

**TRANSCRIPT OF THE PROCEEDINGS  
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS  
March 7, 2023**

The Beltrami County Board of Commissioners met in regular session on March 7, 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 5:00 p.m. Commissioners Craig Gaasvig, Joe Gould, Tim Sumner, and John Carlson were present.

**GENERAL COMMENTS - BOARD CHAIR**

None.

**CITIZENS ADDRESSING THE BOARD**

- Nancy Beaulieu, resident in District 1 spoke to the Board about Treaty Rights and responsibilities of Treaty People. She is working on a plan to host a Treaty 101 Summit and would like to have Commissioners Sumner and Gould participate in the planning.
- Dan Lossing, Langor Township Supervisor spoke to the Highway Department road maintenance fees for 2023, which represent a very large increase over the current \$198/mile they are now paying.
- Jerome Geerdes, Birch Township Chairman, stated that Birch Twp has about 3.5-4 miles of road bladed and plowed by the County. Last year the bill was \$4,371. Under the new rates, it will cost \$11,464 for the same service.
- Jerry Winans, Roosevelt Township Treasurer, stated the 5 year average for plowing, grading and mowing of about 10.4 miles cost them about \$11,280/year. Under the new rates, it would cost \$20,000 for the plowing and grading alone.
- Scott Burns, Birch Township Supervisor, stated his concern that the cost increase is too much for townships to adjust for all at once and under such short notice. Requested consideration of a more reasonable increase and more time to adjust and budget.
- Pat Kovar, Hines Township Supervisor, stated that Hines Twp has about 12 miles of roads plowed by the County. Last year it cost \$8,600. Under the new rates, it will be \$14,400.

**APPROVAL OF AGENDA**

The following were added to the Regular Agenda:

- Township Road Maintenance Rates
- Administrator's Report moved from Work Agenda

Approved Agenda and Amendments

A motion to approve the Agenda and Amendments was made by Commissioner Carlson, seconded by Commissioner Gaasvig and carried 4:1 vote. Commissioner Sumner voted No.

The following correction was made to the Consent Agenda:

- Remove HHS: Approval of Family Homeless Prevention & Assistance Program Resolution as it is a duplicate of Bi-CAP: Approval of Family Homeless Prevention & Assistance Program Resolution

Approved Consent Agenda

A motion to approve the Consent Agenda was made by Commissioner Carlson, seconded by Commissioner Sumner, 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 21, 2023, and the Minutes of the Board of Commissioners Regular Meeting held February 21, 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 New Seasonal on-Sale Liquor License & Tobacco License Application for Ruzek Brothers Inc.

The Board, by adoption of its Consent Agenda, approved the new On-Sale Seasonal Liquor License & Tobacco License for Ruzek Brothers, Inc. the new owners of Sunset Cove Resort, in Ten Lake Township, as submitted.

Approved New Seasonal on-Sale Liquor License & Tobacco License Application for Bliss Outdoors LLC

The Board, by adoption of its Consent Agenda, approved the new On-Sale Seasonal Liquor License & Tobacco License for Bliss Outdoors LLC, in Brook Lake Township, as submitted.

Approved Family Homeless Prevention & Assistance Program Resolution

The Board, by adoption of its Consent Agenda, approved the Family Homeless Prevention and Assistance Program Resolution:

WHEREAS, the Minnesota Housing Finance Agency, State of Minnesota, has been authorized to undertake a program to provide funds for Family Homeless Prevention and Assistance Projects; and

WHEREAS, the Bi-County Community Action Programs Inc. has developed an application for the Minnesota Housing Family Homelessness Prevention and Assistance Program; and

WHEREAS, Bi-County Community Action Programs, Inc has demonstrated the ability to perform the required activities of the Minnesota Housing Family Homelessness Prevention and Assistance Program;

NOW, THEREFORE, be it resolved that Bi-County Community Action Programs, Inc. is hereby authorized as an entity to be charged with the administration of funds made available through the Minnesota Housing Finance Agency Family Homelessness Prevention and Assistance Program in the County of Beltrami, in Minnesota.

Approved Job Title Changes

The Board, by adoption of its Consent Agenda, approved the following requested job title changes as submitted by the Human Resources Director: 1) Employment Services supervisor to: Consolidated Financial Assistance and Employment Services Supervisor 2) Jail Administrator to: Adult Correction Center Administrator and 3) Assistant Jail Administrator to: Adult Correction Center Assistant Administrator.

Approved Planning Commission/Board of Adjustment By-Laws Revision

The Board, by adoption of its Consent Agenda, approved the Planning Commission/Board of Adjustment By-Laws Revision, as submitted.

Approved Bear Cemetery Plat

The Board, by adoption of its Consent Agenda, approved the Bear Cemetery Plat, located in Maple Ridge Township and approved by the Planning Commission.

Approved Bids for SAP 004-657-003

The Board, by adoption of its Consent Agenda, approved the bid awards to the lowest responsible bidder on Project SAP 004-657-003, Grading and Aggregate Surfacing to R.J. Zavoral and Sons, Inc. in the amount of \$1,115,062.50 (18.29% under Engineers Estimate.

Approved Final Pay Voucher for SAP 004-070-033 & SP 004-605-029

The Board, by adoption of its Consent Agenda, approved the Final Pay Voucher for SAP 004-070-033 & SP 004-605-029, Bituminous shoulders, rumble strips, edge line paint to Mark Sand & Gravel in the amount of \$161,273.76, as submitted.

Approved Health & Human Services Family Child Care Licenses

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

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**

Private Sale of Tax-Forfeited Parcels Resolution

These small acreages are encroachments on tax-forfeited land and when sold will resolve the situation (the adjacent land owners paid for the professional survey). The parcels were reviewed by the NRM Department, Townships, MN DNR, the County Interdepartmental Review, and the Land Review Committee. The Committee recommended to move forward with the sale process and offer these parcels for private sale.

The NRM Department recommends selling these small acreages to resolve long-standing encroachment situations and Board approval of the Resolution to authorize:

**WHEREAS**, Chapter 282.01 to 282.12, Minnesota Statutes 1941, as amended, provides for the classification and sale of such lands forfeited to the State for delinquent taxes, and whereas such classification has been made by the County Board and the classification by the governing body of the municipality in which they lie in so far as the lands located within said town or municipality are concerned; and,

**WHEREAS,** The County Board has made appraisal of such lands as provided by law, and a list of such lands has been filed with the County Auditor for the purpose of offering such lands for sale at not less than their appraised value; and,

**WHEREAS,** Said parcels were approved for sale by the respective townships and the Minnesota Department of Natural Resources, Beltrami County Tax-Forfeited Sale Review Nos. **04-21-03, 04-22-02, and 04-23-01** respectively; and,

**WHEREAS,** The County Board is by law designated with authority to provide for the sale of such lands on terms and whereas the County Board has considered the advisability of selling on terms and has considered the accessibility of such lands, their proximity to existing public improvements and the effect of their sale and occupancy on the public burdens; and,

**NOW, THEREFORE, BE IT RESOLVED,** That such parcels shall be sold on the following terms, to-wit: That all sales shall be paid in full in cash by 4:30 pm on Wednesday, March 29, 2023. Special assessments and the appraised price of any standing timber or timber products must be paid for in cash at the time of the sale; and in the case any parcel of land bearing standing timber or timber products is sold at public auction for more than the appraised value, the amount bid in excess of the appraised value shall be allocated between the land and the timber in proportion to the respective original appraised values thereof.

**NOW, THEREFORE, BE IT RESOLVED** the Board of Commissioners of Beltrami County, Minnesota, may provide for the subdivision of a tract into smaller units when the subdivision is deemed advantageous for conveyance or sale purposes in accordance with Minnesota Statutes 282.01, Subd. 1(e);

**BE IT FURTHER RESOLVED,** That all purchasers of land shall pay 3 percent surcharge of the total sale price to be paid into the state assurance account as provided by Chapter 383, Laws of 1969, a state deed fee of \$25.00, a deed filing fee of \$46.00, and a state deed tax equal to the greater of \$1.65 or 0.33% of the basic sale price.

**BE IT FURTHER RESOLVED,** That where any lands herein offered for sale do not adjoin or are not located on a suitable legally established and maintained public highway or road, the township wherein said lands may be located, nor any other municipality shall not for a period of five years be obligated to the establishment, construction or additional maintenance of any public roads or the expenditure of any public funds for the benefit of the owner or occupant of any lands herein purchased by reason of the ownership

or occupancy of any of this land; provided further, that nothing herein shall be construed to create any obligation, directly or indirectly, on the part of any municipality for the expenditure of any money for the benefit of said parcel after the expiration of said five-year period. Responsibility for determining boundary lines of parcels purchased rests with the purchaser.

**BE IT FURTHER RESOLVED**, that the right is reserved in the interest of the public to withdraw from sale, any parcel, at any time prior to its sale.

**BE IT FURTHER RESOLVED**, That all lands sold hereunder are sold subject to any ordinances adopted by the County Board, and all lands are sold subject to railroad and highway easements, power and pipeline easements and subject to all flowage rights, and

**BE IT FURTHER RESOLVED**, that a notice of sale of such land will be given to the adjoining landowner, as provided by law, that the County Auditor of Beltrami County offer such parcels of land for sale and that such sales be to the highest bid, but not for less than appraised value and that such bids will be opened at **1:00 p.m. on March 24, 2023.**

List of Tax Forfeited Land Proposed to be offered for Private Sale for Beltrami County  
Pursuant to Chapter 282, Minnesota Statutes 1969  
Sections 282.01 to 282.12, as Amended

Parcel #	Township	Legal Description	Land Value	Timber Value	Total Value
Part of 45.00258.00	Taylor	Part of parcel #45.00258.00, That part of Government Lot 3, Section 31, Township 148 North, Range 31 West, Beltrami County, Minnesota, described as follows: Commencing at the Southwest Corner of said Section 31; thence North 89°46'25" East, bearing based on the Beltrami County Coordinate System, South Zone, along the south line of said Section 31, a distance of 960.47 feet; thence North 01°00'40" West a distance of 2116.07 feet to the point of beginning of land to be described, said point designated by an iron pipe, ½ inch in diameter, stamped LS 15483; thence continue North 01°00'40" West a distance of 108.00 feet to a point designated by an iron pipe ½ inch in	\$2,500.00	None	\$2,500.00

		diameter, stamped LS 15483; thence North 88°59'20" East a distance of 60.00 feet to the intersection with the east line of said Government Lot 3; thence South 01°00'40" East, along said east line of Government Lot 3, a distance of 108.00 feet to the intersection with a line bearing North 88°59'20" East from the point of beginning; thence South 88°59'20" West, along said line, a distance of 60.00 feet to the point of beginning (0.15-acres).			
Part of 01.00227. 00	West Alaska	That part of the Southwest Quarter of the Southwest Quarter, Section 20, Township 150 North, Range 35 West, Beltrami County, Minnesota: Commencing at the southwest corner of the said Southwest Quarter of the Southwest Quarter, said corner is documented by a Certificate of Location of Government Corner filed in the Office of the Beltrami County Recorder on February 14, 2013 by Document No. A000529106; thence South 89°31'48" East, bearing based on the Beltrami County Coordinate System, South Zone, along the south line of said Southwest Quarter of the Southwest Quarter, a distance of 1318.01 feet; thence North 00°00'57" West, along the east line of said Southwest Quarter of the Southwest Quarter, a distance of 929.92 feet to the point of beginning of land to be described and said point is designated by an iron pipe, 1/2 inch in diameter, stamped LS 15483; thence continue North 00°00'57" West, along said east line, a distance of 151.79 feet to a point designated by an iron pipe, 1/2 inch in diameter, stamped LS 15483; thence North 81°33'00" West a distance of 62.18 feet to a point designated by an iron pipe, 1/2 inch in diameter, stamped LS 15483; thence South 08°27'00" West a distance of 150.14 feet to the intersection with a line bearing North 81°33'00" West from the point of beginning and said intersection is designated by an iron pipe, 1/2 inch in diameter, stamped LS 15483; thence South 81°33'00" East a distance of 84.53 feet to the point of beginning. (0.25-acres)	\$2,500.0 0	None	\$2,500
Part of 15.00030. 00	Grant Valley	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. (0.02-acres)	\$300.00	None	\$300.00

A motion was made by Commissioner Gaasvig, and seconded by Commissioner Gould, to approve the Resolution to offer for Private Sale from Beltrami County, three small parcels part of: 1) 45.00258.00, 2) 01.00227.00, & 3) 15.00030.00. Unanimously carried.

Highway Engineer Out of State Travel Request

Highway Engineer, Bruce Hasbargen, is requesting approval to attend the Transportation Board International Conference on Low Volume Roads, held in Cedar Rapids, IA on July 23-26. Cost is in the budget.

A motion was made by Commissioner Sumner, and seconded by Commissioner Gould, to approve out of state travel for Highway Engineer to attend Transportation Board International Conference in Cedar Rapids, IA on July 23-26, 2023. Unanimously carried.

Public Health Division Director Starting Wage Exception

The role of the Public Health Division currently includes the role and duties of Community Health Services Administrator (CHS). If the CHS Administrator role is not held by the Public Health Division Director, The County must seek out a qualified individual and develop a contract for those services.

Through the hiring process, an individual has been identified who is qualified for the roles of Public Health Division Director and the Community Health Services Administrator.

Health and Human Services, with support from Human Resources and County Administrator, is requesting approval to hire this applicant at Pay Grade 17, Step 6. This is an increase from Step 2 to Step 6, an increase of \$11,752 annually.

A motion was made by Commissioner Sumner, and seconded by Commissioner Gaasvig, to approve hiring the qualified applicant for the Public Health Division Director Position at Pay Grade 17, Step 6. Unanimously carried.

Department of Employment and Economic Development Lease Renewal

The Minnesota Department of Employment and Economic Development (DEED) has been leasing approximately 1,954 square feet of space in the Community Services Center for many years. DEED's lease is expiring on June 30, 2023. DEED would like to extend its lease with the County for one year. A few modifications to the original lease have been made, including a slight increase in lease rate. All modifications have been reviewed by County staff and staff recommends approval of the extension.

A motion was made by Commissioner Gould, and seconded by Commissioner Carlson, to approve the Department of Employment and Economic Development Lease for one year commencing July 1, 2023 - June 30, 2024 in the amount of \$2,483.31 per month. Unanimously carried.

#### Township Road Maintenance Rates

A motion was made by Commissioner Gaasvig, and seconded by Commissioner Carlson, to rescind the February 21, 2023 approval of the Township Road Maintenance Rates and reinstate the prior approved rate structure and fees with a 12-1/2% increase, to \$180/hour for 2023. Unanimously carried.

A future Work Session was requested sometime this summer to discuss and receive township input on future rate structure.

#### Administrator's Report

- As per Governor's Office request as pre-requisite to a meeting with them, County staff met with DOC leadership last week. Meeting went well, waiting for feedback on meeting with Governor.
- Veterans Home Open House - March 10.
- Legislative Lobbyist:
  - 4 bills are now in the House and Senate
    - LOST
    - Sales Tax Exemption Bill
    - Bonding Bill Request
    - State Appropriation
- Three Congressionally Designated Spending Requests were sent last week. Each for \$50M to support design and construction of the new jail.
- June 24-25 Beltrami Historical Society is planning a Beltrami County Bicentennial event.
  - Historical Center Executive Director would like to discuss in more detail with the Board.
  - Administrator suggested contribution of \$5,000 from SAM Grants.
  - The Board suggested future Work Session
- HR Director Recruitment is posted
  - Will be looking for two Commissioners to serve on the hiring committee
- Red Lake State of the Band - March 10 in Redby

**COMMISSIONERS' BUSINESS**

Legislative/Lobbying Issues & Commissioner's Reports

- Commissioner Gaasvig reported on making contact with legislators regarding the County's Tax Bills. Also, updates on several committee assignments.
- Commissioner Carlson reported on contact with Senator Nelson regarding LOST Bill.
- Commissioner Sumner: Reported on contact with local Senators and Representatives regarding jail project. Also, attended first SHAK committee assignment.
- Commissioner Gould: Reported on contact with State representatives regarding jail project. Also, reported on several AMC meetings.
- Commissioner Anderson: Also reached out to Senator Utke regarding jail project and reported on Prime West meetings.

Review Upcoming Meeting Schedule

Next regular meeting of the County Board will be March 21, 2023, in the Board Room of the County Administration Building.

**MEETING ADJOURNMENT**

A motion to adjourn the Board meeting at 6:07 p.m. was made by Commissioner Carlson, seconded by Commissioner Gould, and unanimously carried.

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Richard Anderson, Chair

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Thomas H. Barry, County Administrator