



# BELTRAMI COUNTY

## WORK MEETING AGENDA

Beltrami County Board of Commissioners  
November 12, 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 – 3:00 p.m.**
3. Introduction of New Employees – 3:45 p.m.
4. Identify Future Work Meeting Topics
5. 2024 General Election Review – 3:50 p.m. pg. 1
6. Broadband Report – 4:05 p.m. pg. 2
7. 2024 Crude Oil Spill Site Update – 4:20 p.m. pg. 3
8. Wellness Committee Year in Review – 4:35 p.m. pg. 4
9. Administrator's Update – 4:50 p.m.
10. Other Business Items – 4:55 p.m.  
a) Review Bills
11. Review Agenda for the November 12, 2024 Regular Board Meeting – 4:55 p.m.
12. Adjourn – 5:00 p.m.



**Meeting Date: November 12, 2024**  
**Beltrami County Commission**  
**Work Agenda**

**AGENDA BILL**

**SUBJECT: 2024 General Election Review**

**RECOMMENDATIONS: Receive review of the 2024 General Election. No action needed.**

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**DEPARTMENT OF ORIGIN: Auditor-Treasurer**

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

**DATE SUBMITTED: November 6, 2024**

**CLEARANCES: NA**

**BUDGET IMPACT: NA**

**EXHIBITS: NA**

**SUMMARY STATEMENT:**

We will give a review of the 2024 General Election.



Date: November 12, 2024  
Beltrami County Commission

WORK MEETING AGENDA BILL

**SUBJECT: Broadband Report**

**RECOMMENDATIONS:** Receive an Update on Broadband Technology Throughout the County

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**DEPARTMENT OF ORIGIN:** Administration

**CONTACT PERSONS:** Tom Barry, County Administrator 218-333-4109

**DATE SUBMITTED:** October 31, 2024

**CLEARANCES:** Administrator

**BUDGET IMPACT:** N/A

**ATTACHMENTS:** None

**SUMMARY STATEMENT:**

Greater Bemidji Executive Director Dave Hengel and Paul Bunyan Communications CEO/General Manager Gary Johnson will update the Board on the state of broadband technology and its impacts in and around the County.



**Meeting Date: Nov. 12, 2024**  
**Beltrami County Commission**  
**Work Agenda**

**AGENDA BILL**

**SUBJECT:** Crude Oil Spill Fate and Natural Attenuation Research Site: 2024 Update

**RECOMMENDATIONS:** Informational - A presentation and discussion regarding projects and activities for 2024 at the oil spill site in Lammers Township

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**DEPARTMENT OF ORIGIN:** Natural Resource Management

**CONTACT PERSON:** Shane Foley, Director of Natural Resource Management, 333-4163

**DATE SUBMITTED:** 10/31/2024

**CLEARANCES:** NRM

**BUDGET IMPACT:** None

**EXHIBITS:** PowerPoint Presentation: Summary of Research Activities/Findings  
(not attached)

**SUMMARY STATEMENT:** A presentation by Jared Trost, USGS Site Manager, of 2024 projects and activities at the National Crude Oil Spill Fate and Natural Attenuation Research Site located on tax-forfeited land in Section 2-T147N-R35W in Lammers Township. Beltrami County is part of a Memorandum of Understanding (MOU) along with the USGS, Enbridge Energy, and the MPCA for this site.



**Meeting Date: Nov 12, 2024**  
**Beltrami County Commission**  
**Work Agenda**

**AGENDA BILL**

**SUBJECT: Wellness Committee, year in review**

**RECOMMENDATIONS: Informational**

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**DEPARTMENT OF ORIGIN: Health & Human Services**

**CONTACT PERSON: Amy Bowles, Public Health Director 333-8116**

**DATE SUBMITTED: 11/5/24**

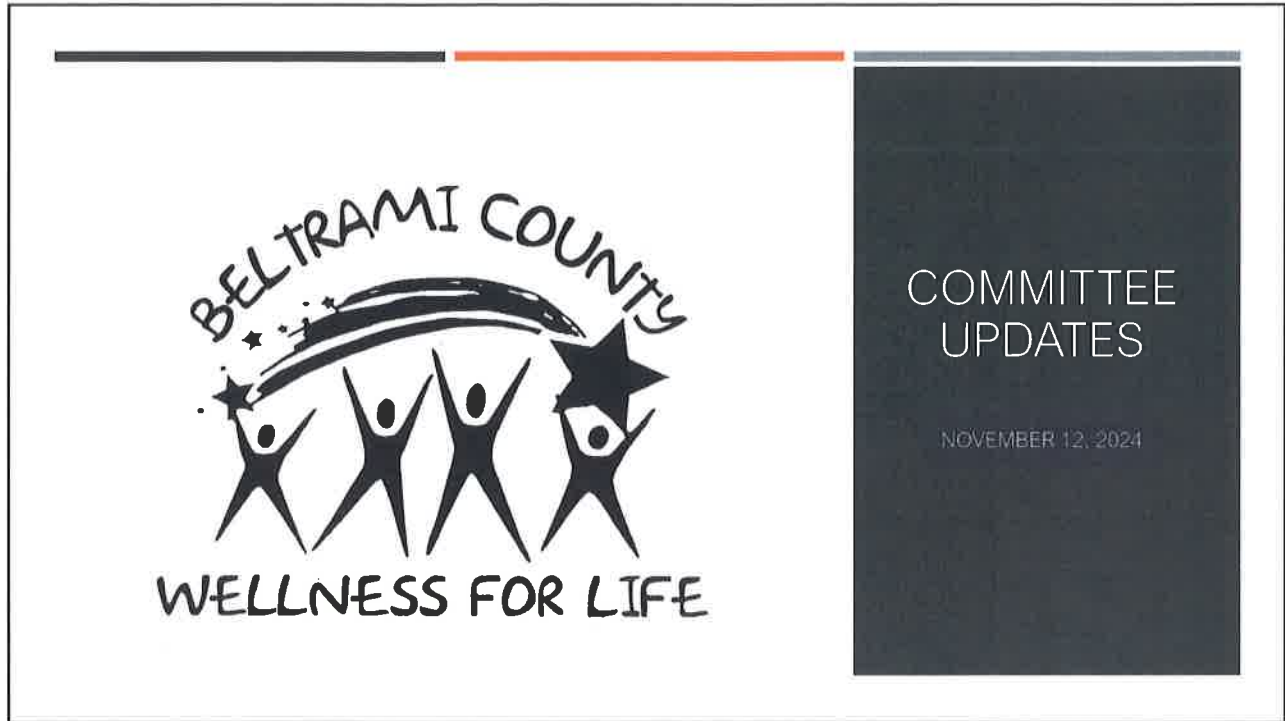
**CLEARANCES: Tom Barry, County Administrator**

**BUDGET IMPACT: none**

**EXHIBITS: Attached Power Point**

**SUMMARY STATEMENT:**

In February 2024, the Beltrami County Wellness for Life Committee submitted a charter to help provide formal structure and guidelines. With the Board's approval of the charter, the committee has made improvements in the planning process, provided clearer communication, and increased employee engagement. Today members of the committee leadership team would like to provide the Board with a review of the 2024 year.



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**CULTIVATING HEALTHY HABITS**

With the new year comes a sense of renewal. January is a great month to kick off new healthy habits. Whether it's to increase water intake, improve health and well-being, gain more endurance and energy, or build stronger, leaner muscles, here are some ideas to get you up and running.

**ideas for the month**

**Mindfulness:**

- Go for a quick sensory walk and look for:
  - four things you can see
  - three things you can hear
  - two things you can touch
  - one thing you can smell

**Nutrition:**

- Take one less bite of any processed food each time it's on your plate.
- Eat multiple servings of fruits and vegetables each day. A big salad can provide multiple servings!

**Exercise:**

- Complete at least 20 minutes of a new exercise each week this month, such as high-intensity interval training, strength training, yoga, Pilates, biking, running, or jumping rope
- Break your exercise into short sessions throughout the day if you are running low on time

JANUARY 2024

**Mission Statement**

The mission of the Beltrami County Wellness for Life program is to promote, develop, and maintain the health and well-being of all Beltrami County employees while encouraging healthy lifestyles and reduce County expenses.

**Wellness for Life Committee**

The Wellness for Life Committee is comprised of county employees with representation from each department. The core responsibilities of the Committee include planning activities that focus on the seven main wellness categories: physical, mental, financial, social, occupational, intellectual, and spiritual health.

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2024

Wellness for Life Committee

*presents*

## Employee Engagement Calendar

1	January	Wellness for Life: Mind/Wellness Seminar Part 1
2	February	(NHS Staff: Trauma Training)
3	March	Wellness for Life: Mind/Wellness Seminar Part 2
4	April	All Staff Education: Assisting Individuals with Disabilities or Need Accommodations
5	May	All Staff Mandatory: Safety Training
6	June	Wellness for Life: Wellness Expo All Staff Education: Diverse Customer Awareness
7	July	All Staff Employee Appreciation: Summer Celebration
8	August	Resilience
9	September	Gratitude - HR's Power of Inclusive Communities
10	October	Finances
11	November	Finances
12	December	All Staff Employee Appreciation: Years of Service Celebration

### FINANCIAL WORKSHOPS

Whether you're a financial genius or money feels like a foreign language, you can learn to manage your finances.

Let us help lower stress levels through these informative financial workshops:

**Session 1**  
**Money Basics - Koda Bank**  
 Learn essential financial concepts to build a solid foundation.

**Session 2**  
**Budget Basics**  
 Discover how to create and stick to a budget that works for you.



**Session 3**  
**Investing for the Future - Orion Financial Group**  
 Understand the fundamentals of investing to secure your financial future.



Watch for future emails to sign up for each session.



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### MIND, BODY, SOUL

2024 Beltrami County Employee  
Survivor Support Health & Wellness Expo

**Thursday**  
June 20, 2024  
11:00am - 2:00pm


**Registration Fees:**  
\$50 regular fee  
\$20 Non-Profit fee



We are inviting vendors with the idea of **WELLNESS** in mind - show us what you have to offer!

Hosted by the Beltrami County Employee Wellness Committee

Setup will be outdoors. Indoor space available but limited.

Please provide your own tent, table, and chairs. Please let us know if 99% incense is needed. The Wellness Committee can be reached at [wellness@beltrami.org](mailto:wellness@beltrami.org) or call us at 824-2244 x224.



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**Wellness Events and Activities**

The Wellness Committee will coordinate up to six group activities per year in which employees can participate as paid time during work hours



**Positions and Responsibilities**

- Chair or Co-Chairs (held by leadership, includes one county/division director) – Bridge communication with committee and leadership. Help support Committee Program Administrator and serves as a liaison between the Committee and the County Administrator.
- Committee Program Administrator – Host meetings, ensure organization of committee, keep committee yearly calendar on track, meets with co-chairs for program planning and preparation for meetings.
- Secretary – Email meeting agenda, minutes, and notes to committee members.
- Treasurer (held by leadership county/division director) – Budgeting, maintaining records of expenses, updating committee on accounts, reports to County Administrator, and collaborates with County Finance Division Director.
- County Gym Manager– Keep track of gym budget and membership. Bring requests regarding the gym to the wellness committee for review and approval.
- Communications Officer– Distribute County wide Email communications and monitor committee email.

