

**TRANSCRIPT OF THE PROCEEDINGS
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS
February 21, 2023**

The Beltrami County Board of Commissioners met in regular session on February 21, 2023, at the County Board Room, County Administration Building, Bemidji, Minnesota.

CALL TO ORDER, ROLL CALL AND PLEDGE OF ALLEGIANCE

Chair Richard Anderson, called the meeting to order at 5:10 p.m. Commissioners Craig Gaasvig, Tim Sumner, and John Carlson were present. Commissioner Joe Gould was absent.

GENERAL COMMENTS - BOARD CHAIR

None.

CITIZENS ADDRESSING THE BOARD

None.

APPROVAL OF AGENDA

The following items were moved from the Consent to the Regular Agenda:

- Approval of Township Road Maintenance Rates
- Resolution Seeking Special Legislation to Offer Tax-Forfeited Parcel for Private Sale

The following item was moved from the Work session to the Regular Agenda:

- Administrator's Report

GENERAL BUSINESS

Approved Agenda and Amendments

A motion to approve the Agenda and Amendments was made by Commissioner Carlson, seconded by Commissioner Gaasvig, and unanimously carried.

Approved Consent Agenda

A motion to approve the Consent Agenda was made by Commissioner Sumner, seconded by Commissioner Gaasvig, and unanimously carried.

CONSENT ITEMS

Approved Minutes

The Board, by adoption of its Consent Agenda, approved the Minutes of the Board of Commissioners Work Meeting held February 7, 2023, and the Minutes of the Board of Commissioners Regular Meeting held February 7, 2023, as submitted.

Approved Auditor/Treasurer Warrant Payment Listing

The Board, by adoption of its Consent Agenda, received and approved the warrant payment listing submitted by the Auditor/Treasurer's Office.

Approved Payment of Auditor/Treasurer Bills

The Board, by adoption of its Consent Agenda, approved payment of Auditor/Treasurer bills, as submitted.

Approved Electronic Funds Transfer Policy

The Board, by adoption of its Consent Agenda, approved the County's Electronic Funds Transfer Policy and delegation of ETF Authority to the Auditor-Treasurer, as submitted.

Approved Audit Master Services Agreement

The Board, by adoption of its Consent Agenda, approved the Master Service Agreement with CliftonLarsonAllem for financial audits, year ending 12/31/22, as submitted.

Approved Baker Tilly Contract

The Board, by adoption of its Consent Agenda, approved the contract with Baker Tilly to provide Position Reclassification Services at a rate of \$400/each, as submitted.

Approved Revised Resolution for CSAH 20 Project

The original Resolution was passed on February 7, 2023. Specific language is required for the federal RAISE grant that was applied for.

The Board, by adoption of its Consent Agenda, approved the revised Resolution of Support for the County State Aid Highway 20 Project:

WHEREAS, CSAH 20 is located along the north shore of Lake Bemidji and is one of the main east/west routes in Beltrami County; and

WHEREAS, there are many traffic generators on CSAH 20 such as Lake Bemidji State Park, MnDNR Regional Headquarters, Concordia Language Villages, Bemidji Town and Country Golf Club, Chippewa National Forest, multiple resorts, residential developments, seasonal recreational properties, and acres of public lands and lakes; and

WHEREAS, many bicyclists and pedestrians utilize CSAH 20 traveling from Lake Bemidji State Park to the City of Bemidji and around Lake Bemidji; and

WHEREAS, the proposed road improvements will provide a safer route, improving the narrow road and poor road surface; and

WHEREAS, the proposed road improvements will also include a multi-use trail which will provide a safer location for pedestrians and bicyclists than the existing narrow road; and

WHEREAS, Lake Bemidji is an historic and spiritual water body which serves as an important cultural and recreational resource to the region; and

WHEREAS, the combination of a high-water table and many aging residential and commercial septic systems on the Northwest and North end of Lake Bemidji pose a potential health risk and threaten the water quality of Lake Bemidji; and

WHEREAS, Ruttger's Resort, the MN DNR Regional Headquarters and Lake Bemidji State Park, which are located on the Northwest and North end of Lake Bemidji, all need to replace their aging septic systems; and

WHEREAS, Ruttger's Resort, the MN DNR Regional Headquarters and Lake Bemidji State Park have expressed their support for a proposed water and sanitary sewer project extending along Birchmont Beach Road to serve their facilities; and

WHEREAS, the proposed water and sanitary sewer project will help maintain water quality of a shared natural resource of great importance to our region and improve resident's land use ability; and

WHEREAS, the extension of water and sanitary sewer services in this area has been a regional planning goal for over 50 years; and

WHEREAS, Combining the proposed water and sanitary sewer project with the planned Beltrami County CSAH20 roadway improvement project will greatly reduce costs and be less disruptive to businesses, residents and tourists; Now, therefore

BE IT RESOLVED that the Beltrami County Board of Commissioners do hereby support the CSAH 20 Road Improvement Project and the Water and Sanitary Sewer Project; and

BE IT FURTHER RESOLVED that the Beltrami County Board of Commissioners supports and encourages allocation of any State or Federal funding that may help fund the road improvement project and the important water quality project.

BE IT FURTHER RESOLVED that if Beltrami County is awarded a grant by the U.S. Department of Transportation, the County agrees to accept the grant award, and may enter into an agreement with the U.S DOT for the above referenced project. Beltrami County will comply with all applicable laws, environmental requirements and regulations as stated in the grant agreement.

BE IT FURTHER RESOLVED that Beltrami County Board of Commissioners has committed \$300,000 towards the engineering and design of the project and that the source of the funds will be from its County State Aid Highway construction account which has adequate funding to cover the commitment.

Approved Resolution to Enroll Deputy in PERA Police & Fire Plan

The Board, by adoption of its Consent Agenda, approved the Resolution to enroll Deputy Andrew Richards in the PERA Police and Fire Plan:

BE IT RESOLVED the policy of the State of Minnesota as declared in Minnesota Statutes 353.63 is to give special consideration to employees who perform hazardous work and devote their time and skills to protecting the property and personal safety of others; and

BE IT RESOLVED Minnesota Statutes Section 353.64 permits governmental subdivisions to request coverage in the Public Employees Police and Fire plan for eligible employees of police or sheriff departments whose position duties meet the requirements stated therein and listed below.

BE IT FURTHER RESOLVED that the Beltrami County Sheriff's Office, of Beltrami County hereby declares that the position, Full-time Field Operations Deputy, currently held by Andrew Richards, meets all of the following Police and Fire Plan membership requirements:

1. Said position requires a license by the Minnesota peace officer standards and training board under sections 626.84 to 626.863 and this employee is so licensed;
2. Said position's primary (over 50%) duty is to enforce the general criminal laws of the state;
3. Said position charges this employee with the prevention and detection of crime;
4. Said position gives this employee the full power of arrest, and

5. Said position is assigned to a designated police or sheriff's department.

BE IT FURTHER RESOLVED that this governing body hereby requests that the named Employee be accepted as a member of the Public Employees Police and Fire Plan effective the date of this employee's initial Police and Fire Plan salary deduction by the governmental subdivision.

NOW, THEREFORE, BE IT RESOLVED that County Board Chair, Richard Anderson, and County Administrator Tom Barry, or their successors, are hereby authorized to execute such agreements and amendments thereto, as are necessary to implement the project(s).

Approved Health & Human Services Family Foster Care Licenses

The Board, by adoption of its Consent Agenda, approved the family foster care licenses, as submitted.

Approved Health & Human Services Warrant Payment List

The Board, by adoption of its Consent Agenda, received and approved the warrant payment listing submitted by Health & Human Services Department.

REGULAR AGENDA

Sheriff's Captain Wage

Commander Joe Kleszyk has been working as the PBTF commander for the past 4 years. His current base wage is \$42.96 and his longevity is \$0.14 hourly totaling \$43.10. Per county policy with a promotion from a Sergeant's wage to Captain's wage would be a 7.5% increase bringing him in at \$46.34 which would be between steps 7 and 8. This is an exempt position with no overtime or longevity. This position provides supervision and advice around the clock.

Sheriff Riggs recommendation is to bringing Captain Kleszyk in at Pay Grade 15 step 8 at \$46.87 with \$400 a month as availability pay. This will take effect March 1, 2023.

A motion was made by Commissioner Gaasvig, and seconded by Commissioner Carlson, to place Captain Joe Kleszyk at Pay Grade 15, Step 8 which is \$46.87/hour plus \$400/month as availability pay, effective March 1, 2023. Unanimously carried.

Morrison County Contract for Jail Beds

The Beltrami County Sheriff's Office has an opportunity to secure (20) male bed spaces at the Morrison County Sheriff's Office Jail at a rate of \$55.00 a day per inmate. The contract secures the space for a portion of our budgeted out of county housing at a rate that is lower than the MN DOC rate of \$65.00 per inmate per

day. This is the current rate that most jails that are taking out of county housing are adopting.

A motion was made by Commissioner Carlson, and seconded by Commissioner Gaasvig, to approve the Contract with Morrison County for twenty male inmate beds at a rate of \$55/day per inmate. Unanimously carried.

Township Road Maintenance Agreement and Rates

Highway Engineer, Bruce Hasbargen presented that the annual township road maintenance rates he is proposing for approval:

- Blading \$1,000/mile annually
- Snowplowing gravel \$1200/mile annually
- Snowplowing paved \$2,000/mile annually
- Both Blading & Snowplowing gravel \$2,000/mile annually

These rates would go into effect with the new maintenance agreements with any township wanting County Highway Department services as listed. These rates would then update the County Wide Fee Schedule.

County Attorney, David Hanson confirmed, approval of these rates would approve the concept of the Road Maintenance Agreement, but a final review would be made, and individual Agreements with Townships would be before the Board for approval as they occur.

A motion was made by Commissioner Carlson and seconded by Commissioner Gaasvig, to approve the annual rates for road blading and snowplowing as proposed, and the Road Maintenance Agreement in concept. Motion carried 3:1. Commissioner Sumner vote: No.

Resolution Seeking Special Legislation to Offer Tax-Forfeited Parcel for Private Sale

There was a Scribner's error in the Resolution submitted for the Consent Agenda which omitted the Section location in the legal description. The corrected Resolution is submitted for approval:

WHEREAS, the Board of Commissioners of Beltrami County, Minnesota, desires to offer for sale a certain parcel of land that has forfeited to the State of Minnesota for non-payment of taxes; and,

WHEREAS, said parcel of land was reviewed by the Beltrami County Board of Commissioners on September 20, 2022 and classified as non-conservation as provided for in Minnesota Statutes 282.01;

WHEREAS, said parcel on the proposed list has been examined and wetland/marginal land determinations have been made with regards to same by all appropriate parties in accordance with the requirements of 1991 Laws of Minnesota, Chapter 354, Article 10, Section 9d;

WHEREAS, the Minnesota Department of Natural Resources Sale Review No. 04-23-01 granted approval for sale part of parcel #15.00030.00 and has no objection to the sale;

NOW, THEREFORE, BE IT RESOLVED that the Beltrami County Board of Commissioners hereby certify that the parcel of land on the attached list has been reviewed and complies with the provisions of Minnesota Statutes 85.012; 92.461; 282.01, Subd. 8; and 282.018; and other statutes that require withholding of tax-forfeited lands from sale;

BE IT FURTHER RESOLVED that the Beltrami County Board of Commissioners hereby request Special Legislation from the Minnesota State Legislature for the following parcel be offered via private sale to the adjoining land owner.

Part of 15.00030.00	The East 11.00 feet of the North 80.00 feet of the South 714.97 feet, NW ¼ of SE ¼, Section 1, Township 146 North, Range 34 West.	Grant Valley Township Calculated acres: 0.02	Anderson
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A motion was made by Commissioner Carlson and seconded by Commissioner Sumner to approve the Resolution Seeking Special Legislation to Offer Tax-Forfeited Parcel for Private Sale. Unanimously carried.

Administrator's Report

- Representative Stauber was in Bemidji last week and took a tour of the jail and was updated on the County's Jail Project.
- A meeting is scheduled for next week with AWCL School representatives.
- The County now has 4 bills drafted at the State Legislature and in the process of being authored and moved forward.
- A request has been sent to the Governor to discuss the County's Jail Project.

COMMISSIONERS' BUSINESS

Legislative/Lobbying Issues & Commissioners' Reports

- Commissioner Sumner reported the AMC conference will be conducted virtually this week due to weather conditions. Mr. Sumner invited everyone to the Red Lake State of the Band Event will be March 10.
- Commissioner Carlson reported on the Jail Project Update that was presented to Greater Bemidji.
- Commissioner Gaasvig reported on the Airport Authority and the AirCorps facilities tour.

Review Upcoming Meeting Schedule

Next regular meeting of the County Board will be March 7, 2023, in the Board Room of the County Administration Building.

MEETING ADJOURNMENT

A motion to adjourn the Board meeting at 5:54 p.m. was made by Commissioner Sumner, seconded by Commissioner Carlson, and unanimously carried.

Richard Anderson, Chair

Thomas H. Barry, County Administrator