

**TRANSCRIPT OF THE PROCEEDINGS  
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS  
January 3, 2023**

The Beltrami County Board of Commissioners met in regular session on January 3, 2023, at the County Board Room, County Administration Building, Bemidji, Minnesota.

**CALL TO ORDER, ROLL CALL AND PLEDGE OF ALLEGIANCE**

Chair Tim Sumner, called the meeting to order at 5:02 p.m. Commissioners Richard Anderson, Jim Lucachick, Reed Olson and Craig Gaasvig were present.

**OUTGOING RECOGNITION AND SWEARING IN CEREMONY**

Administrator Tom Barry, introduced, thanked and presented awards to each of the outgoing elected officials:

- Commissioner Reed Olson
- Commissioner Jim Lucachick
- Sheriff Ernie Beitel

Judge John Melbye conducted the swearing in ceremony for all elected officials:

- Attorney David Hanson
- Auditor/Treasurer JoDee Treat
- Sheriff Jason Riggs
- Commissioner Craig Gaasvig
- Commissioner Joe Gould
- Commissioner Richard Anderson
- Commissioner Tim Sumner
- Commissioner John Carlson

Followed by a Community Reception and recess at 5:39 p.m.

**GENERAL COMMENTS - OUTGOING BOARD CHAIR**

Chairman Tim Sumner called the meeting back to order 5:57 p.m. Mr. Sumner welcomed members of the Board and expressed his hopes of working together as a team in efforts to make Beltrami County a better place for everyone.

**ELECTION OF BOARD OFFICERS**

A motion was made by Commissioner Gaasvig, and seconded by Commissioner Gould, to appoint Richard Anderson as Board Chair and Commissioner John Carlson as Board Vice Chair, for 2023. Unanimously carried.

**GENERAL COMMENTS - INCOMING BOARD CHAIR**

Commissioner Richard Anderson welcomed and congratulated everyone on their election. Mr. Anderson requested that the County Attorney join the Board in the designated seat at the dais going forward. Mr. Anderson also stated that he would be voting on all issues during his term as Board Chair.

**CITIZENS ADDRESSING THE BOARD**

None.

**APPROVAL OF AGENDA**

No additions or corrections were made to the Agendas.

**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 Carlson, 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 December 20, 2022, and the Minutes of the Board of Commissioners Regular Meeting held December 20, 2022, 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 Appointment to Watershed District Board

The Board, by adoption of its Consent Agenda, approved the re-appointment of Brian Dwight to the Red Lake Watershed Board for a three year term beginning 1-1-2023.

Approved Resolution and Delegated Contract Process Agreement with MnDOT

The Board, by adoption of its Consent Agenda, approved the Resolution and Delegated Contract Process Agreement for local public agencies to allow for MnDOT to act as County's agent in accepting federal aid funds:

**BE IT RESOLVED**, that pursuant to Minnesota Stat. Sec. 161.36, the Commissioner of Transportation be appointed as Agent of Beltrami County to accept as its agent, federal aid funds which may be made available for eligible transportation related projects.

**BE IT FURTHER RESOLVED**, the Chairman and Administrator are hereby authorized and directed for and on behalf of Beltrami County to execute and enter into an agreement with the Commissioner of Transportation prescribing the terms and conditions of said federal aid participation as set forth and contained in "Minnesota Department of Transportation Agency Agreement No. 1052057", a copy of which said agreement was before the County Board and which is made a part hereof by reference.

Approved Resolution to Offer for Sale a Non-Conforming Tax-Forfeited Parcel to Adjacent Land Owners

The Board, by adoption of its Consent Agenda, approved the Resolution to offer for sale, a non-conforming tax-forfeited parcel to the adjacent land owners:

**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 and sale have or 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 0.08-acre non-conforming parcel, located in the City of Turtle River in Section 32-T148N-R32W, TURTLE RIVER Lot-005 Block-002, was approved for sale by the Beltrami County Land Review Committee and the City of Turtle River; 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,

**WHEREAS**, This parcel is non-conforming, being too small to build upon, and would be best to be attached to the parcel of the highest bidding adjoining land owner;

**WHEREAS**, The sale of this parcel would resolve a garage encroachment situation on tax-forfeited land;

**NOW, THEREFORE, BE IT RESOLVED**, That such parcel shall be sold on the following terms, to-wit: That all sales shall be paid in full in cash within three business days from date of sealed bid auction. 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.

**BE IT FURTHER RESOLVED**, that all purchasers of land shall pay a 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 I T 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 three adjoining landowners, as provided by law, that the County Auditor of Beltrami County offer such parcel of land for sale and that such sale 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 February 10, 2023.

**Tax Forfeited Parcel Proposed to be offered for Sale to Adjacent Land Owners for  
Beltrami County  
Pursuant to Chapter 282, Minnesota Statutes 1969  
Sections 282.01 to 282.12, as Amended**

Parcel #	City	Legal Description	Land Value	Timber Value	Total Value
86.00049.00	Turtle River	Section 32 Township 148N Range 32W TURTLE RIVER Lot-005 Block-002 Acreage = 0.08	\$3,400.00	None	\$3,400.00

Approved Resolution for DNR Review of Proposed Tax-Forfeited Land Sale Parcels

The Board, by adoption of its Consent Agenda, approved the Resolution for DNR review of proposed tax-forfeited land sale parcels:

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

**WHEREAS**, said parcels of land have been reviewed by the Beltrami County Board of Commissioners and classified as non-conservation lands as provided for in Minnesota Statutes 282.01;

**WHEREAS**, said parcels on the proposed list have 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;

**NOW, THEREFORE, BE IT RESOLVED** that the Beltrami County Board of Commissioners hereby certify that all parcels of land on the

attached list have been reviewed and comply 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 a review from the Minnesota Department of Natural Resources for the sale of said lands and, after review, request Special Legislation from the Minnesota State Legislature for parcels that may be offered via private sale.

Parcel	Legal Description	Township, Comments	Commissioner
19.00093.01  House	SOUTH 418 FEET OF WEST 418 FEET OF SOUTHEAST QUARTER OF SOUTHWEST QUARTER  Sec Twp Rng 08 150 30	Hornet Township  Forfeited: 11/29/22  Map acres: 4.01	Sumner
34.00506.00	PEARL'S SUBDIVISION PART OF OUTLOT D WHICH LIES E OF THE W LINE OF LOT 11 PROJECTED TO N'RLY BDRY LINE OF PLAT & WHICH LIES W OF E LINE OF W1/2 OF NE1/4 OF SW1/4 PROJECTED S'RLY ACROSS OUTLOT D TO S LINE THEREOF & WHICH LIES S'RLY OF S R/W OF CSAH 22 AS RELOCATED IN 1975  Sec Twp Rng 30 148 32	Port Hope Township  Forfeited: 11/29/22  Map acres: 0.41	Gaasvig
49.00109.00  House	NORTH 20 RODS OF THE SOUTH 32 RODS OF THE WEST 40 RODS OF THE NORTHWEST QUARTER OF THE SOUTHWEST QUARTER LESS THE FOLLOWING DESCRIBED PARCEL: THE NORTH 4 RODS OF THE SOUTH 16 RODS OF THE WEST 40 RODS OF THE NORTHWEST QUARTER OF THE SOUTHWEST QUARTER  Sec Twp Rng 16 154 30	Waskish Township  Forfeited: 11/29/22  Map acres: 4.0	Sumner
49.00535.00  House	ALVERAYNE SUBDIVISION LOT-001 BLOCK-004 LESS THAT PART LYING E OF CENTERLINE OF 1ST ST IN 1ST ADDITION TO LOU-RAYNE BEACH SUBDIVISION EXTENDED N'RLY  Sec Twp Rng 17 154 30	Waskish Township  Forfeited: 11/29/22  Map acres: 0.12	Sumner
80.01987.00	CARSON'S ADD. TO BEMIDJI LOT-007 BLOCK-005 THAT PART OF LOT 7 E OF A LINE EXT DUE N FROM W LINE OF ALLEY RUNNING N & S IN BLK 5 LESS RY  Sec Twp Rng 17 146 33	City of Bemidji  Forfeited: 11/29/22  Map acres: 0.01	Gould
80.06763.00	AUDITOR'S PLAT NO 15 LOT-010 A TRACT IN LOT 10 DESCRIBED AS FOLLOWS: BEGINNING AT THE MOST W'RLY POINT ON THE SOUTH LINE OF LOT 9 RUNNING THENCE NE'RLY ALONG THE WEST LINE OF LOT 9 AND SAID LINE EXTENDED 100 FEET TO AN IRON MARKER IN LOT 10, WHICH IS THE POINT OF BEGINNING, THENCE NE'RLY TO A POINT ON THE NORTH LINE OF LOT 10 WHICH IS 264.4 FEET W'RLY FROM THE NE CORNER THEREOF, THENCE W'RLY ALONG THE NORTH LINE OF LOT 10 TO THE NW CORNER THEREOF, THENCE S'RLY ALONG THE WEST LINE OF LOT 10 TO THE SW CORNER THEREOF, THENCE W'RLY ALONG THE SOUTH LINE OF LOT 10 TO	City of Bemidji  Forfeited: 11/29/22  Map acres: 0.11	Carlson

	<p>THE NW'RLY CORNER OF LOT 9, THENCE NE'RLY TO THE POINT OF BEGINNING, LESS THAT PART OF LOTS 7 AND 10, AUDITOR'S PLAT NO. 15 DESCRIBED AS FOLLOWS: BEGINNING AT A POINT ON THE E'RLY BOUNDRY LINE OF SAID LOT 7 WHICH POINT IS 10 FEET SW'RLY OF THE POINT OF INTERSECTION OF THE COMMON BOUNDRY LINE OF LOTS 8 AND 9 WITH SAID LOT 7; THENCE RUNNING NE'RLY FOR A DISTANCE OF 110 FEET ALONG THE E'RLY BOUNDRY LINE OF SAID LOT 7 AND SAID E'RLY BOUNDRY LINE EXTENDED; THENCE RUNNING N'RLY ALONG A LINE RUN TO A POINT ON THE NORTH BOUNDRY LINE OF SAID LOT 10 WHICH POINT IS 264.4 FEET WEST OF THE NE CORNER OF SAID LOT 10, RUNNING IN SAID N'RLY DIRECTION FOR A DISTANCE OF 142.8 FEET, MORE OR LESS, TO A POINT WHICH IS 24 FEET SOUTH OF THE NORTH BOUNDRY LINE OF SAID LOT 10; RUNNING THENCE WEST ALONG A LINE PARALELL TO AND DISTANT 24 FEET FROM THE NORTH LINE OF SAID LOT 10 TO THE INTERSECTION WITH THE WEST BOUNDRY LINE OF SAID LOT 10 AND THE INTERSECTION WITH THE SE CORNER OF LOT 6, AUDITOR'S PLAT NO. 15; THENCE CONTINUE WEST ALONG THE SOUTH BOUNDRY LINE OF LOT 6, AUDITOR'S PLAT NO. 15 (WHICH IS ALSO THE NORTH BOUNDRY OF SAID LOT 7) FOR A DISTANCE OF 25 FEET; THENCE DEFLECT TO THE LEFT AT AN ANGLE OF 90 DEGREES 43 MINUTES AND RUN S'RLY FOR A DISTANCE OF 176 FEET; THENCE RUNNING SE'RLY IN A STRAIGHT LINE TO THE POINT OF BEGINNING</p> <p>Sec Twp Rng 33 147 33</p>		
81.00011.01	<p>THAT PART OF GOVERNMENT LOT 4 LYING E OF PLAT OF BLACKDUCK &amp; S OF MARGARET AVE NE, LESS THE TRACT OF LAND HERETOFORE CONVEYED TO THE VILLAGE OF BLACKDUCK FOR STREET PURPOSES AND LESS SOUTH 200 FEET</p> <p>Sec Twp Rng 7 149 30</p>	<p>City of Blackduck Forfeited: 11/29/22 Map acres: 0.06</p>	Gaasvig
85.00122.00  House	<p>NORTH 300 FEET OF EAST 145 FEET OF NW1/4 OF NE1/4</p> <p>Sec Twp Rng 12 148 32</p>	<p>City of Tenstrike Forfeited: 11/29/22 Map acres: 1.0</p>	Gaasvig
87.00128.00  House/Garage	<p>WILTON LOT-001 BLOCK-010 &amp; LOTS 2 - 6, BLOCK 10 LESS CO HWY R/W</p> <p>Sec Twp Rng 33 147 34</p>	<p>City of Wilton Forfeited: 11/29/22 Map acres: 2.43</p>	Anderson

Approved Parenting Solution Contract for Services

The Board, by adoption of its Consent Agenda, approved the Contract with Parenting Solutions, for participation in the parent support services to MFIP/DWP recipients, 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**

Retirement Recognition for Becky Secore

Administrator Tom Barry, introduced Becky Secore, retiring Health & Human Services Director, and presented her with a service award. Commissioner Sumner also thanked and congratulated Ms. Secore.

Commissioner Committee Assignments

Commissioners reviewed the committee assignments, and several changes and corrections were made:

**District 1: Commissioner Craig Gaasvig**

Committees:	Meeting Date & Time	Contact Information
Alternate on any Committee, Board or Commission	As Needed	
Association of Minnesota Counties (including the Public Safety Policy Committee)	As Needed	Julie Ring, 651-789-4325
Blackduck EMS Joint Powers Board	3 <sup>rd</sup> Thursday @noon	
Cass Lake Fire Association	Quarterly	
County Emergency Operations Committee	As Needed	Chris Muller, 218-333-4163
County Public Defender Committee	As Needed	County Attorney 218-333-4219
Criminal Justice Committee	As Needed	
DWI/Specialty Courts Steering Committee		
E-911 Committee	As Needed	Chris Muller 218-333-4163
Fair Board	3 <sup>rd</sup> Monday of Month @ 7:00 p.m.	Paul Hokuf, 218-444-8169
Headwaters Regional Dev Board (HRDC)	3 <sup>rd</sup> Thursday of Month @ 7:00 p.m.	Tim Flathers, 218-333-6538
Jail Sub-Committee - Finance	As Needed	Administrator, 218-333-4019
Joint Law Enforcement Center Board	As Needed	Ernie Beitel, 218-333-4135
Kitchigami Regional Library Board (alternate)	3 <sup>rd</sup> Thursday of Month @ 7:00pm (9 times/year)	Kitchigami Regional Library Board
Mississippi Headwaters Board	3 <sup>rd</sup> Friday of Month @9:00 a.m.	
Northwest Regional Radio Board	Quarterly	Chris Muller 218-333-4163
One Watershed/One Plan 1W1P Policy Committee	(Headwaters)	Zach Gutknecht 218-333-4157
Paul Bunyan Transit Joint Powers Board	Quarterly	Lezlie Grubich 218-444-9520
Planning Commission	4 <sup>th</sup> Monday of Month	Brent Rud 218-333-4159
Polk County Incinerator Advisory Board	Quarterly, in Fosston MN 9:30 - 1	
State and Federal Legislative Activities	As Needed	
Solid Waste Committee	3 <sup>rd</sup> Tuesday, monthly @ 9:00 am	Brian Olson 218-333-8187



**District 2: Commissioner Joe Gould**

Committees:	Meeting Date & Time	Contact Information
Alternate on any Committee, Board or Commission	As Needed	
Association of Minnesota Counties (including the Environment & Natural Resource Policy Committee)	As Needed	Julie Ring, 651-789-4325
Bemidji Leads	4 <sup>th</sup> Thursday of Month @ 7:30 a.m.	Dave Hengel, 333-6533
Beltrami HRA	2 <sup>nd</sup> Tuesday of Month @ 4:00 p.m. alternating months	Tim Flathers, 218-333-6532
Bemidji Regional Airport Authority Board	3 <sup>rd</sup> Wednesday of Month @ 5:00 p.m.	Karen, Weller, 218-444-2438
BiCAP – Board of directors	2 <sup>nd</sup> Thursday of the Month @ 4:00 p.m.	Barb Moran 218-333-9827
BiCAP – Housing		
State Community Health Services (SCHAC) Advisory Council (alternate)	As Needed	
Ditch Committee(s) (Alternate)	As Needed	
Greater Bemidji (Alternate)	3 <sup>rd</sup> Friday monthly 7:30 am	Dave Hengel, 218-444-5757
Hope House Board	3 <sup>rd</sup> Wednesday of Month @ 12:00 p.m.	Hope House Board
Jail Sub-Committee – Programming	As Needed	Administrator 218-333-4109
Joint Law Enforcement Center Board (Alternate)	As Needed	Sheriff, 218-333-4135
Joint Powers Natural Resource Board	3 <sup>rd</sup> Monday of Month	
Kitchigami Regional Library Board	3 <sup>rd</sup> Thursday of Month @ 6:00pm (9 times/year)	Kitchigami Regional Library Board
Land Review Committee	As Needed	Richard Moore, 218-333-4163
Law Library Board		
Northern Lights Library Board	Saturday Quarterly	
Northwest Regional Radio Board (Alternate)	As Needed	Chris Muller 218-333-4163
State & Federal Legislative Activities	As Needed	
State Human Services Performance Council		AMC

**District 3: Commissioner Richard Anderson**

Committees:	Meeting Date & Time	Contact Information
Alternate on any Committee, Board or Commission	As Needed	
Association of Minnesota Counties (Including the Health & Human Services Policy Committee)	Annually & As Needed	Julie Ring, 651-789-4325
ATV Committee (alternate)	As Needed	
Behavioral Health Community Collaborative		
Beltrami Health & Human Services Advisory Committee		Anne Lindseth, 218-333-8119
Beltrami Area Service Collaborative (BASC)	Even Months Wednesday 8:00 am	
Bi-County CAP (Alternate)	1 <sup>st</sup> Thursday, every other month	Barb Moran 218-333-9827
County Extension Committee	Quarterly – 4 <sup>th</sup> Monday	Mardi Harder, 218-327-5958
DWI/Specialty Courts Steering Committee		
E-911 Committee	As needed	Chris Muller 218-333-8386
Fair Board (Alternate)	3 <sup>rd</sup> Monday of Month @ 7:00 p.m.	Paul Hokuf, 218-444-8169
Household Hazardous Waste	Quarterly – Bagley 9:00	
Jail Steering Committee		
Land Review Committee	Twice per year	
Land of the Dancing Sky Area Agency on Aging Board & Local Committees (Alternate)	3 <sup>rd</sup> Monday Quarterly	Shannon Hendrickson, 218-745-6733
LMC on Insurance		
Newsletter Committee	Quarterly	Diane Moe, 218-333-8478
Negotiations/Mediation	As Needed	
Northwest Juvenile Center Board	3 <sup>rd</sup> Thurs odd Months 10:00. Even months – 3 <sup>rd</sup> Mon 7:30	Mindy O’Brien 218-751-3196
PrimeHealth Board (Alternate)	4 <sup>th</sup> Thursday in Alexandria	
Personnel Committee	As Needed	Linda Tran 218-333-4155
PrimeWest Health System	1 <sup>st</sup> Thursday in Alexandria	Jim Przybilla, 320-335-5250
Solid Waste Committee	3 <sup>rd</sup> Tuesday, monthly @ 9:00 am	Brian Olson 218-333-8187
Veterans Home Task Force		

**District 4: Commissioner Tim Sumner**

Committees:	Meeting Date & Time	Contact Information
Alternate on any Committee, Board or Commission	As Needed	
Association of Minnesota Counties (including the General Government Policy Committee)	Annually & As Needed	Julie Ring, 651-789-4325
ATV Committee	As Needed	
Blackduck Ambulance	3 <sup>rd</sup> Thursday	
ConCon Fund Committee	As Needed	
Ditch Committees	2 <sup>nd</sup> Monday of Month	
Jail Steering Committee		
Joint Powers Natural Resource Board (Alternate)	4 <sup>th</sup> Monday of Month	
Kelliher Resource Center	As Needed	
NW MN Juvenile Center Board	3 <sup>rd</sup> Thursday odd Months @ 10:00 a.m.	Mindy O'Brien 218-751-3196
One Watershed/One Plan 1W1P Policy Committee	(Red Lake Falls)	Zach Gutknecht 218-333-4157
State & Federal Legislative Activities	As Needed	
Veterans Home Task Force (Alternate)	As Needed	
State Community Health Services (SCHAC) Advisory Committee	3 <sup>rd</sup> Friday plus 3 conferences in Oct Qtrly in Mpls Feb-June-Oct-Dec	Anne Lindseth 218-333-8119

**District 5: Commissioner John Carlson**

Committees:	Meeting Date & Time	Contact Information
Alternate on any Committee, Board or Commission	As Needed	
ATV Committee	As Needed	
Bemidji Regional Airport Authority Board	3 <sup>rd</sup> Wednesday of Month @ 5:00 p.m.	Karen Weller 218-444-2438
County Extension Committee	Bi-Monthly or as needed	Mardi Harder, 218-327-5958
County Public Defender Committee	As Needed	
Ditch Committees (Alternate)	As Needed	
DWI/Specialty Courts Steering Committee	As Needed	Pam Norenburg, 218-759-4368
Greater Bemidji	3 <sup>rd</sup> Friday of Month @ 7:30 a.m.	Dave Hengel, 218-444-5757
Jail Sub-Committee – Design & Operations	As Needed	Administrator 218-333-4109
Land of the Dancing Sky Area Agency on Aging Board & Local Committees	3 <sup>rd</sup> Monday Quarterly	Shannon Hendrickson, 218-745-6733
Mental Health Advisory Committee	1 <sup>st</sup> Tuesday	Quarterly
Newsletter Committee	As Needed	Diane Moe, 218-333-8478
Noxious Weed Committee		
Polk County Incinerator Advisory Board (Alternate)	As Needed	
State & Federal Legislative Activities	As Needed	
PrimeHealth Board	Usually Quarterly 11 am	
PrimeWest Health Systems (Alternate)	4 <sup>th</sup> Thursday in Alexandria	Jim Przybilla, 320-335-5250
Veterans Home Task Force	As Needed	

Paul Bunyan Transit Joint Powers Board	2nd Wednesday of Month Quarterly @ 4:00 p.m.	Lezlie Grubich 218-444-9520
--	--	-----------------------------

A motion was made by Commissioner Gaasvig, and seconded by Commissioner Sumner, to approve the 2023 Commissioner Committee Assignments as read. Unanimously carried.

#### Sheriff's Salary

Administrator Tom Barry and Human Resources Director Linda Tran, negotiated with Sheriff elect, Jason Riggs on his wage as Sheriff beginning January 3, 2023. Keeping in line with Beltrami County policy and current pay equity, it was agreed that Mr. Riggs should enter in step 7.5 at a rate of \$61.82 hourly and also receive longevity pay, as consistent with other elected officials.

A motion was made by Commissioner Carlson, and seconded by Commissioner Sumner, to approve Jason Riggs starting wage as Sheriff, effective January 3, 2023 at a rate of \$61.82/hour and to receive longevity pay. Unanimously carried

#### Legislative Lobbyist Discussion

The Minnesota Legislative Session starts January 3, 2023. The County has identified more than a dozen legislative priorities in its 2023 Legislative Platform. Several of these legislative priorities are critical to the County and will likely require additional spearheading at the State Capitol.

Administrator Barry discussed the cost of hiring a lobbyist (probably between \$15,000-\$40,000) depending on the scope of work. Timing is very critical, as the legislative session has already started.

Commissioners Carlson and Gould were asked for their professional opinions. Commissioner Carlson, as a former State Senator, stated that lobbyists were very important and useful in educating them on issues and providing accurate and relevant information on both sides of an issue/request. With a project as complex as our jail, he feels that a lobbyist would be very beneficial.

Commissioner Gould, with his experience as a legislative assistant and former lobbyist, agreed with Commissioner Carlson. Staff should reach out to AMC and other contacts as soon as possible to develop a list of potential lobbyists.

Administrator Barry suggested a small committee develop an RFP and get it out as soon as possible to potential lobbyists.

Funding would be available through the Strategic Aligned Management Fund, which is the same fund currently being used for work on the jail project to date.

Members of the Board requested Administrator Barry to attempt to have a contract for consulting services to present at the January 17 board meeting if at all possible. Top priority issues for lobbyist services would be 1) Jail bonding bill, 2) LOST approval, and 3) A funding appropriation for the Jail.

**COMMISSIONERS' BUSINESS**

**Legislative/Lobbying Issues & Commissioner's Reports**

- Commissioner Sumner reported on complaints he has been receiving regarding the waste and garbage at Red Lake due to ice fishing season opening.

**Review Upcoming Meeting Schedule**

Next regular meeting of the County Board will be January 17, 2023, in the Board Room of the County Administration Building.

**MEETING ADJOURNMENT**

A motion to adjourn the Board meeting at 7:09 p.m. was made by Commissioner Sumner, seconded by Commissioner Gaasvig, and unanimously carried.

---

Richard D. Anderson, Chair

---

Thomas H. Barry, County Administrator

**TRANSCRIPT OF THE PROCEEDINGS  
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS  
January 17, 2023**

The Beltrami County Board of Commissioners met in regular session on January 17, 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 5:08 p.m. Commissioners Craig Gaasvig, Joe Gould, Tim Sumner, and John Carlson were present.

**GENERAL COMMENTS - BOARD CHAIR**

None

**CITIZENS ADDRESSING THE BOARD**

None

**APPROVAL OF AGENDA**

The following item was added to the Regular Agenda:

- Approval of Jail Committee Assignments

**GENERAL BUSINESS**

Approved Agenda and Amendments

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

Approved Consent Agenda

A motion to approve the Consent Agenda was made by Commissioner Gaasvig, seconded by Commissioner Carlson, 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 January 3, 2023, and the Minutes of the Board of Commissioners Regular Meeting held January 3, 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 Pay Equity Implementation Report

The Board, by adoption of its Consent Agenda, approved the Pay Equity Implementation Report and authorized submission to the Minnesota Management & Budget Pay Equity Office, as submitted.

Approved NICHA Fitness Incentive Program

The Board, by adoption of its Consent Agenda, approved membership with the National Independent Health Club Association (NIHCA), and the Fitness Incentive Program for Prime Health, as submitted.

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

The Board, by adoption of its Consent Agenda, approved the Resolution to Seek Special Legislation to offer a tax-forfeited parcel for private sale:

**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 February 1, 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. 04-22-02 approved for sale part of parcel #01.00227.00 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 01.00227.00	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).	West Alaska Township  Calculated acres: 0.25	Sumner
------------------------	--	--	--------

Approved Resolution for DNR Review of Proposed Tax-Forfeited Land Sale Parcels

The Board, by adoption of its Consent Agenda, approved the Resolution for DNR Review of proposed tax-forfeited land sale parcels:

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

**WHEREAS**, said parcels of land have been reviewed by the Beltrami County Board of Commissioners and classified as non-conservation lands as provided for in Minnesota Statutes 282.01;

**WHEREAS**, said parcels on the proposed list have 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;

**NOW, THEREFORE, BE IT RESOLVED** that the Beltrami County Board of Commissioners hereby certify that all parcels of land on the attached list have been reviewed and comply 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 a review from the Minnesota Department of Natural Resources for the sale of said lands.

Parcel	Legal Description	Township, Comments	Commissioner
05.00043.00	SOUTHEAST ¼ Sec Twp Rng 08 158N 38W	Big Grass Township  Forfeited: 10/14/1991  Map acres: 158.88	Sumner
17.00217.00	SOUTHEAST ¼ OF SOUTHWEST ¼ EXCEPT EAST 20' & LOTS 3 & 4 Sec Twp Rng 30 155N 37W	Hamre Township  Forfeited: 9/1/1986  Map acres: 104.81	Sumner
54.00009.00	NORTHEAST ¼ Sec Twp Rng 9 155N 34W	Unorganized Township  Forfeited: 12/22/1987  Map acres: 159.86	Sumner

Approval of Bid Award for SAP 004-599-051

The Board, by adoption of its Consent Agenda, approved the bid award to the lowest responsible bidder on project SAP 004-599-051 Culvert Installation, Shorley Township; to Midwest Contracting. LLC in the amount of \$502,436.00.

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**

Government Relations Specialist Budget & Contract

Administrator Barry with the assistance Commissioners Gould and Carlson, sent RFQ's to seven firms, seeking a Government Relations Specialist for 2023.

Six of the firms responded. Their proposals were reviewed and vetted by Barry, Gould and Carlson. Recommendation to the Board is to hire Flaherty & Hood PA, in the amount of \$30,000 plus incidental expenses, to serve as the Government Relations Specialist for Beltrami County in 2023.

A motion was made by Commissioner Sumner and seconded by Commissioner Carlson to hire Flaherty & Hood, P.A. for Government Relation Specialist services to Beltrami County in 2023. Unanimously carried.

A motion was made by Commissioner Gould and seconded by Commissioner Sumner to pay Flaherty & Hood, P.A. \$30,000 plus incidental expenses, to serve as the Government Relations Specialist for Beltrami County in 2023. Unanimously carried.

Jail Committee Assignments

A motion was made by Commissioner Carlson and seconded by Commissioner Gould to appoint Sheriff Jason Riggs to Chairman of the Jail Steering Committee, Commissioner Joe Gould to the Programming Advisory Committee, Commissioner John Carlson, Justin Roberts (DOC Inspection/Building Lead) and Jim Boell (Consulting Engineer), to the Design & Advisory Committee. Unanimously carried.

Commissioners discussed and re-affirmed, that all committee appointments and/or proxy assignments must be approved by the County Board.

A motion was made by Commissioner Gaasvig and seconded by Commissioner Gould to appoint Chief Deputy Jarrett Walton as the alternate for Sheriff Jason Riggs on the Jail Steering Committee. Unanimously carried.

**COMMISSIONERS' BUSINESS**

Legislative/Lobbying Issues

None.

Commissioners' Reports

- Commissioner Gould - would like to get registered for AMC Legislative Conference
- Commissioner Sumner - would also like to be registered for conference
- Commissioner Carlson - will reach out to Mr. Boell regarding his appointment to the Jail Design & Operations Committee
- Commissioner Gaasvig gave several committee updates
- Commissioner Anderson provide a solid waste committee update

Review Upcoming Meeting Schedule

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

**MEETING ADJOURNMENT**

A motion to adjourn the Board meeting at 5:41 p.m. was made by Commissioner Sumner, seconded by Commissioner Carlson, and unanimously carried.

---

Richard Anderson, Chair

---

Thomas H. Barry, County Administrator

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

The Beltrami County Board of Commissioners met in regular session on February 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 5:03 p.m. Commissioners Craig Gaasvig, Joe Gould, Tim Sumner, and John Carlson were present.

**GENERAL COMMENTS - BOARD CHAIR**

None.

**CITIZENS ADDRESSING THE BOARD**

None.

**APPROVAL OF AGENDA**

The following items were added to the Regular Agenda:

- Liquor License for Bemidji High School Fishing Club
- Budget Amendment for the County Jail
- County Administrator Performance Evaluation

**GENERAL BUSINESS**

Approved Agenda and Amendments

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

Approved Consent Agenda

A motion to approve the Consent Agenda was made by Commissioner Gould, 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 January 17, 2023, and the Minutes of the Board of Commissioners Regular Meeting held January 17, 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 Resolution of Support for CSAH 20 Project

The Board, by adoption of its Consent Agenda, approved the Resolution of Support for CSAH 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.

Approved Beltrami County Owned Land Sale Resolution

The Board, by adoption of its Consent Agenda, approved the Land Sale Resolution to Accept Beltrami County Owned Parcel Appraisals and Sale Date to replace prior Resolution 22-11-52:

**WHEREAS**, Beltrami County Board of Commissioners approved Resolution Number 22-11-52 on November 1, 2022 and, Parcel #39.00188.01 was inadvertently omitted from the list of parcels and is added to this resolution and, Resolution Number 22-11-52, approved by the Beltrami County Board of Commissioners on November 1, 2022, is officially rescinded as of this date; and,

**WHEREAS**, Minnesota Statute 373.01 Subd. 1, provides for the sale of such lands owned by the County and have been reviewed by the Town Board of the town or 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 will provide appraisal of such lands as provided by law, and a list of such lands will be filed with the County Auditor for the purpose of offering such lands for sale at

not less than their appraised value; and,

**WHEREAS**, All parcels have been reviewed by the Beltrami County Board of Commissioners;

**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**, These parcels shall be sold on the following terms, to-wit: That all sales less than \$25,000 shall be paid in full in cash by 4:30 pm on Tuesday December 20, 2022. Parcels with a bid up value of \$25,000 or greater shall be sold on the following terms, to-wit: submission of 1% of the final sale amount as a bid guarantee by 4:30 pm on Tuesday December 20, 2022 and, that all sales shall be paid in full in cash by 4:30 pm on January 16, 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 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.

**BE IT FURTHER RESOLVED**, That all purchasers of land shall pay 3 percent surcharge of the total sale price to be paid to Minnesota Management and Budget, 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 in no case shall lands be disposed of without there being reserved to the county all iron ore and other valuable minerals in and upon the lands, with right to explore for, mine and remove the iron ore and other valuable minerals, nor shall the minerals and mineral rights be disposed of, either before or after disposition of the surface rights, otherwise than by mining lease, in similar general form to that provided by section [93.20](#) for mining leases affecting state lands. The lease shall be for a term not exceeding 50 years, and be issued on a royalty basis, the royalty to be not less than 25 cents per ton of 2,240 pounds, and fix a minimum amount of royalty payable during each year, whether mineral is removed or not. Prospecting options for mining leases may be granted for periods not exceeding one year. The options shall require, among other things, periodical showings to the county board of the results of exploration work done.

**BE IT FURTHER RESOLVED,** That a notice of sale of such lands to be given by publication in the official newspaper of the County, as provided by law, that the County Auditor of Beltrami County offer such parcels of land for sale in the order in which they appear in said notice of sale and that such sales to be to the highest bidder, but not for less than the appraised value and that such sale of two parcels shall be held at a public oral auction on **December 15, 2022 at 10:00 a.m. at the Beltrami County Board Room, County Administration Building, 701 Minnesota Ave. NW, Bemidji, MN 56601** and the sale of three parcels will be via private sealed bid auction on **December 15, 2022 at 1:00 pm at the Beltrami County Natural Resource Management Department, 701 Minnesota Ave. NW, Suite 234, Bemidji, MN 56601.**

Parcel #	Beltrami County Owned Legal Description	Township	Appraised Value
11.00152.00  Private Sealed Bid Auction	THE SOUTH 240 FEET OF THE NORTH 280 FEET OF THAT PART OF THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER LYING EAST OF THE PLAT OF PUPOSKY  Sec Twp Rng 32 149 33	Durand Township  Map acres: 0.13	Before assessments: \$0.00  Est. Market Value: \$1,600.00  After assessments: \$0.00  <b>Min. Bid Price: \$1,600.00</b>



<p><b>20.00085.00</b></p> <p><b>Private Sealed Bid Auction</b></p>	<p>THE SOUTHWEST QUARTER OF THE SOUTHEAST QUARTER</p> <p>Sec Twp Rng 8 146 35</p>	<p>Jones Township</p> <p>Purchased: 8-11-1937</p> <p>Map acres: 40.38</p>	<p>Before assessments: \$0.00</p> <p>Est. Market Value: \$71,700.00</p> <p>After assessments: \$0.00</p> <p><b>Min. Bid Price: \$71,700.00</b></p>
<p><b>39.00188.01</b></p> <p><b>Private Sealed Bid Auction</b></p>	<p>THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER</p> <p>Sec Twp Range 18 151 30</p>	<p>Shooks Township</p> <p>Purchased: 9-6-1986</p> <p>Map acres = 40.08</p>	<p>Before assessments: \$0.00</p> <p>Est. Market Value: \$41,200.00</p> <p>After assessments: \$0.00</p> <p><b>Min. Bid Price: \$41,200.00</b></p>
<p><b>51.00075.00</b></p> <p><b>Public Oral Auction</b></p>	<p>THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER AND THE SOUTH HALF OF THE NORTHWEST QUARTER</p> <p>Sec Twp Rng 13 152 31</p>	<p>Woodrow Township</p> <p>Purchased: 12-12-1936</p> <p>Map acres: 121.18</p>	<p>Before assessments: \$0.00</p> <p>Est. Market Value: \$104,400.00</p> <p>After assessments: \$0.00</p> <p><b>Min. Bid Price: \$104,400.00</b></p>
<p><b>51.00196.00</b></p> <p><b>Public Oral Auction</b></p>	<p>THE NORTHWEST QUARTER OF THE SOUTHEAST QUARTER LESS THE FOLLOWING DESCRIBED TRACT: BEGINNING AT THE NORTHEAST CORNER OF THE NORTHWEST QUARTER OF THE SOUTHEAST QUARTER; THENCE SOUTH 660 FEET; THENCE NORTH 450 FEET; THENCE EAST 550 FEET; THENCE NORTH 210 FEET; THENCE EAST 50 FEET TO THE POINT OF THE BEGINNING.</p> <p>Sec Twp Rng 25 152 31</p>	<p>Woodrow Township</p> <p>Purchased: 2-20-1964</p> <p>Map acres: 34.01</p>	<p>Before assessments: \$0.00</p> <p>Est. Market Value: \$35,700.00</p> <p>After assessments: \$0.00</p> <p><b>Min. Bid Price: \$35,700.00</b></p>

Approved Resolutions (2) Endorsing Sites for Solid Waste Infrastructure for Recycling

The Board, by adoption of its Consent Agenda, approved two resolutions endorsing a cooperative grant application for EPA SWIFR funding for solid waste infrastructure:

**WHEREAS**, Beltrami County is applying for an EPA SWIFR grant in cooperation with nine counties in Minnesota including: Mahnomen, Cass, Clearwater, Hubbard, Marshall, Norman, Polk, and Red Lake; and,

**WHEREAS**, the nine-county group proposes to implement a "Hub and Spoke" solid waste management system to replace the unlined construction and demolition landfills in northwest Minnesota; and,

**WHEREAS**, creating a regional solid waste management "Hub and Spoke" system would provide new or expand upon existing access to reuse, recycling, composting and responsible disposal of materials within our nine counties; and,

**WHEREAS**, creating a regional "Hub and Spoke" system would reduce Green House Gas (GHG) emissions by facilitating the hauling of large loads in lieu of hauling many small loads to the Hub and promote beneficial reuse at each Spoke; and,

**WHEREAS**, if received the SWIFR grant would serve and benefit many disadvantaged communities within our nine-county region.

**THEREFORE, BE IT RESOLVED**, the Beltrami County Board of Commissioners supports the EPA SWIFR grant funding request and if received, Beltrami County is committed to implementation of the nine-county infrastructure project to support the "Hub and Spoke" system.

Adopted by the County Board of Beltrami County this 7th day of February, 2023.

Resolution Endorsing a Cooperative Grant Application for EPA SWIFR Funding for Recycling Infrastructure:

**WHEREAS**, US EPA has provided for Grant funding through the Solid Waste Infrastructure for Recycling (SWIFR) for Political Subdivisions to construct, modify or expand recycling infrastructure for CY 2023, Polk County is applying for a SWIFR grant on behalf of six (6) counties in northwestern Minnesota including: Beltrami, Clearwater, Hubbard, Mahnomen, Norman, and Polk; and

**WHEREAS**, the six-county group has an extensive history of working together on cooperative regional projects including Waste-to-Energy, Municipal Solid Waste (MSW) Landfill, Waste and Recyclable Processing at the Material Recovery Facility (MRF), Household Hazardous Waste (HHW) and Source Separated Organics Material (SSOM) Composting; and,

**WHEREAS**, the six-county group proposes to modify its MRF to increase the amount of, and types of recyclable material removed from the MSW material stream and recyclable material stream; and,

**WHEREAS**, incorporation of robotic sorters at the MRF to clean the recyclable materials to meet marketplace requirements is a main component of the grant request related to this project. The robots would fill manual sorting stations which have remained vacant for over 3 years due to lack of laborers; and,

**WHEREAS**, modification to the SSOM compost pad and incorporation of Aerated Static Pile (ASP) compost technologies are main components of the grant request related to this project and changes to the

Pad and integration of ASP technology would reduce composting time and increase holding and processing capacity of the SSOM Compost Facility; and,

**WHEREAS**, recovery of more recyclable material from the MSW and Recycle materials streams processed by the MRF results in avoidance of disposal and the GHG and CO emissions associated with Climate Change and improving the Compost Pad to be usable during and after severe weather events, which are both more frequent and severe due to Climate Change, and incorporating ASP technologies to speed up the composting process will allow more materials to be diverted from disposal to composted; and,

**WHEREAS**, these results and impacts of these changes made with SWIFR Grant Funds would benefit the many underserved communities within and surrounding the six-county group service area.

**THEREFORE, BE IT RESOLVED**, the Beltrami County Board of Commissioners supports that if SWIFR grant funding is received, Beltrami County is committed to implementation of the six-county group infrastructure project to modify the MRF and SSOM Compost Facility.

Adopted by the County Board of Beltrami County this 7th day of February, 2023.

Approved 2023 Commercial Haulers Applications

The Board, by adoption of its Consent Agenda, approved the 2023 Commercial Haulers Applications from: TC Lighting Supplies & Recycling, T&K Roll-offs, WM of Bemidji, City of Bemidji, and Jon's Refuse, 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**

Probation Resolution

At the AMC Board of Directors meeting on December 4, 2022 the Board approved legislative priorities for the 2023 legislative session. As in 2022, a change in the funding formula for Community Supervision and increased appropriations is one of the top priorities for the AMC Board this year. The AMC Board also recently passed a motion to encourage all 87 county boards to adopt a resolution in support of the formula change and a significant increase in appropriations from the legislature:

Endorsing the efforts of the Community Supervision Work Group and urging the legislature to pass a new funding formula and significant appropriation during the 2023 legislative session.

**WHEREAS**, community supervision is a fundamental part of the criminal justice system in Minnesota and funding sufficient to ensure effective services is vital to public safety in all communities across the state; and

**WHEREAS**, community supervision includes services such as probation, supervised release, and intensive supervised release; and

**WHEREAS**, Minnesota's counties provide essential community supervision services both as mandated by M.S. Chapter 244.19 and also as delegated by the Department of Corrections under M.S. Chapter 401; and

**WHEREAS**, when the Legislature decided that community supervision was best delivered through a state-county partnership, it stated a clear intent that the state would provide significant funding to the counties for the operation of local programs; and

**WHEREAS**, over the past 20 years, Minnesota has become the state with the lowest level of corrections funding in the nation because the Legislature has not upheld its promise to provide adequate state resources to support community supervision; and

**WHEREAS**, the Legislature's failure to adequately fund community supervision has increased local property taxes on residents and businesses; and,

**WHEREAS**, a revised community supervision funding formula is necessary to ensure that all communities in Minnesota have enough state funding to provide a consistent standard for effective, evidence-based community supervision services, regardless of local capacity to pay; and

**WHEREAS**, the Association of Minnesota Counties (AMC) assembled the Community Supervision Work Group including county leaders and experts in community supervision from all three supervision delivery systems to study the needs of community supervision departments statewide and develop a single funding formula that is transparent, needs based, and equitable among county and state supervision providers; and,

**WHEREAS**, the Community Supervision Workgroup has taken up its charge to convene stakeholders across the three probation delivery

systems to oversee a study to create a unified recommendation for an equitable and adequate funding formula and appropriation; and,

**WHEREAS**, the Board of Directors of the Association of Minnesota Counties that represents the diverse interests of Minnesota's 87 counties, voted to support a new funding formula that provides counties with the resources needed to keep communities safe; now, therefore,

**BE IT RESOLVED**, the Beltrami County Board of Commissioners endorses the efforts of the AMC Community Supervision Work Group and urges the Legislature to pass a new funding formula and significant appropriation during the 2023 legislative session.

Out of State Travel Request

A motion was made by Commissioner Sumner, and seconded by Commissioner Carlson, to approve the Resolution endorsing the efforts of the Community Supervision Work Group and urging the legislature to pass a new funding formula and significant appropriation during the 2023 legislative session. Unanimously carried.

Out of State Travel Request

Minnesota's Local Public Health Association awarded stipends to select agencies across the state for attendance to the 2023 Preparedness Summit. The National Conference takes place in Atlanta, GA, April 24-27, 2023. Topics this year will include infectious disease, pandemic response, and also Opioid Crisis Management. Travel and conference expenses are covered, with no additional cost to the County. Public Health Director, Megan Heuer, is requesting permission to send Public Health Program Manager, Mercideze White to this Summit.

A motion was made by Commissioner Carlson, and seconded by Commissioner Gould, to approve out of state travel for Mercideze White to attend the April 24-27, 2023 Preparedness Summit in Atlanta GA, as submitted and report back to the Board. Unanimously carried.

Appointment to Jail Steering Committee

The Beltrami County Jail Steering Committee has representation from County Government, City of Bemidji Government, Beltrami County Citizens, Department of Corrections, Construction Management and Tribal Governments (Red Lake and Leech Lake reservations) Chairman Seki of the Red Lake Nation is unable to attend many of the meetings and has asked to delegate these meetings to Jerry Loud to speak and have say on his behalf. The

Jail Steering Committee voted in favor of this so the Red Lake Nations voice could be heard during this crucial time of steering this project.

A motion was made by Commissioner Sumner, and seconded by Commissioner Gould, to approve the appointment of Jerry Loud to the Jail Steering Committee on behalf of Red Lake Chairman Seki. Unanimously carried.

Liquor License for Bemidji High School Fishing Club

A motion was made by Commissioner Gaasvig, and seconded by Commissioner Gould, to approve the Liquor License Application from the Bemidji High School Fishing Club at the Birchmont Winter Bash event, as submitted. Unanimously carried.

Budget Amendment for the County Jail

A motion was made by Commissioner Carlson, and seconded by Commissioner Gaasvig, to approve the budget amendment to add 2 FTEs to the Jail and add \$390,000 to the FY23 Budget to cover the 2 new FTEs and to cover the additional out-of-county housing costs using ARPA dollars. Unanimously carried.

County Administrator Performance Evaluation

Commissioner Gaasvig provided a summary of the County Administrator's performance evaluation and stated that the majority of the Commissioners rated the Administrator as exceeding expectations.

A motion was made by Commissioner Gaasvig and seconded by Commissioner Sumner to place the County Administrator at pay grade 24 step 6 and that the County pay for all of the Administrator's premiums for family medical and to amend the Administrator's employment contract to include five hours of availability pay and update the termination provision to align it with Minnesota Statute 465.722 to allow for a 6-month severance. Unanimously carried.

**COMMISSIONERS' BUSINESS**

Legislative/Lobbying Issues & Commissioners' Reports

- Commissioner Gould reported on numerous committee meetings and department head meetings. He will be attending the AMC Conference.
- Commissioner Sumner reported on numerous committee meetings. He will be attending the AMC Conference and is hoping for a meeting including Commissioner Gould and the County's Lobbyist while they were there.
- Commissioner Carlson reported on several committees. Made note of Representative Stabber coming to Bemidji next week

and efforts should be made to meet with him on Federal jail funding possibilities.

- Commissioner Gaasvig reported on various committee meetings. Notable the JAZB Airport Zoning Board. Made mention to citizens with property in the zoning areas to reach out to Commissioners/Committee members for inclusion in variance inclusion.

Review Upcoming Meeting Schedule

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

**MEETING ADJOURNMENT**

A motion to adjourn the Board meeting at 5:36 p.m. was made by Commissioner Carlson, seconded by Commissioner Gaasvig, and unanimously carried.

---

Richard Anderson, Chair

---

Thomas H. Barry, County Administrator

**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
------------------------	--	---	----------

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

**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 Om-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.

---

Richard Anderson, Chair

---

Thomas H. Barry, County Administrator

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

The Beltrami County Board of Commissioners met in regular session on March 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 5:02 p.m. Commissioners Craig Gaasvig, Joe Gould, Tim Sumner, were present. John Carlson listened in via Zoom.

**GENERAL COMMENTS - BOARD CHAIR**

None.

**CITIZENS ADDRESSING THE BOARD**

None.

**APPROVAL OF AGENDA**

The following items were added to the Regular Agenda:

- Funding for Beltrami County Historical Society Bicentennial Event
- Administrator's Report

**GENERAL BUSINESS**

Approved Agenda and Amendments

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

Approved Consent Agenda

A motion to approve the Consent Agenda was made by Commissioner Gould, 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 March 7, 2023, and the Minutes of the Board of Commissioners Regular Meeting held March 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 Bid Award for SAP 004-030-013

The Board, by adoption of its Consent Agenda, approved the bid award to the lowest responsible bidder on project SAP 004-030-013 - Bituminous Seal Coat County Wide, to Morris Sealcoat & Trucking, Inc, in the amount of \$1,680,538.33, as submitted.

Approved Reciprocal Easement with Leland Coe Trust

The Board, by adoption of its Consent Agenda, approved the reciprocal easement between Beltrami County and Leland Coe Trust, as submitted.

Approved Boat & Water Grant and Resolution

The Board, by adoption of its Consent Agenda, approved entering into a grant agreement with the MN DNR, for purchase of Boat & Water Equipment to assist in the enforcement of boating laws and regulations, and the Resolution to approve the 2023 State of M Federal Boating Safety Supplemental Equipment Grant:

WHEREAS, Beltrami County Sheriff's Office is responsible for patrolling and enforcing Minnesota state statutes and Beltrami County ordinances on Beltrami County lakes and waterways; and

WHEREAS, grant dollars are available to the Beltrami County Sheriff's Office to purchase equipment to assist in enforcing laws and patrolling the Lake and waterways from the Minnesota Department natural resources through the 2023 State of Minnesota Department of Natural Resources Federal Boating Safety Supplemental Equipment Grant; and

WHEREAS, this grant money is available from the Minnesota Department of Natural Resources through the grant application process.

WHEREAS, the Beltrami County Sheriff's office has successfully participated in this grant for several years in the past.

NOW, THEREFORE, BE IT RESOLVED that County Board Chair Richard Anderson and County Administrator, Thomas 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 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**

Opioid Settlement MOA and Resolution

An amended Memorandum of Agreement (MOA) and Resolution was presented for approval to complete the federal opioid settlement documents before April 18th, 2023. The amended MOA accounts for all future opioid settlements as does the resolution, as well as authorizing staff to execute any necessary documents to ensure participation in the settlements.

Resolution Authorizing Beltrami County Staff to Execute All Necessary Documents to Ensure Beltrami County's Participation in the Multistate Settlements Relating to Opioid Supply Chain Participants, and in the Minnesota Opioids State-Subdivision Memorandum of Agreement:

WHEREAS, the State of Minnesota and numerous Minnesota cities and counties are engaged in nationwide civil litigation against opioid supply chain participants related to the opioid crisis; and

WHEREAS, the Minnesota Attorney General has signed on to multistate settlement agreements with several opioid supply chain participants, but those settlement agreements are still subject to sign-on by local governments and final agreement by the companies and approval by the courts; and

WHEREAS, there is a deadline of April, 18 2023, for a sufficient threshold of Minnesota cities and counties to sign on to the above-referenced multistate settlement agreements, and failure to timely sign on may diminish the amount of funds received by not only that city or county but by all Minnesota cities and counties from the settlement funds; and

WHEREAS, representatives of Minnesota's local governments, the Office of the Attorney General, and the State of Minnesota have reached agreement on the intrastate allocation of these settlement funds between the State, and the counties and cities, as well as the permissible uses of these funds, which will be memorialized in the Minnesota Opioids State-Subdivision

Memorandum of Agreement, as amended (the "State-Subdivision Agreement"); and

WHEREAS, the State-Subdivision Agreement creates an opportunity for local governments and the State to work collaboratively on a unified vision to deliver a robust abatement and remediation plan to address the opioid crisis in Minnesota;

NOW, THEREFORE, BE IT RESOLVED, Beltrami County, MN supports and agrees to the State-Subdivision Agreement; and

BE IT FURTHER RESOLVED, Beltrami County, MN supports and opts into all future multistate settlement agreements with opioid supply chain participants; and

BE IT FURTHER RESOLVED, the Beltrami County Board authorizes Beltrami County staff to execute all necessary documents to ensure Beltrami County's participation in the multistate settlement agreements, including the Participation Agreement and accompanying Release, and in the State-Subdivision Agreement.

A motion was made by Commissioner Sumner, and seconded by Commissioner Gould, to approve the amended Opioid Settlement Memorandum of Understanding and Resolution. Unanimously carried.

#### Funding for Historical Society Bicentennial Event

A motion was made by Commissioner Sumner and seconded by Commissioner Gould to contribute \$7,000 to the Beltrami County Historical Society for the Bicentennial Event to be held in June 2023. Unanimously carried.

The Board gave discretion to the County Administrator to determine the funding source.

#### Administrator's Report

- Jail Project Update
  - Currently coordinating various meetings in the business community to update and educate.
- Three separate CDS requests for the jail were submitted. All have been denied.
- Legislative front:
  - Four House bills and four Senate bills were submitted
  - Testified with Sheriff at Senate Tax Committee on Sales Tax Exemption Bill
  - Waiting for schedule on the 3 other Senate bills
  - Also monitoring other legislative activities

- Followed direction from Governor's Office to meet with DOC prior to requesting meeting with Governor and Lt. Governor. Meeting was denied with Governor and Lt. Governor.
- Ten staff members attended the Red Lake Nation State of the Band event.

### **COMMISSIONERS' BUSINESS**

#### **Legislative/Lobbying Issues and Commissioners' Reports**

- Commissioner Gaasvig updated the Board on various committee assignments.
- Commissioner Sumner updated the Board on various committee assignments.
- Commissioner Gould updated the Board on various committee assignments.
- Commissioner Anderson updated the Board on various committee assignments mentioned a possible future update on the Mental Health Facilities that have now opened for services.

#### **Review Upcoming Meeting Schedule**

Next regular meeting of the County Board will be April 4, 2023, in the Board Room of the County Administration Building.

### **MEETING ADJOURNMENT**

A motion to adjourn the Board meeting at 5:26 p.m. was made by Commissioner Sumner, seconded by Commissioner Gaasvig, and unanimously carried.

---

Richard Anderson, Chair

---

Thomas H. Barry, County Administrator

**TRANSCRIPT OF THE PROCEEDINGS  
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS  
April 4, 2023**

The Beltrami County Board of Commissioners met in regular session on April 4, 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 5:02 p.m. Commissioners Craig Gaasvig, Joe Gould, Tim Sumner, and John Carlson were present.

**GENERAL COMMENTS - BOARD CHAIR**

None.

**CITIZENS ADDRESSING THE BOARD**

None.

**APPROVAL OF AGENDA**

The following items were added to the Regular Agenda:

- The Nameless Coalition - The Wolf Discussion
- The 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 Gould, and unanimously carried.

Approved Consent Agenda

A motion to approve the Consent Agenda was made by Commissioner Carlson, 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 March 21, 2023, and the Minutes of the Board of Commissioners Regular Meeting held March 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 Bids for CP 004-615-023 & SAP 004-615-024

The Board, by adoption of its Consent Agenda, approved bid award on Projects CP 004-615-023 & SAP 004-614-024, to the lowest responsible bidder, Mark Sand & Gravel Co, in the amount of \$4,187,967.17, as submitted.

Approved Final Pay Voucher for SP 004-070-035

The Board, by adoption of its Consent Agenda, approved the Final Pay Voucher for SP 004-070-035 Edge Line Pavement Markings to Sir Lines-A-Lot, LLC in the amount of \$42,028.80, as submitted.

Approved MN DNR Boat & Water Safety Grant & Resolution

The Board, by adoption of its Consent Agenda, approved the Resolution and MN DNR 2023 Annual County Boat & Water Safety Grant in the amount of \$21,263:

WHEREAS, Beltrami County Sheriff's Office is responsible for patrolling and enforcing Minnesota state statutes and Beltrami County ordinances on Beltrami County lakes and waterways; and

WHEREAS, grant dollars are available to the Beltrami County Sheriff's Office to be reimbursed for Deputies wages and other costs associated with enforcing laws and patrolling the Lake and waterways from the Minnesota Department natural resources through the 2023 State of Minnesota Department of Natural Resources Annual County Boat and Water Safety Grant; and

WHEREAS, this grant money is available from the Minnesota Department of Natural Resources through the grant application process.

WHEREAS, the Beltrami County Sheriff's office has successfully participated in this grant for several years in the past.

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



Approved Amendment to Jail Services Agreement with Morrison County  
The Board, by adoption of its Consent Agenda, approved the amended Jail Services Agreement with Morrison County for a two year period from April 1, 2023 through March 31, 2025, as submitted.

Approved Aerial Imagery Contract

The Board, by adoption of its Consent Agreement, approved the Aerial Imagery Contract with NV5 Geospatial for spring 2023, 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**

Appointment to Jail Program Committee

The Jail Steering Committee is recommending the appointment of Wendy Spry, the DOC Tribal Relations Director to the Jail Programming Committee.

A motion was made by Commissioner Sumner, and seconded by Commissioner Carlson, to approve the appointment of Wendy Spry to the Jail Programming Committee. Carried 4:1 vote. Sumner voted: No.

Commissioner Sumner felt that an individual should not serve on more than one Committee. Ms. Spry is on the Steering Committee.

Appointment to Jail Building & Design Committee

The Jail Steering Committee is recommending the appointment of Occupational Therapist, Kate Repko to the Jail Building and Design Committee.

A motion was made by Commissioner Sumner, and seconded by Commissioner Gould, to approve the appointment of Kate Repko to the Jail Building and Design Committee. Unanimously carried.

The Nameless Coalition - The Wolfe Discussion

Discussion from the Work Session was that Reed Olson, representing the Nameless Coalition, brought forward information that the Contracts with Beltrami County for the years of service of 2020, 2021 and 2022 are currently unpaid. It was discovered that the Health and Human Services Department did not receive invoices for these years, as per the contracts. HHS does not have it in their budget at this time to pay the \$30,000 (\$10,000 per year) being requested by Mr. Olson.

A motion was made by Commissioner Carlson and seconded by Commissioner Gould to honor the Contracts for 2020, 2021 and 2022 by paying \$10,000 in the 2023 budget and the remaining \$20,000 in the 2024 budget. A roll call vote was taken and the motion passed 3:2. Gould: Yes, Sumner: No, Anderson: No Carlson: Yes and Gaasvig: Yes.

#### Administrator's Report

##### 1) Jail Project Update:

- Legislative Front
  - Administrator & Sheriff testified at the State on the County's LOST application. It was well received.
  - Not likely the other two bills will get hearings
- Community Meetings
  - Meetings are being conducted with business community organizations to discuss the jail project and answer questions. The goal is to help businesses understand the impacts and implications of the project and funding scenarios.
- Project Progress
  - RFP for Architectural Design services is complete and advertised. RFP's due April 27

##### 2) State Department of Employment & Economic Development

- Minnesota Investment Funds project complete for AirCorps Aviation

##### 3) Dates:

- Possible reschedule of Joint Meeting with the City of Bemidji on May 8.
- Leech Lake State of the Band April 21.

#### **COMMISSIONERS' BUSINESS**

##### Legislative/Lobbying Issues & Commissioner's Reports

- Commissioner Gould updated on various committee assignments.
- Commissioner Sumner updated on various committee assignments.
- Commissioner Carlson updated on various committee assignments.
- Commissioner Gaasvig updated on various committee assignments and noted Cass Lake Fire Dept. receipt of an Enbridge Grant to be used towards a new fire station.
- Commissioner Anderson updated on various committee assignments.

Review Upcoming Meeting Schedule

Next regular meeting of the County Board will be April 18, 2023, in the Board Room of the County Administration Building.

**MEETING ADJOURNMENT**

A motion to adjourn the Board meeting at 5:41 p.m. was made by Commissioner Sumner, seconded by Commissioner Gaasvig, and unanimously carried.

---

Richard Anderson, Chair

---

Thomas H. Barry, County Administrator

**TRANSCRIPT OF THE PROCEEDINGS  
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS  
April 18, 2023**

The Beltrami County Board of Commissioners met in regular session on April 18, 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 5:05 p.m. Commissioners Craig Gaasvig, Joe Gould, Tim Sumner, and John Carlson were present.

**GENERAL COMMENTS - BOARD CHAIR**

None.

**CITIZENS ADDRESSING THE BOARD**

None.

**APPROVAL OF AGENDA**

No additions or corrections to the Agendas were made.

**GENERAL BUSINESS**

Approved Agenda and Amendments

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

Approved Consent Agenda

A motion to approve the Consent Agenda was made by Commissioner Carlson, 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 April 4, 2023, and the Minutes of the Board of Commissioners Regular Meeting held April 4, 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 Highway Department Easement

The Board, by adoption of its Consent Agenda, approved the Highway Department easement across tax-forfeited land in Summit Township, as submitted.

Approved 2024 Recreational Trail Sponsorship Resolution

The Board, by adoption of its Consent Agenda, approved the Resolution for sponsorship of 2024 Recreational Trail Permits:

WHEREAS, Beltrami County desires to maintain recreational trails for the enjoyment of the public and will serve as sponsor of various recreational trails that are part of the State of Minnesota Grant In Aid System,

WHEREAS, the 2024 Minnesota Trails Assistance Program Grant Application has been prepared with Beltrami County as sponsor of the following trails:

- Bemidji Area Cross Country Ski Club
- Blackduck Stumpjumpers - Northland Trail
- Fourtown Grygla Sportsman's Club - Fourtown Grygla OHV
- Fourtown Grygla Sportsman's Club - Fourtown Grygla Snowmobile Trails
- Lost River Trails, Inc. - Lost River Trails
- North Country Snowmobile Club - North Country Trails
- Timber Riders ATV Club - Timber Trails
- Tri County Dirt Devil ATV Club - Tri County Dirt Devil Trails
- Northwoods Riders OHV Club - Wilton Trail NW

THEREFORE, BE IT RESOLVED, that Beltrami County agrees to act as the local sponsor for the application made by each club for funding with the State of Minnesota Grant in Aid System,

BE IT FURTHER RESOLVED, that Beltrami County agrees to sponsor said trails at no cost to the county for the period of July 1, 2023 to June 30, 2024 and the Beltrami County Auditor-Treasurer is authorized to serve as fiscal agent on behalf of the local unit of government.

Approved Joint Powers Agreement for the Minnesota Financial Crimes Task Force

The Board, by adoption of its Consent Agenda, approved the State of Minnesota Joint Powers Agreement to continue operation of the Financial Crimes Task Force, 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**

Job Evaluation Ratings

Human Resources Director, Linda Tran presented the job evaluation ratings for Elections Specialist, Communications Supervisor, Emergency Management Director/Public Information Officer and Lead Custodian:

The License and Elections Specialist position was revised to be 100 percent Elections. The ratings came back slightly higher but in the same paygrade 7. The Lead Custodian was submitted for review since it was a new position a couple of years ago. The rating came back slightly higher but in the same paygrade 4. Both of these positions are in the AFSCME Courthouse Union. We met with union representatives and they agree with the ratings.

The Communications Supervisor position was submitted to Baker Tilly for rating. The position came back rated as a Pay Grade 12 and is listed as an exempt Position.

The Emergency Management Director/Public Information Officer position was submitted for review to Baker Tilly. The position came back rated as a Pay Grade 12 and is listed as an exempt Position.

A motion was made by Commissioner Sumner, and seconded by Commissioner Gaasvig, to approve the Baker Tilly Job Evaluation Ratings for License and Elections Specialist at paygrade 7 and the Lead Custodian at paygrade 4 in the AFSCME Courthouse Union, the Communications Supervisor Position and the Emergency Management

Director/Public Information Officer Position in paygrade 12 and exempt. Unanimously carried.

**COMMISSIONERS' BUSINESS**

Legislative/Lobbying Issues & Commissioners' Reports

- Commissioner Gould gave a brief committee update
- Commissioner Sumner updated on several committees
- Commissioner Carlson updated on several committees
- Commissioner Gaasvig updated on several committees
- Commissioner Anderson gave a brief committee update

Review Upcoming Meeting Schedule

Next regular meeting of the County Board will be May 2, 2023, in the Board Room of the County Administration Building.

**MEETING ADJOURNMENT**

A motion to adjourn the Board meeting at 5:18 p.m. was made by Commissioner Sumner, seconded by Commissioner Carlson, and carried 4:1 vote with Commissioner Gould opposing.

\_\_\_\_\_  
Richard Anderson, Chair

\_\_\_\_\_  
Thomas H. Barry, County Administrator

**TRANSCRIPT OF THE PROCEEDINGS  
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS  
May 2, 2023**

The Beltrami County Board of Commissioners met in regular session on May 2, 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 5:04 p.m. Commissioners Craig Gaasvig, Joe Gould, Tim Sumner, and John Carlson were present.

**GENERAL COMMENTS - BOARD CHAIR**

None.

**CITIZENS ADDRESSING THE BOARD**

None.

**APPROVAL OF AGENDA**

The following item was removed from the Consent Agenda and added to the Regular Agenda:

- Approval of Beltrami Electric Cooperative Utility Easement

The following items were added to the Regular Agenda:

- Approval of FY24 Budget Process Changes
- Approval to Hire a Consulting firm for the HR Director Hiring Efforts

**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 Carlson, 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 April 18, 2023,



and the Minutes of the Board of Commissioners Regular Meeting held April 18, 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 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.

Approved Mobile Crisis Services Contract

The Board, by adoption of its Consent Agenda, approved the Contract with Sanford Health of Northern MN to provide Mobile Crisis Services for the term 1/1/2023 through 12/31/2023, as submitted.

Approved Bids for SAP 004-615-021

The Board, by adoption of its Consent Agenda, approved Bid award for project SAP 004-615-021, CSAH 15, to Reierson Construction, Inc. in the amount of \$2,949,063.37, as submitted.

Approved Bids for CP 004-023-002

The Board, by adoption of its Consent Agenda, approved Bid award for project CP 004-023-002, Dust Control, to Knife River, in the amount of \$637,560, as submitted.

Approved MN/DNR Boat & Water Grant Agreement & Resolution

The Board, by adoption of its Consent Agenda, approved the 2023 State of Minnesota Federal Boating Safety Supplemental Patrol Grant Agreement and Resolution:

WHEREAS, Beltrami County Sheriff's Office is responsible for patrolling and enforcing Minnesota state statutes and Beltrami County ordinances on Beltrami County lakes and waterways; and

WHEREAS, grant dollars are available to the Beltrami County Sheriff's Office to be reimbursed for Deputies wages for enforcing laws and patrolling the Lake and waterways from the Minnesota Department natural resources through the 2023 State of Minnesota Department of Natural Resources Federal Boating Safety Supplemental Patrol Grant; and

WHEREAS, this grant money is available from the Minnesota Department of Natural Resources through the grant application process.

WHEREAS, the Beltrami County Sheriff's office has successfully participated in this grant for several years in the past. NOW, THEREFORE, BE IT RESOLVED that County Board Chair Richard Anderson and County Administrator, Thomas Barry, or their successors, are hereby authorized to execute such agreements and amendments thereto, as are necessary to implement the project(s).

**REGULAR AGENDA**

HHS Housing Trust Fund

Social Services Division Director, Jeff Lind presented the plan from Health and Human Services for the management of the Homelessness Prevention Grant Funds received from the State.

Beltrami County Health and Human Services is requesting that the Beltrami County Board authorize the development of a Beltrami County Housing Trust Fund. This request includes the development of a County Ordinance authorizing said Trust Fund, and the development of an RFP to identify the Holder of the Trust. Once the Trust is established and is held by an organization, Beltrami County Health and Human Services would develop a process by which to access these funds.

These funds (\$710,746 in year one of a five-year allocation) were designated to the prevention of homelessness in children and young adults and their usage are outlined in the Homeless Prevention Aid Statute 4 77 A.30. Any usage of these funds will have to comply with the pertaining statute.

Usage of the funds would include at least one of the following, Rental Assistance/Housing case management. The Trust would also be developed to spur the development of additional low to moderate income/workforce housing stock, as well as other identified uses. Beltrami County is experiencing a significant housing shortage and the development of a Housing Trust Fund is seen as one option to spur the growth of housing stock in our County.

A motion was made by Commissioner Carlson, and seconded by Commissioner Sumner, to approve the development of a County Ordinance to direct the process of establishment of a Beltrami County Housing Trust Fund. Unanimously carried.

Taxpayer Services Division

Auditor-Treasurer, JoDee Treat reviewed the request for reorganization in the Auditor-Treasurer' Office:

A presentation was made to the Commissioners at the April 18, 2023 Work Session, that outlined the reorganization of the Auditor-Treasurer's Office. Prior to 2016 the Auditor-Treasurer's Office was made up of Real Estate & Tax Division, License Center Division and Finance.

The Real Estate & Tax Division and License Center Division were combined into one division with one Director. This combination is spreading the Director too thin. The move to revert back to the previous org chart will help restore balance between directors.

As directed by the Board, Linda Tran, Human Resources Director, reviewed the reorganization with Chris Capella of AFSCME Union and the Minnesota Bureau of Mediation Services. They are both in support of this move.

A motion was made by Commissioner Sumner, and seconded by Commissioner Gaasvig, to approve the separation of the Real Estate and Tax Division and the License Center Division back into two separate Divisions with two separate Division Directors. Unanimously carried.

#### NACo Public Lands Center

Administrator Barry reviewed the NACo Public Lands request:

The National Association of Counties (NACo) and the Western Interstate Region (WIR) have recently established the National Center for Public Lands Counties to create an enhanced opportunity to demonstrate how prosperous public lands counties create a prosperous America.

To finance this endeavor, NACo and WIR are looking for a voluntary investment of \$15 million over the next two years nationally. To that end, NACo and WIR are requesting a contribution of \$3,979 for Beltrami County over the next two years. This amount represents 1% of what the County receives.

A motion was made by Commissioner Sumner, and seconded by Commissioner Gould, to approve contribution of \$3,979 over the next two years to the National Center for Public Lands Counties. The motion was amended to include the funding source as LATCF dollars. Motion carried unanimously.

Approve Beltrami Electric Cooperative Utility Easement

A motion was made by Commissioner Carlson, and seconded by Commissioner Gould, to approve the Beltrami Electric Cooperative Easement across County tax-forfeited land and County Owned land on the Soo Line Grade, in Grant Valley Township. Carried 4:1 vote. Commissioner Gaasvig abstained.

FY24 Budget Process Changes

A motion was made by Commissioner Carlson, and seconded by Commissioner Gaasvig, to approve the budget process improvements as presented by Administrator Barry during the Work Session, and appoint Commissioners Carlson and Gould to the five member Budget Committee. Unanimously carried.

Approve Hire of Consultant for the HR Director Hiring Efforts

A motion was made by Commissioner Carlson, and seconded by Commissioner Sumner, to authorize Administrator Barry to hire the firm of DDA Human Resources, to help with the recruitment process to hire a Human Resources Director, with a not to exceed amount of \$8,500. Unanimously carried.

**COMMISSIONERS' BUSINESS**

Legislative/Lobbying Issues and Commissioners' Reports

- Commissioner Gould commented on the meeting with Governor's staff and also mentioned that it may be good to provide testimony during the legislative session review of the County's tax bills.
- Commissioner Sumner gave several committee updates.
- Commissioner Carlson commented on the airport conference
- Commissioner Gaasvig commented on several committee meetings and Planning Commission review of the Shoreland Ordinance
- Commissioner Anderson had no further comments

Review Upcoming Meeting Schedule

Next regular meeting of the County Board will be May 16, 2023, in the Board Room of the County Administration Building.

**MEETING ADJOURNMENT**

A motion to adjourn the Board meeting at 5:47 p.m. was made by Commissioner Sumner, seconded by Commissioner Gould, and unanimously carried.

---

Richard Anderson, Chair

---

Thomas H. Barry, County Administrator

**TRANSCRIPT OF THE PROCEEDINGS  
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS  
May 16, 2023**

The Beltrami County Board of Commissioners met in regular session on May 16, 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**

- Patricia Heart, resident on Pine Breeze Trail, Cass Lake MN, distributed fresh cut flowers and thanked the Board for all they do to serve the citizens of Beltrami County.

**APPROVAL OF AGENDA**

The following additions and corrections were made to the Agendas:

- Added to the Regular Agenda: COVID-19 Preparedness Plan
- Remove from the Consent Agenda: Approval of Roseau River 1W1P and Resolution

**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 Carlson, 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 May 2, 2023, and the Minutes of the Board of Commissioners Regular Meeting held May 2, 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 Targeted Case Management Video Visit Policy

The Board, by adoption of its Consent Agenda, approved the Beltrami County Interactive Video Policy for targeted case management services, 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**

Local 49 Letter of Understanding Update

Human Resources Director, Linda Tran introduced an updated Letter of Understanding (LOU) with Local 49 allowing current Maintenance Worker II (M2) positions to move to Maintenance Worker III (M3) positions upon consistently performing the duties of a M3 and adding an additional piece of equipment and updating when a M2 is eligible for out of class pay for operating M3 equipment.

A motion was made by Commissioner Carlson, and seconded by Commissioner Gould, to approve the updated Letter of Understanding with Local 49 concerning the requirements to progress from a Maintenance Worker II (M2) to a Maintenance Worker III (M3). Unanimously carried.

COVID-19 Preparedness Plan

A motion was made by Commissioner Carlson, and seconded by Commissioner Gaasvig to sunset in its entirety, the County COVID-19 Preparedness Plan and Programs that were put into place to

address the COVID-19 pandemic, including the removal of all temporary sneeze guards and other markings.

During discussion, Commissioner Gould inquired about the County's work from home and sick leave policies. After discussion, the motion was unanimously carried.

### **COMMISSIONERS' BUSINESS**

#### **Legislative/Lobbying Issues & Commissioners' Reports**

- Commissioner Gould reported on the BiCAP Board meeting and the need for Board Members.

#### **Review Upcoming Meeting Schedule**

Next regular meeting of the County Board will be June 6, 2023, in the Board Room of the County Administration Building.

### **MEETING ADJOURNMENT**

A motion to adjourn the Board meeting at 5:14 p.m. was made by Commissioner Sumner, seconded by Commissioner Gould, and unanimously carried.

---

Richard Anderson, Chair

---

Thomas H. Barry, County Administrator

**TRANSCRIPT OF THE PROCEEDINGS  
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS  
June 6, 2023**

The Beltrami County Board of Commissioners met in regular session on June 6, 2023, at the County Board Room, County Administration Building, Bemidji, Minnesota.

**CALL TO ORDER, ROLL CALL AND PLEDGE OF ALLEGIANCE**

Vice Chair, John Carlson called the meeting to order at 5:00 p.m. Commissioners Craig Gaasvig, Joe Gould, and Tim Sumner, were present. Commissioner Richard Anderson was absent.

**GENERAL COMMENTS - BOARD CHAIR**

Commissioner Carlson addressed the audience with comments regarding the process taken for the jail site selection. Mr. Carlson referenced the presentation that was given by Administrator Barry during the May 30 Special Meeting and also pointed out that copies are available today or on the website.

**CITIZENS ADDRESSING THE BOARD**

- Alyssa Carlson - resident on 15<sup>th</sup> Steet. Requesting revisitation of the purchase of the Wiebolt property. Ms Carlson cited many concerns around the process, criteria, guidelines, appropriateness and lack of citizen involvement.
- Sofie Shuver - resident on 20<sup>th</sup> Street. Does not think a jail in that location is safe for the neighborhood children.
- Douglas Leif - resident on 18<sup>th</sup> Street. Concurred with Ms. Carlson, and added location along hwy 2 is a mistake. As well as the water treatment campus on Lake Irvine is a mistake. Not a good use of LOST, just like Sanford Center was not.
- Richard Lehmann - resident on Irvingside Lane. Parcels for consideration had to be in City limits, however other parcels have been annexed for projects, such as the Gene Dillon School.
- Jim Parish - Resident on South Lake Irvine Drive. Suggested a site location around the current government buildings would be more suitable. Proposed using eminent domain and keep it all down town.
- Becky Livermore - resident on Lincoln Log Lane. Very concerned as to why Commissioner Anderson, who's district this site is in, is not present, nor was he present for meeting where the vote was made.
- Jim Richie - resident on Otterpoint Lane. (statement read by James Dodd). Owns property near site. Would never buy property



so over priced, or sign papers with no building permit, very irresponsible. Request Board to choose a different location.

- Christian Burcinski - resident on Jefferson Ave. This is a residential area that, by accident, has commercial properties. Puts everyone at risk. Please reconsider. Their Commissioner representative is not present. Not acceptable.
- Laura Schmeling - resident on Wee Gwaus Dr. Referred to incident at the jail where damage to property occurred. Plummeting property values.
- Christian Taylor Johnson - resident on Lakeshore Dr. Over priced land. Very concerned over policing of minority groups. Poor communication. Opposed to location.
- Trista Richie - resident on Harrison Court. Everyone in this residential area would be in danger.
- Sharon Schimke - resident on Harrison Court. Value of her home will be affected. Do not want this across the street from her home. Downtown would be perfect.
- Tim Mrazek - resident on South Lake Irvine Dr. Hearing of the decision on the radio was not the way the process should have gone.
- Emelie Rivera - resident on 17 Street. Asked many questions regarding the County's mission, values, process and consideration requirements. This plan does not seem like the best fit.
- Missy Dodds - resident on Wee Gwaus Dr. Spoke in opposition of having the jail in her neighborhood and of the purpose and goals of the jail.
- Oliver Carlson - resident on 15<sup>th</sup> Street. Concerned for himself and his brother as they are home alone alot and live in the neighborhood.

### **APPROVAL OF AGENDA**

No additions or corrections were made to the agendas.

### **GENERAL BUSINESS**

#### Approved Agenda and Amendments

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

#### Approved Consent Agenda

A motion to approve the Consent Agenda was made by Commissioner Gaasvig, 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 March 7, 2023, and the Minutes of the Board of Commissioners Regular Meeting held March 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 Tobacco License Application

The Board, by adoption of its Consent Agenda, approved the Tobacco License for Horizon Warehouse Liquors, Inc. as submitted.

Approved Data Practices Guidelines and Procedures

The Board, by adoption of its Consent Agenda, approved the updates to the Beltrami County Data Practices Guidelines and Procedures Policy.

Approved the Clearwater River One Watershed One Plan

The Board, by adoption of its Consent Agenda, approved the Resolution to adopt and implement the Clearwater River Comprehensive Watershed Management Plan:

Whereas, Beltrami County has been notified by the Minnesota Board of Water and Soil Resources that the Clearwater River Comprehensive Watershed Management Plan has been approved according to Minnesota Statutes §103B.801:

Now; Therefore, Be it Resolved, Beltrami County hereby adopts and will begin implementation of the approved Comprehensive Watershed Management Plan for the area of the county identified within the Plan.

Approved the Roseau River One Watershed One Plan

The Board, by adoption of its Consent Agenda, approved the Resolution to adopt and implement the Roseau River Comprehensive Watershed Management Plan:

Whereas, Beltrami County has been notified by the Minnesota Board of Water and Soil Resources that the Roseau River Comprehensive

Watershed Management Plan has been approved according to Minnesota Statutes §103B.801:

Now; Therefore, Be it Resolved, Beltrami County hereby adopts and will begin implementation of the approved Comprehensive Watershed Management Plan for the area of the county identified within the Plan.

Approved the Rainy Rapid River One Watershed One Plan

The Board, by adoption of its Consent Agenda, approved the Resolution to adopt and implement the Rainy Rapid River Comprehensive Watershed Management Plan:

Whereas, Beltrami County has been notified by the Minnesota Board of Water and Soil Resources that the Rainy-Rapid Comprehensive Watershed Management Plan has been approved according to Minnesota Statutes §103B.801:

Now; Therefore, Be it Resolved, Beltrami County hereby adopts and will begin implementation of the approved Comprehensive Watershed Management Plan for the area of the county identified within the Plan.

Approved Sale of Tax-Forfeited Parcel to the City of Blackduck

The Board, by adoption of its Consent Agenda, approved the Resolution to sell a tax-forfeited parcel to the City of Blackduck at fair market value:

The Board, by adoption of its consent agenda, approves the Natural Resource Management Department recommendation for the City of Blackduck to purchase a platted tax-forfeited parcel within its city limits.

**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 has been reviewed by the Beltrami County Board of Commissioners and classified as non-conservation land on January 3, 2023 as provided for in Minnesota Statutes 282.01;

**WHEREAS**, said parcel of land has been reviewed by the Beltrami County Land Review Committee and the Minnesota Department of Natural Resources and approved for sale;

**WHEREAS**, said parcel does not meet the minimum requirements for residential development required of the city of Blackduck Zoning Ordinance;

**WHEREAS**, the marketability and ability to sell this parcel at public auction is very limited;

**WHEREAS**, Minnesota Statutes, Section 282.01 provides for a governmental subdivision to acquire tax-forfeited lands at fair market value;

**NOW THEREFORE, BE IT RESOLVED**, Beltrami County authorizes and approves the sale of the following parcel of land to the City of Blackduck at fair market value.

Parcel ID:	Legal Description	Requestor	Acres	Estimated Fair Market Value	Purpose for Conveyance
81.00011.01	<p>THAT PART OF GOVERNMENT LOT 4 LYING E OF PLAT OF BLACKDUCK &amp; S OF MARGARET AVE NE, LESS THE TRACT OF LAND HERETOFORE CONVEYED TO THE VILLAGE OF BLACKDUCK FOR STREET PURPOSES AND LESS SOUTH 200 FEET</p> <p>Sec Twp Rge 07 149 30</p>	City of Blackduck	0.06	\$300.00	Right-of Way; Highest and best use for the City of Blackduck to own

Approved Renewal of Joint Powers Agreement with DOC Work Release Agreement

The Board, by adoption of its Consent Agenda, approved the renewal of the Joint Powers Agreement with the Department of Corrections (DOC) Work Release Agreement FY24, as submitted.

Approved Resolution for Appointment of Community Health Board Administrator

The Board, by adoption of its Consent Agenda, approved the Resolution to appoint Amy Bowles as the Community Health Board Administrator:

The Beltrami County Community Health Board, here after referred to as the Board, by virtue of its authority under Minnesota Statues 145A and by this Resolution of the Board adopted at a scheduled meeting of the Beltrami County Board on June 6, 2023, hereby appoints and

authorizes the following person(s) to act on the Board's behalf effective June 6, 2023, and bind the Board for the following purpose(s):

A. To serve as the Community Health Services Administrator and the Board's agent according to Minnesota Statute 145A.04, Subd. 2, in communicating with the Commissioner of Health between Board meetings, including receiving information from the Commissioner and disseminating that information to the Board, as well as providing information to the Commissioner on the Board's behalf.

Name: Amy Bowles, RN BSN MSN, CHS Administrator  
Address: 616 America Avenue NW, Suite 330, Bemidji, MN 56601  
E-mail: amy.bowles@co.beltrami.mn.us

B. To sign and submit to the Commissioner the required components of the Local Public Health Act including identification of local priorities, progress reports and budgets according to Minnesota Statute 145A.04, Subd.1a.  
Name: Amy Bowles

C. To submit grant applications, sign and execute contracts on behalf of the Board for funding opportunities administered by the Minnesota Department of Health and other entities.  
Submit applications - Name: Amy Bowles  
Sign and Execute Contracts - Name: Richard Anderson, Beltrami County Board Chair (changes annually)

D. To review, approve and submit invoices on behalf of the Board for activities for funding opportunities administered by the Minnesota Department of Health and other entities.  
Name: Amy Bowles

This resolution authorizes the above referenced appointees to act on behalf of and bind the Board to the extent and for the purposes indicated in this resolution.

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**

Out of State Travel

Public Health Director, Amy Bowles is requesting permission to attend the Rural Community Health Connections Summit for community-based programs, in Washington DC July 12-14, 2023. There is no budget impact to the County, as it is covered by a Sanford Grant.

A motion was made by Commissioner Sumner, and seconded by Commissioner Gould. to approve out-of-state travel for Amy Bowles, Public Health Director, to attend the 2023 Rural Community Health Connections Summit in Washington D.C. July 12-14, 2023. Unanimously carried.

Job Evaluation Ratings

Human Resource Director, Linda Tran, presented the job evaluation rating for the Bailiff 1 - Court Security Lead as rated by Baker Tilly, at Pay Grade 6 and non-exempt. Also agreed to by the AFSCME Union. Request is also to include retroactive pay to January 1, 2023.

A motion was made by Commissioner Gaasvig, and seconded by Commissioner Sumner, to approve the Bailiff I- Court Security Lead Position at pay grade 6, non-exempt, retroactive to January 1, 2023. Unanimously carried.

**COMMISSIONERS' BUSINESS**

Legislative/Lobbying Issues & Commissioners' Reports

- Commissioner Gould reviewed several committee assignments
- Commissioner Sumner gave committee updates and upcoming AMC meeting reminder
- Commissioner Gaasvig reviewed several committee assignments
- Commissioner Carlson reviewed several committee assignments

Review Upcoming Meeting Schedule

Next regular meeting of the County Board will be June 20, 2023, in the Board Room of the County Administration Building.

**MEETING ADJOURNMENT**

A motion to adjourn the Board meeting at 6:01 p.m. was made by Commissioner Sumner seconded by Commissioner Gaasvig and unanimously carried.

---

John Carlson, Vice-Chair

---

Thomas H. Barry, County Administrator

**TRANSCRIPT OF THE PROCEEDINGS  
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS  
June 20, 2023**

The Beltrami County Board of Commissioners met in regular session on June 20, 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 5:06 p.m. Commissioners Craig Gaasvig, Joe Gould, Tim Sumner, and John Carlson were present.

**GENERAL COMMENTS - BOARD CHAIR**

None.

**CITIZENS ADDRESSING THE BOARD**

- Patricia Heart - resident on Pine Breeze Trail. Addressed the audience, thanking them for attending and encouraging them to come to more meetings.

**APPROVAL OF AGENDA**

The following item was moved from the Regular Agenda to the Consent:

- Approval of Community Service Center - Family Health Remodel

The Regular Agenda was re-organized to put the Public Hearing last.

**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 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 June 6, 2023, and the Minutes of the Board of Commissioners Regular Meeting held June 6, 2023, minutes for the Special Board Meetings held May 24, 2023 and May 31, 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 Commissioner Warrant bills, as submitted.

Approved Final Plat for South Ridge Estates

The Board, by adoption of its Consent Agenda, approved the final plat for South Ridge Estates, located in Bemidji Township, as submitted.

Approved Resolution to Transfer Municipal Construction Funds to Regular Construction Account

The Board, by adoption of its Consent Agenda, approved Resolution to transfer municipal construction funds to the regular construction account:

WHEREAS, Minnesota Statute 162.08, Subd 4 (d), provides that accumulated balances in excess of two years of municipal account apportionments may be spent on projects located outside of municipalities under 5000 population when approved solely by resolution of the county board.

NOW, THEREFORE, BE IT RESOLVED, that the Commissioner of Transportation transfer all funds in excess of two years apportionment into the Regular Construction Account.

Approved Highway Department Easement to Cross Tax-Forfeited Land

The Board, by adoption of its Consent Agenda, approved an easement to cross tax-forfeited land to the Beltrami County Highway Department for potential highway purposes on CSAH 14, in the City of Wilton, as submitted.

Approved Resolution to Sell a Tax-Forfeited Parcel to the County Highway Department

The Board, by adoption of its consent agenda, approves the Beltrami County Land Review Committee recommendation and Resolution, for the Beltrami County Highway Department, a governmental subdivision, to purchase a platted tax-forfeited parcel.

**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 has been reviewed by the Beltrami County Board of Commissioners and classified as non-conservation land on January 3, 2023 as provided for in Minnesota Statutes 282.01;

**WHEREAS**, said parcel of land has been reviewed by the Beltrami County Land Review Committee, City of Tenstrike, and the Minnesota Department of Natural Resources and approved for sale;

**WHEREAS**, a governmental subdivision may acquire tax-forfeited land for an authorized public use: a right-of-way for a road;

**WHEREAS**, Minnesota Statutes, Section 282.01 provides for a governmental subdivision to acquire tax-forfeited lands at fair market value;

**WHEREAS**, in addition to the payment of \$1,100.00 estimated value, the Beltrami County Highway Department agrees to clean up the parcel, at their cost, by November 1, 2023.

**NOW THEREFORE, BE IT RESOLVED**, Beltrami County authorizes and approves the sale of the following parcel of land to the Beltrami County Highway Department at fair market value.

Parcel ID:	Legal Description	Requestor	Acres	Estimated Fair Market Value	Purpose for Conveyance
85.00122.00	NORTH 300 FEET OF EAST 145 FEET OF NW ¼ OF NE ¼ Sec Twp Rge 12 148N 32W	Beltrami County Highway Department	1.00	\$1,325.51	Right-of Way for a road

Approved Resolution for Tax-Forfeited Land Sale Auction August 17, 2023

The Board, by adoption of its Consent Agenda, approved the Resolution for auction of tax-forfeited parcels on August 17, 2023:

**WHEREAS**, Minnesota Statutes 282.01 to 282.12, 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 and sale have been reviewed by the Town Board of the town or 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 will provide appraisal of such lands as

provided by law, and a list of such lands will be filed with the County Auditor for the purpose of offering such lands for sale at not less than their appraised value; and,

**WHEREAS**, All parcels have been reviewed by the Beltrami County Board of Commissioners and classified as non-conservation lands by resolution on January 3, 2023 as provided for in Minnesota Statutes 282.01;

**WHEREAS**, Said parcels have been reviewed for sale by the Minnesota Department of Natural Resources and the respective townships and cities,

**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**, These parcels shall be sold on the following terms, to-wit: That all sales less than \$25,000 shall be paid in full in cash by 4:30 pm on Tuesday August 22, 2023. Parcels with a bid up value of \$25,000 or greater shall be sold on the following terms, to-wit: submission of 1% of the final sale amount as a bid guarantee by 4:30 pm on Tuesday August 22, 2023 and, that all sales shall be paid in full in cash by 4:30 pm on September 18, 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 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.

**BE IT FURTHER RESOLVED**, That all purchasers of land shall pay 3 percent surcharge of the total sale price to be paid Minnesota Management and Budget, 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 lands to be given by publication in the official newspaper of the County, as provided by law, that the County Auditor of Beltrami County offer such parcels of land for sale in the order in which they appear in said notice of sale and that such sales to be to the highest bidder, but not for less than the appraised value and that such sale of two of the parcels shall be held at a public oral auction on **August 17, 2023 at 10:00 a.m. at the Beltrami County Board Room, County Administration Building, 701 Minnesota Ave. NW, Bemidji, MN 56601** and the sale of three of the parcels will be via private sealed bid auction on August 17, 2023 at 1:00 pm at the Beltrami County Natural Resource Management Department, 701 Minnesota Ave. NW, Suite 234, Bemidji, MN 56601.

Parcel #	Tax-Forfeited Legal Description	Township	Appraised Value
<b>34.00506.00</b>  <b>Private Sealed Bid Auction</b>	PEARL'S SUBDIVISION PART OF OUTLOT D WHICH LIES E OF THE W LINE OF LOT 11 PROJECTED TO N'RLY BDRY LINE OF PLAT & WHICH LIES W OF E LINE OF W1/2 OF NE1/4 OF SW1/4 PROJECTED S'RLY ACROSS OUTLOT D TO S LINE THEREOF & WHICH LIES S'RLY OF S R/W OF CSAH 22 AS RELOCATED IN 1975  Sec Twp Rng 30 148 32	Port Hope Township  Forfeited: 11-29-2022  Map acres: 0.41	Before assessments: \$0.00  Est. Market Value: \$3,300.00  After assessments: \$0.00  <b>Min. Bid Price: \$3,300.00</b>
<b>49.00535.00</b>  <b>Private Sealed Bid Auction</b>	ALVERAYNE SUBDIVISION LOT-001 BLOCK-004 LESS THAT PART LYING E OF CENTERLINE OF 1ST ST IN 1ST ADDITION TO LOU-RAYNE BEACH SUBDIVISION EXTENDED N'RLY  Sec Twp Rng 17 154 30	Waskish Township  Forfeited: 11-29-2022  Map acres: 0.12	Before assessments: \$0.00  Est. Market Value: \$1,400.00  After assessments: \$0.00  <b>Min. Bid Price: \$1,400.00</b>
<b>80.02690.00</b>  <b>Public Oral Auction</b>	LOTS 3 THROUGH 15 BLOCK 10 SECOND MILL ADDITION  Sec Twp Rng 16 146 33	City of Bemidji  Forfeited: 10-31-1990  Map acres: 1.00	Before assessments: \$0.00  Est. Market Value: \$15,300.00  After assessments: \$0.00

<p><b>80.06763.00</b></p> <p><b>Private Sealed Bid Auction</b></p>	<p>AUDITOR'S PLAT NO 15 LOT-010 A TRACT IN LOT 10 DESCRIBED AS FOLLOWS: BEGINNING AT THE MOST W'RLY POINT ON THE SOUTH LINE OF LOT 9 RUNNING THENCE NE'RLY ALONG THE WEST LINE OF LOT 9 AND SAID LINE EXTENDED 100 FEET TO AN IRON MARKER IN LOT 10, WHICH IS THE POINT OF BEGINNING, THENCE NE'RLY TO A POINT ON THE NORTH LINE OF LOT 10 WHICH IS 264.4 FEET W'RLY FROM THE NE CORNER THEREOF, THENCE W'RLY ALONG THE NORTH LINE OF LOT 10 TO THE NW CORNER THEREOF, THENCE S'RLY ALONG THE WEST LINE OF LOT 10 TO THE SW CORNER THEREOF, THENCE W'RLY ALONG THE SOUTH LINE OF LOT 10 TO THE NW'RLY CORNER OF LOT 9, THENCE NE'RLY TO THE POINT OF BEGINNING, LESS THAT PART OF LOTS 7 AND 10, AUDITOR'S PLAT NO. 15 DESCRIBED AS FOLLOWS: BEGINNING AT A POINT ON THE E'RLY BOUNDRY LINE OF SAID LOT 7 WHICH POINT IS 10 FEET SW'RLY OF THE POINT OF INTERSECTION OF THE COMMON BOUNDRY LINE OF LOTS 8 AND 9 WITH SAID LOT 7; THENCE RUNNING NE'RLY FOR A DISTANCE OF 110 FEET ALONG THE E'RLY BOUNDRY LINE OF SAID LOT 7 AND SAID E'RLY BOUNDRY LINE EXTENDED; THENCE RUNNING N'RLY ALONG A LINE RUN TO A POINT ON THE NORTH BOUNDRY LINE OF SAID LOT 10 WHICH POINT IS 264.4 FEET WEST OF THE NE CORNER OF SAID LOT 10, RUNNING IN SAID N'RLY DIRECTION FOR A DISTANCE OF 142.8 FEET, MORE OR LESS, TO A POINT WHICH IS 24 FEET SOUTH OF THE NORTH BOUNDRY LINE OF SAID LOT 10; RUNNING THENCE WEST ALONG A LINE PARALELL TO AND DISTANT 24 FEET FROM THE NORTH LINE OF SAID LOT 10 TO THE INTERSECTION WITH THE WEST BOUNDRY LINE OF SAID LOT 10 AND THE INTERSECTION WITH THE SE CORNER OF LOT 6, AUDITOR'S PLAT NO. 15; THENCE CONTINUE WEST ALONG THE SOUTH BOUNDRY LINE OF LOT 6, AUDITOR'S PLAT NO. 15 (WHICH IS ALSO THE NORTH BOUNDRY OF SAID LOT 7) FOR A DISTANCE OF 25 FEET; THENCE DEFLECT TO THE LEFT AT AN ANGLE OF 90 DEGREES 43 MINUTES AND RUN S'RLY FOR A DISTANCE OF 176 FEET; THENCE RUNNING SE'RLY IN A STRAIGHT LINE TO THE POINT OF BEGINNING</p> <p>Sec Twp Rng 33 147 33</p>	<p>City of Bemidji</p> <p>Forfeited: 11-29-2022</p> <p>Map acres: 0.11</p>	<p><b>Min. Bid Price: \$6,000.00</b></p> <p>Before assessments: \$0.00</p> <p>Est. Market Value: \$2,700.00</p> <p>After assessments: \$0.00</p> <p><b>Min. Bid Price: \$600.00</b></p>
<p><b>87.00128.00</b></p> <p><b>Public Oral Auction</b></p>	<p>WILTON LOT-001 BLOCK-010 &amp; LOTS 2 – 6, BLOCK 10 LESS CO HWY R/W</p> <p>Sec Twp Rng 33 147 34</p>	<p>City of Wilton</p> <p>Forfeited: 11-29-2022</p> <p>Map acres: 2.43</p>	<p>Before assessments: \$0.00</p> <p>Est. Market Value: \$48,800.00</p> <p>After assessments: \$0.00</p> <p><b>Min. Bid Price: \$48,800.00</b></p>

Approved Resolution for Sale of County Owned Parcel at Auction August 17, 2023

The Board, by adoption of its Consent Agenda, approved the Resolution for auction of a Beltrami County owned parcel on August 17, 2023:

**WHEREAS**, Minnesota Statute 373.01 Subdivision 1, provides for the sale of such lands owned by the County and have been reviewed by the Town Board of the town or 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 will provide appraisal of such lands as provided by law, and a list of such lands will be filed with the County Auditor for the purpose of offering such lands for sale at not less than their appraised value; and,

**WHEREAS**, All parcels have been reviewed by the Beltrami County Board of Commissioners;

**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 all sales with a bid up value of \$25,000 or greater shall be sold on the following terms, to-wit: submission of 1% of the final sale amount as a bid guarantee by 4:30 pm on Tuesday August 22, 2023 and, that all sales shall be paid in full in cash by 4:30 pm on September 18, 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 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.

**BE IT FURTHER RESOLVED**, That all purchasers of land shall pay 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 in no case shall lands be disposed of without there being reserved to the county all iron ore and other valuable minerals in and upon the lands, with right to explore for, mine and remove the iron ore and other valuable minerals, nor shall the minerals and mineral rights be disposed of, either before or after disposition of the surface rights, otherwise than by mining lease, in similar general form to that provided by section [93.20](#) for mining leases affecting state lands. The lease shall be for a term not exceeding 50 years, and be issued on a royalty basis, the royalty to be not less than 25 cents per ton of 2,240 pounds, and fix a minimum amount of royalty payable during each year, whether mineral is removed or not. Prospecting options for mining leases may be granted for periods not exceeding one year. The options shall require, among other things, periodical showings to the county board of the results of exploration work done.

**BE IT FURTHER RESOLVED,** That a notice of sale of such land to be given by publication in the official newspaper of the County, as provided by law, that the County Auditor of Beltrami County offer such parcel of land for sale in the order in which they appear in said notice of sale and that such sale to be to the highest bidder, but not for less than the appraised value and that such sale shall be held at a public oral auction on **August 17, 2023 at 10:00 a.m. at the Beltrami County Board Room, County Administration Building, 701 Minnesota Ave. NW, Bemidji, MN 56601.**

Parcel #	Legal Description	Township	Appraised Value
51.00075.00	THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER AND THE SOUTH HALF OF THE NORTHWEST QUARTER Sec Twp Rng 13 152 31	Woodrow Township  Purchased: 12-12-1936  Map acres: 121.18	Before assessments: \$0.00  Est. Market Value: \$104,400.00 After assessments: \$0.00  <b>Min. Bid Price: \$99,000.00</b>

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.

Community Service Center Building - Family Health Remodel

The Board, by adoption of its Consent Agenda, approved the Community Service Center Building, Family Health Remodel Project, with a not to exceed budget of \$621,000 and award the bid of \$556,308 to Construction Engineers, as presented.

**REGULAR AGENDA**

Development of Housing Fund Trust

Health & Human Services Director, Anne Lindseth and Social Services Director Jeff Lind, presented and answered questions about the Draft Housing Trust Fund Ordinance and the Draft RFP to secure an entity to manage the Beltrami County Housing Trust Fund dollars at the Work Session.

A motion was made by Commissioner Sumner and seconded by Commissioner Gould to approve the Draft Housing Trust Fund Ordinance as written and submitted.

A motion was made by Commissioner Carlson, and seconded by Commissioner Gould, to approve and release the RFP to secure an entity to manage the Beltrami County Housing Trust Fund dollars.

Public Hearing - Jail Project Location

Board Chair, Richard Anderson addressed the audience with the process and procedure for the public hearing, with question and answer and Sheriff's Office staff on hand to provide clarification as well.

Administrator Tom Barry presented a PowerPoint overview summarizing the jail project site selection process and procedures to date, to arrive at the selection of the Wiebolt Property.

Chairman Richard Anderson opened the public hearing at 5:27 pm.

- Misty Bray, resident on Beltrami Ave. spoke multiple times about the inappropriateness of a jail in this neighborhood. Requested legal reference as to jail location being in city limits. (State Statue was provided).
- Alyssa Carlson - resident on 15<sup>th</sup> Street, suggested forming a citizen partnership for site selection and addressed the Board multiple times.
- Rochelle Johnson - opposed to jail location, not only for the residents of the neighborhood but also for access to services and resources for inmates and those released from jail.
- Richard Lehmann - resident on Irvingside Lane. Asked the Board to reconsider location, and later stated in favor of keeping the location downtown.
- Scott Williams - resident on Jefferson Ave. opposed jail location.

**Meeting recessed at 6:00 pm to conduct Board of Appeal & Equalization Meeting**

Re-convened the Public Hearing at 6:18 pm

- James Ravnikar - resident on Robin Lane NW. asked the Board to reconsider jail location.
- Noemi Aylesworth - neighborhood resident. asked the Board to reconsider the location.
- Becky Livermore - resident on Lincoln Log Lane. Please disqualify this property as a potential jail location.
- Jim Richie (read by Missy Dodd) - resident on Otterpoint Lane. Stated that the Planning and Zoning Board has given their word they will not approve zoning for this location.
- James Parish - resident on South Lake Irvine Drive. Property values will be adversely affected. Used eminent domain at the downtown campus location.
- Tim Mrazek - resident on South Lake Irvine Drive. Opposed to Wiebolt Property location.
- Tim Cooper - resident on Robin Lane. Asked what will happen to the old jail?
- Mary Schoenfeld - resident on Thomas Road. Stated the Wiebolt Property and this neighborhood is not a place for a jail.
- Christie Anderson - resident on South Lake Irving Drive. spoke to concerns for neighborhood safety for children. Please reconsider location.



- Lyndi Odegard - resident from Lake Marquette. Consider residents of out of town vs a downtown location.
- Tom Lander - resident on South Lake Irving Drive. Consider loss of taxes on property and adjacent properties.
- Tom Sykora - resident on South Lake Irving Drive. Please consider other locations.
- Missy Dodd - resident on Wee Gwaus Dr. requested documentation, credentials and proof of qualifications to make these decisions.
- Georgia Erdmann - resident on South Lake Irving Drive. Stated a lack of communication and notification. What services are provided.
- Robert Mabe - resident on Harrison Court. Wiebolt location is inappropriate.
- Teresa McGuire - resident on South Lake Irving Drive. Should be focused on preserving neighborhoods like this one.
- James Dodd - resident on Wee Gwaus Dr. presented a petition signed by 300 (so far) stating opposition to the wiebolt location.
- Scott Williams - pointed out that only adjacent properties were evaluated in the site selection process.

At this time Administrator Barry pointed out, and displayed, the County Website and how to find the Jail Project information.

Question was asked if any county owned property was looked at. The answer was yes.

Chairman Richard Anderson closed the public hearing at 8:11 p.m.

**COMMISSIONERS' BUSINESS**

Legislative/Lobbying Issues

None.

Commissioners' Reports

None.

Review Upcoming Meeting Schedule

Next regular meeting of the County Board will be July 11, 2023, in the Board Room of the County Administration Building.

**MEETING ADJOURNMENT**

A motion to adjourn the Board meeting at 8:12 p.m. was made by Commissioner Carlson, seconded by Commissioner Sumner and unanimously carried.

---

Richard Anderson, Chair

---

Thomas H. Barry, County Administrator

**MINUTES OF THE PROCEEDINGS  
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS  
July 11, 2023**

The Beltrami County Board of Commissioners met in regular session on July 11, 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 5:04 p.m. Commissioners Craig Gaasvig, Joe Gould, Tim Sumner, and John Carlson were present.

**GENERAL COMMENTS - BOARD CHAIR**

**CITIZENS ADDRESSING THE BOARD**

- Rod Skoe, resident on Birchmont Beach Road presented a letter and addressed the Board concerning the future road project for CSAH 20 (Birchmont Beach Road). Mr. Skoe's primary concern, as a resident on that road is regarding the traffic and increased risk to public safety in a small, residential area.
- Dan Dekrey, resident on Birchmont Beach Road also spoke with concerns around safety and traffic volumes and types of traffic not appropriate to the area.
- Randy Ruttger, resident on Birchmont Beach Road also spoke to the dramatic increase to traffic already due to the road construction further down the road. He suggested an alternate route (Sumac Road) for through traffic.

**APPROVAL OF AGENDA**

The following additions and corrections were made to the Agendas:  
Remove from the Work Agenda and add to the Regular Agenda:

- Clearwater River Restoration & Enhancement Project
- CAD/RMS & Mobile Data Agreement
- Proposed Amendments to Ordinance #47
- Administrator's Report

Remove from the Consent Agenda:

- Approval of Resolution in Support of Clearwater River Restoration and Enhancement Project
- CAD/RMS & Mobile Data Agreement

**GENERAL BUSINESS**

Approved Agenda and Amendments

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

Approved Consent Agenda

A motion to approve the Consent Agenda was made by Commissioner Carlson, 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 June 20, 2023, and the Minutes of the Board of Commissioners Regular Meeting held June 20, 2023, as submitted. Minutes of the Special Board Meeting held June 28, 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 Commissioner Warrant bills, as submitted.

Approved Resolution to Enroll Deputy Hendricks in PERA Police and Fire Plan

The Board, by adoption of its Consent Agenda, approved the Resolution to enroll Deputy Hendricks in 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, Permanent Part-time Court Deputy, currently held by Tyler Hendricks, 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 Resolution to Enroll Deputy Schueller in PERA Police and Fire Plan

The Board, by adoption of its Consent Agenda, approved the Resolution to enroll Deputy Schueller in 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, Permanent Part-time Court Deputy, currently held by Joshua Schueller, 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 Mental Health Initiative MOU

The Board, by adoption of its Consent Agenda, approved the Region 2 Adult Mental Health Initiative Partner Memorandum of Understanding, effective Jul 1, 2023, 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**

Public Hearing: Housing Trust Fund Ordinance

A motion was made by Commissioner Sumner and seconded by Commissioner Gaasvig to Open the Public Hearing. Carried Unanimously.

Kay Mack, resident on Carr Lake Road and member of the Battered Women's Shelter Board suggested some language be included in the Ordinance to allow for transitional housing projects to be eligible for funding through the Housing Trust Fund. Specifically:

- Section 2.1
  - Add: "or transitional shelter" to the definition
- Section 4.2 Trust Fund Distributions
  - Add after ...creation of Assisted Units "and transitional shelters".

At 5:38 pm a motion was made by Commissioner Gould and seconded by Commissioner Sumner to close the public hearing.

A motion was made by Commissioner Sumner and seconded by Commissioner Carlson to approve the Housing Trust Fund Ordinance with the two changes suggested to include "transitional shelters" in Sections 2.1 and 4.2. Unanimously carried.

#### Clearwater River Restoration & Enhancement Project

Environmental Services Director, Brent Rud informed the Board that the proposed project was not approved by Buzzle Township and therefore, will not proceed. The County will not be seeking a resolution of support and all unused grant funding will be returned.

#### CAD/RMS and Mobile Data Agreement

Sheriff Riggs updated the Board on the Agreement that was drafted between the Beltrami County Sheriff's Office and the Bemidji Police Department around CAD/RMS and Mobile Data systems, process and procedure. The agreement is in line with what is currently being practiced and is in alignment with both organizations. The City of Bemidji has already approved the Agreement.

A motion was made by Commissioner Carlson and seconded by Commissioner Gassvig to approve the CAD/RMS and Mobile Data Agreement between the Beltrami Sheriff's Office and the Bemidji Police Department, as submitted. Unanimously carried.

#### Proposed Amendments to Ordinance #47

Natural Resource Management Director, Richard Moore, stated that the Developed County Parks and Recreation Areas has not been updated in six years. At this time, there are two issues that can be addressed with an update to this Ordinance.

1. Concerns at the Grant Creek Horse Camp around ATV and Dirt Bike activity
2. Concerns at the Wilton Hill Recreation Area around garbage dumping and debris

First step in updating the Ordinance will be to set a Public Hearing Date for citizen input. Suggested dates would be August 1 or 15.

A motion was made by Commissioner Carlson and seconded by Commissioner Gaasvig to set a Public Hearing Date of August 1, 2023 for the proposed changes to Ordinance #47 - Developed County Parks and Recreation Areas. Unanimously carried.

#### Administrator's Report

- Jail Project Update
  - Many issues/details being worked on and another update will be provided at the July 18 Board Meeting
- Red Pine Estates Eviction
  - Update on status & current activities
- HR Director Update
  - New Director to start August 1
- Doing more for staff
  - Health & Wellness Expo
  - Food Trucks
  - Employee Appreciation Celebration and Fish Fry
- NWJTC 50<sup>th</sup> Anniversary Celebration July 20
- 2024 Budget Update
- Important Dates
  - Board Meeting July 18
  - Appreciation Fish Fry July 20

#### **COMMISSIONERS' BUSINESS**

##### Legislative/Lobbying Issues & Commissioners Reports

- All Commissioners gave brief updates on multiple committee assignments

##### Review Upcoming Meeting Schedule

Next regular meeting of the County Board will be July 18, 2023, in the Board Room of the County Administration Building.

#### **MEETING ADJOURNMENT**

A motion to adjourn the Board meeting at 6:17 p.m. was made by Commissioner Gould seconded by Commissioner Sumner and unanimously carried.

---

Richard Anderson, Chair

---

Thomas H. Barry, County Administrator



**MINUTES OF THE PROCEEDINGS  
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS  
July 18, 2023**

The Beltrami County Board of Commissioners met in regular session on July 18, 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**

- Christopher Muller, resident on Doral Dr. spoke to the Birchmont Beach Road route, and project. As a resident, and citizen of Beltrami County, he travels CSAH 20/Birchmont Beach Road on a regular basis as a scenic and desirable route to enjoy the nature and beauty of this area and has never, personally experienced traffic hazards or dangerous conditions. He is not in support of routing traffic away from or around Birchmont Beach Road.

**APPROVAL OF AGENDA**

The following items were added to the Regular Agenda:

- Continuation from the Work Session - Opioid Settlement
- Continuation from the Work Session - PrimeWest Community Reinvestment Funds
- Moved from the Consent Agenda - Approval of the Agreement for Website Redesign

**GENERAL BUSINESS**

Approved Agenda and Amendments

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

Approved Consent Agenda

A motion to approve the Consent Agenda was made by Commissioner Carlson, seconded by Commissioner Gould, 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 July 11, 2023, and the Minutes of the Board of Commissioners Regular Meeting held July 11, 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 Update to Mississippi Headwaters Watershed Implementation Funding Budget and Workplan

The Board, by adoption of its Consent Agenda, approved the 2023 amended Watershed Based Implementation Funding Budget and Workplan as recommended by the Policy Committee of the Mississippi River Headwaters One Watershed One Plan.

Approved Resolution for Public Auction of Tax-Forfeited Land Parcels

The Board, by adoption of its Consent Agenda, approved the Resolution for public oral auction of tax-forfeited parcel on August 17, 2023:

**WHEREAS**, Minnesota Statutes 282.01 to 282.12, 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 and sale have been reviewed by the Town Board of the town or 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 will provide appraisal of such lands as provided by law, and a list of such lands will be filed with the County Auditor for the purpose of offering such lands for sale at not less than their appraised value; and,

**WHEREAS**, Parcels has been reviewed by the Beltrami County Board of Commissioners and classified as non-conservation lands by resolution on January 3, 2023 as provided for in Minnesota Statutes 282.01;

**WHEREAS**, Said parcel has been reviewed for sale by the Minnesota Department of Natural Resources (Sale Review No. 04-23-02) and

Hornet Township,

**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**, This parcel shall be sold on the following terms, to-wit: submission of 1% of the final sale amount as a bid guarantee by 4:30 pm on Tuesday August 22, 2023 and, that all sales shall be paid in full in cash by 4:30 pm on September 18, 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 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.

**BE IT FURTHER RESOLVED**, That all purchasers of land shall pay 3 percent surcharge of the total sale price to be paid Minnesota Management and Budget, 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 lands to be given by publication in the official newspaper of the County, as provided by law, that the County Auditor of Beltrami County offer such parcels of land for sale in the order in which they appear in said notice of sale and that such sales to be to the highest bidder, but not for less than the appraised value and that such sale of the parcel shall be held at a public oral auction on **August 17, 2023 at 10:00 a.m. at the Beltrami County Board Room, County Administration Building, 701 Minnesota Ave. NW, Bemidji, MN 56601.**

Parcel #	Tax-Forfeited Legal Description	Township	Appraised Value
<b>19.00093.01</b>	SOUTH 418 FEET OF WEST 418 FEET OF SOUTHEAST QUARTER OF SOUTHWEST QUARTER, SECTION 8, TOWNSHIP 150N, RANGE 30W	Hornet Township	Before assessments: \$0.00
<b>25349 Lanet Rd. NE (House)</b>	Sec Twp Rng 8 150 30	Forfeited: 11-29-2022 Map acres: 4.01	Est. Market Value: \$92,700.00
<b>Public Oral Auction</b>			After assessments: \$0.00 <b>Min. Bid Price: \$75,000.00</b>

Approved 2023 Commercial Haulers Application

The Board, by adoption of its Consent Agenda, approved the 2023 Commercial Hauler Application for Reierson Construction, Inc, as submitted.

Approved Township and City Maintenance Agreements

The Board, by adoption of its Consent Agenda, approved multiple Maintenance Agreements for Highway Department services, to townships and cities, as submitted.

Approved Public Hearing Date for Judicial Ditch 18

The Board, by adoption of its Consent Agenda, approved to set a Public Hearing date for September 5, 2023 for public comment and review of a petition to remove property from the ditch system.

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**

Jail Project Siting Criteria

In February of 2023, the County's Design and Operations Subcommittee developed a rating and ranking system for proposed jail sites as a selection guide and applied the system to more

than 15 properties identified in its work. After the Board selected and announced a location for the new County Jail, it conducted a Public Hearing to gather input from the community. After hearing concerns and suggestions from community members, the County's Design and Operations Subcommittee revised the siting criteria item 9. Neighborhood impact; to expand a buffer area to 1000 ft. to be included in evaluating impact. They disqualified all current sites affected by the GBAJPB moratorium placed on jails in a residential zone for six months, and added a few more locations for consideration; then re-rated and ranked all potential locations.

At the conclusion of this process, the revised site selection scoring and ranking came down to the following 7 possibilities:

1. BRIC Property
2. Industrial Park
3. Quello Property
4. Old Fairgrounds/Target
5. Nymore/Crown Property
6. Hanson Property
7. Pinnacle Village

Any and all property negotiations will be conducted in Closed Session. Once a purchase is made, the County will disclose the property and price.

It was recommended by Administrator Barry, that if the Board wishes to proceed with looking at and making offers on any other properties in a timely fashion, they should rescind their offer on the Wiebolt Property.

A motion was made by Commissioner Carlson and seconded by Commissioner Anderson to withdraw the purchase agreement on the Wiebolt property and be refunded the \$10,000 earnest money and extend authorization to the County Administrator to pursue properties in the industrial and business zones where a jail would be allowed and bring back to the Board a sale/purchase agreement for approval. Unanimously carried.

Administrator Barry stated in response to questions regarding negotiations with any of the seven sites in securing a fare and reasonable price; it is the hopes that a reasonable offer could be made and accepted, however the Board would always have the option of Eminent Domain by which they could condemn and acquire a property at fair market value.

#### Opioid Settlement

A motion was made by Commissioner Gaasvig, and seconded by Commissioner Carlson, to approve the formation of the Opioid

Settlement Steering Committee, approval of the Steering Committee Guiding Document, the appointment of Commissioner Sumner to the Steering Committee, with any other Commissioner as an alternate, adding this Committee to the per diem committee list, appoint up to 15 total members to the Steering Committee and moving all Opioid Settlement presentations to the Beltrami County Board Work Sessions and/or Regular Meetings. Unanimously carried.

#### PrimeWest Reinvestment Funds

Health & Human Services Director, Anne Lindseth had reviewed four areas where they would like to spend the reinvestment funds.

Members of the Board discussed the desire to receive more background information and other possible options for spending funds.

A motion was made by Commissioner Gould to approve the four options and dollar amounts for disbursement of the PrimeWest Reinvestment Funds designated to Health and Human Services. This motion died for lack of a second.

A motion was made by Commissioner Gaasvig and seconded by Commissioner Carlson to table the PrimeWest Reinvestment Fund disbursement until the August 1, 2023 Regular Board Meeting. Carried 4:1. Commissioner Gould voted No.

A motion was made by Commissioner Gould to provide \$48,400 to assist displaced residents of Red Pine Estates with Reinvestment dollars. A Point of Order question was raised by Commissioner Carlson. Since a motion was already approved to table this topic until August 1, so the motion died.

#### Approved Agreement for Website Redesign

4 of the 22 RFP's submitted for the website redesign project were interviewed by the Website Redesign Committee. GHD Digital was unanimously selected by the Committee as the best firm to complete the work. Staff is requesting approval of the five year agreement with GHD Digital for redesign and maintenance of the Beltrami County Website.

A motion was made by Commissioner Gould and seconded by Commissioner Sumner to approve the agreement with GHD Digital for the Beltrami County Website redesign project, as submitted. Unanimously carried.

**COMMISSIONERS' BUSINESS**

Legislative/Lobbying Issues& Commissioners' Reports

Commissioner Gould made a motion to direct the County Attorney to investigate why structural issues were missed on the Red Pine Estates Building. Point of Order. This motion does not follow established Board process and procedure and the item was not on the agenda. The motion was withdrawn by Commissioner Gould.

Review Upcoming Meeting Schedule

Next regular meeting of the County Board will be August 1, 2023, in the Board Room of the County Administration Building.

**MEETING ADJOURNMENT**

A motion to adjourn the Board meeting at 6:03 p.m. was made by Commissioner Sumner, seconded by Commissioner Carlson, and unanimously carried.

\_\_\_\_\_  
Richard Anderson, Chair

\_\_\_\_\_  
Thomas H. Barry, County Administrator

**MINUTES OF THE PROCEEDINGS  
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS  
August 1, 2023**

The Beltrami County Board of Commissioners met in regular session on August 1, 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 5:01 p.m. Commissioners Craig Gaasvig, Joe Gould, Tim Sumner, and John Carlson were present.

**GENERAL COMMENTS - BOARD CHAIR**

None.

**CITIZENS ADDRESSING THE BOARD**

- Cindy Tesar, resident on Birchmont Dr. thanked the Board for their support of the Red Pine Estates residents.

**APPROVAL OF AGENDA**

No additions or corrections were made to the Agendas.

**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 Carlson, 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 July 18, 2023, and the Minutes of the Board of Commissioners Regular Meeting held July 18, 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 Resolution to Enter into Township/City Road Maintenance Agreements

The Board, by adoption of its Consent Agenda, approved the resolution to enter into Township/City Road Maintenance Agreements:

WHEREAS, the Township and/or City is desirous of contracting with the County for the performance of specific maintenance of roads under the jurisdiction of said local unit of government; and,

WHEREAS, the County is agreeable to and desirous of rendering such specific maintenance services in the terms and conditions set forth in the Road Maintenance Agreement; and,

WHEREAS, such agreements are authorized and provided for by Sections 160.21 and 471.59 of the Minnesota Statutes.

THEREFORE, be it resolved: That the County enter into the Road Maintenance Agreement, a copy of which was before the County Board.

That the County Administrator is authorized to execute such agreement, and any amendments thereto.

Approval of Resolution to Sell Tax-Forfeited Parcel to the City of Bemidji

The Board, by adoption of its Consent Agenda, approved the Resolution to sell a tax-forfeited parcel located within the City Limits, to the City of Bemidji:

**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 has been reviewed by the Beltrami County Board of Commissioners and classified as non-conservation land on January 3, 2023 as provided for in Minnesota Statutes 282.01;

**WHEREAS**, said parcel of land has been reviewed by the Beltrami County Land Review Committee and the Minnesota Department of Natural Resources and approved for sale;

**WHEREAS**, said parcel does not meet the minimum requirements for residential development required of the city of Bemidji;

**WHEREAS**, the marketability and ability to sell this parcel at public auction is very limited;

**WHEREAS**, Minnesota Statutes, Section 282.01 Subd. 1a (e) (1) provides for a governmental subdivision to acquire tax-forfeited lands for an authorized public use (right-of-way) at fair market value;

**NOW THEREFORE, BE IT RESOLVED**, Beltrami County authorizes and approves the sale of the following parcel of land to the City of Bemidji at fair market value.

<b>Parcel ID:</b>	<b>Legal Description</b>	<b>Requestor</b>	<b>Acres</b>	<b>Estimated Fair Market Value</b>	<b>Purpose for Conveyance</b>
80.01987.00	<p>THAT PART OF LOT 7, EAST OF A LINE EXTENDED DUE NORTH FROM THE WEST LINE OF ALLEY RUNNING NORTH AND SOUTH IN BLOCK 5, CARSON'S ADDITION TO BEMIDJI, LESS RIGHT-OF-WAY</p> <p>Sec Twp Rge 18 146 33</p>	City of Bemidji	0.01	\$300.00	Right-of Way; Highest and best use for the City of Bemidji to own

Approval of Amendment to Adult Corrections Center Food Service Agreement

The Board, by adoption of its Consent Agenda, approved the amendment to the food service agreement with Summit Food Service, LLC for June 1, 2023 through May 31, 2024, 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**

**Public Hearing: Amendment to Ordinance 47 - Developed County Parks and Recreation Areas**

A motion to open the Public Hearing on Amendments to Ordinance 47 was made by Commissioner Sumner, and seconded by Commissioner Carlson.

Recreation Resource Manager, Lori Clark, reviewed the proposed amendments to Ordinance 47.

1. Add Wilton Hill Recreation Area to Section 1.1 of the Ordinance, to be included as a developed county park and recreation area.
2. Section 3.15 discharge of firearms
3. Section 5.1 operation of ATVs, OHMs, ORVs to include Grant Creek Horse Camp as a prohibited area.

Lynn Schroeder-Marden, resident on Spike Lane stated she was happy to see the County support for the ATV restrictions in the horse camp. It is definitely a safety issue.

Crystal Schroeder, a resident from Fosston, MN also stated support for the restriction.

A motion was made by Commissioner Carlson and seconded by Commissioner Sumner, to closed the public hearing at 5:13 p.m. Unanimously carried.

A motion was made by Commissioner Carlson and seconded by Commissioner Sumner, to hold a second public hearing for any additional comment and vote at the August 15, 2023 Regular Board Meeting. Carried 4:1 vote. Commissioner Gould voted No.

**PrimeWest County Support Grant Initiative**

PrimeWest Health has allocated funds to PrimeWest member county Health and Human Services organizations for use to support the needs of PrimeWest members. These funds must be directly tied to serving PrimeWest members and once identified uses are approved by the county board, grant applications will be submitted to PrimeWest for final approval and release of funds.

Health and Human services is requesting approval to apply for grant funding for the following five needs:

1. Use of funds for guardianship costs \$33,679.84
  2. Use of funds for technology costs \$62,891
  3. Use of funds for Red Pine Estates \$48,500
  4. Use of funds for The Nameless Coalition \$20,000
  5. Use of funds for HHS 2nd floor remodel \$38,753.51
- Totals: \$203,824.35

A motion was made by Commissioner Carlson and seconded by Commissioner Sumner, to approve the five needs as stated, for a total of \$203,824.35. Unanimously carried.

It was noted by Commissioners; they would like to see the City of Bemidji provide matching funds for the Red Pine Estates residents.

#### Updated Personnel Rules

Human Resources Director, Linda Tran, reviewed the updates being made to the Personnel Rules due to the new State legislation legalizing cannabis. Changes included:

- Article 27 Drug Free Workplace and Article 28 Drug, Cannabis and alcohol testing policy
- Adding appendix A to Personnel Rules
- Update Highway Department commercial driver's license drug and alcohol policy to Beltrami County Public Works Department, as it includes both Highway and Solid Waste personnel.

A motion was made by Commissioner Gaasvig and seconded by Commissioner Carlson, to approve the updated personnel rules and Highway Department Commercial Driver's License Drug and Alcohol Policy, as submitted. Unanimously carried.

#### Keep it Clean State Fair Advertising

Environmental Services Director, Brent Rud, requested an adjustment to the 2023 ESD budget to move \$500 from 6413 to 6453 and authorize the expenditure of the \$500 on apparel for the MN State Fair advertising campaign.

A motion was made by Commissioner Sumner, and seconded by Commissioner Carlson, to approve the adjustment of funds to a different line item, and spending the \$500 on apparel for the MN State Fair Keep it Clean advertising campaign. Unanimously carried.

Joint Airport Zoning Board (JAZB) Update

Resolution Supporting the Joint Airport Zoning Board:

WHEREAS, the City Bemidji and Beltrami County established the initial Joint Airport Zoning Board in 1973; and

WHEREAS, the City of Bemidji and Beltrami County subsequently entered into a Joint Powers Agreement for the joint maintenance and operation of what is now known as the Bemidji Regional Airport; and

WHEREAS, portions of the airport hazard area adjacent to the Bemidji Regional Airport ("the Airport") are located outside the territorial limits of the City of Bemidji but within the territorial limits of Beltrami County, Northern Township, Bemidji Township, Eckles Township, Grant Valley Township, and the City of Wilton, MN; and

WHEREAS, the City of Bemidji and Beltrami County have deemed it necessary and expedient to revisit and revise the Joint Airport Zoning Board ("JAZB") in cooperation with, among others, Beltrami County, pursuant to Minnesota Statutes Section 360.063, Subdivision 3, and other applicable laws, for the purpose of revising, administering, and enforcing zoning laws for the areas surrounding the Airport and for the protection of the Airport and the public; and

WHEREAS, in 2022 the JAZB was revised to be comprised of the City of Bemidji, City of Wilton, Northern Township, Bemidji Township, Grant Valley Township, Eckles Township, and Beltrami County; and

WHEREAS, Beltrami County appointed representation to the JAZB, who have ensured the interests of Beltrami County are heard; and

WHEREAS, since its 2022 revision, the JAZB has been meeting and working together regularly to revise the Bemidji Regional Airport Zoning Ordinance to better protect the public, the Airport, and member communities; and

WHEREAS, the JAZB has now developed a draft zoning ordinance to submit to the State of Minnesota Department of Transportation ("MNDOT") for approval; and

WHEREAS, upon MNDOT approval of the draft Ordinance, the JAZB will move forward with passing the ordinance with any MNDOT required

revisions and is now seeking support from JAZB member communities;  
and

WHEREAS, Beltrami County, having received a copy of the proposed JAZB Ordinance, and having reviewed said Ordinance, agrees it is in the best interest of the Airport and the surrounding communities that it be approved and adopted;

NOW, THEREFORE, BE IT RESOLVED that Beltrami County is in support of the proposed Bemidji Regional Airport Zoning Ordinance.

A motion was made Commissioner Gaasvig, and seconded by Commissioner Carlson, to approve the Resolution of Support for the draft JAZB Zoning Ordinance. Unanimously carried.

Resolution and Ballot Language for LOST

The Minnesota Legislature has approved the County's request to place a question on the ballot asking residents whether they wanted a LOST to finance the new County Jail. State Statute requires the Board approve a resolution and ballot language to facilitate the vote:

Resolution Authorizing the Jail Local Option Sales Tax Cote and approving Ballot Language:

WHEREAS, the Minnesota Department of Corrections issued a Notice of Deficiency and has required substantial investments in the current Beltrami County Jail; and

WHEREAS, the Beltrami County Board ("Board"), by resolution, committed to address the deficiencies and work towards long term solutions to mitigate the deficiencies; and

WHEREAS, the Board commissioned a Needs Assessment and Feasibility Study and approved moving forward with the design and construction of a new jail on November 15, 2022; and

WHEREAS, Beltrami County ("the County") has completed the planning process to replace the current 34-year-old County jail; and

WHEREAS, Minnesota LAWS 2023, Chapter 64, Article 10, Section 25 ("the Special Law") authorizes the County to impose by ordinance a sales and use tax of five-eighths of one percent ("0.625%") to pay the costs of collecting and administering the tax, and to finance up to \$80,000,000, plus associated bonding costs, for the construction of a new jail; and

WHEREAS, the Special Law is effective the day after (a) the County Board of Commissioners approves the Special Law by resolution, and (b) the County Administrator files with the Minnesota Secretary of State a certificate of valid approval, including a copy of the resolution of approval; and

WHEREAS, Minn. Stat. § 297A.99 Subdivision 3 requires that imposition of a local sales tax is subject to approval by voters of the County at a general election within the two-year period after the County has received authority to impose the tax; and

WHEREAS, Minn. Stat. § 205.16 requires that the County Administrator provide to the County Auditor written notice of a ballot question which the County Auditor will submit to the State - including the title and language of the question - on or before a date at least 74 days prior to the election, which is on or before August 25, 2023; and

WHEREAS, the County's legal counsel has approved the ballot question wording;

NOW, THEREFORE, BE IT RESOLVED, that the County Board of Commissioners approves the Special Law;

AND BE IT RESOLVED, that the County Administrator is directed to file the necessary certificate with the Minnesota Secretary or State;

AND BE IT RESOLVED, that the County Administrator is directed to notify the County Auditor to place the ballot question on the November 7, 2023 ballot before August 25, 2023;

AND BE IT RESOLVED, that the appropriate County officials are authorized and directed to take all necessary steps to place this ballot question on the November 7, 2023 general election ballot;

AND BE IT FINALLY RESOLVED, that the County Board of Commissioners adopts the title and language of the ballot question as follows:

Question Title: BELTRAMI COUNTY JAIL SALES TAX

The Beltrami County Board of Commissioners has voted to construct a new County Jail at an estimated cost of \$80 million. Taxpayers have a choice as to how to fund the project. Shall Beltrami County establish a five-eighths of one percent (0.625%) sales and use tax to pay for constructing and financing the new jail?

A YES vote means that the majority of the costs would be financed through the sales and use tax which would remain in effect for 30 years or until the bonds are retired, whichever comes first.

A NO vote means that the majority of the costs would be financed through increased property taxes for 30 years or until the bonds are retired, whichever comes first.

A motion was made by Commissioner Carlson, and seconded by Commissioner Gould, to approve the Resolution Authorizing the Jail Local Option Sales Tax Vote and approving Ballot Language. Unanimously carried.

#### Jail Steering Committee Appointment

Administrator Barry reported to the Board, that the Bemidji Mayor, who sits on the Jail Steering Committee, has requested an alternate be identified to serve on his behalf when needed. The Bemidji City Council has identified Lynn Eaton as the Mayor's alternate and is recommending Mr. Eaton serve in that capacity when the Mayor feels there is a conflict of interest.

Members of the Board agreed that they were not in support of an alternate on the Jail Steering Committee.

#### CLOSED SESSION - Property Negotiations

A motion was made by Commissioner Sumner, and seconded by Commissioner Gould, to go into closed session at 5:35 pm. Unanimously carried.

A motion was made by Commissioner Sumner, and seconded by Commissioner Carlson to end the closed session and return to the Regular Board Meeting at 6:14 pm. Unanimously carried.

A motion was made by Commissioner Carlson, and seconded by Commissioner Sumner, to hold a Special Meeting with a Closed Session, on Monday, August 7, 2023 to finalize a purchase agreement for a Jail Project Property. Unanimously carried.

A motion was made by Commissioner Carlson and seconded by Commissioner Sumner, to hold a Public Hearing on August 15, 2023 to gather citizen input on the new Jail Project location. Unanimously carried.



**COMMISSIONERS' BUSINESS**

Legislative/Lobbying Issues & Commissioners' Reports

- Commissioner Gould updated the Board on upcoming AMC training
- Commissioner Sumner commented on the Beltrami County Employee Appreciation event and the NWJTC anniversary event
- Commissioner Gaasvig updated on several committee assignments

Review Upcoming Meeting Schedule

Next regular meeting of the County Board will be August 15, 2023, in the Board Room of the County Administration Building.

**MEETING ADJOURNMENT**

A motion to adjourn the Board meeting at 6:20 p.m. was made by Commissioner Sumner, seconded by Commissioner Carlson, and unanimously carried.

---

Richard Anderson, Chair

---

Thomas H. Barry, County Administrator

**MINUTES OF THE PROCEEDINGS  
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS  
August 15, 2023**

The Beltrami County Board of Commissioners met in regular session on August 15, 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**

- Dan Dekrey, resident on Birchmont Beach Road, expressed his concerns about the road project on CR 20 and increased traffic in his neighborhood.
- Peter Nordquist, on behalf of a neighborhood citizen group, presented a petition signed by 50 residents on Birchmont Beach Road. Petition stated opposition to the project on the west end of CR 20 and requested the Board to direct County Engineer to find an alternate bypass route to direct traffic away from their neighborhood.
- Randy Rutger, resident on Birchmont Beach Road also expressed his opposition to the project.

**APPROVAL OF AGENDA**

No additions or corrections were made to the Agendas.

Commissioner Sumner requested a future Work Agenda item around the land exchange process from the Natural Resource Management Department.

**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 August 1, 2023, and the Minutes of the Board of Commissioners Regular Meeting held August 1, 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 Land Exchange Resolution with Kevin Williamson

The Board, by adoption of its Consent Agenda, approved the Resolution to proceed with the land exchange process with Kevin Williamson:

**WHEREAS**, the Beltrami County Natural Resource Management (NRM) Department received a proposal for a Land Exchange with Kevin Williamson on May 8, 2023;

**WHEREAS**, certain parcels of land located in Beltrami County, Minnesota are considered for land exchange:

Tax Forfeited Lands for Exchange		
Parcel Number	Description	
30.00044.00	The east 165' of the S ½ of the NE ¼ Section 4-T149N-R33W (5 acres)	Nebish Township

**WHEREAS**, M.S.A. 282.01 calls for classification of said parcel as to Conservation or Non-conservation;

**WHEREAS**, said parcels have been reviewed by the Beltrami County NRM Department, Nebish Township, and the Beltrami County Land Review Committee and have deemed appropriate for exchange with the following parcel:

Private Lands offered for Exchange		
Parcel Number	Description	
30.00038.00	The east 165' of the SW¼ of the NW¼ Section 3-T149N-R33W (5 acres)	Nebish Township

WHEREAS, per the State of Minnesota Department of Natural Resources, if the value of the tax-forfeit and private exchange parcels is less than \$100,000 in value, county assessed values may be used;

NOW, THEREFORE, BE IT RESOLVED that the Beltrami County Board of Commissioners hereby declares said lands are non-conservation lands and suitable for exchange;

BE IT FURTHER RESOLVED that the Beltrami County Board of Commissioners hereby request a review from the Minnesota Department of Natural Resources for the exchange of said lands.

BE IT FURTHER RESOLVED that the Beltrami County Board of Commissioners authorizes the County Assessor to proceed with appraisals for said lands.

Approved 2024 Employee Insurance

The Board, by adoption of its Consent Agenda, approved the 2024 Employee Insurance rates as recommended by the Labor Management Committee on Insurance: 1)Health Insurance rates for 2024 through Prime Health, 2)Dental Contract w/Delta Dental at 3.5% increase for two years, 3) Increase dependent life from \$5,000 to \$10,000, 4) Increase short-term disability max to \$3,000, and 5)Approve all other voluntary benefit plans with no changes.

Approved Bids for SP 004-070-042 & SP 004-070-043

The Board, by adoption of its Consent Agenda, approved the bid award to the lowest bidder, for projects SP 004-070-042 and SP 004-070-043 - Turn Lane Construction on CSAH 21 at CSAH 57 & 59, to Gladen Construction with contingency.

Approved Final Pay Voucher SP 004-070-036

The Board, by adoption of its Consent Agenda, approved the final pay voucher for project SP 004-070-036 - Signs & Pavement Markings, to Warning Lites of Minnesota, in the amount of \$2,664.90.

Approved 2021 & 2022 Emergency Management Performance Grants & Resolutions

The Board, by adoption of its Consent Agenda, approved the 2021 and 2022 Emergency Management Performance Grants and Resolutions:

2021 Emergency Management Performance Grant Resolution:

WHEREAS, the Beltrami County Sheriff's Office is responsible for operating the Office of Emergency Management; and

WHEREAS, grant dollars are available to offset operating expenses of the Beltrami County Office of Emergency Management through the Emergency Management Performance Grant through the Minnesota Department of Public Safety Division of Homeland Security and Emergency Management; and

WHEREAS, this grant money is available to provide salary and benefits, the associated expenses related to Emergency Management training, and expenses with operating the Emergency Operations Center; and

WHEREAS, the Beltrami County Sheriff's Office has successfully participated in this grant for several years in the past.

NOW, THEREFORE, BE IT RESOLVED that Beltrami County Sheriff's Office Division of Emergency Management enter into an agreement with the Minnesota Department of Public Safety Division of Homeland Security Emergency Management for the 2021 EMPG Grant Agreement for the period of January 1st, 2021 through December 31st, 2021. County Board Chair Richard Anderson, County Administrator Tom Barry and Emergency Management Director Christopher Muller, or their successors, are hereby authorized to execute such agreements and amendments thereto, as are necessary to implement the program(s).

2022 Emergency Management Performance Grant Resolution:

WHEREAS, the Beltrami County Sheriff's Office is responsible for operating the Office of Emergency Management; and

WHEREAS, grant dollars are available to offset operating expenses of the Beltrami County Office of Emergency Management through the Emergency Management Performance Grant through the Minnesota Department of Public Safety Division of Homeland Security and Emergency Management; and

WHEREAS, this grant money is available to provide salary and benefits, the associated expenses related to Emergency Management training, and expenses with operating the Emergency Operations Center; and

WHEREAS, the Beltrami County Sheriff's Office has successfully participated in this grant for several years in the past.

NOW, THEREFORE, BE IT RESOLVED that Beltrami County Sheriff's Office Division of Emergency Management enter into an agreement with the Minnesota Department of Public Safety Division of Homeland Security Emergency Management for the 2022 EMPG Grant Agreement for the period of January 1st, 2022 through December 31st, 2022. County Board Chair Richard Anderson, County Administrator Tom Barry and Emergency Management Director Christopher Muller, or their successors, are hereby authorized to execute such agreements and amendments thereto, as are necessary to implement the program(s).

Approved Healthsecure Electronic Medical Record Contract

The Board, by adoption of its Consent Agenda, approved the three year contract with Spiralfx Interactive, LLC for Healthsecure EMR correctional medical management software and services, as submitted.

Approved Tuberculosis Screening Contract with NMJC

The Board, by adoption of its Consent Agenda, approved the contract between Beltrami County Health & Human Services and Northwestern MN Juvenile Center for tuberculosis screening, 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**

Public Hearing: Ordinance 47

Second Public Hearing for amendments to Ordinance No. 47 - Developed County Parks and Recreation Areas.

A motion was made by Commissioner Gould, and seconded by Commissioner Carlson, to open the Public Hearing.

Park and Recreation Resource Manager, Lori Clark reviewed the changes being requested to Ordinance No. 47, followed by citizen comment:

- Rachel Anderson, out of county resident and avid user of the Grant Creek Horse Camp, stated her support of the Ordinance

changes to restrict ATV/OHV use in the horse camp. Ms. Anderson also read statements from Beltrami County resident, Lori Jensen and out of county resident, Emajean Ford also supporting the Ordinance changes.

- Michelle Vold, president of the OHV Club stated the club's support of the ATV/OHV restriction in the horse camp.
- Kathy Falk, a Beltrami County Resident suggested signage and fines to support the Ordinance requirements.
- Doreen Ramando, a Beltrami County Resident commented on the late night disturbances and alcohol as the biggest need requiring the restriction and enforcement.
- Lynn Schroeder-Marden, resident on Spike Lane spoke to the history of the horse camp and the safety concerns with ATV/OHV use in the camping area.

A motion was made by Commissioner Carlson, and seconded by Commissioner Gould, to close the Public Hearing at 5:37 p.m.

A motion was made by Commissioner Sumner, and seconded by Commissioner Gould, to approve the changes as presented, to Ordinance No. 47 - Developed County Parks and Recreation Areas. Unanimously carried.

#### Public Hearing: Jail Property Purchase

County Administrator, Tom Barry, provided an update and overview of the property purchase for the jail project, as well as addressing some of the most common questions being heard from citizens.

At this time there are two properties being considered for the jail location, both located in the Industrial Park Area of Bemidji:

1. Quello Property - \$360,000 10 acres
2. Crown Property - donated 9.2 acres

A special meeting date is set for August 23, 2023 at 9:00 am, to discuss and consider all feedback and hopefully make a property purchase decision.

A motion was made by Commissioner Sumner, and seconded by Commissioner Gould, to open the Public Hearing.

- April Colman, owner of an adult day services center on Carr Lake Road is not in support of a jail in this vicinity.
- Dean Suther, resident on Carr Lake Road spoke on behalf of his neighborhood in support of selecting the Crown Property for the jail location.

- Jim Perish, resident on South Lake Irvine Dr. would like to see the jail location downtown, near the other County buildings.
- County Administrator, Tom Barry, spoke to make the clarification on the cost of building the jail. Cost will be no more than \$80M.
- Pete Fredrickson, resident on Pine Grove St, requested some clarification details around the jail location options.
- Tim Morazik, resident on South Lake Irvine spoke in support of finding a way to locate the jail downtown near the other County buildings.
- Gerri Francis, resident on Carr Lake Rd, requested the Board find a better location.
- Alyssa Carlson, resident on 15<sup>th</sup> Street, requested consideration to change the meeting times for the jail committees to be more accommodating to working citizens to participate.

A motion was made by Commissioner Carlson, and seconded by Commissioner Sumner, to close the Public Hearing at 6:21 p.m.

#### **COMMISSIONERS' BUSINESS**

##### Legislative/Lobbying Issues & Commissioners' Reports

- Commissioner Carlson commented on the prime Health Board meeting and their ability to release insurance rates as early as they do.
- Commissioner Sumner commented on his appointment to the Finance, Pensions & Intergovernmental Affairs Steering Committee (County and Tribal Subcommittee, Vice Chair Relations Subcommittee) for NACO
- Commissioner Anderson reported that PrimeWest has won litigation for the right to be a single managed care plan in county's that participate in county based purchasing.

##### Review Upcoming Meeting Schedule

Next regular meeting of the County Board will be September 5, 2023, in the Board Room of the County Administration Building.

#### **MEETING ADJOURNMENT**

A motion to adjourn the Board meeting at 6:29 p.m. was made by Commissioner Sumner, seconded by Commissioner Carlson, and unanimously carried.

---

Richard Anderson, Chair

---

Thomas H. Barry, County Administrator



**MINUTES OF THE PROCEEDINGS  
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS  
September 5, 2023**

The Beltrami County Board of Commissioners met in regular session on September 5, 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 5:06 p.m. Commissioners Craig Gaasvig, Joe Gould, Tim Sumner, and John Carlson were present.

**GENERAL COMMENTS - BOARD CHAIR**

None.

**CITIZENS ADDRESSING THE BOARD**

None.

**APPROVAL OF AGENDA**

The following items were added to the Regular Agenda:

- Opioid Settlement Funding Allocations
- FY 2024 Preliminary Budget

**GENERAL BUSINESS**

Approved Agenda and Amendments

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

Approved Consent Agenda

A motion to approve the Consent Agenda was made by Commissioner Carlson, 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 August 15, 2023, and the Minutes of the Board of Commissioners Regular Meeting held August 15, 2023, the Special Meeting Minutes from August 7, 2023 and August 23, 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 2023 PILT Fund Appropriations

The Board, by adoption of its Consent Agenda, approved the funding recommendations made by the Citizen Committee for the 2023 Appropriations of the PILT Fund, as submitted.

Approved HRA Board Appointment

The Board, by adoption of its Consent Agenda, approved the HRA recommendation to appoint Catie LeMay to the HRA Board of Directors.

Approved Resolution and Funding Agreement for SP 004-070-042 and SP 004-070-043

The Board, by adoption of its Consent Agenda, approved the Resolution and funding agreement for SP 004-070-042 and SP 004-070-043 Turn Lane Construction on CSAH 21 at CSAH 57 and CSAH 59:

BE IT RESOLVED, that pursuant to Minnesota Stat. Sec. 161.36, the Commissioner of Transportation be appointed as Agent of Beltrami County to accept as its agent, federal aid funds which may be made available for eligible transportation related projects.

BE IT FURTHER RESOLVED, the County Board of Commissioners Chairperson and the County Administrator are hereby authorized and directed for and on behalf of Beltrami County to execute and enter into an agreement with the Commissioner of Transportation prescribing the terms and conditions of said federal aid participation as set forth and contained in "Minnesota Department of Transportation MnDOT Contract Number 1053952," a copy of which said agreement was before the County Board and which is made a part hereof by reference.

Approved Resolution of Support for 2024 Noxious Weed & Invasive Plant Program Grant

The Board, by adoption of its Consent Agenda, approved the Resolution of Support for 2024 Noxious Weed & Invasive Plant Program Grant:

WHEREAS, Minnesota Noxious Weed Law, Minnesota Statutes, sections 18.75 to 18.91, states in part: "A person owning land, a person occupying land, or a person responsible for the maintenance of public land shall control or eradicate all noxious weeds on the land at a time and in a manner ordered by an inspector or county-designated employee";

WHEREAS, currently, there are 32 species on the State prohibited noxious weed list - 16 on the prohibited-eradicate list and 16 on the prohibited-control list. These species must be eradicated or controlled on all lands within the state;

WHEREAS, efforts must be made to prevent the spread, maturation, and dispersal of any propagating parts, thereby reducing established populations and preventing reproduction and spread as required by Minnesota Statutes, Section 18.78.

WHEREAS, Beltrami County tax-forfeited lands harbor many noxious weeds currently on the Noxious Weed Prohibited Control list, especially Spotted Knapweed, Common Tansy, Canada Thistle, Leafy Spurge, and common buckthorn which is on the Restricted Noxious Weed list;

WHEREAS, the Beltrami County Natural Resource Management (NRM) Department has the opportunity to apply for a 2024 Minnesota Department of Agriculture Noxious Weed and Invasive Plant Grant for \$5,000 to help control noxious weeds;

WHEREAS, the in-kind amount would be provided by existing NRM Department employee personnel costs and travel costs to the project sites;

NOW, THEREFORE, BE IT RESOLVED, the Beltrami County Board of Commissioners authorizes the Land Commissioner to apply to the Noxious Weed and Invasive Plant Program Grant to help fund biological control measures, herbicide application on plants, and a field and brush mower to use on the State Prohibited Control and Restricted Noxious Weed Lists. Beltrami County will comply with all applicable laws, environmental requirements and regulations as stated in the grant agreement, and,

BE IT FURTHER RESOLVED, Beltrami County names the fiscal agent for this project as:

Ms. Jodee Treat  
Beltrami County Auditor/Treasurer  
701 Minnesota Ave NW  
Bemidji, MN 56601

Approved Resolution to Renew DWI Enforcement Officer Program

The Board, by adoption of its Consent Agenda, approved the Resolution to renew the DWI Enforcement Officer Program:

WHEREAS, Beltrami County Sheriff's Office is responsible for patrolling and enforcing Minnesota state statutes and Beltrami County ordinances on roadways contained in Beltrami County; and

WHEREAS, grant dollars are available to the Beltrami County Sheriff's Office, from the Minnesota Department of Public Safety to dedicate a patrol deputy for the specific purpose of enforcing Minnesota's DWI laws; and

WHEREAS, this grant money is available from the Minnesota Department Public Safety through the grant application process.

BE IT RESOLVED that the Beltrami County Sheriff's Office enter into a grant agreement with the Minnesota Department of Public Safety for the DWI Officer grant during the period of October 1, 2023 through September 30, 2024. Beltrami County Sheriff Jason Riggs or his successors is hereby authorized to execute such agreements and amendments as are necessary to implement the project on behalf of the Beltrami County Sheriff's Office and to be the fiscal agent and administer the grant.

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 Resolution to Add Deputy to PERA Police & 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, Permanent Part-time Court Deputy, currently held by Tyler Summers 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 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**

Mail Box Supports Update and Grant Application

Highway Engineer, Bruce Hasbargen, discussed the issues with improper mail box supports throughout the County.

The Federal Highway Safety Improvement Program is a potential funding Source to help address all non-conforming mailboxes. It has a 10% match requirement. CSAH construction funds would cover the match on CSAH routes and local dollars would cover the match on County roads.

Engineers recommendation is to update the County Policy to require swing away style supports on CSAH and County roads for any new installations, and proceed with the Grant Application.

Members of the Board are in support of proceeding with the Grant Application at this time.

Set Public Hearing Date for Right-of-Way Reversion to Township  
Highway Engineer, Bruce Hasbargen addressed the Board regarding two right of ways along CSAH 22 that are no longer needed, nor will be needed in the future. Mr. Hasbargen is suggesting the roads (right of ways) be reverted to the townships; Turtle Lake and Port Hope, who could then vacate the roads (right of way).

This process will require public hearings in each of the two townships. Suggestion is for October or later to hold the hearing. Engineer was directed to coordinate with the Townships on scheduling dates for Public Hearings.

#### Highway Grant Opportunities

Highway Engineer, Bruce Hasbargen, reviewed several Grant Opportunities the Highway Department would like to pursue:

1. Development of a pedestrian/bike trail along Division St, has potential grant opportunities that require 20% match.
  - a. The Board was not in support of this opportunity
2. State Grant to provide 100% funding for specific project, grant was new last year, we did not get our project approved. Would like to try another this year.
  - a. The Board was in favor of this opportunity
3. The City of Tenstrike has an opportunity to apply for a Local Road Improvement Program grant, prior to a potential route exchange with the County
  - a. The Board was in favor of this opportunity
4. MnDOT District 2 is soliciting for projects for a new funding program. Potential opportunity for Lakewood Drive project. Does require a 20% match.
  - a. The Board was in favor of this opportunity

#### Jail Project Realty Services Reimbursement

The County engaged with Century 21 Dickison Realtors to assist in the research, evaluation, negotiation and eventual acquisition of a suitable property for the County Jail Project. Many properties were evaluated, and several negotiations and contracts developed. In the end, the County accepted a property that was donated. As such, there was no commission available to compensate the Realtor's. The realtors submitted an activity log from March 14 through August 24, 2023 and are seeking compensation.

A motion was made by Commissioner Sumner, to compensate Century 21 Dickinson Realty \$26,000 for services related to the jail project site selection. Motion died for lack of a second.

A motion was made by Commissioner Carlson, and seconded by Commissioner Gaasvig, to compensate Century 21 Dickinson Realty

\$10,000 for services related to the jail project site selection. Motion carried 3:2. Commissioners Gould and Sumner voted No.

#### Regular Meeting Schedule Modification for November 7

The County will be holding a Special Election on the Local Sales Tax for the Jail Project on November 7<sup>th</sup>. This coincides with the regularly scheduled board meeting. Staff is requesting the Board discuss whether it would like to avoid issues with the requirement that the board meeting be required to close by 6 pm due to the special election and move the regular meeting to November 14, or some other date.

Commissioners were support of moving the November 7 Regularly scheduled Board Meeting & Work Sessions to November 14.

#### Opioid Settlement Funding Allocations

A motion was made by Commissioner Gaasvig and seconded by Commissioner Carlson, to approve the minimum annual funding allocations from the Opioid Settlement Fund to: 10% Administrative; 15% correctional RESET Program; and 15% to youth services, education and training throughout the County. Unanimously carried.

#### FY 2024 Preliminary Budget

Administrator, Tom Barry, provided a preliminary budget recap and distributed Budget Book to Commissioners for review.

Budget highlights included:

- 2024 budget is at \$104M
- Proposed Levy is 6.65%
- ARPA Funding will be at \$900,000 remaining balance
- Proposed Budget and Levy approval required by September 30<sup>th</sup>
- Public Hearing will be scheduled for December 12
- Final Budget & Levy approved on December 19

#### Public Hearing: Judicial Ditch 18

The majority of the ditch has previously been abandoned. Letters were sent to property owners on the process to be removed from the ditch system. One property Owner has submitted a petition for removal. Highway Engineer, Bruce Hasbargen is recommending the Board remove the property petitioned for, from Judicial Ditch 18.

The Public Hearing was opened at 6:04 pm by Chairman Richard Anderson.

No citizens were present to speak.

Chairman Anderson closed the public hearing.

A motion was made by Commissioner Sumner, and seconded by Commissioner Gaasvig, to approve the property removal petition submitted by Virginia Salzl Trust, as submitted. Unanimously carried.

**COMMISSIONERS' BUSINESS**

**Legislative/Lobbying Issues & Commissioners' Reports**

- Commissioner Gould commented on the AMC retreat and Budget Committee. He also met with Senator Kari Dziedzic and had the opportunity to talk about Beltrami County issues.
- Commissioner Sumner commented on the AMC retreat al well.
- Commissioner Carlson thanked the Budget Committee and staff for their work.

**Review Upcoming Meeting Schedule**

Next regular meeting of the County Board will be September 19, 2023, in the Board Room of the County Administration Building.

**MEETING ADJOURNMENT**

A motion to adjourn the Board meeting at 6:14 p.m. was made by Commissioner Gaasvig, seconded by Commissioner Carlson and unanimously carried.

---

Richard Anderson, Chair

---

Thomas H. Barry, County Administrator



**MINUTES OF THE PROCEEDINGS  
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS  
September 19, 2023**

The Beltrami County Board of Commissioners met in regular session on September 19, 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 5:05 p.m. Commissioners Craig Gaasvig, Joe Gould, Tim Sumner, and John Carlson were present.

**GENERAL COMMENTS - BOARD CHAIR**

None.

**CITIZENS ADDRESSING THE BOARD**

None.

**APPROVAL OF AGENDA**

The following items were added to the Regular Agenda:

- Move Approve Regular Meeting Minutes from the Consent to the Regular Agenda
- Add Jail Project Design
- Add 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 Gould, and unanimously carried.

Approved Consent Agenda

A motion to approve the Consent Agenda was made by Commissioner Carlson, seconded by Commissioner Gould, 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 September 5, 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 Resolution to Authorize Ballot Boards

The Board, by adoption of its Consent Agenda, approved the Resolution to Authorize Ballot Boards:

Whereas, Beltrami County is required by Minnesota State Statute 203B.121 subd. 1 to establish Absentee Ballot Boards; and

Whereas, these Boards will bring uniformity in the process of accepting or rejecting returned regular absentee, mail ballots and UOCAVA ballots in Beltrami County; and

Whereas, the Absentee Ballot Boards would consist of a sufficient number of election judges or deputy county auditors, as provided in sections 204B.19 to 204B.22, trained in the processing and county of absentee ballots;

Therefore, Be It Resolved, the Beltrami County Board of Commissioners hereby establishes Absentee Ballot Boards that would consist of a sufficient number of election judges or deputy auditors to perform the tasks.

Approved Liquor License

The Board, by adoption of its Consent Agenda, approved the Liquor License Application from Lazy's Inc. and new owners Staci and Tyler Siegel, for On-Sale Liquor, as submitted.

Approved Adoption of Unorganized Township Levies

The Board, by adoption of its Consent Agenda, approved the Unorganized Township Levies as recommended by the County Auditor/Treasurer and as submitted.

Approved Resolution for Land Exchange with Williamson

The Board, by adoption of its Consent Agenda, approved the Williamson Land Exchange and Public Hearing Resolution:

**WHEREAS**, the Beltrami County received a proposal for a Land Exchange from Kevin J. Williamson on May 8, 2023,

**WHEREAS**, on August 15, 2023, the Board of Commissioners of Beltrami County reclassified by resolution the following parcel of tax-forfeited land as non-conservation and authorized the County Assessor to proceed with appraisals of said lands,

**WHEREAS**, such proposals were submitted to the Director of Natural Resource Management/Land Commissioner and the values obtained on such land are as follows:

Tax Forfeit Land					
Parcel Number	Description	Land Value	Timber Value	Total Value	Comments
Part of (5-acres) 30.00044.00	Nebish Township  East 165' of the South ½ of the NE ¼ of Section 4-T150N-R33W (5-acres)	\$5,000.00	\$2,625.00	\$7,625.00	Exchange for part (5-acres) of 30.0038.00

Private Land					
Parcel Number	Description	Land Value	Timber Value	Total Value	Comments
Part of (5-acres) 30.00038.00	Nebish Township  East 165' of the SW ¼ of the NW ¼ of Section 3-T150N-33W (5-acres)	\$5,000.00	\$2,625.00	\$7,625.00	Owner: Kevin J. Williamson

**NOW, THEREFORE, BE IT RESOLVED** that the Beltrami County Board of Commissioners accepts the values as presented by the Director of Resource Management/Land Commissioner.

**BE IT FURTHER RESOLVED** that the County Auditor is hereby authorized to publish a Notice of Public Hearing to be held on October 3, 2023 at 5:00 at the County Board Room.

Approved Resolution to Sell Tax Forfeited Parcel to City of Bemidji  
The Board, by adoption of its Consent Agenda, approved the Resolution to sell a Tax Forfeited Parcel to the City of Bemidji as requested by the City:

The Board, by adoption of its consent agenda, approves the Natural Resource Management Department recommendation for the City of Bemidji to purchase a platted tax-forfeited parcel within its city limits.

**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 has been reviewed by the Beltrami County Board of Commissioners and classified as non-conservation land on June 17, 2015 as provided for in Minnesota Statutes 282.01;

**WHEREAS**, said parcel of land has been reviewed by the Beltrami County Land Review Committee and the Minnesota Department of Natural Resources and approved for sale;

**WHEREAS**, the marketability and ability to sell this parcel at public auction is very limited;

**WHEREAS**, Minnesota Statutes, Section 282.01 Subd. 1a (e) (1) provides for a governmental subdivision to acquire tax-forfeited lands for an authorized public use (utilities right-of-way) at fair market value;

**NOW THEREFORE, BE IT RESOLVED**, Beltrami County authorizes and approves the sale of the following parcel of land to the City of Bemidji at fair market value.

Parcel ID:	Legal Description	Requestor	Acres	Estimated Fair Market Value	Purpose for Conveyance
80.02690.00	LOTS 3 THROUGH 15 BLOCK 10 SECOND MILL ADDITION Sec Twp Rge 16 146 33	City of Bemidji	1.00	\$6000.00 + after assessments	Utilities Right-of Way

Approval of Consumer Scale Agreement with Norbord, Ontario Canada  
The Board, by adoption of its Consent Agenda, approved the Consumer Scale Agreement with Norbord, Inc. Ontario Canada, as submitted.

Approval of Consumer Scale Agreement with Norbord, Solway MN  
The Board, by adoption of its Consent Agenda, approved the Consumer Scale Agreement with Norbord, Inc. Solway Minnesota, as submitted.

Approval of Consumer Scale Agreement with Hillside Lumber, Bagley MN

The Board, by adoption of its Consent Agenda, approved the Consumer Scale Agreement with Norbord, Inc. Hillside Lumber, Bagley Minnesota, as submitted.

Approval of Resolution for 2024 Mixed Solid Waste Market Price

The Board, by adoption of its Consent Agenda, approved the 2024 Mixed Solid Waste Market Price Resolution:

**WHEREAS**, MS 297H.02 requires certain political subdivisions to identify by Resolution a Market Price for solid waste management tax purposes if the political subdivision subsidizes the cost of Municipal Solid Waste (MSW) disposal at a facility, or directly bills for organized collection of MSW on property tax statements; and

**WHEREAS**, The political subdivision will be liable for any Solid Waste Management Tax (SWMT) based only on the Market Price identified by Resolution; and

**WHEREAS**, Market Price is defined in the State Statute as the "lowest price available in the area"; and

**WHEREAS**, The County of Beltrami declares the Market Price for all MSW generated in Beltrami County during CY2024 to be \$34.05 per ton, based upon the lowest price available in the area. Beltrami County's identified Market Price includes both the cost per ton-mile for transportation and the cost per ton for disposal, assuming disposal at the Gentilly Landfill. All costs were calculated using current hauling and tip fee rates offered in the region.

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**

Resolution for Public Lands Day

Saturday, September 23, 2023 is the 30<sup>th</sup> Annual National Public Lands Day.

A motion was made by Commissioner Sumner, and seconded by Commissioner Gould, to approve the National Public Lands Day Resolution. Motion was rescinded.

A motion was made by Commissioner Gould, and seconded by Commissioner Sumner, to approve the National Public Lands Day Resolution. Unanimously carried.

**WHEREAS**, more than 33% of the United States, some 840,000,000 acres, is public land managed by the federal, state, or local governments; and

**WHEREAS**, 24% of Minnesota is comprised of public land, approximately 12,500,000 acres; and

**WHEREAS**, 70% of Beltrami County is comprised of public land, about 785,000 acres that provide citizens a chance to connect with nature and enjoy recreational and natural resource opportunities; and

**WHEREAS**, the 30th Annual National Public Lands Day is September 23, 2023 which recognizes and celebrates public lands; and

**WHEREAS**, events will be provided across the state for people of all ages and abilities to provide volunteer service for National Public Lands Day; and

**WHEREAS**, volunteers are invited and encouraged to help provide services to the natural resource communities in Minnesota;

**NOW, THEREFORE, BE IT RESOLVED**, the Beltrami County Board of Commissioners hereby designates September 23, 2023 as Public Lands Day for Beltrami County and encourages citizens to learn about and volunteer their services for the protection and care of our public lands.

Resolution of Support for Beltrami County Correctional Facility

The County submitted a Capital Bonding Request for the 2024 Legislative Session. Administrator Barry informed the Board that the Capital Budget Office has requested an updated resolution of support for the application:

WHEREAS, the Minnesota Department of Corrections issued a Notice of Deficiency and has required substantial investments in the current Beltrami County Correctional Facility; and

WHEREAS, the Beltrami County Board, by previous resolution, committed to address the deficiencies and work towards long term solutions to mitigate the deficiencies; and

WHEREAS, the Beltrami County Board commissioned a Needs Assessment and Feasibility Study and approved moving forward with the design and construction of a new Correctional Facility on November 15, 2022; and

WHEREAS, Beltrami County has completed the planning process to replace the current 34-year-old County Correctional Facility; and

WHEREAS, Beltrami County is home to more than 46,000 people across 2,509 square miles of land and serves as a geographic center and economic hub for Northwestern Minnesota; and

WHEREAS, Beltrami County includes two Native American Sovereign Nations whose population are disproportionately represented in the County Correctional Facility; and

WHEREAS, the new Beltrami County Correctional Facility will focus on providing cultural, spiritual, mental health, chemical dependency treatment and transitional programing to reduce recidivism and break the incarceration cycle; and

WHEREAS, the new Beltrami County Correctional Facility will serve a wide range of Northern Minnesota local, county, state, and federal agencies; and

WHEREAS, the new Beltrami County Correctional Facility will enhance the public safety of Beltrami County and the cities of Bemidji, Blackduck, Funkley, Hines, Kelliher, Pennington, Ponemah, Puposky, Redby, Redlake, Solway, Tenstrike, Waskish, and Wilton as well as the surrounding counties and jurisdictions; and

WHEREAS, Beltrami County has requested State Bonding dollars by submission of a 2024 Capital Budget Request to assist in the design and construction of the new Correctional Facility; and

WHEREAS, the Minnesota Legislature is presently considering 2024 State bonding legislation through its capital budgeting process, which may appropriate funds for the construction of the Beltrami County Correctional Facility; and

WHEREAS, Beltrami County is the 2nd poorest county in the State with a poverty rate of 20% and the 3rd largest county in Minnesota with a large service area and a very small net tax capacity (only 1/3 of properties in the County are taxable); and

WHEREAS, the Beltrami County Board of Commissioners has designated the Beltrami County Correctional Facility Replacement Project its highest priority; and

WHEREAS, the Beltrami County Correctional Facility Project will be the largest and most expensive and complex capital construction project ever undertaken in the County's 100+ year history; and

WHEREAS, without significant financial assistance from the State of Minnesota design and construction of the Beltrami County Correctional Facility will be an incredible financial hardship for Beltrami County and its citizens;

NOW, THEREFORE, BE IT RESOLVED that the Beltrami County Commission Chair and County Commissioners do hereby designate the Beltrami County Correctional Facility a Regionally Significant Project and fully support its design and construction;

AND, BE IT FURTHER RESOLVED that the Beltrami County Commission affirm that local resources or other nonstate funds will be contributing to the project;

AND, BE IT FINALLY RESOLVED that the Beltrami County Commission encourages the Minnesota Legislature to dedicate 2024 State capital budget funding toward the Beltrami County Correctional Facility project.

A motion was made by Commissioner Gaasvig, and seconded by Commissioner Carlson to approve the submitted Resolution of Support for the Beltrami County Correctional Facility.

After further discussion, the motion and second were withdrawn to allow time for further discussion and clarification. The Resolution is due to the Capitol Budget Office by October 13.

A motion was made by Commissioner Gaasvig, and seconded by Commissioner Carlson to table the Resolution of Support for the Beltrami County Correctional Facility until the October 3 Board Meeting. Unanimously carried.



Opioid Settlement Steering Committee Guidelines

Public Health Director, Amy Bowles, presented the proposed Opioid Settlement: Steering Committee Guidelines, which also includes the committee members and their designated alternates.

A motion was made by Commissioner Sumner, and seconded by Commissioner Gould, to approve the Opioid Settlement: Steering Committee Guidelines. Unanimously carried.

Proposed FY 2024 Preliminary Budget and Levy Rate

Preliminary Budget Books for FY 2024 were distributed at the September 5 Board Meeting. The FY 2024 preliminary budget has been established at \$104,195,803 with a property tax levy increase of 6.65%. The preliminary budget and levy must be approved prior to September 30, 2023.

A motion was made by Commissioner Carlson, and seconded by Commissioner Gould, to approve the FY 2024 preliminary budget of \$104,195,803 with a property tax levy increase of 6.65%. Unanimously carried.

Approved Minutes

A motion was made by Commissioner Carlson, and seconded by Commissioner Gould, to amend the Regular Meeting Minutes of the September 5, 2023 Board Meeting, Opioid Settlement Funding Allocation amounts to what was approved, which was 15% to Youth Services; not 10%. Unanimously carried.

Jail Project

A motion was made by Commissioner Gaasvig, and seconded by Commissioner Carlson, to move forward with the recommendation from Construction Engineer's, Ben Matson, to proceed with the schematic design phase with Klein McCarthy, with the understanding that the County could stop the work at 50%. Unanimously carried.

Administrator's Report

- Jail Project Update
  - Capital Investment tours from House & Senate
  - Continuing public education on sales tax referendum
  - GBAJPB Text amendment to P&Z Ordinance hearing scheduled for September 28.
- Management Team's teambuilding activity scheduled for September 26
- Special Meeting: Movil Maze & Three Island Park Tour September 25.

**COMMISSIONERS' BUSINESS**

Legislative/Lobbying Issues and Commissioners' Reports

- Commissioner Gould provided several committee updates
- Commissioner Sumner provided several committee updates
- Commissioner Carlson commented on the event at the Red Lake Wellness center in Redby, hosted by the City of Bemidji
- Commissioner Gaasvig commented on participating in the requested update on the jail project/LOST vote from the City of Turtle River/Turtle River Township.

Review Upcoming Meeting Schedule

Next regular meeting of the County Board will be October 3, 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 Sumner, seconded by Commissioner Carlson, and unanimously carried.

---

Richard Anderson, Chair

---

Thomas H. Barry, County Administrator

**MINUTES OF THE PROCEEDINGS  
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS  
October 3, 2023**

The Beltrami County Board of Commissioners met in regular session on October 3, 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**

None.

**APPROVAL OF AGENDA**

No additions or corrections to the Agendas were made.

**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 Carlson, 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 September 19, 2023, and the Minutes of the Board of Commissioners Regular Meeting held September 19, 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 MN Public Safety Resolution and Grant for Victim Services

The Board, by adoption of its Consent Agenda, approved the Resolution in Support and the Grant Agreement for Victim Services:

BE IT RESOLVED, the Beltrami County Attorney's Office will enter into a cooperative agreement with the Office of Justice Programs in the Minnesota Department of Public Safety.

County Attorney, David Hanson, is here by authorized to execute such agreements and amendments, as necessary to implement the project on behalf of Beltrami County.

Approved Grant Agreements and Resolutions for SAP 004-622-024 and SAP 004-622-025

The Board, by adoption of its Consent Agenda, Approved the Grant Agreements and Resolutions for Projects SAP 004-622-024 and SAP 004-622-025:

Local Bridge Replacement Program Grant Agreement SAP 004-622-024

WHEREAS, Beltrami County has applied to the Commissioner of Transportation for a grant from the Minnesota State Transportation Fund related to Bridge No. 04533; and

WHEREAS, the Commissioner of Transportation has given notice that funding for this project is available; and

WHEREAS, the amount of the grant has been determined to be \$385,868.99 by reason of the lowest responsible bid;

NOW THEREFORE, be it resolved that Beltrami County does hereby agree to the terms and conditions of the grant consistent with Minnesota Statutes, section 174.50, and will pay any additional amount by which the cost exceeds the estimate, and will return to the Minnesota State Transportation Fund any amount appropriated for the project but not required. The proper county officers are authorized to execute a grant agreement and any amendments thereto with the Commissioner of Transportation concerning the above-referenced grant.

Local Bridge Replacement Program Grant Agreement SAP 004-622-025

WHEREAS, Beltrami County has applied to the Commissioner of Transportation for a grant from the Minnesota State Transportation Fund related to Bridge No. 04532; and

WHEREAS, the Commissioner of Transportation has given notice that funding for this project is available; and

WHEREAS, the amount of the grant has been determined to be \$267,422.40 by reason of the lowest responsible bid;

NOW THEREFORE, be it resolved that Beltrami County does hereby agree to the terms and conditions of the grant consistent with Minnesota Statutes, section 174.50, and will pay any additional amount by which the cost exceeds the estimate, and will return to the Minnesota State Transportation Fund any amount appropriated for the project but not required. The proper county officers are authorized to execute a grant agreement and any amendments thereto with the Commissioner of Transportation concerning the above-referenced grant.

Approved Final Pay Voucher CP 004-023-002

The Board, by adoption of its Consent Agenda, approved the Final Pay Voucher for Project CP 004-023-002 - Furnish and Apply Dust Control, to Knife River in the amount of \$349,610.38, as submitted.

Approved Final Pay Voucher CP 004-030-012

The Board, by adoption of its Consent Agenda, approved the Final Pay Voucher for Project CP 004-030-012 - Bituminous Seal Coat Countywide, to Morris Sealcoat O& Trucking, in the amount of \$426,062.57, as submitted.

Approved Bid Award for 2023-3

The Board, by adoption of its Consent Agenda, approved the bid award to the lowest responsive bidder for project 2023-3, which includes SAP 004-622-024 Bridge & SAP 004-622-025 Bridge Construction and Grading, to Gerit Hanson Contracting, Inc. as submitted.

Approved 2023 Solid Waste Budget Adjustment

The Board, by adoption of its Consent Agenda, approved the addition of \$28,000 to the solid waste budget for engineering services prior to 2024 for the roof replacement on the Office/Recycling/Maintenance Building in 224.

Approved Resolution of Support for 9 County Construction & Demolition Landfill Project

The Board, by adoption of its Consent Agenda, approved the Resolution of Support for the 9 County Construction & Demolition Landfill Project:

WHEREAS, the State of Minnesota is in the process of changing the rules which regulate the operation of unlined construction and demolition (C&D) landfills. The proposed changes would lead to costly modifications to line, collect, and treat leachate, resulting in the closure of unlined landfills within the state; and

WHEREAS, Hubbard County, on behalf of the Counties of: Beltrami, Cass, Clearwater, Hubbard, Mahnomen, Marshall, Norman, Polk, is applying for capital funding through the state legislature for the NW Minnesota 9-County Regional Hub & Spoke Project; and

WHEREAS, the 9 County region is proposing to create a regional hub and spoke system to primarily manage construction and demolition debris (C&D), as well as improvements to increase recycling, reuse, organics, and management of special wastes for long term solid waste management within the 9 County region; and

WHEREAS, this project will result in the creation of a new, one-of-a-kind regional collection, management, diversion and disposal system based on a 2023 MPCA funded Study on alternatives to unlined C&D landfills; and

WHEREAS, the Hub & Spoke system which will replace the unlined landfills, consists of 12 new or modified mixed use collection and processing facilities (Spokes), 2 new lined debris disposal facilities (Hubs), incorporation of artificial intelligence robotics into the regional recycling facility and upgrades to the regional organics composting facility to increase processing capacity needed for the project; and

NOW, THEREFORE BE IT RESOLVED, Beltrami County supports Hubbard County in this effort to secure capital funding from the state on behalf of the 9 County region in order to implement a regional hub and spoke system; and

BE IT FURTHER RESOLVED, if state capital funding is allocated for the 9 County project, Beltrami County pledges to implement its portion of the project and provide any required local matching funds.

Approved Health & Human Services Contract with NW Juvenile Training Center

The Board, by adoption of its Consent Agenda, approved the contract between the Northwestern MN Juvenile Center and Health & Human Services, Public Health Division, for services provided to NMJC, 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**

Public Hearing: Williamson Land Exchange

A motion was made by Commissioner Sumner, and seconded by Commissioner Carlson, to open the Public Hearing for the Williamson Land Exchange.

Natural Resource Management Director, Richard Moore reviewed the proposed land exchange with Mr. Williamson and the benefit it will provide to the County in providing access to two State in Trust Parcels located to the South.

Mr. Williamson thanked the County and the NRM Department for the work in making this option available.

A motion was made by Commissioner Sumner, and seconded by Commissioner Carlson to close the Public Hearing for the Williamson Land Exchange at 5:12 pm.

No further action was required at this time.

2024 Agricultural Lease Rates

Per the 2019 Beltrami County Agricultural Lease Policy, the Agricultural lease rates are set at 2.5% of land value and reviewed by the County Board of Commissioners. The current 2023 agricultural lease rate is \$24.50/acre/year.

The NRM Department received estimated market values per acre from the County Assessor's office for all the parcels where agricultural leases are located. A 2.5% lease rate of the estimated market value would be greater than \$31.00/acre/year. In order to keep the rates somewhat in line with policy, the NRM Department recommends an increase from the current lease rate of \$24.50/acre to \$26.25/acre (2.2% of estimated land value) for 2024. This would be a 7.1% increase from 2023. All agricultural leases are taxed per State Statute and at estimated fair market value.

NRM realizes Beltrami County is below the policy standard but recommends the County Board approve the suggested incremental lease rate increase to keep the County close to policy.

History: Rate/Acre

2013	\$16.50
2014	\$18.50
2015	\$20.50
2016	\$22.00
2017	\$22.25
2018	\$22.25
2019	\$22.50
2020	\$22.75 - County began taxing the agricultural leases per State Statutes 272.01 and 273.19.
2021	\$23.00
2022	\$23.00
2023	\$24.50
2024	\$26.25 (proposed)

A motion was made by Commissioner Gould, and seconded by Commissioner Carlson, to approve the 2024 Agricultural Lease Rates at \$26.25, as submitted. Unanimously carried.

#### Jail Committees Member Appointments

Sheriff Riggs reviewed the two open committee seats, one on the Jail Steering Committee and one on the Design and Operations committee. Vacancies are due to citizen members who have vacated their roles due to personal reasons. The Jail Steering Committee reviewed letters of interest and is recommending appointment of Torry Swedberg to the Design & Operations Committee and Paul Rairamo to the Jail Steering Committee.

A motion was made by Commissioner Sumner, and seconded by Commissioner Gaasvig, to appoint Torry Swedberg to the Design & Operations Jail Subcommittee and Paul Rairamo to the Jail Steering Committee, as citizen appointments. Unanimously carried.

#### Resolution of Support for the County Correctional Facility

A motion was made by Commissioner Anderson, and seconded by Commissioner Gaasvig, to table the Resolution of Support for the County Correctional Facility to a future Board Meeting to allow staff to do further investigation. Motion carried 4:1. Commissioner Gould voted No.



**COMMISSIONERS' BUSINESS**

Legislative/Lobbying Issues & Commissioners' Reports

- Commissioner Gaasvig provided several committee updates
- Commissioner Carlson had no updates at this time
- Commissioner Sumner provided several committee updates
- Commissioner Gould provided several committee updates and commented on a report he had received regarding a jet fuel spill at/near the airport
- Commissioner Anderson had no updates at this time

Review Upcoming Meeting Schedule

Next regular meeting of the County Board will be October 17, 2023, in the Board Room of the County Administration Building.

**MEETING ADJOURNMENT**

A motion to adjourn the Board meeting at 5:07 p.m. was made by Commissioner Sumner, seconded by Commissioner Gould, and unanimously carried.

\_\_\_\_\_  
Richard Anderson, Chair

\_\_\_\_\_  
Thomas H. Barry, County Administrator

**MINUTES OF THE PROCEEDINGS  
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS  
October 17, 2023**

The Beltrami County Board of Commissioners met in regular session on October 17, 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 and John Carlson were present. Commissioners Joe Gould and Tim Sumner were absent.

**GENERAL COMMENTS - BOARD CHAIR**

None.

**CITIZENS ADDRESSING THE BOARD**

None.

**APPROVAL OF AGENDA**

The following item was Moved from the Regular Agenda to the Consent Agenda:

- Affordable Housing Aid

**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 Gaasvig, seconded by Commissioner Carlson, 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 October 3, 2023, and the Minutes of the Board of Commissioners Regular Meeting held October 3, 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 Juvenile Center Host County Contract

The Board, by adoption of its Consent Agenda, approved the 2024 Host County Agreement with the NW MN Juvenile Center, as submitted.

Approved MN Dept of Labor & Industry Lease Renewal

The Board, by adoption of its Consent Agenda, approved the 5-year Lease Extension with the MN Department of Labor and Industry, lease #11873, for 489 square feet of space located in the Community Service Center.

Approved Certification of Delinquent Solid Waste Accounts

The Board, by adoption of its Consent Agenda, approved and certified the un-paid solid waste accounts from October 1, 2022 through September 30, 2023 and authorizes the Auditor/Treasurer to take action for special assessments.

Approved Resolution to Apply for MPCA Grant

The Board, by adoption of its Consent Agenda, approved the Resolution to allow the Solid Waste Department to apply for a Greater MN Recycling and Composting Grant:

WHEREAS, Beltrami County Solid Waste, has applied for a grant from the Minnesota Pollution Control Agency (MPCA), under its FY2023 Greater MN Recycling and Composting Grant program; and

WHEREAS, If MPCA funding is received, Beltrami County Solid Waste is committed to implementing the proposed project as described in the grant application and

WHEREAS, MPCA requires the Beltrami County Solid Waste enter into a grant agreement with the MPCA that identifies the terms and conditions of the funding award;

BE IT FURTHER RESOLVED, that the Beltrami County Board of Commissioners hereby agrees to enter into and sign a grant agreement with the MPCA to carry out the project specified therein and to comply with all of the terms, conditions, and matching provisions of the grant agreement and authorizes and directs the County Administrator to sign the grant agreement on its behalf.

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.

Approved Affordable Housing Aid to be placed in Local Housing Trust Fund

The Board, by adoption of its Consent Agenda, approved placing the Statewide Affordable Housing Aid funds into the Local Housing Trust Fund for allocation to qualifying projects.

**REGULAR AGENDA**

Empire Investigation & Protective Services Pre-Employment Background Proposal

Chief Deputy, Jarrett Walton, presented the Empire Investigation & Protective Services proposed contract to conduct pre-employment background investigations. The Contract was reviewed and approved by the County Attorney.

Current individuals providing background services to the County would continue to do this work under the Empire Services Contract.

A motion was made by Commissioner Carlson, and seconded by Commissioner Gaasvig, to approve the contract with Empire Investigation and Protective Services to perform pre-employment background checks. Unanimously carried.

Jail Medical Contract

A motion was made by Commissioner Carlson, and seconded by Commissioner Gaasvig, to table this item and move to a Special Board Meeting on October 30, 2023 at 12:00 pm. Unanimously carried.

**COMMISSIONERS' BUSINESS**

Legislative/Lobbying Issues & Commissioners' Reports

- Commissioner Gaasvig provided several meeting updates.
- Commissioner Carlson provided several meeting updates.
- Commissioner Anderson reminded everyone to Vote.

Review Upcoming Meeting Schedule

Next regular meeting of the County Board will be November 14, 2023, in the Board Room of the County Administration Building.

**MEETING ADJOURNMENT**

A motion to adjourn the Board meeting at 5:19 p.m. was made by Commissioner Carlson, seconded by Commissioner Gaasvig, and unanimously carried.

---

Richard Anderson, Chair

---

Thomas H. Barry, County Administrator

**MINUTES OF THE PROCEEDINGS  
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS  
November 14, 2023**

The Beltrami County Board of Commissioners met in regular session on November 14, 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 5:08 p.m. Commissioners Craig Gaasvig, Joe Gould, Tim Sumner, and John Carlson were present.

**GENERAL COMMENTS - BOARD CHAIR**

None.

**CITIZENS ADDRESSING THE BOARD**

- David Hanson, County Attorney, reminded the Board of the 'Mitten Tree' opportunity in the County Attorney's Office.

**APPROVAL OF AGENDA**

No agenda amendments were made at this time.

**GENERAL BUSINESS**

Approved Agenda and Amendments

A motion to approve the Agenda and Amendments was made by Commissioner Carlson seconded by Commissioner Sumner with a friendly amendment to include the Administrator's Report, as it was not provided during the Work Session.

Commissioner Gould made a motion to amend the motion to include a Closed Session after approval of the agenda to discuss attorney client privilege information regarding the redistricting lawsuit. Amendment was seconded by Commissioner Sumner.

Commissioner Gould said he would like to attempt to get Attorney Ken Bayliss on the phone to discuss the lawsuit and Mr. Gould also has new information to provide and discuss.

Motion failed 3:2 vote. Commissioners Sumner and Gould voted Yes.

Commissioner Gaasvig made a motion to approve the Agendas with the addition of the Administrator's Report. Seconded by Commissioner Carlson.

Commissioner Gould made a motion to amend the motion to include Redistricting lawsuit as the last item under new business. Seconded by Commissioner Sumner.

After limited conversation, Administrator Barry suggested the option to reach out to the attorney and schedule a Closed Session at the next Board Meeting on November 21 and provide proper notification.

Commissioner Gould withdrew his motion and Commissioner Sumner concurred.

Motion at hand: Commissioner Gaasvig made a motion to approve the Agendas with the addition of the Administrator's Report. Seconded by Commissioner Carlson. Unanimously carried.

#### 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 October 17, 2023, and the Minutes of the Board of Commissioners Regular Meeting held October 17, 2023, and the Special Board Meeting minutes on October 30, 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 Fairgrounds Road ROW to Northern Township

The Board, by adoption of its Consent Agenda, approved the transfer of property and ROW of parcels in Northern Township to Northern Township, as submitted.

##### Approved Snowmobile Trail Special Use Permit

The Board, by adoption of its Consent Agenda, approved the Special Use Permit to the North Country Snowmobile Club to have access in county road right of way, as submitted.

Approved City of Tenstrike LRIP Resolution of Support

The Board, by adoption of its Consent Agenda, approved the Resolution of Support for the City of Tenstrike application for Local Road Improvement Program funding:

WHEREAS, the MnDOT State Aid for Local Transportation Office is accepting applications for the Local Road Improvement Program

WHEREAS, non-state aid cities and townships can apply for LRIP funding, competing against similar jurisdictions

WHEREAS, non-state aid cities and townships must have a county sponsor and support of the County Board

WHEREAS, the City of Tenstrike has requested county sponsorship and support for a project on Main Street

THEREFORE BE IT RESOLVED, that Beltrami County supports and agrees to act as sponsor for the project should the City be awarded LRIP funds. Sponsorship includes being the fiscal agent, overall project administration and ensuring the City follows laws, rules and regulations for project development, contracting, and construction.

BE IT FURTHER RESOLVED, that Bruce Hasbargen, Beltrami County Public Works Director is hereby authorized to act as agent on behalf of this sponsoring agency.

BE IT FURTHER RESOLVED, that in the event that the City of Tenstrike receives LRIP funding, Beltrami County and the City of Tenstrike will enter into a Memorandum of Understanding that further specifies the responsibilities of each agency.

Approved Eckles Township LRIP Resolution of Support

The Board, by adoption of its Consent Agenda, approved the Resolution of Support for the Eckles Township application for Local Road Improvement Program funding:

WHEREAS, the MnDOT State Aid for Local Transportation Office is accepting applications for the Local Road Improvement Program

WHEREAS, non-state aid cities and townships can apply for LRIP funding, competing against similar jurisdictions

WHEREAS, non-state aid cities and townships must have a county sponsor and support of the County Board



WHEREAS, Eckles Township has requested county sponsorship and support for a project on Wild Rose Lane NW

THEREFORE, BE IT RESOLVED, that Beltrami County supports and agrees to act as sponsor for the project should the Township be awarded LRIP funds. Sponsorship includes being the fiscal agent, overall project administration and ensuring the Township follows laws, rules and regulations for project development, contracting, and construction.

BE IT FURTHER RESOLVED, that Bruce Hasbargen, Beltrami County Public Works Director is hereby authorized to act as agent on behalf of this sponsoring agency.

BE IT FURTHER RESOLVED, that in the event that the Township receives LRIP funding, Beltrami County and Eckles Township will enter into a Memorandum of Understanding that further specifies the responsibilities of each agency.

Approved Northern Township LRIP Resolution of Support

The Board, by adoption of its Consent Agenda, approved the Resolution of Support for the Northern Township application for Local Road Improvement Program funding:

WHEREAS, the MnDOT State Aid for Local Transportation Office is accepting applications for the Local Road Improvement Program

WHEREAS, non-state aid cities and townships can apply for LRIP funding, competing against similar jurisdictions

WHEREAS, non-state aid cities and townships must have a county sponsor and support of the County Board

WHEREAS, Northern Township has requested county sponsorship and support for a project on Fairgrounds Road NW

THEREFORE, BE IT RESOLVED, that Beltrami County supports and agrees to act as sponsor for the project should the Township be awarded LRIP funds. Sponsorship includes being the fiscal agent, overall project administration and ensuring the Township follows laws, rules and regulations for project development, contracting, and construction.

BE IT FURTHER RESOLVED, that Bruce Hasbargen, Beltrami County Public Works Director is hereby authorized to act as agent on behalf of this sponsoring agency.

BE IT FURTHER RESOLVED, that in the event that the Township receives LRIP funding, Beltrami County and Northern Township will enter into a Memorandum of Understanding that further specifies the responsibilities of each agency.

Approved Township & City Maintenance Agreements

The Board, by adoption of its Consent Agenda, approved numerous City and Township Road Maintenance Agreements, 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**

Adult Mental Health Initiative - Joint Powers Agreement

Health and Human Services Director, Anne Lindseth, presented the Adult Mental Health Initiative (AMHI) Joint Powers Agreement between Beltrami, Clearwater, Hubbard and Lake of the Woods Counties, for the Region 2 Adult Mental Health Initiative.

The purpose of the Agreement is to hire a Part Time employee (Hired and payroll through Hubbard County) to manage the AMHI funds. Beltrami County would remain the fiscal agent for the group.

A motion was made by Commissioner Sumner, and seconded by Commissioner Gaasvig, to approve the Adult Mental Health Initiative Joint Powers Agreement. Unanimously carried.

Administrator's Report

- Jail Medical provider update
  - Switched vendor and added Mental Health Services at a reduced rate
- Legislative Priorities - due tomorrow
- Newsletter for 4<sup>th</sup> Quarter in the works
- Next board meeting is next week, November 21

**COMMISSIONERS' BUSINESS**

Legislative/Lobbying Issues & Commissioners' Reports

- Commissioner Gaasvig - Thank you to voters for turn out and voting on Local Option Sales Tax
- Commissioner Carlson - provided several committee updates

- Commissioner Sumner - reminder to Commissioner about 'Mitten Tree' opportunity and upcoming United Way Chili Feed/basket auction
- Commissioner Gould - provided several committee updates and gave a short out to Veterans for their service.

Commissioners requested staff but together a gift basket for the United Way Chili Cook-off Gift Basket Raffle, on their behalf.

Review Upcoming Meeting Schedule

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

**MEETING ADJOURNMENT**

A motion to adjourn the Board meeting at 5:52 p.m. was made by Commissioner Sumner, seconded by Commissioner Gaasvig, and unanimously carried.

---

Richard Anderson, Chair

---

Thomas H. Barry, County Administrator

**November**  
**OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS**  
**November 21, 2023**

The Beltrami County Board of Commissioners met in regular session on November 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 5:05 p.m. Commissioners Craig Gaasvig, Joe Gould, Tim Sumner, and John Carlson were present.

**GENERAL COMMENTS - BOARD CHAIR**

None.

**CITIZENS ADDRESSING THE BOARD**

None.

**APPROVAL OF AGENDA**

The following item was added to the Regular Agenda:

- Administrator's Report

A motion was made by Commissioner Carlson, and seconded by Commissioner Sumner with the amendment to remove Approval of Job Evaluation Ratings from the Consent Agenda and add it to the Regular Agenda; after which, an amended motion was made by Commissioner Gould to also add to the Regular Agenda a Redistricting Lawsuit Discussion. Motion failed for lack of a second.

**GENERAL BUSINESS**

Approved Agenda and Amendments

A motion to approve the Agenda and Amendments of adding Administrator's Update and moving Job Evaluation Ratings to the Regular Agenda, was made by Commissioner Carlson seconded by Commissioner Sumner and unanimously carried.

Approved Consent Agenda

A motion to approve the Consent Agenda was made by Commissioner Carlson, 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 November 14, 2023, and the Minutes of the Board of Commissioners Regular Meeting held November 14, 2023, as submitted.

Approved 2024 Legal Newspaper Designation

The Board, by adoption of its Consent Agenda, approved the designation of the Bemidji Pioneer as the legal newspaper for Beltrami County for the year, 2024. 2024 bid reflects no increase over the 2023 rate.

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 Ditch Benefit Percentages

The Board, by adoption of its Consent Agenda, approved the 2024 Ditch Benefit Percentages recommended by the County Engineer and submitted by the Auditor/Treasurer.

Approved 2024 Business License Renewals

The Board, by adoption of its Consent Agenda, approved the 2024 renewal of business Licenses, including Liquor, Wine/Strong Beer, Set-up, 3.2, Tobacco and Auctioneer, as submitted.

Approved 2023 Con Con Fund Appropriations

The Board, by adoption of its Consent Agenda, approved the funding recommendations made by the Citizen Committee for the 2023 appropriations of the Con Con Fund, as submitted.

Approved Fossand Acres Plat

The Board, by adoption of its Consent Agenda, approved the Fossand Acres Plat, located in Buzzle Township, as recommended and submitted by the Planning Commission.

Approved Crisman Estates Plat

The Board, by adoption of its Consent Agenda, approved the Crisman Estates Plat, located in Eckles Township, as recommended and submitted by the Planning Commission.

Approved Lammers Township & City of Solway LRIP Resolutions of Support

The Board, by adoption of its Consent Agenda, approved the Resolutions of Support to Lammers Township and to the City of Solway for their two applications for Local Road Improvement Program funding:

Old Jefferson Drive NW Resolution:

WHEREAS, the MnDOT State Aid for Local Transportation Office is accepting applications for the Local Road Improvement Program

WHEREAS, non-state aid cities and townships can apply for LRIP funding, competing against similar jurisdictions

WHEREAS, non-state aid cities and townships must have a county sponsor and support of the County Board

WHEREAS, Lammers Township and the City of Solway have requested county sponsorship and support for a project on Old Jefferson Dr NW

THEREFORE, BE IT RESOLVED, that Beltrami County supports and agrees to act as sponsor for the project should the Township and City be awarded LRIP funds. Sponsorship includes being the fiscal agent, overall project administration and ensuring the Township and City follow laws, rules and regulations for project development, contracting, and construction.

BE IT FURTHER RESOLVED, that Bruce Hasbargen, Beltrami County Public Works Director is hereby authorized to act as agent on behalf of this sponsoring agency.

BE IT FURTHER RESOLVED, that in the event that the Township and City receives LRIP funding, Beltrami County and Lammers Township and the City of Solway will enter into a Memorandum of Understanding that further specifies the responsibilities of each agency.

Tom Jefferson DR NW and 3<sup>rd</sup> St NE Resolution:

WHEREAS, the MnDOT State Aid for Local Transportation Office is accepting applications for the Local Road Improvement Program

WHEREAS, non-state aid cities and townships can apply for LRIP funding, competing against similar jurisdictions

WHEREAS, non-state aid cities and townships must have a county sponsor and support of the County Board

WHEREAS, Lammers Township and the City of Solway have requested county sponsorship and support for a project on Tom Jefferson Dr NW and 3rd St NE

THEREFORE, BE IT RESOLVED, that Beltrami County supports and agrees to act as sponsor for the project should the Township and City be awarded LRIP funds. Sponsorship includes being the fiscal agent, overall project administration and ensuring the Township and City follow laws, rules and regulations for project development, contracting, and construction.

BE IT FURTHER RESOLVED, that Bruce Hasbargen, Beltrami County Public Works Director is hereby authorized to act as agent on behalf of this sponsoring agency.

BE IT FURTHER RESOLVED, that in the event that the Township and City receives LRIP funding, Beltrami County and Lammers Township and the City of Solway will enter into a Memorandum of Understanding that further specifies the responsibilities of each agency.

Approved MN Health Care Programs Access Transportation & Social Services Transportation Contract

The Board, by adoption of its Consent Agenda, approved the Health & Human Services Contract for coordination and provision of Minnesota Health Care Program Access Transportation and Social Services Transportation, 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.

Approved MN DNR Boat & Water Safety Grant and Resolution

The Board, by adoption of its Consent Agenda, approved the Resolution to participate in the 2024, State of Minnesota Federal Boating Safety Supplemental Equipment Grant:

WHEREAS, Beltrami County Sheriff's Office is responsible for patrolling and enforcing Minnesota state statutes and Beltrami County ordinances on Beltrami County lakes and waterways; and

WHEREAS, grant dollars are available to the Beltrami County Sheriff's Office to purchase equipment to assist in enforcing laws and patrolling the Lake and waterways from the Minnesota Department natural resources through the 2024 State of Minnesota Department

of Natural Resources Federal Boating Safety Supplemental Equipment Grant; and

WHEREAS, this grant money is available from the Minnesota Department of Natural Resources through the grant application process.

WHEREAS, the Beltrami County Sheriff's office has successfully participated in this grant for several years in the past.

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

**REGULAR AGENDA**

Resolution of Support for Bemidji Area Cross-Country Ski Club Grant  
Natural Resource Management Director, Richard Moore presented the Resolution to support the Bemidji Area Cross-Country Ski Club Grant application for funds to build an equipment storage building on tax-forfeit or Beltrami County owned property.

WHEREAS, Beltrami County developed and adopted a 2006 Recreational Trails Plan on April 6, 2006 and a Recreational Facilities Plan on January 8, 2008 which provides the county with a long-term vision for recreational development;

WHEREAS, The County supports infrastructure improvements to help maintain and groom the cross-country ski trail system at Movil Maze Recreation Area and Three Island County Park;

WHEREAS, The Bemidji Area Cross-Country Ski Club and Beltrami County are partnering to locate an equipment storage building on tax-forfeited or Beltrami County owned property;

WHEREAS, There would be no cost share monies or financial support from Beltrami County;

THEREFORE, BE IT RESOLVED, the Beltrami County Board supports the Bemidji Area Cross-Country Ski Club to apply for a grant from the George W. Neilson Foundation and other grants if necessary for the construction of an equipment storage facility;

BE IT FURTHER RESOLVED, the Beltrami County Board approves the Bemidji Area Cross-Country Ski Club to build a storage facility on tax-forfeited or Beltrami County owned property and enter into a lease for said building.



A motion was made by Commissioner Carlson, and seconded by Commissioner Gaasvig, to approve the Resolution of Support for Bemidji Area Cross-Country Ski Club to apply for grants to build an equipment storage facility on tax-forfeit or county owned land. Unanimously carried.

Resolution for DNR Review of Sale of Tax-Forfeited Parcel

The proposed parcel sale would resolve a bridge, house and garage encroachments and Beltrami County would reserve an easement across the parcel to secure legal access to tax-forfeited land. Adjacent land owner/Purchaser would pay for survey.

This potential tax-forfeited land sale parcel has been reviewed and approved internally by the NRM Department and the Land Review Committee. Should the resolution be approved by the County Board, the parcels will be sent to the MN DNR for review and also an Internal Review by the County Recorder, County Attorney, and Environmental Services Department will occur. Before offering for sale, this parcel will be brought to the County Board to approve a minimum bid value and to set a Land Sale date (tentatively in 2024).

Resolution for MN DNR Review of proposed tax-forfeited land sale parcel:

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 has been reviewed by the Beltrami County Board of Commissioners and classified as non-conservation lands 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, this sale would resolve a house and garage encroachment and Beltrami County would benefit by reserving an easement across this parcel to secure legal access to tax-forfeited land;

WHEREAS, adjacent land owner/purchaser would pay for the professional survey;

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 comply 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 a review from the Minnesota Department of Natural Resources for the sale of said land.

A motion was made by Commissioner Gaasvig, and seconded by Commissioner Carlson, to approve the Resolution for review by the MN DNR for sale of tax-forfeited parcel in Shooks Township. Unanimously carried.

#### Approved Job Evaluation Ratings

Three job evaluation ratings were reviewed by HR Director and County Administrator and then forwarded for evaluation by Baker Tilly. Baker Tilly recommendation resulted in: 1) Financial Division Director from pay grade 14 to pay grade 16 2) Social Services Division Director from pay grade 16 to pay grade 17 3) Office Manager - County Attorney from pay grade 8 to pay grade 9.

Human Resource Director, Ann Schroeder answered Commissioner questions regarding the process and cost for job evaluations and also budget impact going forward.

It was noted that Commissioners would like to see further discussion regarding budget impact during the next budget cycle.

A motion was made by Commissioner Gaasvig, and seconded by Commissioner Sumner, to approve the Baker Tilly job evaluation ratings for: 1) Financial Division Director from pay grade 14 to pay grade 16 2) Social Services Division Director from pay grade 16 to pay grade 17 3) Office Manager - County Attorney from pay grade 8 to pay grade 9. Unanimously carried.

#### Administrator's Report

- Jail Project
  - RFP for Construction Management Services is out
- Legislative Priorities will be presented at December 12 meeting for discussion
- Staff Years of Services Awards will be presented week of December 4
- Important dates:
  - Thanksgiving Holiday Nov. 24-25
  - Chili Cookoff Nov. 30

- o Moose Lake Jail Tour Dec. 8
- o First December Board Meeting moved to December 12

### Administrator's Report

#### **COMMISSIONERS' BUSINESS**

##### Legislative/Lobbying Issues & Commissioners' Reports

- Commissioner Gould made a motion to appeal the redistricting law suit. Motion failed for lack of a second.
- Commissioner Gould gave several committee updates.
- Commissioner Sumner provided several committee updates.
- Commissioner Carlson commented on PrimeHealth Board meeting and introduction of New HR Director, Anne Schroeder, to the Board.
- Commissioner Gaasvig provided several committee updates.
- Commissioner Anderson commented on value of attending Management Team meetings and encouraged other Board members to attend.

##### Review Upcoming Meeting Schedule

Next regular meeting of the County Board will be December 12, 2023, in the Board Room of the County Administration Building.

#### **MEETING ADJOURNMENT**

A motion to adjourn the Board meeting at 5:39 p.m. was made by Commissioner Sumner, seconded by Commissioner Gaasvig, and unanimously carried.

---

Richard Anderson, Chair

---

Thomas H. Barry, County Administrator

**MINUTES OF THE PROCEEDINGS  
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS  
December 12, 2023**

The Beltrami County Board of Commissioners met in regular session on December 12, 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 5:03 p.m. Commissioners Craig Gaasvig, Joe Gould, and John Carlson were present. Commissioner Tim Sumner absent but later arrived.

**GENERAL COMMENTS - BOARD CHAIR**

None.

**CITIZENS ADDRESSING THE BOARD**

None.

**APPROVAL OF AGENDA**

The following items were added to the Regular Agenda:

- Approval of Resolution of Support for local post office and workers
- 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 Carlson, seconded by Commissioner Gould, 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 November 21, 2023, and the Minutes of the Board of Commissioners Regular Meeting held November 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 Audit Statement of Work

The Board, by adoption of its Consent Agenda, approved the Statement of Work - Audit Services for Beltrami County's financial audit with CliftonLarsonAllen, LLP for the 12/31/23 audit, as submitted.

Approved Tyler Technologies Tax & CAMA Software Contract

The Board, by adoption of its Consent Agenda, approved the Participation Agreement of Tyler Technologies through the MN Counties Computer Cooperative, 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.

Approved 2024 Health & Human Services Revenue Acceptance Authority

The Board, by adoption of its Consent Agenda, approved allowing the Health and Human Services Director and Division Directors signatory authority to manage incoming revenues that are part of the approved 2024 county budget.

Approved Garden Valley Technologies Telephone Utility Easement

The Board, by adoption of its Consent Agenda, approved the utility easement to cross County tax-forfeited land in Buzzle Township, to Grant Valley Technologies, as submitted.

Approved 2024/25 MN/DNR Snowmobile Enforcement Grant and Resolution

The Board, by adoption of its Consent Agenda, approved the 2024/2025 MN/DNR Grant agreement and Resolution for snowmobile enforcement:

WHEREAS, Beltrami County Sheriff's Office actively patrols and enforces Minnesota state snowmobile statutes and Beltrami County snowmobile ordinances in Beltrami County and

WHEREAS, grant dollars are available to the Beltrami County Sheriff's Office to supplement costs associated with enforcing

Snowmobile laws from the Minnesota Department natural resources through the 2024/2025 State of Minnesota Department of Natural Resources snowmobile Grant; and

WHEREAS, this grant money is available from the Minnesota Department of Natural Resources through the grant application process.

WHEREAS, the Beltrami County Sheriff's office has successfully participated in this grant for several years in the past.

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

Approved 2024/25 MN/DNR ATV/OHV Enforcement Grant and Resolution  
The Board, by adoption of its Consent Agenda, approved the 2024/2025 MN/DNR Grant agreement and Resolution for ATV/OHV enforcement:

WHEREAS, Beltrami County Sheriff's Office actively patrols and enforces Minnesota state ATV/OHV statutes and Beltrami County ATV/OHV ordinances in Beltrami County and

WHEREAS, grant dollars are available to the Beltrami County Sheriff's Office to supplement costs associated with enforcing ATV/OHV laws from the Minnesota Department natural resources through the 2024/2025 State of Minnesota Department of Natural Resources ATV/OHV Grant ; and

WHEREAS, this grant money is available from the Minnesota Department of Natural Resources through the grant application process.

WHEREAS, the Beltrami County Sheriff's office has successfully participated in this grant for several years in the past.

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

### **REGULAR AGENDA**

#### Commissioners Committee Assignments Review

Commissioners discussed and made a few changes to committee assignments. It was decided to review the list further and bring

this item back for discussion and approval at the December 19 Regular Board Meeting.

Approval of Commissioner Salary and Per Diem Rates Resolution

The Commissioner's salaries included in the Resolution reflect the same increases that have been awarded to all union and non-union employees. A 2024 COLA adjustment of 3% will take effect on January 1, 2024.

**WHEREAS**, the various members of the Beltrami County Board of Commissioners from time to time are obligated by law, appointment, or duty to attend several functions of their office at times other than regular Board meetings, and;

**WHEREAS**, Minnesota Statute 375.055 provides for establishment of a schedule of per diem payment for said activities, and;

**WHEREAS**, the following duties, committees, or commissions are deemed as eligible committees:

Alternate on any Committee, Board or Commission  
Association of Minnesota Counties (AMC Policy Committees)  
ATV Committee  
Behavioral Health Community Collaborative  
Beltrami Health & Human Services Advisory Committee  
Beltrami County Township Officers Meetings  
Beltrami HRA  
Bemidji Area Chamber of Commerce  
Beltrami Area Service Collaborative (BASC)  
Bemidji Regional Airport Authority Board  
Bemidji Regional Airport Zoning Board  
Bi-County CAP Board of Directors & Housing  
Blackduck Ambulance  
Blackduck EMS Joint Powers Board  
Budget Committee  
Cass Lake Fire Association  
State Community Health Services (SCHAC) Advisory Boards  
ConCon Committee  
County Emergency Operations Committee  
County Extension Committee  
County Management Team  
County Public Defender Committee  
Criminal Justice Committee  
Dept of Revenue Training  
Ditch Committees (joint ditch boards)  
DWI/Specialty Courts/Domestic Violence/Drug  
E-911 Committee  
Election Canvassing Committee  
Fair Board  
Greater Bemidji  
Hope House Board  
Headwaters Regional Development (HRDC) Board

Household Hazardous Waste  
LMC on Insurance  
Jail Committees – Finance, Design & Operations, Programming & Steering  
Joint Law Enforcement Center Board  
Joint Powers Natural Resource Board  
Kelliher Resource Center  
Kitchigami Regional Library Board  
Land Review/Land Sale Committee  
Land of the Dancing Sky - Area Aging Board & Local Committees  
Law Library Board  
Mississippi Headwaters Board  
National Association of Counties (NACO)  
Negotiation/Mediation Appointment  
Newsletter Committee  
Northern Lights Library Board  
Northwest Juvenile Center Board  
Northwest Regional Radio Board  
Noxious Weed Committee  
One Watershed One Plan Policy Committee(s)  
Paul Bunyan Transit Joint Powers Board  
Personnel Committee  
Planning Commission  
Polk County Incinerator Advisory Board  
PrimeHealth Board  
PrimeWest Health System  
Road & Park Tour  
State Human Services Performance Council  
Solid Waste Committee  
State & Federal Legislative Activities (including meetings with individual legislators, members of congress or congressional staff)  
Veterans Home Task Force

Also, any official committee or subcommittee identified as eligible for per diem at a Regular County Board Meeting, and as appointed by the County Board of Commissioners through the course of the year.

**NOW, THEREFORE, BE IT RESOLVED,** that members of the Beltrami County Board of Commissioners be permitted per diem payments of \$50.00 per day for half-day (3 hours or less) and \$75.00 per day for full day for attending eligible committee meetings plus mileage expense at the current County rate. Multiple meetings on the same day, at different locations, will be allowed a per diem for each meeting, not to exceed four meetings a day. This authorization is contingent on request for payment per diem and mileage being submitted within 60 days of the date of the meeting or meetings.

**BE IT FURTHER RESOLVED,** that, effective January 1, 2024 the annual salary exclusive of per diem payments for said Commissioners be, and is hereby established at \$35,844.34.

A motion was made by Commissioner Carlson, and seconded by Commissioner Gaasvig to split this Resolution into two: one for



Commissioner Salaries and one for Committee list and per diem rates. In addition, to develop a Committee of the Auditor-Treasurer, HR Director, Incoming Board Chair and Outgoing Board Chair to review the per diem practices and develop a County Policy regarding per diem and mileage. Motion carried 3:1. Commissioner Gould voted No.

#### Approval of Future Project on CSAH 20

The reconstruction of CSAH 20 from CSAH 21 to CR 414 (State Park entrance) is a project in the proposed 5-Year Transportation Improvement Plan in 2025. The project would address the degrading surface condition, narrow road, and safety for pedestrians and bicyclists on this high use corridor.

A Design Review Committee was convened in 2020 to help provide input on the projects desired road section. During the process local residents also raised concerns about the volume of traffic, truck traffic, and the speed of traffic

Highway Engineer, Bruce Hasbargen is seeking confirmation of Board direction on the development of the project.

1. Drop the reconstruction project and leave the road as is.
2. Pause the development of the project.
3. Continue the project

Engineer's recommendation is to proceed with the project as planned.

A motion was made by Commissioner Carlson, and seconded by Commissioner Gould, to pause the project and hold a public hearing to gather more input from citizens. Motion was amended by Commissioner Carlson and accepted by Commissioner Gould, to set the Public Hearing date for January 16, 2024. Motion failed 3:2. Commissioners Gaasvig, Anderson and Sumner voted No.

A motion was made by Commissioner Gould, and seconded by Commissioner Carlson, to reconsider the previous motion. Motion failed 3:2. Commissioners Gaasvig, Anderson and Sumner voted No.

A motion was made by Commissioner Gaasvig, and seconded by Commissioner Sumner to move forward with the CSAH 20 road project as recommended by the County Engineer. Carried 3:2. Commissioners Gould and Carlson voted No.

#### Set Board Meeting Schedule for 2024

Tentative Board Meeting dates and locations, Chat-About and Management Team schedules for the year 2024 was presented for review.

A motion was made by Commissioner Carlson, and seconded by Commissioner Gaasvig, to approve the 2024 Board Meeting, Chat-About, and Management Team Schedules with the following changes 1) move the November 5 Board meeting to November 12 and adjust Chat-About and Management Team as necessary to align. Unanimously carried.

Commissioner Gould requested to have his Management Team meeting dates all be in June-July-August to better fit his work schedule. Other Commissioners were in agreement to switch dates with him to accommodate.

A motion was made by Commissioner Carlson, and seconded by Commissioner Sumner, to recess the Regular Board meeting and go into the Budget Meeting, due to Statutory Requirements for the 6:00 pm start time. Unanimously carried.

Resumed at 6:32 p.m.

Resolution of Support for Local Post Office and Workers

WHEREAS, the local post office plays a crucial role in connecting our community by facilitating the timely and secure delivery of mail and packages; and

WHEREAS, the dedicated postal workers of our community have consistently demonstrated their commitment to providing essential services, especially during challenging times; and

WHEREAS, the local post office serves as a vital hub for residents, local businesses, and organizations, contributing to the overall economic well-being of our county; and

WHEREAS, the United States Postal Service (USPS) faces various challenges, including financial constraints and potential service disruptions; and

WHEREAS, the county recognizes the importance of maintaining a robust and efficient postal service for the benefit of its residents;

NOW, THEREFORE, BE IT RESOLVED that the County Board expresses its unwavering support for the local post office and its hardworking staff; and

BE IT FURTHER RESOLVED that the County Board encourages federal and state authorities to allocate necessary resources and

implement policies that sustain the viability and effectiveness of the USPS; and

BE IT FINALLY RESOLVED that a copy of this resolution be transmitted to relevant federal and state representatives, highlighting the county's commitment to preserving and enhancing the local postal service.

A motion was made by Commissioner Gould, and seconded by Commissioner Carlson, to approve the Resolution of Support for Local Post Office and Workers. Unanimously carried.

#### Administrator's Report

- New website update to the Board will be presented at December 19 Board Work Session
- Years' of Services Awards were presented to county employees
- Tour of Moose Lake Correctional Facility
- Jail Project CMAR RFP's resulted in 3 applicants. Committee will begin review process
- Crown Property review process is complete. Closing is scheduled for December 22. Board Chair Richard Anderson will be present to sign documents.
- Next Board Meeting date is December 19.

#### **COMMISSIONERS' BUSINESS**

##### Legislative/Lobbying Issues & Commissioners' Reports

- Commissioner Gaasvig gave several committee updates
- Commissioner Carlson had no updates at this time
- Commissioner Anderson had no updates at this time
- Commissioner Sumner provided several updates
- Commissioner Gould provided several updates

##### Review Upcoming Meeting Schedule

Next regular meeting of the County Board will be December 19, 2023, in the Board Room of the County Administration Building.

**MEETING ADJOURNMENT**

A motion to adjourn the Board meeting at 6:51 p.m. was made by Commissioner Carlson, seconded by Commissioner Gaasvig, and unanimously carried.

---

Richard Anderson, Chair

---

Thomas H. Barry, County Administrator

**BUDGET MEETING AGENDA**

Meeting opened at 6:02 pm by Board Chair Richard Anderson. County Administrator, Tom Barry reviewed the Budget Process, proposed and proposed levy.

**Public Hearing:**

A motion was made by Commissioner Anderson, and seconded by Commissioner Sumner to open the Public Hearing for the 2024 Property Tax Levy, Budget, Fee Schedule and Transportation Improvement Plan. Unanimously carried.

No citizen addressed the Board on any topics.

Commissioner Anderson closed the public hearing.

Adoption of the 2024 Property Tax Levy Resolution

BE IT RESOLVED, that the Beltrami County Board of Commissioners do hereby approve the 2023 County Proposed Property Tax Levy of \$30,871,951 a Levy growth of 6.65%:

<b>2024 Final Levy</b>	<b>Adopted</b>	<b>Proposed</b>
	<b>2023</b>	<b>2024</b>
<b>Regular Levies (Operations)</b>		
Revenue Fund	16,328,471	18,436,943
Human Services	8,267,531	8,413,234
Road & Bridge	2,954,761	2,954,761
	<b>27,550,763</b>	<b>29,804,938</b>
<b>Debt Service Levies:</b>		
Jail Debt Service	387,350	380,613
LEC Debt Service	325,000	-
Judicial Center Debt Service	684,200	686,400
	<b>1,396,550</b>	<b>1,067,013</b>
	<b>\$28,947,313</b>	<b>\$30,871,951</b>

A motion was made by Commissioner Gould, and seconded by Commissioner Gaasvig, to approve the 2024 Final Property Tax Levy of \$30,891,951 a 6.65% increase. Unanimously carried.

Adoption of the 2024 Budget Resolution

BE IT RESOLVED, that the Beltrami County Board of Commissioners do hereby approve the 2024 County Expenditure Budget in the amount of \$104,195,803.

	<b>2023</b>	<b>2024</b>
	<b>Budget</b>	<b>Budget</b>
<b>Expenditures</b>		
General Government	17,403,028	19,124,148
Public Safety	15,685,143	17,187,169
Highway & Streets	23,233,293	20,918,965
Sanitation	5,825,102	6,590,310
Human Services	30,607,760	33,823,618
Health	1,830,196	1,734,060
Culture & Recreation	1,037,920	1,076,893
Conservation	1,812,430	1,768,851
Economic Development	384,088	352,026
Capital Outlay	280,000	280,000
Debt Service	1,881,838	1,339,763
<b>Total Expenditures</b>	<b>99,980,798</b>	<b>104,195,803</b>

A motion was made by Commissioner Gaasvig, and seconded by Commissioner Sumner, to approve the 2024 Expenditure Budget Resolution of \$104,195,803. Unanimously carried.

Adoption of the 2024 Proposed Fee Schedule

A motion was made by Commissioner Gould, and seconded by Commissioner Gaasvig, to approve the 2024 proposed County Fee Schedule. Unanimously carried.

Adoption of the 2024 Transportation Improvement Plan

Highway Engineer, Bruce Hasbargen reviewed the 2024 Transportation Improvement Plan and answered questions from the Board.

A motion was made by Commissioner Sumner, and seconded by Commissioner Gaasvig, to approve the 2024 five-year Transportation Improvement Plan presented with minor revisions. Unanimously carried.

**MEETING ADJOURNMENT**

Meeting ended at 6:31 p.m. and resumed the Regular Board Meeting.

---

Richard Anderson, Chair

---

Thomas H. Barry, County Administrator

**MINUTES OF THE PROCEEDINGS  
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS  
December 19, 2023**

The Beltrami County Board of Commissioners met in regular session on December 19, 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 5:02 p.m. Commissioners Craig Gaasvig, Joe Gould, Tim Sumner, and John Carlson were present.

**GENERAL COMMENTS - BOARD CHAIR**

None.

**CITIZENS ADDRESSING THE BOARD**

None.

**APPROVAL OF AGENDA**

The following items was added to the Regular Agenda:

- Administrators Update
- Move from the Consent Agenda: Personnel Policy Updates

**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 Carlson, seconded by Commissioner Gaasvig. Commissioner Gould made a motion to amend the motion and move Approval of Updated Personnel Rules to the Regular agenda. Commissioners Carlson and Gaasvig were support of the amendment. 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 December 12, 2023, and the Minutes of the Board of Commissioners Regular Meeting held December 12, 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 2024 Legislative Platform

The Board, by adoption of its Consent Agenda, approved the 2024 County Legislative Platform, as submitted.

Approved Annual Safety Manual Review

The Board, by adoption of its Consent Agenda, approved the 2024 County Safety Manual and review, 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.

Approved SAP 004-589-001 Grant Agreement & Resolution

The Board, by adoption of its Consent Agenda, approved the Grant Agreement and Resolution on project SAP 004-589-001:

State Funded Program for IIJA Discretionary Grant Assistance.

WHEREAS, Beltrami County has applied to the Commissioner of Transportation for a grant from the State Program for IIJA Assistance; and

WHEREAS, the Commissioner of Transportation has given notice that funding for this project is available; and

WHEREAS, the amount of the grant has been determined to be \$30,000.00 by reason of the lowest responsible bid;

NOW THEREFORE, be it resolved that Beltrami County does hereby agree to the terms and conditions of the grant consistent with Minnesota Laws 2023, Chapter 68, Article 1, Section 2, Subdivision 5(a), and will pay any additional amount by which the cost exceeds



the estimate, and will return any amount appropriated for the project but not required. The proper county officers are authorized to execute a grant agreement and any amendments thereto with the Commissioner of Transportation concerning the above-referenced grant.

**REGULAR AGENDA**

Natural Resource Management Land Purchase

The Natural Resource Management and County Attorney Departments are seeking Board approval to purchase approximately 1.62 acres from Glenn and Marie Bridgeford to gain all-season access to large parcels of County owned land south of CR 21 and approval for Auditor/Treasurer to issue payment to the Bridgeford's in the amount of \$3,726.

A motion was made by Commissioner Carlson, and seconded by Commissioner Gaasvig, to approve the purchase of 1.62 acres from the Bridgefords, located south of CR 21 and specified in the survey, for the amount of \$3,726. Unanimously carried.

Involuntary Hold Contract and MOA with Sanford Health

Per MN Statute 253B.04 Sub. 2 and MN Statute 245.469 County Health and Human Service agencies are required to provide, or contract to provide, a qualified facility for involuntary hold placements.

As there lacked a written contract to this point an MOA and release of claims between Beltrami County and Sanford Health of Northern MN was developed. This MOA memorializes the agreed upon fee for costs incurred up to the point the involuntary hold contract is finalized.

A motion was made by Commissioner Carlson, and seconded by Commissioner Gould, to approve the Involuntary Hold Contract and the MOA with Sanford Health of Northern, MN. Unanimously carried.

Commissioner Salaries Resolution

Commissioner's salaries reflect the same increases as awarded to all union and non union employees. A 2024 COLA adjustment of 3% will take effect on January 1, 2024 resulting in a total annual Commissioner salary of \$35,844.34.

WHEREAS, the Beltrami County Board of Commissioners is responsible for setting compensation of county employees, elected officials, appointed officials and board members; and

WHEREAS, the Beltrami County Board of Commissioners considered the duties and responsibilities of each individual position; and

WHEREAS, the Beltrami County Board of Commissioners considered the salaries of elected officials in other comparable counties;

NOW, THEREFORE, BE IT RESOLVED, that the Beltrami County Board of Commissioners approve setting the County Commissioners salary at \$35,844.34 annually, excluding per diem payments, for the calendar year 2024.

A motion was made by Commissioner Gaasvig, and seconded by Commissioner Carlson, to approve the 2024 Commissioner's salary of \$35,844.34. Unanimously carried.

Commissioner Per Diem Resolution

The per diem rates included below are the same as 2023. Committees listed on the resolution are the only committees eligible for per diem. If a Commissioner has accepted a committee assignment that is not included in the resolution, no per diem can be paid per MS 375.055.

WHEREAS, the various members of the Beltrami County Board of Commissioners from time to time are obligated by law, appointment, or duty to attend several functions of their office at times other than regular Board meetings, and;

WHEREAS, Minnesota Statute 375.055 provides for establishment of a schedule of per diem payment for said activities, and;

WHEREAS, the following duties, committees, or commissions are deemed as eligible committees:

Alternate on any Committee, Board or Commission  
Association of Minnesota Counties (AMC Policy Committees)  
ATV Committee  
Behavioral Health Community Collaborative  
Beltrami Health & Human Services Advisory Committee  
Beltrami County Township Officers Meetings  
Beltrami HRA  
Bemidji Area Chamber of Commerce  
Beltrami Area Service Collaborative (BASC)  
Bemidji Leads!  
Bemidji Regional Airport Authority Board  
Bemidji Regional Airport Zoning Board  
Bi-County CAP Board of Directors & Housing  
Blackduck Ambulance  
Blackduck EMS Joint Powers Board  
Budget Committee  
Cass Lake Fire Association  
State Community Health Services (SCHAC) Advisory Boards  
ConCon Committee

County Emergency Operations Committee  
County Extension Committee  
County Management Team  
County Public Defender Committee  
Criminal Justice Committee  
Dept of Revenue Training  
Ditch Committees (joint ditch boards)  
DWI/Specialty Courts/Domestic Violence/Drug  
E-911 Committee  
Election Canvassing Committee  
Fair Board  
Greater Bemidji  
Hope House Board  
Headwaters Regional Development (HRDC) Board  
Household Hazardous Waste  
LMC on Insurance  
Jail Committees - Finance, Design & Operations, Programming &  
Steering  
Joint Law Enforcement Center Board  
Joint Powers Natural Resource Board  
Kelliher Resource Center  
Kitchigami Regional Library Board  
Land Review/Land Sale Committee  
Land of the Dancing Sky - Area Aging Board & Local Committees  
Law Library Board  
Mental Health Advisory Committee  
Mississippi Headwaters Board  
National Association of Counties (NACO)  
Negotiation/Mediation Appointment  
Newsletter Committee  
Northern Lights Library Board  
Northwest Juvenile Center Board  
Northwest Regional Radio Board  
Noxious Weed Committee  
One Watershed One Plan Policy Committee(s)  
Paul Bunyan Transit Joint Powers Board  
Personnel Committee  
Planning Commission  
Polk County Incinerator Advisory Board  
PrimeHealth Board  
PrimeWest Health System  
Road & Park Tour  
State Human Services Performance Council  
Solid Waste Committee  
State & Federal Legislative Activities (including meetings with  
individual legislators, members of congress or congressional  
staff)  
Veterans Home Task Force

Also, any official committee or subcommittee identified as eligible for per diem at a Regular County Board Meeting, and as appointed by the County Board of Commissioners through the course of the year.

NOW, THEREFORE, BE IT RESOLVED, that members of the Beltrami County Board of Commissioners be permitted per diem payments of \$50.00 per day for half-day (3 hours or less) and \$75.00 per day for full day for attending eligible committee meetings plus mileage expense at the current County rate. Multiple meetings on the same day, at different locations, will be allowed a per diem for each meeting, not to exceed four meetings a day. This authorization is contingent on request for payment per diem and mileage being submitted within 60 days of the date of the meeting or meetings.

A motion was made by Commissioner Gould, and seconded by Commissioner Sumner, to approve the Commissioner Per Diem Resolution. Carried 4:1 vote. Commissioner Carlson voted No.

Commissioner Carlson stated that the review committee will be meeting on Thursday, December 21, 2023 and possibly bring recommendations to the Board in January.

Attorney Hanson pointed out that Statute reads that any changes to per diems will take effect the first of the following year.

#### Commissioner Committee Assignments

Several changes and updates to the 2024 committees assignments:

**District 1: Commissioner Craig Gaasvig**

Committees:	Meeting Date & Time	Contact Information
Alternate on any Committee, Board or Commission	As Needed	
Association of Minnesota Counties (including the Public Safety Policy Committee)	As Needed	Julie Ring, 651-789-4325
Bemidji Regional Airport Authority Board	3 <sup>rd</sup> Wednesday, monthly @ 5:00 pm	Karen Weller 218-444-2438
Blackduck EMS Joint Powers Board	3 <sup>rd</sup> Thursday @noon	
Cass Lake Fire Association	Quarterly	
County Emergency Operations Committee	As Needed	Chris Muller, 218-333-4163
County Public Defender Committee	As Needed	County Attorney 218-333-4219
Criminal Justice Committee	As Needed	
DWI/Specialty Courts Steering Committee		
E-911 Committee	As Needed	Chris Muller 218-333-4163
Fair Board	3 <sup>rd</sup> Monday of Month @ 7:00 p.m.	Paul Hokuf, 218-444-8169
Headwaters Regional Dev Board (HRDC)	3 <sup>rd</sup> Thursday of Month @ 7:00 p.m.	Naomi Carlson, 218-333-6539
Jail Sub-Committee - Finance	As Needed	Administrator, 218-333-4019
Joint Airport Zoning Board (JAZB)	As needed	Karen Weller 218-444-2438
Joint Law Enforcement Center Board	As Needed	Jason Riggs, 218-333-4135
Kitchigami Regional Library Board (alternate)	3 <sup>rd</sup> Thursday of Month @ 7:00pm (9 times/year)	Kitchigami Regional Library Board
Mississippi Headwaters Board	3 <sup>rd</sup> Friday of Month @9:00 a.m.	
Northwest Regional Radio Board	Quarterly	Chris Muller 218-333-4163
One Watershed/One Plan 1W1P Policy Committee	(Headwaters)	Brent Rud 218-333-4157
Paul Bunyan Transit Joint Powers Board	Quarterly	Lezlie Grubich 218-444-9520
Planning Commission	4 <sup>th</sup> Monday of Month	Brent Rud 218-333-4159
Polk County Incinerator Advisory Board	Quarterly, in Fosston MN 9:30 - 1	
State and Federal Legislative Activities	As Needed	
Solid Waste Committee	3 <sup>rd</sup> Tuesday, monthly @ 9:00 am	Brian Olson 218-333-8187

**District 2: Commissioner Joe Gould**

	Meeting Date & Time	Contact Information
Alternate on any Committee, Board or Commission	As Needed	
Association of Minnesota Counties (including the Environment & Natural Resource Policy Committee)	As Needed	Julie Ring, 651-789-4325
Beltrami HRA	2 <sup>nd</sup> Tuesday of Month @ 4:00 p.m. alternating months	Sandy Hennum, 218-333-6532
BiCAP – Board of directors	2 <sup>nd</sup> Thursday of the Month @ 4:00 p.m.	Barb Moran 218-333-9827
BiCAP – Housing		
Ditch Committee(s) (Alternate)	As Needed	
Greater Bemidji (Alternate)	3 <sup>rd</sup> Friday monthly 7:30 am	Dave Hengel, 218-444-5757
Hope House Board	3 <sup>rd</sup> Wednesday of Month @ 12:00 p.m.	Hope House Board
Jail Sub-Committee – Programming	As Needed	Administrator 218-333-4109
Joint Law Enforcement Center Board (Alternate)	As Needed	Sheriff, 218-333-4135
Joint Powers Natural Resource Board	3 <sup>rd</sup> Monday of Month	
Kitchigami Regional Library Board	3 <sup>rd</sup> Thursday of Month @ 6:00pm (9 times/year)	Kitchigami Regional Library Board
Land Review Committee	As Needed	Richard Moore, 218-333-4163
Law Library Board		
Northern Lights Library Board	Saturday Quarterly	
State & Federal Legislative Activities	As Needed	
State Human Services Performance Council		AMC

**District 3: Commissioner Richard Anderson**

Committees:	Meeting Date & Time	Contact Information
Alternate on any Committee, Board or Commission	As Needed	
Association of Minnesota Counties (Including the Health & Human Services Policy Committee)	Annually & As Needed	Julie Ring, 651-789-4325
ATV Committee (alternate)	As Needed	
Behavioral Health Community Collaborative	Even months, 2 <sup>nd</sup> Thursday 8:00 am	
Beltrami Health & Human Services Advisory Committee		Anne Lindseth, 218-333-8119
Beltrami Area Service Collaborative (BASC)	Even Months Wednesday 8:00 am	
Bi-County CAP (Alternate)	1 <sup>st</sup> Thursday, every other month	Barb Moran 218-333-9827
County Extension Committee	Quarterly – 4 <sup>th</sup> Monday 9:30 am	Tony Hansen 218-327-5958
DWI/Specialty Courts Steering Committee		
E-911 Committee	As needed	Chris Muller 218-333-8386
Fair Board (Alternate)	3 <sup>rd</sup> Monday of Month @ 7:00 p.m.	Paul Hokuf, 218-444-8169
Household Hazardous Waste	Quarterly – Bagley 9:00	
Jail Steering Committee		
Land Review Committee	Twice per year	
Land of the Dancing Sky Area Agency on Aging Board & Local Committees (Alternate)	3 <sup>rd</sup> Monday Quarterly aa:11:00 am	Shannon Hendrickson, 218-745-6733
LMC on Insurance		
Newsletter Committee	Quarterly	Diane Moe, 218-333-8478
Negotiations/Mediation	As Needed	
Northwest Juvenile Center Board	3 <sup>rd</sup> Thurs odd Months 10:00. Even months – 3 <sup>rd</sup> Mon 7:30	Mindy O’Brien 218-751-3196
PrimeHealth Board (Alternate)	4 <sup>th</sup> Thursday in Alexandria	
Personnel Committee	As Needed	Linda Tran 218-333-4155
PrimeWest Health System	1 <sup>st</sup> Thursday in Alexandria	Jim Przybilla, 320-335-5250
Solid Waste Committee	3 <sup>rd</sup> Tuesday, monthly @ 9:00 am	Brian Olson 218-333-8187
Veterans Home Task Force		

**District 4: Commissioner Tim Sumner**

Committees:	Meeting Date & Time	Contact Information
Alternate on any Committee, Board or Commission	As Needed	
Association of Minnesota Counties (including the General Government Policy Committee)	Annually & As Needed	Julie Ring, 651-789-4325
ATV Committee	As Needed	
Blackduck Ambulance	3 <sup>rd</sup> Thursday	
ConCon/PILT Fund Committee	As Needed	
Ditch Committees	2 <sup>nd</sup> Monday of Month	
Jail Steering Committee		
Joint Powers Natural Resource Board (Alternate)	4th Monday of Month	
Kelliher Resource Center	As Needed	
NACO		
NW MN Juvenile Center Board	3 <sup>rd</sup> Thursday odd Months @ 10:00 a.m.	Mindy O'Brien 218-751-3196
One Watershed/One Plan 1WIP Policy Committee	Thief River Falls	Brent Rud 218-333-4157
One Watershed/One Plan 1WIP Policy Committee	Red Lake	Brent Rud 218-333-4157
Opioid Settlement Committee	2 <sup>nd</sup> Monday of Month 2-4 pm	Amy Bowles 218-333-8116
State & Federal Legislative Activities	As Needed	
State Community Health Services (SCHAC) Advisory Committee	3 <sup>rd</sup> Friday plus 3 conferences in Oct Qtrly in Mpls Feb-June-Oct-Dec	Anne Lindseth 218-333-8119
Veterans Home Task Force (Alternate)	As Needed	

**District 5: Commissioner John Carlson**

Committees:	Meeting Date & Time	Contact Information
Alternate on any Committee, Board or Commission	As Needed	
ATV Committee	As Needed	
Bemidji Regional Airport Authority Board	3 <sup>rd</sup> Wednesday of Month @ 5:00 p.m.	Karen Weller 218-444-2438
County Extension Committee	Bi-Monthly or as needed	Tony Hansen, 218-327-5958
County Public Defender Committee	As Needed	
Ditch Committees (Alternate)	As Needed	
DWI/Specialty Courts Steering Committee	As Needed	Pam Norenburg, 218-759-4368
Greater Bemidji	3 <sup>rd</sup> Friday of Month @ 7:30 a.m.	Dave Hengel, 218-444-5757
Jail Sub-Committee – Design & Operations	As Needed	Administrator 218-333-4109
Land of the Dancing Sky Area Agency on Aging Board & Local Committees	3 <sup>rd</sup> Monday Quarterly	Shannon Hendrickson, 218-745- 6733
Newsletter Committee	As Needed	Diane Moe, 218-333-8478
NW Regional Radio Board (Alternate)		
Noxious Weed Committee		
Paul Bunyan Transit Joint Powers Board	2nd Wednesday of Month Quarterly @ 4:00 p.m.	Lezlie Grubich 218-444-9520
Polk County Incinerator Advisory Board (Alternate)	As Needed	
PrimeHealth Board	Usually Quarterly 11 am	
PrimeWest Health Systems (Alternate)	4 <sup>th</sup> Thursday in Alexandria	Jim Przybilla, 320-335-5250
State & Federal Legislative Activities	As Needed	
Veterans Home Task Force	As Needed	

A motion was made by Commissioner Sumner, and seconded by Commissioner Gould, to approve the commissioner committee assignments, including minor changes discussed. Carried 4:1 vote. Commissioner Carlson voted No.

#### Crown Property Purchase

The Crown property, the County's second highest rated location, located between Pioneer St SE and Railroad St SE, was donated to the County at no cost. The highest rated location was not for sale. The County is paying for the closing costs to transfer the property, \$1,517.85. Closing is set for December 22, 2023.

A motion was made by Commissioner Carlson, and seconded by Commissioner Gaasvig, to approve the acquisition of the Crown Property and expenditure of \$1,517.85 for closing costs and authorizes the Board Chair to sign the closing documents. Unanimously carried.

#### Administrators Report

- Jail Project CMRs have been reviewed by the Committee. Interviews will take place on January 16.
- Closure dates: Christmas Day and New Years Day

#### Approved Updated Personnel Rules

Members of the Board discussed language in several sections of the policy and made no changes.

A motion was made by Commissioner Gaasvig, and seconded by Commissioner Carlson, to approve the County Personnel Policy as submitted, effective January 1, 2024. Carried 4:1 vote. Commissioner Gould voted No.

### **COMMISSIONERS' BUSINESS**

#### Legislative/Lobbying Issues & Commissioners' Reports

- Commissioner Sumner gave several committee updates and commented on the very important issue of child care.
- Commissioner Carlson gave several committee updates, also noted that AMC had moved there 2024 annual meeting to December 10-12, therefore we could hold our first December board meeting on December 3.

A motion was made by Commissioner Carlson and seconded by Commissioner Sumner, to move the December 10, 2024 scheduled board meeting to December 2, 2024. Unanimously carried.

#### Review Upcoming Meeting Schedule

Next regular meeting of the County Board will be January 2, 2024, in the Board Room of the County Administration Building.



**MEETING ADJOURNMENT**

A motion to adjourn the Board meeting at 5:52 p.m. was made by Commissioner Sumner, seconded by Commissioner Gaasvig, and unanimously carried.

---

Richard Anderson, Chair

---

Thomas H. Barry, County Administrator