



BELTRAMI COUNTY

WORK MEETING AGENDA

Beltrami County Board of Commissioners
September 3, 2024
3:00 p.m.

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

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

1. Call to Order – 3:00 p.m.
2. **CLOSED SESSION**
3. Introduction of New Employees
4. Identify Future Work Meeting Topics
5. 2023 Financial Statements Review – 3:30 p.m. pg. 1
6. 2025 Preliminary Budget & Levy – 3:45 p.m. pg. 2
7. County Transportation System Update - 4:10 p.m. pg. 3
8. County Emergency Declaration 4:30 p.m. pg. 11
9. Add Crushed Concrete to County Fee Schedule -4:35 p.m. pg. 12
10. Administrator's Update – 4:45 p.m.
11. Other Business Items – 4:50 p.m.
 - a) Review Bills
12. Review Agenda for the September 3, 2024 Regular Board Meeting – 4:55 p.m.
13. Adjourn – 5:00 p.m.



Meeting Date: September 3, 2024
Beltrami County Commission
Work Agenda

AGENDA BILL

SUBJECT: 2023 Financial Statements

RECOMMENDATIONS: Receive and review 2023 Audited Financial Statements with a presentation by CliftonLarsonAllen. No action needed.

DEPARTMENT OF ORIGIN: Auditor-Treasurer

CONTACT PERSON: JoDee Treat, Auditor-Treasurer 218-333-4175

DATE SUBMITTED: August 16, 2024

CLEARANCES: NA

BUDGET IMPACT: NA

EXHIBITS: Financial Statements to be presented at Board Meeting.

SUMMARY STATEMENT:

CliftonLarsonAllen will present information on their audit of the Beltrami County Financial Statements. The financial statements and supplementary information will be distributed at the board meeting.



BELTRAMI county

Meeting Date: September 3, 2024
Beltrami County Commission
Work Agenda

AGENDA BILL

SUBJECT: FY 2025 Preliminary Budget

RECOMMENDATIONS: Receive the FY 2025 Preliminary Budget Book as well as information on the proposed 2025 Levy that is being recommended by the Budget Committee. Budget and Levy adoption is scheduled for September 17th.

CONTACT PERSON(s): Tom Barry 333-4109
JoDee Treat 333-4175

DATE SUBMITTED: August 29, 2024

ATTACHMENT: FY 2025 Preliminary Budget Book

SUMMARY STATEMENT:

County Commissioners will be presented the Preliminary Budget Book for FY 2025 as recommended by the Budget Committee. The Budget Committee was comprised of County Commissioners Craig Gaasvig and Richard Anderson, County Auditor-Treasurer JoDee Treat, Finance Director Samantha Rux, and County Administrator Tom Barry. Information regarding the FY 2025 Budget Process will be shared as well as an overview of the proposed Budget and proposed 2025 Property Tax Levy. Commissioners are encouraged to reach out to the Administrator or Management Team Members to ask questions or receive more information prior to the September 17th preliminary adoption.



BELTRAMI county

Meeting Date: September 3, 2023
Beltrami County Commission
Work Agenda

AGENDA BILL

SUBJECT: Update on the County's Transportation System

RECOMMENDATIONS: N/A

DEPARTMENT OF ORIGIN: Highway

CONTACT PERSON: Bruce Hasbargen, Public Works Director, 333-8180

DATE SUBMITTED: 8/28/24

CLEARANCES: N/A

BUDGET IMPACT: N/A

EXHIBITS: PowerPoint Presentation

SUMMARY STATEMENT:

The County Highway Department will provide an update on the state of the County's road system. Our system consists of:

Bridges

81 County and 44 Township (10 feet or greater)

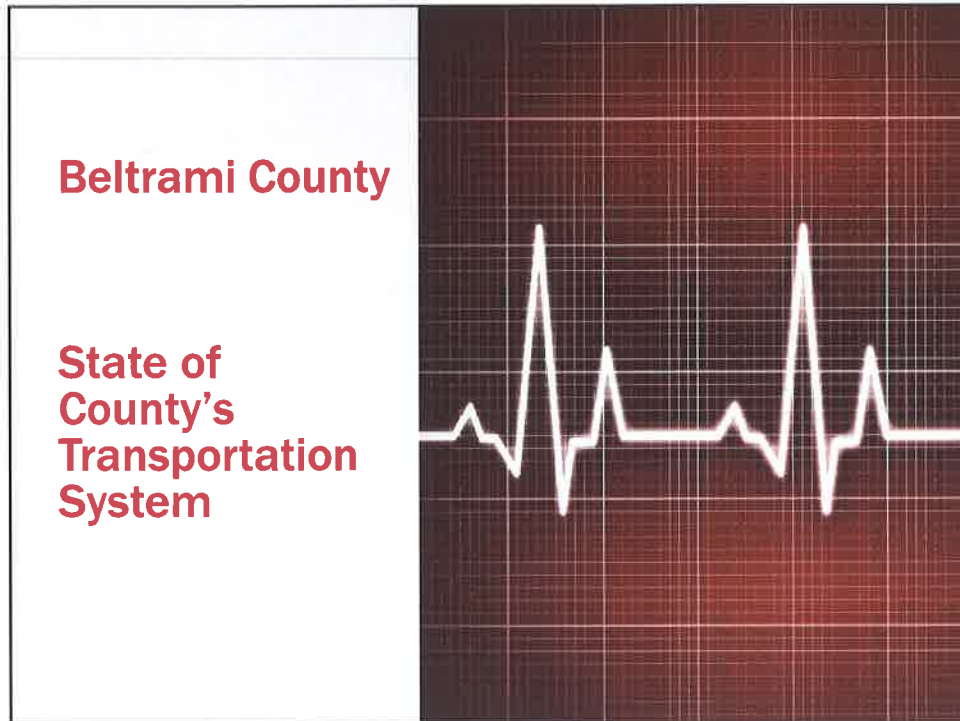
Gravel Roads

340 miles

Paved Roads

407 miles

Most of the presentation will be on the condition of paved roads. Pavement condition is collected every 2 years, and our most recent data was collected in 2022. Data has been collected in 2024 but we do not expect to receive results until early next year.



1

Other

- **Bridges**
 - 81 County and 44 Township (10 feet or greater)
 - Responsible for safety inspections on Township bridges
 - In good shape overall
 - 1 Twp bridge eligible for replacement
- **Gravel Roads**
 - 340 miles
 - In good shape overall
 - Continue regravelling program
 - Continue dust control program
 - Less gravel lost, less blading

2

Paved Roads

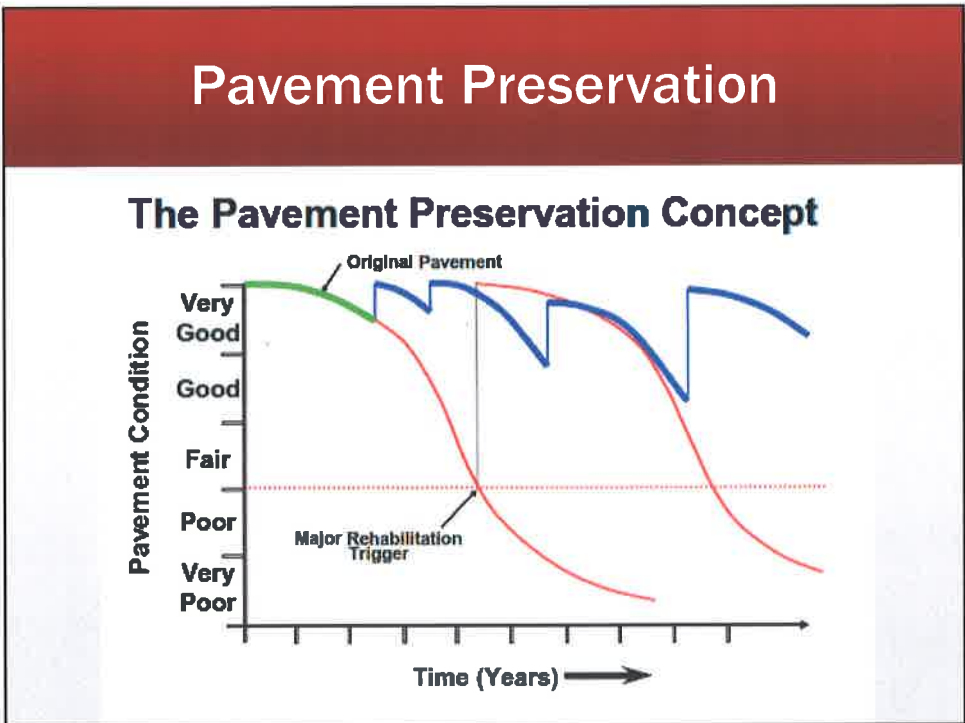
- Paved Roads
 - 406 miles
 - Pavement condition collected every 2 years
 - Map cracks, crack severity, rutting, ride profile, video log
 - Our latest data was collected in 2022. 2024 data has been collected but is still being processed. Data shown in this presentation is estimated.
 - Roads and bituminous surfacing is huge investment
 - >\$1 million/mile for reconstruction
 - \$400,000 for bituminous surfacing
 - Protect the investment

3

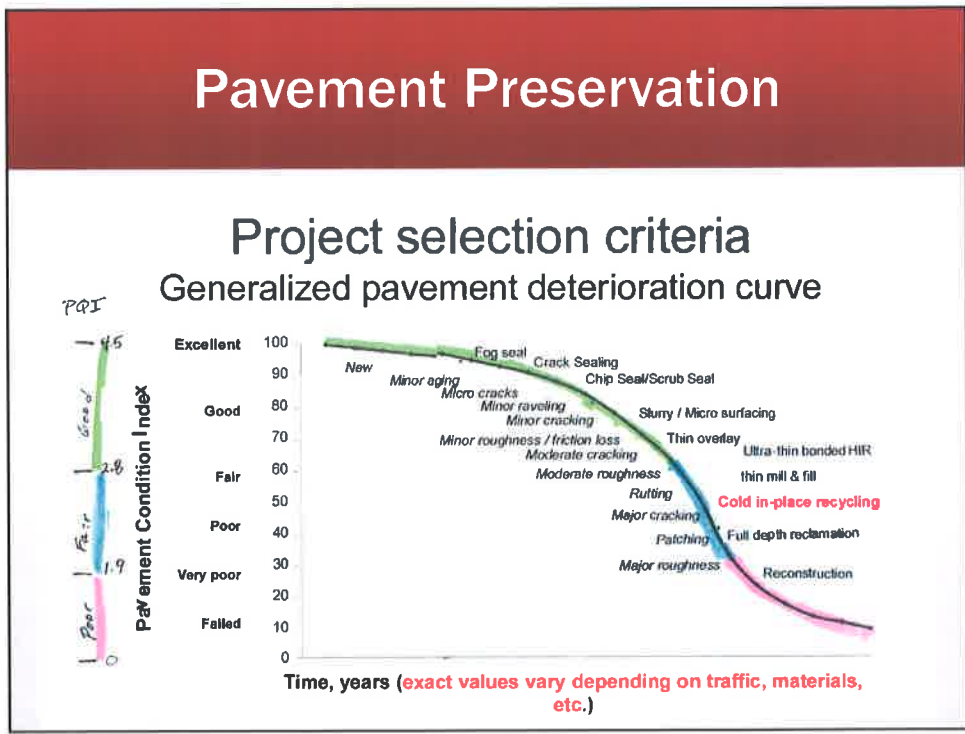
Pavement Preservation

- Manage our pavement asset
- Pavements have a life span
- Preservation projects extend pavement life
- Greater benefit/cost for doing preservation projects
 - Chip Seal, \$40,000, 7 years, \$6,000/year
 - Overlay, \$250,000, 15 years, \$17,000/year
 - Resurfacing, \$450,000, 30 years, \$15,000/year
- **Priority is to keep the good roads in good shape**
 - Not worst first approach
 - Like vehicle maintenance

4



5



6

Example road conditions PQI = 4.0



7

Example road conditions PQI = 2.8



8

Example road conditions PQI = 1.9

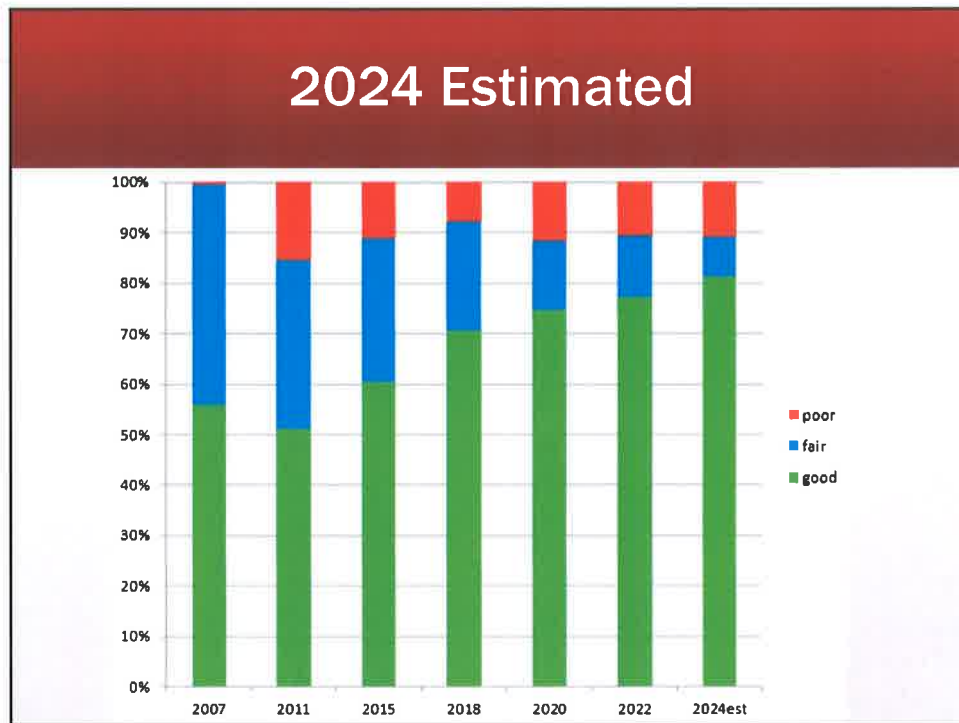


9

Example road conditions PQI = 1.3



10



11

Pavement Preservation

- Every year every segment gets another year older
- Keep the good roads good – in the green
 - Chip seals
 - Overlays
- Keep improving the poor roads – in the red
 - Resurfacing (grind and replace)
 - 2025 will address 14 miles
 - 2026 will address 7 miles

12

Pavement Preservation

- Review of GRIT software program

13

Road Tour Summary

- **September 30th, 8am, Admin Bldg parking lot**
- **Long bus ride – until 3:30pm**
- **Review recent projects, potential projects and ones that are not on the list yet.**

14



Date: September 3, 2024
Beltrami County Commission

WORK MEETING AGENDA BILL

SUBJECT: County Emergency Declaration

RECOMMENDATIONS: Receive a Briefing from the Emergency Management Director

DEPARTMENT OF ORIGIN: Administration

CONTACT PERSON: Tom Barry, County Administrator 333-4109
Chris Muller, Emergency Management Director 333-8386

DATE SUBMITTED: August 29, 2024

CLEARANCES: N/A

BUDGET IMPACT: \$75,000+ in Reimbursement Funds

EXHIBITS: None

SUMMARY STATEMENT:

On July 31, 2024, an intense storm traversed Southern Beltrami County. The storm caused heavy rainfall and extreme winds. Many trees were toppled and damage was sustained to structures, roads, parks, and other facilities. The County Board declared an Emergency for this event on August 20th which makes possible the reimbursement of State and Federal funding for repairs. The County Emergency Management Director will update the Board on the damage threshold and process going forward.



Meeting Date: September 3, 2024
Beltrami County Commission
Work Agenda

AGENDA BILL

SUBJECT: Add Crushed Concrete to Fee Schedule

RECOMMENDATIONS: Review adding a fee for the Sale of Crushed Concrete at the Demolition Landfill to the 2024 County Fee Schedule

DEPARTMENT OF ORIGIN: Solid Waste

CONTACT PERSON: Brian Olson, Director, 8278

DATE SUBMITTED: 8-20-24

CLEARANCES:

BUDGET IMPACT: Sale of Product produced by crushing concrete.
7,200 CY X \$23= \$165,600

EXHIBITS: None

SUMMARY STATEMENT: Solid Waste Crushed a stockpile of crushed concrete in July 2024, per MN Rule 7035.2855 can't store waste in any particular mater for more than 3 years without being processed or utilized. Last time we did this the HWY Department purchased it all for a Highway project that was close by. This time the Highway department doesn't have a nearby use. Recommend we sell to the public.

The Solid Waste Committee has reviewed and approved a rate of \$23/cubic yard.