

WORK MEETING MINUTES

Beltrami County Board of Commissioners

April 5, 2022

3:00 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 3:00 pm

2. Introduction of New Employees

None.

3. Identify Future Work Meeting Topics

None.

4. Sanford Behavioral Health Services Overview

Sheriff Ernie Beitel and Health & Human Services Director, Becky Secore, reviewed the collaboration history between Beltrami County and Sanford Behavioral Health dating back to 2013 and the first meetings of the Pilot Project with community stakeholders and the forming of the Mental Health Collaborative. Many years, many projects, lots of creative planning and hard work and lots of funding later; Beltrami County and Sanford Health have a relationship unlike any other in the State. Beltrami County Sheriff's Department, Health & Human Services and Sanford Behavioral Health have been instrumental in launching many new programs and initiatives that are servicing our community, including, but not limited to:

- ACT Team
- Jail Diversion Programs
- Supportive Housing Projects
- Prime West Building
 - Residential Crisis Services & Intensive Residential Treatment Services
- Behavioral Health Crisis Facility – Plan is to open in October 2022

The Mental Health Crisis Team is growing and expanding:

- Working to provide full 24 hour crisis team services
- Embed a crisis team member w/law enforcement
- Fully implementation of jail diversion programs

Susan Jarvis and Jay Coughenour from Sanford Behavioral Health then provided a update on services provided and programs that have been implemented along the continuum of care to fill gaps in service beginning in 2017 through 2022.

Sanford Health investments, grants and behavioral health service expansions have been extensive. Over \$14 million in new behavioral health service grants have been awarded to the community since 2018, with Beltrami County working hand in hand with Sanford.

5. Community Health Board

Public Health Director, Megan Heuer began by addressing a question from the Board regarding the T21 project supported by Beltrami County and passed by Federal legislature in 2019. It is still in place and will be a topic for a future Community Health Board update. Ms. Heuer also reviewed:

- Rural Maternity Obstetrics Management Strategies Grant that runs from Sept 2021-Aug 2025. The goal is for a universal home visiting model. Includes one Family Home Visiting Position.

On going staffing shortages are continuing to impact Public Health. Current openings include:

- 2 openings in Family Health
- 2 openings in Managed Care

The Board was also invited to submit suggestions for future Community Health Board updates.

6. CSAH 20 Project Update

Highway Engineer, Bruce Hasbargen provided a CSAH 20 Project Update:

The CSAH 20 reconstruction project has encountered delays during development. The acquisition of right of way from the State Park is still under federal review. Staff is still working with the Bemidji Town and Country Club on right of way acquisition. There is another delay with the Turtle River Township which is still reviewing the CUP application for a planned granular borrow source. Resolution of these issues is expected, however with the uncertain timing it does not allow moving forward with the project as originally planned. Instead of starting this spring, the plan will be for a late summer start and a completion date next summer. The later start will allow the project to be phased and give more time for settlement of the surcharge and overall provide for better construction. Start date is tentatively set for August 15.

To help balance workload the Highway Department will advance a project that was planned for next year. The CSAH 12, Power Dam Rd, from CSAH 27 to CSAH 39, 11.50 miles, thin overlay project will be advanced. It will be combined with the CSAH 57 surfacing project which should make for better bid prices with the larger quantities.

7. Tax System and Assessments for 2023 Update

Assessor, Joe Skerik stated that the move to the Tyler Technologies Software for Tax and Cama is up and running successfully.

2022 is also the year for exempt assessments to be updated. This process occurs every 6 years.

2022 Assessments have been set and mailed to residents for the pay year 2023. This has been an unprecedented year, with the largest increases in values the County has ever seen. Ratios for residential properties county wide are at 74.7%; this is affecting property values with some very large increases.

- Ag/Rural lands up about 30%
- Residential and Seasonal up about 25%
- Apartments up 20-25%
- Commercial up 15-20%

The Assessor's Office is expecting more attendance at the Board of Review Meetings that will be held throughout the County this Spring.

8. Public Safety Answering Point (PSAP) Center Staffing Shortage Discussion

Due to staffing shortages within the Beltrami County 911 PSAP Center, on behalf of PSAP Supervisor/Emergency Management Director Chris Muller, Sheriff Beitel is requesting the Beltrami County Board of Commissioners designate the staffing shortage that the PSAP Center has been experiencing as an extraordinary situation and in doing so;

1. Authorize the payment of approved overtime for those hours worked in excess of a normal work week for Supervisor Muller.
2. Temporary exemption of maximum PTO accrual of 540 PTO hours to a maximum of 600 PTO hours for Supervisor Muller.
3. Temporarily exempt Supervisor Muller from using the minimum required 100 PTO hours annually.

Members of the Board were in support of this item as discussed and included by Resolution on the Consent Agenda.

Sheriff Beitel also spoke to staffing shortages in Corrections Officers and Deputies.

9. Budget Process Improvements

Administrator, Tom Barry reviewed the recommendations discussed and approved by the Management Team during their after-action review of the FY2022 budget process. This included:

1. Start Process Earlier
2. Update Budget Worksheet to include 3 yr average and look back
3. Develop uniform Case Statement Form
4. Administrator budget review prior to finance submission
5. Develop uniform budget presentation format
6. Management Team meetings/budget discussions prior to budget committee review
7. Modify budget committee members
8. Provide budget packet info to committee prior to meetings
9. Provide a budget committee briefing before process begins

Members of the Board agreed to review this information and discuss at a future Work Session.

10. Administrator's Report

This item was moved to the Regular Agenda due to time constraints.

9. Other Business Items

a) Review Bills

b)

10. Review Agenda for the April 5, 2022 Regular Board Meeting

- The Administrator's Update was moved to the Regular Agenda

11. Adjourn

The Work Session was adjourned at 4:55 p.m.