

Aitkin County Board of Commissioners
Request for County Board Action/Agenda Item Cover Sheet



To: Chairperson, Aitkin County Board of Commissioners Date: 8/6/13

Via: Patrick Wussow, County Administrator

From: Land Department

Title of Item: Request for road easement on County Tax Forfeited land

Requested Meeting Date: 8/13/13 Estimated Presentation Time: n/a

Presenter: M Jacobs

Type of Action Requested (check all that apply)

- For info only, no action requested Approve under Consent Agenda
- For discussion only with possible future action Adopt Ordinance Revision
- Let/Award Bid or Quote (attach copy of basic bid/quote specs or summary of complex specs, each bid/quote received & bid/quote comparison)
- Approve/adopt proposal by motion Approve/adopt proposal by resolution (attach draft resolution)
- Authorize filling vacant staff position
- Request to schedule public hearing or sale Other (please list) _____
- Request by member of the public to be heard
- Item should be addressed in closed session under MN Statute _____

Fiscal Impact (check all that apply)

- Is this item in the current approved budget? Yes No (attach explanation)
- What type of expenditure is this? Operating Capital Other (attach explanation)
- Revenue line account # that funds this item is: _____
- Expenditure line account # for this item is: _____

Staffing Impact (Any yes answer requires a review by Human Resources Manager before going to the board)

- Duties of a department employee(s) may be materially affected. Yes No
- Applicable job description(s) may require revision. Yes No
- Item may impact a bargaining unit agreement or county work policy. Yes No
- Item may change the department's authorized staffing level. Yes No



Supporting Attachment(s)

- Memorandum Summary of Item
- Copy of applicable county policy and/or ordinance (excerpts acceptable)
- Copy of applicable state/federal statute/regulation (excerpts acceptable)
- Copy of applicable contract and/or agreement
- Original bid spec or quote request (excluding complex construction projects)
- Bids/quotes received (excluding complex construction projects, provide comparison worksheet)
- Bid/quote comparison worksheet
- Draft County Board resolution
- Plat approval check-list and supporting documents
- Copy of previous minutes related to this issue
- Other supporting document(s) (please list) easement agreement document

Provide eleven (11) copies of supporting documentation NO LATER THAN Wednesday at 12:00 pm to make the Board's agenda for the following Tuesday. Items WILL NOT be placed on the Board agenda unless complete documentation is provided for mailing in the Board packets. (see reverse side for details)

WHEREAS, The Aitkin County Highway Department has requested to purchase a permanent easement on tax forfeited land for highway right of way purposes, described as follows:

Parcel Nos. 2, 3, 4 of Aitkin County Right of Way Plat No. 18 (parts of SW-NE - Southwest Quarter of the Northeast Quarter; NW-NE - Northwest Quarter of the Northeast Quarter; and NE-NE - Northeast Quarter of the Northeast Quarter; all in Section Two (2) Township Forty-eight (48) Range Twenty-six (26))

NOW THEREFORE, BE IT RESOLVED, that per that request, the easement on this tax forfeited land to the Aitkin County Highway Department for the easement price of \$2,850.00 is hereby approved.



AITKIN COUNTY HIGHWAY DEPARTMENT

1211 Air Park Drive
Aitkin, MN 56431

Phone: 218/927-3741 · FAX: 218/927-2356

Agreement for Highway Easement & Temporary Slope Easement Purchase

Date of Offer: July 24, 2013

Aitkin County
Project Number: S.P. 001-610-022

Property Owner: Aitkin County Land Department – Tax Forfeited Land
Attn: Mark Jacobs, Land Commissioner
Mailing Address: 209 2nd Street NW, Room #206
Aitkin, MN 56431

Property Description: Parts of SW $\frac{1}{4}$ of NE $\frac{1}{4}$; NW $\frac{1}{4}$ of NE $\frac{1}{4}$; and, NE $\frac{1}{4}$ of NE $\frac{1}{4}$, Sec. 2, T48N - R26W

Parcel to be
Acquired: Parcel Nos. 2, 3 & 4 of Aitkin County Right of Way Plat No. 18

The Property Owner hereby agrees to convey to Aitkin County, the easements described in the above referenced parcel(s) for a sum of **\$2,805.00** for the Highway Easement and **\$45.00** for the Temporary Slope Easement.

\$0.00 of the above amount is considered to be damages to the property resulting from this highway & slope easement acquisition.

The Property Owner is responsible for the salvage of all personal property such as fences, gates, etc. from the conveyed parcel(s) prior to construction of the project. Personal property not salvaged by the Property Owner shall be removed and obliterated by construction operations.

During the period of time from execution of this agreement to first advertisement for bid of the project, the Property Owner may salvage trees from the conveyed parcel(s), assuming the risk that the project may be temporarily delayed or permanently canceled.

During the period of time from first advertisement for bid of the project to contract award of the project, the Property Owner may not salvage trees from the conveyed parcel(s).

After contract award of the project, the Property Owner must obtain permission from the Contractor awarded the construction contract for salvage of trees from the conveyed parcel(s).

With regard to the previous three statements regarding salvage of trees, it is the responsibility of the Property Owner to contact Aitkin County for the date of the first advertisement for bid of the project and contract award date of the project.



John Welle, P.E.
Aitkin County Highway Engineer

7-24-13

Date

Property Owner

Date

Property Owner

Date