



BELTRAMI COUNTY

REGULAR MEETING AGENDA

Beltrami County Board of Commissioners
March 18, 2025
5:00 p.m.

Meeting to be held in the County Board Room
County Administration Building, 701 Minnesota Avenue NW
Bemidji, MN
Commissioner Carlson will be participating via Zoom from the Best Western Hotel,
Posada Freeman, Centro Historico, Avenida Paseo Olas Altas, Mazatlan, Sinaloa Mexico

A link to the livestream will be available on the Board Meeting Agendas and Minutes page of the County Website.

1. **Call to Order and Roll Call - 5:00 p.m.**
2. **Pledge of Allegiance – 5:00 p.m.**
3. **General Comments – Board Chair – 5:00 p.m.**
4. **Citizens Addressing the Board – 5:00 p.m.**

Beltrami County makes a point of providing an opportunity for citizens to attend County Board meetings as well as providing a way for citizens to present issues to the Board. The County has set up a Zoom meeting and will stream the meeting to its Youtube Channel to provide improved accessibility. A citizen may address the Board in person or via the Zoom meeting. To address the Board via the Zoom meeting, citizens, will need to email the meeting coordinator at diane.moe@co.beltrami.mn.us by Noon, the day of the meeting stating their name and address. They will then be sent an email invitation to join the 5:00 pm meeting. Citizens will be heard in the order that they have entered the meeting waiting room and after any in-person citizen comments. All comments will be limited to 5 minutes.

The County Board Chair will make the following announcement after the Pledge of Allegiance and General Comments:

Anyone wishing to address the County Board on an item not on the agenda may come forward at this time to be recognized by the Board Chair. Please state your name and address for the record. Comments are limited to five minutes. A personnel complaint against an individual County employee may not be heard initially at a Board meeting. Personnel complaints may be submitted to the Board in writing through the County Administrator's Office. A person addressing the board may not use profanity or vulgar language.

5. **Approval of the Agenda (Additions/Corrections/Deletions) – 5:00 p.m.**
6. **Approval of the Consent Agenda**

Items on the Consent Agenda are considered to be routine by the County Board of Commissioners and may be enacted through one motion. Any item on the Consent Agenda may be removed by any of the Commissioners for separate consideration.

CONSENT AGENDA
5:00 p.m.

- 7a. **Approval of the Minutes.** Minutes of the Board of Commissioners Regular Meeting held March 4, 2025 as presented. Minutes of the Board of Commissioners Work Meeting held on March 4, 2025. **Pg. 1**
- 7b. **Auditor/Treasurer: Review of Auditor Warrant Payment Listing** **Pg. 13**
- 7c. **Auditor/Treasurer: Approval to Pay the Bills** **Pg. 14**
- 7d. **Auditor/Treasurer: Approval of Repurchase of Forfeited Property** **Pg. 15**
- 7e. **Health & Human Services: Approval of Family Child Care Licenses** **Pg. 17**
- 7f. **Health & Human Services: Approval of Family Foster Care Licenses** **Pg. 19**
- 7g. **Health & Human Services: Approval of Bills Paid** **Pg. 21**
- 7h. **Natural Resource Management: Approval of FY 2026 Recreational Trail Sponsorship** **Pg. 22**
- 7i. **Natural Resource Management: Approval of Hubert Easement Correction** **Pg. 24**
- 7j. **Public Works – Highway: Approval of Final Contract Payment 2024-1** **Pg. 30**
- 7k. **Public Works – Highway: Approval of Bid Award for SP 004-615-023** **Pg. 34**
- 7l. **Public Works – Highway: Approval of Bid Award for CP 004-025-001** **Pg. 36**

REGULAR AGENDA
5:10 p.m.

- 8.
- 9.
- 10. **Additional Items**

COMMISSIONERS' BUSINESS ITEMS

- 11. **Legislative/Lobbying Issues** **Pg. 38**
- 12. **Commissioners' Reports**
- 13. **Review Upcoming Meeting Schedule**
- 14. **Adjourn**

**Date: March 18, 2025
Beltrami County Commission
Consent Agenda**



AGENDA BILL

SUBJECT: Approval of the Minutes

RECOMMENDATIONS: Approval, as presented

DEPARTMENT OF ORIGIN: County Administration

CONTACT PERSON (Name and Phone Number): Thomas Barry, 333-8478

DATE SUBMITTED: March 6, 2025

CLEARANCES: N/A

BUDGET IMPACT: N/A

EXHIBITS: Attached Minutes

SUMMARY STATEMENT:

Copies of the minutes of past meetings are presented for the review and approval of the County Board.

**MINUTES OF THE PROCEEDINGS
OF THE BELTRAMI COUNTY BOARD OF COMMISSIONERS
March 4, 2025**

The Beltrami County Board of Commissioners met in regular session on March 4, 2025, at the County Board Room, County Administration Building, Bemidji, Minnesota.

CALL TO ORDER, ROLL CALL AND PLEDGE OF ALLEGIANCE

Chair Craig Gaasvig, called the meeting to order at 5:01 p.m. Commissioners John Carlson, Joe Gould, and Scott Winger were present. Commissioner Tim Sumner was absent.

GENERAL COMMENTS - BOARD CHAIR

None.

CITIZENS ADDRESSING THE BOARD

None.

APPROVAL OF AGENDA

Approved Agenda and Amendments

A motion was made by Commissioner Winger seconded by Commissioner Carlson, to approve the agendas with the following amendments:

- Move Administrator's Report from the Work Agenda to the Regular Agenda

Unanimously carried.

Approved Consent Agenda

A motion to approve the Consent Agenda was made by Commissioner Gould seconded by Commissioner Winger, and unanimously carried.

CONSENT ITEMS

Approved Minutes

The Board, by adoption of its Consent Agenda, approved the Minutes of the Board of Commissioners Work Meeting held February 18, 2025, and the Minutes of the Board of Commissioners Regular Meeting held February 18, 2025, as submitted.

Approved Auditor/Treasurer Warrant Payment Listing

The Board, by adoption of its Consent Agenda, received and approved the warrant payment listing submitted by the Auditor/Treasurer's Office.

Approved Payment of Auditor/Treasurer Bills

The Board, by adoption of its Consent Agenda, approved payment of Auditor/Treasurer bills, as submitted.

Approved County Investment Policy

The Board, by adoption of its Consent Agenda, approved the County Investment Policy, as submitted.

Approved Health & Human Services Warrant Payment List

The Board, by adoption of its Consent Agenda, received and approved the warrant payment listing submitted by Health & Human Services Department.

Approved Resolution to Accept Tax-Forfeited Appraisals and Set Land Sale Date

The Board, by adoption of its Consent Agenda, approved the Resolution to accept the Tax-Forfeited Appraisals and set the on-line land sale auction date to begin April 7, 2025:

WHEREAS, Chapter 282.01 to 282.12, Minnesota Statutes 1941, as amended, provides for the sale of such lands forfeited to the State for delinquent taxes; and,

WHEREAS, The County Board will provide appraisal of such lands as provided by law, and a list of such lands will be filed with the County Auditor for the purpose of first offering such lands for sale by online auction at not less than their Estimated Market Value (EMV); and,

WHEREAS, Any properties not sold after 30 days for at least their Estimated Market Value will be offered again for sale by online auction, at not less than their Minimum Bid Value (MBV) (sum of delinquent taxes, special assessments, penalties, interest, and other costs); and,

WHEREAS, Any properties not sold after the second 30 day auction, for at least their Minimum Bid Value, will be available to purchase at the Beltrami County Administration Building for their Minimum Bid Value;

WHEREAS, Parcels required to be reviewed, have been reviewed, and approved for sale by the Minnesota Department of Natural Resources,

WHEREAS, The County Board is by law designated with authority to provide for the sale of such lands; and,

NOW, THEREFORE, BE IT RESOLVED, These parcels shall be sold through the State of Minnesota Surplus Services online auction site (MNBid.mn.gov) on any and all terms required by the auction

site, namely, all online sales must be paid in full within 10 business days of the completion of the auction. Payment must be made by money order or cashier's check made payable to "Surplus Services".

BE IT FURTHER RESOLVED, That all purchasers of land additionally shall pay a 3 percent surcharge of the total sale price to be paid to Minnesota Management and Budget, a state deed fee of \$25.00, a deed filing fee of \$46.00, and a state deed tax equal to the greater of \$1.65 or 0.33% of the basic sale price.

BE IT FURTHER RESOLVED, That where any lands herein offered for sale do not adjoin or are not located on a suitable legally established and maintained public highway or road, the township wherein said lands may be located, nor any other municipality shall not for a period of five years be obligated to the establishment, construction or additional maintenance of any public roads or the expenditure of any public funds for the benefit of the owner or occupant of any lands herein purchased by reason of the ownership or occupancy of any of this land; provided further, that nothing herein shall be construed to create any obligation, directly or indirectly, on the part of any municipality for the expenditure of any money for the benefit of said parcel after the expiration of said five-year period. Responsibility for determining boundary lines of parcels purchased rests with the purchaser.

BE IT FURTHER RESOLVED, That the right is reserved in the interest of the public to withdraw from sale, any parcel, at any time prior to its sale.

BE IT FURTHER RESOLVED, That all lands sold hereunder are sold subject to any ordinances adopted by the County Board, and all lands are sold subject to railroad and highway easements, power and pipeline easements, and subject to all flowage rights, and any other legal easements.

BE IT FURTHER RESOLVED, That a notice of sale of such lands to be given by publication in the official newspaper of the County, as provided by law, that the County Auditor of Beltrami County offer such parcels of land for sale and that such sales to be to the highest bidder through an online auction beginning on April 7th, 2025

Parcel #	Tax-Forfeited Legal Description	Township	EMV/MBV Values
03.01313.00 Online Auction	SECT-06 TWP-146 RANGE-033 JONELLA ADDITION .50 AC OUTLOT A Sec Twp Rng 06 146N 33W	Bemidji Township Forfeited: 12/10/2024 Map acres: 0.5	Est. Market Value: \$4,800.00 Min. Bid Value: \$4,768.77
12.00070.02 Online Auction	SECT-05 TWP-147 RANGE-034 19.59 AC THE NORTH 920.00 FEET OF THE NORTHEAST QUARTER OF THE SOUTHEAST; LESS AND EXCEPT, THAT PART THEREOF CONVEYED TO THE STATE OF MINNESOTA Sec Twp Rng 05 147N 34W	Eckles Township Forfeited: 12/10/2024 Map acres: 19.59	Est. Market Value: \$86,000.00 Min. Bid Value: \$5,575.89
15.00442.02 Online Auction	SECT-25 TWP-146 RANGE-034 5.00 AC E 660' OF S 330' OF NE1/4 OF NE1/4 Sec Twp Rng 25 146N 34W	Grant Valley Township Forfeited: 12/10/2024 Map acres: 5.0	Est. Market Value: \$43,000.00 Min. Bid Value: \$2,232.06
34.00225.00 Online Auction	SECT-21 TWP-148 RANGE-032 3.70 AC N 32 RODS OF SW1/4 OF SW1/ 4 LESS E 990' Sec Twp Rng 21 148N 32W	Port Hope Township Forfeited: 12/10/2024 Map acres: 3.7	Est. Market Value: \$35,900.00 Min. Bid Value: \$2,436.12
41.00145.02 Online Auction	SECT-29 TWP-156 RANGE-037 4.97 AC E1/2 OF SE1/4 OF SE1/4 OF NW1/4 Sec Twp Rng 29 156N 37W	Spruce Grove Township Forfeited: 12/10/2024 Map acres: 4.97	Est. Market Value: \$16,300.00 Min. Bid Value: \$1,071.26
80.00259.00 Online Auction	SECT-11 TWP-146 RANGE-033 .89 AC N 86' OF SW1/4 OF SW1/4 E OF E LINE OF E BEMIDJI EXTENDED N TO 1/16 LINE Sec Twp Rng 11 146N 33W	City of Bemidji Forfeited: 12/10/2024 Map acres: 0.89	Est. Market Value: \$9,400.00 Min. Bid Value: \$1,505.74
Parcel #	Tax-Forfeited Legal Description	Township	EMV/MBV Values
80.00260.00 Online Auction	SECT-11 TWP-146 RANGE-033 2.91 AC THAT PART OF SW1/4 OF SW1/ 4 LYING E OF E BNDRY LINE OF PLAT OF EAST BEMIDJI LESS S952. 9' THEREOF & N86' THEREOF Sec Twp Rng 11 146N 33W	City of Bemidji Forfeited: 12/10/2024 Map acres: 2.91	Est. Market Value: \$30,700.00 Min. Bid Value: \$4,047.90
80.02244.00 Online Auction	SECT-05 TWP-146 RANGE-033 .31 AC SECOND FAIRVIEW ADD. TO BEM LOT-022 BLOCK-002 & LOTS 23 & 24 Sec Twp Rng 05 146N 33W	City of Bemidji Forfeited: 12/10/2024 Map acres: 0.3	Est. Market Value: \$17,400.00 Min. Bid Value: \$5,680.55
80.03508.00 Online Auction	SECT-15 TWP-146 RANGE-033 NYMORE LOT-003 BLOCK-003 & LOT 4 Sec Twp Rng 15 146N 33W	City of Bemidji Forfeited: 12/10/2024 Map acres: 0.24	Est. Market Value: \$68,400.00 Min. Bid Value: \$6,527.97

84.00083.00 Online Auction	SECT-28 TWP-147 RANGE-035 BYE'S FIRST ADD TO SOLWAY LOT-004 BLOCK-003 .45 AC LOT 4 INCL VACATED PORTION OF 5TH STREET AD JOIN SAID LOT Sec Twp Rng 28 147N 35W	City of Solway Forfeited: 12/10/2024 Map acres: 0.45	Est. Market Value: \$1,900.00 Min. Bid Value: \$453.65
12.00273.04 Online Auction	SECT-24 TWP-147 RANGE-034 1.48 AC W200' OF E1/2 OF NE1/4 OF NW1/4 LESS S1011.00' THEREOF ALONG WITH THAT PART OF W1/2 OF NE1/4 OF NW1/4.... Sec Twp Rng 24 147N 34W	Eckles Township Forfeited: 12/10/2024 Map acres: 1.48	Est. Market Value: \$24,600.00 Min. Bid Value: \$1,594.22
44.00199.01 Online Auction	SECT-20 TWP-149 RANGE-030 .97 AC A STRIP OF LAND 2 RODS WIDE ALONG THE NORTH LINE OF THE NE1/4 OF SW1/4 Sec Twp Rng 20 149N 30W	Summit Township Forfeited: 12/10/2024 Map acres: 0.97	Est. Market Value: \$16,200.00 Min. Bid Value: \$947.19
48.00687.00 Online Auction	SECT-31 TWP-147 RANGE-032 MISSISSIPPI PORT LOT-007 BLOCK-002 11.89 AC LOTS 7 & 8 LESS W 30' OF LOT 8 & LOTS 7 & 8, BLOC K 3, N OF TOWN LINE LESS W 30' OF LOT 8 Sec Twp Rng 31 147N 32W	Turtle River Township Forfeited: 12/10/2024 Map acres: 11.89	Est. Market Value: \$44,400.00 Min. Bid Value: \$3,005.65
80.00315.00 Online Auction	SECT-15 TWP-146 RANGE-033 THAT PART OF NE1/4 OF SW1/4 DESC A S FOLL: BEG AT PT OF INTER OF W BDRY LINE OF PERSHING AVE, P ROLONGED, WITH S BDRY LINE OF 2ND ST IN VILLAGE OF NYMORE.... Sec Twp Rng 15 146N 33W	City of Bemidji Forfeited: 12/10/2024 Map acres: 0.16	Est. Market Value: \$54,300.00 Min. Bid Value: \$8,231.96
85.00072.01 Online Auction	SECT-01 TWP-148 RANGE-032 .08 AC N 120' OF E 330' OF NW1/4 OF SE1/4 LESS E 300' Sec Twp Rng 01 148N 32W	City of Tenstrike Forfeited: 12/10/2024 Map acres: 0.08	Est. Market Value: \$250.00 Min. Bid Value: \$234.26

Approved Bid Award SP 004-070-040 & SP 004-070-046

The Board, by adoption of its Consent Agenda, approved the bid award to the apparent low bidder for projects SP 004-070-040 & SP 004-070-046, to Surface Preparation Technologies Inc. in the amount of \$53,371.06, as submitted.

Approved Bid Award SAP 004-592-002

The Board, by adoption of its Consent Agenda, approved the bid award to the apparent low bidder for project SAP 004-592-002, to Mark Sand & Gravel Co in the amount of \$794,563.10, as submitted.

Approved Resolution & Agreement SP 004-615-023

The Board, by adoption of its Consent Agenda, approved the Resolution and Agreement for project SP 004-615-023:

BE IT RESOLVED, that pursuant to Minnesota Stat. Sec. 161.36, the Commissioner of Transportation be appointed as Agent of Beltrami County to accept as its agent, federal aid funds which may be made available for eligible transportation related projects.

BE IT FURTHER RESOLVED, the Chairman and the Administrator are hereby authorized and directed for and on behalf of Beltrami County to execute and enter into an agreement with the Commissioner of Transportation prescribing the terms and conditions of said federal aid participation as set forth and contained in "Minnesota Department of Transportation MnDOT Contract Number 1058686," a copy of which said agreement was before the County Board and which is made a part hereof by reference.

Approved Morris County Jail Bed Contract

The Board, by adoption of its Consent Agenda, approved the new two-year contract with Morrison County for jail inmate bed allocations, effective April 1, 2025-April 1, 2027.

Approved Grant Agreement & Resolution w/MN Dept of Public Safety

The Board, by adoption of its Consent Agenda, approved the Grant Agreement and Resolution with the MN Dept of Public Safety to assist in the replacement of portable land-mobile radios used by patrol deputies:

WHEREAS, the State of Minnesota funded an Allied Radio Matrix for Emergency Response (ARMER) grant through the Division of Emergency Communications Networks making funding available to public safety agencies; and

WHEREAS, these grant funds were awarded in a competitive application process; and

WHEREAS, the Beltrami County Sheriff's Office was awarded \$40,000.00 with a 5% local match for the replacement of aging land mobile radios; and

WHEREAS, the Beltrami County Sheriff's Office has successfully participated in grant programs from Emergency Communications Network in the past.

NOW, THEREFORE, BE IT RESOLVED Beltrami County accepts the ARMER grant and executes a grant agreement with the State of Minnesota Division of Emergency Communications Networks. Emergency Management Director/Public Information Officer Christopher Muller and Chief Deputy Jarrett Walton are appointed as

authorized representatives for Beltrami County for the ARMER grant and are hereby authorized to execute such agreements and amendments thereto, as necessary to participate in this grant.

REGULAR AGENDA

Jail Project Development Agreement

The County is required to secure all permits and state and local approvals to advance the construction of the new jail. One such approval is from the City of Bemidji for site work, utilities and landscaping. Administrator Barry discussed the review process and revisions to this final draft being recommended for approval by the Board.

A motion was made by Commissioner Carlson, and seconded by Commissioner Winger, to approve the Development Agreement with the City of Bemidji for the New County Jail, as submitted. Unanimously carried.

Easements with the City of Bemidji

The City of Bemidji road projects scheduled for the summer of 2025 on Hannah Ave and Middle School Dr. both will lead to permanent and/or temporary impacts to property owned by Beltrami County (PIN 80.00181.00 & 80.00168.00).

A motion was made by Commissioner Gould, and seconded by Commissioner Winger, to approve the easements on County owned property for City road projects on Hannah Ave. and Middle School Dr., as submitted. Unanimously carried.

Solid Waste Site Foreman Position

This new position would oversee the operations at the Bemidji Transfer Station. The proposed change would eliminate an SII Position and create a Site Foreman Position. This is not an additional position, but a change in a position. This position is in the budget.

A motion was made by Commissioner Carlson, and seconded by Commissioner Winger, to approve the Solid Waste Site Foreman Position and eliminate one Operations Specialist II Position. Unanimously carried.

2025 Development Fund Grant Appropriations

The Development Fund Grant application packet was sent to Commissioners for review last week. There were 10 applicants with a total request of \$119,792.00 The approved funding level is \$45,000. Members of the Board submitted individual allocations and agreed to final averages for allocation as follows:

Development Fund Grant Applications - 2025		Requested 2025	Gaasvlg	Gould	Winger	Sumner	Carlson	Average
Beltrami County Agriculture Association	General Infrastructure Improvements	\$53,500	\$30,000	\$10,000	\$20,000		\$15,000	\$15,000
Beltrami County Historical Society	Design & Publish revived Journal of oral history	\$2,364		\$2,000	\$2,000	\$2,364	\$2,360	\$1,745
Bemidji Area Chamber of Commerce	AI Software	\$5,000						\$0
City of Bemidji	Tourist Info Center bike rental program	\$3,000						\$0
Blackduck Golf Course	video production	\$440				\$440	\$440	\$176
Blackduck Area History & Art Center	Publish, print & distribute Blackduck Historian Newsletter	\$1,200	\$1,000		\$1,200		\$1,200	\$680
Boys and Girls Club of Bemidji Area	Garden Revitalization & Stormwater Solution	\$6,948		\$6,500	\$6,000		\$6,000	\$3,700
Friends of Bemidji State Park	nature playground & upgrade	\$5,340.00		\$5,000				\$1,000
Greater Bemidji	Economic Development Initiatives	\$40,000	\$14,000	\$20,000	\$15,800	\$40,000	\$20,000	\$21,960
Watermark Art Center	Art Festival creative zone	\$2,000		\$1,500		\$2,000		\$700
		\$119,792	\$45,000	\$45,000	\$45,000	\$44,804	\$45,000	\$44,961
		Approved Funding Level - 2025 \$ 45,000.00						

A motion was made by Commissioner Gould, and seconded by Commissioner Carlson, to approve the 2025 Development Fund Allocations as established above. Unanimously carried.

Administrator's Report

- Preparing for Bemidji Day at the Capitol tomorrow.
 - o Distributed a copy of the unfunded mandate Summary Sheet that will be presented to legislators.
- Closing of the Shade Store in Blackduck; working to coordinate a job fair for 115 dislocated workers
- County Newsletter coming out this week - fresh new design
- Jail Project
 - o Permitting nearing completion
 - o Mandated changes will increase process time and costs
 - o Insurance will be in place by end of March. Ground breaking in April

COMMISSIONERS' BUSINESS

Legislative/Lobbying Issues & Commissioners' Reports

- Commissioner Winger gave several committee updates

- Commissioner Gould attended several local events and committee assignments
- Commissioner Carlson also attended several local events and committee assignments
- Commissioner Gaasvig also attended several local events and committee assignments

Review Upcoming Meeting Schedule

Next regular meeting of the County Board will be March 18, 2025, in the Board Room of the County Administration Building.

MEETING ADJOURNMENT

A motion to adjourn the Board meeting at 5:41 p.m. was made by Commissioner Carlson, seconded by Commissioner Gould, and unanimously carried.

Craig Gaasvig, Chair

Thomas H. Barry, County Administrator

WORK MEETING MINUTES

Beltrami County Board of Commissioners

March 4, 2025

4:00 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 John Carlson, Commissioner Scott Winger, Commissioner Joe Gould. Commissioner Tim Sumner was absent.

1. Call to Order

Craig Gaasvig called the meeting to order at 4:05 pm

2. Introduction of New Employees

None.

3. Identify Future Work Meeting Topics

- Sanford Center Update

4. Easements with the City of Bemidji

This item was removed from the February 18th County Board Consent Agenda to allow time for the Board to gather additional information and further discuss the project with the County Engineer.

Highway Engineer, Bruce Hasbargen informed the Board that he is aware and up-to-speed with the City Engineer on this project, as well as all joint County-City projects. Mr. Hasbargen is in support of this project and the roundabouts as the best option for the intersections affected. The Board still has concerns about the impact to the ball fields parking and would like to see the City work with the League to mitigate as much disruption as possible.

5. Housing Trust Fund

Health & Human Services Director, Anne Lindseth, along with Denae Alamano from the United Way of Bemidji Area, provided an overview of accomplishments and challenges of the Housing Trust Fund.

Key accomplishments included:

- Education and strategic planning to identify priority areas for funding gathered from local agencies and housing experts
- Funding allocations processed to various programs and organizations
- Community engagement and partnerships to collaborate on future allocations

A funding balance update and future RFP plans were reviewed.

6. Beltrami County Investment Portfolio

Auditor-Treasurer, JoDee Treat discussed the County's investment portfolio and process, reviewing County principals, philosophy, arbitrage, local option sales tax and how investments are managed under State Statutory Requirements. The County Investment Policy is on today's Consent Agenda for Board approval.

7. 2025 Development Fund Grant Appropriation

The Development Fund Grant application packet was sent to Commissioners for review last week. There were 10 applicants with a total request of \$119,792.00 The approved funding level is \$45,000.

This item was removed from the Work Agenda due to time constraints. It is already on the Regular Agenda for review and approval.

8. Administrator's Report

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

9. Review Agenda for the January 21, 2025 Regular Board Meeting

10. Adjourn

The Work Session was adjourned at 4:48 p.m.



BELTRAMI county

Meeting Date: March 18, 2025
Beltrami County Commission
Consent Agenda

AGENDA BILL

SUBJECT: Auditor Warrants

RECOMMENDATIONS: Approval of bills that have been paid as Auditor Warrants.

DEPARTMENT OF ORIGIN: Auditor-Treasurer

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

DATE SUBMITTED: March 6, 2025

CLEARANCES: Beltrami Auditor-Treasurer

BUDGET IMPACT: Budgeted Expenditures

EXHIBITS: Warrant Listing in Commissioner's Office

SUMMARY STATEMENT: Auditor Warrants are paid weekly upon approval of the Beltrami County Auditor-Treasurer. Auditor Warrants are typically standard re-occurring invoices, Fiscal Agency expenditures, or items already approved by the Board of Commissioners. The Auditor Warrant Listing will be provided for Commissioner review in the Commissioner's Office. All Warrants have been mailed to vendors the week they were processed.



Meeting Date: March 18, 2025
Beltrami County Commission
Consent Agenda

AGENDA BILL

SUBJECT: Commissioner Warrants

RECOMMENDATIONS: Approval of bills to be paid as Commissioner Warrants.

DEPARTMENT OF ORIGIN: Auditor-Treasurer

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

DATE SUBMITTED: March 6, 2025

CLEARANCES: County Department Heads

BUDGET IMPACT: Budgeted Expenditures

EXHIBITS: Warrant Listing provided during Work Session

SUMMARY STATEMENT: The Commissioner Warrant Listing will be provided at the County Board Work Session. These invoices have been approved and submitted by their respective Department Heads for payment. In compliance with Statute, all Warrants will be mailed to vendors on day three of approval.



Meeting Date: March 18, 2025
Beltrami County Commission
Consent Agenda

AGENDA BILL

SUBJECT: Repurchase of Forfeited Property

RECOMMENDATIONS: Approve the Application for Repurchase of Forfeited Lands made by Darcia Kay Feiock Dalager for parcel 03.01335.00 located in Turtle River Township.

DEPARTMENT OF ORIGIN: Auditor-Treasurer

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

DATE SUBMITTED: March 11, 2025

CLEARANCES: Leah Ophus, Director of Real Estate & Tax Services.

BUDGET IMPACT: Forfeited parcel will be returned to the tax rolls.

EXHIBITS: Resolution attached, Application in the signature file.

SUMMARY STATEMENT:

According to MN Statute 282.241, the privilege of repurchasing a parcel of tax-forfeited land is limited to: 1) The property owner at the time of forfeiture. 2) The property owner's heirs, devisees or representatives. 3) Any party to whom the right to pay the property taxes on the parcel has been given by Statute (Mortgage or legal agreement).

As an heir to the owners at the time of forfeiture, Darcia Kay Feiock Dalager completed an application for repurchase. Attached to the application is a check for the total repurchase price. The repurchase price covers all taxes and fees incurred up to and through the forfeiture process and repurchase application.

This repurchase follows Minnesota State Statute and Minnesota Forfeiture guidelines, therefore I support this repurchase request.

REPURCHASE OF FORFEITED PROPERTY

Whereas, Minnesota Statute 281.174 requires real estate property delinquent three years to be forfeited to the State of Minnesota;

Whereas, The property owner was delinquent three years on property tax payments;

Whereas, The Beltrami County Auditor-Treasurer's Office followed Minnesota Statute regarding required notifications and worked with the property owner to resolve the delinquency;

Whereas Efforts were unsuccessful and the properties forfeited to the State of Minnesota on December 10, 2024;

Whereas Minnesota Statute 282.241 allows for repurchase of forfeited properties during the year following the date of forfeiture, and in any case only after the adoption of a resolution by the board of county commissioners determining that by repurchase undue hardship... resulting from the forfeiture will be corrected;

Whereas, The Beltrami County Board of Commissioners reviewed the application for repurchase and determined that allowing the repurchase will correct an undue hardship.

THEREFORE BE IT RESOLVED that the Beltrami County Board of Commissioners does hereby determine that the repurchase will correct and undue hardship, and approves the Application for Repurchase of Forfeited Lands.



Date: March 18, 2025
Beltrami County Commission
Consent Agenda

AGENDA BILL

SUBJECT: Child Care Licensing

RECOMMENDATIONS: County Board Approval

DEPARTMENT OF ORIGIN: HEALTH & HUMAN SERVICES / Adult Services

CONTACT PERSON (Name and Phone Number): Anne Lindseth

DATE SUBMITTED: March 3, 2025

CLEARANCES: Minnesota Department of Human Services

BUDGET IMPACT: None

EXHIBITS: Attached List of Licensed Homes

SUMMARY STATEMENT: To Approve: New, Renewal or Closing of Family Child Care Homes.

CONSENT AGENDA
Child Care Licensing

BELTRAMI COUNTY BOARD MEETING

Licensing of Child Care Homes

ANNUAL VISIT

Stacy Black C2
6344 Spencer Rd NW
Bemidji, MN 56601

Jeri Francis C3
307 Carr Lake Rd SW
Bemidji, MN 56601

Amanda Frenzel C1
6755 Dickinson Dr NW
Bemidji, MN 56601

Rachelle Houle C3
1217 Bixby Ave NE
Bemidji, MN 56601

Amy Smith C3
5703 Hwy 89 N
Bemidji, MN 56601

Bryanna Solors C2
2320 S Lake Irving Dr. SW
Bemidji, MN 56601

NEW

CLOSED

Totals for February 2025

Licensed Homes Beginning of Month	76
Licensed Homes End of Month	76
New Licenses	0
Closed Licenses	0
Licenses Pending	2
Spaces Available	954

CONSENT AGENDA

Child Care Licensing



**Date: March 18th, 2025
Beltrami County Commission
Consent Agenda**

AGENDA BILL

SUBJECT: Family Foster Care Licensing

RECOMMENDATIONS: County Board Approval

DEPARTMENT OF ORIGIN: HEALTH & HUMAN SERVICES / Children's Services

CONTACT PERSON (Name and Phone Number): Anne Lindseth, 218-333-4195

DATE SUBMITTED: March 4th, 2025

CLEARANCES: Minnesota Department of Human Services
Health and Human Services Director

BUDGET IMPACT: None

SUMMARY STATEMENT: To Approve: New, Renewal or Closing of Family Foster Care Homes.

**BELTRAMI COUNTY BOARD MEETING
March 11th, 2025**

LICENSING OF FOSTER FAMILY HOMES FOR CHILDREN

NEW LICENSURE

Jennifer & Stewardy ("Jay") Koski
4175 Larch St NE
Bemidji, MN 56601

Brenda & Derek Claypool (child specific only)
5810 Blueberry Ln NW
Bemidji, MN 56601

RENEWAL

Closed

Shereese Day (relative only, permanency finalized)
539 Justice Rd NW #301
Bemidji, MN 56601



Meeting Date: March 18th, 2025
Beltrami County Commission
Consent Agenda

AGENDA BILL

SUBJECT: Health and Human Services Warrants

RECOMMENDATIONS: Approval of bills paid

DEPARTMENT OF ORIGIN: Health and Human Services

CONTACT PERSON: Josh Burnham, Finance Manager 218-333-4197

DATE SUBMITTED: 3/12/25

CLEARANCES: Anne Lindseth, HHS Director 218-333-4195

BUDGET IMPACT: Budgeted Expenditures

EXHIBITS: Warrant Listing provided during work session

SUMMARY STATEMENT: Warrant are paid twice weekly upon approval of the division directors and director. Warrants are typically standard re-occurring invoices, client expenditures or items already approved by the Board of Commissioners through the budgetary process. The Warrant listing will be provided for the Commissioners review during the work session. All Warrants have been mailed to the vendors the week they were processed.



Meeting Date: March 18, 2025
Beltrami County Commission
Consent Agenda

AGENDA BILL

SUBJECT: FY 2026 Recreational Trail Sponsorship

RECOMMENDATIONS: Approve the Resolution for Sponsorship of Recreational Trail Permits

DEPARTMENT OF ORIGIN: Natural Resource Management

CONTACT PERSON: Shane Foley, Director of NRM, 218-333-4163

DATE SUBMITTED: March 11, 2025

CLEARANCES: NRM, MN DNR Trails and Waterways

BUDGET IMPACT: N/A

EXHIBITS: Resolution

SUMMARY STATEMENT: This Resolution provides a standard component of the Minnesota Department of Natural Resources application for Grant-In-Aid System funding.

BOARD OF COUNTY COMMISSIONERS

BELTRAMI COUNTY, MINNESOTA

Recreational Trail Sponsorship

Date: March 18, 2025

Resolution Number:

Motion of Commissioner:

Seconded by Commissioner:

WHEREAS, Beltrami County desires to maintain recreational trails for the enjoyment of the public and will serve as sponsor of various recreational trails that are part of the State of Minnesota Grant-In-Aid System,

WHEREAS, the 2025 and 2026 Minnesota Trails Assistance Program Grant Application has been prepared with Beltrami County as sponsor of the following trails:

- Bemidji Area Cross Country Ski Club – Bemidji Ski Trails
- Blackduck Stumpjumpers – Northland Trail
- Fourtown Grygla Sportsman’s Club – Fourtown Grygla OHV Trails
- Fourtown Grygla Sportsman’s Club – Fourtown Grygla Snowmobile Trails
- Lost River Trails, Inc. – Lost River Trails
- North Country Snowmobile Club – North Country Trails
- Timber Riders ATV Club – Timber Trails
- Tri County Dirt Devil ATV Club – Kelliher ATV Trails
- Northwoods Riders OHV Club – Wilton Trails NW

THEREFORE, BE IT RESOLVED, that Beltrami County agrees to act as the local sponsor for the application made by each club for funding with the State of Minnesota Grant-In-Aid System,

BE IT FURTHER RESOLVED, that Beltrami County agrees to sponsor said trails at no cost to the County for the period of July 1, 2025 to June 30, 2026 and the Beltrami County Auditor-Treasurer is authorized to serve as fiscal agent on behalf of the local unit of government.

	<u>YES</u>	<u>NO</u>
Gaasvig	<input type="checkbox"/>	<input type="checkbox"/>
Carlson	<input type="checkbox"/>	<input type="checkbox"/>
Gould	<input type="checkbox"/>	<input type="checkbox"/>
Sumner	<input type="checkbox"/>	<input type="checkbox"/>
Winger	<input type="checkbox"/>	<input type="checkbox"/>

STATE OF MINNESOTA)

(SS

COUNTY OF BELTRAMI)

I, Thomas Barry, Administrator, Beltrami County, State of Minnesota, do hereby certify that I have compared the foregoing copy of a resolution with the original minutes of the proceedings of the Board of County Commissioners, Beltrami County, Minnesota, at their regular session held on March 18, 2025 now on file in my office and have found the same to be a true and correct copy thereof.

Thomas H. Barry, County Administrator



Meeting Date: March 18, 2025
Beltrami County Commission
Consent Agenda

AGENDA BILL

SUBJECT: Gerald and Mary Hubert Easement Correction

RECOMMENDATIONS: Authorize and approve corrective easement

DEPARTMENT OF ORIGIN: Natural Resource Management

CONTACT PERSON: Shane Foley, Director of NRM, 218-333-4163

DATE SUBMITTED: March 12, 2025

CLEARANCES: NRM

BUDGET IMPACT: N/A

EXHIBITS: Corrective Right-of-way Easement

SUMMARY STATEMENT: On April 2, 2024 the Beltrami County Board approved the purchase of an easement thru Gerald and Mary Hubert's property in Turtle River Township. In July of 2025, a forest road was built, and upon survey it was found that the road was built slightly outside of the easement boundary. The corrective easement redefines the easement boundary to now fully include the new forest road within the easement area.

The NRM Department recommends approval of the corrective easement. Upon board approval, the corrective easement in the signature file will require the Beltrami County Board Chair's signature.

CORRECTIVE RIGHT-OF-WAY EASEMENT
Gerald A. Hubert and Mary Hubert, Grantor
Beltrami County, Grantee

THIS INDENTURE, made this _____, between **Gerald A. Hubert and Mary Hubert, Husband and Wife**, hereinafter called the Grantor, and **Beltrami County**, hereinafter called the Grantee.

WITNESSETH, whereas the Grantee has applied to the Grantor for the grant of an easement and right-of-way for recording a 33' x 1742.4' (1.32-acre) Right-of-Way access for ingress, egress, and utilities over certain Gerald A. Hubert and Mary Hubert owned lands, situated in the County of Beltrami.

NOW, THEREFORE, Grantor, in consideration of the sum of **\$1750.00**, which constitutes full payment for rights and interests herein conveyed including, timber and forest growth that will be destroyed on the easement, does hereby grant and convey unto the Grantee, forever, from and after _____, an easement and right-of-way for recording a Right-of-Way access, over and across the following described lands of Gerald A. Hubert and Mary Hubert:

A 33.00 foot wide appurtenant, nonexclusive easement for ingress, egress, and public and private utilities over, under, and across that part of the West Half of the Northeast Quarter, Section 27, Township 147 North, Range 32 West, Beltrami County, Minnesota, lying within 16.50 feet of each side of the following described centerline: Commencing at the southwest corner of said West Half of the Northeast Quarter; thence North 89°21'46" East, bearing based on the Beltrami County Coordinate System, South Zone, along the south line of said West Half of the Northeast Quarter, a distance of 438.50 feet to the intersection with a line parallel with the west line of said West Half of the Northeast Quarter, said intersection hereinafter referred to as "Point A"; thence return South 89°21'46" West, along said south line, a distance of 438.50 feet to the southwest corner of said West Half of the Northeast Quarter; thence North 00°37'05" West, along the west line of said West Half of the Northeast Quarter, a distance of 1426.04 feet to the point of beginning of the centerline of said 33.00 foot wide easement to be described; thence South 62°50'47" East a distance of 246.45 feet; thence South 57°42'39" East a distance of 43.24 feet; thence southeasterly and southwesterly a distance of 44.38 feet along a tangential curve concave to the west having a radius of 30.00 feet and a central angle of 84°45'49"; thence South 27°03'09" West, tangent to said curve, a distance of 79.67 feet; thence South 22°13'33" West a distance of 35.21 feet; thence southwesterly and

southeasterly a distance of 134.80 feet along a tangential curve concave to the east having a radius of 68.43 feet and a central angle of 112°51'54" to the intersection with a line parallel with and 1050.50 feet north of the south line of said West Half of the Northeast Quarter; thence North 89°21'46" East, along said parallel line, a distance of 161.44 feet to the intersection with a line bearing North 00°37'05" West from said "Point A", said line being parallel with the west line of said West Half of the Northeast Quarter; thence South 00°37'05" East, along said line, a distance of 1050.50 feet to said "Point A" and said centerline there terminating.

The side lines of said 33.00 foot wide easement are prolonged or shortened to terminate on the south line of said West Half of the Northeast Quarter and on the west line of said West Half of the Northeast Quarter.

Please see Exhibit A.

*This Corrective Right-Of-Way Easement is being conveyed and recorded in order to correct the easement description in the previously recorded document Right-of-Way Easement dated April 2, 2024, and recorded on April 10, 2024, in the Office of the County Recorded for Beltrami County, MN as Document No. A000621715. The previous easement description does not include a constructed forest road created by the Grantee in August 2024. This Corrective Right-Of-Way Easement replaces and supersedes the Right-Of-Way Easement recorded as Document No. A000621715.

The easement hereby created shall run with the land. This instrument and its terms and conditions shall be binding upon, and inure to the benefit of the parties, successors, administrators, and representatives.

Subject to:

1. Outstanding rights and interests, if any.
2. Grantee shall construct and maintain said rights-of-way at their own expense.
3. Grantee is responsible for any permits necessary for construction and maintenance of said access.
4. Grantor shall at all times have the right to enter upon said rights-of-way for any purpose necessary to the performance of lawful powers and duties.
5. Grantee shall, during construction, maintenance and operation, protect and preserve soil and scenic and aesthetic values on the rights-of-way and outside of construction limits. All of the following are conditions of this easement:
 - All slash, stumps, and root balls must be removed, buried or burned.
 - No tipped or leaning trees may remain.
6. Grantor shall not be liable to Grantee or any person for any injuries or damages to person or property arising from construction, operation, or maintenance of said rights-of-way.
7. Grantee shall establish no borrow, sand or gravel pits, stone quarry, or permanent storage areas, sites for road operations and maintenance facilities, camps, supply depots or disposal area

within rights-of-way, except with the prior written approval of the Grantor.

8. Grantee may maintain the right-of-way clearing by means of chemicals upon approval in writing from the Grantor.
9. The use of this easement shall not be open to the public.
10. Grantee shall not transfer or assign this easement to any other party.

The easement and right-of-way herein conveyed may be terminated either by mutual agreement of the parties hereto, or by the Grantor upon thirty days written notice to the Grantee if Grantee fails to comply with applicable laws or the terms of this easement; otherwise to remain in effect as long as used for the purposes granted, provided, however, if the easement and right-of-way or any part thereof shall be abandoned, the rights and privileges hereby granted shall cease and terminate and the land traversed by the abandoned or unused segment shall be freed from this easement and right-of-way. In the event of such agreement to terminate and abandon, the Grantor, by authorized representative, shall furnish to the Grantee, a statement in recordable form evidencing termination.

IN TESTIMONY WHEREOF, Grantor has caused these presents to be executed the day and year first written above.

County Administrator

County Board Chair

STATE OF MINNESOTA)

(SS

COUNTY OF BELTRAMI)

On this ____ day of _____, before me, a Notary Public, within and for said County, personally appeared _____, to be known to me as the County Administrator and County Board Chair, who, being by me duly sworn did say that he is the Board Chair of the County of Beltrami, State of Minnesota, and the foregoing instrument is of the County of Beltrami, and that said instrument was signed on behalf of Beltrami County by its authority.

Notary Public, Beltrami County, Minnesota

My Commission Expires _____

Grantor:

Gerald A. Hubert

Mary Hubert

STATE OF MINNESOTA)

)

COUNTY OF BELTRAMI)

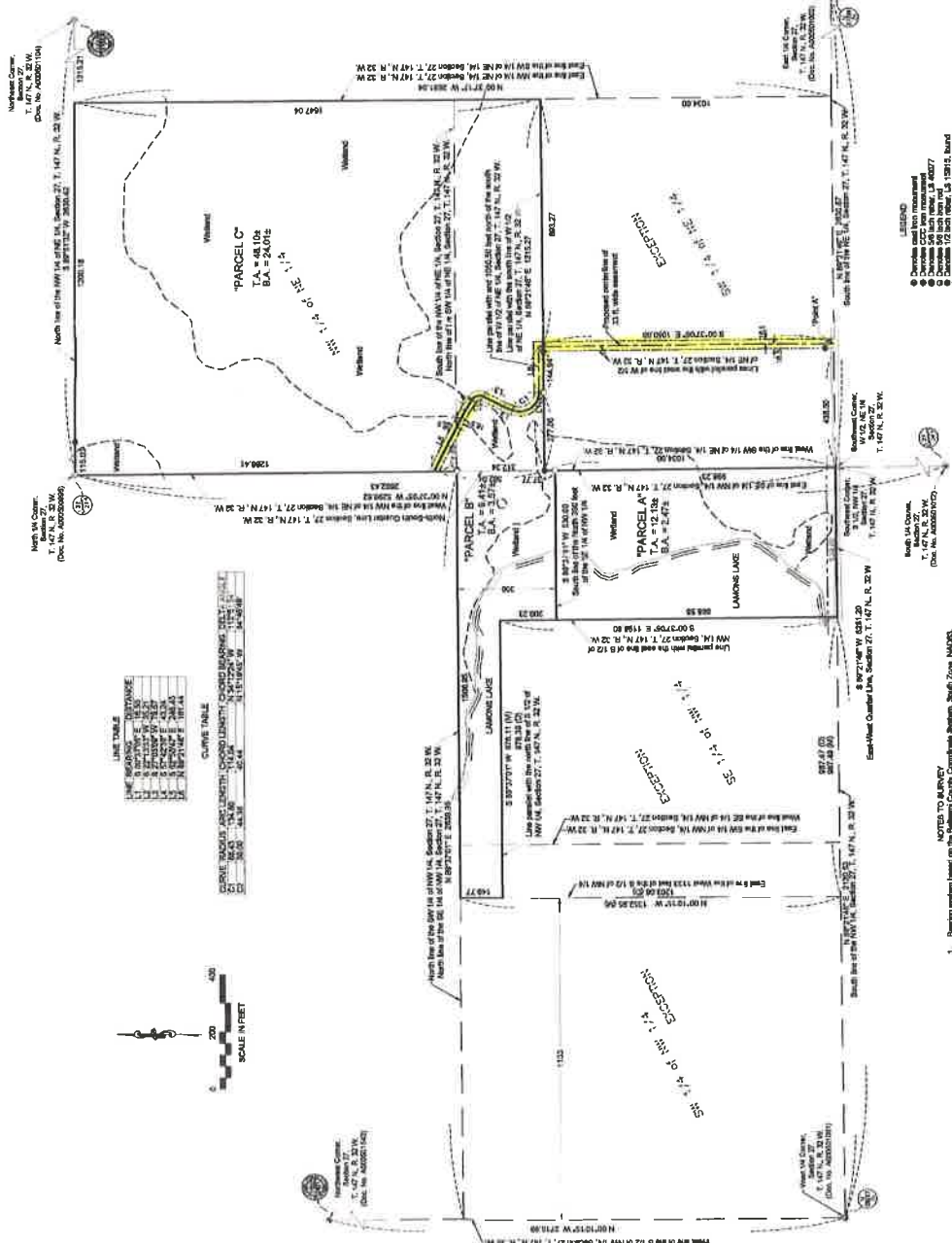
This instrument was acknowledged before me on _____, by Gerald A. Hubert and Mary Hubert, Husband and Wife.

Notary Public, Beltrami County, Minnesota
Title (and Rank):

My Commission Expires:

CERTIFICATE OF SURVEY

W 1/2 of NE 1/4 and S 1/2 of NW 1/4, Section 27, T. 147 N., R. 32 W., Beltrami County, Minnesota.



- LEGEND**
- Section 27, Beltrami County, Minnesota.
 - Section 28, Beltrami County, Minnesota.
 - Section 29, Beltrami County, Minnesota.
 - Section 30, Beltrami County, Minnesota.
 - Section 31, Beltrami County, Minnesota.
 - Section 32, Beltrami County, Minnesota.
 - Section 33, Beltrami County, Minnesota.
 - Section 34, Beltrami County, Minnesota.
 - Section 35, Beltrami County, Minnesota.
 - Section 36, Beltrami County, Minnesota.
 - Section 37, Beltrami County, Minnesota.
 - Section 38, Beltrami County, Minnesota.
 - Section 39, Beltrami County, Minnesota.
 - Section 40, Beltrami County, Minnesota.
 - Section 41, Beltrami County, Minnesota.
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 - Section 73, Beltrami County, Minnesota.
 - Section 74, Beltrami County, Minnesota.
 - Section 75, Beltrami County, Minnesota.
 - Section 76, Beltrami County, Minnesota.
 - Section 77, Beltrami County, Minnesota.
 - Section 78, Beltrami County, Minnesota.
 - Section 79, Beltrami County, Minnesota.
 - Section 80, Beltrami County, Minnesota.

- NOTES TO BUYER**
1. Bearing system based on the Beltrami County Coordinate System, South Zone NAD83.
 2. Distances of corners and vertices shown herein are approximate.
 3. Distances of corners and vertices shown herein are approximate.
 4. 2.5. Corners shown herein were obtained from MNTCP.

MURRAY
SURVEYORS
254-257-1800

PROPOSED EXCEPTED EASEMENTS

The South 1/2 of the Northeast Quarter, Section 27, Township 147 North, Range 32 West, Beltrami County, Minnesota, is divided into four parcels as shown on this certificate of survey. Parcel A is located in the South 1/2 of the Northeast Quarter, Section 27, Township 147 North, Range 32 West, Beltrami County, Minnesota. Parcel B is located in the North 1/2 of the Northeast Quarter, Section 27, Township 147 North, Range 32 West, Beltrami County, Minnesota. Parcel C is located in the South 1/2 of the Northwest Quarter, Section 27, Township 147 North, Range 32 West, Beltrami County, Minnesota. Parcel D is located in the North 1/2 of the Northwest Quarter, Section 27, Township 147 North, Range 32 West, Beltrami County, Minnesota.

Parcel A, containing 1.18 acres, is bounded on the north by the West 1/2 of the Northeast Quarter, Section 27, Township 147 North, Range 32 West, Beltrami County, Minnesota, a distance of 114.80 feet; on the east by the East 1/2 of the Northeast Quarter, Section 27, Township 147 North, Range 32 West, Beltrami County, Minnesota, a distance of 114.80 feet; on the south by the South 1/2 of the Northeast Quarter, Section 27, Township 147 North, Range 32 West, Beltrami County, Minnesota, a distance of 114.80 feet; and on the west by the West 1/2 of the Northwest Quarter, Section 27, Township 147 North, Range 32 West, Beltrami County, Minnesota, a distance of 114.80 feet. Parcel A is subject to the easements described herein.

Parcel B, containing 1.18 acres, is bounded on the north by the North 1/2 of the Northeast Quarter, Section 27, Township 147 North, Range 32 West, Beltrami County, Minnesota, a distance of 114.80 feet; on the east by the East 1/2 of the Northeast Quarter, Section 27, Township 147 North, Range 32 West, Beltrami County, Minnesota, a distance of 114.80 feet; on the south by the South 1/2 of the Northeast Quarter, Section 27, Township 147 North, Range 32 West, Beltrami County, Minnesota, a distance of 114.80 feet; and on the west by the West 1/2 of the Northwest Quarter, Section 27, Township 147 North, Range 32 West, Beltrami County, Minnesota, a distance of 114.80 feet. Parcel B is subject to the easements described herein.

Parcel C, containing 1.18 acres, is bounded on the north by the North 1/2 of the Northwest Quarter, Section 27, Township 147 North, Range 32 West, Beltrami County, Minnesota, a distance of 114.80 feet; on the east by the East 1/2 of the Northwest Quarter, Section 27, Township 147 North, Range 32 West, Beltrami County, Minnesota, a distance of 114.80 feet; on the south by the South 1/2 of the Northwest Quarter, Section 27, Township 147 North, Range 32 West, Beltrami County, Minnesota, a distance of 114.80 feet; and on the west by the West 1/2 of the Northeast Quarter, Section 27, Township 147 North, Range 32 West, Beltrami County, Minnesota, a distance of 114.80 feet. Parcel C is subject to the easements described herein.

Parcel D, containing 1.18 acres, is bounded on the north by the North 1/2 of the Northwest Quarter, Section 27, Township 147 North, Range 32 West, Beltrami County, Minnesota, a distance of 114.80 feet; on the east by the East 1/2 of the Northwest Quarter, Section 27, Township 147 North, Range 32 West, Beltrami County, Minnesota, a distance of 114.80 feet; on the south by the South 1/2 of the Northwest Quarter, Section 27, Township 147 North, Range 32 West, Beltrami County, Minnesota, a distance of 114.80 feet; and on the west by the West 1/2 of the Northeast Quarter, Section 27, Township 147 North, Range 32 West, Beltrami County, Minnesota, a distance of 114.80 feet. Parcel D is subject to the easements described herein.

MURRAY
SURVEYORS
254-257-1800



Meeting Date: March 18, 2025
Beltrami County Commission
Consent Agenda

AGENDA BILL

SUBJECT: Contract 2024-1

RECOMMENDATIONS: Approve for Final Contract Payment

DEPARTMENT OF ORIGIN: Public Works – Highway Division

CONTACT PERSON: Bruce Hasbargen, County Engineer, 218-333-8180

DATE SUBMITTED: 3/10/2025

CLEARANCES: N/A

BUDGET IMPACT: State Aid Construction, PILT, LOST as budgeted

EXHIBITS: Final Pay Voucher, Certificate of Performance, Certificate of Final Acceptance

SUMMARY STATEMENT:

Hawkinson Construction – Contract 2024-1 Original Contract Amount \$4,444,444.44
Final Contract Amount \$4,286,506.25

CERTIFICATE OF PERFORMANCE

County of Beltrami

S.A.P. # SAP 004-606-008, SAP 004-608-010, SAP 004-621-006, SAP 004-657-005, SAP 004-657-006, CP 004-401-023, CP 004-407-023, CP 004-407-024, CP 004-596-001

Contractor: Hawkinson Construction Co., Inc.

Total Value of Work	Original Contract	\$ 4,444,444.44
For Voucher # <u>4</u>	Final Contract Amount	\$ 4,286,506.25

Contract # 2024-1

I HEREBY CERTIFY to the Board of Commissioners of the above named county that I have been in charge of the work required by the above described contract, that all of such work has been done and performed, measured by, and in accordance with and pursuant to the items of said contract.



County Engineer in Charge

February 19th, 2025
Date

* CERTIFICATE OF FINAL ACCEPTANCE *

CONTRACT NUMBER: 2024-1 CONTRACTOR: N/A

DATE CERTIFIED: February 19, 2025

CONTRACTOR NAME: Hawkinson Construction Co., Inc.

PAYMENT NUMBER: 4

* * COUNTY BOARD ACKNOWLEDGMENT * *

WHEREAS; CONTRACT NUMBER SAP 004-606-008, SAP 004-608-010, SAP 004-621-006, SAP 004-657-005, SAP 004-657-006, CP 004-401-023, CP 004-407-023, CP 004-407-024, CP 004-596-001 HAS IN ALL THINGS BEEN COMPLETED, AND THE COUNTY BOARD BEING FULLY ADVISED IN THE PREMISES, NOW THEN BE IT RESOLVED; THAT WE DO HEREBY ACCEPT SAID COMPLETED PROJECT FOR AND IN BEHALF OF THE COUNTY OF BELTRAMI AND AUTHORIZE FINAL PAYMENT AS SPECIFIED HEREIN.

COUNTY OF BELTRAMI
STATE OF MINNESOTA

I, BELTRAMI COUNTY, AUDITOR/TREASURER WITHIN AND FOR SAID COUNTY DO HEREBY CERTIFY THAT THE FOREGOING RESOLUTION IS A TRUE AND CORRECT COPY OF THE RESOLUTION ON FILE IN MY OFFICE.

DATED AT _____, MINNESOTA

THIS _____ DAY OF _____, 20_____

AUDITOR/TREASURER

COUNTY
(SEAL)



Contract Number: 2024-1
 Pay Request Number: 4

Project Number	Project Description
CP 004-401-023	CP 004-401-023 Stabilized Full Depth Reclamation and Bituminous Surfacing
CP 004-407-023	CP 004-407-023 Stabilized Full Depth Reclamation and Bituminous Surfacing
CP 004-407-024	CP 004-407-024 Bituminous Mill and Overlay
CP 004-596-001	CP 004-596-001 Bituminous Overlay
SAP 004-606-008	SAP 004-606-008 Bituminous Mill and Overlay
SAP 004-608-010	SAP 004-608-010 Bituminous Mill and Overlay
SAP 004-621-006	SAP 004-621-006 Bituminous Mill and Overlay
SAP 004-657-005	SAP 004-657-005 Aggregate Base and Bituminous Surfacing
SAP 004-657-006	SAP 004-657-006 Stabilized Full Depth Reclamation and Bituminous Surfacing

Contractor: Hawkinson Construction Co., Inc. 501 W Co Rd 63 Grand Rapids, MN 55744	Vendor Number: 1234 Up To Date: 12/04/2024
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Contract Amount		Funds Encumbered	
Original Contract	\$4,444,444.44	Original	\$4,444,444.44
Contract Changes	\$49,916.48	Additional	N/A
Revised Contract	\$4,494,360.92	Total	\$4,444,444.44

Work Certified To Date	
Base Bid Items	\$4,208,152.77
Contract Changes	\$78,353.48
Material On Hand	\$0.00
Total	\$4,286,506.25

Project	Work Certified This Request	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Request	Total Amount Paid To Date
CP 004-401-023	(\$4,599.96)	\$210,132.66	\$0.00	\$203,995.99	\$6,136.67	\$210,132.66
CP 004-407-023	(\$10,206.78)	\$442,783.12	\$0.00	\$430,340.40	\$12,442.72	\$442,783.12
CP 004-407-024	\$0.00	\$194,545.36	\$0.00	\$184,818.10	\$9,727.26	\$194,545.36
CP 004-596-001	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
SAP 004-606-008	\$1,572.00	\$339,441.62	\$0.00	\$320,976.13	\$18,465.49	\$339,441.62
SAP 004-608-010	\$0.00	\$740,839.12	\$0.00	\$703,797.16	\$37,041.96	\$740,839.12
SAP 004-621-006	\$2,856.00	\$1,282,552.48	\$0.00	\$1,215,711.66	\$66,840.82	\$1,282,552.48
SAP 004-657-005	(\$21,114.90)	\$1,008,484.86	\$0.00	\$978,119.77	\$30,365.09	\$1,008,484.86
SAP 004-657-006	(\$1,117.36)	\$67,727.03	\$0.00	\$65,402.18	\$2,324.85	\$67,727.03

Work Certified This Request	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Request	Total Amount Paid To Date
(\$32,611.00)	\$4,286,506.25	\$0.00	\$4,103,161.39	\$183,344.86	\$4,286,506.25
Percent: Retained: 0%			Percent Complete: 95.38%		



Meeting Date: March 18, 2025
Beltrami County Commission
Consent Agenda

AGENDA BILL

SUBJECT: SP 004-615-023

RECOMMENDATIONS: Award bid to apparent low bidder

DEPARTMENT OF ORIGIN: Public Works – Highway Division

CONTACT PERSON: Bruce Hasbargen, County Engineer, 218-333-8180

DATE SUBMITTED: 3/11/2025

CLEARANCES: N/A

BUDGET IMPACT: Federal Surface Transportation Block Grant (STBG) Fund and County State Aid Funds (CSAH) as budgeted

EXHIBITS: Bid Summary

SUMMARY STATEMENT:

Bids were opened on March 11, 2025, at 10 am for the SP 004-615-023 Thick Overlay project that covers the stretch of CSAH 15/Irvine Avenue from Town Hall Road NW to the Turtle River. Northern Paving is the apparent low bidder.

Award is not contingent upon approval of the Office of Civil Rights as there is no DBE requirement.

**Bid Abstract Summary
Report Date**

3/11/2025 SP 004-615-023 004-615-023 **Federal** **Bid Release 2/11/2025 3/11/2025 at 10am**

Bid Name	Total	% Over/Under Estimate
Engineer's Estimate	\$2,173,271.05	
Northern Paving	\$1,378,281.20	36.58% UNDER
Hawkinson Construction Co., Inc.	\$1,602,444.08	26.27% UNDER
Mark Sand & Gravel Co.	\$1,694,093.83	22.05% UNDER
R.J. Zavoral and Sons, Inc.	\$1,698,005.41	21.87% UNDER
Knife River Materials-Northern Minnesota	\$1,740,443.98	19.92% UNDER



Meeting Date: March 18, 2025
Beltrami County Commission
Consent Agenda

AGENDA BILL

SUBJECT: CP 004-025-001

RECOMMENDATIONS: Award bid to apparent low bidder

DEPARTMENT OF ORIGIN: Public Works – Highway Division

CONTACT PERSON: Bruce Hasbargen, County Engineer, 218-333-8180

DATE SUBMITTED: 3/11/2025

CLEARANCES: N/A

BUDGET IMPACT: PILT as budgeted

EXHIBITS: Bid Summary

SUMMARY STATEMENT:

Bids were opened on March 11, 2025 at 11am for the 2025 Dust Control program. Edwards Oil/Trimark Industrial is the apparent low bidder.

Bid Abstract Summary

Report Date	Local	Bid Release	Bid Opening
3/11/2025	CP 004-025-001	2/12/2025	3/11/2025 at 11am
Bid Name	Base Bid - Calcium Chloride	Alternate - Magnesium Chloride	
Engineer's Estimate	\$591,360.00	\$ 591,360.00	\$1,182,720.00
Edwards Oil/Trimark Industrial	\$595,056.00	100.63% \$ 591,360.00	\$1,186,416.00
KNIFE RIVER	\$598,382.40	101.19% \$ -	\$598,382.40

**DATE: March 18, 2025
Beltrami County Commission
Regular Meeting Agenda**



AGENDA BILL

SUBJECT: Commissioners' Business Items

RECOMMENDATIONS: Discussion

DEPARTMENT OF ORIGIN: N/A

CONTACT PERSON (Name and Phone Number): N/A

DATE SUBMITTED: March 6, .2025

CLEARANCES: N/A

BUDGET IMPACT: N/A

EXHIBITS: N/A

SUMMARY STATEMENT:

Discussion of:

- Legislative/Lobbying Issues
- Commissioners' Reports
- Review Upcoming Meeting Schedule

BELTRAMI COUNTY BOARD OF COMMISSIONERS
PROPOSED 2025 MEETING SCHEDULE
AS OF: January 1, 2025 subject to change

March 18, 2025

3:00 p.m. Work Meeting, Board Room
5:00 p.m. Regular Board Meeting, Board Room
Beltrami County Administration Building

April 1, 2025

3:00 p.m. Work Meeting, Board Room
5:00 p.m. Regular Board Meeting, Board Room
Beltrami County Administration Building

April 15, 2025

3:00 p.m. Work Meeting, Board Room
5:00 p.m. Regular Board Meeting, Board Room
Beltrami County Administration Building

May 6, 2025

3:00 p.m. Work Meeting, Board Room
5:00 p.m. Regular Board Meeting, Board Room
Beltrami County Administration Building

May 20, 2025

3:00 p.m. Work Meeting, Board Room
5:00 p.m. Regular Board Meeting, Board Room
Beltrami County Administration Building

June 3, 2025

3:00 p.m. Work Meeting, Board Room
5:00 p.m. Regular Board Meeting, Board Room
Beltrami County Administration Building

June 17, 2025

3:00 p.m. Work Meeting, Board Room
5:00 p.m. Regular Board Meeting, Board Room
Beltrami County Administration Building
6:00 p.m. BOARD OF APPEAL & EQUALIZATION

July 1, 2025

3:00 p.m. Work Meeting, Board Room
5:00 p.m. Regular Board Meeting, Board Room
Beltrami County Administration Building

July 15, 2025

3:00 p.m. Work Meeting, Board Room
5:00 p.m. Regular Board Meeting, Board Room
Beltrami County Administration Building

August 5, 2025

3:00 p.m. Work Meeting, Board Room
5:00 p.m. Regular Board Meeting, Board Room
Beltrami County Administration Building

August 19, 2025

3:00 p.m. Work Meeting, Board Room
5:00 p.m. Regular Board Meeting, Board Room
Beltrami County Administration Building

September 2, 2025

3:00 p.m. Work Meeting, Board Room
5:00 p.m. Regular Board Meeting, Board Room
Beltrami County Administration Building

September 16, 2025

3:00 p.m. Work Meeting, Board Room
5:00 p.m. Regular Board Meeting, Board Room
Beltrami County Administration Building

October 7, 2025

3:00 p.m. Work Meeting, Board Room
5:00 p.m. Regular Board Meeting, Board Room
Beltrami County Administration Building

October 21, 2025

3:00 p.m. Work Meeting, Board Room
5:00 p.m. Regular Board Meeting, Board Room
Beltrami County Administration Building

November 4, 2025

3:00 p.m. Work Meeting, Board Room
5:00 p.m. Regular Board Meeting, Board Room
Beltrami County Administration Building

November 18, 2025

3:00 p.m. Work Meeting, Board Room
5:00 p.m. Regular Board Meeting, Board Room
Beltrami County Administration Building

December 2, 2025

3:00 p.m. Work Meeting, Board Room
5:00 p.m. Regular Board Meeting, Board Room
Beltrami County Administration Building
6:00 p.m. Budget Hearing/Truth in Taxation Hearing

December 16, 2025

3:00 p.m. Work Meeting, Board Room
5:00 p.m. Regular Board Meeting, Board Room
Beltrami County Administration Building

**Township Officer Meeting:
Northern Town Hall
Beltrami Association of Officers (BATO)
4th Tuesday @ 6:30 pm**

March 25 Tim Sumner
June 24 Joe Gould
October 28 Scott Winger

**2025 Chat-About Radio Sessions:
Arrive to tape interview at 9:30 a.m.**

January 8	Craig Gaasvig
January 22	Joe Gould
February 5	Scott Winger
February 19	Tim Sumner
March 5	John Carlson
March 19	Craig Gaasvig
April 2	Joe Gould
April 16	Scott Winger
May 7	Tim Sumner
May 21	John Carlson
June 4	Craig Gaasvig
June 18	Joe Gould
July 2	Scott Winger
July 16	Tim Sumner
August 6	John Carlson
August 20	Craig Gaasvig
September 3	Joe Gould
September 17	Scott Winger
October 8	Tim Sumner
October 22	John Carlson
November 5	Craig Gaasvig
November 19	Joe Gould
December 3	Scott Winger
December 17	Tim Sumner

**Management Team Schedule
County Commissioner's Conference Room
Monthly @ 8:30 am**

Subject to change

January 2	Scott Winger - Orientation
January 15	Tim Sumner
February 12	John Carlson
March 12	Craig Gaasvig
April 9	Craig Gaasvig
May 14	Scott Winger
June 11	Tim Sumner
July 9	Joe Gould
August 13	Joe Gould
September 10	John Carlson
October 15	Scott Winger
November 12	Tim Sumner
December 10	John Carlson