

WORK MEETING MINUTES

Beltrami County Board of Commissioners

February 1, 2022

2:30 pm

Meeting to be held in the County Board Room
County Administration Building, 701 Minnesota Avenue NW
Bemidji, MN

A link to the [livestream](#) will be available on the Board Meeting Agendas and Minutes page of the County Website.

Present: Commissioner Craig Gaasvig, Commissioner Jim Lucachick, Commissioner Tim Sumner, Commissioner Richard Anderson, Commissioner Reed Olson.

1. Call to Order

Tim Sumner called the meeting to order at 2:30 pm

2. CLOSED SESSION

A motion was made by Commissioner Anderson and seconded by Commissioner Gaasvig to begin the closed session at 2:30 pm. Unanimously carried.

A motion was made by Commissioner Olson and seconded by Commissioner Lucachick to close the closed session and return to the Regular Work Agenda at 2:56 pm. Unanimously carried.

3. Introduction of New Employees

Many staff members from the County Attorney's Office and one from the Sheriff's Office, introduced themselves to the Board.

4. Identify Future Work Meeting Topics

- Road project on the North end of Lake Bemidji
- At Large Vacancy on the Planning Commission

5. Short Term Rental Ordinance

The County Board expressed a desire to have the Environmental Services Department and the Planning Commission work on this Ordinance in July 2021. The Planning Commission had multiple work sessions to go over desired language in this Ordinance. A Public Hearing was advertised and held by the Planning Commission on October 11, 2021 to hear comments from the public regarding this draft Ordinance.

Environmental Services Director, Brent Rud reviewed a proposed Short-Term Rental Ordinance and discussed next steps. The Board agreed that a Public Hearing should be held for citizen comment on the proposed Ordinance. It was agreed to add an Agenda Item to the Consent Agenda for a Public Hearing to be held on March 15, 2022 for citizen input on the proposed Short Term Rental Ordinance.

6. Encroachment/Trespassing on Tax-Forfeited Land

Natural Resource Management Director, Richard Moore provided a history and upon on how his Department has been handling encroachments.

There are at least seven instances where permanent structures such as houses, garages, wells, and outbuildings have been built on tax-forfeited land. Three of these situations have been resolved and four are in various stages of resolving the encroachment.

Currently, Beltrami County has Shoreland Zoning regulations and no other county wide zoning. Members of the Board are in agreement that land owners should not be able to encroach or trespass on tax-forfeited property without regard and simply assume they will be allowed to purchase the property after the fact. Land owners should be held responsible to do their due-diligence and face consequences for encroachments.

After continued discussion, it was agreed that the Land Review Committee (meets annually) would be the designated body for the NRM Department to submit encroachment/trespass situations to for evaluation. Final decisions would be handled on a case-by-case basis and require County Board approval.

7. Jail Needs Assessment and Feasibility Study Contract Consideration

On November 18, 2021, Beltrami County issued a Request For Proposal's for a jail needs assessment and feasibility study. Beltrami County received two responses to the RFP. One from Justice Planners, LLC and one from Mark Goldman and Associates.

Both of the proposals were examined by the Beltrami County Jail Steering Committee that included reviewing each proposal as well as contacting the references supplied by each.

During the process, Mark Goldman & Associates, advised that the research to complete his work would be done virtually due to COVID-19 pandemic concerns. The Steering Committee felt that the scope of work and research, including interviews with many, required that a majority of the work would need to be completed in person. For that reason, with both proposals being similar, the Steering Committee began to negotiate with Justice Planners.

Sheriff Beitel provided information and answered questions and is in full support of hiring Justice Planners to provide the services. The assessment would be due back to the County Board in August 2022.

The Board agreed to move this item from the Regular Agenda to the Consent, for approval.

8. Jail Project Reimbursement Resolution

The County has initiated a project to study and improve the County Jail. While the project is in its infancy, the County expects to incur certain expenditures that may be funded temporarily from sources other than tax-exempt bonds. Adoption of a reimbursement resolution will allow the County to reimburse the expenditures made for certain costs of the Project from the proceeds of tax-exempt bonds (if issued).

Administrator Barry was able to answer questions and provide additional information to the Board. The Board agreed to move this item from the Regular Agenda to the Consent, for approval.

9. Joint Leech Lake – County Meeting Agenda Items

The Board of County Commissioners has expressed interest in a joint meeting between the Leech Lake Tribal Council and the County. This meeting has been tentatively scheduled for March 1st at 1 p.m. in a location yet to be determined. In preparation of the meeting, a list of potential topics was developed with Board and staff input. The Board will discuss and finalize the list of topics to present to the Leech Lake Tribal Council.

- Strengthening the LL/County Relationship
- Housing & Homelessness
- County Jail Project Update
- Social Services Accomplishments and Challenges
- County Legislative Priorities Overview
- MN Bills SF1593 & HF1378
- Roadway Improvements and Coordination

Members of the Board requested that the meeting location be determined before the next Board Meeting to allow for adequate time to inform all parties, and the public.

10. Administrator's Report

- AMC Tribal Relations Training is this week
- Administrator requested Board permission to serve as the District 2 representative on the Greater MN Regional Parks & Trails System Advisory Board, as a citizen representative, if appointed by the Governor. The Board was in support.

11. Other Business Items

a) Review Bills

b) Commissioner Lucachick reported that the Beltrami Transit was not having meetings that required board attendance at this time. No longer a committee assignment

c) Commissioner Anderson provided members of the Board a document from PrimeWest Health with a review of the Legal Action the 24 Counties would be taking against DHS on County Based Purchasing for Health Care Services.

12. Review Agenda for the February 1, 2022 Regular Board Meeting

The following item was added to the Consent Agenda:

- Approval to set Public Hearing date for Short Term Rental Ordinance

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

- Approval of Jail Needs Assessment & Feasibility Study Contract
- Approval of Jail Project Reimbursement Resolution

13. Adjourn

The Work Session was adjourned at 4:52 p.m.