



## Land Asset Management Policy

The following policy is based on the needs and land assets of Beltrami County, and Minnesota Statutes.

### Purpose

This policy is to assist Beltrami County in maintaining a land base that will benefit the citizens of Beltrami County now and in the future. The intent is to assist in establishing an environment that will meet the long-term needs of logging, recreation, conservation, water/wetland protection, and wildlife while providing a steady economic return to the taxing districts.

### General Review

1. In general, the Beltrami County will retain tracts of land that offer public benefits to the citizens of Beltrami County and generate revenues for its taxing districts. These benefits include: forest management, recreation, wildlife, water/wetland protection, and other significant features (cultural, historical aesthetics).
2. Parcel Reviews: Lands proposed for sale or exchange will be routed and reviewed by the following departments: Natural Resource Management, Auditor/Treasurer, Recorder, Environmental Services, Highway Engineer, Assessor, and Attorney.
3. The Land Review Committee will make the final recommendations for exchange and/or sale of parcels to the Beltrami County Board. The Land Review Committee is to consist of two County Commissioners, the County Administrator, the County Assessor, the Tax Specialist, the Environmental Services Director, the County Auditor/Treasurer, the Highway Engineer, and the Land Commissioner.
4. The Land Review Committee will meet annually or semi-annually to review land sale, exchange, and land purchase proposals. The parcels receiving favorable review will be forwarded to the Beltrami County Board for preliminary consideration.
5. All proposed land sales, purchases, and exchanges that meet the criteria and favorable review of the Land Review Committee will be reviewed by the Township or City in which they are located. Any comments will be considered in the County Board's final decision.
6. Land parcels will not be sold below estimated market value as determined by an independent appraiser or the Beltrami County Assessor.
7. Land sale mailing and email list will be purged as necessary. The Natural Resource Management office will notify any landowners adjacent to parcels being offered for sale.



## Land Sale

1. Land sales procedures are governed by Minnesota Statute 282.
2. Requests for land purchases may be accepted and considered from private individuals.
3. Land sale parcels will be identified by the Land Commissioner that meet the following criteria:
  - platted property;
  - small, oddly shaped parcels;
  - parcels isolated from other County ownership;
  - parcels isolated from public access;
  - forfeitures that do not fit into a management strategy;
  - partial interest parcels where the county is the minor owner.
4. Land parcels will not be “subdivided” unless it is determined to be in the best interests of Beltrami County. Land parcels may be consolidated if it is determined to be in the best interests of Beltrami County.
5. Lands that will not be considered for sale include those:
  - classified as conservation lands;
  - classified as memorial forest;
  - located on “Protected Waters”; Protected waters listing can be found: [http://files.dnr.state.mn.us/waters/watermgmt\\_section/pwi/BELT\\_PWILIST.PDF](http://files.dnr.state.mn.us/waters/watermgmt_section/pwi/BELT_PWILIST.PDF)
  - with significant mineral deposits;
  - with significant features important to Beltrami County – timber, recreation, wildlife, wetlands, green space, aggregate, etc.;
  - that provide access to other public lands;
  - within the Mississippi Headwaters Corridor: from Mississippi RM 27 to RM 47, classified as “wild”, within 1000’ of OHWM (Ordinary High Water Mark), from RM 47 to RM 90, classified as “scenic”, within 500’ of OHWM and, from RM 90 to RM 94, classified as “wild”, within 1000’ of the OHWM, unless approved by the Mississippi Headwaters Board;
  - located on Carr, Irving, Bemidji, Stump, Wolf, Andrusia, and Cass Lakes unless approved by the Mississippi Headwaters Board;
  - within Three Island County Park and the Movil Maze Recreation Area unless approved by the Beltrami County Board;
  - that would negatively affect other public entities if they were sold into private ownership.
6. Attempts will be made to ensure that lots that do not meet zoning codes in cities or townships will only be initially offered at “Private Auction” to adjacent landowners. Those parcels that are not sold at private auction shall be offered next at public oral auction.
7. Any parcel not sold at the time of the public oral auction will be available for sale “over-the-counter” at the appraised value on a “first come, first sold” basis.



8. Payment: Parcels must be paid in full within three business days of the sale by the successful bidder. Other payment terms may be determined and approved by the County Board. Payment must be submitted to the Auditor/Treasurer's office in the form of cash, check, money order, or cashier's check. Credit Cards are not accepted.
9. All parcels are sold subject to all railroad, highway, conservation, and other easements.
10. All parcels to be offered must be reviewed by the State of Minnesota DNR.
11. All parcels to be sold must be classified as non-conservation lands.
12. The township/city must agree to the classification of non-conservation lands prior to the sale of such lands.
13. The public and private auctions are conducted by the County Auditor and the Land Commissioner. The public auction is an oral bid and the private auction is via sealed bid. The County Land Commissioner or the County Auditor is the recording secretary.
14. It is the "purchaser's" responsibility to obtain access and ensure that it meets zoning codes for their desired intent.
15. The County Board, at its discretion, may specify the purpose of specific parcels of land prior to selling. This may be conducted through a covenant on the parcel, or a bond running in favor of the County.
16. If necessary, the County will reserve a perpetual non-exclusive easement on a parcel to facilitate access needs or recreational needs.
17. The Purchaser should confirm any special assessments with the taxing jurisdiction.

#### Land Exchange

1. Minnesota Statute 94.344 governs Land Exchange procedures.
2. All Land Exchange proposals must benefit Beltrami County.
3. The following conditions will be considered in a land exchange request:
  - provide access to County managed lands;
  - consolidate ownership;
  - significant features that would be in the best interest of the county;
  - significant environmental concerns important to the county;
  - must be of an equal or greater total value (land and/or timber);
  - parcels not classified as "conservation" lands;
  - parcels not classified as "memorial forest" lands.



4. The township/city must agree to the classification of non-conservation lands prior to the exchange of such lands.
5. All land exchange requests must be submitted to the County Land Commissioner.
6. Request must include letter and completed form identifying specific request before any action is taken.

#### Land Conveyance

1. Land conveyance to local governments is governed by Minnesota Statute 282.
2. Must adhere to the Beltrami County Resolution # 94-04-17; "*Tax Forfeited Land Conveyance Policy*".

#### Land Purchases by Beltrami County

1. Must adhere to the Beltrami County Resolution # 02-02-03.5, "*Purchase of Private Land by Government Agencies*".
2. *Examples*
  - a. Access to large tracts
  - b. Must be of significant importance to the County as determined by the County Board.
3. Must have appropriate and adequate funding sources.

#### Policy Review

The needs and goals of Beltrami County will change in the future. The next review will occur in 2025.



## **Resolution 94-04-17**

### **Tax Forfeited Land Conveyance Policy**

**WHEREAS**, Minnesota Statutes 282.01, Subd. 1 provides for the conveyance of tax-forfeited land to governmental subdivision of the state,

**WHEREAS**, Some subdivisions have tax-forfeited land contiguous to or within their borders and in some cases have been granted land without charge but other subdivisions do not have lands contiguous to or within their borders and consequently can not avail themselves of the opportunity,

**WHEREAS**, All subdivisions have an equity in tax-forfeited lands but do not receive their fair share when land is conveyed without charge,

**WHEREAS**, Public purpose as it relates to a parcel is defined as any parcel intended to be used for governmental purposes, or any parcel intended to be used in such a way to benefit county residents as a community, not as individuals, or any parcel intended to be used to promote the public health, safety, and general welfare of county residences as a whole,

**NOW THEREFORE BE IT RESOLVED**, that any tax-forfeited land so conveyed to a governmental subdivision shall be subject to a fair appraisal, which shall be paid prior to conveyance. Parcels which are identified for public purpose will be subject to fifty (50%) percent of the appraisal, but not less than \$100.00, which shall be paid prior to conveyance.



## Resolution 02-02-03.5

### Purchase of Private Land by Government Agencies

Commissioner Otterstad offered the following resolution, No. 02-02-03.5, and moved its adoption.

**WHEREAS**, the geography of Beltrami County is predominantly rural with over seventy percent of the acreage under Federal, State, County or Tribal control; and

**WHEREAS**, only a small amount of government land is allocated for sale to the general public; and

**WHEREAS**, State and Federal agencies have been purchasing private land in Minnesota which in turn reduces the tax base in the counties in which they are purchased; and

**WHEREAS**, the tax base from the remaining acreage which is privately owned is very important to the County and the County feels the tax base should be protected.

**NOW, THEREFORE, BE IT RESOLVED:**

**THAT THE** Beltrami County Board of Commissioners will consider the following policy issues in determining the appropriateness of approving a request from a government agency to purchase privately owned land:

- No net loss in revenue to Beltrami County. The government agency proposing to purchase private lands shall provide evidence of Payment in Lieu of Taxes (PILT) equal to or greater than the property tax revenue received by Beltrami County under private ownership of the land or the government agency shall offer a like value of land controlled by that agency for sale to the general public.
- Public access and multiple use of public lands. The government agency proposing to purchase private lands shall provide evidence, wherever possible or applicable, of land management policies and practices that: support multiple uses of public lands; allow public access to public lands; allow for the harvesting of timber; and effectively maintain ditches or drainage ways.

Commissioner Frost seconded the adoption of the resolution, and it as adopted on the following vote:

Ayes:   5        Nays:   0