR'S Subcontractor(s) to purchase additional insurance that may be necessary for the Contract's project.

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

E. In addition to any other rights contained herein the COUNTY reserves the right to terminate, suspend or rescind this Contract if the VENDOR is not in compliance with the requirements contained herein and retains all rights its thereafter to pursue any legal remedies against VENDOR. All insurance policies shall be open to inspection by the COUNTY upon written request.

K.1 UNAVOIDABLE CIRCUMSTANCES

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

L.1 RIGHT TO TERMINATE

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

M.1 ASSIGNMENT

M.1.1 VENDOR shall not enter into any subcontract for performance of any services contemplated under this Contract, nor assign any part of this Contract, without the prior written approval of the COUNTY and subject to such conditions and provisions as the COUNTY may deem necessary (including J.1.C. of this Contract). The VENDOR shall be responsible for the performance of all Subcontractors.

N.1 COMPLIANCE WITH LAWS

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

O.1 RECORDS AUDITING AND RETENTION

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

P.1 WAIVER

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

Q.1 MODIFICATIONS/AMENDMENT

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

R.1 SEVERABILITY

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

S.1 FINAL AGREEMENT

S.1.1 This Contract is the final expression of the agreement of the parties and the complete and exclusive statement of the terms agreed upon, and shall supersede all prior negotiations, understandings or agreements. There are no representations, warranties, or stipulations, either oral or written, not herein contained.

T.1 EXECUTION

T.1.1 IN WITNESS WHEREOF, the COUNTY has caused this Contract to be signed by its duly authorized officers and the VENDOR has hereunto set its hand.

Dated this 8th day of June, 2026.

Wabana Clearing & Excavating

By: _____
Its _____

COUNTY OF ITASCA, MINNESOTA

By: _____
Its_____

By:_____
Its_____

EXHIBIT A
SPECIAL CONDITIONS SUPPLEMENT

PROJECT DESCRITION:

Upgrade portions of the current forestry road. Project includes fill material hauling, placement, and shaping. In addition, ditching and other water diversion work are required.

PROJECT LOCATION:

Sec. 1, TWP 54, RNG 27 (see attached map).

STARTING AND COMPLETION DATES:

1. Project may begin June 2026, with signed contract and certificate of liability insurance on file with Itasca County.
2. Project must be completed by October 1st, 2027.

PRIOR TO PROJECT START UP:

1. A pre-work on-site meeting to review contract specifications and expectations with the District Forester is required.
2. The Contractor is solely responsible for acquiring any necessary permits and for following storm water requirements.
3. Vendor is responsible for contacting Call Before You Dig #811 and provide tickets upon request.

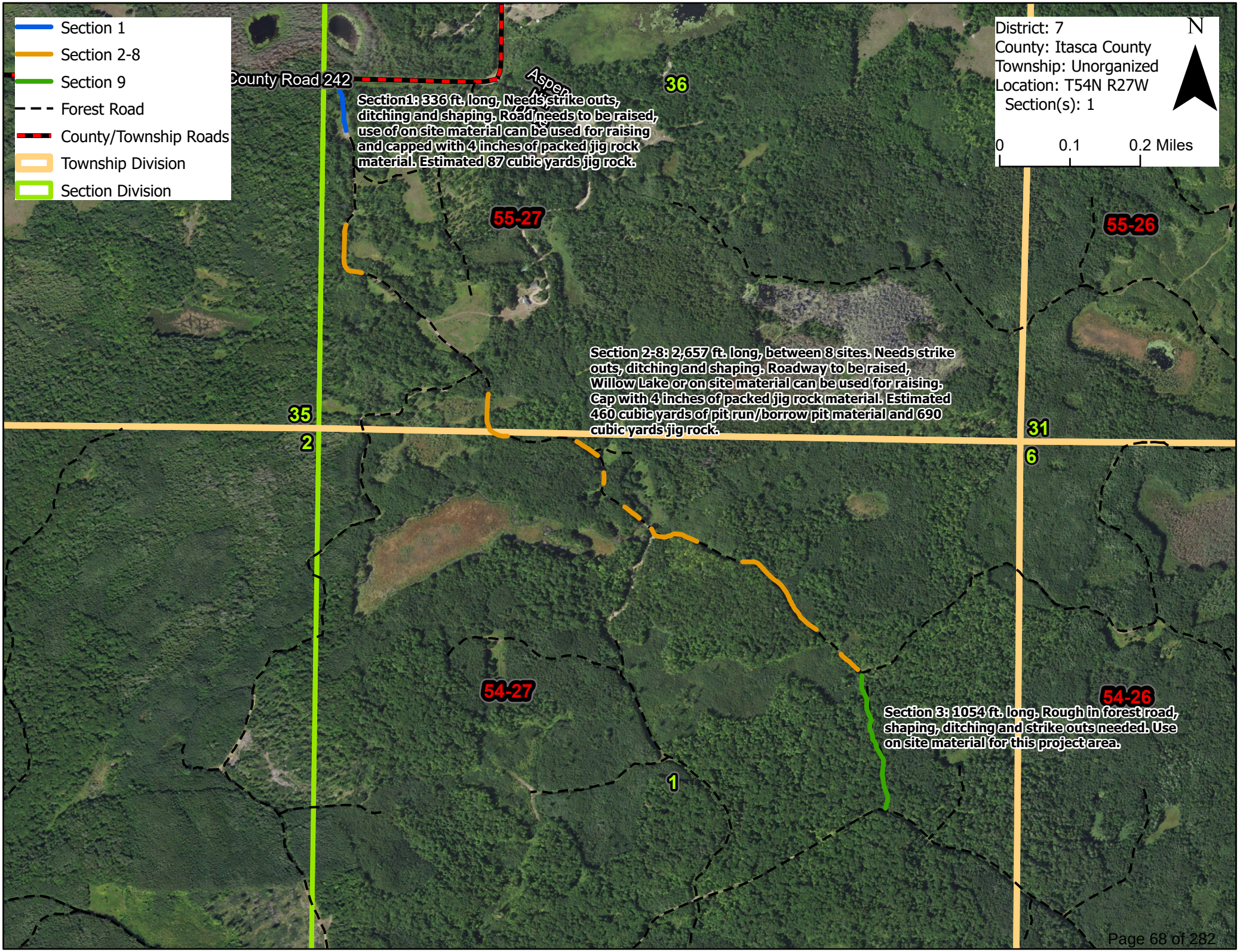
PROJECT SPECIFICATIONS:

Work includes the upgrade of the current forest access roadway. Road projects aim to upgrade and create access to areas for future summer harvesting. This project will also require raising, shaping, ditching and filling various sections. Any section requiring raising will require no less than 4 inches of packed material, either from the nearby Willow Lake pit, owned by Itasca County, or borrowed material from along the existing road corridor. Work sections will then be capped with jig rock to a depth of 6 inches, unpacked.

1) Section1: 336 ft. long, needs strike outs, ditching and shaping. Road needs to be raised; use of onsite material can be used for raising and capping with 4 inches of packed jig rock material. Estimated 87 cubic yards jig rock.
2) Section 2-8: 2,657 ft. long, between 8 sites. Needs strike outs, ditching and shaping. Roadway to be raised, Willow Lake or onsite material can be used for raising. Cap with 4 inches of packed jig rock material. Estimated 460 cubic yards of pit run/borrow pit material and 690 cubic yards jig rock.
3) Section 3: 1054 ft. long. Rough in forest road, shaping, ditching and strike outs needed. Use on site material for this project area.

PAYMENT:

District Forester must be notified upon completion of the project for a final inspection before equipment is removed from the project area. Payment will be processed upon satisfactory completion of the project.


Section 1
Section 2-8
Section 9
Forest Road
County/Township Roads
Township Division
Section Division
District: 7
County: Itasca County
Township: Unorganized
Location: T54N R27W
Section(s): 1
N
0
0.1
0.2 Miles
County Road 242
Aspen
36
Section1: 336 ft. long, Needs strike outs, ditching and shaping. Road needs to be raised, use of on site material can be used for raising and capped with 4 inches of packed jig rock material. Estimated 87 cubic yards jig rock.
55-27
55-26
Section 2-8: 2,657 ft. long, between 8 sites. Needs strike outs, ditching and shaping. Roadway to be raised, Willow Lake or on site material can be used for raising. Cap with 4 inches of packed jig rock material. Estimated 460 cubic yards of pit run/borrow pit material and 690 cubic yards jig rock.
35
2
31
6
54-27
54-26
Section 3: 1054 ft. long, Rough in forest road, shaping, ditching and strike outs needed. Use on site material for this project area.
1

Wabana Clearing & Excavating

Business # 218-256-2548

35706 Little Wabana Rd Grand Rapids MN 55744
k.wagner3096@gmail.com

Estimate

EST244

Date Jun 4, 2026

Bill to:
Itasca County Land Department
1177 La Prairie Ave

#	Item	Price	Qty	Total
01	Jig Rock Trucking & jig rock price	$15.00	777	$11,655.00
02	Equipment & Labor Includes mobilization, shaping and finish grading work area.	$250.00	42	$10,500.00
03	Haulling Onsite Fill Material	$3,650.00	1	$3,650.00

Subtotal	$25,805.00
GRAND TOTAL	**$25,805.00**

If willow lake borrow needs to be hauled instead of on site material add 4,200$. Looks like onsite material should be sufficient after looking at the job site. Will be left up to district forester.

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

Tuesday, June 16, 2026

REQUEST FOR BOARD ACTION: RBA-2026-475

DEPARTMENT: Land Department
PRESENTER: Sara Thompson

TIME REQUESTED: < 5 Minutes

AGENDA ITEM:
MnDOT Limited Use Permit Resolution

BOARD ACTION REQUESTED:
Adopt the Resolution Re: Authorizing Execution of a Limited Use Permit between Itasca County and the Commissioner of Transportation, State of Minnesota and authorize necessary signatures.

BACKGROUND:
The Itasca County Land Department is working with MnDOT on a temporary trail detour on portions of Trunk Highway 65 while logging operations occur adjacent to the Goodland ATV/OHM trail.

COUNTY ATTORNEY REVIEW: No

SUPPORTING DOCUMENTATION: None

ITASCA COUNTY
BOARD OF COMMISSIONERS

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

Tuesday, June 16, 2026

RESOLUTION 2026-26

RE: AUTHORIZING EXECUTION OF LIMITED USE PERMIT BETWEEN

ITASCA COUNTY AND THE COMMISSIONER OF TRANSPORTATION, STATE OF MINNESOTA

WHEREAS, the Itasca County Land Department, in coordination with the Itasca Trail Riders ATV Club will maintain, sign, and operate a temporary trail detour within the right of way of Trunk Highway 65, south of Pengilly; and

***WHEREAS*,** the Itasca County Board of Commissioners wishes to enter into an agreement with the Minnesota Department of Transportation providing for the limited use of certain right of way of Trunk Highway 65; and

WHEREAS, the State of Minnesota, through the Minnesota Department of Transportation, will grant a temporary trail detour Limited Use Permit to Itasca County within the right of way of Trunk Highway 65; and

***WHEREAS*,** the Itasca County Board of Commissioners does hereby authorize the County of Itasca to enter into an agreement with the Commissioner of Transportation of the State of Minnesota providing limited use, under the terms and conditions set forth therein, of certain right of way of Trunk Highway 65.

NOW THEREFORE BE IT RESOLVED, that the Itasca County Board of Commissioners does hereby authorize the County Board Chair and County Administrator to sign any and all documents with the limited use permit agreement.

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

Tuesday, June 16, 2026

REQUEST FOR BOARD ACTION: RBA-2026-477

DEPARTMENT: Land Department
PRESENTER: Kory Cease

TIME REQUESTED: < 5 Minutes

AGENDA ITEM:
Application for Repurchase of Tax-Forfeited Parcel by Rajala Lumber Co.

BOARD ACTION REQUESTED:
Adopt the Resolution Re: Repurchase of parcel 89-036-3140

BACKGROUND:
This property went tax-forfeit on November 16, 2023 due to the non-payment of property taxes. Itasca County has received payment for all delinquent taxes, penalties, interest and associated costs for the repurchase.

Legal Description: that part of the Northeast Quarter of the Southwest Quarter (NE¼ SW¼) in Section 36, Township 145, Range 25, Itasca County, Minnesota, lying northerly of the northerly right of way line of the Great Northern Railroad, and lying southerly and easterly of the following described line: Beginning at the northeast corner of the Northeast Quarter of the Southwest Quarter (NE ¼ SW ¼) in Section 36, Township 145, Range 25; thence southerly along the East line of said Northeast Quarter of the Southwest Quarter (NE ¼ SW ¼) a distance of 210.08 feet to the intersection with the South line of the North 210.00 feet of said Northeast Quarter of the Southwest Quarter (NE ¼ SW ¼) and the point of beginning of the line to be described; thence westerly, along said South line of the North 210.00 feet of the Northeast Quarter of the Southwest Quarter (NE ¼ SW ¼), a distance of 663.59 feet to the intersection with a line drawn parallel with and distant 638.50 feet easterly of the West line of said Northeast Quarter of the Southwest Quarter (NE ¼ SW ¼); thence southerly, along said last described parallel line, a distance of 360.60 feet to the northerly right of way line of the Great Northern Railroad, and there terminating.

COUNTY ATTORNEY REVIEW:

SUPPORTING DOCUMENTATION:
1. Repurchase Application - Signed
2. Map

ITASCA COUNTY
BOARD OF COMMISSIONERS

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

Tuesday, June 16, 2026

RESOLUTION

Re: Repurchase of parcel 89-036-3140 described as: that part of the Northeast Quarter of the Southwest Quarter (NE¼ SW¼) in Section 36, Township 145, Range 25, Itasca County, Minnesota, lying northerly of the northerly right of way line of the Great Northern Railroad, and lying southerly and easterly of the following described line: Beginning at the northeast corner of the Northeast Quarter of the Southwest Quarter (NE ¼ SW ¼) in Section 36, Township 145, Range 25; thence southerly along the East line of said Northeast Quarter of the Southwest Quarter (NE ¼ SW ¼) a distance of 210.08 feet to the intersection with the South line of the North 210.00 feet of said Northeast Quarter of the Southwest Quarter (NE ¼ SW ¼) and the point of beginning of the line to be described; thence westerly, along said South line of the North 210.00 feet of the Northeast Quarter of the Southwest Quarter (NE ¼ SW ¼), a distance of 663.59 feet to the intersection with a line drawn parallel with and distant 638.50 feet easterly of the West line of said Northeast Quarter of the Southwest Quarter (NE ¼ SW ¼); thence southerly, along said last described parallel line, a distance of 360.60 feet to the northerly right of way line of the Great Northern Railroad, and there terminating.

WHEREAS, Minn. Stat. 282.241 provides that the lands forfeited to the State of Minnesota held in trust for the taxing districts may be repurchased by the owner at the time of forfeiture, or the owner's heir, devisee, or representative, or any person to whom the right to pay taxes was given by statute, mortgage, or other agreement, subject to adoption of a resolution by the County board and payment of the sum of all delinquent taxes, penalties, interest and associated costs, and

WHEREAS, the applicant, Rajala Lumber Company, has applied to repurchase State of Minnesota land held in trust for the taxing districts legally described as:

that part of the Northeast Quarter of the Southwest Quarter (NE¼ SW¼) in Section 36, Township 145, Range 25, Itasca County, Minnesota, lying northerly of the northerly right of way line of the Great Northern Railroad, and lying southerly and easterly of the following described line: Beginning at the northeast corner of the Northeast Quarter of the Southwest Quarter (NE ¼ SW ¼) in Section 36, Township 145, Range 25; thence southerly along the East line of said Northeast Quarter of the Southwest Quarter (NE ¼ SW ¼) a distance of 210.08 feet to the intersection with the South line of the North 210.00 feet of said Northeast Quarter of the Southwest Quarter (NE ¼ SW ¼) and the point of beginning of the line to be described; thence westerly, along said South line of the North 210.00 feet of the Northeast Quarter of the Southwest Quarter (NE ¼ SW ¼), a distance of 663.59 feet to the intersection with a line drawn parallel with and distant 638.50 feet easterly of the West line of said Northeast Quarter of the Southwest Quarter (NE ¼ SW ¼); thence southerly, along said last described parallel line, a distance of 360.60 feet to the northerly right of way line of the Great Northern Railroad, and there terminating; and

WHEREAS, the applicant is eligible to repurchase the property, and

WHEREAS, approving the repurchase will promote the use of lands that will best serve the public interest.

NOW THEREFORE BE IT RESOLVED, the Itasca County Board approves the repurchase application by Rajala Lumber Company, subject to payment including taxes, penalties and interest of $51,626.42; deed tax $170.37; deed fee $25.00; recording fee $46.00; and repurchase application fee $300.00 for a total of $52,167.79.

APPLICATION FOR REPURCHASE OF FORFEITED LANDS

Pursuant to Minnesota, Statutes Section 282.241

To the Board of County Commissioners and the County Auditor of Itasca County, Minnesota:

The undersigned **Rajala Lumber** *hereby make application to repurchase from the State of Minnesota the following described land, pursuant to Minnesota Statutes, Section 282.241, Said land is situated in said Itasca County, Minnesota, and more particularly described as follows:*

UNPLATTED PT OF NE SW LYG N OF GN RY R/W & SLY & ELY OF THE FOLLOWING DESC LINE: COMM AT THE NE CORNER OF NE SW A DIST OF 210.08 FT TO THE INTERSECTION WITH THE S LINE OF NE SW A DIST OF N 210'; TH WLY ALG S LINE OF N 210' A DIST OF 663.59 FT TO THE INTERSECTION WITH A LINE DRAWN PARALLEL WITH AND DIST 638.5 FT ELY OF W LINE OF NE SW; TH SLY ALG LAST DESC PARALLEL LINE A DIST OF 360.6 FT TO THE NLY ROW LINE OF GN RY R/W AND THERE TERM, SECTION THIRTY-SIX (36), TOWNSHIP ONE HUNDRED FORTY-FIVE (145), RANGE TWENTY-FIVE (25), DEER RIVER CITY, MINNESOTA.

Applicant states and shows that at the time of the forfeiture to the State of the said land for taxes hereinafter set out, they were the owner and taxpayer.

That said land forfeited to the State on the 16th *day of* November, 2023 .

That such taxes became delinquent in 2019 *and remained delinquent and unpaid for the subsequent years of* 2020-2026 .

That the aggregate of all delinquent taxes and assessments, with penalties, costs and interest, exclusive of taxes and assessments to be reinstated as provided by Minnesota Statutes, Section 282.251, is the sum of **$ 52,167.79** *(sum of application fee* **$ 300.00** *; deed issuance fee* **$ 25.00** *; taxes, penalties and interest* **$ 51,626.42** ; deed tax ***$ 170.37*** ; recording fee **$ 46.00**).

Applicant offers to pay the aforementioned aggregate amount due in full.

That permission to repurchase said land is hereby requested for the reasons stated as follows:

The repurchase will promote the use of the land that will best serve the public interest as it keeps a long-standing community business in place utilizing the property.

Dated 29 *day of* May , 2026

John A. Rajala
Applicant

Applicant

State of Minnesota
County of Itasca
} §

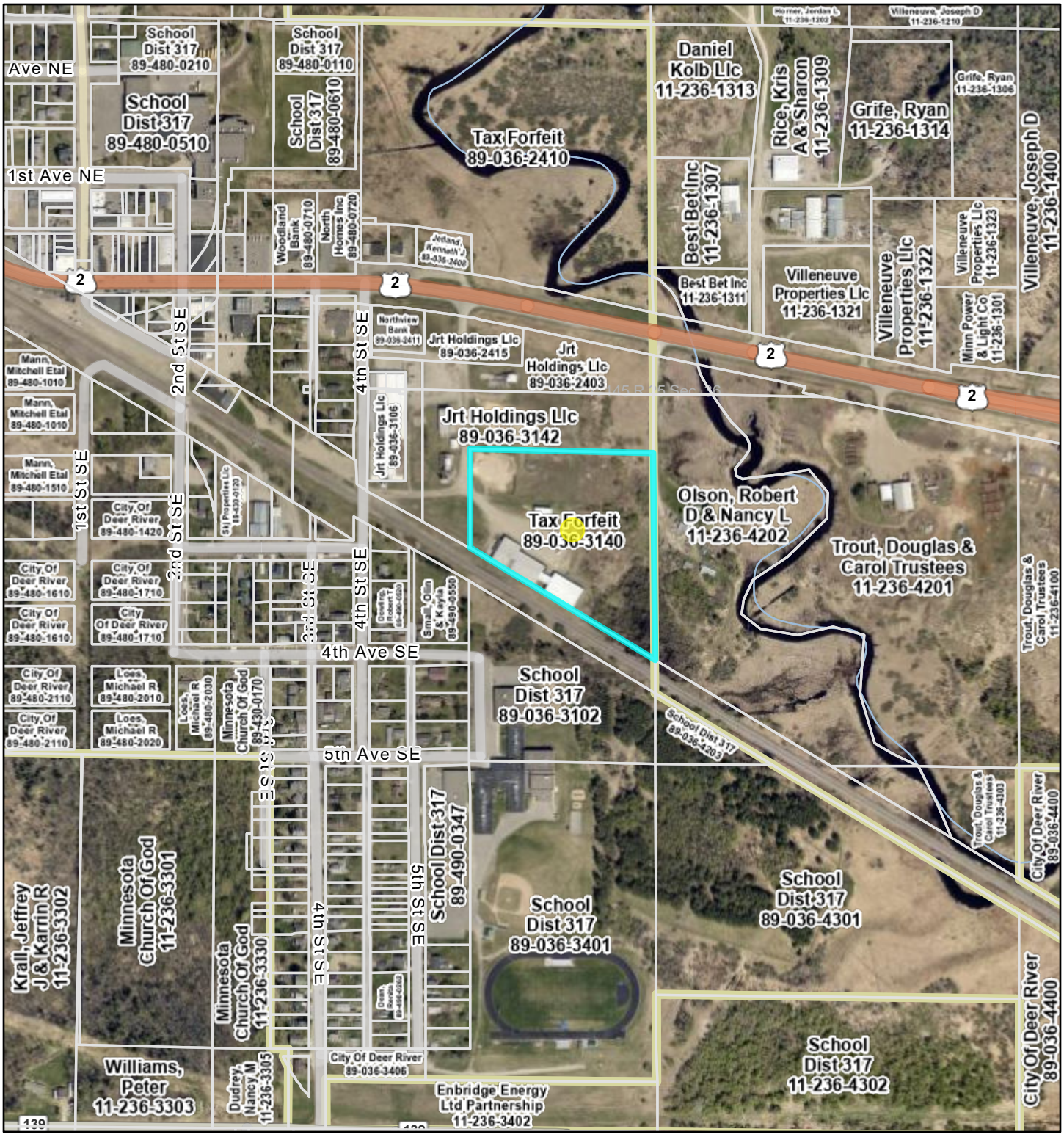
, *being duly sworn ,deposes and says: that he/she is the applicant and petitioner in the forgoing petition; that he/she has read said petition and knows the contents thereof; that the same is true of his/her own knowledge save as to the matters therein stated on information and belief and as to those matters he/she believes it to be true.*

Subscribed and sworn to before me this 29th *day of* May , 2026 .

JILL KATHERINE DAY
NOTARY PUBLIC - MINNESOTA
My Comm. Exp. Jan. 31 2028

Jill Katherine Day
Notary Signature

Itasca County Assessor's Web Map



6/11/2026, 11:27:04 AM

1:9,000

0 280 560 1,120 ft

0 85 170 340 m

- AddressLocatonComposite
- Parcels - Land Class
- Parcel Number & Name
- Roads

This information is a compilation of data from different sources with varying degrees of accuracy and requires a qualified field survey to verify.

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

Tuesday, June 16, 2026

REQUEST FOR BOARD ACTION: RBA-2026-476

DEPARTMENT: Probation
PRESENTER: Kevin Glass

TIME REQUESTED: < 5 Minutes

AGENDA ITEM:
Approve resolution Re: State of Minnesota Joint Powers Agreement with the County of Itasca on behalf of it's Probation Office; Court Data Services Subscriber Agreement to CJDN Subscriber Agreement; State of Minnesota Joint Powers Agreement (BCA).

BOARD ACTION REQUESTED:
Approve resolution Re: State of Minnesota Joint Powers Agreement with the County of Itasca on behalf of it's Probation Office; Court Data Services Subscriber Agreement to CJDN Subscriber Agreement; State of Minnesota Joint Powers Agreement (BCA).

BACKGROUND:
This is a renewal of our agreement with the State of MN, essentially so we can have access to court information and criminal history checks in order for us to perform our work duties.

COUNTY ATTORNEY REVIEW: Yes and/or Pending

SUPPORTING DOCUMENTATION:
1. Itasca Co Probation Master JPA 2026
2. Itasca Co Probation Court Amendment 2026
3. Draft County RESOLUTION for Probation

ITASCA COUNTY
BOARD OF COMMISSIONERS

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

Tuesday, June 16, 2026

RESOLUTION

RE: RESOLUTION APPROVING STATE OF MINNESOTA JOINT POWERS AGREEMENTS WITH THE COUNTY OF ITASCA ON BEHALF OF ITS PROBATION OFFICE

WHEREAS, the County of Itasca on behalf of its Probation Office desires to enter into Joint Powers Agreements with the State of Minnesota, Department of Public Safety, Bureau of Criminal Apprehension to use systems and tools available over the State's criminal justice data communications network for which the County is eligible. The Joint Powers Agreements further provide the County with the ability to add, modify and delete connectivity, systems and tools over the five year life of the agreement and obligates the County to pay the costs for the network connection.

NOW THEREFORE BE IT RESOLVED, by the County Board of Itasca, Minnesota as follows:
1. That the State of Minnesota Joint Powers Agreements by and between the State of Minnesota acting through its Department of Public Safety, Bureau of Criminal Apprehension and the County of Itasca on behalf of its Probation Office are hereby approved.
2. That the Director, Kevin Glass, or his or her successor, is designated the Authorized Representative for the Probation Office. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the County's connection to the systems and tools offered by the State.
3. That Cory Smith, the Chair of the County of Itasca, and Brett Skyles, the County Board Clerk, are authorized to sign the State of Minnesota Joint Powers Agreements.

Passed and Adopted by the Council on this 16th day of June 2026.
COUNTY OF ITASCA

_____
By: Cory Smith
Its: Board Chair

ATTEST:

_____
By: Brett Skyles
Its: County Board Clerk

State of Minnesota
Joint Powers Agreement

This Agreement is between the State of Minnesota, acting through its Department of Public Safety on behalf of the Bureau of Criminal Apprehension ("BCA"), and the County of Itasca on behalf of its Probation Office ("Governmental Unit"). The BCA and the Governmental Unit may be referred to jointly as “Parties.”

Recitals

Under Minn. Stat. § 471.59, the BCA and the Governmental Unit are empowered to engage in agreements that are necessary to exercise their powers. Under Minn. Stat. § 299C.46, the BCA must provide a criminal justice data communications network to benefit political subdivisions as defined under Minn. Stat. § 299C.46, subd. 2 and subd. 2(a). The Governmental Unit is authorized by law to utilize the criminal justice data communications network pursuant to the terms set out in this Agreement. In addition, BCA either maintains repositories of data or has access to repositories of data that benefit authorized political subdivisions in performing their duties. The Governmental Unit wants to access data in support of its official duties.

The purpose of this Agreement is to create a method by which the Governmental Unit has access to those systems and tools for which it has eligibility, and to memorialize the requirements to obtain access and the limitations on the access.

Agreement

1 Term of Agreement

1.1 Effective Date. This Agreement is effective on the date the BCA obtains all required signatures under Minn. Stat. § 16C.05, subdivision 2.

1.2 Expiration Date. This Agreement expires five years from the date it is effective.

2 Agreement Between the Parties

2.1 General Access. BCA agrees to provide Governmental Unit with access to the Minnesota Criminal Justice Data Communications Network (CJDN) and those systems and tools which the Governmental Unit is authorized by law to access via the CJDN for the purposes outlined in Minn. Stat. § 299C.46.

2.2 Methods of Access.

The BCA offers three (3) methods of access to its systems and tools. The methods of access are:

A. **Direct access** occurs when individual users at the Governmental Unit use the Governmental Unit’s equipment to access the BCA’s systems and tools. This is generally accomplished by an individual user entering a query into one of BCA’s systems or tools.

B. **Indirect Access** occurs when individual users at the Governmental Unit go to another Governmental Unit to obtain data and information from BCA’s systems and tools. This method of access generally results in the Governmental Unit with indirect access obtaining the needed data and information in a physical format like a paper report.

C. **Computer-to-Computer System Interface** occurs when the Governmental Unit’s computer exchanges data and information with BCA’s computer systems and tools using an interface. Without limitation, interface types include: state message switch, web services, enterprise service bus and message queuing.

For purposes of this Agreement, Governmental Unit employees or contractors may use any of these

methods to use BCA's systems and tools as described in this Agreement. Governmental Unit will select a method of access and can change the methodology following the process in Clause 2.10.

2.3 Federal Systems Access. In addition, pursuant to 28 CFR §20.30-38 and Minn. Stat. §299C.58, BCA may provide Governmental Unit with access to the Federal Bureau of Investigation (FBI) National Crime Information Center.

2.4 Governmental Unit Policies. Both the BCA and the FBI's Criminal Justice Information Systems (FBI-CJIS) have policies, regulations and laws on access, use, audit, dissemination, hit confirmation, logging, quality assurance, screening (pre-employment), security, timeliness, training, use of the system**,** and validation. Governmental Unit has created its own policies to ensure that Governmental Unit's employees and contractors comply with all applicable requirements. Governmental Unit ensures this compliance through appropriate enforcement. These BCA and FBI-CJIS policies and regulations, as amended and updated from time to time, are incorporated into this Agreement by reference. The policies are available at https://bcanextest.x.state.mn.us/launchpad/.

2.5 Governmental Unit Resources. To assist Governmental Unit in complying with the federal and state requirements on access to and use of the various systems and tools, additional information on appropriate use is found in the Minnesota Bureau of Criminal Apprehension Policy on Appropriate Use of Systems and Data, available on the CJIS Launch Pad using the link above in section 2.4.

2.6 Access Granted.

A. Governmental Unit is granted permission to use all current and future BCA systems and tools for which Governmental Unit is eligible. Eligibility is dependent on Governmental Unit (i) satisfying all applicable federal or state statutory requirements; (ii) complying with the terms of this Agreement; and (iii) acceptance by BCA of Governmental Unit's written request for use of a specific system or tool.

B. To facilitate changes in systems and tools, Governmental Unit grants its Authorized Representative authority to make written requests for those systems and tools provided by BCA that the Governmental Unit needs to meet its criminal justice obligations and for which Governmental Unit is eligible.

2.7 Future Access. On written request from the Governmental Unit, BCA also may provide Governmental Unit with access to those systems or tools which may become available after the signing of this Agreement, to the extent that the access is authorized by applicable state and federal law. Governmental Unit agrees to be bound by the terms and conditions contained in this Agreement that when utilizing new systems or tools provided under this Agreement.

2.8 Limitations on Access. BCA agrees that it will comply with applicable state and federal laws when making information accessible. Governmental Unit agrees that it will comply with applicable state and federal laws when accessing, entering, using, disseminating, and storing data. Each party is responsible for its own compliance with the most current applicable state and federal laws.

2.9 Supersedes Prior Agreements. This Agreement supersedes any and all prior agreements between the BCA and the Governmental Unit regarding access to and use of systems and tools provided by BCA.

2.10 Requirement to Update Information. The parties agree that if there is a change to any of the information whether required by law or this Agreement, the party will send the new information to the other party in writing within 30 days of the change. This clause does not apply to changes in systems or tools provided under this Agreement.

This requirement to give notice additionally applies to changes in the individual or organization serving the Governmental Unit as its prosecutor. Any change in performance of the prosecutorial function must be provided to the BCA in writing by giving notice to the Service Desk, BCA.ServiceDesk@state.mn.us.

2.11 Transaction Record. The BCA creates and maintains a transaction record for each exchange of data utilizing its systems and tools. In order to meet FBI-CJIS requirements and to perform the audits described in Clause

7, there must be a method of identifying which individual users at the Governmental Unit conducted a particular transaction.

If Governmental Unit uses either direct access as described in Clause 2.2A or indirect access as described in Clause 2.2B, BCA's transaction record meets FBI-CJIS requirements.

When Governmental Unit's method of access is a computer-to-computer interface as described in Clause 2.2C, the Governmental Unit must keep a transaction record sufficient to satisfy FBI-CJIS requirements and permit the audits described in Clause 7 to occur.

If a Governmental Unit accesses data from the Driver and Vehicle Services Division in the Minnesota Department of Public Safety and keeps a copy of the data, Governmental Unit must have a transaction record of all subsequent access to the data that are kept by the Governmental Unit. The transaction record must include the individual user who requested access, and the date, time and content of the request. The transaction record must also include the date, time and content of the response along with the destination to which the data were sent. The transaction record must be maintained for a minimum of six (6) years from the date the transaction occurred and must be made available to the BCA within one (1) business day of the BCA's request.

2.12 Court Information Access. Certain BCA systems and tools that include access to and/or submission of Court Records may only be utilized by the Governmental Unit if the Governmental Unit completes the Court Data Services Subscriber Amendment, which upon execution will be incorporated into this Agreement by reference. These BCA systems and tools are identified in the written request made by the Governmental Unit under Clause 2.6 above. The Court Data Services Subscriber Amendment provides important additional terms, including but not limited to privacy (see Clause 8.2, below), fees (see Clause 3 below), and transaction records or logs, that govern Governmental Unit's access to and/or submission of the Court Records delivered through the BCA systems and tools.

2.13 Vendor Personnel Screening. The BCA will conduct all vendor personnel screening on behalf of Governmental Unit as is required by the FBI CJIS Security Policy. The BCA will maintain records of the federal, fingerprint-based background check on each vendor employee as well as records of the completion of the security awareness training that may be relied on by the Governmental Unit.

3 Payment

The Governmental Unit currently accesses the criminal justice data communications network described in Minn. Stat. § 299C.46. Under the BCA's CJDN Fee Structure, the BCA will bill the Governmental Unit annually in the amount of Six Hundred and 00/100 Dollars ($600.00). The annual charge may be modified to reflect the appropriate charges required under the BCA's CJDN Fee Structure, including applicable fees for VPN access.

The Governmental Unit will identify its contact person for billing purposes, and will provide updated information to BCA's Authorized Representative within ten business days when this information changes.

If Governmental Unit chooses to execute the Court Data Services Subscriber Amendment referred to in Clause 2.12 in order to access and/or submit Court Records via BCA's systems, additional fees, if any, are addressed in that amendment.

4 Authorized Representatives

The BCA's Authorized Representative is the person below, or her successor:

Name:	Katie Meiers, Deputy Superintendent
Address:	Minnesota Department of Public Safety; Bureau of Criminal Apprehension 1430 Maryland Avenue Saint Paul, MN 55106
Telephone:	651-793-2425
Email Address:	Kathryn.Meiers@state.mn.us

The Governmental Unit's Authorized Representative is the person below, or his successor:

Name:	Kevin Glass, Director
Address:	115 NE 5th Street Grand Rapids, MN 55744
Telephone:	218-327-2869
Email Address:	Kevin.Glass@co.itasca.mn.us

5 Assignment, Amendments, Waiver, and Agreement Complete

5.1 Assignment. Neither party may assign nor transfer any rights or obligations under this Agreement.

5.2 Amendments. Any amendment to this Agreement, except those described in Clauses 2.6 and 2.7 above must be in writing and will not be effective until it has been signed and approved by the same parties who signed and approved the original agreement, their successors in office, or another individual duly authorized.

5.3 Waiver. If either party fails to enforce any provision of this Agreement, that failure does not waive the provision or the right to enforce it.

5.4 Agreement Complete. This Agreement contains all negotiations and agreements between the BCA and the Governmental Unit. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party.

6 Liability

Each party will be responsible for its own acts and behavior and the results thereof and shall not be responsible or liable for the other party's actions and consequences of those actions. The Minnesota Torts Claims Act, Minn. Stat. § 3.736 and other applicable laws govern the BCA's liability. The Minnesota Municipal Tort Claims Act, Minn. Stat. Ch. 466 and other applicable laws, governs the Governmental Unit's liability.

7 Audits

7.1 Under Minn. Stat. § 16C.05, subd. 5, the Governmental Unit's books, records, documents, internal policies and accounting procedures and practices relevant to this Agreement are subject to examination by the BCA, the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this Agreement.

Under Minn. Stat. § 6.551, the State Auditor may examine the books, records, documents, and accounting procedures and practices of BCA. The examination shall be limited to the books, records, documents, and accounting procedures and practices that are relevant to this Agreement.

7.2 Under applicable state and federal law, the Governmental Unit's records are subject to examination by the BCA to ensure compliance with laws, regulations and policies about access, use, and dissemination of data.

7.3 If the Governmental Unit accesses federal databases, the Governmental Unit's records are subject to examination by the FBI and BCA; the Governmental Unit will cooperate with FBI and BCA auditors and make any requested data available for review and audit.

7.4 If the Governmental Unit accesses state databases, the Governmental Unit's records are subject to examination by the BCA: the Governmental Unit will cooperate with the BCA auditors and make any requested data available for review and audit.

7.5 To facilitate the audits required by state and federal law, Governmental Unit is required to have an inventory of the equipment used to access the data covered by this Agreement and the physical location of each.

8 Government Data Practices

8.1 BCA and Governmental Unit. The Governmental Unit and BCA must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, as it applies to all data accessible under this Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Governmental Unit under this Agreement. The remedies of Minn. Stat. §§ 13.08 and 13.09 apply to the release of the data referred to in this clause by either the Governmental Unit or the BCA.

8.2 Court Records. If Governmental Unit chooses to execute the Court Data Services Subscriber Amendment referred to in Clause 2.12 in order to access and/or submit Court Records via BCA's systems, the following provisions regarding data practices also apply. The Court is not subject to Minn. Stat. Ch. 13 but is subject to the *Rules of Public Access to Records of the Judicial Branch* promulgated by the Minnesota Supreme Court. All parties acknowledge and agree that Minn. Stat. § 13.03, subdivision 4(e) requires that the BCA and the Governmental Unit comply with the *Rules of Public Access* for those data received from Court under the Court Data Services Subscriber Amendment. All parties also acknowledge and agree that the use of, access to or submission of Court Records, as that term is defined in the Court Data Services Subscriber Amendment, may be restricted by rules promulgated by the Minnesota Supreme Court, applicable state statute or federal law. All parties acknowledge and agree that these applicable restrictions must be followed in the appropriate circumstances.

9 Investigation of Alleged Violations; Sanctions

For purposes of this clause, "Individual User" means an employee or contractor of Governmental Unit.

9.1 Investigation. The Governmental Unit and BCA agree to cooperate in the investigation and possible prosecution of suspected violations of federal and state law referenced in this Agreement. Governmental Unit and BCA agree to cooperate in the investigation of suspected violations of the policies and procedures referenced in this Agreement. When BCA becomes aware that a violation may have occurred, BCA will inform Governmental Unit of the suspected violation, subject to any restrictions in applicable law. When Governmental Unit becomes aware that a violation has occurred, Governmental Unit will inform BCA subject to any restrictions in applicable law.

9.2 Sanctions Involving Only BCA Systems and Tools.

The following provisions apply to BCA systems and tools not covered by the Court Data Services Subscriber Amendment. None of these provisions alter the Governmental Unit internal discipline processes, including those governed by a collective bargaining agreement.

9.2.1 For BCA systems and tools that are not covered by the Court Data Services Subscriber Amendment, Governmental Unit must determine if and when an involved Individual User's access to systems or tools is to be temporarily or permanently eliminated. The decision to suspend or terminate access may be made as soon as alleged violation is discovered, after notice of an alleged violation is received, or after an investigation has occurred. Governmental Unit must report the status of the Individual User's access to BCA without delay. BCA reserves the right to make a different determination concerning an Individual User's access to systems or tools than that made by Governmental Unit and BCA's determination controls.

9.2.2 If BCA determines that Governmental Unit has jeopardized the integrity of the systems or tools

covered in this Clause 9.2, BCA may temporarily stop providing some or all the systems or tools under this Agreement until the failure is remedied to the BCA's satisfaction. If Governmental Unit's failure is continuing or repeated, Clause 11.1 does not apply and BCA may terminate this Agreement immediately.

9.3 Sanctions Involving Only Court Data Services

The following provisions apply to those systems and tools covered by the Court Data Services Subscriber Amendment, if it has been signed by Governmental Unit. As part of the agreement between the Court and the BCA for the delivery of the systems and tools that are covered by the Court Data Services Subscriber Amendment, BCA is required to suspend or terminate access to or use of the systems and tools either on its own initiative or when directed by the Court. The decision to suspend or terminate access may be made as soon as an alleged violation is discovered, after notice of an alleged violation is received, or after an investigation has occurred. The decision to suspend or terminate may also be made based on a request from the Authorized Representative of Governmental Unit. The agreement further provides that only the Court has the authority to reinstate access and use.

9.3.1 Governmental Unit understands that if it has signed the Court Data Services Subscriber Amendment and if Governmental Unit's Individual Users violate the provisions of that Amendment, access and use will be suspended by BCA or Court. Governmental Unit also understands that reinstatement is only at the direction of the Court.

9.3.2 Governmental Unit further agrees that if Governmental Unit believes that one or more of its Individual Users have violated the terms of the Amendment, it will notify BCA and Court so that an investigation as described in Clause 9.1 may occur.

10 Venue

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

11 Termination

11.1 Termination. The BCA or the Governmental Unit may terminate this Agreement at any time, with or without cause, upon 30 days' written notice to the other party's Authorized Representative.

11.2 Termination for Insufficient Funding. Either party may immediately terminate this Agreement if it does not obtain funding from the Minnesota Legislature, or other funding source; or if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written notice to the other party's authorized representative. The Governmental Unit is not obligated to pay for any services that are provided after notice and effective date of termination. However, the BCA will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. Neither party will 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. Notice of the lack of funding must be provided within a reasonable time of the affected party receiving that notice.

12 Continuing Obligations

The following clauses survive the expiration or cancellation of this Agreement: Liability; Audits; Government Data Practices; 9. Investigation of Alleged Violations; Sanctions; and Venue.

THE BALANCE OF THIS PAGE INTENTIONALLY LEFT BLANK

The Parties indicate their agreement and authority to execute this Agreement by signing below.

1. GOVERNMENTAL UNIT

Name: _____
(PRINTED)

Signed: _____

Title: _____
(with delegated authority)

Date: _____

Name: _____
(PRINTED)

Signed: _____

Title: _____
(with delegated authority)

Date: _____

2. DEPARTMENT OF PUBLIC SAFETY, BUREAU OF CRIMINAL APPREHENSION

Name: _____
(PRINTED)

Signed: _____

Title: _____
(with delegated authority)

Date: _____

3. COMMISSIONER OF ADMINISTRATION
As delegated to the Office of State Procurement

By: _____

Date: _____

ADMIN ID: _____

COURT DATA SERVICES SUBSCRIBER AMENDMENT TO CJDN SUBSCRIBER AGREEMENT

This Court Data Services Subscriber Amendment ("Subscriber Amendment") is entered into by the State of Minnesota, acting through its Department of Public Safety, Bureau of Criminal Apprehension, ("BCA") and the County of Itasca on behalf of its Probation Office ("Agency"), and by and for the benefit of the State of Minnesota acting through its State Court Administrator's Office ("Court") who shall be entitled to enforce any provisions hereof through any legal action against any party.

Recitals

This Subscriber Amendment modifies and supplements the Agreement between the BCA and Agency, SWIFT Contract Number 287750, of even or prior date, for Agency use of BCA systems and tools (referred to herein as "the CJDN Subscriber Agreement"). Certain BCA systems and tools that include access to and/or submission of Court Records may only be utilized by the Agency if the Agency completes this Subscriber Amendment. The Agency desires to use one or more BCA systems and tools to access and/or submit Court Records to assist the Agency in the efficient performance of its duties as required or authorized by law or court rule. Court desires to permit such access and/or submission. This Subscriber Amendment is intended to add Court as a party to the CJDN Subscriber Agreement and to create obligations by the Agency to the Court that can be enforced by the Court. It is also understood that, pursuant to the Master Joint Powers Agreement for Delivery of Court Data Services to CJDN Subscribers ("Master Authorization Agreement") between the Court and the BCA, the BCA is authorized to sign this Subscriber Amendment on behalf of Court. Upon execution the Subscriber Amendment will be incorporated into the CJDN Subscriber Agreement by reference. The BCA, the Agency and the Court desire to amend the CJDN Subscriber Agreement as stated below.

The CJDN Subscriber Agreement is amended by the addition of the following provisions:

1. **TERM; TERMINATION; ONGOING OBLIGATIONS.** This Subscriber Amendment shall be effective on the date finally executed by all parties and shall remain in effect until expiration or termination of the CJDN Subscriber Agreement unless terminated earlier as provided in this Subscriber Amendment. Any party may terminate this Subscriber Amendment with or without cause by giving written notice to all other parties. The effective date of the termination shall be thirty days after the other party's receipt of the notice of termination, unless a later date is specified in the notice. The provisions of sections 5 through 9, 12.b., 12.c., and 15 through 24 shall survive any termination of this Subscriber Amendment as shall any other provisions which by their nature are intended or expected to survive such termination. Upon termination, the Subscriber shall perform the responsibilities set forth in paragraph 7(f) hereof.

2. **Definitions**. Unless otherwise specifically defined, each term used herein shall have the meaning assigned to such term in the CJDN Subscriber Agreement.

a. **"Authorized Court Data Services"** means Court Data Services that have been authorized for delivery to CJDN Subscribers via BCA systems and tools pursuant to an Authorization Amendment to the Joint Powers Agreement for Delivery of Court Data Services to CJDN Subscribers ("Master Authorization Agreement") between the Court and the BCA.

b. **"Court Data Services"** means one or more of the services set forth on the Justice Agency Resource webpage of the Minnesota Judicial Branch website (for which the current address is www.courts.state.mn.us) or other location designated by the Court, as the same may be amended from time to time by the Court.

c. "**Court Records**" means all information in any form made available by the Court to Subscriber through the BCA for the purposes of carrying out this Subscriber Amendment, including:

i. "**Court Case Information**" means any information in the Court Records that conveys information about a particular case or controversy, including without limitation Court Confidential Case Information, as defined herein.

ii. "**Court Confidential Case Information**" means any information in the Court Records that is inaccessible to the public pursuant to the Rules of Public Access and that conveys information about a particular case or controversy.

iii. "**Court Confidential Security and Activation Information"** means any information in the Court Records that is inaccessible to the public pursuant to the Rules of Public Access and that explains how to use or gain access to Court Data Services, including but not limited to login account names, passwords, TCP/IP addresses, Court Data Services user manuals, Court Data Services Programs, Court Data Services Databases, and other technical information.

iv. "**Court Confidential Information**" means any information in the Court Records that is inaccessible to the public pursuant to the Rules of Public Access, including without limitation both i) Court Confidential Case Information; and ii) Court Confidential Security and Activation Information.

d. "**DCA**" shall mean the district courts of the state of Minnesota and their respective staff.

e. "**Policies & Notices**" means the policies and notices published by the Court in connection with each of its Court Data Services, on a website or other location designated by the Court, as the same may be amended from time to time by the Court. Policies & Notices for each Authorized Court Data Service identified in an approved request form under section 3, below, are hereby made part of this Subscriber Amendment by this reference and provide additional terms and conditions that govern Subscriber's use of Court Records accessed through such services, including but not limited to provisions on access and use limitations.

f. "**Rules of Public Access**" means the Rules of Public Access to Records of the Judicial Branch promulgated by the Minnesota Supreme Court, as the same may be amended from time to time, including without limitation lists or tables published from time to time by the Court entitled *Limits on Public Access to Case Records or Limits on Public Access to Administrative Records*, all of which by this reference are made a part of this Subscriber Amendment. It is the obligation of Subscriber to check from time to time for updated rules, lists, and tables and be familiar with the contents thereof. It is contemplated that such rules, lists, and tables will be posted on the Minnesota Judicial Branch website, for which the current address is www.courts.state.mn.us.

g. "**Court**" shall mean the State of Minnesota, State Court Administrator's Office.

h. **"Subscriber"** shall mean the Agency.

i. "**Subscriber Records**" means any information in any form made available by the Subscriber to the Court for the purposes of carrying out this Subscriber Amendment.

3. REQUESTS FOR AUTHORIZED COURT DATA SERVICES. Following execution of this Subscriber Amendment by all parties, Subscriber may submit to the BCA one or more separate requests for Authorized Court Data Services. The BCA is authorized in the Master Authorization Agreement to process, credential and approve such requests on behalf of Court and all such requests approved by the BCA are adopted and incorporated herein by this reference the same as if set forth verbatim herein.

a. **Activation**. Activation of the requested Authorized Court Data Service(s) shall occur promptly following approval.

b. **Rejection**. Requests may be rejected for any reason, at the discretion of the BCA and/or the Court.

c. **Requests for Termination of One or More Authorized Court Data Services**. The Subscriber may request the termination of an Authorized Court Data Services previously requested by submitting a notice to Court with a copy to the BCA. Promptly upon receipt of a request for termination of an Authorized Court Data Service, the BCA will deactivate the service requested. The termination of one or more Authorized Court Data Services does not terminate this Subscriber Amendment. Provisions for termination of this Subscriber Amendment are set forth in section 1. Upon termination of Authorized Court Data Services, the Subscriber shall perform the responsibilities set forth in paragraph 7(f) hereof.

4. SCOPE OF ACCESS TO COURT RECORDS LIMITED. Subscriber's access to and/or submission of the Court Records shall be limited to Authorized Court Data Services identified in an approved request form under section 3, above, and other Court Records necessary for Subscriber to use Authorized Court Data Services. Authorized Court Data Services shall only be used according to the instructions provided in corresponding Policies & Notices or other materials and only as necessary to assist Subscriber in the efficient performance of Subscriber's duties

required or authorized by law or court rule in connection with any civil, criminal, administrative, or arbitral proceeding in any Federal, State, or local court or agency or before any self-regulatory body. Subscriber's access to the Court Records for personal or non-official use is prohibited. Subscriber will not use or attempt to use Authorized Court Data Services in any manner not set forth in this Subscriber Amendment, Policies & Notices, or other Authorized Court Data Services documentation, and upon any such unauthorized use or attempted use the Court may immediately terminate this Subscriber Amendment without prior notice to Subscriber.

5. GUARANTEES OF CONFIDENTIALITY. Subscriber agrees:

a. To not disclose Court Confidential Information to any third party except where necessary to carry out the Subscriber's duties as required or authorized by law or court rule in connection with any civil, criminal, administrative, or arbitral proceeding in any Federal, State, or local court or agency or before any self-regulatory body.

b. To take all appropriate action, whether by instruction, agreement, or otherwise, to insure the protection, confidentiality and security of Court Confidential Information and to satisfy Subscriber's obligations under this Subscriber Amendment.

c. To limit the use of and access to Court Confidential Information to Subscriber's bona fide personnel whose use or access is necessary to effect the purposes of this Subscriber Amendment, and to advise each individual who is permitted use of and/or access to any Court Confidential Information of the restrictions upon disclosure and use contained in this Subscriber Amendment, requiring each individual who is permitted use of and/or access to Court Confidential Information to acknowledge in writing that the individual has read and understands such restrictions. Subscriber shall keep such acknowledgements on file for one year following termination of the Subscriber Amendment and/or CJDN Subscriber Agreement, whichever is longer, and shall provide the Court with access to, and copies of, such acknowledgements upon request. For purposes of this Subscriber Amendment, Subscriber's bona fide personnel shall mean individuals who are employees of Subscriber or provide services to Subscriber either on a voluntary basis or as independent contractors with Subscriber.

d. That, without limiting section 1 of this Subscriber Amendment, the obligations of Subscriber and its bona fide personnel with respect to the confidentiality and security of Court Confidential Information shall survive the termination of this Subscriber Amendment and the CJDN Subscriber Agreement and the termination of their relationship with Subscriber.

e. That, notwithstanding any federal or state law applicable to the nondisclosure obligations of Subscriber and Subscriber's bona fide personnel under this Subscriber Amendment, such obligations of Subscriber and Subscriber's bona fide personnel are founded independently on the provisions of this Subscriber Amendment.

6. APPLICABILITY TO PREVIOUSLY DISCLOSED COURT RECORDS. Subscriber acknowledges and agrees that all Authorized Court Data Services and related Court Records disclosed to Subscriber prior to the effective date of this Subscriber Amendment shall be subject to the provisions of this Subscriber Amendment.

7. LICENSE AND PROTECTION OF PROPRIETARY RIGHTS. During the term of this Subscriber Amendment, subject to the terms and conditions hereof, the Court hereby grants to Subscriber a nonexclusive, nontransferable, limited license to use Court Data Services Programs and Court Data Services Databases to access or receive the Authorized Court Data Services identified in an approved request form under section 3, above, and related Court Records. Court reserves the right to make modifications to the Authorized Court Data Services, Court Data Services Programs, and Court Data Services Databases, and related materials without notice to Subscriber. These modifications shall be treated in all respects as their previous counterparts.

a. Court Data Services Programs. Court is the copyright owner and licensor of the Court Data Services Programs. The combination of ideas, procedures, processes, systems, logic, coherence and methods of operation embodied within the Court Data Services Programs, and all information contained in documentation pertaining to the Court Data Services Programs, including but not limited to manuals, user documentation, and passwords, are trade secret information of Court and its licensors.

b. Court Data Services Databases. Court is the copyright owner and licensor of the Court Data Services Databases and of all copyrightable aspects and components thereof. All specifications and information pertaining to the Court Data Services Databases and their structure, sequence and organization, including without limitation data schemas such as the Court XML Schema, are trade secret information of Court and its licensors.

c. Marks. Subscriber shall neither have nor claim any right, title, or interest in or use of any trademark used in connection with Authorized Court Data Services, including but not limited to the marks “MNCIS” and “Odyssey.”

d. Restrictions on Duplication, Disclosure, and Use. Trade secret information of Court and its licensors will be treated by Subscriber in the same manner as Court Confidential Information. In addition, Subscriber will not copy any part of the Court Data Services Programs or Court Data Services Databases, or reverse engineer or otherwise attempt to discern the source code of the Court Data Services Programs or Court Data Services Databases, or use any trademark of Court or its licensors, in any way or for any purpose not specifically and expressly authorized by this Subscriber Amendment. As used herein, "trade secret information of Court and its licensors" means any information possessed by Court which derives independent economic value from not being generally known to, and not being readily ascertainable by proper means by, other persons who can obtain economic value from its disclosure or use. "Trade secret information of Court and its licensors" does not, however, include information which was known to Subscriber prior to Subscriber’s receipt thereof, either directly or indirectly, from Court or its licensors, information which is independently developed by Subscriber without reference to or use of information received from Court or its licensors, or information which would not qualify as a trade secret under Minnesota law. It will not be a violation of this section 7, sub-section d, for Subscriber to make up to one copy of training materials and configuration documentation, if any, for each individual authorized to access, use, or configure Authorized Court Data Services, solely for its own use in connection with this Subscriber Amendment. Subscriber will take all steps reasonably necessary to protect the copyright, trade secret, and trademark rights of Court and its licensors and Subscriber will advise its bona fide personnel who are permitted access to any of the Court Data Services Programs and Court Data Services Databases, and trade secret information of Court and its licensors, of the restrictions upon duplication, disclosure and use contained in this Subscriber Amendment.

e. Proprietary Notices. Subscriber will not remove any copyright or proprietary notices included in and/or on the Court Data Services Programs or Court Data Services Databases, related documentation, or trade secret information of Court and its licensors, or any part thereof, made available by Court directly or through the BCA, if any, and Subscriber will include in and/or on any copy of the Court Data Services Programs or Court Data Services Databases, or trade secret information of Court and its licensors and any documents pertaining thereto, the same copyright and other proprietary notices as appear on the copies made available to Subscriber by Court directly or through the BCA, except that copyright notices shall be updated and other proprietary notices added as may be appropriate.

f. Title; Return. The Court Data Services Programs and Court Data Services Databases, and related documentation, including but not limited to training and configuration material, if any, and logon account information and passwords, if any, made available by the Court to Subscriber directly or through the BCA and all copies, including partial copies, thereof are and remain the property of the respective licensor. Except as expressly provided in section 12.b., within ten days of the effective date of termination of this Subscriber Amendment or the CJDN Subscriber Agreement or within ten days of a request for termination of Authorized Court Data Service as described in section 4, Subscriber shall either: (i) uninstall and return any and all copies of the applicable Court Data Services Programs and Court Data Services Databases, and related documentation, including but not limited to training and configuration materials, if any, and logon account information, if any; or (2) destroy the same and certify in writing to the Court that the same have been destroyed.

8. INJUNCTIVE RELIEF. Subscriber acknowledges that the Court, Court's licensors, and DCA will be irreparably harmed if Subscriber's obligations under this Subscriber Amendment are not specifically enforced and that the Court, Court's licensors, and DCA would not have an adequate remedy at law in the event of an actual or threatened violation by Subscriber of its obligations. Therefore, Subscriber agrees that the Court, Court's licensors, and DCA shall be entitled to an injunction or any appropriate decree of specific performance for any actual or threatened violations or breaches by Subscriber or its bona fide personnel without the necessity of the Court, Court's licensors, or DCA showing actual damages or that monetary damages would not afford an adequate remedy. Unless Subscriber is an office, officer, agency, department, division, or bureau of the state of Minnesota, Subscriber shall be liable to the Court, Court's licensors, and DCA for reasonable attorneys fees incurred by the Court, Court's licensors, and DCA in obtaining any relief pursuant to this Subscriber Amendment.

9. LIABILITY. Subscriber and the Court agree that, except as otherwise expressly provided herein, each party will be responsible for its own acts and the results thereof to the extent authorized by law and shall not be responsible for the acts of any others and the results thereof. Liability shall be governed by applicable law. Without limiting the foregoing, liability of the Court and any Subscriber that is an office, officer, agency, department, division, or bureau of the state of Minnesota shall be governed by the provisions of the Minnesota Tort Claims Act, Minnesota Statutes, section 3.376, and other applicable law. Without limiting the foregoing, if Subscriber is a political subdivision of the state of Minnesota, liability of the Subscriber shall be governed by the provisions of Minn. Stat. Ch. 466 (Tort Liability, Political Subdivisions) or other applicable law. Subscriber and Court further acknowledge that the liability, if any, of the BCA is governed by a separate agreement between the Court and the BCA dated December 13, 2010 with DPS-M -0958.

10. AVAILABILITY. Specific terms of availability shall be established by the Court and communicated to Subscriber by the Court and/or the BCA. The Court reserves the right to terminate this Subscriber Amendment immediately and/or temporarily suspend Subscriber's Authorized Court Data Services in the event the capacity of any host computer system or legislative appropriation of funds is determined solely by the Court to be insufficient to meet the computer needs of the courts served by the host computer system.

11. [reserved]

12. ADDITIONAL USER OBLIGATIONS. The obligations of the Subscriber set forth in this section are in addition to the other obligations of the Subscriber set forth elsewhere in this Subscriber Amendment.

a. Judicial Policy Statement. Subscriber agrees to comply with all policies identified in Policies & Notices applicable to Court Records accessed by Subscriber using Authorized Court Data Services. Upon failure of the Subscriber to comply with such policies, the Court shall have the option of immediately suspending the Subscriber's Authorized Court Data Services on a temporary basis and/or immediately terminating this Subscriber Amendment.

b. Access and Use; Log. Subscriber shall be responsible for all access to and use of Authorized Court Data Services and Court Records by Subscriber's bona fide personnel or by means of Subscriber's equipment or passwords, whether or not Subscriber has knowledge of or authorizes such access and use. Subscriber shall also maintain a log identifying all persons to whom Subscriber has disclosed its Court Confidential Security and Activation Information, such as user ID(s) and password(s), including the date of such disclosure. Subscriber shall maintain such logs for a minimum period of six years from the date of disclosure, and shall provide the Court with access to, and copies of, such logs upon request. The Court may conduct audits of Subscriber's logs and use of Authorized Court Data Services and Court Records from time to time. Upon Subscriber's failure to maintain such logs, to maintain accurate logs, or to promptly provide access by the Court to such logs, the Court may terminate this Subscriber Amendment without prior notice to Subscriber.

c. Personnel. Subscriber agrees to investigate, at the request of the Court and/or the BCA, allegations of misconduct pertaining to Subscriber's bona fide personnel having access to or use of Authorized Court Data Services, Court Confidential Information, or trade secret information of the Court and its licensors where such persons are alleged to have violated the provisions of this Subscriber Amendment, Policies & Notices, Judicial Branch policies, or other security requirements or laws regulating access to the Court Records.

d. Minnesota Data Practices Act Applicability. If Subscriber is a Minnesota Government entity that is subject to the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, Subscriber acknowledges and agrees that: (1) the Court is not subject to Minn. Stat. Ch. 13 (see section 13.90) but is subject to the Rules of Public Access and other rules promulgated by the Minnesota Supreme Court; (2) Minn. Stat. section 13.03, subdivision 4(e) requires that Subscriber comply with the Rules of Public Access and other rules promulgated by the Minnesota Supreme Court for access to Court Records provided via the

BCA systems and tools under this Subscriber Amendment; (3) the use of and access to Court Records may be restricted by rules promulgated by the Minnesota Supreme Court, applicable state statute or federal law; and (4) these applicable restrictions must be followed in the appropriate circumstances.

13. FEES; INVOICES. Unless the Subscriber is an office, officer, department, division, agency, or bureau of the state of Minnesota, Subscriber shall pay the fees, if any, set forth in applicable Policies & Notices, together with applicable sales, use or other taxes. Applicable monthly fees commence ten (10) days after notice of approval of the request pursuant to section 3 of this Subscriber Amendment or upon the initial Subscriber transaction as defined in the Policies & Notices, whichever occurs earlier. When fees apply, the Court shall invoice Subscriber on a monthly basis for charges incurred in the preceding month and applicable taxes, if any, and payment of all amounts shall be due upon receipt of invoice. If all amounts are not paid within 30 days of the date of the invoice, the Court may immediately cancel this Subscriber Amendment without notice to Subscriber and pursue all available legal remedies. Subscriber certifies that funds have been appropriated for the payment of charges under this Subscriber Amendment for the current fiscal year, if applicable.

14. MODIFICATION OF FEES. Court may modify the fees by amending the Policies & Notices as provided herein, and the modified fees shall be effective on the date specified in the Policies & Notices, which shall not be less than thirty days from the publication of the Policies & Notices. Subscriber shall have the option of accepting such changes or terminating this Subscriber Amendment as provided in section 1 hereof.

15. WARRANTY DISCLAIMERS.

a. WARRANTY EXCLUSIONS. EXCEPT AS SPECIFICALLY AND EXPRESSLY PROVIDED HEREIN, COURT, COURT'S LICENSORS, AND DCA MAKE NO REPRESENTATIONS OR WARRANTIES OF ANY KIND, INCLUDING BUT NOT LIMITED TO THE WARRANTIES OF FITNESS FOR A PARTICULAR PURPOSE OR MERCHANTABILITY, NOR ARE ANY WARRANTIES TO BE IMPLIED, WITH RESPECT TO THE INFORMATION, SERVICES OR COMPUTER PROGRAMS MADE AVAILABLE UNDER THIS AGREEMENT.

b. ACCURACY AND COMPLETENESS OF INFORMATION. WITHOUT LIMITING THE GENERALITY OF THE PRECEDING PARAGRAPH, COURT, COURT'S LICENSORS, AND DCA MAKE NO WARRANTIES AS TO THE ACCURACY OR COMPLETENESS OF THE INFORMATION CONTAINED IN THE COURT RECORDS.

16. RELATIONSHIP OF THE PARTIES. Subscriber is an independent contractor and shall not be deemed for any purpose to be an employee, partner, agent or franchisee of the Court, Court's licensors, or DCA. Neither Subscriber nor the Court, Court's licensors, or DCA shall have the right nor the authority to assume, create or incur any liability or obligation of any kind, express or implied, against or in the name of or on behalf of the other.

17. NOTICE. Except as provided in section 2 regarding notices of or modifications to Authorized Court Data Services and Policies & Notices, any notice to Court or Subscriber

hereunder shall be deemed to have been received when personally delivered in writing or seventy-two (72) hours after it has been deposited in the United States mail, first class, proper postage prepaid, addressed to the party to whom it is intended at the address set forth on page one of this Agreement or at such other address of which notice has been given in accordance herewith.

18. NON-WAIVER. The failure by any party at any time to enforce any of the provisions of this Subscriber Amendment or any right or remedy available hereunder or at law or in equity, or to exercise any option herein provided, shall not constitute a waiver of such provision, remedy or option or in any way affect the validity of this Subscriber Amendment. The waiver of any default by either Party shall not be deemed a continuing waiver, but shall apply solely to the instance to which such waiver is directed.

19. FORCE MAJEURE. Neither Subscriber nor Court shall be responsible for failure or delay in the performance of their respective obligations hereunder caused by acts beyond their reasonable control.

20. SEVERABILITY. Every provision of this Subscriber Amendment shall be construed, to the extent possible, so as to be valid and enforceable. If any provision of this Subscriber Amendment so construed is held by a court of competent jurisdiction to be invalid, illegal or otherwise unenforceable, such provision shall be deemed severed from this Subscriber Amendment, and all other provisions shall remain in full force and effect.

21. ASSIGNMENT AND BINDING EFFECT. Except as otherwise expressly permitted herein, neither Subscriber nor Court may assign, delegate and/or otherwise transfer this Subscriber Amendment or any of its rights or obligations hereunder without the prior written consent of the other. This Subscriber Amendment shall be binding upon and inure to the benefit of the Parties hereto and their respective successors and assigns, including any other legal entity into, by or with which Subscriber may be merged, acquired or consolidated.

22. GOVERNING LAW. This Subscriber Amendment shall in all respects be governed by and interpreted, construed and enforced in accordance with the laws of the United States and of the State of Minnesota.

23. VENUE AND JURISDICTION. Any action arising out of or relating to this Subscriber Amendment, its performance, enforcement or breach will be venued in a state or federal court situated within the State of Minnesota. Subscriber hereby irrevocably consents and submits itself to the personal jurisdiction of said courts for that purpose.

24. INTEGRATION. This Subscriber Amendment contains all negotiations and agreements between the parties. No other understanding regarding this Subscriber Amendment, whether written or oral, may be used to bind either party, provided that all terms and conditions of the CJDN Subscriber Agreement and all previous amendments remain in full force and effect except as supplemented or modified by this Subscriber Amendment.

IN WITNESS WHEREOF, the Parties have, by their duly authorized officers, executed this Subscriber Amendment in duplicate, intending to be bound thereby.

1. SUBSCRIBER (AGENCY)

Subscriber must attach written verification of authority to sign on behalf of and bind the entity, such as an opinion of counsel or resolution.

Name: _____
(PRINTED)

Signed: _____

Title: _____
(with delegated authority)

Date: _____

Name: _____
(PRINTED)

Signed: _____

Title: _____
(with delegated authority)

Date: _____

2. DEPARTMENT OF PUBLIC SAFETY, BUREAU OF CRIMINAL APPREHENSION

Name: _____
(PRINTED)

Signed: _____

Title: _____
(with delegated authority)

Date: _____

3. COMMISSIONER OF ADMINISTRATION

delegated to Materials Management Division

By: _____

Date: _____

4. COURTS

Authority granted to Bureau of Criminal Apprehension

Name: _____
(PRINTED)

Signed: _____

Title: _____
(with authorized authority)

Date: _____

RESOLUTION NO. _____

RESOLUTION APPROVING STATE OF MINNESOTA JOINT POWERS AGREEMENTS WITH THE COUNTY OF _____ ON BEHALF OF ITS PROBATION OFFICE

WHEREAS, the County of _____ on behalf of its Probation Office desires to enter into Joint Powers Agreements with the State of Minnesota, Department of Public Safety, Bureau of Criminal Apprehension to use systems and tools available over the State's criminal justice data communications network for which the County is eligible. The Joint Powers Agreements further provide the County with the ability to add, modify and delete connectivity, systems and tools over the five year life of the agreement and obligates the County to pay the costs for the network connection.

NOW, THEREFORE, BE IT RESOLVED by the County Board of _____, Minnesota as follows:

1. That the State of Minnesota Joint Powers Agreements by and between the State of Minnesota acting through its Department of Public Safety, Bureau of Criminal Apprehension and the County of _____ on behalf of its Probation Office are hereby approved.

2. That the Director, _[name]_____, or his or her successor, is designated the Authorized Representative for the Probation Office. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the County's connection to the systems and tools offered by the State.

3. That _____-, the Chair of the County of _____, and _____, the County Board Clerk, are authorized to sign the State of Minnesota Joint Powers Agreements.

Passed and Adopted by the Council on this _____ day of _____-, _____.

COUNTY OF _____

_____
By: [name of board chair]
Its Board Chair

ATTEST:

_____
By: [name]
Its County Board Clerk

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

Tuesday, June 16, 2026

REQUEST FOR BOARD ACTION: RBA-2026-170

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

AGENDA ITEM:
Commissioner Warrants

BOARD ACTION REQUESTED:
Approve Commissioner Warrants with a check date of June 17, 2026, in the amount of $319,859.44.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION: None

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

Tuesday, June 16, 2026

REQUEST FOR BOARD ACTION: RBA-2026-441

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

AGENDA ITEM:
Employee Expense Report Approval

BOARD ACTION REQUESTED:
Approve employee expense reimbursement for expenses submitted over 60 days from when they were incurred.

BACKGROUND:
Based on County policy, these expenses must be approved by the County Board.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:
1. Smith

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

Tuesday, June 16, 2026

REQUEST FOR BOARD ACTION: RBA-2026-468

DEPARTMENT: Human Resources **TIME REQUESTED:** < 5 Minutes
PRESENTER: Commissioner John Johnson/Commissioner Corey Smith

AGENDA ITEM:
Job Postings – One Public Health Nurse (HHS), one Forester (Land) and one Engineering Tech I/II/III (Transportation)

BOARD ACTION REQUESTED:
Approval of Job Postings – One Public Health Nurse (HHS), one Forester (Land) and one Engineering Tech I/II/III (Transportation)

BACKGROUND:

Approval is requested to post and fill one vacant Public Health Nurse position within the HHS Department, one Forster position within the Land Department and one Engineering Tech I/II/III within the Transportation Department.

In alignment with the County's updated job posting process, the department head and supervisors met with the Classification / Job Posting Committee to present the operational need for filling these positions. The Committee reviewed 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

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

Tuesday, June 16, 2026

REQUEST FOR BOARD ACTION: RBA-2026-474

DEPARTMENT: Auditor / Treasurer **TIME REQUESTED:** 10 Minutes
PRESENTER: Austin Rohling, Administrator Skyles

AGENDA ITEM:
2026-2030 Capital Improvement Plan (CIP)

BOARD ACTION REQUESTED:
Approve the 2026-2030 Capital Improvement Plan (CIP) allowing for phased implementation based on financial availably and future County Board budget approvals.

BACKGROUND:
The Fiscal Year 2026–2030 Capital Improvement Plan (CIP) establishes a structured five-year strategy for maintaining, preserving, modernizing, and improving county-owned facilities and critical technology infrastructure throughout Itasca County. This plan identifies capital investments necessary to address life safety concerns, regulatory compliance requirements, infrastructure reliability, operational continuity, deferred maintenance obligations, cybersecurity support, physical security modernization, and long-term asset preservation.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION:
1. Itasca County Cip 2026 2030 (draft)

Itasca County Capital Improvement Plan (CIP)

Fiscal Years 2026–2030

Prepared for the Itasca County Board of Commissioners

Executive Summary

The Fiscal Year 2026–2030 Capital Improvement Plan (CIP) establishes a structured five-year strategy for maintaining, preserving, modernizing, and improving county-owned facilities and critical technology infrastructure throughout Itasca County.

This plan identifies capital investments necessary to address life safety concerns, regulatory compliance requirements, infrastructure reliability, operational continuity, deferred maintenance obligations, cybersecurity support, physical security modernization, and long-term asset preservation.

County facilities and technology systems represent substantial public investments that support judicial services, public safety operations, emergency response coordination, administrative functions, records management, elections, and community services. Several key building systems, security systems, and operational technologies have reached or exceeded expected service life and require strategic replacement or modernization to mitigate operational disruptions and reduce future maintenance costs.

The projects outlined in this CIP have been prioritized according to urgency, operational necessity, risk exposure, regulatory requirements, long-term financial stewardship, and continuity of county services.

The primary objectives of this plan are to:

- Protect employee and public safety
- Ensure continuity of essential county operations
- Address deferred maintenance proactively
- Preserve county-owned capital assets
- Improve infrastructure reliability
- Modernize security and operational technologies
- Reduce long-term operational and maintenance costs
- Improve operational efficiency and standardization
- Sequence expenditures responsibly across five fiscal years

This plan provides the County Board with a practical framework for capital planning while allowing flexibility for adjustments based on updated cost estimates, facility assessments, operational needs, and funding availability.

Purpose of the Capital Improvement Plan

The Capital Improvement Plan serves as the County's long-range roadmap for major capital investments in building infrastructure, operational systems, security systems, and technology modernization.

The plan is intended to:

- Identify foreseeable capital needs
- Establish project priorities
- Support annual budget development
- Improve fiscal planning
- Reduce reactive emergency expenditures
- Coordinate facility and technology modernization efforts
- Improve county operational resiliency
- Support long-term sustainability of county assets

Long-range capital planning allows Itasca County to manage infrastructure and technology systematically rather than reactively responding to equipment failures, safety concerns, or operational disruptions.

Planning and Prioritization Methodology

Projects included in this CIP were evaluated using the following criteria:

1. Life Safety and Regulatory Compliance

Projects required to meet applicable building codes, OSHA standards, ADA requirements, electrical safety standards, environmental regulations, and public safety requirements.

2. Operational Continuity

Projects necessary to maintain uninterrupted county operations, including emergency response, dispatch services, public safety functions, judicial operations, communications systems, and building infrastructure.

3. Asset Preservation

Investments that extend the useful life of county-owned facilities, infrastructure systems, and operational technologies.

4. Risk Mitigation

Projects reducing operational, legal, environmental, cybersecurity, or financial exposure.

5. Financial Stewardship

Projects demonstrating measurable cost avoidance, operational efficiency improvements, energy savings, maintenance reductions, or infrastructure standardization.

Five-Year Capital Investment Strategy

The recommended sequencing balances urgent operational needs with fiscal sustainability and long-term infrastructure planning.

Fiscal Year 2026

Immediate Safety, Compliance, Security, and Operational Continuity

Safety Railings on Roof Tops

Location: Existing Courthouse / IRC
Budget: $170,500
Category: Safety

Installation of permanent rooftop safety rail systems to improve maintenance access safety and reduce fall risk exposure.

Upgrade Server Room HVAC

Location: Existing Courthouse
Budget: $132,550
Category: Operational Continuity

Replacement and modernization of server room HVAC systems to ensure environmental stability for critical county IT infrastructure.

Remove Underground Fuel System and Install Above-Ground Fuel System

Location: Existing Courthouse / Land Department
Budget: $438,502
Category: Environmental Compliance / Operational Efficiency

Removal of aging underground fuel infrastructure and replacement with a compliant above-ground fuel storage system.

This project reduces environmental liability, improves regulatory compliance, modernizes county fuel infrastructure, and improves long-term operational reliability and maintenance accessibility.

Project benefits include:

- Reduced environmental risk exposure
- Improved regulatory compliance
- Improved maintenance accessibility
- Reduced long-term infrastructure risk
- Modernized fuel storage operations.

Sidewalk, Curb, ADA Ramp and Slope Corrections

Location: Existing Courthouse
Budget: $49,678
Category: Safety / ADA Compliance

Correction of accessibility deficiencies on east and south courthouse approaches.

OSHA/NFPA 70E Electrical Safety Compliance

Location: All County Facilities
Budget: $68,979
Category: Safety / Compliance

County-wide electrical safety upgrades to ensure compliance with arc flash prevention standards.

Add Insurance Redundancy – IRC/HHS

Location: IRC/HHS
Budget: $14,025
Category: Operational Continuity

Critical systems redundancy improvements supporting continuity of county operations.

Add Insurance Redundancy – EOC/Dispatch

Location: EOC/Dispatch
Budget: $14,025
Category: Operational Continuity

Operational continuity enhancements for emergency communications systems.

Verkada Camera System Replacement and Expansion

Location: Multiple County Facilities
Budget: $400,000
Category: Security / Operational Continuity

Replacement of approximately 147 aging security cameras with a county-wide Verkada camera system including expanded video retention capabilities of up to 30 days.

The project budget includes a 10-year warranty and support lifecycle, improving long-term operational reliability and reducing maintenance complexity.

Project benefits include:

- Improved building security monitoring
- Enhanced incident investigation capabilities
- Increased evidence retention capacity
- Centralized administration and management
- Long-term equipment lifecycle stability

County Door Access Control System Completion

Location: Northside, Justice Center, Transfer Station
Budget: $224,853.62
Category: Security / Standardization / Operational Continuity

Completion of the county-wide transition to a unified electronic door access control platform.

This project eliminates the need to maintain multiple independent access control systems and establishes a single standardized county-wide security platform.

Project benefits include:

- Improved building security
- Simplified credential management
- Reduced maintenance and licensing complexity
- Improved long-term supportability
- Standardized county-wide access management

FY 2026 Total: $1,512,112.62

Fiscal Year 2027

Infrastructure Stabilization and Technology Consolidation

Replace HVAC for Sheriff's Department & Jail Storage Areas

Location: Existing Courthouse
Budget: $270,510
Category: Asset Preservation / Operational Continuity

Replacement of aging mechanical systems serving critical public safety spaces.

EOC/Dispatch HVAC & Boiler Upgrade

Location: EOC/Dispatch
Budget: $181,500
Category: Operational Continuity

Modernization of heating and cooling systems supporting emergency operations.

Patch & Repair Existing Jail & LEC Roof

Location: Existing Courthouse
Budget: $16,500
Category: Asset Preservation

Interim stabilization measure pending full roof replacement.

Saw Cut and Patch – Commissioner & Sheriff Parking Lot

Location: Existing Courthouse
Budget: $44,000
Category: Safety / Asset Preservation

Surface repairs to prevent accelerated pavement deterioration and safety hazards.

Exterior Courthouse Signage Improvements

Location: Existing Courthouse
Budget: $22,000
Category: Operational Improvement

Improved public-facing facility identification and wayfinding.

Replace Front Entry Door – Dispatch/Airport

Location: Dispatch/Airport
Budget: $16,500
Category: Security

Security and operational access improvements.

County Printer Replacement and Centralization Program

Location: County-Wide
Budget: $125,000
Category: Cost Reduction / Technology Modernization

Replacement and consolidation of aging decentralized printer infrastructure through deployment of six to eight centralized multifunction printer (MFP) systems.

The project will replace older high-cost desktop and departmental printers with enterprise-class multifunction devices with an estimated operational lifespan of approximately ten years.

Additional operational benefits include:

- Significant long-term printing cost reductions
- Reduced toner and supply costs
- Reduced monthly maintenance expenditures
- Lower support and maintenance requirements
- Reduced print waste
- Improved document security
- Improved print accountability

The centralized printing model is expected to reduce print waste by an estimated 10–20% while eliminating approximately 70–80% of desktop printers currently in service.

Secure print functionality will allow print jobs to remain encrypted and queued until released by authorized staff at the device.

FY 2027 Total: $676,010

Fiscal Year 2028

Systems Modernization and Infrastructure Reliability

HVAC Control Upgrade / Vendor Transition

Location: Existing Courthouse
Budget: $275,000
Category: Operational Continuity / Efficiency

Building automation modernization to improve system reliability, operational control, and maintenance efficiency.

HVAC Control Upgrade / Vendor Transition

Location: IRC / Land / Dispatch
Budget: $110,000
Category: Operational Continuity / Efficiency

Expansion of controls modernization across additional county facilities.

FY 2028 Total: $385,000

Fiscal Year 2029

Major Asset Preservation and Building Envelope Improvements

Replace Existing Jail & LEC Roof

Location: Existing Courthouse
Budget: $605,000
Category: Asset Preservation

Full roof system replacement to prevent facility envelope failure and reduce ongoing repair costs.

Replace Courthouse Windows

Location: Existing Courthouse
Budget: $831,232
Category: Asset Preservation / Energy Efficiency

Replacement of deteriorated windows to improve energy performance, reduce maintenance requirements, and preserve building envelope integrity.

FY 2029 Total: $1,436,232

Fiscal Year 2030

Strategic Facility Modernization and Deferred Capital Projects

Projects scheduled in FY 2030 require final scope development and cost validation prior to budget authorization.

EOC/Dispatch Emergency Generator

Location: EOC/Dispatch
Cost Estimate Pending

Backup power resiliency enhancement supporting emergency operations continuity.

Basement Modernization

Location: Existing Courthouse
Cost Estimate Pending

Restroom, shower, election room, and break room modernization.

Emergency Exit Signs and Lighting Replacement

Location: Existing Courthouse
Cost Estimate Pending

Life safety system modernization and code compliance improvements.

Interior Courthouse Signage Improvements

Location: Existing Courthouse
Cost Estimate Pending

Interior operational wayfinding and public navigation improvements.

Window Wall Repairs / Replacement

Location: Existing Courthouse
Cost Estimate Pending

Building envelope corrections addressing leakage and deterioration concerns.

Plumbing Fixture Abandonment / Cap-Off

Location: Existing Courthouse
Cost Estimate Pending

Infrastructure rationalization and removal of obsolete systems.

Penthouse Renovation – Former LEC Building

Location: Existing Courthouse
Cost Estimate Pending

Deferred facility improvement opportunity.

Five-Year Program Summary

Fiscal Year	Planned Investment
2026	$1,112,110.62
2027	$676,010
2028	$785,002
2029	$1,436,232
2030	TBD

Known Five-Year Program Total

$4,009,354.62 + Pending Cost Development

Funding Considerations

Potential funding mechanisms include:

- County capital levy allocations
- Capital reserve funds
- Debt financing for major asset preservation projects
- State or federal infrastructure grants where eligible
- Energy efficiency incentive programs
- Technology modernization and security grant opportunities

Annual budget adoption should reassess project timing based on available revenues, updated facility assessments, evolving operational needs, and revised cost estimates.

Recommendations

It is recommended that the County Board:

1. Adopt this five-year Capital Improvement Plan framework
2. Authorize annual review and revision of the CIP
3. Direct continued development of pending project cost estimates
4. Prioritize life safety, security, and operational continuity projects
5. Incorporate CIP updates into annual budget planning processes
6. Continue evaluating operational efficiencies and infrastructure standardization opportunities

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Conclusion

This Capital Improvement Plan provides Itasca County with a disciplined framework for preserving critical public infrastructure while modernizing operational systems and ensuring responsible stewardship of taxpayer resources.

Implementation of these projects will improve operational reliability, strengthen county security infrastructure, reduce long-term maintenance costs, improve public service continuity, and preserve the long-term value of county-owned assets.

Through continued strategic investment and responsible capital planning, Itasca County will remain positioned to support essential public services efficiently and reliably throughout the coming decade.

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

Tuesday, June 16, 2026

REQUEST FOR BOARD ACTION: RBA-2026-328

DEPARTMENT: Health & Human Services
TIME REQUESTED: 5 Minutes
PRESENTER: Sarah Anderson

AGENDA ITEM:
County Based Purchasing (IMCare) Division Update/Presentation

BOARD ACTION REQUESTED:
Receive update from County Based Purchasing (IMCare) Division.

BACKGROUND:

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION: None

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

Tuesday, June 16, 2026

REQUEST FOR BOARD ACTION: RBA-2026-429

DEPARTMENT: Environmental Services
TIME REQUESTED: 20 Minutes
PRESENTER: Katie Benes

AGENDA ITEM:
Construction & Demolition Management Plan: Final Report

BOARD ACTION REQUESTED:
Receive Comprehensive Construction & Demolition Management Plan

BACKGROUND:
In April of 2025, Itasca County Environmental Services, in collaboration with the cities of Grand Rapids and Cohasset, General Waste & Recycling (a Dem-Con Company), and the Leech Lake Band of Ojibwe, was awarded a Minnesota Pollution Control Agency grant in the amount of $133,000.00, to develop a comprehensive Construction & Demolition Management Plan. The project partners engaged a consultant, Burns & McDonnell, to produce a plan that aims to reduce landfill-bound materials, while building on existing infrastructure and partnerships.

COUNTY ATTORNEY REVIEW: No

SUPPORTING DOCUMENTATION:
1. CD Management Plan Report_Final 052726
2. County Board Presentation

ITASCA COUNTY, MINNESOTA

Itasca County Regional Construction and Demolition (C&D) Waste Management Plan

Project No. 183893
Final Report
May 27, 2026

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List of Abbreviations

Abbreviation	Term/Phrase/Name
C&D	Construction and Demolition
CON	Certificate of Need
County	Itasca County
CY	Cubic Yard(s)
DEED	Minnesota Department of Employment and Economic Development
DPW	Department of Public Works
EJ	Environmental Justice
EPA	Environmental Protection Agency
FTE	Full-time equivalent
General Waste	General Waste & Recycling, LLC (a Dem-Con company)
General Waste Landfill	General Waste Construction and Demolition Landfill, MPCA Solid Waste Permit SW-620
GHG	Greenhouse Gas
HHW	Household Hazardous Waste
ISW	Industrial Solid Waste
Itasca County Landfill	Itasca County Demolition Debris Landfill, MPCA Solid Waste Permit SW-448
LLBO	Leech Lake Band of Ojibwe
MTCO2E	Metric Tons of Carbon Dioxide Equivalent
MPCA	Minnesota Pollution Control Agency
MSW	Municipal Solid Waste
OCC	Old Corrugated Cardboard
PBR	Permit by Rule
ReStore	Itasca County Habitat for Humanity ReStore
SW-XXX	Solid Waste Permit Number
Transfer Station	Itasca County Transfer Station
Trout Enterprises	Trout Enterprises, Inc.
Trout Landfill	Trout Demolition Debris Land Disposal Facility, MPCA Solid Waste Permit SW-603
WARM	Waste Reduction Model

Executive Summary

Itasca County, in partnership with the Cities of Grand Rapids and Cohasset, the Leech Lake Band of Ojibwe (LLBO), and General Waste & Recycling, LLC, a Dem-Con company (General Waste), has developed this Construction and Demolition (C&D) Waste Management Plan to guide the transition from a disposal-based system to a more diversion-focused, integrated system. This effort responds to the approaching closure of the Itasca County Demolition Debris Landfill, anticipated changes in Minnesota Pollution Control Agency (MPCA) rules affecting unlined C&D landfills, and the need to establish a more practical and measurable framework for landfill abatement.

Existing System

The existing C&D management system is centered on the Itasca County Transfer Station (Transfer Station), the County demolition debris landfill, and a network of rural canister sites that provide local access across a large geographic area. This public system is supplemented by private and tribal facilities, including General Waste, which operates a lined C&D, municipal solid waste (MSW) and industrial landfill in Keewatin, and Trout Enterprises, Inc. (Trout Enterprises), which operates a smaller unlined C&D landfill.

The current system is primarily disposal-oriented, but it includes several landfill-abatement practices, such as scrap metal recovery, limited concrete and asphalt recycling, reuse through the Itasca County Habitat for Humanity ReStore (ReStore) partnership, and small-scale deconstruction efforts. Data show that the system is regional in nature, with General Waste receiving material from multiple counties and some Itasca County-generated waste disposed outside the County. The County C&D landfill is nearing the end of its useful life and is expected to close in 2027, creating a need to transition toward alternative disposal capacity and increased diversion.

Proposed System

The proposed C&D management system builds on existing infrastructure while shifting toward landfill abatement, material recovery, and reuse. The system retains the existing hub-and-spoke model, with canister sites serving as local collection points and the Transfer Station serving as the central sorting, staging, and routing hub. General Waste will continue to provide lined disposal capacity for materials that cannot be reused, recycled, or beneficially used, while ReStore will serve as the primary reuse partner.

The proposed system focuses on practical, incremental improvements rather than the construction of new disposal or processing facilities. It emphasizes source separation, targeted material recovery, improved tracking, and planned use of existing regional capacity.

Goals and Implementation Strategy

The plan identifies four short-term goals for implementation over the first five years:

- **Goal 1:** Increase the volume of concrete directed to recycling by 25 percent
- **Goal 2:** Strengthen and diversify reuse options centered on ReStore
- **Goal 3:** Establish a standardized process to quantify and document abated materials
- **Goal 4:** Implement an education program focused on deconstruction, source reduction, and recycling

These goals are supported by a phased implementation approach. Year 1 focuses on County-controlled setup and partner collaboration. Years 2 and 3 focus on early implementation of diversion activities. Years 4 and 5 focus on expansion, refinement, and performance evaluation. Longer-term goals for Years 6 through 10 include expanding recyclable material streams, increasing reuse capacity, and broadening participation across the system.

Priority Material Streams

The proposed system prioritizes two material streams with the greatest near-term potential for landfill abatement:

- **Concrete**, which represents a large share of the disposed C&D stream and has established recycling pathways. The County will implement source separation, staging at the Transfer Station, and processing to achieve a 25 percent diversion target.
- **Reusable materials**, including high-value building materials and durable goods. The County will expand reuse collection through the ReStore partnership using designated staging areas, canister site collection, and scheduled hauling and merchandising.

Supporting System Components

Several supporting components are integral to the proposed system:

- **Transportation and hauling** will continue to operate through a hub-and-spoke model, with improvements focused on efficiency, material routing, and phased expansion of reuse collection.
- **Standardized reporting** will be implemented to document material flows, track progress, and support data-driven decision-making.
- **Education and outreach** will focus on practical, point-of-use guidance through signage, digital messaging, contractor engagement, and public information campaigns.
- **Disposal capacity and system transition** will rely on continued access to lined landfill capacity at General Waste.

Financial Approach

The proposed system represents a shift in County spending from landfill operation to diversion-focused activities. Annual costs are expected to support concrete diversion, expansion of reuse, reporting, education, and collaboration with partners. Initial startup costs are estimated at approximately $125,000 to $150,000, with ongoing annual costs estimated at approximately $60,000 to $90,000.

Following the closure of the County landfill, ongoing program costs are expected to be supported through the County's existing solid waste funding structure, including Transfer Station tipping fees and the solid waste property tax line item, supplemented by grants and service contracts where available.

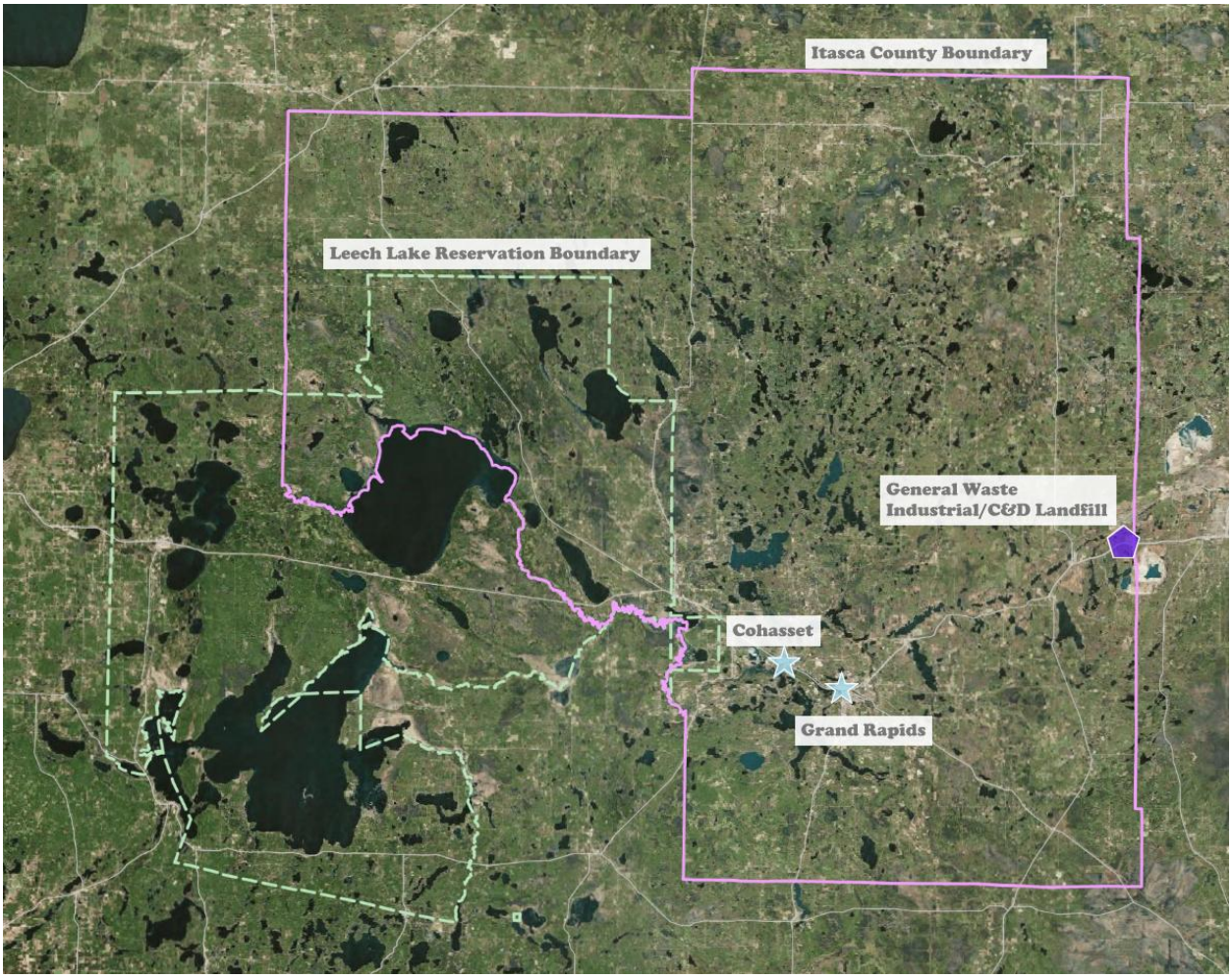
Conclusion

The proposed C&D management system provides a practical, phased approach to reducing landfill disposal while maintaining reliable service across a large rural area. By focusing on high-impact materials, leveraging existing infrastructure, and coordinating with regional partners, the County can improve landfill abatement, enhance reuse and recycling opportunities, and establish a more resilient and data-driven system for the future.

1.0 Introduction

Project partners include Itasca County (County), the Cities of Grand Rapids and Cohasset, the Leech Lake Band of Ojibwe (LLBO), and General Waste. Together, they are developing this comprehensive Construction and Demolition (C&D) Waste Management Plan for the region, covering the entire County and the LLBO's sovereign lands. This regional effort brings together public, private, and Tribal partners to address the growing environmental and logistical challenges of C&D waste management. The County's primary C&D landfill, Itasca County Demolition Landfill SW-448 (Itasca County Landfill), is nearing capacity and is expected to close in 2027. Under proposed Minnesota Pollution Control Agency (MPCA) rules slated to take effect by the end of 2026, unlined C&D landfill expansion is limited and requires enhanced final cover, making development of alternative disposal and diversion options a near-term priority. **Figure 1-1** depicts the current and planned service area as well as the location of the project partners.

Figure 1-1: Current and Planned Service Area with Project Partners Locations



2.0 Existing C&D Management System

2.1 System Overview

Itasca County manages C&D waste through a combination of publicly operated facilities, rural drop-off sites, and partnerships with private haulers and landfills. The County developed the system over several decades through adaptation. Itasca County first received MPCA Solid Waste Permit SW-135 in 1973 for the Grand Rapids Area Landfill. By 1989, the County Board decided to halt further expansion of that site and began searching for a new landfill location. In the early 1990s, the County pursued partnerships for waste incineration and evaluated multiple landfill sites, but ultimately shifted to a transfer-based system. The Transfer Station and Household Hazardous Waste (HHW) facility were constructed in Cohasset in 1993–1994 under permit MPCA Solid Waste Permit SW-436, coinciding with the closure of the Grand Rapids Landfill. A new C&D landfill was constructed at the Cohasset site in 2006, permitted under MPCA Solid Waste Permit SW-448, and became operational in 2010. Two rural C&D sites at Spring Lake (SW-494) and Bray Lake (SW-495) operated for many years, but both were closed and capped in 2011–2012 following phased decommissioning. The two sites were converted to transfer stations in lieu of installing monitoring wells.

Today, the County system is centered on the Transfer Station and County demolition debris landfill, supported by 13 canister sites that provide local collection access for rural areas. This public system is supplemented by private and tribal facilities. The Leech Lake Band of Ojibwe operates staffed drop-off sites on tribal lands for household garbage, recycling, HHW, and related materials. General Waste operates a lined C&D, municipal solid waste (MSW) and industrial waste landfill in Keewatin under MPCA Solid Waste Permit SW-620 and provides regional hauling and processing services. In March 2026, the MPCA approved a major permit modification authorizing additional MSW disposal capacity at the facility, positioning General Waste to play an expanded role in the region's long-term solid waste management system. Trout Enterprises operates a smaller unlined C&D landfill in Grand Rapids that generally serves project-specific or intermittent disposal needs. Private contractors such as Hawkinson Construction, Schwartz Sand and Gravel, Casper Construction, and Hammerlund Construction also provide concrete and asphalt recycling outlets.

The existing system remains primarily disposal-based, but several current practices already support landfill abatement. These include scrap metal recovery, concrete and asphalt diversion through private outlets, limited wood recovery, promotion of deconstruction and salvage through ReStore, and a pilot reuse collection effort initiated in 2025. At the same time, the County landfill is nearing the end of its usable life, and the region faces increasing pressure to shift from disposal toward more consistent diversion, tracking, and material recovery.

Figure 2-1 shows the Transfer Station and key current C&D management areas. **Appendix A, Attachment 1** provides a summary of key C&D waste disposal locations.

Figure 2-1: Itasca County Transfer Station



General Waste owns and operates a regional solid waste facility (SW-620) that accepts C&D, industrial solid waste, and MSW. The 134-acre site is located in Keewatin and is owned and operated by Dem-Con Companies. The facility was originally permitted in 2004 as an unlined C&D landfill. In 2013, a lined industrial waste cell was constructed, expanding the site to include industrial waste disposal. Dem-Con became the sole owner of the facility in 2019.

Since its original development, the facility has undergone multiple modifications and expansions. In March 2026, the MPCA issued a permit reissuance and major modification for General Waste (SW-620), authorizing the continued operation and expansion of the facility. The updated permit includes the conversion of Cells C and D to lined MSW disposal and extends the permit term through 2036. C&D waste placement currently occurs within lined disposal areas. The facility includes an office, truck shop, and scale house with a 70-foot commercial scale. General Waste provides hauling and processing services throughout the region, with an operational model focused on efficient collection, facility-based separation, and material recovery.

Figure 2-2 depicts the current working face at the General Waste Landfill.

Figure 2-2: General Waste Landfill, SW-620



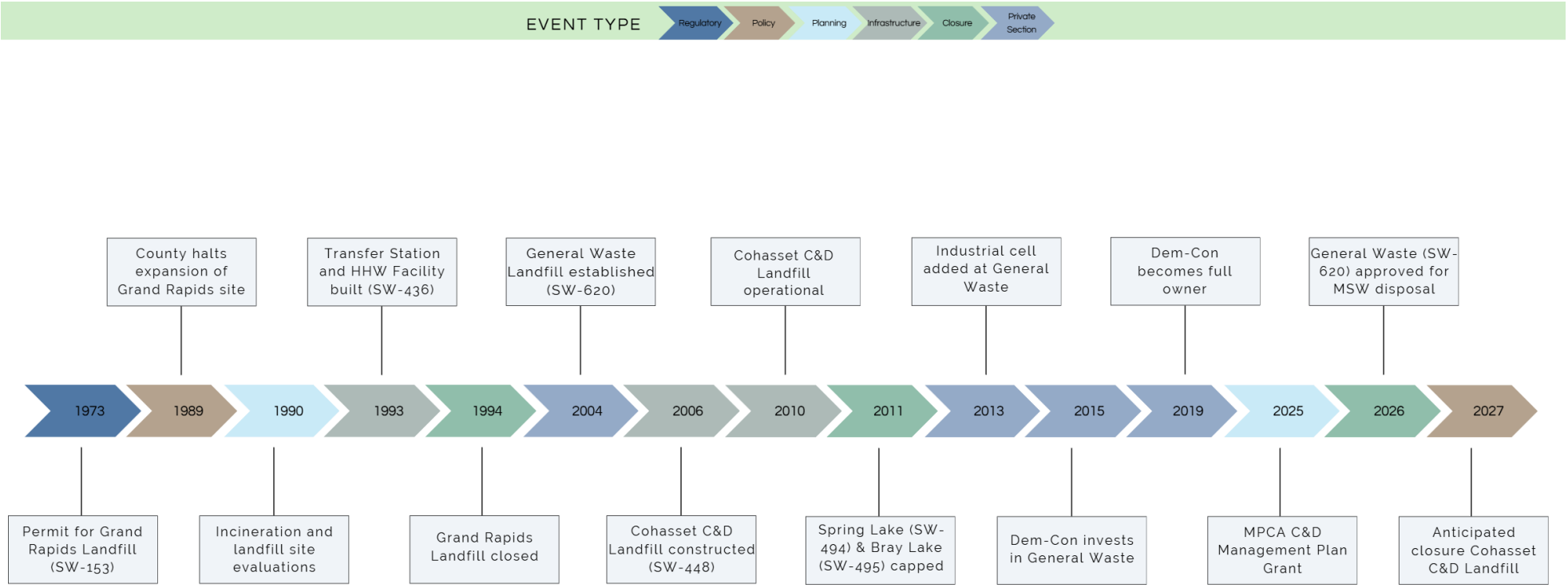
Figure 2-3 depicts the current General Waste Landfill Site layout.

Figure 2-3: General Waste Landfill Site Layout



Figure 2-4 provides a summary of the timeline of C&D management events.

Figure 2-4: Timeline of C&D Waste Management Events



2.2 Demography

Understanding the County's demographic characteristics is critical to shaping an effective and responsive C&D waste management system. Population size, age distribution, housing patterns, and economic conditions all influence the volume, location, and type of C&D materials generated. This section provides a detailed overview of the County's population trends, aging demographics, diversity, housing stock, construction activity, and community-specific dynamics, factors that collectively inform future planning for material diversion, infrastructure investment, and public engagement. Data in this section are based on the Minnesota Department of Employment and Economic Development (DEED) county profile[1].

2.2.1 Population and Aging Demographics

Itasca County had an estimated population of 45,365 in 2023, ranking 22nd among Minnesota's counties. While the overall population change has been modest, with a 0.8-percent increase from 2020 to 2023, this growth was driven primarily by net in-migration. During the same period, the County experienced a natural decrease in population, with more deaths than births. This demographic pattern underscores an ongoing trend of population stability, driven by new residents moving into the area rather than by natural growth.

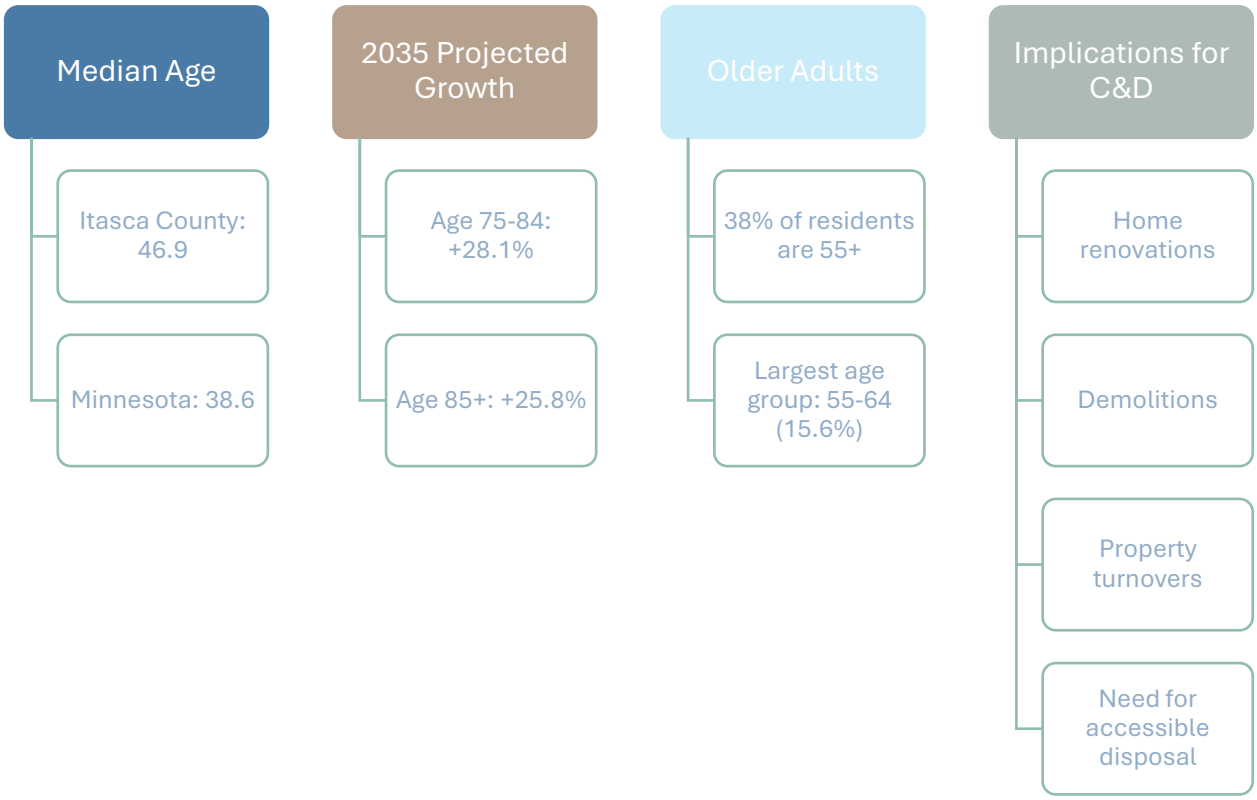
The County has a significantly older population than the state average, with a median age of 46.9 compared to Minnesota's median of 38.6. More than 38 percent of residents are aged 55 and older, with the 55–64 age group representing the largest individual segment at 15.6 percent. By 2035, the number of residents aged 75–84 is projected to increase by 28.1 percent, and those 85 and older by 25.8 percent. This demographic shift is expected to influence a wide range of service and infrastructure needs, including solid and C&D waste management.

As older homeowners downsize, relocate, or transition to assisted living, the County may see increased home renovations, demolitions, and property turnovers, activities that generate C&D debris. At the same time, this population may rely more heavily on accessible disposal options, contractor services, and targeted outreach to support proper material handling and diversion. These trends underscore the importance of planning a responsive, adaptable C&D management system.

Figure 2-5 summarizes the County demography and implications for C&D.

[1] Itasca County MN DEED Profile

Figure 2-5: Itasca County Demography



2.2.2 Diversity and Engagement Needs

Itasca County remains predominantly white, accounting for 89.4 percent of the population. However, the region has been gradually diversifying. American Indian and Alaska Native residents represent 2.6 percent of the population, and individuals identifying as two or more races comprise 6.4 percent. Hispanic or Latino residents account for 1.5 percent. The foreign-born population remains low, at just 0.9 percent, with the largest shares coming from Latin America and Europe. While less diverse than the state overall, the demographic shifts underway may have long-term implications for workforce development and public engagement strategies.

2.2.3 Construction Activity and C&D Waste Generation

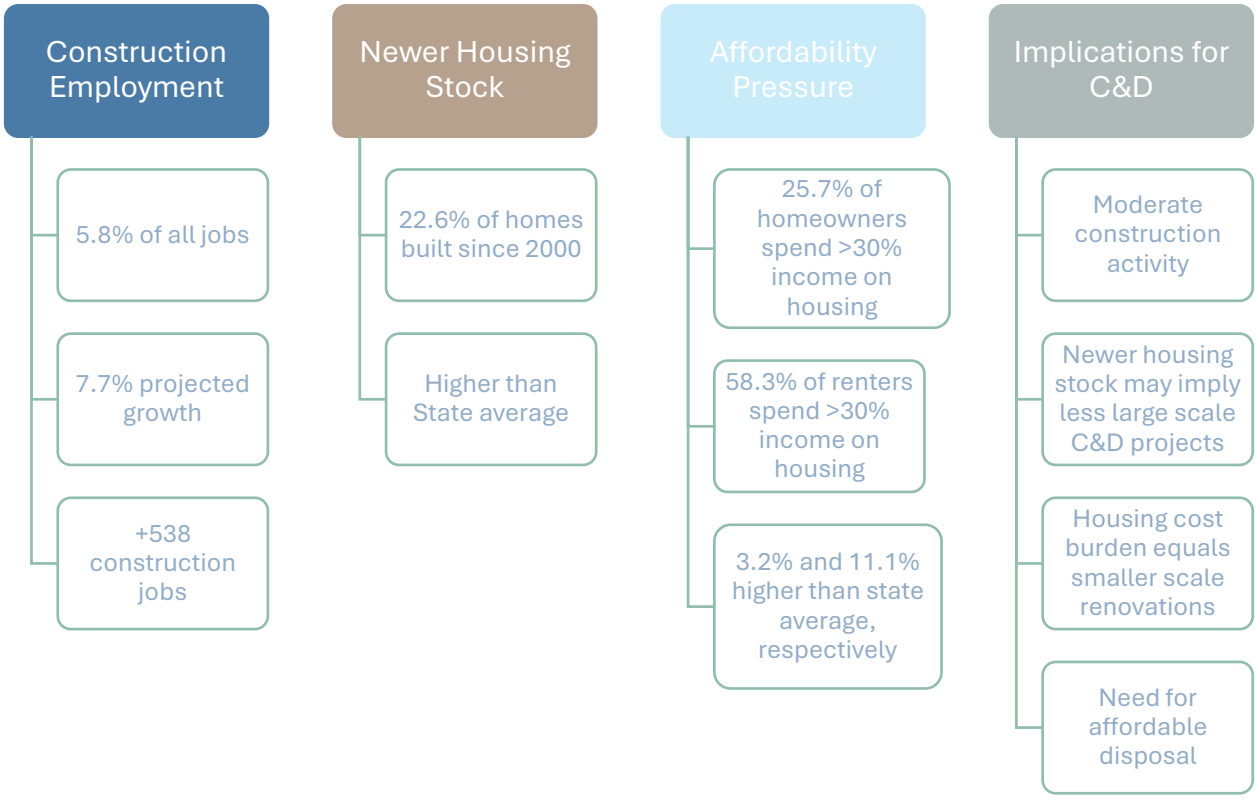
As of 2023, construction accounted for 5.8 percent of all jobs in the County (913 positions), with an average annual wage of $72,938. Regional construction employment is projected to grow by 7.7 percent through 2032, adding an estimated 538 jobs. This indicates a moderate but sustained level of construction activity that will continue to contribute to C&D material volumes.

2.2.4 Housing Trends and Affordability

Housing data further reflects ongoing development, with 22.6 percent of homes built since 2000, slightly higher than the state average, suggesting active construction over the past two decades. More than half of the homes in the County were built before 1979, indicating that ongoing renovations, upgrades, and eventual replacements of older housing stock are likely to contribute significantly to future C&D material generation. However, economic pressure is evident: 25.7 percent of homeowners and 58.3 percent of renters spend

more than 30 percent of their income on housing, which may influence the scale and type of future building activity. **Figure 2-6** summarizes the County construction trends and implications for C&D.

Figure 2-6: Itasca County Construction Trends



2.2.5 Community and Local Dynamics

LLBO has a tribal enrollment of more than 9,000 members, with many residing in and around reservation lands that span multiple counties, including portions of Itasca County. LLBO's economy blends traditional enterprises, such as casinos and convenience services, with forward-looking initiatives, such as community solar and the development of a new wild rice processing facility. These efforts reflect LLBO's commitment to environmental stewardship, cultural priorities, and economic independence. LLBO's population is, on average, younger than the state average, with a strong emphasis on community, sustainability, and cultural values. Tribal housing and infrastructure planning is focused on meeting the needs of a growing population while continuing to strengthen essential services.

The City of Cohasset has a population of just under 3,000 residents and features a mix of residential neighborhoods, lakeshore properties, and industrial activity. Although small in size, Cohasset has experienced growth in housing development and infrastructure investment connected to the energy and manufacturing sectors. The Clay Boswell Energy Center, operated by Minnesota Power, is a coal-fired power station that employs approximately 170 people. Its two remaining units are slated for conversion to natural gas. In addition, Minnesota Power is developing the Boswell Solar Project, an 85-megawatt solar installation expected to be online by mid-2027. The City is also constructing a 25,000-square-foot manufacturing facility, with a core tenant already committed. Cohasset's demographics reflect a working-age population with growing interest in sustainable development and land-use planning.

The City of Grand Rapids serves as the county seat of Itasca County and has a population of about 11,100. Historically rooted in logging, it remains home to Blandin Paper Mill, which has operated since 1902. The city is rapidly evolving as a regional center for healthcare, retail, and housing, with several new development projects underway, including the Mill + Mass workforce housing initiative, a 132-unit public-private partnership offering one-to-three-bedroom apartments along the Mississippi River, complete with amenities inspired by the city's paper-mill heritage.

Environmental Justice Considerations

Appendix A, Attachment 2 identifies Environmental Justice (EJ) areas within the County based on demographic thresholds defined by the MPCA[2]. The map highlights census block groups where either (1) more than 40 percent of residents identify as people of color or (2) more than 35 percent of the population lives below 200 percent of the federal poverty level. These thresholds align with MPCA's criteria for identifying areas of EJ concern.

Identifying these areas helps support equitable solid waste planning by providing additional context about communities that may experience greater environmental impacts. This information assists the County in evaluating siting decisions, service access, and community engagement through an equity lens.

Current Use of C&D Services by EJ Areas

While the Landfill and Transfer Station are not located in EJ-designated areas, the network of canister sites offers convenient access across the County, helping residents across communities, including EJ areas, utilize C&D services. Residents in EJ-designated areas currently have access to C&D services in the same manner as other areas of the County. Services are available countywide, and no specific access limitations for EJ areas have been identified in the current service model.

2.2.6 Growth Patterns

While the County's overall population is projected to decline slightly by 2035, modest growth is expected in both Grand Rapids (+1.56 percent) and Cohasset (+1.80 percent), while the LLBO population is projected to grow by 5.54 percent. These localized shifts suggest that future C&D planning efforts should be geographically tailored to consider community-specific development trends, demographics, and infrastructure needs. **Table 2-1** summarizes growth patterns.

Table 2-1: Growth Patterns

	2025 Projection	2035 Projection	Percent Change
County	45,442 [1]	43,930 [1]	-2.1%
Grand Rapids	11,506 [2]	11,685 [2]	1.56%
Cohasset	2,724 [3]	2,773 [3]	1.80%
LLBO	10,935 [4]	11,541 [4]	5.54%

[1] County Profiles / Minnesota Department of Employment and Economic Development

[2] U.S. Census Bureau QuickFacts: United States

[3] Cohasset, Minnesota Population 2025

[4] 2939-LLBO-Tribal-Development_2021-Overview-Booklet2.pdf

[2] Understanding Environmental Justice in MN

2.3 System Details

This section describes the existing operational structure of the C&D management system, including the types of generators served, the facilities and sites currently in use, the types of materials accepted, disposal volumes, handling of unacceptable waste, supporting equipment, facility capacity, and the current regulatory framework.

2.3.1 System Generators

The existing C&D management system serves a broad mix of users, including residents, small and large contractors, C&D haulers, and other construction-related businesses. Loads enter the system as both self-hauled and commercially hauled material. The County does not track the number of individual generators by category but tracks incoming tons at key access points and can distinguish between residential self-haul and commercial hauler activity at County facilities. From 2020 through 2025, commercial haulers accounted for about 62 percent of tracked C&D tons at County facilities, while residential users accounted for about 38 percent. LLBO also used the County landfill under an account arrangement, including 65.4 tons in 2024. **Table 2-2** identifies the licensed solid waste commercial haulers available in the County.

Table 2-2: 2025 Solid Waste Licensed Commercial Haulers

Companies	Address
American Disposal, Inc.	PO Box 368 Deer River, MN 56636
Cohasset White Goods	611 W Hwy 2 Cohasset MN 55721
General Waste	35005 Co. Rd. 571 Keewatin, MN 55753
Leech Lk. Solid Waste DPW-Solid Waste	PO Box 903 Cass Lake MN 56633
Local Boy, LLC	PO Box 977 Grand Rapids, MN 55744
Norland Environmental	238 Jess Harry Rd. Grand Rapids, MN 55744
Rapid Dumpster	29753 Harris Town Rd. Grand Rapids, MN 55744
Trash Titan, LLC	29847 Arbo Rd. Grand Rapids, MN 55744
Veit Container Corp.	21075 134th Ave N Rogers MN 55374
Waste Management	511 W Hwy 2 Cohasset MN 55721

Table 2-3 summarizes the annual C&D tons by user type at County canister sites and Transfer Station from 2020-2025.

Table 2-3: Annual C&D Tons By User Type at County Facilities

Year	Canister Site Residential (tons)	Transfer Station Residential (tons)	Transfer Station Commercial Haulers (tons)	Residential % of Total	Commercial % of Total
2020	753	2,191	3,783	43.76%	56.24%
2021	577	2,223	5,038	35.72%	64.28%
2022	545	693	4,307	22.33%	77.67%
2023	791	575	3,829	26.29%	73.71%
2024	826	757	3,693	30.00%	70.00%
2025	828	819	2,550	39.24%	60.76%
Total (2020-2025)	**4,320**	**7,258**	**23,200**	**32.89%**	**67.11%**

Over the 2020 to 2025 period, commercial haulers accounted for approximately 67 percent of the tracked tons, with annual values ranging from about 56 percent to 77 percent. Commercial tonnage represents the majority of tracked material, reflecting steady contractor and hauler demand across the County.

In addition to self-haul and commercial hauler activity, currently, LLBO holds an account at the County operated C&D landfill. In 2024, the LLBO disposed of 65.4 tons of C&D waste at that facility (included above in commercial).

2.3.2 Material Drop-off Location and Accepted Materials

County-operated sites accept a range of household waste, recyclables, and C&D materials depending on location. The Transfer Station is a comprehensive County site and accepts household garbage, recycling, C&D, furniture, scrap metal, electronics, tires, brush, used oil, appliances, and HHW. Four outlying sites currently accept C&D materials along with varying combinations of furniture, scrap metal, electronics, tires, brush, and used oil. The County demolition debris landfill accepts a narrower range of inert or qualifying C&D materials, including concrete, brick, bituminous concrete, untreated wood, masonry, glass, and rocks.

LLBO operates staffed drop-off sites at Ball Club, Bena, Cass Lake, Inger, and Onigum. These sites accept household garbage, HHW, tires, appliances, scrap metal, used oil, batteries, e-waste, furniture, and recycling. General Waste operates a regional C&D landfill in Keewatin that accepts a broader list of C&D-related materials such as concrete, masonry, asphalt, wood-related products, roofing materials, doors, cabinets, fixtures, insulation, and metals, with certain items subject to added charges or separate handling requirements. Together, these public, tribal, and private sites create a multi-point collection and disposal system across the region

Table 2-4 provides an overview of the accepted materials by County-operated site, illustrating the range of services available for household waste, recyclables, and C&D debris. A map showing the locations of the sites below is shown in **Attachment 1, Appendix A.**

Table 2-4: Itasca County Material Drop-off Sites and C&D Waste

Canister Site	Accepted Material
Bass Lake	Household garbage, recycling
Bigfork	Household garbage, recycling, C&D, furniture, scrap metal, electronics, tires (C&D collected in roll-off)

Canister Site	Accepted Material
Bray Lake	Household garbage, recycling, C&D furniture, scrap metal, electronics, tires, brush, used oil (C&D collected on slab)
Danson	Household garbage, recycling, C&D, furniture, scrap metal, electronics, tires, brush (C&D collected in roll-off)
Deer River	Household garbage, recycling
Goodland	Household garbage, recycling, furniture, used oil
Iron Range	Household garbage, recycling
Long Lake	Household garbage, recycling
Sago	Household garbage, recycling, C&D, furniture, scrap metal, electronics, tires, brush, used oil
Spring Lake	Household garbage, recycling, C&D, furniture, scrap metal, electronics, tires (C&D collected on slab)
Squaw Lake	Household garbage, recycling
Sunrise	Household garbage, recycling
Suomi	Household garbage, recycling
Transfer Station Site (SW-438)	**Accepted Materials**
Itasca County Transfer Station	Household garbage, recycling, C&D, furniture, scrap metal, electronics, tires, brush, used oil, appliances, household hazardous waste
Construction and Demolition Landfill	**Accepted Material**
Itasca County Demolition Debris Landfill (SW-448)	Concrete brick, bituminous concrete, untreated wood, masonry, glass, rocks

Table 2-5 provides the operating hours of the canister sites. These sites are staffed.

Table 2-5: Itasca County Canister Site Hours

Season	Canister Site Hours
Spring Lake and Bray Lake Sites	
Summer (April 15 - September 14)	Thursday - Monday 8:30 AM to 5:30 PM
Fall (September 15 - Last day of Firearms Deer Season)	Friday - Monday 8:30 AM to 4:00 PM
Winter (Day after Firearms Season to April 14)	Friday, Saturday and Monday 8:30 AM to 4:00 PM
Remaining Canister Sites	
Summer Hours (April 15 - September 14)	Thursday - Monday 8:30 AM to 5:30 PM
Winter Hours (September 15 - April 14)	Friday, Saturday and Monday 8:30 AM to 4:00 PM

Table 2-6 provides a list of LLBO material drop-off sites, hours of operation and accepted materials. These sites are staffed.

Table 2-6: LLBO Material Drop-off Sites and C&D Waste

Transfer Station Site – LLBO	Hours	Accepted Materials
Ball Club	Tuesday – Saturday 8:00 AM to 4:30 PM	Household garbage, HHW, tires, appliances, scrap metal, used oil, batteries, E-waste, furniture, recycling
Bena	Tuesday – Saturday 8:00 AM to 4:30 PM	Household garbage, HHW, tires, appliances, scrap metal, used oil, batteries, E-waste, furniture, recycling
Cass Lake	Monday, Tuesday, Thursday and Saturday 8:00 AM to 4:30 PM; Wednesday and Friday 8:00 AM to 6:00 PM	Household garbage, HHW, tires, appliances, scrap metal, used oil, batteries, E-waste, furniture, recycling
Inger	Tuesday – Saturday 8:00 AM to 4:30 PM	Household garbage, HHW, tires, appliances, scrap metal, used oil, batteries, E-waste, furniture, recycling
Onigum	Tuesday – Saturday 8:00 AM to 4:30 PM	Household garbage, HHW, tires, appliances, scrap metal, used oil, batteries, E-waste, furniture, recycling

Table 2-7 provides the hours of operation and types of materials accepted by General Waste.

Table 2-7: General Waste Material Drop-off Site and C&D Waste

Construction and Demolition Landfill	Hours	Accepted Materials
General Waste C&D Landfill (SW-620)	Monday – Friday 7:00 AM to 4:00 PM	Aluminum, asphalt, block, brick, built-in cabinets, carpet, ceramic flooring, clean soil, concrete, dirt, drain tile, doors, duct work, fencing material, fiberboard, flat roofing, house wrap, insulation, masonry, metals, molded fiberglass, pallets, paper, pipe, plaster, plywood, porcelain fixtures, rock, roofing materials, sheetrock, siding (excluding asbestos, silt fence, Styrofoam, tar paper, wiring, wood, windows)
		Items that incur additional charges: appliances (refrigerator/freezer with doors off), recycled material (cardboard, plastics), television sets, car tires, mattresses/box springs, electronics, asbestos must be managed in a separate roll-off container)

Each location accepts a unique mix of household garbage, recyclables, and C&D materials. This information offers insight into the scope of existing collection infrastructure and helps identify patterns in material types and volumes, which can inform future system design, diversion strategies, and operational planning.

2.3.3 Historic C&D Waste Volumes

Over the past five years, the existing system has managed C&D waste through three principal disposal facilities: the Itasca County demolition debris landfill, the General Waste lined C&D landfill, and the Trout demolition debris land disposal facility. From 2020 through 2024, the County landfill received between 16,800 and 26,100 cubic yards per year, General Waste received between about 35,648 and 99,666 cubic yards per year, and Trout received between about 3,776 and 24,336 cubic yards per year. These figures show

that the regional system is not limited to County-generated waste and that General Waste functions as a major regional disposal outlet rather than a site serving only Itasca County.

A smaller share of Itasca County-generated C&D waste is also reported at out-of-county facilities, and General Waste receives substantial inbound material from neighboring counties. As a result, total disposal volumes at regional facilities do not directly equal County generation. Still, the available data shows a system that is both regional and multi-facility, with the County landfill serving as the primary public outlet, General Waste serving as the largest regional lined facility, Trout serving intermittent or project-based needs, and some waste moving outside the County. As disposal capacity tightens, the importance of diversion, tracking, and coordination increases.

Table 2-8 presents the annual volume of C&D material received by each facility from 2020 to 2024, as reported to the MPCA in cubic yards (CY).

Table 2-8: Historic C&D Waste Volumes

C&D By Facility	2020 (CY)	2021 (CY)	2022 (CY)	2023 (CY)	2024 (CY)
Itasca County Demolition Landfill (SW-448)	22,400	26,100	16,800	17,300	20,900
General Waste C&D Landfill (SW-620)	35,648.17	96,609.07	71,896.20	92,378.53	99,666.07
Trout Demolition Debris Land Disposal (SW-603)	9,369.15	24,335.50	3,775.79	7,048.89	7,632.93

In addition to County-operated facilities, a small amount of C&D generated in Itasca County is reported as being delivered to permitted facilities located outside the County. **Table 2-9** summarizes MPCA-reported C&D tons accepted at these out-of-county facilities from 2020 through 2023, based on available facility reporting. These records provide insight into out-of-county hauling patterns that may result from contractor logistics, project location, or the availability of disposal options.

Table 2-9: MPCA Reported Itasca County C&D Tons Accepted at Facilities Outside Itasca County

Facilities Accepting Itasca Waste	2020 (Tons)	2021 (Tons)	2022 (Tons)	2023 (Tons)	Total (Tons)
Vonco V Duluth - SW-536/PBR001261	23.81	37.16	NA	NA	60.97
Voyageur Industrial Landfill - SW-428	7.47	NA	NA	NA	7.47
Vonco II Becker - SW-580	NA	NA	464.36	NA	464.36
SKB Rosemount Industrial Waste Facility - SW-383	NA	NA	NA	207.88	207.88
Total	**31.28**	**37.16**	**464.36**	**207.88**	**740.68**

Inbound regional flows also influence the County's overall C&D landscape. General Waste accepts C&D material originating from other counties in the region, as shown in **Table 2-10**. This table summarizes reported cubic yards of C&D accepted at General Waste by county of origin from 2020 through 2023, as reported to the MPCA. This helps illustrate the extent to which General Waste functions as a regional disposal outlet rather than a facility serving only local generation.

Table 2-10: Reported C&D Cubic Yards Accepted at General Waste by County of Origin

County	2020 (CY)	2021 (CY)	2022 (CY)	2023 (CY)	Total (CY)
Aitkin County	1,814.03	15,862.17	NA	712.53	18,388.73
Beltrami County	0.00	50.00	31.47	3,499.43	3,580.90
Carlton County	0.00	NA	0.00	NA	0.00
Cass County	995.63	6,934.47	5,865.00	208.67	14,003.77
Crow Wing County	630.00	4,140.00	3,149.50	10,574.67	18,494.17
Koochiching County	90.00	141.53	0.00	0.00	231.53
Polk County	NA	NA	NA	0.00	0.00
Saint Louis County	30,598.64	58,501.23	52,511.30	72,647.10	214,258.27
Total	**34,128.30**	**85,629.40**	**61,557.27**	**87,642.40**	**268,957.37**

Because General Waste serves as a regional disposal outlet, the facility's total annual intake is not the same as Itasca County's generation. In addition, as described in **Table 2-9**, some Itasca County C&D waste is disposed of outside the County. **Table 2-11** summarizes the total Itasca County C&D waste generation, based on disposal volumes reported inside the County. 2024 and 2025 values from the MPCA were not available at the time of this report.

Table 2-11: Reported Itasca County Total C&D Disposal, 2020-2023

Total Cubic Yards	2020	2021	2022	2023	Total
Itasca County C&D Disposal	24,640	56,693	33,721	27,810	142,863

Taken together, the tables show a C&D management system that is both multi-facility and regional: reported volumes are handled through General Waste, the County landfill provides a public disposal option with limited remaining capacity, Trout has filled project-specific needs, and a smaller share of material moves to out-of-county facilities. With anticipated regulatory-driven closures, the County's C&D system will become more dependent on fewer disposal outlets, increasing the value of clear tracking, organized planning with private partners, and diversion strategies.

2.3.4 Unacceptable Waste Management

Both the Itasca County Demolition Landfill and the General Waste C&D Landfill are permitted to accept specific C&D materials. The General Waste C&D Landfill is an industrial landfill and is also approved to accept industrial waste under its MPCA-approved Industrial Solid Waste Management Plan (ISWMP). The General Waste facility is permitted to accept MSW under the 2026 permit reissuance and major modification. Neither landfill is permitted to accept hazardous waste. Each site has procedures in place under its approved MPCA solid waste permit to identify and reject unacceptable waste.

At the County facility, two designated screening areas are used to visually inspect incoming loads, resulting in minimal occurrences of non-conforming material. Because unacceptable materials are typically identified, rejected, redirected, or removed before disposal, the facility does not have recurring five-year quantities of accepted non-C&D waste to report. Available records are limited to isolated unacceptable-waste incidents or rejected loads. In 2024, approximately 15 cubic yards of unacceptable waste from the

Itasca County Demolition Landfill were transferred to the Republic Services Lake Area Landfill in Sarona, Wisconsin.

Because unacceptable materials are typically addressed through this screening and rejection process before disposal, General Waste does not have recurring five-year quantities of accepted non-C&D waste to report. Available records are limited to isolated rejected loads. General Waste reported approximately 20 cubic yards of rejected waste in 2024, which the responsible hauler removed at the direction of landfill staff.

2.3.5 Other Operating C&D Management Systems

In addition to the Itasca County Demolition Landfill and General Waste facility, several other private entities contribute to C&D waste management within the service area. The Trout Landfill (SW-603) located in Grand Rapids, operates on a limited basis and generally accepts material for large-scale or project-specific needs. Like other unlined C&D landfills in Minnesota, the Trout Landfill will be subject to closure under the proposed MPCA C&D landfill rules expected to take effect at the end of 2026.

A number of private contractors also provide concrete and asphalt recycling services at active gravel pit sites. These include Hawkinson Construction, Schwartz Sand and Gravel, Casper Construction, and Hammerlund Construction, all of which accept materials such as concrete and asphalt for crushing and recycling into road base and other beneficial applications. No data is currently collected on these activities under the existing system.

2.3.6 Material Handling and Equipment Resources

Material handling at the Itasca County Demolition Landfill is supported by a combination of County-owned equipment and contracted services. The County utilizes a dozer, loader, skid steer, and excavator for on-site operations, including screening and load management. Contracted services play a key role in overall system efficiency: General Waste supports the Transfer Station operations and moves material from the inspection area to the active landfill face; American Disposal provides daily and intermediate cover; and Maasch Construction hauls C&D debris from rural canister sites to the main landfill.

At the privately operated General Waste facility, a range of heavy equipment including loaders, compactors, dozers, and excavators is used to manage incoming C&D materials, conduct on-site processing, and maintain landfill operations. These combined resources allow for efficient handling, sorting, and placement of material across the site. An excavator equipped with a magnetic attachment is stationed near the working face, as shown in **Figure 2-7.**

Figure 2-7: General Waste Magnet Attachment



Although metals are often recycled prior to disposal, residual metals are still occasionally present. The magnetic attachment is used throughout the day to remove some additional recyclable metal materials from the active working face of the landfill.

Private contractors providing concrete and asphalt recycling services did not provide specific equipment details during the stakeholder meeting. Based on common industry practice for on-site aggregate recycling, these operations likely rely on a portable or track-mounted crushing spread that can be mobilized to a pit as needed. Typical equipment would include a primary crusher such as a jaw crusher (often used for concrete) and, depending on product needs, an impact crusher or cone crusher (commonly used for producing graded recycled asphalt pavement and smaller aggregate). A screening plant is also typically used to separate and size material, along with a grizzly feeder and conveyors to manage throughput. Supporting equipment generally includes an excavator or wheel loader for feeding and stockpiling, a magnet or rebar separator for removing steel from reinforced concrete, and dust control measures such as water spray bars or water trucks.

2.3.7 Permitted Landfill Facilities and Capacity

The Itasca County Demolition Landfill (MPCA Solid Waste Permit SW-448) operates as an unlined facility designated solely for C&D debris waste. It does not accept MSW, hazardous waste, or industrial materials, and all incoming loads are screened to identify and reject non-conforming materials. As of the 2025 survey, the landfill has approximately 18,000 cubic yards of remaining airspace and, based on recent intake volumes, is projected to reach full capacity by 2027. In addition to capacity constraints, recent proposed MPCA rule changes for C&D landfills promote the closure of unlined facilities, making the long-term operation of this site no longer feasible without design upgrades.

General Waste & Recycling (MPCA Solid Waste Permit SW-620) is a multi-purpose solid waste facility located on a 134-acre site in Keewatin and owned and operated by Dem-Con Companies. Originally permitted in 2004 as an unlined C&D landfill, the facility has undergone several expansions and modifications. A lined industrial solid waste cell was added in 2013, and the site now includes multiple

permitted disposal areas along with supporting infrastructure such as an office, truck shop, and scale house with a 70-foot commercial scale.

In March 2026, the MPCA issued a permit reissuance and major modification for SW-620, extending the permit term through 2036 and expanding the facility's role in regional waste management. Under the current permit, the facility includes three primary disposal components: an unlined Class II C&D disposal area, a lined industrial solid waste disposal area, and a newly authorized lined MSW disposal area. The permitted capacity includes approximately 332,788 cubic yards for C&D disposal, more than 1.5 million cubic yards for industrial waste disposal, and 450,000 cubic yards of permitted MSW capacity. The MSW component is supported by a Certificate of Need authorizing acceptance of 255,749 tons of MSW from Itasca County between 2026 and 2035.

In addition to disposal capacity, General Waste is permitted to store and manage materials for recycling and beneficial use, including concrete, asphalt, wood, shingles, metals, cardboard, plastics, and other recoverable materials. These capabilities support both disposal and material recovery functions within the regional system.

Trout Demolition Debris Land Disposal Facility (MPCA Solid Waste Permit SW-603) is a small, unlined landfill located in Grand Rapids. It operates on a limited basis, generally accepting material for large-scale or project-specific construction activity. Like the Itasca County Demolition Landfill, the Trout Landfill is an unlined facility and is reportedly set to close due to the proposed MPCA rules for C&D landfills, further underscoring the importance of securing long-term, lined C&D waste disposal capacity for the region.

Table 2-12 summarizes permitted facilities and capacity.

Table 2-12: Summary of Facility Information and Capacity

Facility Name	Location	Lined?	Accepted Waste	Ultimate Capacity (cubic yards)	Remaining Capacity (cubic yards)
Itasca County Demolition Landfill (SW-448)	Cohasset, MN	Unlined	C&D only	Not specified	~18,000 (as of 2025)
General Waste & Recycling (SW-620)	Keewatin, MN	Lined	C&D	332,788	Not available following 2026 permit reissuance
General Waste & Recycling (SW-620)	Keewatin, MN	Lined	Industrial Solid Waste	1,595,336	Not available following 2026 permit reissuance
General Waste & Recycling (SW-620)	Keewatin, MN	Lined	MSW	450,000	Not available following 2026 permit reissuance
Trout Demolition Debris Land Disposal Facility (SW-603)	Grand Rapids, MN	Unlined	C&D only	157,900	150,267

2.3.8 Itasca County Solid Waste Ordinance Overview

The Itasca County Solid Waste Ordinance[3] establishes the regulatory framework for the management of C&D debris to protect public health, safety, and environmental quality. Demolition waste is broadly defined to include materials such as wood, trees, stumps, rocks, discarded building materials, cement, bituminous

[3] Solid-Waste-Ordinance

surfacing, metal, plaster, glass, and plastic building components. The ordinance grants authority to the Solid Waste Department to further designate qualifying materials under this category.

C&D materials must be disposed of at licensed landfill disposal facilities or intermediate facilities such as demolition landfills and transfer stations, all of which are required to comply with applicable MPCA regulations and permits. Licensure for such facilities includes submission of comprehensive engineering plans, proof of financial and operational capacity, and confirmation of zoning compliance. The ordinance requires a performance bond and adequate liability insurance to cover environmental risks and potential site remediation needs.

The ordinance strictly regulates the siting and operation of demolition disposal facilities. These facilities are permitted in Farm, Residential, Heavy Industrial, and Public/Open zones, conditionally permitted in certain commercial zones, and restricted from residential and sensitive shoreline areas. Scavenging at demolition sites is generally prohibited unless authorized by the County Board through a formal permitting process. Permitted scavenging operations must follow strict guidelines, including designated zones, liability coverage, and adherence to approved hours and methods.

For long-term oversight, operators of demolition landfills with water-monitoring systems must establish an escrow account to fund post-closure monitoring for at least 20 years. Furthermore, the ordinance mandates that operators provide the County with at least three years' advance written notice prior to facility closure. This proactive approach allows the County to plan for service continuity and mitigate potential public or environmental costs associated with the sudden cessation of operations.

2.4 Finances

The Transfer Station is staffed by four full-time equivalents (FTE), with three staff typically onsite at any given time. General Waste Landfill in Keewatin is staffed by two to three onsite personnel (3 FTE), supported by eight to ten contracted roll-off drivers.

This section outlines the financial structure and staffing required to operate the County's current solid waste management system. The data provides a baseline for understanding the economic framework supporting the County's waste management activities. The County funds solid waste operations through the Solid Waste Assessment and tipping fees at the Itasca County C&D Landfill and Transfer Station.

Table 2-13 summarizes the tipping fees charged at facilities.

Table 2-13: Tip Fees

	C&D Tip Fee	Unit
Itasca County	$10.00	Cubic Yard
General Waste [1]	$12.69	Cubic Yard
LLBO	$15.00 [2]	Cubic Yard

[1] – Charged $48.36/ton or $12.69/cubic yard plus taxes and fees. There is an 8 cubic yard minimum, a $60.00 minimum charge plus tax. The gate rate for industrial varied by waste stream.

[2] – Non-LLBO enrollees, free for enrollees

Table 2-14 summarizes the County's costs to operate the C&D system from June 2024 to May 2025. Costs from project partners were not provided.

Table 2-14: Cost of Operating Itasca County C&D System

Company	Description	Estimated Annual Cost
American Disposal	Landfill operations June 2024 – May 2025	$242,560
General Waste	Transfer Station operations June 2024 – May 2025 (C&D)	$251,100
Maasch	Hauling from canister sites (Bray, Spring and Sago)	$36,380
American Disposal	Hauling from canister sites (Bigfork and Danson)	$7,880
Stantec	Engineering and Surveying	$19,126
County Canister Site Staffing	County staffing for four Canister Sites (sites with C&D include Bigfork, Bray Lake, Danson and Spring Lake)	$157,158.24
Braun	Groundwater monitoring	$13,848
	Total	$728,052.24

2.5 Landfill Abatement

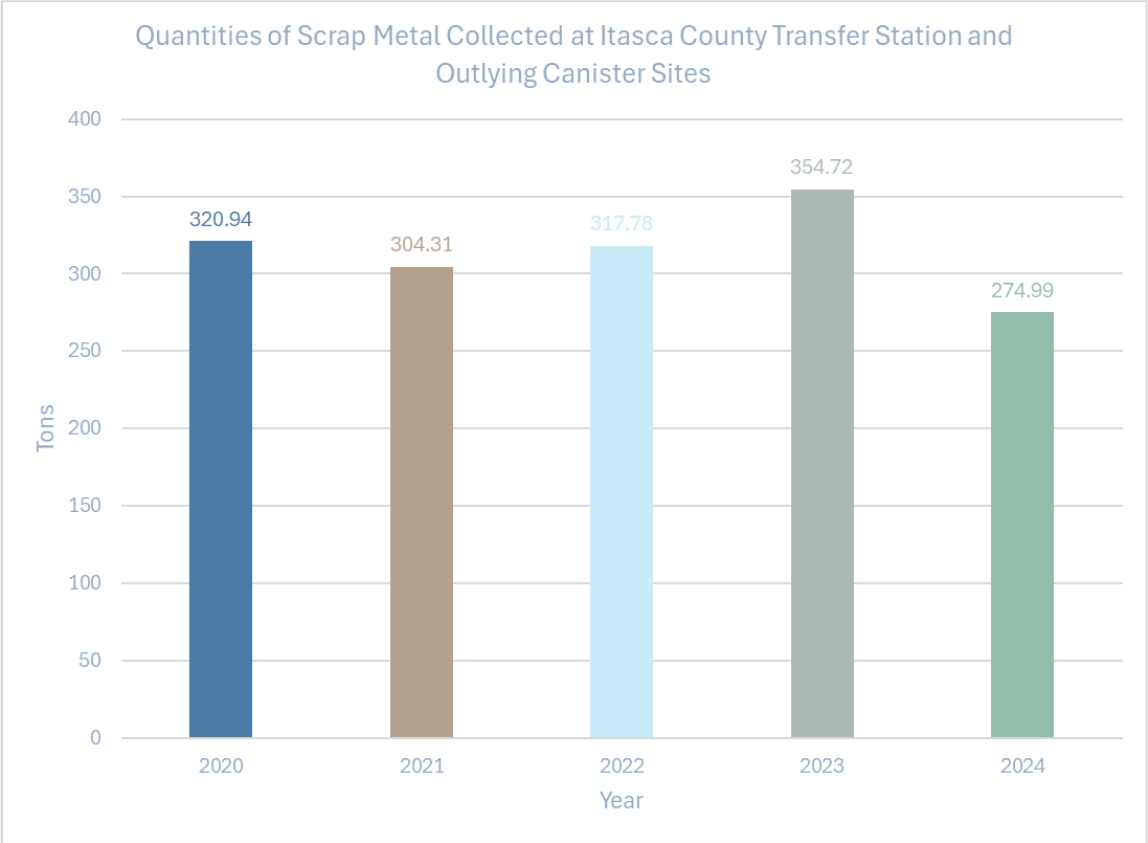
The existing system includes several current landfill abatement practices, but they are not yet implemented through a unified C&D diversion program with full reporting and performance tracking. Current efforts focus on recycling recoverable materials where feasible, the beneficial use of materials, promoting reuse through ReStore, encouraging deconstruction, and limited source reduction education.

2.5.1 Recycling Programs

Itasca County: The County offers comprehensive recycling services through its Transfer Station and 13 outlying canister sites. Recycling at these sites primarily targets MSW streams, including sorted plastics (#1, #2, #5), aluminum, steel cans, glass, cardboard, paper, and magazines, rather than C&D materials. For C&D-specific recycling, clean, untreated wood is processed into mulch, which is typically used on-site and offered to residents free of charge. As outlined in the following sections, concrete and asphalt are recycled, and metals are separated for recovery. Under an agreement with Bass Brook Recycling, the company collects these metals at no cost to the County and retains the profits from their sale.

Below, **Table 2-15** presents the recycling quantities for scrap metal received at the Transfer Station and the outlying canister sites. Some scrap metal is sent directly to Bass Brook Recycling, the County's scrap metal collector, and is not included in these totals. The values account for all appliances and scrap metal collected separately at each site and summarized in the annual totals. The County does not track C&D scrap metal separately. Over the five-year period, a total of 1,572.74 tons were recycled, averaging 314.55 tons per year.

Table 2-15: Scrap Metal Quantities Collected



General Waste: At the General Waste landfill, current material recovery activities include metal recovery, concrete stockpiling and crushing, and limited clean wood stockpiling. Metal is recovered from the landfill during active waste-handling operations. Source-separated concrete that is directly hauled to the site is placed in an onsite crushing pile for later processing. While this pile was accumulated over several years, approximately 30,000 tons of concrete were crushed in 2025 for recycling. The crushed concrete aggregate is used onsite for road construction and maintenance, and some material is also used by contractors, often including the contractor responsible for crushing the stockpile. General Waste also maintains a small stockpile of source-separated clean wood, primarily pallets, for future grinding and use in erosion control, landscaping, or frost protection.

2.5.2 Beneficial Use

Itasca County: The County collaborates with local contractors to divert concrete and asphalt for recycling in road base and other construction projects. This initiative reduces landfill usage and promotes sustainable practices in the construction industry. No quantitative information is available.

Trout Demolition Debris Land Disposal: The Trout Landfill operates within the service area and reports annual beneficial use activity via the MPCA Annual Report Submittal Form. The form indicates that the reported materials collected for Beneficial Use can include concrete, wood, shingles, etc. **Table 2-16** summarizes material sent to market and material stored on site pending processing or end markets for 2020–2024, as reported to the MPCA by Trout Enterprises.

Table 2-16: Trout Demolition Debris Land Disposal Beneficial Use

Beneficial Use in Tons	2020	2021	2022	2023	2024
Sent to Market	742.61	330.24	718.80	901.28	1,039.0
Stored On-site	8,025.52	10,533.28	10,453.3	10,568.1	9,529.0

General Waste: The MPCA Annual Report indicated no materials were collected for beneficial use in 2024.

2.5.3 Reuse Programs

Itasca County: The County promotes ReStore to facilitate the deconstruction and reuse of building materials. This collaboration aims to salvage usable materials from demolition projects, providing affordable resources for community members and reducing waste.

The County has partnered with ReStore to begin testing reuse collection and redistribution systems in 2025. Although an MPCA grant application submitted in March was not awarded, the County and ReStore moved forward with a small pilot. Two canisters were placed at outlying sites and the Transfer Station, advertised by local townships, with ReStore staff and volunteers assisting in collection and redistribution. To date, 6,971 pounds of reusable items have been diverted during this pilot effort. Two 40-cubic-yard canisters were delivered to the ReStore, and all items were sold quickly. Items included large furniture, appliances, hardwood flooring, and office cubicles from the county courthouse remodel, which were resold to a local aviation company rather than landfilled. In the fall of 2025, the County was awarded a Greater Minnesota Waste Reduction, Reuse, Recycling and Composting grant. More details are provided in the proposed system.

2.5.4 Deconstruction

Itasca County: The County encourages deconstruction practices over traditional demolition to maximize material recovery. While the county does not require a demolition permit, it does require zoning permits for new structures, additions and alterations. County staff uses that permitting touchpoint to encourage residents to consider deconstruction and reuse, salvaging materials where practical rather than demolishing everything for disposal. By promoting the disassembly of structures, valuable materials can be reclaimed and repurposed, aligning with sustainability goals and reducing landfill contributions.

ReStore advertises the following on its website:

“Our deconstruction program allows us to salvage materials from buildings that are being renovated or demolished. We sell these materials in our ReStore, and like everything else we sell in the ReStore, the proceeds help finance our mission to provide decent, affordable housing in Itasca County. If you are renovating a house or cabin or tearing down a building and choose to donate the used materials to the ReStore, a crew of Habitat staff and volunteers will help with the deconstruction process and haul the materials away for you. Taking part in our deconstruction program is a convenient way to get rid of unwanted materials and help your community.”

2.5.5 Source Reduction

Itasca County: Itasca County's educational initiatives focus on reducing waste generation at the source by informing residents and contractors about efficient material use, waste-prevention strategies, and the environmental benefits of minimizing construction waste. While the County does not administer a formal

source reduction or deconstruction requirement, the zoning permit process provides an opportunity for staff to encourage source reduction where practical, including referrals to outlets such as ReStore for salvageable materials.

2.5.6 Waste-to-Energy

There are no existing Waste-to-Energy facilities in this region of Minnesota.

2.6 Public Outreach/Education Programs

Itasca County Public Outreach and Education

Itasca County's Environmental Services Department provides residents with information on recycling and waste disposal through various channels. The County's website offers detailed guidelines on acceptable recyclable materials, sorting instructions, and information on disposal fees and coupon vendors. Additionally, the County operates a HHW facility at the Transfer Station in Cohasset, where residents can safely dispose of hazardous materials by appointment. No formal outreach practice is currently in place. The County's website can be found here: Solid Waste | Itasca County, MN.

General Waste Education Initiatives

Dem-Con Companies, which owns and operates the General Waste facility in Keewatin, offers comprehensive educational programs for various audiences at its facilities throughout Minnesota. Although not currently offered in Itasca County, their "Green Grades" program includes on-site facility tours, virtual interactive sessions, classroom presentations, and a mobile education trailer designed to teach about waste reduction, recycling, and environmental stewardship. Dem-Con also provides a library of educational materials and videos to support community learning. No formal outreach practice is currently in place for this region.

2.7 Opportunities, Barriers, and Challenges

Developing an effective C&D waste management program requires an organized approach across all stages of the system, including design, planning, development, financing, implementation, and long-term management. Within each of these stages, the County faces unique opportunities, barriers, and challenges that will shape the success of future C&D waste diversion efforts.

Opportunities

- **Strategic Planning and Design:** The County has an opportunity to proactively design a C&D waste system tailored to local needs and material streams. Planning efforts can prioritize high-volume, high-value materials such as concrete, asphalt, and metals, and explore co-location with existing waste facilities to reduce infrastructure costs.
- **Program Development and Partnerships:** There is potential to partner with regional processors, haulers, and deconstruction contractors to increase diversion capacity without requiring full in-county processing infrastructure. The County can also expand reuse and salvage initiatives that support waste reduction and local economic development, including continued partnership development with ReStore to divert more waste from landfills and increase material reuse.
- **Reporting and Performance Tracking:** Explore options for collecting and summarizing basic information about C&D activities (for example, quantities, destinations, and participation) to inform future decisions, communicate progress to stakeholders, and support potential funding

opportunities. The approach can be phased and scaled over time based on County priorities and resources.

- **Access to Funding:** State and federal grants, including MPCA's CAP grants, provide funding opportunities for capital investments and pilot programs. Leveraging external funding could lower financial barriers to program startup and innovation.
- **Education and Engagement:** A well-structured education and outreach strategy can foster contractor buy-in and reduce contamination, especially if paired with clear program requirements and enforcement mechanisms.
- **Community Involvement:** There are opportunities to engage the community by encouraging the proper sorting and drop-off of materials, making it easier for others to reuse these materials with minimal effort. Stockpiling supplies on pallets and communicating these changes through education and outreach efforts can help increase participation and support landfill diversion goals.
- **OCC/Cardboard Recovery:** Clean old corrugated cardboard (OCC) is currently recovered at the Transfer Station when it is visible, accessible, and suitable for recycling. OCC is not treated as a primary C&D material stream in the existing system; rather, it is an incidental recyclable material that may be present in C&D-related loads as packaging from construction materials, fixtures, appliances, cabinets, flooring, and similar products. When clean OCC is identified during load handling, it is pulled from loads and directed to existing recycling pathways instead of disposal. This practice provides a practical, low-cost landfill abatement benefit because OCC has established recycling outlets and can be separated without major new processing infrastructure. The primary limitations are that OCC is not consistently source-separated before arrival and may be wet or contaminated when mixed with C&D debris. Future improvements could include clearer customer guidance encouraging clean cardboard separation before delivery to the Transfer Station or General Waste.

Barriers

- **Infrastructure Limitations:** The County currently lacks dedicated C&D processing infrastructure, which may require investment in new facilities or long-haul transport to out-of-county processors. Limited space and rural geography can also constrain site design and operations.
- **Market Availability:** Local end markets for recovered C&D materials may be underdeveloped or inconsistent, particularly for wood and mixed debris. Market volatility can impact the feasibility and cost-effectiveness of diversion strategies.
- **Material Contamination and Sorting:** Some construction materials are treated or contaminated, requiring landfill disposal. However, if materials are clean and properly sorted, like untreated wood, they can be reused, recycled, or composted. Similar to how MSW is classified and managed in a C&D dumpster, contamination affects how materials must be managed.

Challenges

- **Financial Sustainability:** Balancing tip fees, operational costs, and capital investment is a key challenge, especially in a rural county with dispersed waste volumes.
- **Distance and Collection Feasibility:** The geography of this grant area creates additional challenges for diverting C&D materials. Collection and reuse efforts may be workable in more populated corridors, particularly along Highway 2, where construction activity and disposal volumes are higher. However, there is little economic incentive to haul material long distances from remote or sparsely populated areas at the margins of the County. This spatial barrier limits



participation in recycling and reuse programs, especially for bulky, low-value materials that are costly to transport.

- **Behavioral Change:** Contractor and hauler practices vary widely, and successful C&D material diversion relies on consistent participation and material separation. Developing compliance mechanisms and providing technical assistance will be essential to support behavior change.
- **Program Management:** Staffing capacity is limited, and any new program will require clear responsibilities for oversight, data tracking, and performance evaluation to remain effective over time.
- **Long-Term Commitment:** Sustaining ongoing efforts to reduce landfill disposal of materials requires continued dedication and engagement. While a plan can be developed, maintaining long-term participation may be difficult if, at the commercial or residential level, it is perceived as easier to dispose of materials than to recycle or reuse them. Ensuring lasting success will require ongoing outreach, incentives, and commitment beyond the initial implementation.

By addressing these opportunities, barriers, and challenges across all parts of the system, the County can lay the groundwork for a C&D program that is both practical and aligned with broader waste diversion and environmental goals.

During the kickoff meeting, challenges and barriers related to construction and demolition waste were discussed. **Table 2-17** summarizes these topics, outlines current programs in place, and lists potential programs or systems identified for consideration. These potential programs were also discussed in order to develop the proposed system during the stakeholder meeting discussed further in **Section 3.5.**

Table 2-17: Current and Potential Programs

Topic	Current Programs	Potential Programs
Source reduction and reuse	- ReStore promotes a deconstruction program to salvage materials	- Material Reuse Exchanges
Recycling	- Asphalt and concrete recycling	- Asphalt, concrete, shingles, recycling, wood, metals, and source-separated OCC - Improved processes for proper wood pallet recycling - Clearer customer guidance to reduce contamination
Collection	- Licensed solid waste haulers	- Roll-off container guidelines - Partnership with C&D contractors
Transfer	- Canister sites (County) - Transfer Station (County) - Transfer Station Sites (LLBO)	- Mobile sorting units - Hub-and-spoke model
Disposal	- County - General Waste - Trout Enterprises	- Differential tipping fees - Higher fees for mixed loads - Disposal bans
Education and Outreach	- No education and outreach regarding C&D	- Training sessions for contractors on diversion and recycling - Lead by example
Ordinance	- No ordinance provisions for C&D other than licensing facilities and haulers	- Material restrictions - Permit incentives - Jobsite Waste Plans - Deconstruction Ordinance

3.0 Proposed C&D Management System

3.1 System Overview

The proposed C&D management system is an organized regional approach that builds on existing public and private infrastructure while deliberately shifting toward landfill abatement, material recovery, and reuse. Under the proposed system, C&D materials generated across the service area will continue to move through a mix of self-haul and contracted collection pathways, but with clearer expectations for source separation, more consistent material staging, improved tracking, and expanded reuse opportunities. The proposed system responds to the approaching closure of the County's unlined C&D landfill, continued regional demand for disposal capacity, and the need for a more practical, measurable framework for prioritizing materials.

The proposed system is built around a hub-and-spoke structure. County canister sites will continue serving as local access points, particularly for rural users, while the Transfer Station will function as the central location for receiving, screening, sorting, staging, consolidating, and routing materials. General Waste will continue to provide lined disposal capacity for C&D materials that cannot be reused, recycled, or beneficially used. ReStore will serve as the principal reuse partner for selected high-value reusable materials. Private recyclers and beneficial-use outlets will continue to play an important role in diverting concrete, asphalt, and other materials, as markets and handling logistics support diversion.

OCC will also continue to be recovered as part of Transfer Station operations when it is visible, accessible, and suitable for recycling. OCC is not treated as a primary C&D material stream in the proposed system; rather, it is an incidental recyclable material commonly associated with C&D activity as packaging from construction materials, fixtures, cabinets, flooring, appliances, and similar products. Under the proposed system, Transfer Station and General Waste staff or contracted operators will continue pulling clean OCC from loads during normal load handling and directing it to existing recycling pathways. This activity supports landfill abatement without requiring new processing infrastructure and will be reinforced through customer education encouraging contractors, haulers, and self-haul users to keep cardboard clean, dry, and separate where practical.

The proposed C&D management system will serve the same general user groups as the existing system, including residents, self-haulers, small contractors, large contractors, demolition contractors, C&D haulers, commercial businesses, local governments, and tribal users. The system is intended to accommodate both small self-hauled loads delivered to County facilities and larger contractor or commercial hauler loads delivered to the Transfer Station, General Waste, or other approved outlets. The County based the proposed system on existing infrastructure, and user access will continue through County-operated sites, private haulers, private recycling outlets, and partner facilities.

The proposed system identifies two primary near-term priorities for improved landfill abatement. The first is concrete, which makes up a large share of the disposed C&D stream and has strong recycling potential. The second is high-value reusable building materials, especially doors, windows, cabinets, fixtures, dimensional lumber in reusable condition, and other durable goods suitable for resale or donation through ReStore. Planning-level composition analysis indicates that concrete, brick, and dirt or aggregate together account for well over half of the disposed stream, supporting the decision to prioritize concrete as the first short-term landfill abatement goal.

The proposed system is designed to improve performance without requiring the County to construct a new landfill or a full-scale C&D processing facility. Instead, it emphasizes targeted operational changes, clearer material pathways, practical partnerships, incremental implementation, and improved documentation of landfill abatement.

3.2 Disposal Projections

Using the reported Itasca County-generated disposal volumes described in **Table 2-11**, planning-level C&D disposal projections were developed for 2024 through 2029. Because comparable MPCA county-of-origin data were not available for 2024 or 2025 at the time this report was prepared, 2024 and later years are shown as planning-level projections rather than reported historic values. To avoid overstating future disposal based on a higher-volume year, the projection uses the average of 2022 and 2023 as the baseline and applies a 2 percent annual growth rate.

Table 3-1 summarizes projected C&D disposal volumes in cubic yards and tons.

Table 3-1: Projected C&D Disposal Volumes and Tons

Year	Projected C&D Disposal (CY)	Projected C&D Disposal (Tons)
2024	30,766	10,153
2025	31,381	10,356
2026	32,009	10,563
2027	32,649	10,774
2028	33,302	10,990
2029	33,968	11,209

Because local facility records were maintained in both tons and cubic yards, a standard mixed C&D density factor is used to convert volumes between the two units. The MPCA Construction and Demolition Materials Composition Study[4] reports an average density for mixed C&D of approximately 659 pounds per cubic yard, which is equivalent to about 0.33 tons per cubic yard. For this analysis, cubic yard volumes are multiplied by 0.33 to estimate tons of C&D disposed of each year.

The 2024 projected disposal tonnage was then used to characterize the disposed stream by material category. Weight-based composition percentages from the MPCA Greater Minnesota dataset were applied as a planning-level proxy for Itasca County C&D composition. **Table 3-2** presents these estimated quantities together with a planning-level summary of potential management pathways for each material category. The table identifies likely diversion or disposal options based on material characteristics and regional market conditions. It is not a direct measurement of current management practices for each material, nor does it represent a commitment that all materials will be managed as listed.

[4] Construction & Demolition Waste Composition Study

Table 3-2: Calculated Disposal of C&D Tons by Material Category and Potential Management Pathway

Material category	Approximate Share of Disposed C&D (percent)	Approximate 2024 Annual Quantity (Tons)	Potential Management Pathway
Concrete	30.8%	3,127	Prioritized for recycling, including on-site or facility-based crushing and use as aggregate, road base, or structural fill; disposal of residuals at C&D landfill.
Roofing shingles	10.2%	1,036	Primarily disposed of at C&D landfill under current conditions; future options may include shingle recycling where markets and specifications allow.
Brick	11.4%	1,157	Potential for reuse of intact brick, with most material crushed and managed together with concrete as aggregate or fill where suitable; remaining fines and mixed loads disposed of at C&D landfill.
Dirt/sand/rock/gravel	14.6%	1,482	Managed largely through beneficial use as daily cover, intermediate cover, grading and fill, or road base; material that is unsuitable due to contamination or debris content is disposed of at C&D landfill.
General C&D	9.5%	965	Mixed demolition debris that remains after removal of recoverable materials; disposed of at C&D landfill, with limited further sorting.
Gypsum board	6.6%	670	New scrap and demolition drywall is primarily disposed of; potential for future recovery where gypsum recycling capacity exists.
Clean wood	5.1%	518	Potential target for recycling, grinding, energy recovery, where feasible, or disposal at the C&D landfill.
Metal	2.6%	264	Source separated or recovered at facilities and sent to scrap metal recyclers; small residual amounts in mixed C&D loads are landfilled.
Treated/painted wood	8.3%	843	Managed primarily through disposal at the C&D landfill.
MSW	0.7%	71	Small amounts of MSW that arrive mixed with C&D loads are removed and redirected to MSW management, where practical.
Plastics	0.2%	20	Primarily disposed of as part of mixed C&D or MSW loads; limited recycling potential due to contamination, mixed resin types, and small volumes relative to core C&D materials.

Overall, the 2024 disposed C&D stream is dominated by heavy, mineral-based materials, with concrete, dirt, sand, rock, gravel, and brick together accounting for well over half of the disposed tonnage. This pattern suggests that the greatest near-term opportunities for tonnage reduction and recycling are associated with these materials. Among these categories, concrete stands out as the practical and measurable starting point for targeted diversion because of its large share of the disposed stream and its established recycling potential, as further discussed in **Section 4.0**.



3.3 Policy Framework and Goals

The proposed C&D management system is grounded in the State solid waste hierarchy and the regional intent to minimize the amount of C&D debris requiring land disposal. Partners are committing to the following policy directions:

- **Landfill diversion as a primary objective:** Land disposal of C&D materials will be considered a last resort after reasonable opportunities for prevention, reuse, recycling, and beneficial use have been exhausted.
- **Regional coordination:** Itasca County, LLBO, Grand Rapids, Cohasset, and General Waste will use a shared plan and common data framework to guide C&D system design, funding, and operations across jurisdictional boundaries.
- **Source separation and material quality:** System design will favor source separation and clearly signed drop-off zones to maintain material quality for recycling and reuse, including dedicated areas for sorted C&D materials at the Transfer Station and canister sites.
- **Data-driven decision-making:** Updated licensing and reporting requirements will provide more detailed information on C&D generation, material flows, and hauler, facility, and material-type diversion performance.
- **Equity and access:** The system will be designed so that residents and contractors in rural areas, EJ communities, and tribal lands have practical access to C&D recycling and reuse options through strategically located canister sites and planned haul routes.

Within this policy framework, the County and its partners propose the following short-term goals for Years 1 through 5:

Goal 1. Increase the volume of concrete directed to recycling by 25 percent.
Goal 2. Strengthen and diversify reuse options centered on ReStore.
Goal 3. Establish a standardized process to quantify and document abated materials.
Goal 4. Implement an education program focused on deconstruction, source reduction, and recycling.

The partners also identify the following longer-term goals for Years 6 through 10:

Goal 5. Expand the range of recyclable C&D materials managed through the system, including shingles and wood where feasible.
Goal 6. Broaden ReStore's intake criteria and program offerings to increase salvage and redistribution of building materials and durable goods recovered from deconstruction and demolition projects.
Goal 7. Expand and standardize offerings at canister sites to include additional reusable C&D items, where participation, space, and hauling efficiency support such an approach.

Together, these goals define a phased implementation strategy for a more integrated, measurable, and diversion-focused C&D system.

Figure 3-1 summarizes the proposed short-term and long-term goals.

Figure 3-1: Proposed C&D Management System Goals



3.4 Demography

The proposed system is designed to serve the same general regional population and service area described in **Section 2.2.** The population to be served includes residents, businesses, institutions, contractors, haulers, and partner jurisdictions across Itasca County, as well as portions of the service area that interact with County, tribal, and private C&D infrastructure. Because the proposed system builds on the current system rather than replacing it with a new geographically distinct service area, the demographic conditions that shape the future system remain largely consistent with existing conditions.

3.4.1 Population Served

The proposed C&D management system is intended to serve residents, businesses, and institutions in Itasca County, as well as LLBO members and reservation residents who rely on County or regional solid waste and C&D services. In practice, the proposed system will continue serving residents of cities, townships, and unincorporated areas; contractors and demolition firms working throughout the County; tribal communities; and seasonal residents or other users associated with renovation and property improvement activity.

The planned service area for the proposed C&D management system is the same general geographic area served by the existing regional system and includes all of Itasca County, as well as portions of the Leech Lake Band of Ojibwe reservation lands that rely on County, tribal, and regional C&D management infrastructure. The proposed system will continue to use the County's existing hub-and-spoke network, including the Transfer Station, canister sites, ReStore, General Waste, and other private recycling or beneficial use outlets. A map of the planned service area (same as the existing) is provided in **Appendix A, Attachment 1.**

3.4.2 Environmental Justice

The MPCA defines Environmental Justice (EJ) areas using criteria related to people of color, poverty, limited English proficiency, and tribal lands. The proposed system continues to serve EJ-designated areas through the same overall network of canister sites, the Transfer Station, ReStore, General Waste, and other regional outlets. The proposed system does not create separate service rules for EJ users, but it is intended to maintain practical service access across the County while improving communication, consistency, and visibility of reuse and recycling options. Because the proposed system is designed around existing public infrastructure and geographically distributed collection points, it is not expected to create disproportionate service limitations for EJ-designated areas.

Figure 3-2 presents EJ areas in the service area, and the supporting figures that follow present the applicable EJ criteria. There are no census tracts within Itasca County or LLBO where 40 percent or more of residents report limited English proficiency. A larger map of the service area with EJ areas is provided in **Appendix A, Attachment 2.**

Figure 3-2: EJ Areas Overview

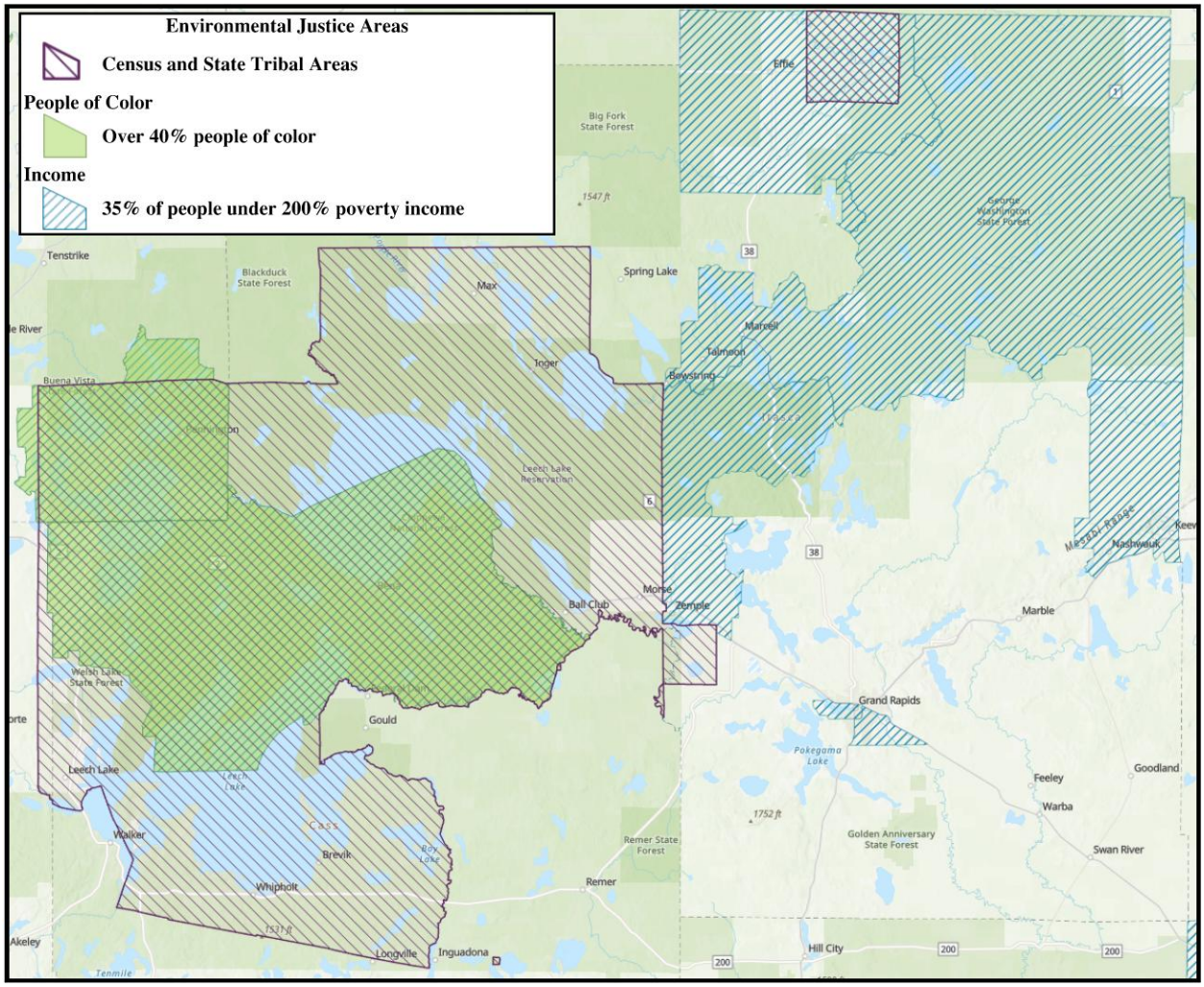


Figure 3-3 presents EJ income considerations.

Figure 3-3: EJ Income Considerations

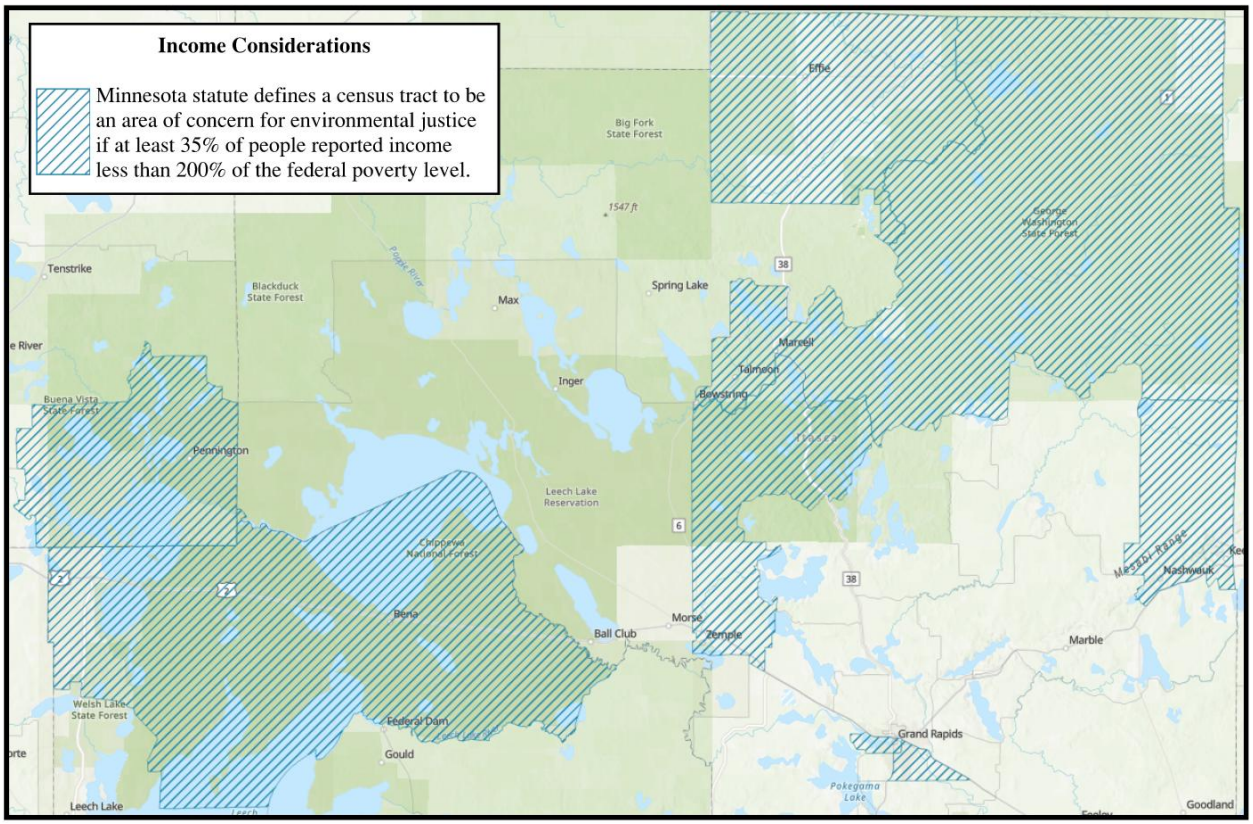


Figure 3-4 presents EJ people of color.

Figure 3-4: EJ People of Color

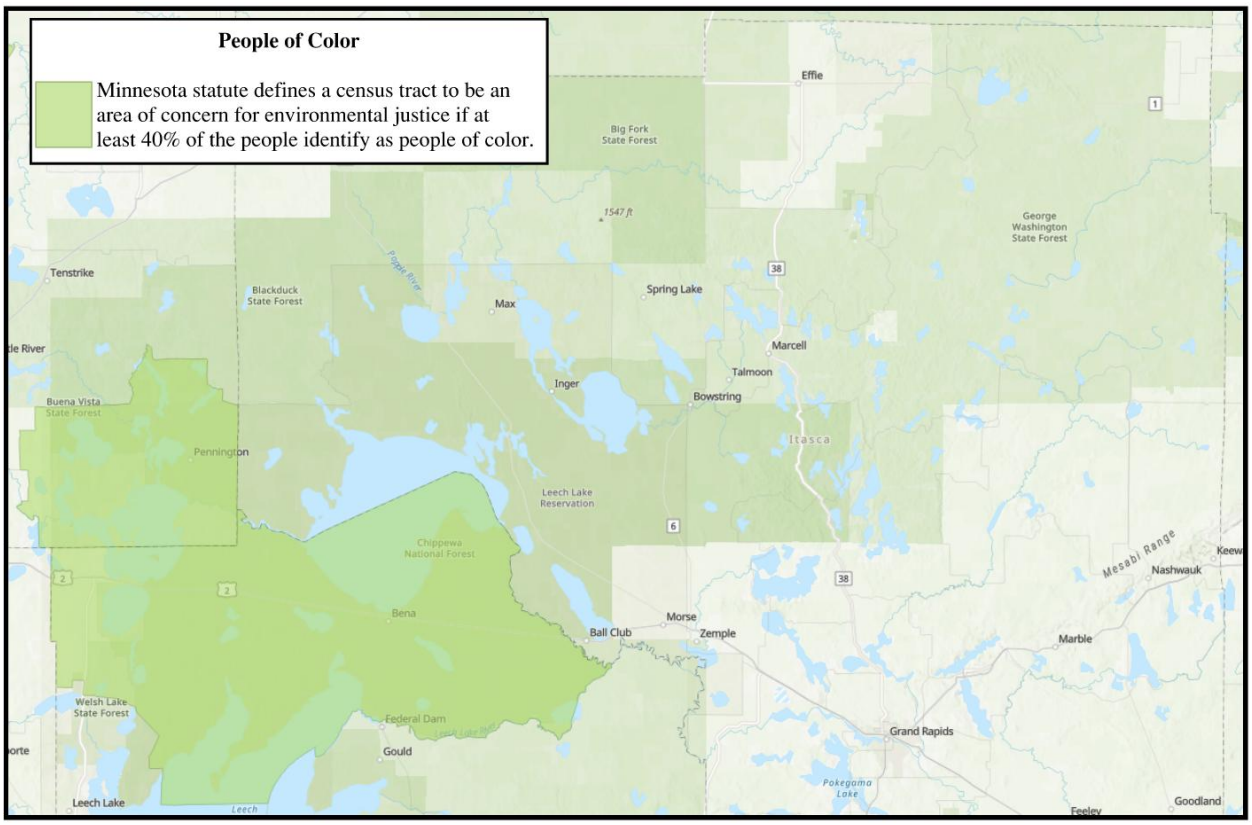
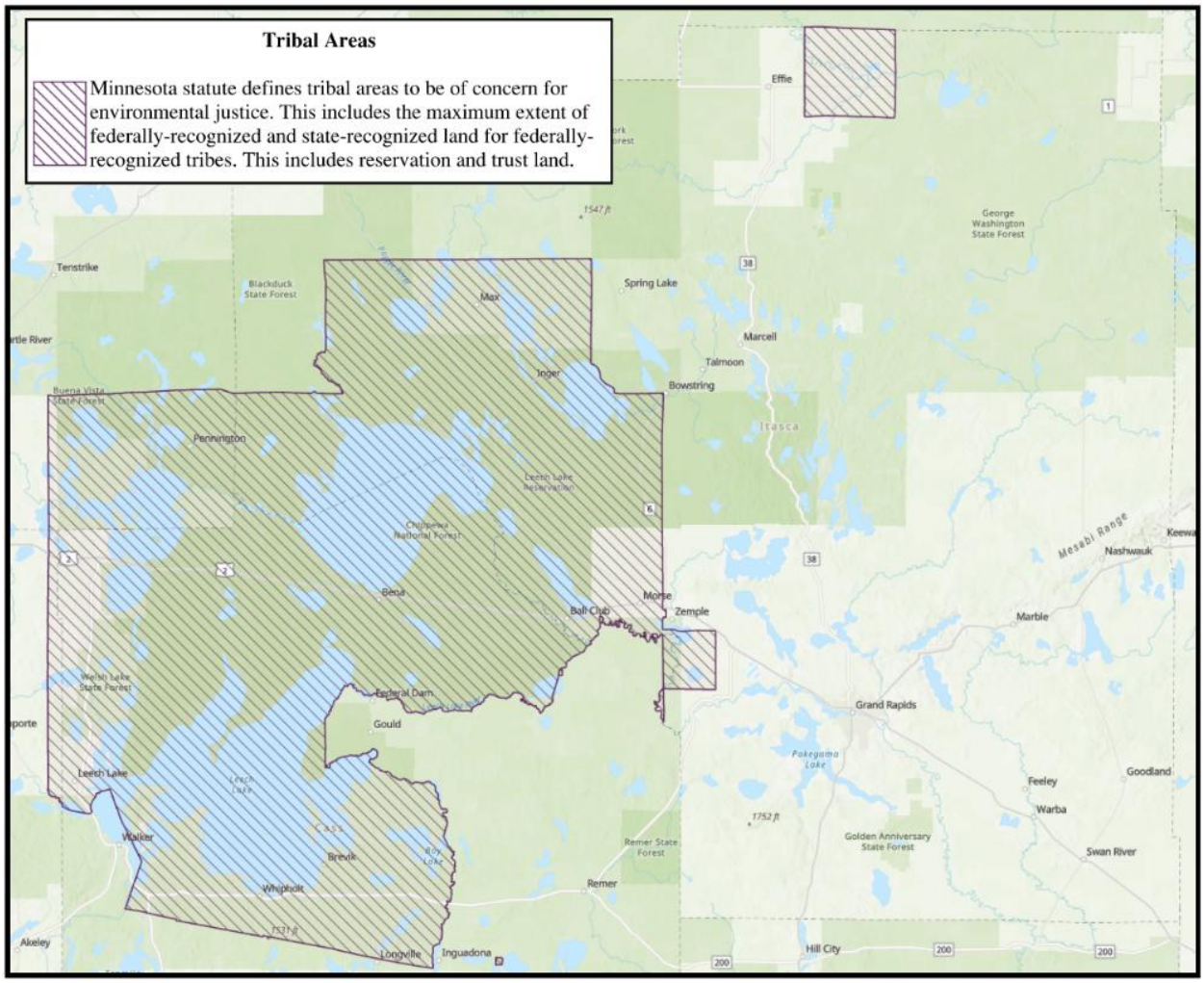


Figure 3-5 presents tribal areas.

Figure 3-5: EJ Tribal Areas



3.5 Stakeholder Input and Plan Development

Project partners were identified before grant funding was awarded so the planning process would include both public-sector partners and private C&D waste management interests within the existing and intended service area. Project partners include Itasca County, the Cities of Grand Rapids and Cohasset, LLBO, and General Waste.

General Waste, as the primary private C&D waste management facility in the service area, formally participated in the planning process and provided input on current operations and future system considerations. General Waste contributed operational and planning insight that informed the development of the proposed system. Additional private stakeholders, including Trout Enterprises, were invited to participate, along with contractors, haulers, and other current system users.

The Cities of Grand Rapids and Cohasset were informed participants and had opportunities to review and comment on proposed strategies. LLBO was formally invited through multiple outreach efforts. Although

direct participation was not secured, opportunities for involvement were provided throughout the planning process.

A collaborative stakeholder meeting was held on October 20, 2025, with participation from contractors, private facility operators, municipal representatives, haulers, and other system users. Input was gathered through discussion and through Slido, a virtual polling platform. This input, together with system evaluation and partner collaboration, directly informed development of the proposed C&D management system and the four short-term goals identified in this Plan.

Table 3-3 provides the stakeholders in attendance and their role in the C&D system. A summary of the stakeholder meeting and survey is provided in **Appendix B.**

Table 3-3: Stakeholder and Role

Stakeholder	Role
City of Grand Rapids	Project partner
Local Boy Inc.	Commercial and residential roll-off containers
Trout Enterprises	C&D landfill
City of Bovey	City representative
General Waste	Project partner, landfill operator
Veit & Company	Commercial and residential roll-off containers
Itasca County	Project partner, grantee
Hawkinson Construction Company Inc.	Aggregate sales, residential, commercial and municipal asphalt paving
Edwards LaPlant Construction	Custom homes, remodels and addition construction
HAWK Construction	Commercial building contractor, concrete construction
Schwartz Construction	Aggregate sales, commercial and residential concrete
Waste Management	Residential and commercial trash and recycling service and roll-off containers
Walter's Waste and Recycling	Residential and commercial trash and recycling service and roll-off containers
Itasca County Commissioner, District 3	Elected official
Casper Construction	Aggregate sales, earthwork and site development, demolition
MPCA	State government staff
City of Coleraine	City representative

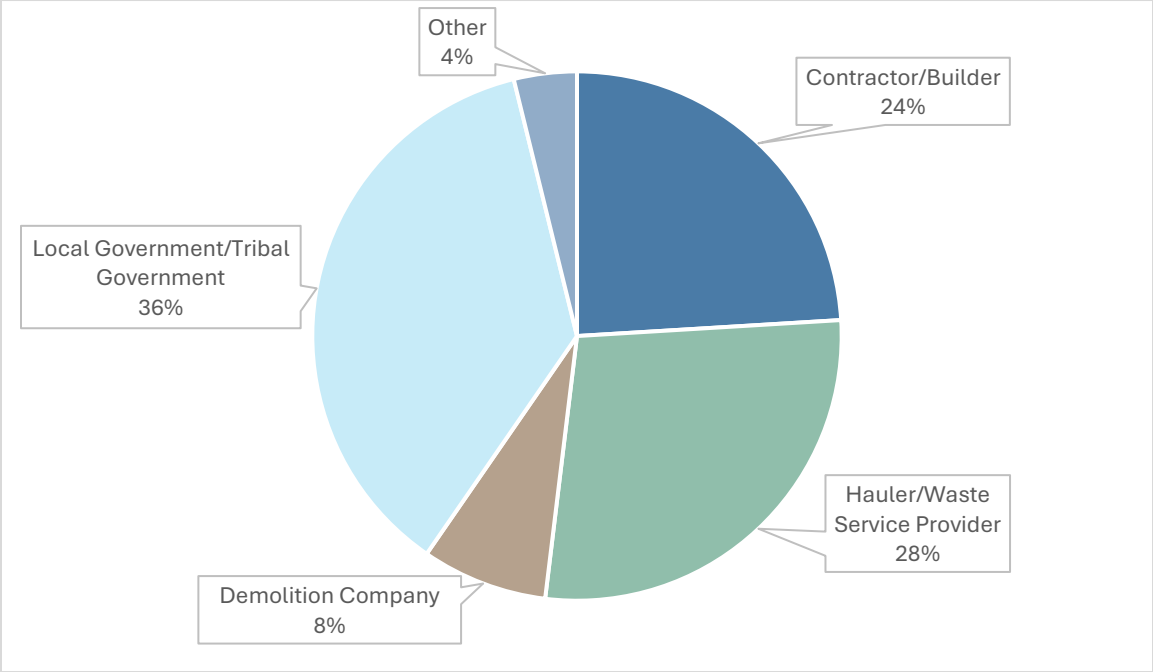
Stakeholders represented the primary generator, hauling, processing, disposal, and oversight groups that the regional C&D system is intended to serve. Public-sector participants included Itasca County, the Cities of Grand Rapids, Bovey, and Coleraine, an Itasca County Commissioner, and MPCA staff. These participants reflected the needs of residents, institutions, local governments, and regulators that rely on practical disposal, diversion, and oversight tools.

Residential and commercial hauling interests were represented by Local Boy Inc., Veit & Company, Waste Management, and Walter's Waste and Recycling. Contractor and generator perspectives were represented by Edwards LaPlant Construction, HAWK Construction, Hawkinson Construction, Schwartz Construction, and Casper Construction. Disposal and processing capacity were represented by General Waste and Trout Enterprises. Reuse perspectives were developed through separate collaboration with ReStore, including a dedicated discussion of reuse operations, material acceptance, collection logistics, and ReStore's role in the proposed system.

Taken together, these participants reflected the full range of users and service providers in the regional C&D stream, from residents bringing small renovation or clean-out loads to the Transfer Station or canister sites, to contractors and haulers managing larger project volumes, to the facilities and public entities responsible for collection, recovery, disposal, education, and oversight.

This mix, as shown in **Figure 3-6** reflects a system designed to serve both the entities that generate C&D materials on projects and the entities that transport, process, and dispose of those materials.

Figure 3-6: Types of Businesses Represented



3.5.1 How Stakeholder Input Informed the Proposed System

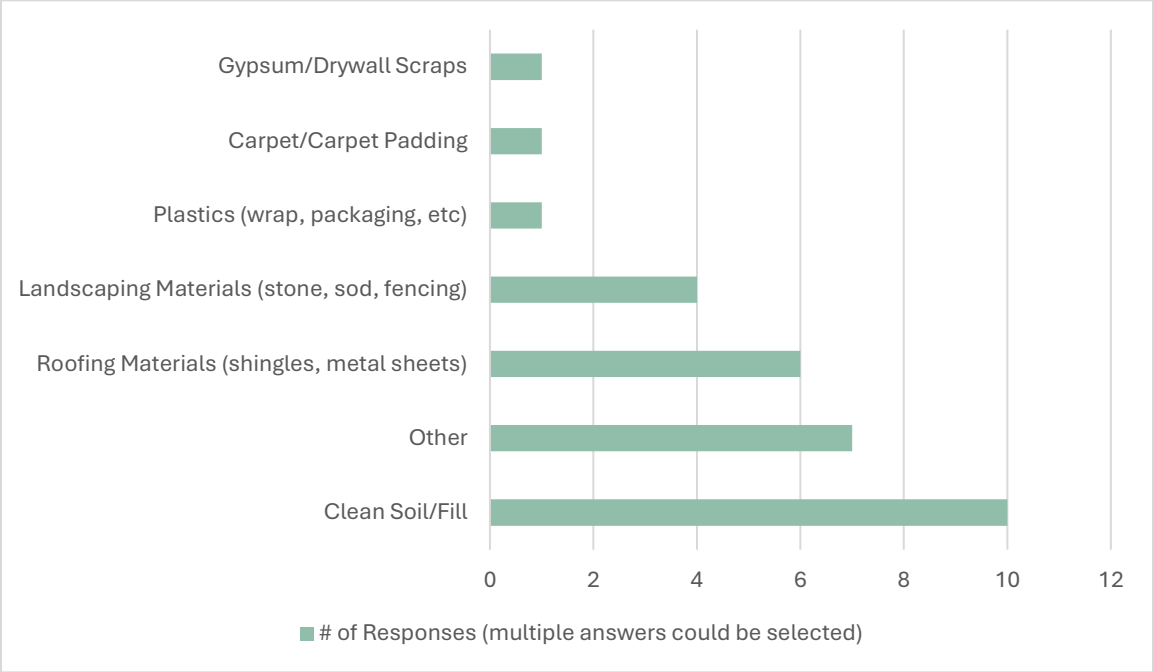
Stakeholder discussion confirmed that the future system must continue serving a broad mix of users, including residents bringing smaller quantities of renovation and clean-out debris, as well as small, medium, and large contractors, demolition firms, C&D haulers, and businesses that provide roll-off, landfill, recycling, or aggregate services. Stakeholders emphasized that the system must continue accommodating high-volume contractors and hauler loads while maintaining practical options for smaller residential and commercial generators.

Participants also identified the materials currently being diverted from the waste stream. In addition to concrete, the commonly cited materials included clean soil or fill, roofing materials, and landscaping materials. Smaller volumes of gypsum or drywall scraps, carpet and carpet padding, and plastics were also identified. Materials listed under “other” included asphalt and both friable and nonfriable asbestos. Shingle recycling was discussed in detail, but stakeholders indicated it has largely been discontinued due to product quality concerns and processing limitations.

As shown in **Figure 3-7**, the commonly diverted material was clean soil/fill, followed by roofing materials and landscaping materials. Smaller volumes of gypsum/drywall scraps, carpet and carpet padding, and plastics were also reported. Materials identified under the “Other” category included asphalt and both friable and

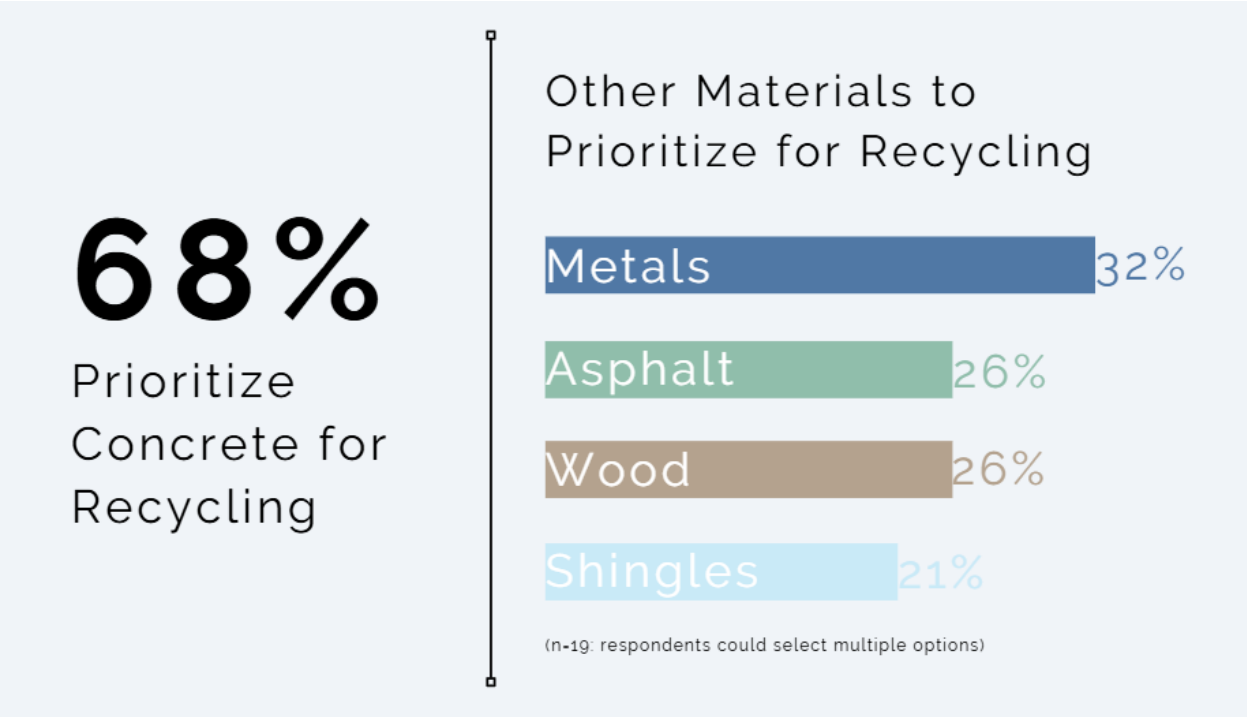
nonfriable asbestos. Hawkinson shared that all asphalt and clean soil handled through its operations are currently recycled. Some asphalt is crushed for reuse, while some is incorporated into hot mix asphalt. Hawkinson also noted that shingle recycling was discontinued due to product quality and processing issues. Although roofing materials, including shingles and metal sheets, were identified by stakeholders as materials currently being diverted, shingle recycling is not included as a separate short-term diversion target because local recycling opportunities have been discontinued or limited due to quality concerns, processing challenges, transportation costs, and market constraints. For this reason, shingles are retained as a longer-term feasibility item under Goal 5 and may be revisited if quality standards, processing capacity, transportation costs, and end-market requirements can be met.

Figure 3-7: Materials Currently Being Diverted by Stakeholders



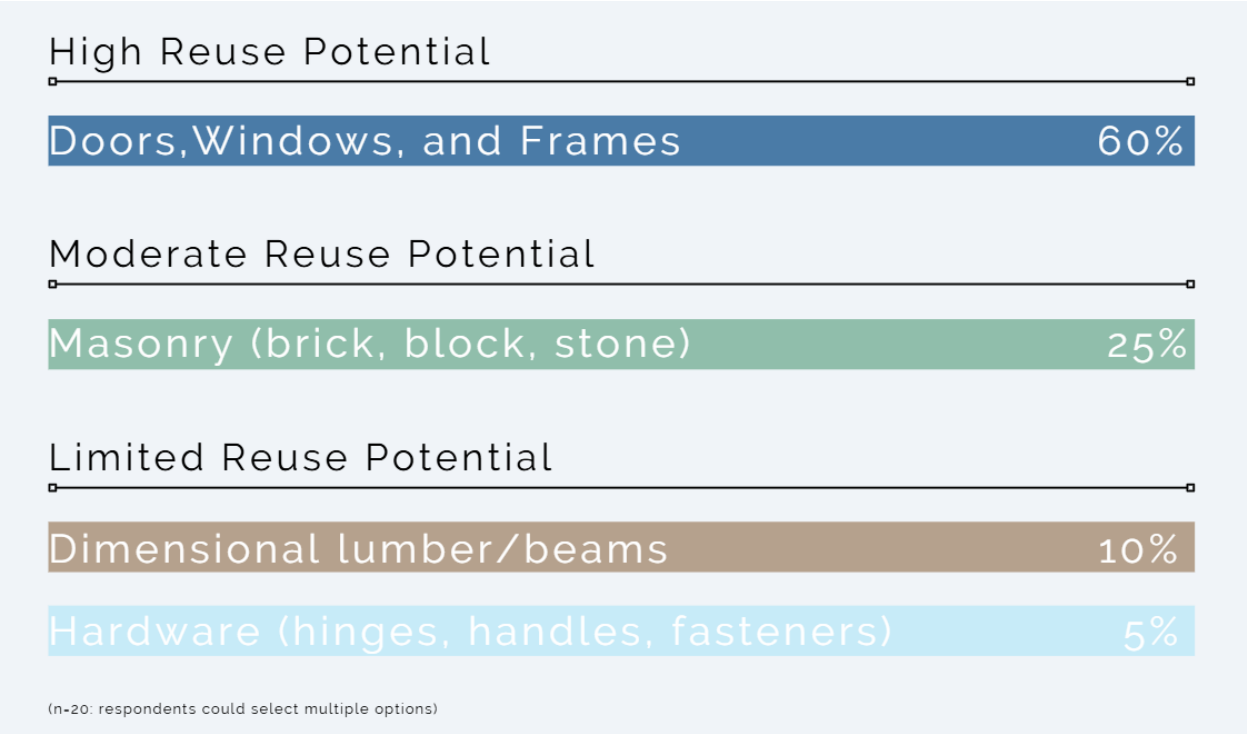
When asked which materials should be prioritized for future recycling or reuse, 68 percent of respondents identified concrete as the top priority. Additional materials identified included metals, asphalt, wood, and shingles. The strong preference for concrete directly supported the development of Goal 1, which focuses on increasing concrete diversion from landfill disposal. **Figure 3-8** summarizes the materials stakeholders identified as priorities for recycling.

Figure 3-8: Materials to Prioritize for Recycling



Stakeholders then discussed materials with realistic reuse potential. Doors, windows, and frames were identified as having the strongest reuse potential, followed by masonry materials such as brick, block, and stone. Materials such as dimensional lumber, beams and hardware were ranked lower by stakeholders, although ReStore indicated that dimensional lumber would still be a preferred reusable material when conditions allow. This input helped shape Goal 2 and the Plan's focus on high-value reusable building materials. **Figure 3-9** summarizes the materials identified as realistic candidates for reuse by stakeholders.

Figure 3-9: Common Materials Identified as Realistic for Reuse

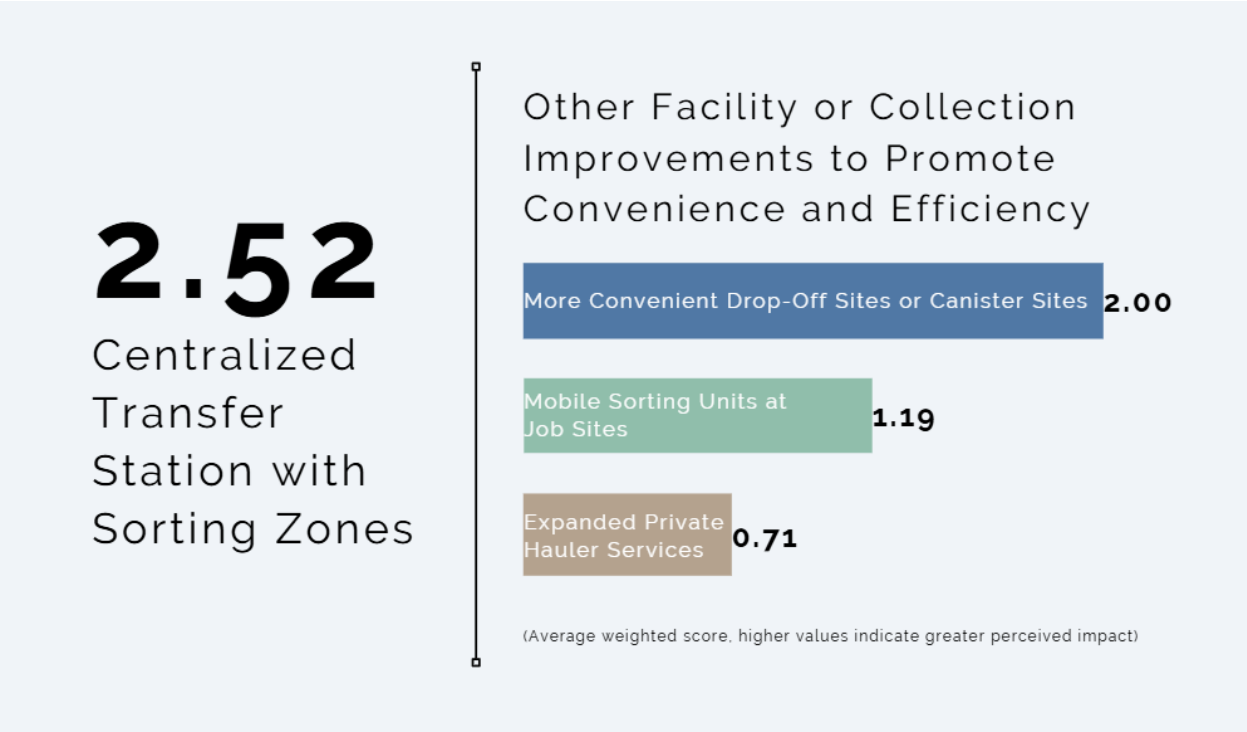


Stakeholders also identified practical barriers to greater material recovery. The common challenges were time and labor costs at job sites, tight project schedules, transportation and hauling logistics, limited onsite storage space, and safety or liability concerns. Participants noted that although additional separation is often technically possible, project conditions do not always make it practical. These findings influenced the Plan's emphasis on practical source separation, improved staging and transport, and targeted education rather than overly burdensome requirements.

Participants were also asked how the overall C&D system could be improved. The top-ranked improvement was the development of a more centralized transfer station with designated sorting zones. The second-ranked improvement was more convenient drop-off or canister site access. Additional suggestions included mobile sorting units at job sites and expanded private hauler services. While the County does not intend to directly provide mobile sorting services and does not control private hauler expansion, these comments helped confirm the value of a hub-and-spoke system built around the Transfer Station and supported by practical collection points.

Figure 3-10 summarizes the ranked options identified by stakeholders to improve the system.

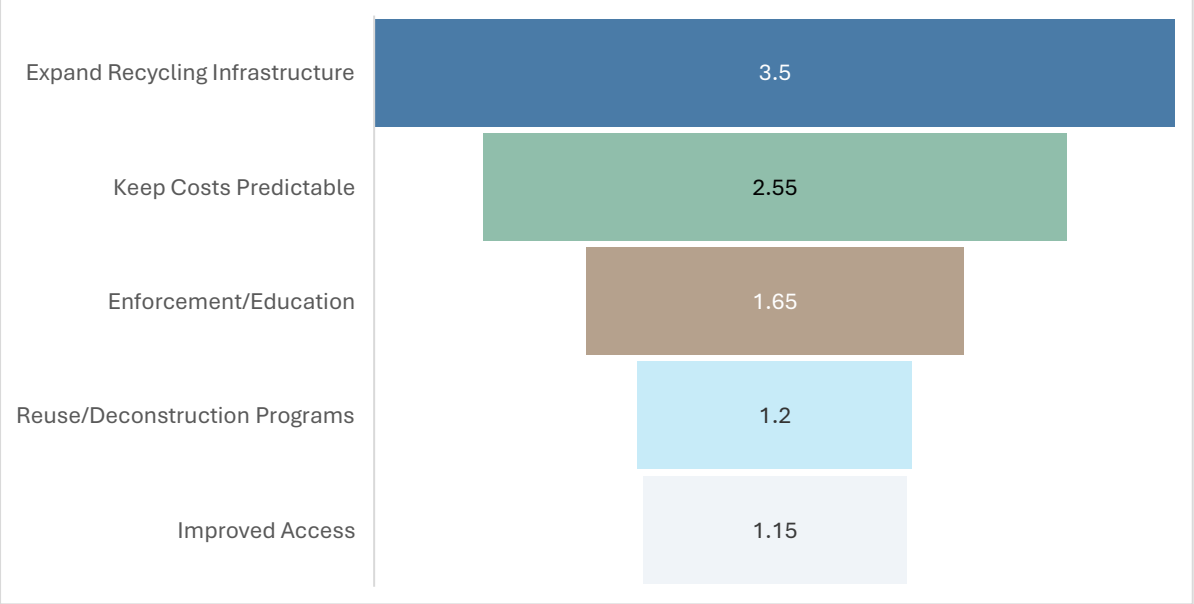
Figure 3-10: Ranked Options to Improve the System



Finally, stakeholders were asked to rank priority strategies for Itasca County moving forward. The highest-ranked strategy was expanding recycling infrastructure, including capacity for concrete, asphalt, wood, shingles, and metals. The second-ranked strategy was keeping costs predictable and affordable for contractors. The third-ranked strategy was developing clear and fair enforcement and educational practices. These results supported the Plan's focus on concrete recycling, reuse through ReStore, practical education and signage, and a phased implementation approach that avoids major near-term cost increases.

Figure 3-11 summarizes the highest priority strategies identified by stakeholders for the County moving forward.

Figure 3-11: Highest Priority Strategies for Itasca County Moving Forward



The planning process confirmed that the proposed system should begin with materials that offer the strongest combination of volume, practicality, and marketability. Among the materials discussed, concrete emerged as the key priority near-term recycling opportunity based on stakeholder input, disposed stream composition, and the availability of existing processing and end-use pathways. The following section describes the proposed concrete management system in detail.

4.0 Concrete Management System

Concrete was selected as the first-priority material because it combines three important characteristics: it represents a significant portion of the disposed C&D stream, it has well-established recycling potential, and it received strong stakeholder support as the preferred near-term material for focused system improvement. To support planning for concrete recycling, historic C&D disposal data were used to develop projections through 2029, as previously shown in **Table 3-1**.

4.1 Goal 1: Increase Volume of Concrete Recycling

Based on the planning-level estimate in **Table 3-2**, landfill facilities located within Itasca County were estimated to have received approximately 3,127 tons of concrete from Itasca County waste sources in 2024. This planning-level estimate was developed using MPCA Greater Minnesota composition factors. While 2024 is used as the baseline year for disposal estimates, current operations since mid-2025 indicate that concrete recovery activities are already expanding at the Transfer Station and General Waste. Since July 2025, the Transfer Station has begun separating large concrete from commercial and contractor loads, with an estimated 50 tons recovered for future transport to Keewatin for crushing. General Waste also manages source-separated concrete through onsite stockpiling and crushing, with approximately 30,000 tons crushed in 2025 from material accumulated over multiple years. General Waste has not historically tracked incoming source-separated concrete volumes consistently, and available data have generally reflected material crushed or shipped to market rather than the total concrete received. Part of the proposed system will be to begin tracking incoming concrete so the planning group can better measure recovery activity, stockpiling, processing, and diversion over time. In addition, Trout reported shipping 1,039 tons to market and stockpiling 9,529 tons on site in 2024. These data show that concrete is a high-volume material with strong diversion potential and that the proposed system can build on recovery practices already underway.

The initial 25 percent diversion target is approximately 782 tons of concrete per year. If the baseline is escalated using the 2 percent annual planning growth factor, the Year 5 diversion target would be approximately 863 tons per year. Annual results will be reviewed after one full year of consistent tracking, and the target may be refined based on actual participation, market conditions, and available processing capacity.

4.1.1 Environmental Benefits

Using EPA's Waste Reduction Model (WARM) as a screening tool, the greenhouse gas benefit of C&D diversion primarily comes from avoided upstream impacts (raw material extraction, processing, manufacturing, and transport), rather than from preventing direct emissions from inert materials. Concrete and masonry are essentially inert in a landfill and do not generate methane, so their direct end-of-life greenhouse gas impacts are small. The climate benefit of concrete recycling instead comes from displacing virgin aggregate production and associated hauling, which WARM treats as an offset to virgin aggregate production.

To reduce disposal and create a more consistent and trackable diversion pathway, the proposed C&D management system will prioritize source-separated concrete collection, Transfer Station staging, and routing to recycling outlets through the following actions.

4.1.2 Concrete Management Actions

Action 1.1 Concrete Staging at Transfer Station

Beginning in Year 1, Itasca County and General Waste will designate and sign a dedicated concrete unloading area at the Transfer Station for source-separated concrete loads. Acceptable concrete loads delivered by residents, contractors, and haulers will be directed to this area rather than mixed C&D disposal areas. County staff will visually inspect loads for contamination before unloading, so concrete remains separate from mixed C&D debris and can be managed to support crushing and end-market shipment. At the Transfer Station, concrete loads will be weighed or measured and charged accordingly, then directed to the concrete staging area for unloading. Concrete will be staged separately in a designated loading area pending processing at the Transfer Station by General Waste or transport to the General Waste facility for processing.
Lead: Itasca County and General Waste
Support: Contracted haulers
Deliverable: Marked concrete staging area with signs and load acceptance procedures
Performance Measure: Date staging area becomes operational; number of concrete loads received separately

Action 1.2 Concrete Source Separation and Customer Guidance

Beginning in Year 1, Itasca County and General Waste will expand customer guidance, signage, and clear load expectations to increase the delivery of clean, source-separated concrete and reduce contamination in concrete stockpiles at the Transfer Station and General Waste. These measures will include direction on acceptable load preparation, unloading location, and separation from mixed C&D debris. Under the proposed system, outlying canister sites that accept C&D waste will remain limited in their ability to manage large quantities of concrete and will not accept concrete pieces larger than a standard cinder block. All C&D waste delivered to canister sites will continue to be unloaded by hand, and dumping or mechanical unloading will remain prohibited. Large concrete loads will continue to be discouraged at canister sites due to hauling and handling constraints and will instead be directed to the Transfer Station or directly to General Waste. As part of implementation, the County may also evaluate pricing incentives, dedicated bins, or similar tools to support cleaner separation where feasible.
Lead: Itasca County and General Waste
Support: Contracted haulers
Deliverable: Updated signage, customer guidance, and source-separation procedures
Performance Measure: Number of source-separated concrete loads received; observed reduction in contamination

Action 1.3 Concrete Tracking and Reporting

Beginning in Year 1, Itasca County and General Waste will implement a standard method to document concrete received, processed, shipped to market, recycled, stockpiled, and disposed. The County and General Waste will maintain a log of source-separated concrete loads received. As part of implementation, the County may consider requiring licensed haulers to submit annual reports for targeted concrete loads and identified source-separated concrete streams where practical.
Lead: Itasca County and General Waste
Support: Participating processors, contracted haulers
Deliverable: Standardized tracking form and annual summary
Performance Measure: Annual tons or cubic yards of concrete documented as recycled, stockpiled, or disposed of

Action 1.4 Processing and End-Market Development
Beginning in Year 2, Itasca County and General Waste will coordinate with processors, contractors, and public works representatives to identify and document additional end markets for processed concrete. Potential end uses may include crushed aggregate, road base, engineered fill, County road projects where engineering specifications allow, or other approved applications where the material is used as a substitute for conventional aggregate.

The Plan recognizes that the use of uncontaminated recognizable concrete, recycled concrete and concrete products, and brick as a substitute for conventional aggregate is a standing beneficial use determination under Minnesota Rules 7035.2860, subpart 4(I). Concrete staged for future recycling or beneficial use will continue to be managed as solid waste until it is incorporated into a manufactured product or utilized in accordance with an applicable standing or case-specific beneficial use determination. Prior to that time, stored material will be managed in accordance with Minnesota Rule 7035.2855 and applicable permit requirements, including storage practices that maintain material quality, prevent contamination and nuisance conditions, document quantities and intended end uses, and prevent storage at one location for more than three years without processing or utilization.

This action is intended to support regular movement of processed concrete to documented end markets rather than long-term stockpiling.
Lead: Itasca County and General Waste
Support: Itasca County Highway Department, participating processors, contractors
Deliverable: Documented list of approved or feasible end markets and destination records for processed concrete
Performance Measure: Tons or cubic yards of processed concrete sent to end markets; number of end-use outlets utilized

Action 1.5 Concrete Diversion Target
Using 2024 as the baseline year, the County will work toward diverting 25 percent of baseline disposed concrete generated within Itasca County by the end of Year 5, equivalent to approximately 863 tons per year. Annual results will be reviewed after one full year of consistent tracking, and the target may be refined based on actual participation, market conditions, and available processing capacity.
Lead: Itasca County
Performance Measure: Annual documented concrete diversion compared to baseline

4.1.3 Description of Concrete Sorting Activities

The proposed system will strengthen concrete sorting practices at both the Transfer Station and General Waste through clearer load guidance, designated staging areas, and more consistent handling procedures. Customer guidance, signage, and clear load expectations will be used to increase the delivery of clean, source-separated concrete and reduce contamination in concrete stockpiles. Designated areas will be used for concrete staging and stockpiling, so concrete will remain separate from mixed C&D debris and will be managed to support crushing and end-market shipment. These improvements are intended to create more consistent material quality, reduce unnecessary disposal, and support reliable tracking of concrete received, processed, shipped, stockpiled, and disposed.

Under the proposed system, the outlying canister sites that accept C&D waste will remain limited in their ability to manage large quantities of concrete and will not accept concrete pieces larger than a standard



cinder block (basement block size). All C&D waste delivered to a canister site must be unloaded by hand; dumping or mechanical unloading remains prohibited. Large concrete loads will continue to be discouraged due to the cost of reloading and hauling material to the Transfer Station, and because the sites will not have equipment to move or manage heavy materials. As a result, larger concrete loads will be directed to the Transfer Station or directly to General Waste.

At the Transfer Station, concrete loads will be weighed or measured and charged accordingly, then directed to the concrete staging area for unloading. Concrete will be staged separately and then loaded into a roll-off container placed in the concrete loading area. Loaded roll-offs will be weighed and transported to the General Waste facility for recycling. Since July 2025, commercial and contractor C&D loads at the Transfer Station have been tipped inside the Transfer Station, allowing large concrete to be removed prior to loading and set aside. Although the concrete has not yet been exported, staff estimate that approximately 50 tons have been recovered since July 2025, with the intent to haul the material to General Waste for crushing. This process serves as an early pilot for the proposed concrete diversion system by demonstrating how the Transfer Station can function as the central location for concrete separation, staging, and routing.

4.1.4 Equipment and Infrastructure Needs

No new loaders, excavators, or sort line equipment are proposed for this project. Existing equipment will continue to be used, with replacements occurring as units age, though no immediate changes are anticipated. The proposed system focuses on expanding bin availability, particularly by adding roll-off containers at canister sites to improve material separation before waste reaches the Transfer Station. Updated signage at the Transfer Station, General Waste, and canister sites will help direct users to the appropriate disposal or recycling locations.

5.0 Reuse of C&D Materials Management

Reuse was identified as the second-priority area for targeted landfill abatement because the County already has an active and reliable reuse partner through ReStore, and the existing system has demonstrated strong potential to recover additional usable materials. ReStore reports that about 99 percent of the materials it receives are sold successfully, reflecting strong demand and effective intake, sorting, and merchandising practices. The County has also observed increasing quantities of large, high-quality drop-offs, such as tile and dimensional lumber, suggesting continued opportunities to recover reusable building materials that would otherwise be discarded.

The proposed reuse system builds on the partnership between Itasca County and ReStore established through the Greater Minnesota Waste Reduction, Reuse, Recycling and Composting Grant awarded in fall 2025. Although the grant program is designed primarily to capture durable goods currently discarded in the MSW stream, such as furniture, appliances, tools, sporting goods, and lawn and garden equipment, the same collection and processing model can also be used to recover high-value reusable C&D-related items when practical. Priority reusable building materials may include doors, windows, cabinets, fixtures, and other durable items suitable for resale or donation through ReStore.

Under the proposed system, reusable items will be collected at the Transfer Station, selected canister sites, and special collection events, then transported by the County's contractor and partner haulers to ReStore in Grand Rapids for sorting, minor repair, and resale. Startup infrastructure will include a dedicated tent and storage containers at the Transfer Station. Over time, the program is expected to divert about 125 tons of reusable items per year, building on a 2025 pilot that diverted nearly 4 tons and on ReStore's broader history of keeping more than 5,800 tons of usable goods out of landfills.

To improve consistency across the system and increase recovery of high-value reusable materials, the proposed C&D management system will formalize acceptance and handling procedures, improve capture through signage and customer guidance, and strengthen staging, hauling, and transport practices that protect items from weather and damage. ReStore, and the County will also coordinate space needs, sorting practices, and intake procedures to maximize resale or donation potential and reduce disposal of damaged or unsuitable items. Program performance will be tracked through the grant framework using existing ReStore intake weights and sales or donation records. The proposed system does not include tracking whether reusable items originated specifically from C&D projects versus other sources.

Currently, the Bray Lake, Danson, Bigfork, and Sago canister sites each have a roll-off container for collecting reusable materials, which are hauled to the Transfer Station. From the Transfer Station, reusable materials are hauled to ReStore. The grant will support expansion to additional canister sites using a similar collection model. Material transport will continue to be handled by the County's contractor, and overflow procedures, including temporary storage, will support continuity during high-volume periods. All recovered materials will be made available through ReStore, providing affordable options for local residents while supporting landfill abatement and broader community benefits.

5.1 Goal 2: Strengthen and Diversify Reuse Options

Reuse is a priority strategy in the proposed C&D management system because it keeps usable building materials in circulation, reduces disposal, supports local access to affordable materials, and avoids the upstream environmental impacts associated with producing new products. To strengthen reuse opportunities across the system, the County and its partners will focus on improving identification, collection, donation, and tracking of reusable materials.

5.1.1 Environmental Benefits

Using EPA's Waste Reduction Model (WARM) as a screening tool, the greenhouse gas benefit of C&D material reuse comes primarily from avoiding the need to manufacture, transport, and purchase new products and building materials. Unlike disposal-based management, reuse preserves the value of materials already in circulation and keeps usable items out of the waste stream for their appropriate use.

At full implementation, the proposed reuse program is expected to divert approximately 125 tons of reusable materials per year. For the proposed reuse goal, dimensional lumber was used as a proxy material in WARM because it is representative of common reusable building materials that may be recovered through deconstruction, donation, salvage, and material exchange activities. Based on this screening-level analysis, achieving the reuse goal would reduce greenhouse gas emissions by approximately 57 metric tons of carbon dioxide equivalent (MTCO2E) annually. This estimate reflects avoided upstream impacts associated with producing replacement materials, rather than avoided landfill emissions alone.

To reduce disposal and strengthen a more consistent, trackable reuse pathway, the proposed C&D management system will prioritize partnerships with ReStore, the development of reuse acceptance standards, contractor and resident education, and improved identification of reusable materials before they enter the disposal stream.

The following actions are intended to increase the amount of usable C&D material diverted for reuse while supporting local access to affordable building materials.

5.1.2 C&D Reuse Management Actions

Action 2.1 Reuse Acceptance Standards

Beginning in Year 1, Itasca County and ReStore will prepare written acceptance criteria and site procedures for reusable materials collected through the County system. The guidance will identify priority items such as doors, windows, cabinets, fixtures, dimensional lumber in reusable condition, and other durable goods appropriate for resale or donation, and will establish basic standards for condition, safety, handling, and storage. The guidance will also describe how reusable materials are to be identified, separated, and managed at participating County locations before transport to ReStore.

Lead: Itasca County and ReStore

Deliverable: Written acceptance criteria and site procedures for reusable materials

Performance Measure: Completion and distribution of reuse acceptance and handling guidance

Action 2.2 Reuse Signage and Public Education

Beginning in Year 2, Itasca County and ReStore will implement a planned signage and public education effort to support the recovery of reusable building materials and other ReStore-eligible items. At the Transfer Station and selected participating canister sites, the County will install clear signage identifying acceptable reusable materials, preparation requirements, and designated drop-off locations. Educational materials will

explain the purpose of the reuse program, distinguish reusable items from recyclable and disposable materials, and encourage residents and contractors to divert usable items from the waste stream. Outreach may include on-site signs, handouts, website content, social media posts, and other public information channels. Signage will also include a website address and, where practical, a QR code linking users to current reuse guidance for higher-potential reusable building materials. Messaging will be developed jointly by the County and ReStore so that material acceptance criteria, handling expectations, and reuse opportunities are communicated consistently across the system.

Lead: Itasca County and ReStore
Support: Contracted hauler
Deliverable: Reuse signage installed at the Transfer Station and selected canister sites; public education materials and outreach content developed and distributed
Performance Measure: Number of sites with reuse signage installed; number of outreach materials distributed or posted; observed participation in reuse drop-off program

Action 2.3 Reuse Collection, Staging, and Transport
Beginning in Year 2, the County will operate reuse collection at the Transfer Station and at selected canister sites with the highest documented bulky-item volumes. Reuse collection will occur during normal operating hours at the Transfer Station and participating canister sites when staff are present and monitoring incoming loads. Materials directed to reuse collection areas will be visually screened to confirm they appear suitable for reuse and are free of obvious damage, contamination, or safety concerns. At the Transfer Station, an underutilized portion of the floor sorting area will be repurposed as a covered sorting and stockpiling space for ReStore-eligible materials. Staff will identify reusable items during floor sorting, move them to the covered area for staging and inspection, and prepare them for loading and transport by partner haulers to ReStore. At participating canister sites, ReStore-eligible items will be placed in weatherproof, lockable shipping containers for secure storage. Once full, the containers will be hauled either to the Itasca ReStore location or to the Transfer Station and placed in the ReStore staging area until needed at the retail location. Site selection will be based on historical collection data from previously staged 40-cubic-yard furniture containers, with sites demonstrating the highest bulky-item volumes prioritized for participation.
Lead: Itasca County and ReStore
Support: Contracted hauler
Deliverable: Reuse collection operating at selected locations; written staging and transport procedures
Performance Measure: Number of participating sites; number of loads delivered to ReStore

Action 2.4 ReStore Sorting and Resale Preparation
Beginning in Year 2, ReStore will sort and evaluate materials received from County collection points using its established intake, screening, and merchandising practices. ReStore will coordinate with the County on handling practices that improve the condition of received materials and maximize the share of collected items that can be resold or donated rather than discarded.
Lead: ReStore
Support: Itasca County
Deliverable: Documented sorting and resale preparation procedures for reusable materials received from County collection points
Performance Measure: Percent of collected material accepted for resale or donation

Action 2.5 Annual Reuse Tracking
Beginning in Year 2, ReStore and the County will document reuse outcomes using existing intake weights and

sales or donation records and will summarize those results in annual landfill abatement reporting. Reuse outcomes will be reported through overall ReStore intake weights and sales or donation records rather than tracking whether materials originated specifically from C&D projects versus other sources.
Lead: ReStore and Itasca County
Deliverable: Annual reuse summary for landfill abatement reporting
Performance Measure: Annual pounds or tons diverted through reuse

5.1.3 Description of Reuse Sorting Activities

High-value reusable materials will be captured through sorting activities at the Transfer Station and at selected canister sites where roll-off collection or designated segregation areas are feasible. At the Transfer Station, an underutilized portion of the floor sorting area will be repurposed as a covered sorting and stockpiling space for ReStore-eligible materials. Staff will identify reusable items during floor sorting, move them to the covered area for staging and inspection, and prepare them for loading and transport to ReStore. This approach will support more consistent recovery of items such as doors, windows, cabinets, fixtures, and other durable goods while protecting materials from damage and weather exposure.

At participating canister sites, ReStore-eligible items will be placed in weatherproof, lockable shipping containers for secure storage. Once full, the containers will be hauled either directly to ReStore or to the Transfer Station and placed in the ReStore staging area. Site selection will be based on historical collection data from 40-cubic-yard furniture containers previously staged at canister sites to evaluate bulky-item volumes. Sites demonstrating the highest volumes will be prioritized for participation in the reuse program.

Reuse outcomes will be documented through ReStore intake weights and sales or donation records rather than by tracking whether items originated specifically from C&D projects versus other sources. This approach supports practical implementation while still providing a consistent measure of landfill abatement.

5.1.4 Equipment and Infrastructure Needs

No new loaders, excavators, or sort line equipment are proposed as part of the reuse program. Existing equipment will continue to be used, with replacements occurring as units age, although no immediate equipment changes are anticipated. The proposed system focuses instead on modest infrastructure improvements that support cleaner separation, protected storage, and reliable transport.

These improvements include additional roll-off containers or shipping containers at participating canister sites, updated signage at the Transfer Station and selected canister sites, and a dedicated tent or covered staging area at the Transfer Station to protect reusable materials from weather exposure. If reuse activity grows beyond the space currently allotted within the Transfer Station, an additional covered structure may be needed in the future. No specialty equipment is required at this time, and the County may continue hiring contractors for hauling or transport when internal resources are unavailable.

Figure 5-1 depicts the staging and loading areas for concrete and ReStore items.

Figure 5-1: Concrete and ReStore Staging and Loading Areas



Figure 5-2 depicts a storage container that will be used for ReStore items at the canister sites.

Figure 5-2: ReStore Storage Container



6.0 Transportation and Hauling System

The proposed transportation and hauling system builds on existing practices while standardizing how materials move from canister sites and the Transfer Station to their appropriate destinations. The system will continue to operate as a hub-and-spoke model, with canister sites serving as local collection points and the Transfer Station serving as the central location for consolidation, staging, and load-out. This approach is supported by the transportation analysis, which shows that the five canister sites that currently accept C&D waste, Bigfork, Bray Lake, Danson, Sago, and Spring Lake, are located about 18 to 37 miles one way from the Transfer Station. That distance range supports continued use of the Transfer Station as the practical location for consolidating materials before transferring to end markets or disposal outlets. **Table 6-1** provides a canister site transportation analysis and proposed role in the C&D system.

Table 6-1: Canister Site Transportation Analysis

Site Name	City	Collects C&D Now?	Collects Reuse Now?	Proposed Reuse in Years 1 to 5?[1]	One-Way Mileage to Transfer Station	Notes
Bass Lake	Effie	No	No	Evaluate	53 miles	General waste/reuse only if expanded
Bigfork	Bigfork	Yes	Yes	Yes	37 miles	Existing C&D and reuse site
Bray Lake	Nashwauk	Yes	Yes	Yes	23 miles	Existing C&D and reuse site
Danson	Grand Rapids	Yes	Yes	Yes	18 miles	Existing C&D and reuse site
Deer River	Deer River	No	No	Evaluate	25 miles	Candidate for reuse expansion
Goodland	Pengilly	No	No	Evaluate	27 miles	Candidate for reuse expansion
Iron Range	Bovey	No	No	Evaluate	16 miles	Candidate for reuse expansion
Long Lake	Bovey	No	No	Evaluate	16 miles	Candidate for reuse expansion
Sago	Warba	Yes	Yes	Yes	27 miles	Existing C&D and reuse site
Spring Lake	Spring Lake	Yes	No	Evaluate	37 miles	Existing C&D site only
Squaw Lake	Squaw Lake	No	No	Evaluate	43 miles	Candidate for reuse expansion
Sunrise	Bovey	No	No	Evaluate	18 miles	Candidate for reuse expansion
Suomi	Grand Rapids	No	No	Evaluate	18 miles	Candidate for reuse expansion

[1] Evaluate indicates a candidate site that may be considered for future reuse collection based on participation, storage space, hauling efficiency, staffing, and available funding.

The County's contracted hauler will continue transporting materials from canister sites to the Transfer Station through a combination of routine pickups and on-call service when containers or storage areas reach capacity. In the near term, reuse materials will continue to be collected at the current participating canister sites, Bigfork, Bray Lake, Danson, and Sago, and transported to the Transfer Station for staging and onward movement to ReStore. During Years 1 through 5, reuse collection is expected to expand to about half of the County's canister sites. Site selection for expansion will be based on demonstrated volumes, available space, and hauling efficiency, with lower-mileage sites generally representing stronger candidates for early implementation than the most remote locations. At participating sites, ReStore-eligible materials will be consolidated in weatherproof, lockable shipping containers to protect material quality and improve handling efficiency.

Concrete movement will continue to be constrained by the physical and operational limits of the canister sites. Because all C&D waste delivered to canister sites must be unloaded by hand and the sites lack equipment to handle heavy materials, they will not accept large quantities of concrete or pieces larger than a standard cinder block. The transportation analysis and current hauling costs indicate that a broad expansion of concrete collection to additional or more remote sites would increase costs without a corresponding operational benefit. For that reason, concrete collection through canister sites will remain limited to the existing five C&D sites, and the County's concrete diversion goal is expected to be achieved primarily through direct loads to the Transfer Station and General Waste, rather than through expansion of rural canister site collection.

Larger concrete loads will be directed to the Transfer Station, where they will be weighed or measured, charged accordingly, unloaded in the concrete staging area, loaded into roll-off containers, scaled, and hauled to General Waste. Contractors will continue hauling concrete or asphalt directly to processors where appropriate, particularly if regional recyclers continue accepting these materials at no cost or under favorable terms. Over time, hauling schedules and routes may be refined to improve consolidation efficiency, reduce duplicate trips, and provide consistent service among the canister sites, the Transfer Station, ReStore, and partner facilities in support of the County's diversion goals.

7.0 Standardized Reporting, Documentation, and Ordinance Support

A consistent reporting structure is needed to measure landfill abatement, evaluate program performance, and support future decision-making. While the proposed concrete and reuse programs focus on recovering specific materials, the County also needs a practical way to document what is actually being diverted, where it is going, and how results change over time. Goal 3 establishes that reporting structure. It also provides the basis for considering modest ordinance updates that may help support implementation of the proposed system over time.

The proposed framework is intended to be straightforward and workable within existing operations. It will rely on information already generated through weigh tickets, hauling records, ReStore intake records, destination documentation, and other available partner records, wherever possible. The County's goal is to create a repeatable system that is detailed enough to support planning and program evaluation without creating an overly burdensome reporting process for staff, haulers, or partner facilities.

7.1 Goal 3: Establish Reporting Framework

To support implementation of the proposed C&D management system, the County will establish a standardized reporting and annual documentation process for targeted landfill abatement activities.

Action 3.1 Standard Reporting Framework
Beginning in Year 1, Itasca County will develop a standard reporting form and annual summary format for targeted abatement activities, including concrete recycling and reuse materials collected through ReStore. The reporting framework will identify the material type, quantity, management method, date, and receiving location, where applicable. The intent is to create a practical, repeatable system that County staff and participating partners can use to document material flows consistently across facilities and programs. Existing weigh ticket procedures, partner records, and available hauling documentation will be used where possible to support implementation without creating an overly complex reporting system.
Lead: Itasca County
Deliverable: Standard reporting form and annual summary format
Performance Measure: Reporting form completed and in use

Action 3.2 Annual Abatement Summary
Beginning with the first full calendar year after implementation and ongoing thereafter, Itasca County will prepare an annual summary of documented abated materials with input from ReStore, General Waste, haulers, and other participating facilities where appropriate. The annual summary will be used to evaluate progress toward the County's diversion goals, identify program adjustments, support future grant applications, and provide a more reliable basis for future C&D planning. Over time, the County may also evaluate whether additional reporting expectations should be incorporated into contracts, licensing, or other County requirements for key material streams.
Lead: Itasca County
Support: ReStore, General Waste, haulers, other participating facilities
Deliverable: Annual abatement summary
Performance Measure: Completion of annual report

7.2 Reporting Approach

The County intends to begin with a focused reporting structure tied to the material streams directly addressed in this Plan. In the near term, reporting will emphasize source-separated concrete, reusable materials collected through ReStore, and other abated materials where practical documentation is available. For each stream, the County will seek to document the quantity managed, the management method used, and the destination or receiving outlet when known.

This reporting structure is intended to improve consistency rather than create a new regulatory burden. For some materials, especially reuse items, the County may need to rely on existing partner records rather than developing new item-specific tracking systems. For example, reuse outcomes may continue to be documented through overall ReStore intake weights and sales or donation records rather than by tracking whether each item originated from a C&D project. Even with these limitations, a standardized annual summary will provide a more reliable picture of landfill abatement than is currently available.

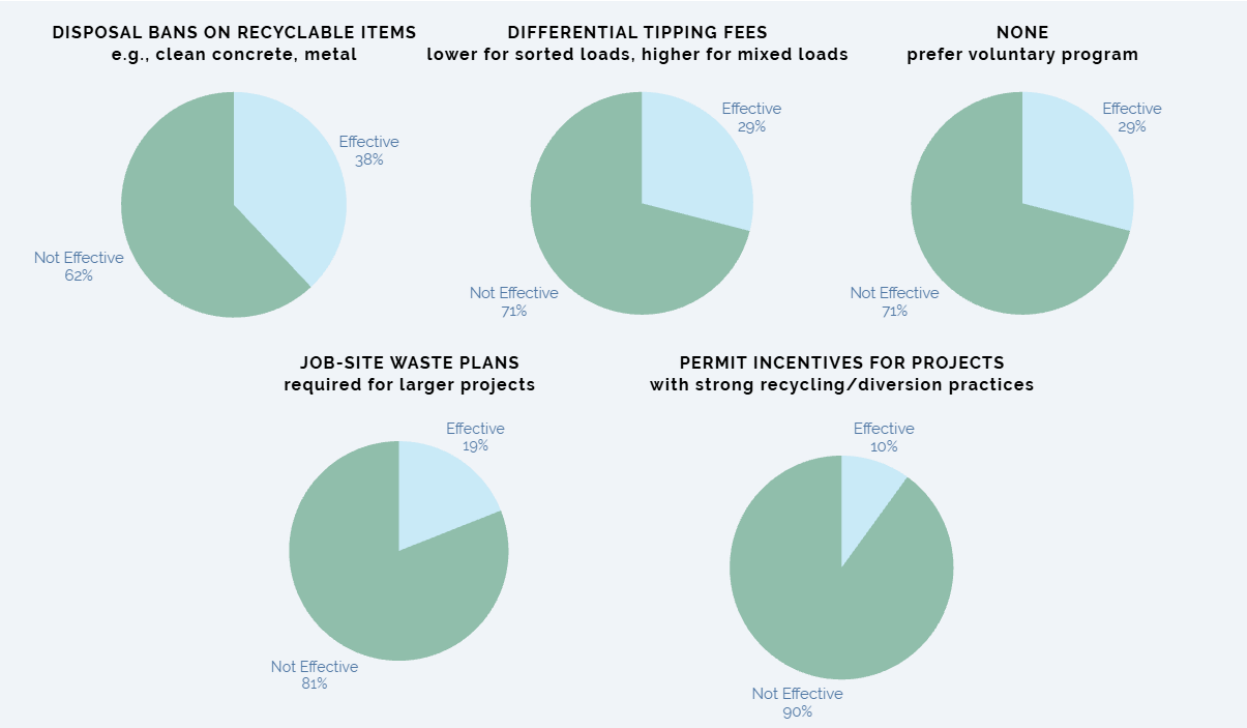
7.3 Ordinance Support

The proposed C&D management system does not require adopting a new ordinance specific to C&D materials. However, targeted updates to the County's existing solid waste ordinance may help support implementation over time. Under current conditions, ordinance provisions related to C&D waste are focused primarily on facility and hauler licensing, acceptable disposal practices, and landfill oversight. As the County transitions away from direct landfill disposal operations and toward a more diversion-focused system, limited ordinance updates may be considered to better align local requirements with the goals of the proposed program.

In the near term, the preferred practical ordinance-related opportunities are expected to focus on clarification rather than major new regulation. Potential updates may include clarification of accepted and prohibited C&D materials at County-operated collection points, updated definitions related to mixed loads, source-separated loads, reusable materials, and priority recyclable materials such as clean concrete, and basic reporting requirements for haulers, contractors, or facilities as needed to support Goal 3 and improve documentation of abated materials.

At this stage, the County is not proposing countywide disposal bans, mandatory job-site waste plans, or permit incentive programs as primary implementation tools. Stakeholder feedback suggests limited support for those approaches. As shown in **Figure 7-1**, disposal bans on recyclable items were viewed as effective by 38 percent of respondents, while 62 percent viewed them as not effective. Differential tipping fees were viewed as effective by 29 percent of respondents, while 71 percent did not. Job-site waste plans and permit incentives received even lower support, with only 19 percent and 10 percent of respondents, respectively, viewing those strategies as effective.

Figure 7-1: Stakeholder Perceptions of Enforcement Strategy Effectiveness



This feedback suggests that the proposed system should begin with practical, operationally focused ordinance improvements rather than highly regulatory measures. In particular, the County's preferred near-term approach is to support the four short-term goals through clearer procedures, better signage, improved education, and targeted reporting rather than through restrictive enforcement tools. Ordinance-based enforcement may still play a role, but it is expected to function as a secondary support tool rather than the primary driver of participation.

If the County later determines that recurring contamination, poor source separation, or incomplete reporting are limiting progress, more formal ordinance tools could be revisited. Future consideration of disposal restrictions, pricing incentives, or project-specific requirements should occur only after the County has implemented the operational elements of the proposed system and has sufficient data to evaluate whether stronger measures are warranted.

Overall, the proposed ordinance strategy is intentionally phased. The County is expected to begin with modest, practical updates that improve clarity, support material separation, and allow documentation of landfill abatement. More prescriptive requirements, if needed, would be considered later based on program performance, stakeholder experience, and County capacity to administer them.

7.4 Future Use of Reported Data

Over time, the County expects the reporting framework to support more than annual documentation. Standardized records will help the County evaluate whether diversion targets are being met, identify where contamination or operational barriers are affecting performance, and determine whether additional investment, education, or policy changes are warranted. The information may also support future

discussions about contract terms, reporting expectations for key material streams, and possible ordinance or licensing changes if more formal documentation becomes necessary.

At a minimum, the reporting framework will provide the County with a stronger planning and management tool and will help connect day-to-day landfill abatement activities with the long-term goals of the proposed C&D management system.

8.0 Education and Outreach Implementation

Education and outreach are important implementation tools within the proposed C&D management system because they help residents, contractors, haulers, and other users understand source separation, reuse opportunities, and proper material management before materials are delivered. The County's approach will emphasize practical, visible, and easy-to-use tools that reduce contamination, improve participation in landfill abatement activities, and reinforce the operating procedures established for concrete recovery, reuse, and other diversion efforts.

Education and outreach materials will also encourage users to keep clean OCC/cardboard separate from mixed C&D debris where practical. Messaging will clarify that clean, dry cardboard can be recycled, while wet, contaminated, or debris-covered cardboard may not be recoverable and may require disposal with the mixed load.

The County already uses several communication channels that provide a foundation for expanded outreach. These include the digital message board outside the Environmental Services office, the County website, handouts and printed materials, radio public service announcements, and social media. Under the proposed system, these channels will continue to be used but with greater emphasis on source reduction, reuse, deconstruction, material separation, and the upcoming transition associated with closure of the County landfill.

As of February 2026, the Environmental Services Department is responsible for developing and updating digital display content. Messaging has included "Did You Know" announcements related to the C&D program, proper material separation, landfill abatement practices, recycling reminders, and general solid waste services. Moving forward, the County will expand this messaging to place greater emphasis on source reduction strategies, reuse opportunities, donation options such as ReStore, and proper material management practices. Slides will be updated as needed based on program priorities, seasonal service changes, and implementation of the proposed C&D system. **Figure 8-1** depicts an example of a "Did You Know" campaign.

Figure 8-1: "Did You Know" Campaign Digital Display



The County website will continue to serve as a primary public resource and will be a central focus of future outreach efforts. Existing webpages already provide information on the demolition landfill, accepted materials, composting, household hazardous waste services, and outlying canister sites. The County will continue maintaining an updated, user-friendly website and further develop webpages that clearly highlight reuse, reduction, and proper separation options. Emphasis will be placed on practical guidance, clear material lists, visual examples, and step-by-step instructions to help residents and contractors identify alternatives to disposal before arriving at County facilities.

The County will also use social media, particularly Facebook, to provide timely reminders, program updates, and information about reuse and landfill abatement opportunities. Social media content may include reminders about accepted materials, ReStore donation opportunities, deconstruction services, trainings or events, seasonal service updates, and landfill transition information. These messages will be coordinated with website and digital board content to support consistent communication across all outreach channels.

Figure 8-2 depicts an example of a ReStore informational flyer.

Figure 8-2: Itasca County and ReStore Informational Flyer



In addition to digital outreach, the County has previously utilized radio public service announcements and intends to expand those efforts in the future. Past radio campaigns featured a “Did You Know” theme to educate residents about the C&D program, recycling requirements, and available solid waste services. Future radio messaging will continue this format while incorporating stronger emphasis on waste reduction,

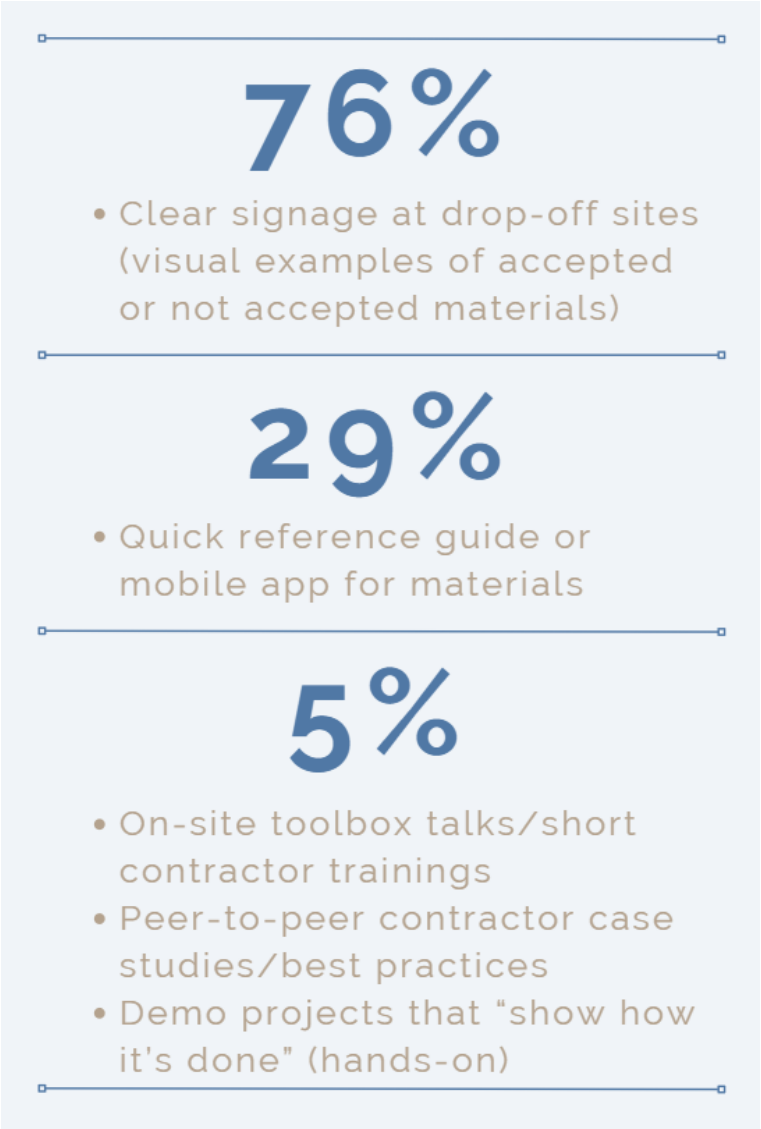
reuse strategies, and donation opportunities. Below in **Figure 8-3** is a snippet from one of the previous radio announcements.

Figure 8-3: "Did You Know" Campaign Radio Announcement



Stakeholder feedback further informed the County's outreach approach. The majority of stakeholders identified clear signage at drop-off sites, including visual examples of accepted and non-accepted materials, as a beneficial educational strategy. Additional support was expressed for quick-reference materials or mobile-accessible guidance, while a smaller share of respondents identified toolbox talks, short contractor trainings, peer-to-peer case studies, or demonstration projects as helpful. This feedback indicates that the County should prioritize visible, practical, point-of-use tools that help users make correct decisions when preparing or delivering loads. As shown in **Figure 8-4**, 76 percent of stakeholders identified clear signage at drop-off sites (including visual examples of accepted and non-accepted materials) as a beneficial educational strategy.

Figure 8-4: Percentage of Stakeholders Identifying Beneficial Education Strategies



The County will also continue supporting source reduction, which remains the highest priority strategy in the solid waste management hierarchy. Rather than focusing only on managing waste after it is generated, the County will work with builders, demolition contractors, suppliers, and do-it-yourself generators to prevent unnecessary waste during project planning and construction. As a near-term action, the County will develop and distribute a source reduction brochure focused on practical steps for contractors and residents. The brochure will be made available at the Transfer Station scalehouse, permitting counters, and online and will highlight practices such as accurate material estimating, careful storage and handling, use of standardized dimensions to reduce off-cuts, return of surplus unopened materials, use of take-back programs where available, and incorporation of salvaged or reused materials where appropriate.

8.1 Goal 4: Implement an Education Program

To support the proposed C&D management system, the County will implement an education program focused on practical, visible, and easy-to-use tools that improve understanding of source separation, reuse opportunities, and proper material management.

Action 4.1 Site Signage
Beginning in Year 1, Itasca County will install or update clear signage at the Transfer Station and participating canister sites identifying accepted C&D materials, reuse opportunities, unacceptable materials, and source-separated concrete procedures. Signage will be designed to provide practical, point-of-use guidance that helps residents, contractors, and haulers make correct disposal and diversion decisions when materials are delivered. Where feasible, signage will include visual examples of accepted and non-accepted materials to improve consistency and reduce contamination and a QR code directing users to the County website.
Lead: Itasca County
Deliverable: Installed signage package
Performance Measure: Number of sites with updated signs

Action 4.2 Printed and Digital Education Materials
In Year 1, the County will prepare contractor-focused and resident-focused educational materials addressing source reduction, reuse, deconstruction, and proper separation of C&D materials. Materials will be made available on the County website, through digital displays, at the Transfer Station and permitting counters, and through other existing communication channels. These materials will provide practical guidance on where materials should go, what items may be eligible for reuse, and how the proposed C&D system is intended to operate.
Lead: Itasca County
Deliverable: Printed and online education materials
Performance Measure: Number of materials produced and distribution locations used

Action 4.3 Permit-Counter and Project Referral Education
Beginning in Year 2, County staff will provide information on reuse and deconstruction options during applicable zoning, permitting, and building-related interactions, particularly where renovation, addition, or demolition-related waste is expected. This action is intended to help project applicants identify opportunities for material recovery earlier in the project planning process and to improve awareness of reuse and recycling options before waste is generated.
Lead: Itasca County
Deliverable: Staff procedure for permit-counter referrals
Performance Measure: Staff training completed; number of referral interactions tracked if practical

Action 4.4 Contractor Outreach
Beginning in Year 2, the County will conduct at least one annual outreach effort directed to contractors and haulers, such as a meeting, short training, targeted mailing, or other practical communication focused on material separation and available diversion pathways. Outreach will be organized with General Waste, ReStore, and partner jurisdictions, where appropriate, and will emphasize the practical implementation of the proposed system, including concrete source separation, reuse opportunities, and proper load preparation.
Lead: Itasca County
Support: General Waste, ReStore, partner jurisdictions

Deliverable: Annual outreach activity
Performance Measure: Number of outreach events or campaigns conducted annually

8.1.1 On-site Education and Reinforcement

On-site education at the Transfer Station, General Waste, and participating canister sites will reinforce the County's broader outreach program. Staff at these facilities will continue receiving training on acceptable materials, source separation expectations, and available recovery programs so they can provide clear guidance to residents, contractors, and haulers. Updated signage, handouts, and quick-reference materials will support this effort by clarifying where materials should be placed and the separation practices expected at the point of drop-off.

This on-site approach is intended to complement, rather than replace, the County's broader outreach program. Together, site signage, printed and digital materials, permit-counter guidance, contractor communication, and source reduction messaging are expected to improve awareness, reduce contamination, and support more consistent participation in the proposed C&D management system.

9.0 Disposal Capacity and System Transition

This section summarizes projected C&D disposal quantities, available disposal capacity, residual materials management, and the transition associated with the closure of the Itasca County Demolition Landfill. It also addresses special wastes, unacceptable materials, disposal alternatives, and the continued role of lined disposal capacity within the proposed system. Together, these elements describe how the proposed system will manage materials that cannot be reused, recycled, or beneficially used, while maintaining adequate disposal capacity during and after the County's transition away from direct landfill disposal.

9.1 Projected Disposal Quantities and Available Capacity

The proposed system relies in part on continued access to lined disposal capacity at General Waste. In March 2026, the MPCA issued a permit reissuance and major modification for General Waste (SW-620), authorizing the continued operation and expansion of the facility. The updated permit includes the conversion of Cells C and D to lined municipal solid waste (MSW) disposal and extends the permit term through 2036. The facility has an approved Certificate of Need authorizing acceptance of 255,749 tons of MSW from Itasca County between 2026 and 2035, with the potential for future expansion pending additional letters of support from other jurisdictions. No air permit is required based on a negative applicability determination.

No major new MPCA permits, local land use approvals, stormwater permits, air permits, or intergovernmental agreements are anticipated for County-operated facilities under the proposed system. The County's proposed changes are primarily operational and include staging, signage, storage, and related site improvements rather than new landfill development. If the County elects to install z-walls or make similar improvements at canister sites or the Transfer Station, additional planning or minor approvals may be required depending on the nature of the modifications, but no major new permitting actions are expected.

As shown in **Table 2-8**, total regional C&D disposal from 2020 through 2024 ranges from approximately 67,000 to 117,000 cubic yards per year, with a five-year average of about 113,000 cubic yards. Based on the reported remaining capacity at facilities located within Itasca County, as described in **Table 2-12**, sufficient disposal capacity is expected to be available for C&D materials during the 10-year planning period.

With the anticipated closure of the Itasca County Demolition Landfill and potential closure of other unlined facilities, the regional system will become more reliant on lined disposal capacity, particularly at General Waste. The facility's permitted capacity and regional role support continued management of projected C&D volumes over the planning period. The proposed system will continue to prioritize source separation, reuse, recycling, and beneficial use to reduce reliance on disposal and preserve available capacity over time.

Special wastes within the C&D stream, such as electronics, tires, and household hazardous waste, will continue to be managed through contracts with recyclers and through the State HHW program.

9.2 County Landfill Closure and Transition Costs

Based on the County's 2025 Demolition Survey, approximately 0.73 acres of the landfill have received an 18-inch cover soil layer, and about 1.36 acres remain active and are currently accepting waste. These areas are expected to change as the landfill reaches capacity and progresses toward closure.

The preliminary cost estimate presented in **Table 9-1** is based on these current quantities and reflects present-day closure costs.

Estimates and projections prepared by Burns & McDonnell relating to economic and environmental costs and benefits, operation and maintenance costs, inflation, equipment characteristics and performance, and operating results are based on Burns & McDonnell's experience, qualifications, and judgment as a consulting professional, as well as based on information provided by the City and third-party entities. Since Burns & McDonnell has no control over weather, cost and availability of labor, material and equipment, labor productivity, construction contractors' procedures and methods, unavoidable delays, construction contractors' methods of determining prices, economic conditions, competitive bidding or market conditions, and other factors affecting such cost opinions or projections, Burns & McDonnell does not guarantee that actual rates, costs, performance, schedules, and related items will not vary from cost estimates and projections included in this report.

The estimate assumes installation of low-permeability soil, cover material/rooting zone, and topsoil, with the understanding that the 0.73-acre area already includes portions of this cover system. The remainder of the landfill is considered closed, and no additional construction activities are anticipated in those areas. The closure cost could be higher if groundwater impacts need to be addressed through an enhanced final cover design.

Table 9-1: Demolition Landfill Final Cover Opinion of Probable Cost

Item No.	Item Description	Unit	Approximate Quantity	Estimated Unit Price	Total Price
1	Surveying & Staking	Lump Sum	1	$30,000.00	$30,000.00
2	Erosion & Sediment Control	Lump Sum	1	$11,000.00	$11,000.00
3	Intermediate Cover Grading	Acre	2.1	$30,000.00	$63,000.00
4	Low Permeability Soil (12")	CY	2,200	$20.00	$44,000.00
5	Cover Material/Rooting Zone (6")	CY	1,100	$7.00	$7,700.00
6	Topsoil (6")	CY	1,690	$40.00	$67,600.00
				Subtotal	**$223,300.00**
				Contingency (10%)	**$22,330.00**
				Total Opinion of Probable Cost	**$245,630.00**

The estimated closure cost for the Itasca County Landfill is approximately $245,630, based on the opinion of probable cost. Once the landfill is closed, the approximately $242,560 in annual landfill operating costs will no longer be needed for active operations and can be partially redirected to support implementation of the goals outlined in this Plan, including concrete diversion, reuse expansion, reporting, education, and ongoing system coordination.

9.3 Residual C&D and MSW Disposal Options

Residual C&D fines and other non-recyclable materials that cannot be managed through reuse, recycling, or Class II C&D disposal will be directed to lined MSW landfill capacity. Under the proposed system, the primary MSW disposal option is the General Waste facility in Keewatin, which has been permitted under SW-620 to

develop lined MSW disposal cells. The facility has an approved Certificate of Need authorizing acceptance of 255,749 tons of MSW from Itasca County between 2026 and 2035. This capacity is expected to accommodate both County-generated MSW and residual C&D materials over the planning period.

The County will maintain tipping arrangements with General Waste for MSW and residual C&D materials that require lined disposal, including C&D fines, mixed loads with significant MSW content, and other non-recyclable residues from processing activities. Haulers and the County will deliver these materials directly to General Waste under contract rates and conditions. To maintain system resilience, the County will also retain the ability to use other regional MSW landfills through commercial agreements, providing backup disposal capacity in the event of operational disruptions, seasonal constraints, or future changes in available capacity at General Waste.

9.4 Special Wastes and Unacceptable Materials

Special wastes, such as electronics, organics, tires, appliances, mattresses, hazardous waste, and HHW, will remain prohibited at designated C&D disposal facilities under the proposed system. As outlined in **Section 2.0**, Itasca County Landfill and General Waste Landfill may only accept the materials authorized under their MPCA operating permits. These restrictions remain unchanged in the proposed system.

The County's canister sites and Transfer Station will continue to accept a broader range of materials, as listed in **Table 2-4**. Incoming loads containing special wastes at C&D facilities will be rejected following the same procedures currently in place. The processes for directing customers to the proper disposal pathways, such as HHW collection programs, permitted hazardous waste management facilities, or MSW disposal where appropriate, will remain unchanged.

If a load containing special waste is inadvertently not rejected and delivered to the wrong facility, it will be managed in accordance with the applicable MPCA permit requirements for that facility. This procedure is consistent with the existing system and will not change under the proposed system.

9.4.1 Toxicity Reduction

Toxicity reduction is not the primary focus of this C&D Management Plan; however, it remains an important supporting element of landfill abatement. Existing MPCA and EPA regulations restrict hazardous or toxic materials from entering C&D landfills. Per MPCA rules (Minnesota Rules 7045 and 7035), asbestos-containing materials, mercury devices, fluorescent lamps, lead acid batteries, chemical wastes, and other regulated substances must be identified, segregated, and properly managed outside the C&D waste stream.

This plan reinforces regulatory compliance by promoting awareness of prohibited materials and encouraging proper handling practices among contractors and facility users. Clear communication of disposal requirements and the availability of less toxic alternatives support responsible waste management and reduce the potential for contamination. While not the central objective of this plan, toxicity reduction contributes to overall landfill abatement and environmental protection.

9.5 Disposal Design and Leachate Management

The C&D disposal component of the system will rely on the existing General Waste facility in Keewatin, which includes both Class II C&D disposal capacity and lined industrial and proposed MSW landfill cells permitted under SW-620. The facility currently operates an unlined Class II demolition debris cell and a lined industrial solid waste cell, and has converted two lined industrial cells to lined MSW cells under the current permit,

recently approved in March 2026. These lined units are designed in accordance with Minnesota Rules for ISW and MSW landfills, with a low-permeability liner system, an overlying drainage layer, and leachate collection infrastructure, together with run-on and run-off controls, sedimentation basins, and side-slope drainage that limit contact between stormwater and waste.

Leachate generated within the lined disposal areas is collected through a granular drainage layer and perforated piping network and routed to designated collection points for removal, consistent with the facility's MPCA-approved leachate management plan. The facility has a dedicated leachate storage capacity of approximately 30,000 gallons, which provides short-term equalization and containment prior to offsite management. Collected leachate will be managed in accordance with the leachate management plan submitted with the SW-620 major modification application, which addresses collection, storage, and final treatment and disposal at permitted wastewater or other MPCA-approved facilities. For the existing unlined Class II C&D cell, operational efforts are done to reduce leachate impacts on groundwater, including siting, waste acceptance controls, routine cover application, and surface water management features that limit run on into the waste and direct clean runoff away from the waste footprint.

9.6 Alternatives to Landfilling

Efforts to avoid landfilling were evaluated through several alternative systems, including deconstruction, advanced sorting, regional reuse markets, and off-site processing options. Deconstruction and onsite or transfer station–based advanced sorting remain part of the proposed system, supported by stakeholder education and resources such as ReStore, which provides a local outlet for reusable materials. Regional markets for reusable items were considered, but opportunities outside the immediate area are limited, and transport to larger metropolitan reuse centers adds cost and reduces practicality for C&D generators. Additional regional processing facilities were evaluated, but no nearby operations have sufficient capacity or economic advantages over sorting at the Transfer Station.

9.6.1 Beneficial Use

Beneficial use is recognized by the MPCA as a distinct regulatory pathway for certain solid wastes in specified end uses. In the context of this Plan, however, the proposed system is centered primarily on reuse and recycling strategies for concrete, asphalt, and other recoverable C&D materials. Beneficial use may remain a secondary or future option for specific materials and end uses where appropriate under applicable MPCA requirements.

9.6.2 Deconstruction

ReStore deconstruction services further support landfill abatement by removing reusable building components before renovation or demolition activities begin. Depending on the location, ReStore may place a roll-off container onsite or deploy trained crews to remove cabinets, appliances, fixtures, doors, and similar materials directly from the project area. Contractors are encouraged to coordinate in advance to confirm availability and scheduling. The County plans to further promote this program through contractor outreach, educational materials, and referrals during permitting and inspection activities.

Recovered materials are transported to ReStore, cleaned or repaired as needed, and resold. This approach preserves usable products, reduces disposal costs for the generator, and provides affordable materials to the community. Deconstruction serves as an efficient method for capturing materials at their highest value, reinforcing both reuse and landfill abatement goals.

9.6.3 Specific Materials to Waste-to-Energy

At this time, the County is not pursuing waste-to-energy options due to the high cost of processing and the relatively small quantity of eligible materials. Material volumes and program priorities do not currently support the development of a waste-to-energy component.

9.6.4 Resource Recovery Systems

The C&D management system does not currently include a dedicated resource recovery facility within the project area, and this plan does not propose to construct or contract for such a facility during the planning period. Residual C&D and MSW that cannot be managed through source reduction, reuse, recycling, or beneficial use will be directed to permitted lined landfill capacity as described elsewhere in this plan. The County and its partners will continue to monitor regional developments in resource recovery and may evaluate participation in future projects if they become technically and economically feasible, but at this time, a formal resource recovery system is not considered part of the proposed C&D management system.

10.0 Implementation and Operations Timeline

Implementation of the proposed C&D management system will occur in phases over the first five years. Early actions will focus on items that can be initiated directly by the County, while later actions will focus on activities that require partner collaboration, operational testing, procurement, or additional approvals. This phased approach allows the County to move immediately on County-controlled actions while allowing time to confirm operational details with General Waste, ReStore, contracted haulers, and other participating entities where cross-organization implementation is required.

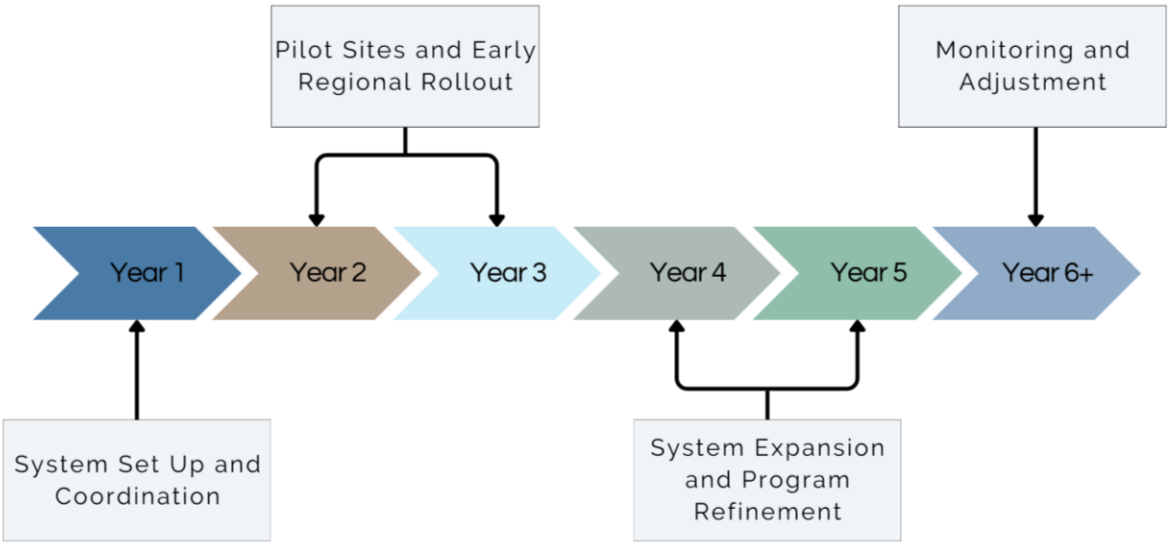
Some implementation steps may require County administrative approval, budget authorization, contract amendments, procurement, or County Board action, depending on the nature of the activity. These may include acquisition of containers or storage units, acceptance of grant-funded infrastructure, modifications to hauling or service contracts, and future ordinance or potential policy changes. Actions that can be initiated directly by staff under existing authority, such as developing signage, customer guidance, reporting forms, educational materials, and operating procedures, will begin earlier. Actions that depend on project partners, such as concrete processing, reuse collection, merchandising through ReStore, or hauling and container deployment at participating canister sites, will proceed after operating responsibilities and logistics are confirmed.

Implementation responsibilities will be shared among the County and its public and private partners. Itasca County will continue operating canister sites and the Transfer Station, administering hauling and service contracts, leading education and outreach, preparing reporting tools and annual abatement summaries, and coordinating implementation among project partners. General Waste will provide lined disposal capacity for C&D and MSW; support source separation and concrete staging; participate in the selected processing approach for source-separated concrete; and provide available tonnage and material information where applicable. ReStore will serve as the primary reuse partner, working with County staff to establish acceptance criteria, identify appropriate materials, coordinate staging and transport procedures, and document reuse outcomes through intake and sales or donation records. Trout and other permitted facilities will continue operating under their own permits and reporting requirements. Haulers and contractors will support source separation, material delivery, container movement, and participation in the approved collection and diversion system.

Formal collaboration with project partners will occur through scheduled implementation meetings, review of draft procedures and guidance, and confirmation of operational roles before partner-dependent activities begin. In practice, this collaboration is expected to include agreement on concrete staging and processing procedures with General Waste, review of reuse acceptance criteria and staging needs with ReStore, confirmation of hauling and container logistics with contracted haulers, and review of required procurement, budget, or approval items needed before rollout. Collaboration will also include review of signage, outreach materials, reporting forms, and operating procedures before those tools are finalized and implemented.

Figure 10-1 provides an implementation timeline.

Figure 10-1: Implementation Timeline



10.1 Year 1: County Controlled Setup and Partner Coordination

In Year 1, the County will complete the foundational actions that can be initiated directly under County control or through routine planning with partners. These actions include:

1. Develop and finalize concrete source-separation guidance, reuse acceptance criteria, reporting forms, and draft operating procedures.
2. Design, produce, and install or update signage at the Transfer Station and participating canister sites.
3. Develop contractor-focused and resident-focused educational materials and begin awareness efforts through County communication channels.
4. Designate the concrete staging area at the Transfer Station and establish load acceptance and inspection procedures.
5. Identify the portion of the Transfer Station floor sorting area to be used for covered ReStore staging and confirm operating needs for that area.
6. Confirm with General Waste the expected approach for processing source-separated concrete, including whether processing will occur at the Transfer Station or at the General Waste facility.
7. Confirm with ReStore the list of priority reusable materials, staging expectations, and transport needs.
8. Identify which canister sites will participate first in reuse collection based on historical bulky-item volumes, site layout, and hauling efficiency.
9. Identify equipment, container, storage, or procurement items that require administrative approval, budget authorization, contract amendment, or County Board action, and initiate those steps as needed.

Year 1 is intended to produce the tools, site setup, approvals, and partner agreements needed to move implementation into active operation in Years 2 and 3.

10.2 Years 2-3: Early Implementation

In Years 2 and 3, the County and its partners will begin operating the new diversion activities in the field. These actions include:

1. Begin operating the concrete staging area at the Transfer Station for source-separated concrete loads.
2. Begin using the standard concrete tracking form and documenting concrete quantities received, processed, shipped, stockpiled, reused, or disposed.
3. Implement the selected concrete processing approach with General Waste, including on-site processing at the Transfer Station or transport to the General Waste facility for processing.
4. Begin using approved end markets for processed concrete, including aggregate, road base, structural fill, and County road projects where appropriate and allowed.
5. Begin reuse collection at the Transfer Station and at the first set of selected canister sites.
6. Acquire, place, and begin using any required reuse containers or protected storage units at participating sites.
7. Begin operating the covered ReStore staging area at the Transfer Station.
8. Implement hauling, staging, and transport procedures with ReStore and contracted haulers.
9. Continue outreach to residents, contractors, and haulers, including signage, handouts, and direct communication about source separation and reuse.
10. Prepare the first annual abatement summary at the end of the first full year of implementation.

This phase is intended to move the program from planning into actual operation, while still limiting rollout to manageable locations and procedures that can be adjusted based on experience.

10.3 Years 4-5: Expansion, Refinement, and Performance Review

In Years 4 and 5, the County will expand and refine the system based on the results of the early implementation phase. These actions include:

1. Expand reuse collection to additional canister sites where space, participation, and hauling efficiency support expansion.
2. Refine concrete staging, source-separation, and processing procedures based on contamination rates, participation levels, and market experience.
3. Continue annual reporting and use the results to evaluate progress toward the Goal 1 concrete diversion target.
4. Adjust outreach, signage, procedures, staffing, and operating hours where needed to support participation and reduce contamination.
5. Evaluate whether additional materials or additional landfill abatement activities are practical based on staffing, markets, and documented program performance.
6. Identify any ordinance, contract, or policy changes that may be warranted based on the first several years of implementation experience.

By the end of Year 5, the County intends to have a fully operational concrete diversion and reuse collection framework in place, along with a repeatable reporting system capable of documenting abatement results and supporting future system decisions.

10.4 Ongoing Monitoring and Adjustment

Beyond the initial five-year horizon, the County will continue to evaluate facility capacity, partner performance, market conditions, contamination levels, and program results and will adjust operating practices as needed in response to changing conditions such as facility closures, new recycling markets, updated MPCA requirements, or expanded regional participation. Within this framework, the partners will pursue the following long-term goals for Years 6 through 10:

1. Expand the range of recyclable C&D materials managed through the system, such as shingles and wood, where feasible.
2. Expand ReStore offerings and intake criteria so more building materials and durable goods can be salvaged from deconstruction and selective demolition projects.
3. Expand and standardize offerings at canister sites to include additional reusable C&D items where participation, space, and hauling efficiency support that approach.

11.0 Finances

The financial structure of the proposed C&D management system will differ from the current system as Itasca County transitions away from direct landfill disposal operations. Under the existing system, the County's C&D program costs about $728,052 annually, including landfill operations, transfer-related contract services, hauling, canister site staffing, engineering, and groundwater monitoring. Once the County landfill closes, the County will no longer incur the same direct landfill operating costs, and it will no longer receive County-controlled landfill tip fee revenue associated with disposal. Instead, County costs will shift toward collection, hauling, reuse support, education, reporting, implementation coordination, and any remaining closure or post-closure obligations.

Closure and post-closure costs for the County's unlined landfill remain an important financial obligation. Post-closure responsibilities such as monitoring, reporting, and related professional services may continue for a period of time and should be treated as a separate financial obligation from the operating costs of the new diversion-focused system. County landfill closure costs are further described in **Section 9.2.**

The proposed financial approach is organized around the County's short-term implementation goals for Years 1 through 5. Rather than investing in a new landfill or major disposal infrastructure, the proposed system emphasizes targeted investments that support concrete diversion, expanded reuse through the ReStore partnership, improved documentation of abated materials, and education related to deconstruction, source reduction, and recycling. This approach allows the County and its partners to build on existing infrastructure while directing resources toward activities that are expected to produce measurable landfill abatement and improved long-term system performance. The County's C&D Planning Grant supports system planning, while the Greater Minnesota reuse grant provides a local example of the level of investment needed to support expanded reuse infrastructure and operations.

County financial responsibility under the proposed system is expected to center on contracted services, site staffing, education, reporting, diversion program support, and implementation coordination with General Waste, ReStore, and other participating entities. Beyond the term of the reuse grant, ongoing operating costs are expected to be supported through the County's existing solid waste funding structure, including Transfer Station tipping fee revenue and the solid waste line item collected through property taxes. These funding sources already support County solid waste operations and are expected to provide the primary local funding base for annual C&D program activities after grant funds are exhausted. Additional support may come from future grants, service contracts, and limited offsetting revenue associated with recycling or material recovery activities.

11.1 Goal 1: Increase the Volume of Concrete Directed to Recycling by 25 Percent

Financial needs associated with Goal 1 focus on source separation, staging, tracking, processing coordination, and the movement of concrete rather than on disposal infrastructure. Because the proposed system relies on existing facilities and partner capacity, no major new processing facility is proposed. Instead, the principal startup needs are expected to include minor site improvements at the Transfer Station, signage, a designated staging area for concrete, and related operating procedures for source-separated concrete loads. Based on the scale of these improvements, startup costs for Goal 1 are estimated at approximately $25,000 to $50,000.

The County's current hauling system provides a useful baseline for understanding transportation costs associated with rural C&D collection. The five canister sites that currently accept C&D waste, Bigfork, Bray Lake, Danson, Sago, and Spring Lake, are all routed to the Transfer Station. Annual hauling cost from those sites is currently about $44,260, consisting of $36,380 for Bray Lake, Spring Lake, and Sago and $7,880 for Bigfork and Danson. Over the 2020 to 2025 period, residential C&D received at County canister sites totaled 4,320 tons, or about 720 tons per year on average. On a planning-level basis, this equates to a current hauling cost of roughly $61 per ton for C&D moved from canister sites to the Transfer Station. This benchmark confirms that transportation is a meaningful cost component of the County's rural C&D system.

Table 11-1 summarizes Goal 1 startup costs.

Table 11-1: Goal 1 Startup Costs

Startup Cost Item	Planning Level Cost
Minor Site Improvements	$10,000-$20,000
Signage	$2,000-$4,000
Staging Area	$10,000-$20,000
Operating Procedures	$3,000-$6,000
Total Start Up Costs	**$25,000-$50,000**

At the same time, the County's 25 percent concrete diversion goal is not expected to be achieved primarily through the canister sites. While the five current C&D canister sites remain important collection points for small rural loads, the increased concrete diversion is expected to come from direct loads to the Transfer Station, contractor loads, commercial haulers, and direct delivery to partner outlets. This is an important operational and financial distinction. It means the County's investment under Goal 1 should be focused less on expanding rural concrete collection and more on improving the County's ability to stage, separate, document, and coordinate processing of source-separated concrete at the Transfer Station and through General Waste.

The mileage analysis described in **Table 6-1** supports this approach. The five current C&D sites are located approximately 18 to 37 miles one way from the Transfer Station, which is a manageable range for a hub-and-spoke system. However, because concrete is a dense, heavy, and relatively low-value material, expanding concrete collection to additional or more remote canister sites would likely increase transportation cost without a corresponding operational benefit. For that reason, Goal 1 assumes that concrete will continue to be collected through the existing five C&D canister sites where practical, but that the majority of increased diversion will occur through improved source separation and routing of contractor, commercial, and direct Transfer Station and General Waste loads.

Annual County costs associated with Goal 1 are therefore expected to include:

1. Staging and management of source-separated concrete at the Transfer Station,
2. Staff time for directing loads and screening for contamination,
3. Signage and customer guidance to support source separation,
4. Tracking and reporting of concrete quantities and destinations, and
5. Processing support and material movement, whether concrete is processed at the Transfer Station or transported to the General Waste facility for processing.

Because the County is expected to rely primarily on direct loads, contractor participation, and commercial haulers to meet the concrete diversion target, annual County costs associated with Goal 1 are estimated at approximately $15,000 to $35,000 per year. The lower end of this range assumes that concrete is managed efficiently within the existing haul and operations structure. The upper end assumes greater participation, more frequent material movement, and added handling and coordination time at the Transfer Station as diversion increases. These annual costs are expected to be supported through ongoing Transfer Station revenues and the County's solid waste property tax funding structure.

Staffing needs for Goal 1 are expected to be modest, and do not anticipate requiring a new position. County staffing associated with concrete diversion is estimated at approximately 0.05 to 0.10 FTE annually. This effort would primarily consist of operational oversight by existing Transfer Station or program staff for load direction, contamination screening, coordination with General Waste, and basic reporting. Some contracted hauling and equipment support would also be required as part of normal operations, but this is expected to occur within the County's broader service contract structure rather than through dedicated full-time staffing.

The County may also consider future pricing strategies to support Goal 1, such as lower charges for clean, source-separated concrete and higher charges for mixed loads that require additional handling. Any such pricing changes would be evaluated during implementation and would be intended to support landfill abatement while maintaining affordability for users.

General Waste is a privately held company that does not publicly disclose its financial statements.

11.2 Goal 2: Promote Reuse of C&D

Financial needs associated with Goal 2 are focused on expanding and diversifying reuse opportunities through the ReStore partnership. Goal 2 has a detailed local cost basis through the County's reuse grant budget and pilot program. These costs provide a reasonable planning-level estimate of startup and operating expenses for acceptance guidance, collection, staging, protected storage, transport, outreach, and organizing of reusable materials.

Startup costs for Goal 2 are estimated at approximately $94,000. These costs include partner collaboration and the development of collection procedures, initial outreach and marketing, the purchase of a tent for staging reusable materials, and the lease of storage containers. Based on the current reuse grant budget, startup costs are summarized in **Table 11-2**.

Table 11-2: Goal 2 Startup Costs

Startup Cost Item	Planning Level Cost
Partner collaboration and program setup	$7,968
Initial outreach and marketing	$2,000
Tent / covered staging area	$40,000
Storage container lease: 6 containers for 36 months	$50,004
Total Startup Cost	$99,972.00

Annual operating costs for Goal 2 are estimated at approximately $40,800, based on the current three-year operations budget of $122,500, which includes monitoring, collaboration, collection, transport to the

ReStore, and ongoing outreach. This is equivalent to roughly $3,400 per month over the operating period. The operations budget is summarized in **Table 11-3**.

Table 11-3: Goal 2 Annual Operating Costs

Annual Operating Cost Item	3-Year Total	Planning Level Annual Cost
Monitoring, collaboration, and collection	$80,000	$26,667
Transport to the ReStore	$19,500	$6,500
Ongoing outreach and communications	$23,000	$7,667
Total	**$122,500**	**$40,834.00**

The transportation component of Goal 2 is meaningful but manageable. The current operating budget assumes 60 loads to the ReStore at $325 per load, for a total of $19,500 over the operating period, or approximately 20 loads per year. This equates to an average transportation cost of about $6,500 per year for moving reusable materials from the Transfer Station to the ReStore.

The transportation analysis supports a phased expansion of reuse during Years 1 through 5. Existing reuse collection already occurs at Bigfork, Bray Lake, Danson, and Sago. Additional sites should be added first where one-way mileage to the Transfer Station is lower, and hauling efficiency is likely to be higher, such as Iron Range, Long Lake, Sunrise, Suomi, Deer River, and Goodland. More distant sites, such as Bass Lake and Squaw Lake, may be evaluated later based on participation, service equity, and available funding. This phased approach allows the County to expand reuse while managing transportation costs and avoiding inefficient collection at the remote sites during the early years of implementation.

Staffing for Goal 2 is also the most clearly defined of the four short-term goals. Based on the grant budget, County staff time over the three-year operating period includes 40 hours for the Environmental Services Director, 510 hours for the Environmental Services Coordinator, and 303.57 hours for Environmental Services Technicians, for a total of 853.57 County staff hours over three years. Annualized, this equals about 284.5 hours per year, or approximately 0.14 FTE of County staffing support using 2,080 hours as 1.0 FTE. In addition, the budget includes 1,600 hours over three years for American Disposal and General Waste staff, which annualizes to about 533.3 hours per year, or approximately 0.26 FTE of contracted or partner operational support. Together, Goal 2 represents about 0.14 County FTE plus 0.26 contracted or partner FTE, for a combined annual operational support level of approximately 0.40 FTE.

The reuse grant provides the initial financial platform for Goal 2, but the County should expect that at least some ongoing reuse-related operating costs will continue beyond the grant period if the program is successful. After grant funds are exhausted, continued operation will rely on the same local funding structure supporting other solid waste services, including Transfer Station tipping fee revenue, the County solid waste property tax line item, and future grant opportunities.

11.3 Goal 3: Track and Document Abated Material Quantities

Financial needs associated with Goal 3 focus on establishing and maintaining the reporting framework to document implementation results for the concrete and reuse initiatives and to prepare annual abatement summaries. This goal supports the County's ability to measure progress, evaluate the effectiveness of landfill abatement efforts, support future grant applications, and, if needed, implement reporting requirements through ordinance or licensing provisions. Because the proposed system is intended to remain practical and low-burden, Goal 3 is expected to rely on basic reporting tools, existing weigh ticket procedures where

available, and limited staff time for collaboration and annual summary reporting, rather than on complex new software or a tracking platform. As a result, no separate startup cost is assumed for Goal 3.

The County's reuse grant provides a useful local benchmark for evaluation efforts. Under that grant, evaluation activities include 15 hours for the Environmental Services Director and 25 hours for the Environmental Services Coordinator, totaling 40 hours over the three-year grant period. Annualized, this equals approximately 13.3 hours per year, or about 0.006 FTE using 2,080 hours as 1.0 FTE. This amount reflects the effort required to evaluate one focused diversion program and provides a reasonable minimum baseline for broader C&D tracking.

For the proposed C&D system, Goal 3 will extend beyond reuse to include tracking of concrete diversion, beneficial use, and other abated materials where practical. Annual County costs associated with Goal 3 are expected to include staff time for collecting and reviewing data, maintaining records, coordinating with haulers and partner facilities, and preparing annual summaries of diversion performance. Because this broader tracking effort would build on the same staff structure and reporting framework used for the reuse program, annual County costs are estimated at approximately $2,500 to $7,500. At the lower end of the range, the County would focus on a limited number of high-priority materials and use a simple reporting structure. At the higher end, the County would expand collaboration with haulers and facilities, provide more detailed annual summaries, and support a larger number of tracked material streams. These annual costs are also expected to be absorbed within the County's ongoing solid waste funding structure. The operations budget is summarized in **Table 11-4.**

Table 11-4: Goal 3 Annual Operating Costs

Annual Operating Costs	Planning Level Cost
Basic Reporting Tools and Recordkeeping Templates	$0-$1,000
Annual Data Collection, Review, and Coordination	$1,500-$3,000
Annual Abatement Summary Preparation	$1,000-$3,500
Total Annual Program Cost	**$2,500-$7,500**

Staffing associated with Goal 3 is expected to remain modest. Based on the reuse evaluation benchmark and the broader scope of the proposed C&D program, County staffing for Goal 3 is estimated at approximately 0.01 to 0.05 FTE annually for basic tracking, annual summaries, and coordination. If reporting requirements are later incorporated into the County ordinance or related licensing requirements for haulers and facilities, the staffing need could increase to as much as 0.10 FTE annually to support additional compliance reviews, record management, and follow-up with regulated parties.

As part of implementation, the County may consider requiring basic reporting of C&D materials managed through the regional system, particularly for high-priority abatement streams such as concrete and reuse materials. If pursued, such requirements would likely be limited to a practical set of data points, such as material type, quantity, destination, and management method. This would allow the County to improve documentation of landfill abatement without creating an overly burdensome system for haulers, contractors, or partner facilities.

11.4 Goal 4: Support Diversion Through Education and Stakeholder Engagement

Financial needs associated with Goal 4 focus on implementing education and outreach on deconstruction, source reduction, recycling, and reuse. Compared to the other short-term goals, Goal 4 is expected to require relatively limited financial investment, but it remains important because it supports behavior change, improves source separation, reduces contamination, and increases participation in diversion programs. Education is also expected to improve the effectiveness of Goals 1 through 3 by helping residents, contractors, and haulers better understand where materials should go and how the system is intended to operate.

The County already has some experience with outreach through its digital board messaging, website content, radio announcements, and other public communication efforts described below in **Section 8.0.** Goal 4 would expand on these efforts by developing and maintaining:

- Clearer site signage
- Contractor- and resident-focused educational materials
- Permit-counter guidance
- Outreach related to landfill abatement, deconstruction, and source reduction
- Information on concrete recycling and reuse opportunities through the ReStore partnership.

Because much of this work can be integrated into existing County communication channels and staff responsibilities, no major startup cost is assumed. Rather, Goal 4 is expected to function primarily as an annual operating activity.

The County's reuse grant provides a useful local benchmark for outreach cost. That budget includes 20 radio ads at $100 per ad, for a total of $2,000, as part of the initial promotion program. In addition, the grant includes ongoing outreach and communication activities as part of program operations. Based on this local cost example and the anticipated need for signage, website updates, handouts, contractor presentations, permit-counter materials, and periodic public messaging, the annual County costs associated with Goal 4 are estimated at approximately $2,000 to $7,500. The lower end of this range assumes that the County relies primarily on existing communication tools and limited periodic outreach, while the upper end assumes broader use of radio, contractor presentations, printed materials, and recurring updates tied to program expansion or ordinance changes. These annual costs are expected to be paid through the County's existing solid waste funding sources. **Table 11-5** summarizes Goal 4 education and outreach costs.

Table 11-5: Goal 4 Education and Outreach Costs

Cost Item	Planning Level Cost
Initial Outreach Materials and Signage	$500-$2,000
Radio Announcements and Public Messaging	$2,000
Ongoing Communication, Website Updates, and Stakeholder Outreach	$2,000-$5,500
Total Annual Program Cost	**$2,000-$7,500**

Staffing associated with Goal 4 is expected to be limited and not require a new position. County staffing is estimated at approximately 0.01 to 0.03 FTE annually. This effort would primarily consist of leadership and

coordination time for messaging, preparation of outreach materials, website and digital updates, contractor communications, and public-facing education. Some of this effort may overlap with outreach already associated with Goal 2, particularly where reuse promotion and public education are combined.

Because Goal 4 is intended to support the success of the other short-term goals, the County may adjust the level of outreach over time in response to participation rates, contamination issues, or future ordinance implementation. For that reason, Goal 4 should be viewed as a flexible but ongoing program support cost rather than a one-time expenditure.

11.5 Summary

The proposed C&D management system represents a shift in County spending from landfill operation to diversion-focused activities. Under the existing system, the County currently spends approximately $242,560 annually on landfill operations. With landfill closure, that direct operating cost is expected to end, and County expenditures will instead be focused on concrete diversion, reuse expansion, material tracking, and education. Ongoing annual operating costs beyond the reuse grant period are expected to be supported primarily through Transfer Station tipping fee revenue and the County solid waste property tax line item, supplemented where possible by grants, service contracts, and other program-specific funding. **Table 11-6** summarizes the planning-level startup and annual costs associated with implementing the County's short-term goals for Years 1 through 5.

Table 11-6: Estimated Costs by Short-Term Goal (Years 1 to 5)

Goal	Primary Cost Elements	Estimated Startup Cost	Estimated Annual Cost
Goal 1: Increase the amount of concrete directed to recycling by 25 percent	Concrete staging area, source-separation signage and guidance, load screening, tracking and reporting, processing support, and material movement to processing or end markets	**$25,000 to $50,000**	**$15,000 to $35,000**
Goal 2: Strengthen and diversify reuse options centered on the ReStore partnership	Reuse acceptance guidance, covered staging area, storage containers, collection setup, transport to ReStore, collaboration, merchandising support, and outreach	**$99,972**	**$40,834**
Goal 3: Quantify and document the volume and weight of abated materials	Reporting forms, recordkeeping, annual summaries, collaboration with ReStore, General Waste, haulers, and participating facilities	**None assumed**	**$2,500 to $7,500**
Goal 4: Implement education on deconstruction, source reduction, and recycling	Site signage, printed and digital materials, permit-counter guidance, contractor outreach, and public messaging	**None assumed**	**$2,000 to $7,500**
	Total	**$124,972 to $149,972**	**$60,334 to $90,834**

Total

- **Estimated startup cost:** $124,972 to $149,972
- **Estimated annual cost:** $60,334 to $90,834

Startup costs are planning-level estimates for initial implementation. Annual costs reflect ongoing program support and do not include separate closure or post-closure obligations for the County landfill. Goal 1 contractor support is expected through hauling and load-out services, but is not separately quantified at this

planning stage. Goal 2 costs and staffing are based on the County's reuse grant budget. Goals 3 and 4 are treated as annual operating functions with no separate startup costs assumed.

12.0 Opportunities, Barriers, and Challenges

Implementing the proposed C&D management system will require organized action across design, planning, development, financing, implementation, and long-term management. Unlike the existing system, the proposed system is not centered on continued County landfill disposal. Instead, it relies on a hub-and-spoke approach built around the Transfer Station, including the continued use of the five existing C&D canister sites, phased expansion of reuse collection to about half of the County's canister sites during Years 1 through 5, partnership with ReStore for reuse, and use of General Waste and other partner outlets for recycling, beneficial use, and disposal where appropriate. This creates a more diversion-focused system, but it also introduces specific opportunities, barriers, and challenges that must be managed by the County and its partners.

12.1 Opportunities

Targeted system design around the four short-term goals: The proposed system already identifies four measurable near-term priorities:

1. Increase the amount of concrete directed to recycling by 25 percent,
2. Strengthen and diversify reuse options centered on ReStore,
3. Quantify and document the volume and weight of abated materials, and
4. Implement education on deconstruction, source reduction, and recycling.

This gives the County and project partners a clear implementation structure for Years 1 through 5 and allows investment decisions to be tied to defined outcomes rather than general landfill abatement concepts.

- **A practical hub-and-spoke transportation system is already in place.** The proposed system builds on existing County infrastructure rather than requiring a new disposal or processing facility. The Transfer Station will continue to function as the central consolidation point, while the five existing C&D canister sites, Bigfork, Bray Lake, Danson, Sago, and Spring Lake, will continue serving as rural collection points. This creates an immediate implementation advantage because the County does not need to create a new collection network before beginning diversion activities.
- **Reuse can be expanded using an existing local partner and an existing budget basis.** The ReStore partnership is one of the strongest opportunities in the proposed system because it already has pilot experience and a grant-supported operating model. The County has already tested reuse collection, and the reuse grant budget provides tangible cost information for startup infrastructure, transport, staffing, and outreach. That makes Goal 2 more implementation-ready than many conceptual reuse programs.
- **Concrete diversion can be improved without creating a new processing facility.** The proposed system does not require the County to construct a concrete recycling plant. Instead, it can improve diversion by separating concrete at the Transfer Station, using designated staging areas and roll-off containers, and routing material to General Waste or other approved recycling outlets. This lowers the capital threshold for implementation while still allowing measurable progress toward the 25 percent concrete diversion goal.
- **Reporting can be phased and tied to ordinance improvements.** The proposed system creates an opportunity to start with simple tracking of high-priority abatement streams, especially concrete and reuse, and then expand over time. Because the County is already considering whether basic

reporting requirements could be incorporated into ordinance or licensing provisions, reporting can move from a voluntary management tool to a more formalized system if needed. This phased approach allows the planning group to start with manageable data collection rather than waiting for a fully developed software or compliance system.

- **Education can be tied directly to operational changes.** The proposed system is well-positioned to make outreach more concrete and useful than in the past. Education can now be linked to specific actions such as separating clean concrete and OCC, using designated reuse containers, delivering reusable items to participating canister sites, and understanding any future reporting or ordinance requirements. That gives the County an opportunity to move from general awareness messaging to operationally relevant education that supports participation and lowers contamination.

12.2 Barriers

- **The County no longer controls disposal through its own landfill.** A major barrier in the proposed system is that the County is transitioning away from direct landfill disposal operations. This reduces direct County operating costs, but it also means the County will have less control over downstream disposal pricing, end-market capacity, and facility operations. The proposed system, therefore, depends more heavily on partner relationships and contracted movement of materials than the existing system did.
- **Rural geography still limits material-specific collection.** The proposed system improves diversion, but it does not eliminate the service area's geographic limitations. The County's canister sites are spread across a large rural area, and some are much farther from the Transfer Station than others. This creates a continuing barrier for bulky, low-value, or heavy materials, particularly concrete and lower-value reusable items. It also means not every site is equally suitable for early reuse expansion or specialized material separation.
- **The canister sites are physically limited.** The proposed system still depends on hand unloading at canister sites and on the lack of heavy equipment at those locations. This means the County cannot simply expand acceptance of large concrete loads or other difficult materials at all sites, even if diversion demand grows. Operational limitations at the site level will continue to shape what the County can collect where, limiting flexibility.
- **Time and labor constraints at job sites may still limit source separation.** Stakeholders noted that while additional material separation is technically feasible, time and labor constraints remain a practical limitation for haulers and contractors in the field. Although the proposed system relies primarily on the Transfer Station and selected canister sites rather than job-site separation for reuse, these constraints may still affect participation for some priority materials in long-term planning.
- **End markets remain uneven by material type.** The proposed system has strong pathways for concrete and reuse, but the status of other materials remains less certain. Local or regional outlets for shingles, treated wood, and mixed debris may remain limited, inconsistent, or economically weak. As a result, the County may be able to make progress on certain priority streams without expanding diversion broadly across all C&D materials during the same timeframe.
- **Reporting expansion may meet resistance if tied to the ordinance.** While reporting is an opportunity, it is also a barrier. Haulers, contractors, and facilities may resist additional reporting requirements if they view them as burdensome, unclear, or disconnected from operational value. If the County pursues ordinance-based reporting, it will need to keep the requirements narrow, practical, and tied to a small number of useful data points to avoid unnecessary friction.

12.3 Challenges

- **Achieving the 25 percent concrete diversion target will require participation beyond the canister sites.** One of the clearest implementation challenges is that the County's concrete diversion goal is too large to be achieved only through small rural loads from canister sites. Most of the increase will likely need to come from direct loads to the Transfer Station, contractor loads, commercial haulers, and direct delivery to partner outlets. This means the County must influence behavior not just at County drop-off locations, but also among contractors, self-haulers, and commercial operators. That requires stronger collaboration, clearer pricing signals, and better education than the current system.
- **Reuse expansion must be phased carefully to match hauling and staffing capacity.** The proposed system calls for reuse expansion to about half of the County's canister sites during Years 1 through 5. That is achievable, but only if the County carefully selects sites and expands in phases. If too many sites are added too quickly, the County could create problems with transport frequency, overflow, material quality, and staffing time at both the canister sites and the Transfer Station. Site selection will need to be tied to demonstrated volume, available storage space, mileage, and operational practicality.
- **Financial sustainability will depend on modest, targeted investments rather than a single large capital project.** The proposed system avoids the cost of a new County disposal facility, but it still requires ongoing spending on staging, transport, reuse support, reporting, and education. The challenge is that these are recurring operational costs rather than one-time construction costs. The planning group will need to sustain those costs through grants, existing solid waste funding mechanisms, service contracts, and selective program investments without relying on County-controlled landfill tip fee revenue.
- **Staffing capacity is limited.** Even though the estimated staffing needs for the short-term goals are modest, implementation still requires active collaboration. County staff will need to manage reuse expansion, coordinate concrete movement, maintain reporting, support outreach, and potentially administer new ordinance-related requirements. The challenge is not the creation of a large number of new positions, but the cumulative effect of adding several small but continuing responsibilities to existing staff roles.
- **Behavior change will be gradual and uneven.** The proposed system assumes better source separation, greater participation in reuse, and improved concrete routing, but those changes depend on residents, haulers, and contractors choosing new practices. Some will participate early, while others may continue to use disposal as the default option unless there is a clear operational or financial reason to change. This is especially true where current practices are already embedded in hauling routines or project schedules.
- **Long-term management will require periodic adjustment.** The proposed system is intentionally phased, which is a strength, but it also means the County must be prepared to adjust over time. Reuse participation may vary by site, concrete diversion may grow more slowly or more quickly than expected, and future ordinance changes may create additional administrative workload. The challenge for the planning group will be to treat the proposed system as an adaptive management framework rather than a fixed set of assumptions.

By addressing these opportunities, barriers, and challenges in a focused way, the County and its partners can move from a disposal-centered system to a more practical, diversion-focused system sized to local conditions, that uses existing infrastructure, and that supports measurable progress during the first five

years of implementation. **Table 12-1** summarizes the specific opportunities, barriers, and challenges associated with the proposed C&D management system and shows how these considerations affect the design, planning, development, financing, implementation, and management of the program.

Table 12-1: Proposed System Opportunities, Barriers, and Challenges

Topic	Proposed System Opportunity	Proposed System Barrier / Challenge	Specific Planning Group Response
Concrete diversion	25 percent diversion target; Transfer Station staging and routing	Canister sites alone will not achieve the target	Focus on direct loads, contractors, haulers, and partner outlets
Reuse	ReStore partnership and grant-backed model	Expansion to too many sites at once could strain hauling and storage	Expand to about half of the canister sites during Years 1 through 5
OCC/cardboard recovery	Clean OCC/cardboard is already pulled from loads at the Transfer Station and General Waste when visible, accessible, and recyclable; existing recycling pathways can continue to be used without major new infrastructure.	OCC is not consistently source-separated and may be wet or contaminated when mixed with C&D debris.	Continue Transfer Station and General Waste recovery of clean OCC; add customer guidance encouraging clean cardboard separation
Tracking	Begin with simple, high-priority material reporting	Additional reporting may be resisted if too burdensome	Keep reporting focused on material, quantity, destination, and management method
Transportation	Existing hub-and-spoke structure already in place	Remote sites increase cost and reduce efficiency	Prioritize lower-mileage sites first for reuse expansion
Education	Can be tied directly to system changes and materials	Participation will depend on behavior change over time	Use site signage, contractor messaging, and reuse promotion tied to actual services
Financing	No need for new landfill capital investment	County no longer controls landfill tip fee revenue	Use Solid Waste Assessment, targeted annual investments, grants, and service contracts

13.0 Summary of Goals

Itasca County received grant funding to develop this Plan and is committed to advancing the proposed C&D materials management system toward implementation. Based on stakeholder input, system evaluation, and County priorities discussed throughout this section, four goals were identified to guide implementation within the next five years. These goals focus on increasing landfill abatement through expanded recycling infrastructure, strengthened reuse partnerships, improved material tracking, and enhanced education and engagement efforts. Together, they provide clear directions for advancing resource recovery, recycling, and reuse within the County. These goals are outlined in **Figure 13-1**.

Figure 13-1: Proposed Four Goals in Five Years



Implementation of these goals will occur through organized action between the County, private facility operators, contractors, and community partners. The County will prioritize practical, phased improvements that build on existing infrastructure while expanding diversion capacity where feasible. Progress will be tracked through measurable outcomes, including diversion rates, material tracking, and participation in reuse programs, as practical. This approach allows the County to strengthen the current system without creating unnecessary financial burden, while positioning the program for long-term growth in recycling and reuse.

Table 13-1 summarizes the four short-term goals of the proposed C&D management system, along with the primary implementation steps, responsible parties, deliverables, and performance measures for each goal.

Table 13-1: Goals and Action Summary

Goal	Key Implementation Steps	Timing	Lead	Key Deliverable	Performance Measure
Goal 1. Increase the volume of concrete directed to recycling by 25 percent.	Establish Transfer Station concrete separation and staging; track incoming and diverted concrete; route source-separated concrete to approved recycling outlets	Years 1 to 5	Itasca County and General Waste	Concrete staging area, tracking process, and annual diversion summary	Annual tons or cubic yards documented and diverted compared to baseline
Goal 2. Strengthen and diversify reuse options centered on ReStore.	Establish reuse acceptance criteria and site procedures; provide signage and public guidance; operate reuse collection, staging, and transport; track annual reuse outcomes	Years 1 to 2 and ongoing	Itasca County and ReStore	Reuse guidance, participating collection locations, and annual reuse summary	Number of participating sites; annual pounds or tons diverted through reuse
Goal 3. Establish a standardized process to quantify and document abated materials.	Develop a standard reporting framework and prepare annual abatement summaries using available facility and partner data	Year 1 and ongoing	Itasca County	Reporting framework and annual abatement summary	Annual report completed
Goal 4. Implement an education program.	Install site signage; prepare printed and digital education materials; provide staff guidance and contractor outreach tied to program changes	Year 1 and ongoing	Itasca County	Education materials, signage package, and outreach activities	Number of sites with updated signs; number of outreach efforts completed annually

13.1 Partner Commitment to Implementation

The proposed system is intended to move beyond planning and into phased implementation through defined partner roles, measurable goals, and annual tracking. Itasca County will lead implementation, reporting, education, and collaboration with project partners. General Waste will continue to provide lined disposal capacity and support concrete staging, processing collaboration, and material tracking where applicable. ReStore will serve as the primary reuse partner and will support acceptance criteria, sorting, resale preparation, and reuse documentation. Contracted haulers and participating facilities will support material movement, source separation, and destination reporting where practical. Implementation will be reviewed through annual abatement summaries, progress toward the four short-term goals, and continued collaboration among the County and participating partners.

Appendix A – Attachments

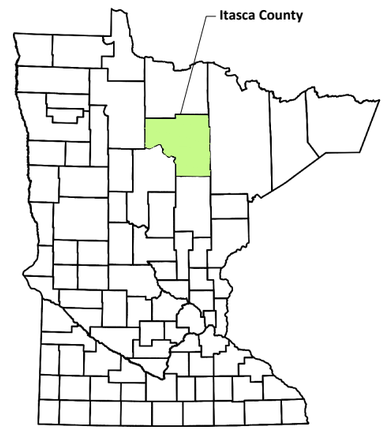
Itasca County Boundary
Bass Lake
Bigfork
Leech Lake Reservation
MN HWY 6
Squaw Lake
Spring Lake
U.S. HWY 46
Inger
Long Lake
Suomi
Lake Winnibigoshish
Sunrise
Bray Lake
Deer River
Keewatin
Nashwauk
Cass Lake
Itasca County Facilities
Ball Club
Bena
U.S. HWY 2
Iron Range
U.S. HWY 169
Trout Demolition
General Waste
Cohasset
Coleraine
Grand Rapids
Goodland
Harris Township
U.S. HWY 2
Leech Lake
MN HWY 6
Onigum
Danson
Sago
U.S. HWY 169

Notes

1. Aerial imagery obtained from AutoCAD Civil3D Geolocation Services (2025 Microsoft Corporation, Earthstar Geographics).
2. Cities shown reflect the five most populous in Itasca County per the 2024 U.S. Census Place Gazetteer Files.

Legend

- Itasca County Boundary
- Leech Lake Reservation Boundary
- Highway
- City
- Lake
- Canister Site
- General Waste C&D Landfill
- Trout Demolition Debris Land Disposal
- Itasca County Facilities
  Transfer Station, Household Hazardous Waste, and Demolition Landfill



NORTH

0 2 MI 4 MI
SCALE IN MILES

BURNS McDONNELL

Attachment 1
Itasca County, Minnesota
Regional C&D Waste
Management Existing Facilities

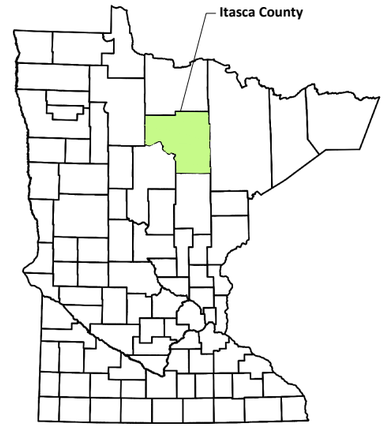
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Notes

1. Aerial imagery obtained from AutoCAD Civil3D Geolocation Services (2025 Microsoft Corporation, Earthstar Geographics).
2. Cities shown reflect the five most populous in Itasca County per the 2024 U.S. Census Place Gazetteer Files.
3. Environmental Justice Area boundaries from the MPCA, Understanding Environmental Justice in Minnesota, accessed via ArcGIS Online, 2025.

Legend

- Itasca County Boundary
- Leech Lake Reservation Boundary
- Highway
- City
- Lake
- Communities with >40% Residents of Color
- Areas with >35% of Population Below 200% of Poverty Line



NORTH

0 2 MI 4 MI
SCALE IN MILES

Itasca County Boundary
Leech Lake Reservation
MN HWY 6
U.S. HWY 46
Lake Winnibigoshish
Cass Lake
U.S. HWY 2
Leech Lake
Nashwauk
Keewatin
U.S. HWY 169
Cohasset
Coleraine
Grand Rapids
Harris Township
U.S. HWY 2
MN HWY 6
U.S. HWY 169

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Attachment 2
Itasca County, Minnesota
Regional C&D Waste Management Environmental Justice Areas

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Appendix B – Stakeholder Engagement

Meeting Notes

Meeting Subject	Itasca County Construction & Demolition Stakeholder Meeting
Meeting Date	October 20, 2025
Start Time	1:00 PM
End Time	2:00 PM
Location	Itasca County Boardroom #121 123 NE 4th Street, Grand Rapids, MN 55744
Project Name	Itasca County Construction & Demolition Management Plan
Project No.	183893
Notes Prepared By	Marcella Reese
Notes Issued Date	10/23/2025

Attendee	Organization	Email
Heather Krauel*	Burns & McDonnell	hkrauel@burnsmcd.com
Marcella Reese	Burns & McDonnell	mjreese@burnsmcd.com
Travis Cole	City of Grand Rapids	tcole@grandrapidsmn.gov
Paul Martinetto	City of Grand Rapids	pmartinetto@grandrapidsmn.gov
Jon Peterson	City of Grand Rapids	jpeterson@grandrapidsmn.gov
Chad Crowson	Local Boy Inc.	chad@localboyrolloffs.com
Wes Trout	Trout Enterprises	dctrout@paulbunyan.net
Kacey Dorry	Trout Enterprises	-
Tony Yunk	Bovey, Minnesota	tyunk@boveymn.gov
Ed McMullen	General Waste	EdMcMullen@generalwastemn.com
Mark Pahl	General Waste	markpahl@dem-con.com
Eric Heesen	General Waste	EricHeesen@dem-con.com
Jessica Veit	Veit & Co.	Jessica.veit@veitusa.com
Katie Benes	Itasca County	katie.benes@co.itasca.mn.us
Greg Stoltz	Itasca County	greg.stoltz@co.itasca.mn.us
Brett Skyles	Itasca County	brett.skyles@co.itasca.mn.us
Toby Holmgren	Hawkinson Construction Company Inc.	toby@hawkinsonconstruction.com
Derek Hawkinson	Hawkinson Construction Company Inc.	derek@hawkinsonconstruction.com
Ben Edwards	Edwards/LaPlant/Hawk	ben@el-mn.com
Mark Gibeau	Schwartz	mark@schwartzrmex.com
Victoria Anderson	Schwartz	vicky@schwartzrmex.com
Gabe Sweeney	Schwartz	gabe@schwartzrmex.com
Ryan Pettis	Waste Management	rpettis1@wm.com
Steve Walter	Walter's Waste and Recycling	waltersw112@aol.com
John Johnson	Itasca County Commissioner, District 3	John.Johnson@ItascaCountyMN.gov
Tom Alverson**	Casper Construction	-

Austin Dehn**	MPCA	-
Jason Tabaka**	City of Coleraine	-

* indicates meeting organizer
** indicates virtual attendee

Meeting Notes:

1. **Welcome and Introductions:**
   - Project Partners: Itasca County, the Cities of Grand Rapids and Cohasset, the Leech Lake Band of Ojibwe, and General Waste & Recycling (a Dem-Con company).
   - Purpose of the meeting: Project partners are collaborating to develop a regional Construction & Demolition Waste Management Plan. This effort addresses the nearing closure of the County's primary C&D landfill and prepares for new MPCA rules, making alternative disposal and diversion strategies a priority.
2. **Overview of Existing System:**
   - Current landfill and transfer station operations
   - Private hauler and contractor roles
   - Current recycling, reuse, and diversion efforts
     - *Hawkinson shared that 100% of asphalt and clean soil are currently recycled. Some asphalt is crushed for reuse, while some asphalt is incorporated into the hot mix. Shingle recycling was discontinued due to product quality and process issues.*
     - *The group briefly discussed Habitat ReStore and its accepted materials, including furniture.*
     - *Disposal of friable and nonfriable asbestos was also discussed. General Waste is permitted to accept both types.*
3. **Input on Proposed System Elements:** Stakeholder discussion guided by key questions.
   - Materials and Sorting
     - *Doors and windows were identified as the most feasible materials for reuse; other materials were ranked lower in reuse potential.*
     - *A household hazardous waste (HHW) drop-off and a monitored reuse facility are currently available to the public at the transfer station.*
     - *The main barriers to material separation and salvage are time and labor costs on job sites, as well as tight project schedules that limit flexibility.*
   - Facilities and Collection
   - Enforcement and Education
     - *Participants agreed that disposal bans, implemented through ordinances or work plans, would be the most effective strategy to reduce waste. However, they emphasized the need to ensure accessible, convenient options for proper disposal to prevent illegal dumping and encourage compliance. Increased recycling infrastructure would likely be needed to support these bans.*
     - *Clear signage at disposal and recycling locations was strongly supported to reduce confusion and improve proper material sorting.*
4. Big Picture Priorities

   Discussion: Which strategies should be the highest priority for Itasca County's C&D system moving forward?
     - *Some participants supported the idea of the County permitting another landfill site. However, new MPCA regulations now require C&D landfills to be lined, significantly increasing costs for liners, insurance, monitoring, and leachate/PFAS management. Given limited available space and high costs, the County will not pursue permitting another site. Instead, residents will be directed to two private/local landfills.*
     - *The County is working with private entities to own and operate new lined C&D landfills in the area. This partnership approach is intended to reduce costs while maintaining access to disposal options. When the current County landfill closes, the transfer station will remain open. The County will continue focusing on diversion strategies and implementing supporting programs.*
     - *The C&D Management Plan also leverages grant funding to identify effective waste reduction and mitigation strategies.*

- *General Waste reported that construction of a new four-acre lined cell costs approximately $3 million, roughly $1 million per acre, comparable to a municipal solid waste (MSW) lined landfill cell. The cell is expected to last three to four years, with an estimated 30 years of total site capacity. Permitted vertical capacity varies by site, depending on groundwater levels and permit conditions.*
- *A question was raised about why taxpayers will continue paying the ~$81/year solid waste tax after the landfill closure. The County explained that this funding supports ongoing HHW and recycling services, as well as the operation of canister sites and transfer station. Approximately $3 million in collected revenue is used to maintain these facilities. The C&D landfill used tipping fees for an operating budget.*

5. Open Discussion and Q&A

- Space for stakeholders to share comments not covered in polls
- Capture contractor-specific challenges or ideas
  - *A participant asked whether an incinerator was considered as an alternative to reduce landfill use. The County noted that an incinerator was not considered due to the small C&D waste stream and the fact that much of the material is unsuitable for incineration.*
  - *Several questions were raised regarding plastic recycling. The group clarified that plastics are not a primary focus of this project, as they make up a small portion of the C&D waste stream.*

6. Next Steps:

- Timeline for drafting the Proposed C&D System (Jan–Mar 2026)
  - *October–December 2025: Summarize stakeholder input and complete existing system documentation.*
  - *January–March 2026: Draft the Proposed C&D Management System using feedback from today's meeting and additional partner discussions.*
  - *Spring 2026: Circulate the draft plan for review by partners and MPCA.*
  - *May 2026: Submit the Final Draft C&D Management Plan to MPCA for approval.*
- How today's feedback will be integrated

7. Closing and Thank You

- Contact information for follow up and questions
  - *See attached results from the interactive Slido polls and questions.*

Attachment 1 – Slido Poll Results

Stakeholder Meeting

20 - 20 Oct 2025

Poll results

Table of contents

- Name and Company:
- Type of business represented:
- Other materials currently being diverted:
- Materials to prioritize for recycling:
- Common materials that could realistically be pulled out for reuse:
- What barriers do you see to separating and salvaging these materials?
- Which of the following facility or collection point options would most improve convenience and efficiency?
- Which types of enforcement would be most effective?
- What types of education would help most?
- Which strategies should be the highest priority for Itasca County's C&D system moving forward?
- Any comments, questions, or additional feedback?

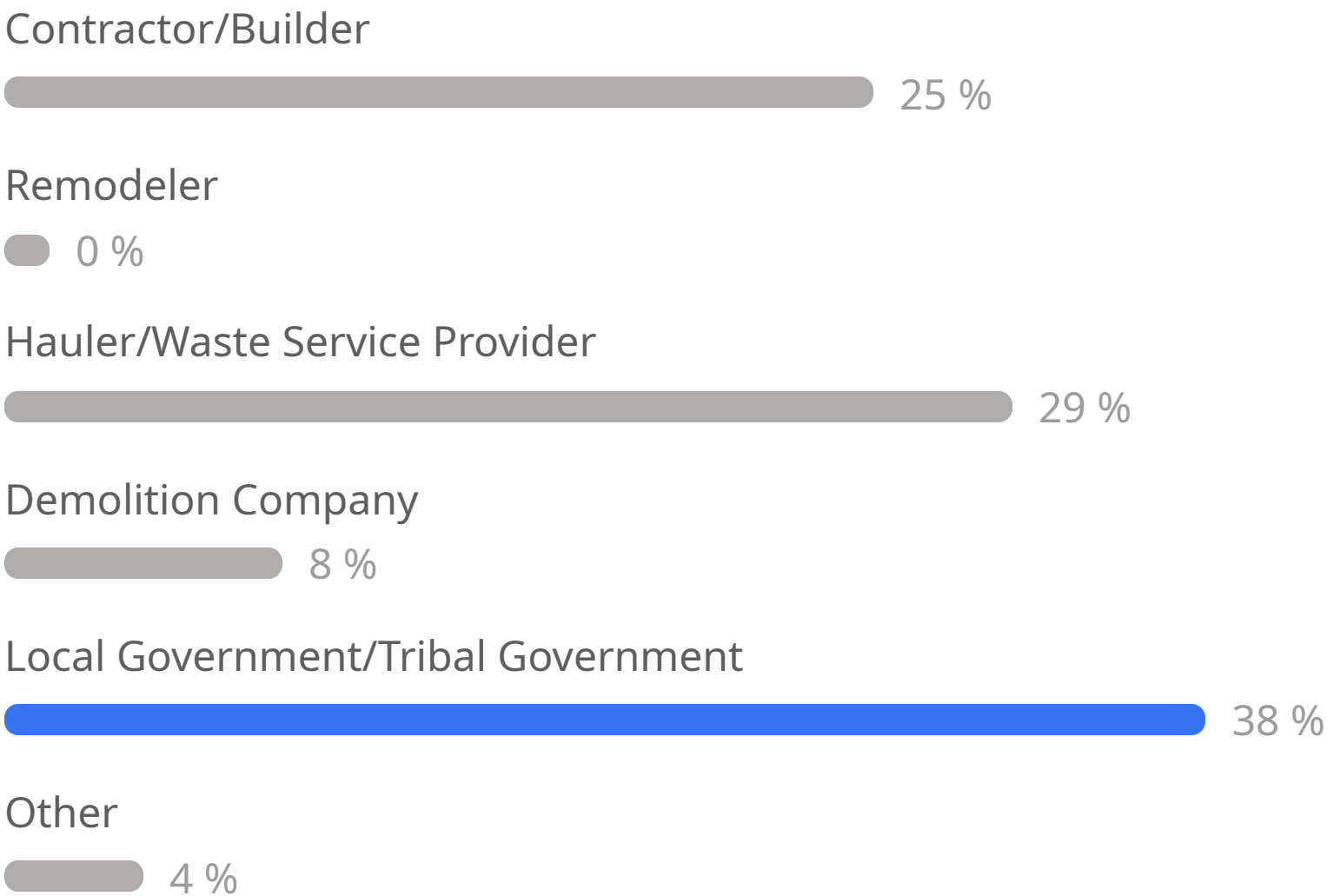
Name and Company:

022

- Tom Alverson Casper Construction
- John Johnson County Commissioner
- Victoria Anderson Schwartz excavating
- Jon Peterson City of Grand Rapids
- Mark Gibeau Schwartz
- Austin Dehn MPCA
- Derek Hawkinson Hawkinson Construction Co., Inc.
- Eric Heesen General Waste
- Toby Holmgren Hawkinson Construction
- City of Grand Rapids
- Ed McMullen General Waste
- Brett County Administrator
- Gabe Sweeney Schwartz
- Itasca County
- Mark Pahl General Waste
- Chad Crowson Local Boy Inc
- Jason Tabaka, City of Coleraine
- Travis Cole City of Grand Rapids
- Trout Enterprises
- Jessica Veit Veit & Co.
- Katie Benes, Itasca County
- Waste Management

Type of business represented:

0 2 4



Other materials currently being diverted:
(1/2)

0 2 0

Plastics (wrap, packaging, etc.)

5 %

Carpet/carpet padding

5 %

Roofing materials (shingles, metal sheets)

30 %

Gypsum/drywall scraps

5 %

Clean soil/fill

50 %

Landscaping materials (stone, sod, fencing)

20 %

Other materials currently being diverted:
(2/2)

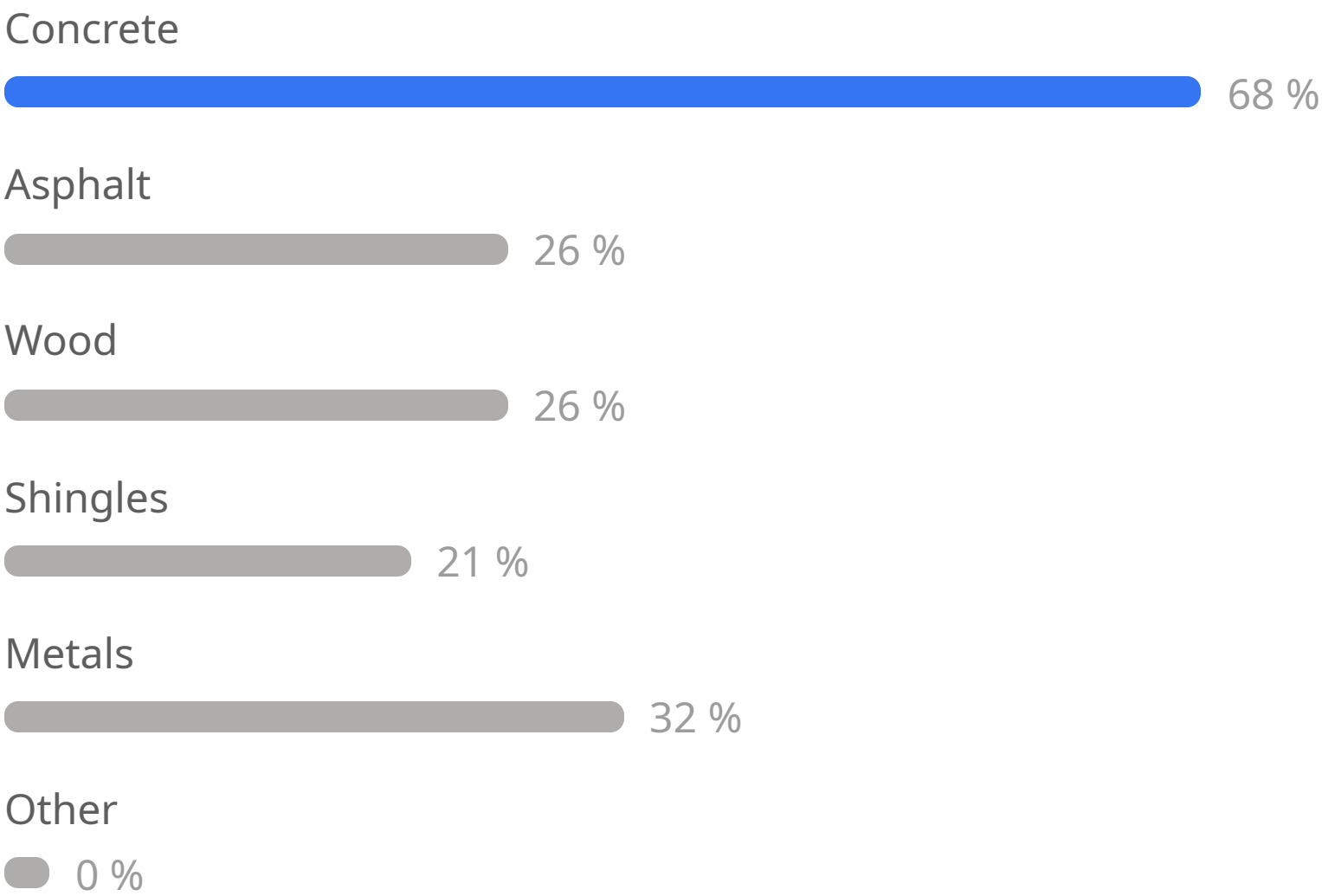
0 2 0

Other



Materials to prioritize for recycling:

0 1 9



Common materials that could realistically be pulled out for reuse:

0 2 0

(1/2)

Doors, windows, and frames



60 %

Lighting fixtures

0 %

Plumbing fixtures (sinks, tubs, toilets)

0 %

Flooring materials (hardware, tile, carpet squares)

0 %

Dimensional lumber/beams



10 %

Common materials that could realistically be pulled out for reuse:

(2/2)

0 2 0

Masonry (brick, block, stone)

25 %

Hardware (hinges, handles, fasteners)

5 %

Other

0 %

What barriers do you see to separating and salvaging these materials?

0 2 2

(1/2)

Time/labor costs on job sites



82 %

Lack of storage space for salvaged materials

5 %

Lack of nearby reuse outlets or buyers

0 %

Hauling/transportation difficulties

9 %

Safety/liability concern

5 %

What barriers do you see to separating and salvaging these materials?

0 2 2

(2/2)

Other

0 %

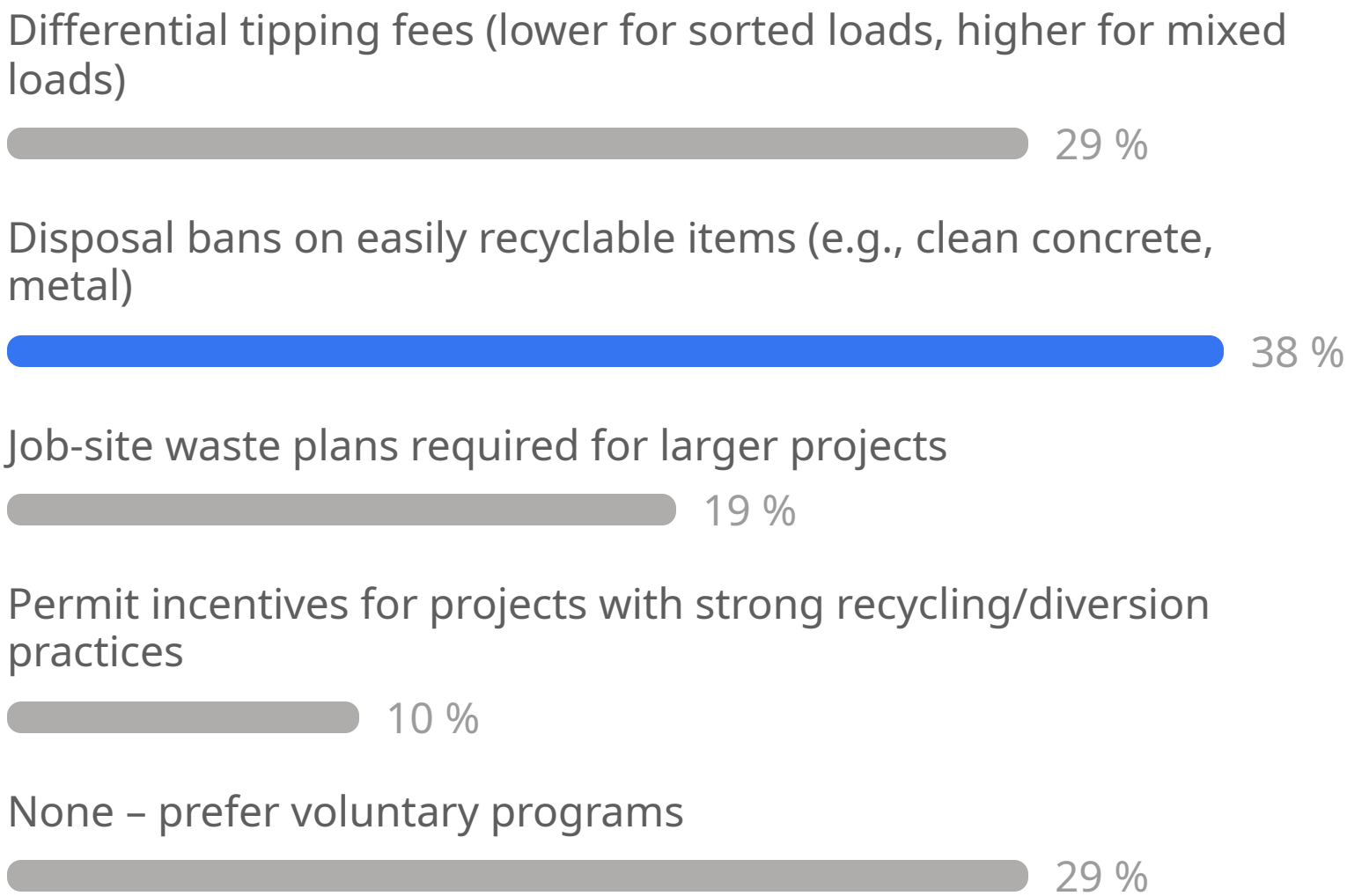
Which of the following facility or collection point options would most improve convenience and efficiency?

0 2 1

1. Centralized transfer station with sorting zones — 2.52
2. More convenient drop-off sites/canister sites — 2.00
3. Mobile sorting units at job sites — 1.19
4. Expanded private hauler services — 0.71
5. Other — 0.05

Which types of enforcement would be most effective?

0 2 1



What types of education would help most?

0 2 1

On-site toolbox talks/short contractor trainings

5 %

Clear signage at drop-off sites (visual examples of accepted/not accepted)

76 %

Quick reference guide or mobile app for materials

29 %

Peer-to-peer contractor case studies/best practices

5 %

Demo projects that “show how it’s done” (hands-on)

5 %

Which strategies should be the highest priority for Itasca County's C&D system moving forward?

0 2 0

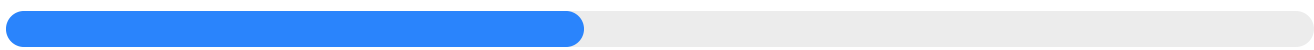
(1/2)

1. Expand recycling infrastructure (concrete, asphalt, wood, shingles, metals)



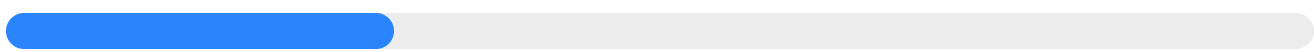
3.50

2. Keep costs predictable and affordable for contractors



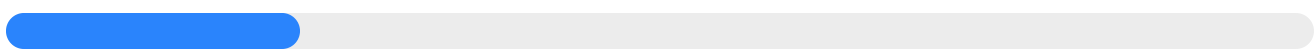
2.55

3. Develop clear and fair enforcement/education practices



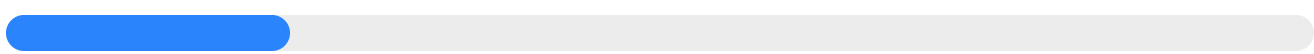
1.65

4. Build stronger reuse/deconstruction programs



1.20

5. Improve access and convenience at collection sites



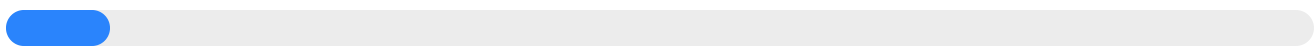
1.15

Which strategies should be the highest priority for Itasca County's C&D system moving forward?

0 2 0

(2/2)

6. Other (write-in option)



0.30

Any comments, questions, or additional feedback?

0 0 2

- Are you thinking of using an incinerator at all? With the new technology today, the scrubbers should work.
- Permit other areas for landfill


BURNS
McDONNELL

Regional C&D Waste Management Plan

COUNTY BOARD PRESENTATION

June 16, 2026

Agenda

01 // MPCA GRANT & PROJECT PARTNERSHIP

02 // WHY CHANGE IS NEEDED NOW

03 // EXISTING SYSTEM OVERVIEW

04 // STAKEHOLDER INPUT

05 // PROPOSED SYSTEM OVERVIEW

06 // TIMELINE

07 // FINANCES

08 // KEY TAKEAWAYS

01

MPCA GRANT & PROJECT PARTNERSHIP

01 // MPCA GRANT & PROJECT PARTNERSHIP

Itasca County received a Minnesota Pollution Control Agency (MPCA) Grant to develop an *Itasca County Regional Construction and Demolition Waste Plan* (Plan) that reduces landfill reliance and expands reuse, recycling, and material tracking.

- **Funding:** $133,000 MPCA grant + $32,122 local match = **$165,122 total project**
- **Lead agency:** Itasca County Environmental Services
- **Active Planning partner:** General Waste & Recycling; passive partners: Cities of Grand Rapids and Cohasset and Leech Lake Band of Ojibwe
- **Implementation partners:** ReStore, haulers, contractors, private recyclers, and regional disposal facilities
- **Purpose:** Build a practical, phased C&D system for the County and LLBO service area as the County landfill nears closure

Itasca County Minnesota

MPCA

General Waste
GeneralWasteMN.com • (218) 778-6600

02

WHY CHANGE IS NEEDED NOW

02 // WHY CHANGE IS NEEDED NOW

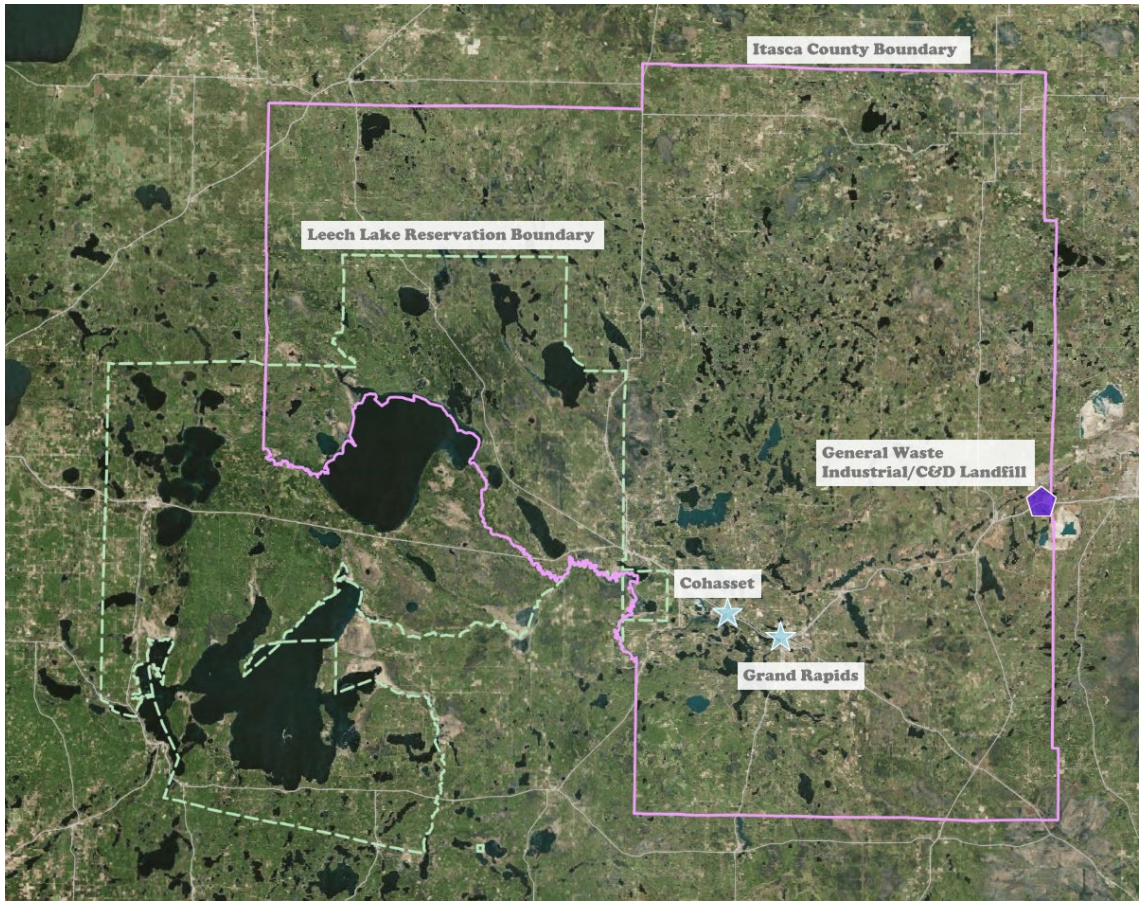
- County C&D landfill has about 18,000 cubic yards of remaining airspace and is expected to reach capacity by 2027.
- Proposed MPCA rule changes limit expansion of unlined C&D landfills and require a more resilient transition plan.
- The existing system is mostly disposal-oriented, with diversion occurring through separate practices rather than a unified program.
- The Plan creates practical tracking, source separation, and reuse/recycling pathways before closure pressure peaks.



03

EXISTING SYSTEM OVERVIEW

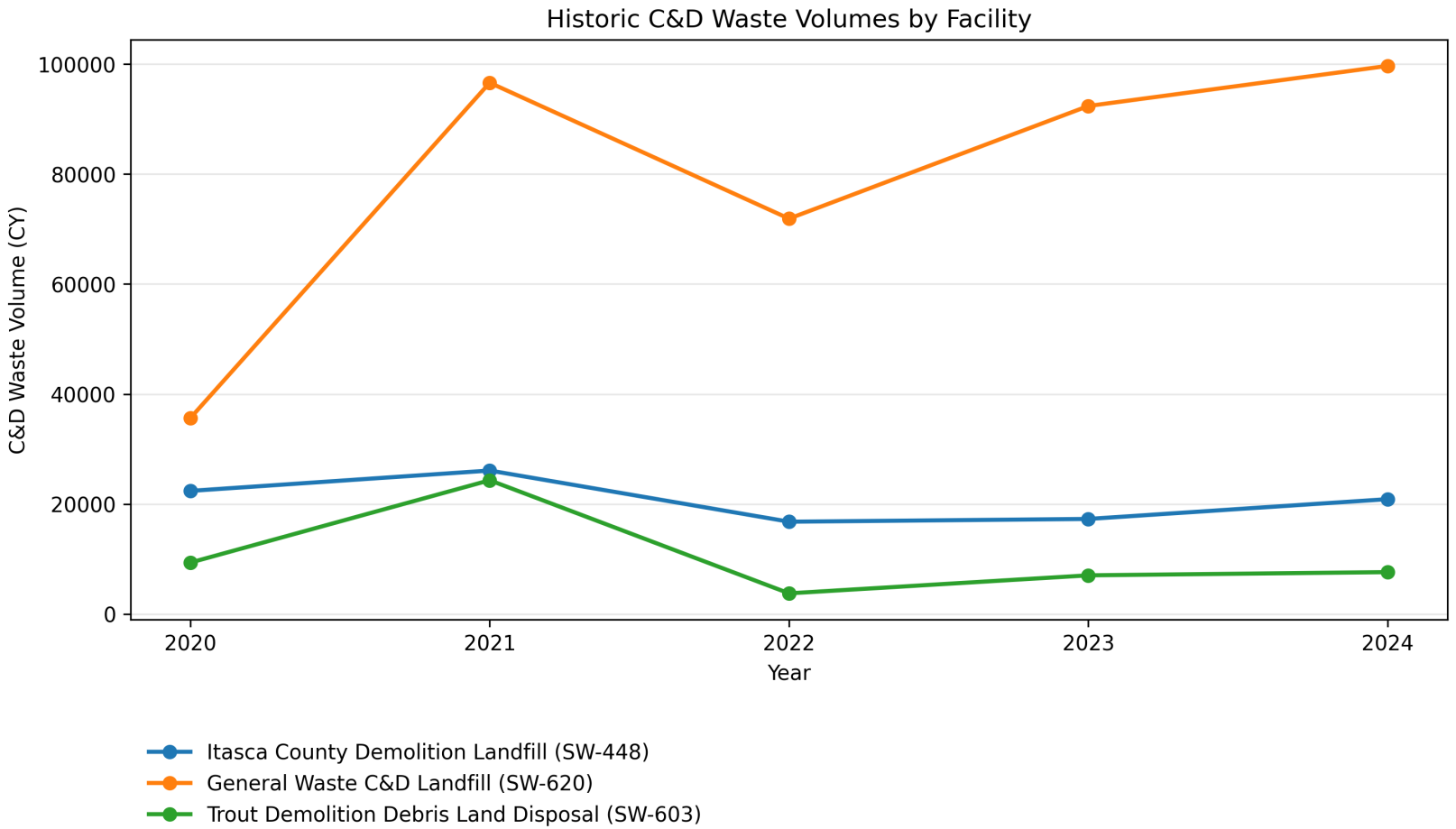
03 // EXISTING SYSTEM OVERVIEW



CORE SYSTEM ELEMENTS

- Transfer Station and County C&D landfill serve as the public hub in Cohasset.
- 13 County canister sites provide local access for rural areas.
- General Waste provides regional lined disposal and processing capacity in Keewatin.
- ReStore and private contractors provide reuse, deconstruction, concrete and asphalt recycling outlets.
- LLBO staffed drop-off sites support household waste, recycling, HHW, and related materials on Tribal lands.

03 // EXISTING SYSTEM OVERVIEW



Planning Implications

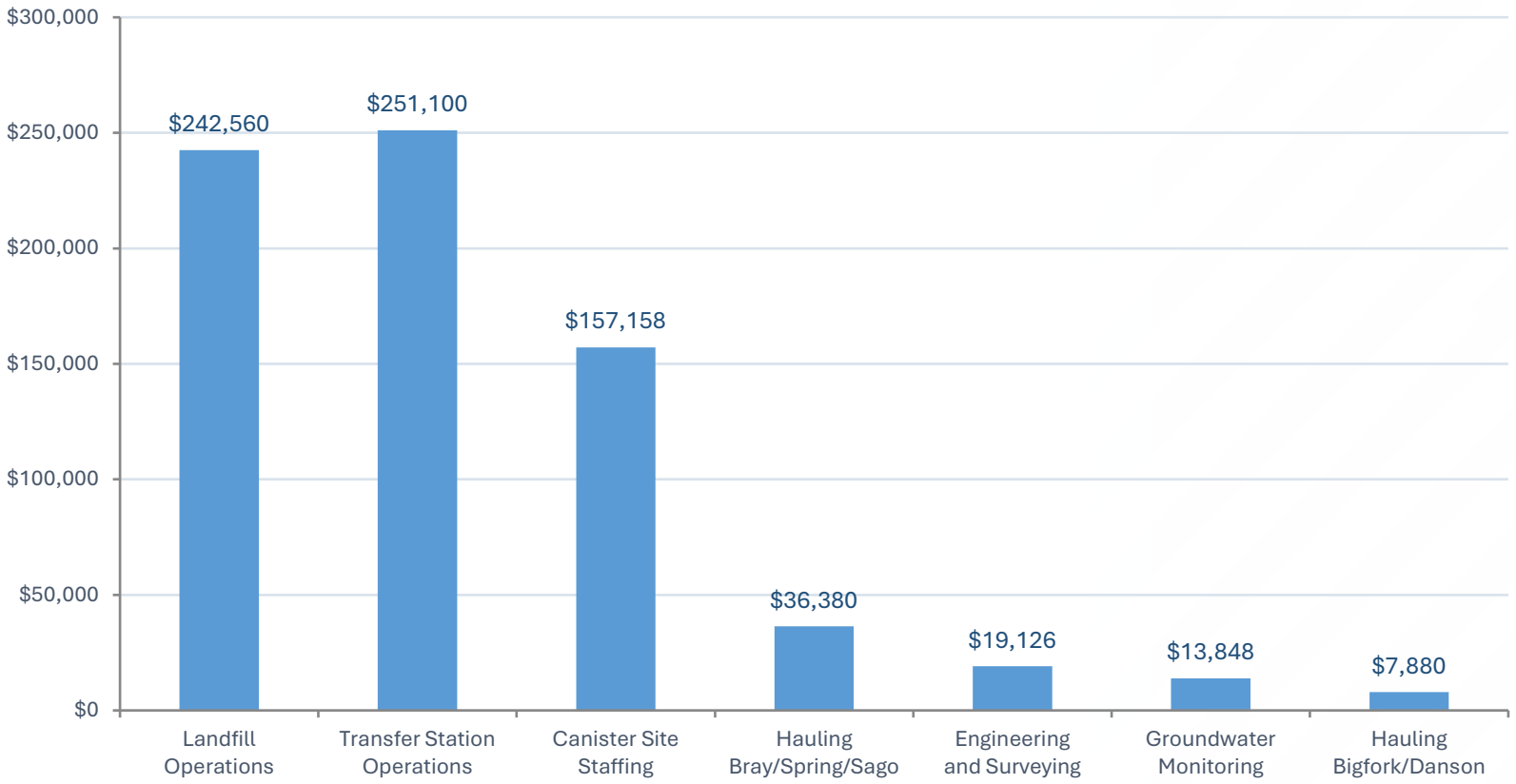
113K CY
Approximate 5-year average regional C&D disposal volume

3 Facilities
County, General Waste, and Trout manage most reported regional C&D

As disposal options tighten, partner coordination, and diversion tracking become more important

03 // EXISTING SYSTEM OVERVIEW: FINANCES

Total Annual Cost
$728,052.24



Key Takeaways

Three cost drivers

Transfer Station operations, landfill operations, and canister site staffing account for about 89% of annual cost.

Hauling is modest but important

Canister site hauling totals about $44K annually and supports rural access.

Transition opportunity

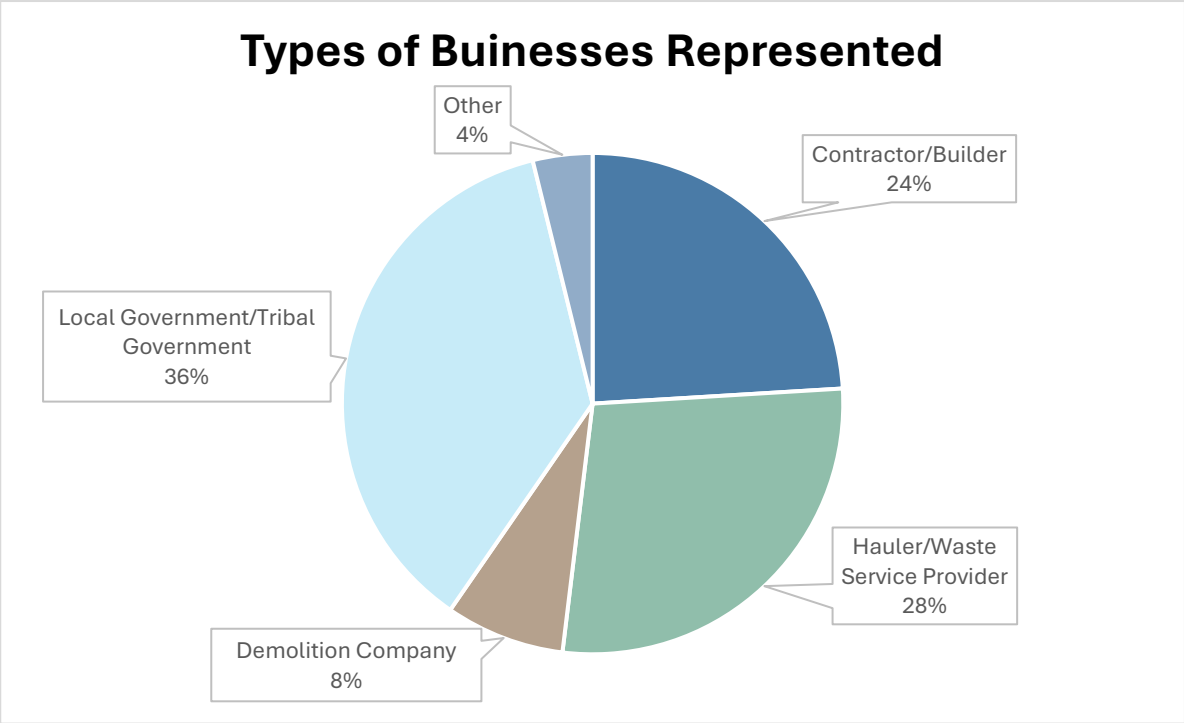
As landfill operations wind down, a portion of operating costs can shift toward diversion, reuse, tracking, and education.

04

STAKEHOLDER INPUT

04 // STAKEHOLDER INPUT

On October 20, 2025, public- and private-sector stakeholders participated in a regional planning discussion to help shape the proposed C&D management system.



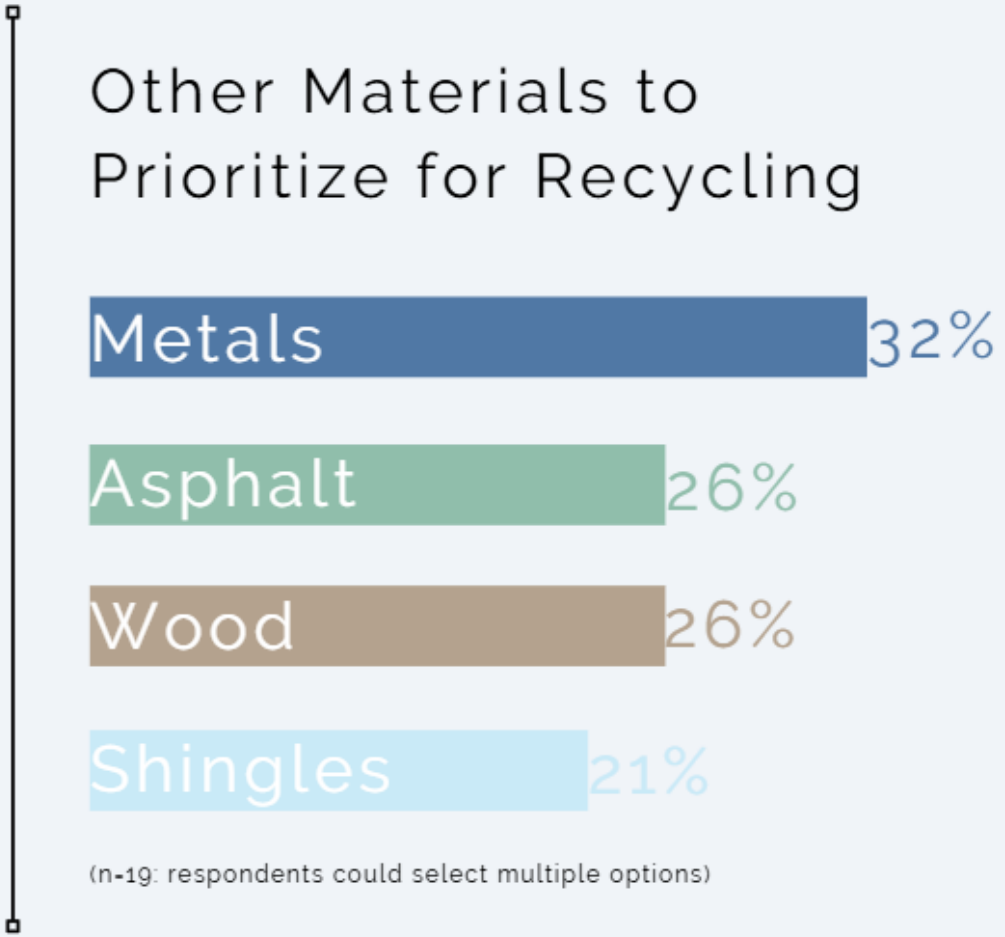
WHAT WE HEARD FROM STAKEHOLDERS:

- Practical improvements over broad new mandates
- Reinforced the need to serve both residential users and high-volume contractors/haulers
- Input supported a phased system focused on achievable diversion and recovery goals

04 // STAKEHOLDER INPUT: PRIORITIZE CONCRETE

68%

Prioritize Concrete for Recycling



04 // STAKEHOLDER INPUT: MAKE DROP-OFF EASY

76%

- Clear signage at drop-off sites (visual examples of accepted or not accepted materials)

29%

- Quick reference guide or mobile app for materials

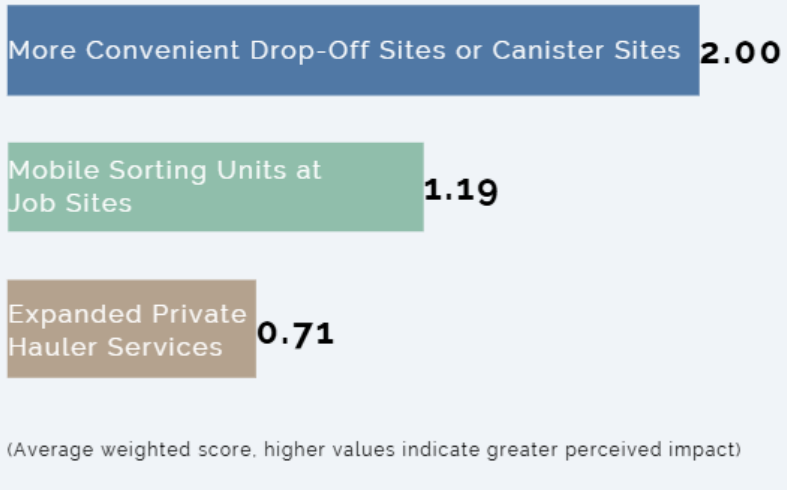
5%

- On-site toolbox talks/short contractor trainings
- Peer-to-peer contractor case studies/best practices
- Demo projects that "show how it's done" (hands-on)

2.52

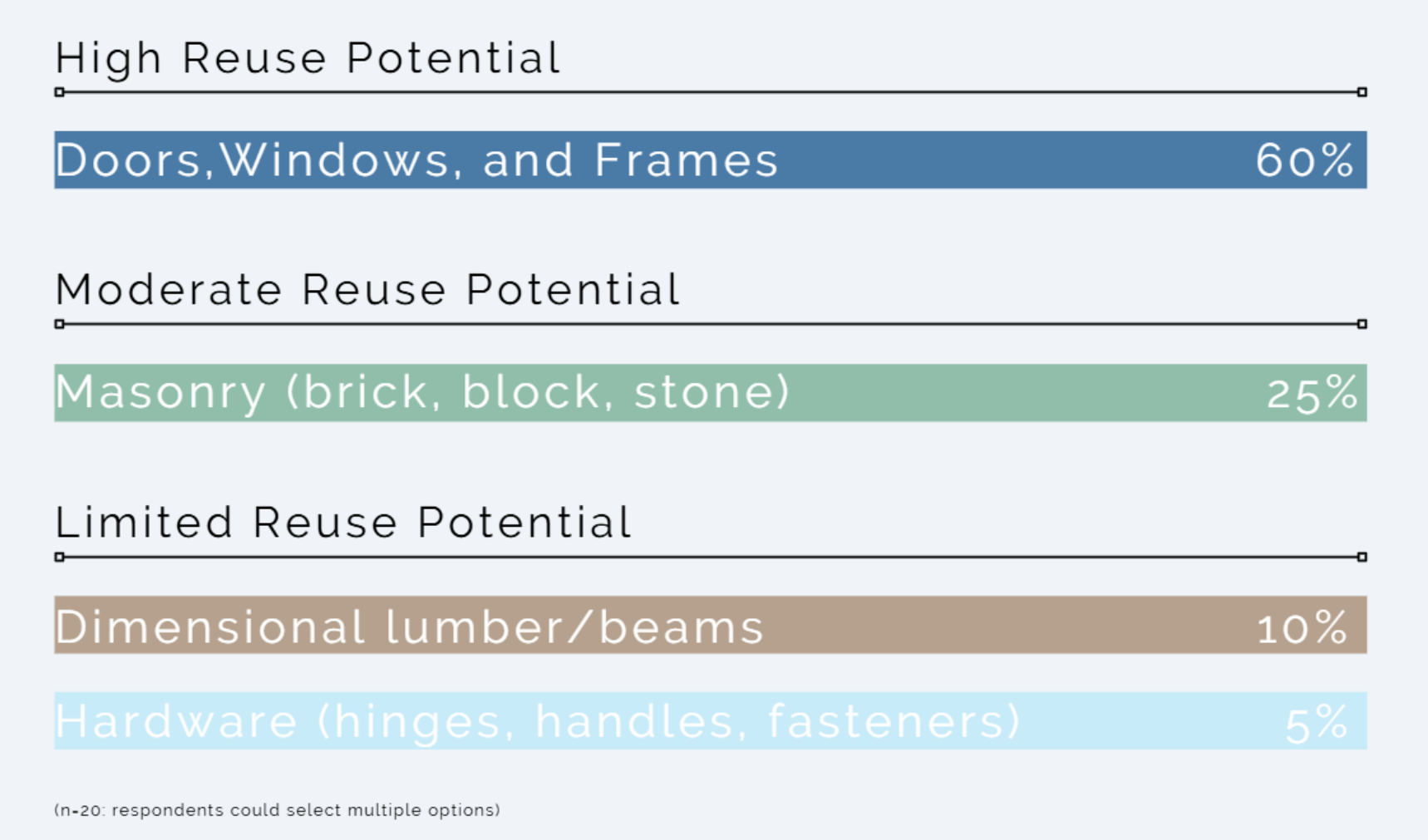
Centralized Transfer Station with Sorting Zones

Other Facility or Collection Improvements to Promote Convenience and Efficiency



(Average weighted score, higher values indicate greater perceived impact)

04 // STAKEHOLDER INPUT: MATERIALS WITH REUSE VALUE



05

PROPOSED SYSTEM OVERVIEW

05 // PROPOSED SYSTEM OVERVIEW: DESIGN PRINCIPLE

Local Access
Canister sites
Self-haul
Contractors

Transfer Station
Receive
Screen
Stage
Route

ReStore
Reusable materials

Processors
Concrete / Asphalt

Lined disposal
General Waste





05 // PROPOSED SYSTEM OVERVIEW: OVERARCHING GOALS

FOUR GOALS
FIVE YEARS

goal ONE — Increase the volume of concrete directed to recycling by 25 percent.

goal TWO — Maximize reuse of construction and demolition materials through Habitat for Humanity ReStore.

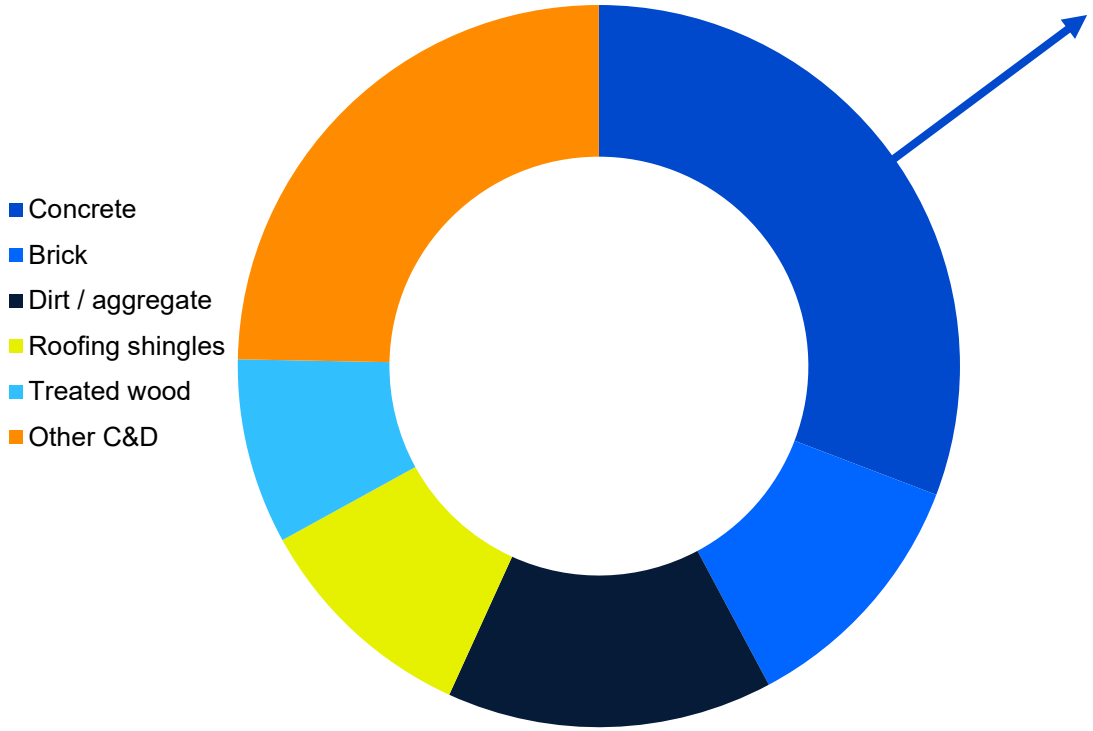
goal THREE — Quantify and document the volume and weight of abated materials.

goal FOUR — Advance landfill diversion through targeted education and stakeholder engagement.

Goal 1: Increase Concrete Directed to Recycling by 25%

- Concrete is the first priority because it has high volume and established recycling uses.
- Primary source: direct loads, contractors, commercial haulers, and transfer station loads.
- Not expansion of concrete collection to remote sites.

05 // PROPOSED SYSTEM OVERVIEW: CONCRETE RECYCLING



30.8% of the disposed C&D stream is estimated to be concrete (3,127 tons).

- Concrete, brick, and dirt/aggregate together represent well over half of the total disposal stream.
- A 25% recovery target would equate to approximately **782 tons/year** initially, increasing to roughly **863 tons/year** by Year 5.

05 // PROPOSED SYSTEM OVERVIEW: CONCRETE RECYCLING

How the Target is Achieved

3,127 tons

Estimated 2024 concrete baseline in disposed C&D stream

782 tons

Year 1 annual diversion target, 25% of 2024 volume

863 tons

Year 5 annual diversion target, using the planning growth factor

YEAR 1 SETUP

- Marked concrete staging area
- Load guidance and contamination screening
- Tracking and annual summary

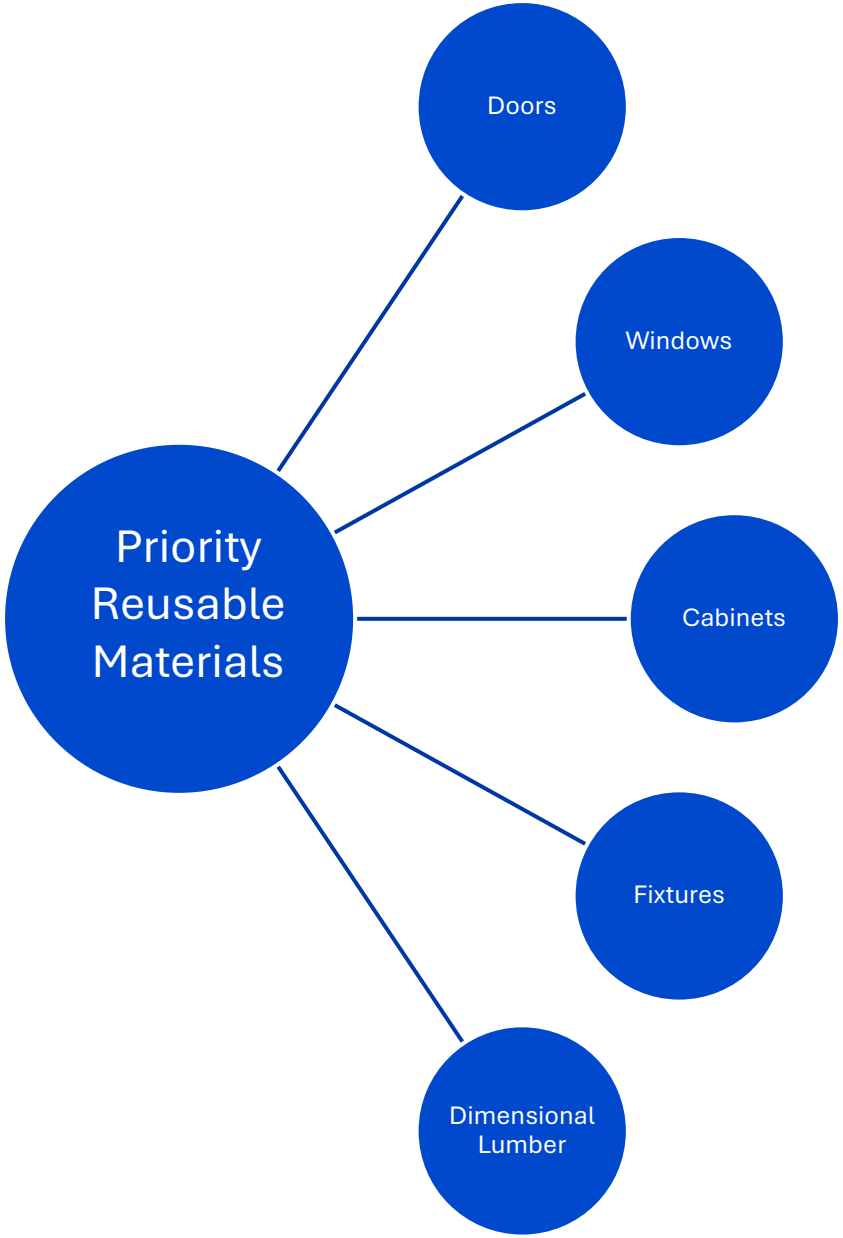
YEARS 2 THROUGH 5

- Processing with General Waste or other outlets
- End uses such as aggregate, road base, and structural fill
- Refine based on participation and markets

Goal 2: Expand Reuse through ReStore Partnership

- Reusable goods and building materials can be captured before they become disposal material.

05 // PROPOSED SYSTEM OVERVIEW: REUSE PROGRAM



Program Elements:

- Acceptance standards, protected storage, selected canister sites, staging and transport, sorting and resale preparation.
- Focus on materials in reusable condition and durable goods.



05 // PROPOSED SYSTEM OVERVIEW: REUSE PROGRAM



Expected Outcomes

3.5 tons Diverted in the 2025 pilot effort

Full implementation reuse diversion target **125 tons per year**

Goal 3: Establish Reporting Framework

- Standardized process to quantify and document abated materials.

05 // PROPOSED SYSTEM OVERVIEW: REPORTING

Goal 3: Reporting framework

- The intent is to create a practical, repeatable system that County staff and participating partners can use



Goal 4: Implement an Education Program

- Focused on deconstruction, source reduction, and recycling.

05 // PROPOSED SYSTEM OVERVIEW: EDUCATION PROGRAM

Improve Source Separation and Reduce Contamination:

- Site signage
- Printed and digital education materials
- Permit-counter guidance
- Contractor outreach
- Public messaging



Goal 5-7: Long Term Goals

05 // PROPOSED SYSTEM OVERVIEW: LONG TERM GOALS

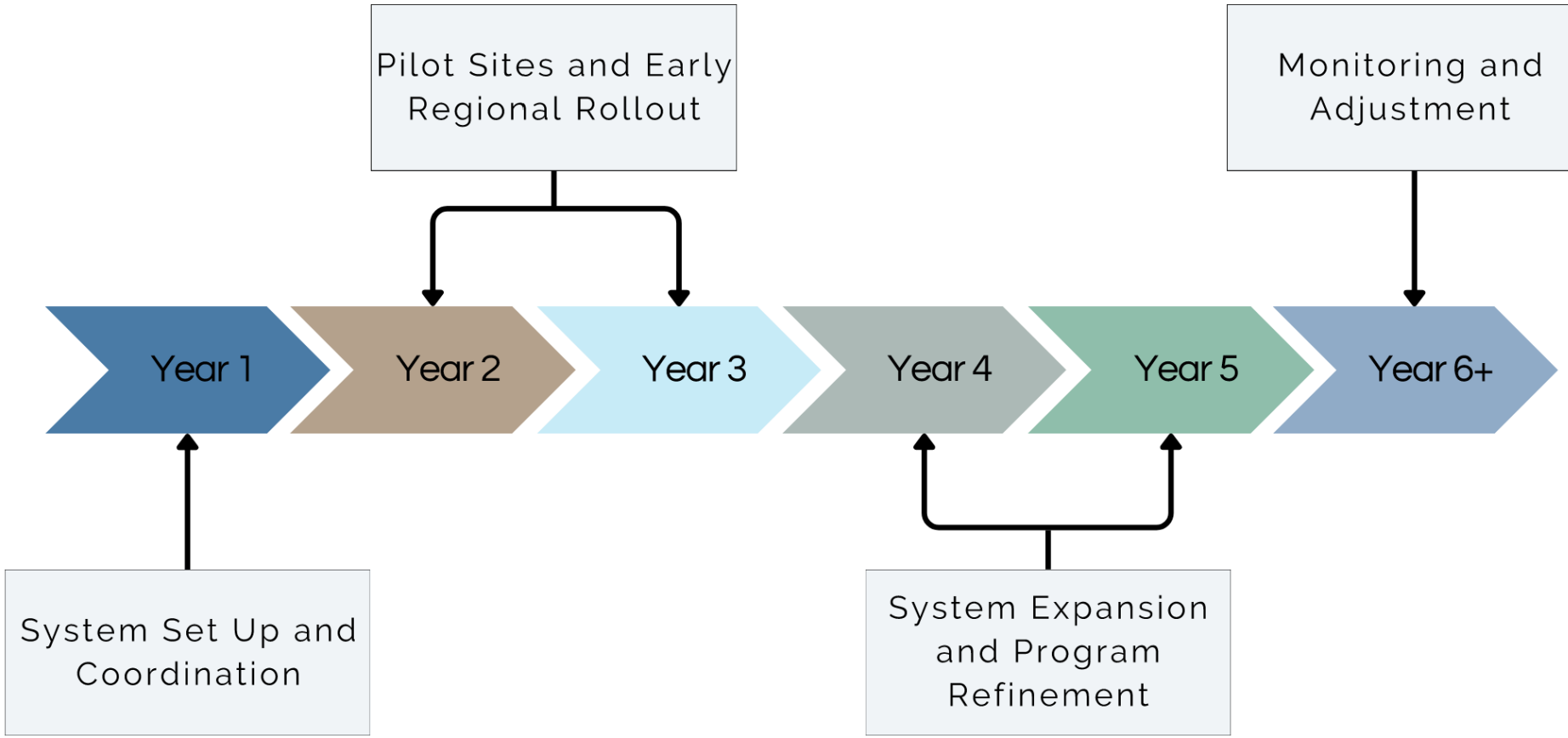


06

TIMELINE

Five-Year Implementation Sequence

The plan starts with County-controlled set-up, then expands based on results.



07

FINANCES

07 // FINANCES

The financial approach shifts from landfill operations toward diversion, reuse, tracking, and education.

$125k-$150k

Estimated startup cost for Goals 1-4

$60k-$91k

Estimated annual program cost

Short-Term Goal	Startup	Annual
Concrete Recycling +25%	$25k - $50k	$15k - $35k
Reuse with ReStore	$99,972 (grant)	$40,834 (partial grant)
Reporting Framework	None assumed	$2.5k - $7.5k
Education and Outreach	None assumed	$2k - $7.5k

$245,630

estimated landfill final cover cost

$242,560

annual landfill operating cost expected to end after closure

08

KEY TAKEAWAYS

08 // KEY TAKEAWAYS



WHAT THIS PLAN DOES

1. **Keeps disposal capacity available as the County landfill approaches closure.**

2. **Uses existing infrastructure and partners instead of building a new landfill or full processing facility.**

3. **Starts with high-impact materials: concrete and reusable building materials.**

The result is a phased, cost-effective and measurable system that can expand as markets and participation grow.



Thank You

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

Tuesday, June 16, 2026

REQUEST FOR BOARD ACTION: RBA-2026-476

DEPARTMENT: Land Department
TIME REQUESTED: 5 Minutes
PRESENTER: Kory Cease

AGENDA ITEM:
Purchase Agreement for NESE Section 22, Township 150N, Range 29W

BOARD ACTION REQUESTED:
Approve purchase agreement for approximately 40.7 acres of forest land legally described as the Northeast Quarter of the Southeast Quarter (NE SE), Section Twenty-two (22), in Township One Hundred Fifty (150) North, Range Twenty-nine (29) West, at a cost of $32,967.00 to be paid out of Land Replacement Trust Fund (02-2600) and authorize necessary signatures.

BACKGROUND:
This forty-acre parcel was part of a land contract and purchase agreement that was originally approved between Itasca County and Boundary Company on October 10, 2023 for a land consolidation project in Nore Township. That land contract was successfully executed in January 2026 utilizing Lessard Sams Outdoor Heritage Council (OHC) grant funding for the project, but this parcel was unintentionally not included in the final transaction. This isolated parcel is therefore now embedded in a large block of county-managed forest land and has an important recreation trail on it, so this action clears up the unintentional omission and finalizes the larger multi-year project with Boundary Company as originally intended.
To comply with the county's land policies, the NWSE of section 3, T150N-R29W (parcel 31-003-4200, approximately 40 acres) has been identified to classify for disposal to offset this acquisition.

COUNTY ATTORNEY REVIEW:

SUPPORTING DOCUMENTATION:
1. Purchase Agreement_Boundary Co_06.16.2026

PURCHASE AGREEMENT

This Agreement made this 16th day of June, 2026, between Boundary Company, a Corporation under the laws of Minnesota, having an address of 31784 Great Lakes Road, Deer River, MN 56636, hereinafter called "Seller", and the State of Minnesota in trust for the taxing districts, hereinafter called "Buyer".

WHEREAS, Seller is the owner of the real property, hereinafter referred to as the "Property", legally described as the Northeast Quarter of the Southeast Quarter (NE1/4 SE1/4), Section Twenty-two (22) of Township One Hundred Fifty (150) North, Range Twenty-nine (29) West of the Fifth (5^{th}) Principle Meridian, Itasca County Minnesota, totaling approximately 40.7 acres, more or less; and

WHEREAS, the Buyer wishes to acquire the above described Property under authority granted in Minnesota 2009 Session Laws, Chapter 176, Article 4, Section 17; and

WHEREAS, the Seller wishes to sell to the Buyer their interest in the above described Property; and

THEREFORE, it is hereby agreed as follows:

1. Transfer of Ownership. Seller shall sell and convey by Warranty Deed to the Buyer all its right, title, and interest, except as otherwise specified herein, to the Property described below. The parties shall execute any and all documents necessary to transfer the Property in accordance with the real property law of State of Minnesota. The transfer will be accomplished on or before July 31, 2026, subject to extension for title curative matters pursuant to Section 3 below.

2. Sale Price. Buyer agrees to pay Seller Thirty-two Thousand, Nine Hundred and Sixty-seven dollars ($32,967.00) for the Property as described above.

3. Marketability of Title. As soon as reasonably practicable after the execution of this Agreement by both parties, Seller must provide clear title to the property, subject to the approval of the Buyer. Seller shall furnish to Buyer any title evidence in the possession of Seller (the "Title Evidence"). Buyer shall return all such Title Evidence that may pertain to land not sold as part of this transaction.
Within 15 days of receiving the Title Evidence, Buyer shall obtain such opinions or commitments

for title insurance as Buyer shall deem appropriate. Buyer may, within 15 days of receiving the Title Evidence, make written objections (the "Objections"), if any, to the form of the Title Evidence or to the content of any opinions or title commitments obtained by Buyer. Buyer's failure to make objections within such time period will constitute a waiver of objections. Any matter shown in any opinions or title commitments and not objected to by Buyer shall be a "permitted encumbrance" hereunder. Seller shall have sixty (60) days after receipt of Buyer's objections to satisfy the Objections or indicate that such Objections will be satisfied at or prior to Closing. If Seller is unable or unwilling to satisfy the Objections and so notifies Buyer within said sixty (60) day period, then Buyer, at Buyer's option, may either (i) waive any Objections in which event Buyer shall be deemed to have accepted the condition of title; or (ii) terminate this Agreement in which event neither party shall have any further liability or obligation under this Agreement.

4. Cost of Transfer. The Seller shall bear and be responsible for the following: (i) fees and charges related to the filing of any instrument required to make title marketable, or any expenses necessary to provide marketable title to and transfer of the Property to the Buyer as set forth in Section 3 above; (ii) payment of state deed tax and any transfer taxes required to enable Buyer to record the Deeds from Seller under this Agreement,; (iii), Seller shall pay real estate taxes, at or before closing, as applicable, all real estate taxes due and payable in all years prior to the year of closing. Real estate taxes due and payable in the year of closing, if any, shall be pro-rated to Seller and Buyer based on the applicable date of closing.
The Buyer shall bear and be responsible for the following: (i) the Purchase Price; (ii) the closing fees charged by the title insurance or other closing agent, if any, utilized to close the transactions contemplated by this Agreement; (iii) fees for title evidence obtained by Buyer; (iv) the recording fees associated with the recording of the Warranty Deed conveying the Property to Buyer the cost of obtaining any title opinions or commitments for title insurance as Buyer shall deem appropriate; (v) Buyer's pro-rated share of real estate taxes, if applicable, due in the purchase year.
Each party shall pay its own attorney fees.

5. Binding Effect. This agreement shall be binding upon the parties hereto, their heirs, successors and assigns. The terms of this agreement shall be subject to and interpreted in conformance with the laws of the State of Minnesota. No assignment of this Agreement will relieve the assigning party of primary liability for the performance of its obligations hereunder.

6. Well and Individual Sewage Treatment System Disclosures. The Seller certifies that the Seller has no knowledge of any wells or any individual sewage treatment system upon or serving the Property.

7. Severability. If any provision of this Agreement is determined by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions herein will remain in full force and effect and shall in no way be affected, impaired or invalidated thereby, so long as

the economic or legal substance of the agreements contemplated herein are not affected in any manner materially adverse to any party. Upon such determination, the parties shall negotiate in good faith in an effort to agree upon a suitable and equitable substitute provision to affect the original intent of the parties.

8. General Provisions. This Agreement shall be governed under the laws of the State of Minnesota and shall be effective upon the parties' execution hereof. This agreement embodies the entire understanding between the parties with respect to the subject matter hereof and supersedes all prior understandings and agreements, oral and written, relating thereto. Any amendment hereof must be in writing and signed by both parties. Should any provisions of this Agreement be held to be void, invalid, unenforceable or illegal by a court, the validity and enforceability of the other provisions shall not be affected thereby. Failure of either party to enforce any provisions of this Agreement shall not constitute or be construed as a waiver of such provision or of the right to enforce such provision. The headings and captions contained in this Agreement are inserted for convenience only and shall not constitute a part thereof.

IN WITNESS WHEREOF, the parties hereto have signed this Agreement on the day and year first above written.

SELLER: BOUNDARY COMPANY

By: _____
Randolph B. Rajala

Title: President

By: _____
John A.. Rajala

Title: Vice President

State of Minnesota)
)ss
County of Itasca County)

This instrument was acknowledged to before me this ____ day of _____, 2026, by Randolph B. Rajala, as President and by John A. Rajala, as Vice President of Boundary Company, a Corporation under the laws of Minnesota.

(Notary Seal)

_____
Notary Public

BUYER: ITASCA COUNTY, MN

By: _____
Cory Smith

Title: Chairperson, County Board of Commissioners

By: _____
Brett Skyles

Title: County Administrator/ Clerk of the Board

State of Minnesota)
)ss
County of Itasca)

On this _____ day of _____, 2026, Cory Smith, Chairperson Itasca County Board of Commissioners and Brett Skyles, County Administrator, appeared before me, a notary public for the County of Itasca, State of Minnesota.

(Notary Seal) _____
Notary Public, Itasca County

This instrument was drafted by:
Kory Cease
Land Commissioner
Itasca County Land Department
1177 LaPrairie Ave.
Grand Rapids, MN 55755
218-327-2855

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

Tuesday, June 16, 2026

REQUEST FOR BOARD ACTION: RBA-2026-443

DEPARTMENT: Administrative Services
TIME REQUESTED: 15 Minutes
PRESENTER: Chair Smith

AGENDA ITEM:
Citizen Input

BOARD ACTION REQUESTED:
Receive citizen input.

BACKGROUND:
The Itasca County Board of Commissioners encourages citizen input. Each citizen will be allowed to address the County Board one time for up to three (3) minutes in length. Comments should be directed to the Board as a body. When addressing the Board, please state your name and address for the record. The Board will take all information under advisement. As part of County Board protocol, it is unacceptable for any speaker to slander or engage in character assassination at a County Board meeting. In addition, no political grandstanding, candidate endorsement, or other attempts to influence the outcome of an election shall be permitted. Any violation of the above statement shall result in the loss of your remaining time.

COUNTY ATTORNEY REVIEW: N/A

SUPPORTING DOCUMENTATION: None