



CITY OF
GRAND RAPIDS
IT'S IN MINNESOTA'S NATURE

CITY COUNCIL SPECIAL MEETING AGENDA
Monday, March 03, 2025
4:00 PM

CALL TO ORDER: Pursuant to due notice and call thereof, a Special meeting of the Grand Rapids City Council will be held on Monday, March 3, 2025 at 4:00 PM in City Hall Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL:

ADMINISTRATION:

1. Consider approving an agreement with Aaron Michels for prosecution services

ADJOURNMENT:

ATTEST: Kimberly Gibeau, City Clerk



CITY OF
GRAND RAPIDS
IT'S IN MINNESOTA'S NATURE

REQUEST FOR COUNCIL ACTION

AGENDA DATE: March 3, 2025

AGENDA ITEM: Consider approving an agreement with Aaron Michels for prosecution services

PREPARED BY: Tom Pagel, City Administrator

BACKGROUND:

The council directed staff to solicit for criminal prosecution services. Three proposals were received from Aaron Michels, Patrick Moren, and Todd Webb. The proposals and summary sheet are attached for review.

City staff are recommending entering into a five-year agreement with Aaron Michels for legal criminal prosecution which is attached for review.

REQUESTED COUNCIL ACTION:

Make a motion approving an agreement for legal criminal prosecution services with Aaron Michels.

Summary of Prosecution Proposals

Name of Firm/Person	2025 Fee/Wage	Office Space	Office Expenses	Training /Insurance Estimate	Golf Costs	Total Cost
Aaron Michels	100,000	0	0	0	0	100,000
Patrick Moren	145,000	0	0	0	0	145,000
Todd Webb	209,811	10,200	5,000	10,000	2,120	237,131

Mr. Webb would be an employee who receives benefits. The fee/wage also includes a full-time clerical staff person w/benefits.
Mr. Webb would need office space. We don't have space at city hall so we would need to rent space at Central School.
Office expenses and training/insurance estimates by Tom Pagel and likely low.

LAW OFFICES OF
Patrick D. Moren
ATTORNEYS AND COUNSELORS AT LAW

POST OFFICE BOX 350
309 Third Street N.W. Roseau, MN 56751
Telephone (218) 463-1564 FAX (218) 463-1175

Patrick D. Moren* (retired as of 06/01/17)
Michelle E. Moren
Jacqueline Mosher**
**(Admitted to practice in North Dakota)

E-mail: michellemoren@mncable.net
E-mail: jacquemosher@mncable.net

February 18, 2025

City of Grand Rapids
Attn. Chery Pierzina
Human Resources Officer
420 N. Pokegama Avenue
Grand Rapids, Minnesota 55744

RE: Provision of Prosecuting Attorney Services Proposal for City of Grand Rapids


Dear Ms. Pierzina:

Enclosed herein please find our Provision of Prosecuting Attorney Services proposal for the City of Grand Rapids.

If upon receipt of this correspondence you should have any questions or comments, please do not hesitate to contact me.

Sincerely,

LAW OFFICES OF PATRICK D. MOREN


Michelle E. Moren

MEM:dks
enclosure

LAW OFFICES OF
Patrick D. Moren
ATTORNEYS AND COUNSELORS AT LAW

POST OFFICE BOX 350
309 Third Street N.W. Roseau, MN 56751
Telephone (218) 463-1564 FAX (218) 463-1175

Patrick D. Moren* (retired as of 06/01/17)
Michelle E. Moren
Jacqueline Mosher**
**(Admitted to practice in North Dakota)

E-mail: michellemoren@mncable.net
E-mail: jacquemosher@mncable.net

Provision of Prosecuting Attorney Services

LAW OFFICES OF PATRICK D. MOREN

Michelle Moren
309 3rd Street Northwest
Roseau, Minnesota 56751
218.463.1564
morenlaw.com

February 24, 2025

II. GENERAL INFORMATION:

Since 1968, Moren attorneys have achieved results for clients in Roseau, Minnesota and throughout Northern Minnesota. We are a general practice law firm with extensive experience in many areas, including, but not limited to: municipal law, criminal law (prosecution), family law, estate planning, agriculture law, probate, real estate, civil litigation, and drainage law.

The primary contact for this proposal is Michelle Moren. As the current City of Roseau attorney and Acting Lake of the Woods County attorney, Michelle Moren’s principal responsibilities from the criminal prosecution standpoint include review of officer reports, conferences with officers (in person and remote), assistance with search warrants (criminal and administrative), making charging decisions, drafting criminal complaints, prosecuting all levels of criminal offenses, court appearances, victim contact, negotiating plea bargains or trying cases, civil forfeitures, and all other aspects of criminal prosecution services.

Michelle Moren also provides prosecution services for the City of Baudette and is the City Attorney for the following small cities: Williams, Badger, Greenbush, Stephen, and Lake Bronson.

The Law Offices of Patrick D. Moren currently employs two licensed attorneys and will expand to three licensed attorneys when the law clerk passes the Minnesota Bar Examination. Attorney Michelle Moren is the owner/operator of the firm. Jacqueline Mosher is an associate attorney of the firm. It is anticipated that William Woolever will join the firm as an associate attorney in 2025. Resumes are attached.

Pending bar passage, we will request that the City of Grand Rapids authorize William Woolever to work on criminal prosecution matters and to make court appearances as a supervised practitioner in accordance with the Minnesota Board of Law Examiners rules. Approval has been granted by both the City of Roseau and Lake of the Woods County.

At the Law Offices of Patrick D. Moren, Michelle Moren has over thirty years of experience practicing municipal law, criminal law and related fields. Michelle Moren started prosecuting for the City of Roseau in 1991. Thereafter, she was elected as the Roseau County Attorney and was in that role from 1995 to 2006, when she elected to go back into practice with her father. She has been a prosecutor since that time and has acted as the Lake of the Woods County Attorney three separate times with the most recent starting in August of 2023. Jacqueline Mosher has been learning the areas of municipal law and criminal law under the training of Michelle Moren. Jacqueline Mosher also has extensive knowledge of courtroom practice and procedure, as a former law clerk to the Honorable Donna K. Dixon, Judge of District Court. As a law clerk, William Woolever has been practicing under the supervised practice rules with Michelle Moren’s guidance. William Woolever has appeared in court on a number of City of Roseau criminal prosecutions and has also drafted criminal complaints, reviewed reports for charging determinations, consulted with officers, prepared memorandums following contested criminal omnibuses, negotiated plea agreements, and has had communications with crime victims.

As stated, the primary office of the Law Offices of Patrick D. Moren is in Roseau, Minnesota at 309 3rd Street NW, with a small satellite office located in the North Loop of Minneapolis. Our

office phone number is 218.463.1564 and fax number is 218.463.1175. Michelle Moren’s email address is michellemoren@mncable.net.

Jacqueline Mosher’s email address is jacquemosher@mncable.net.

William Woolever’s email address is williamwoolever@mncable.net. Cell phone numbers will be provided upon selection.

Two legal secretaries, Deb Strandlund and Kathleen Ross, ensure the office runs smoothly and efficiently. Ms. Strandlund’s practice areas include criminal law, family law, and real estate. She has been employed by the law office for over thirty years. Ms. Ross’ practice areas include probate, estate planning, and civil litigation. She has been employed by the law office for over twelve years. It is anticipated that if the Law Offices of Patrick D. Moren were awarded the city prosecutor attorney services, it would hire a part-time legal secretary/assistant to focus on providing services to the City of Grand Rapids unless the City currently has an employee for this position.

The Law Offices of Patrick D. Moren is a thriving, busy practice. Because of technology for remote work, our office is capable of being available for criminal proceedings when needed, both remote and in person (see below):

On February 3, 2025, the Minnesota Judicial Branch revised their Court Operations Policy and Procedure for Remote and In-person hearings, which provides that a majority of criminal matters will be heard remotely via Zoom. Itasca County provided a written deviation to the guidelines which requires that all hearings be held in person if a defendant is in custody. As that could be a daily occurrence, Michelle Moren had recent communications with Itasca County Court Administration to determine if in-custody detention hearings could be held via Zoom and the three sitting judges, through court administration, indicated their willingness to allow those types of hearings to be held remotely.

III. POLICE:

As the City of Roseau attorney, City of Baudette prosecutor, and Acting Lake of the Woods County attorney, the Law Offices of Patrick D. Moren is adept at working closely with law enforcement whether it be the Roseau Police Department, Roseau County Sheriff’s Office, Lake of the Woods Sheriff’s Office, Minnesota State Patrol, or Minnesota Department of Natural Resources. Our office is confident that it understands the needs and demands of the City of Grand Rapids Police Department.

A review of the Minnesota Bureau of Criminal Apprehension website reveals approximately 148 DWI investigations in the City of Grand Rapids from January 1, 2024, through February 17, 2025. A review of the Itasca County court schedule also reveals a high number of prosecution cases for the acting City Prosecutors.

With the number of cases cited and court proceedings, we estimate that approximately 20-25 hours per week will need to be dedicated to the City of Grand Rapids by the prosecuting attorney(s) also likely another 15-20 hours per week for support staff will be needed (unless provided) to complete necessary discovery disclosures, process reports, e-file necessary documents, file exhibits with MNDES, and provide statutorily required victim notices.

IV. REFERENCES:

Lake of the Woods County Sheriff (also contact for City of Baudette prosecution)

Sheriff Gary Fish
206 8th Avenue SE, Suite #300
Baudette, Minnesota 56623
218.434.0725

City of Roseau Chief of Police

Chief Marc Hodge
114 3rd Street NW
Roseau, Minnesota 56751
701.330.2116

Former City of Roseau Chief of Police

Ward Anderson
218.242.2236

FEES:

The Law Offices of Patrick D. Moren proposes a yearly flat fee of \$115,000.00 if support staff is provided. If support staff is not provided, then the flat fee proposed would be \$145,000.00 with a salary of approximately \$30,000.00 allocated to part-time support staff. The flat fee would increase each year according to the city staff cost of living adjustment.

I. Retainer— we do not require a retainer from our municipal clients, instead additional fees are added to our monthly billing statement.

Items proposed to be itemized and billed separately (list is not comprehensive):

1. Flash Drives: currently \$3.00 per flash drive.
2. CDs: currently \$7.50 per CD.
3. Copy Fees: currently 25¢ for black and white; 35¢ for color.
4. E-Charging Fee: to be determined with the cost divided among municipal prosecution clients.

- 5. Bureau of Criminal Apprehension’s Criminal Justice Data Network Fee: to be determined with the cost divided among municipal prosecution clients.
- 6. Postage fees: at the current postage rate (will vary each month).

All itemized fees are subject to change. Mileage will not be billed.

II. Hourly Billing-

Hourly fees and costs the firm will charge for providing legal services to the City of Grand Rapids that fall outside the duties covered by the Retainer will be \$235.00 per attorney in accordance with our municipal rate for 2025. This municipal fee is subject to a yearly change. The Law Offices of Patrick D. Moren bills in fifteen (15) minute increments. If the City elects the flat fee, we request that we not be required to provide an itemized, incremental billing statement and would request that we provide instead a general monthly non-itemized statement; provided however if the City requests legal services outside of the scope of prosecution services, we will provide an itemized statement.

CONFLICT OF INTEREST STATEMENT:

Neither the Law Offices of Patrick D. Moren nor Michelle Moren or Jacqueline Mosher currently represent or have represented any client where representation may conflict with their ability to serve as City Prosecutor for the City of Grand Rapids.

Neither the Law Offices of Patrick D. Moren nor Michelle Moren or Jacqueline Mosher are currently representing any real estate developers doing business with, or anticipating doing business with, the City of Grand Rapids.

Neither the Law Offices of Patrick D. Moren nor Michelle Moren or Jacqueline Mosher currently represent any other local units of government having jurisdiction within, or contiguous to the City of Grand Rapids.

The Law Offices of Patrick D. Moren maintains a file directory of all clients it has represented in the past and is currently representing. When conflicts of interest arise, we notify the person that the office cannot represent the person. The office also utilizes conflict of interest waivers when necessary.

CONCLUSION

The Law Offices of Patrick D. Moren is a well-respected firm in Northern Minnesota that has deep roots practicing municipal law and criminal law. Michelle Moren spends most weekends and some weekdays in Grand Rapids, visiting her mother and staying at the family lake cabin. Our goal is to provide excellent prosecution services to the City of Grand Rapids. We are willing to enter into a multi-year contract but would first request a six (6) month term to ensure that we meet each other’s expectations. We look forward to hearing from the City Council.

Sincerely,

LAW OFFICES OF PATRICK D. MOREN



Michelle E. Moren

MICHELLE E. MOREN

ATTORNEY

Thirty-three years of practicing as a city attorney, county attorney and private practitioner. Old timers league goalie, marathon runner

CONTACT INFO

218.463.1564
michellemoren@mncable.net
www.morenlaw.com
Roseau, MN

EXPERIENCE

ATTORNEY, Law Offices of Patrick D. Moren, Roseau, MN

October 1991-December 1994; January 2007-Present

- ❖ Attorney for the City of Roseau, City of Badger, and City of Greenbush since 2007. Attorney for Roseau River Watershed District.
- ❖ Private general practice includes municipal law, criminal law (prosecution), estate planning, agriculture law, civil litigation, drainage law, and other areas.
- ❖ Owner/Operator of the Law Office since 2017. Manage one associate attorney, one law clerk and two legal secretaries.

COUNTY ATTORNEY, Lake of the Woods County, MN (part-time)

2023-Present; September 2013-April 2014; June 2007-December 2010

- ❖ Acting county attorney responsible for prosecuting crimes; assist law enforcement agencies in the application for and obtaining of arrest and search warrants; represent petitioners in juvenile delinquency or CHIPS cases.
- ❖ Represent the county in civil court and in administrative proceedings, drafting ordinances.
- ❖ Interact with the Board of Commissioners and various county offices.

COUNTY ATTORNEY, Roseau County, MN

January 1995-December 2006

- ❖ County attorney responsible for prosecuting crimes; legal adviser to the County Board of Commissioners, legal advocate for the county in court cases in which the county is a party.
- ❖ Assisted with developing Kids v. Cops hockey for the DARE program.

EDUCATION

JURIS DOCTOR

William Mitchell
College of Law
Graduated - May 1991

EXTRACURRICULARS

- ❖ Old Timers League Goalie
- ❖ Volunteer Goalie Coach
- ❖ Marathon runner

Jacqueline D. Mosher

309 3rd St. NW
Roseau, Minnesota 56751

Licensed in MN & ND

218.463.1564
jacquemosher@mncable.net

Experience

Law Offices of Patrick D. Moren / Associate Attorney

February 2024-Present, Roseau, MN

- ❖ Prepare petitions, motions, and affidavits for various areas of law
- ❖ Appear at court hearings, conferences, and mediations
- ❖ Attend city meetings when necessary

Allen Law Firm, LLC / Associate Attorney

January 2022 - January 2024, Albuquerque, NM

- ❖ Prepare insurance defense pleadings on behalf of clients in response to a Complaint
- ❖ Draft discovery answers, requests, and objections; prepare privilege logs and determine responsive/non-responsive documents
- ❖ Write motions regarding dismissal, bifurcation, protective orders
- ❖ Attend depositions, court hearings, and participate in trials as second chair

German · Burnette & Associates / Associate Attorney

May 2021 - January 2022, Albuquerque, NM

- ❖ Research and draft motions and memorandums of law on a variety of civil litigation matters
- ❖ Prepare discovery requests and responses, and client status letters
- ❖ Meet and confer with clients, attorneys, and other involved parties to gather and track case information

Minnesota Judicial Branch / 9th District Judicial Law Clerk

Judicial Law Clerk for the Honorable Donna K. Dixon

July 2018 - April 2021, Roseau & Lake of the Woods County, MN

- ❖ Review, study, and research laws, court decisions, documents, opinions, briefs, and other legal authorities
- ❖ Draft orders, legal memoranda, and briefs regarding legal issues to be decided by judge and confer with judge regarding legal questions
- ❖ Attend all court hearings, trials (jury and bench), DWI/DUI staffing and domestic violence staffing

Education

University of North Dakota School of Law / Juris Doctor

August 2015 - May 2018, Grand Forks, ND

University of North Dakota / B.S. Forensic Science

August 2011 - May 2015, Grand Forks, ND

WILLIAM P. WOOLEVER

BIOGRAPHY

Recent law school graduate working as a supervised practitioner while preparing for the Minnesota bar exam.

CONTACT INFO

218.463.1564
 williamwoolever@mncable.net
 www.morenlaw.com
 Roseau, MN

EXPERIENCE

SUPERVISED PRACTITIONER, Law Offices of Patrick D. Moren, Roseau

October 2024-Present

- ❖ Appear in court for City of Roseau criminal cases, draft criminal complaints, attend mediations, and confer with law enforcement.
- ❖ Attend the City of Roseau council meetings, aid in drafting municipal ordinances (i.e. cannabis, solar power).

STUDENT LAWYER, Law Offices of Patrick D. Moren, Roseau, MN

September 2022-May 2024

- ❖ Supported attorney by conducting legal research, analyzing cases, and preparing legal documents such as petitions, memorandums of law, and proposed orders.
- ❖ Appeared in court under supervision of attorney.

EMPLOYEE, Law Offices of Patrick D. Moren, Roseau, MN

June 2015-September 2022

- ❖ Assisted attorneys with their day-to-day needs, filed, and ran errands.

OTHER EMPLOYMENT

- ❖ USA hockey official – 2014 to present
- ❖ Athletic training for Roseau hockey program – summer 2023 & 2024

EDUCATION

JURIS DOCTOR

University of North Dakota
 School of Law
 Sept 2021-May 2024

Vice President of Sports Law SA
 2023-2024

University of Minnesota
 September 2018-May 2021
 Criminology
 Cum laude

EXTRACURRICULARS

- ❖ 3 Sport Letterman at Roseau High School: cross country, hockey, baseball
- ❖ Old timer hockey
- ❖ Marathon runner

Proposal for Provision of Prosecuting Attorney Services

Aaron J. Michels

Michels Law

25423 Lakeview Drive, Cohasset MN 55721

907-414-2040

February 21, 2025

General Information:

I am interested in the Grand Rapids City Prosecuting Attorney position. My deep connection to Grand Rapids, and experience practicing law in Minnesota and throughout Alaska, make me the ideal fit for this position.

I grew up in Grand Rapids and graduated from Grand Rapids High School in 2000. I received my bachelor's degree from the University of Wisconsin - Stevens Point in 2004. After graduating from college, I worked as a wildland firefighter for the U.S. Forest Service in Deer River and then as a sports and outdoors writer for the Hibbing Daily Tribune, before attending the University of St. Thomas School of Law in Minneapolis. I graduated and was admitted to the Minnesota Bar in 2010 and performed a full-time internship at the Itasca County Attorney's Office during the summer of 2009. I worked as a judicial law clerk for Judge Gary J. Pagliaccetti in Virginia, Minnesota, for over a year, from March 2011 until April 2012, working at times for all three judges in Virginia, including Judge James B. Florey and Judge Terrence M. Aronson.

I moved to Alaska in 2012 and was a criminal prosecutor in Alaska from 2012 to 2016. I worked as an assistant district attorney in the Kotzebue District Attorney's Office for nearly three years, along with one other attorney. Our support staff consisted of one secretary and one paralegal. We prosecuted all the criminal cases that occur in the Northwest Arctic region of Alaska. My job consisted of managing my half of the Kotzebue criminal docket (we split nearly 1,000 cases per year alphabetically) in all stages of proceedings including charging decisions, arraignments, grand jury presentations, plea negotiations, motion work, and trials. My caseload consisted of everything from violation-level offenses to the most serious felonies. I have also served in the Palmer, Bethel, and Ketchikan District Attorney's Offices. I had the opportunity to return to Kotzebue in 2016 as the magistrate judge. In this position I was responsible for presiding over a wide variety of cases including minor offenses, misdemeanors in all stages, pre-indictment felonies, various civil matters, delinquency, child in need of aid (CINA), and protective orders. In my free time, I pursued the spectacular hunting, fishing, and trapping opportunities that Kotzebue offers. After leaving Kotzebue, I covered the Utqiagvik magistrate judge position remotely for three months. I was an Alaska magistrate judge for seven years.

In 2023, our family, including my wife and our three daughters, left Alaska to move back home to Grand Rapids. Since 2023, I have worked as a prosecutor again for the State of Alaska, now living in the Grand Rapids area and working remotely for the Utqiagvik District Attorney's Office. I have been a criminal prosecutor for five-plus years in total. For the past 13 years I have been practicing criminal law as a prosecutor, or on the bench, and have been in court, in person or remotely, on almost a daily basis. Grand Rapids has always been home. I am happy to be back home with my family, living - hunting, fishing, playing sports - and taking part in this community again. I care deeply about the safety of this community. Keeping Grand Rapids safe from crime is one of the most basic and important things we can do to maintain a high standard of living. I want to do my part.

In summary, my unique set of skills and experience make me the ideal fit for this position. Thank you for your consideration.

Additional Information:

I would be the sole attorney and primary contact, assigned to the City of Grand Rapids. My wife, Dara Michels is the law office assistant/paralegal/office manager.

Contact information is:

Address: 25423 Lakeview Drive, Cohasset MN 55721

Phone: Aaron: 907-414-2040; Dara: 907-617-8281

Email: Aaron: aaron@michelslawmn.com or Dara: admin@michelslawmn.com

Police: I have experience working daily with various state, regional, and municipal law enforcement agencies, including the Alaska State Troopers, North Slope Borough Police Department, Fairbanks Police Department, Kotzebue Police Department, Bethel Police Department, Ketchikan Police Department, Village Public Safety Officers, and Village Police Officers. Fostering a relationship of positivity and trust with law enforcement is of the utmost importance in building strong cases, securing convictions, and holding offenders accountable. This is accomplished through open and honest communication with law enforcement officers.

Fees: I propose a 5-year contract, starting at an annual flat fee of \$100,000 for all services provided, payable in 12 monthly payments. The contract would include an annual 5% cost of living increase. The start date would be on, or about, April 15, 2025.

Conflict of Interest Statement: I do not perceive any conflicts of interest arising from past or future representation that would conflict with my ability to serve as City Prosecutor for the City of Grand Rapids. I do not represent any real estate developers. I do not represent any other local units of government having jurisdiction within, or contiguous to the City of Grand Rapids. I do not plan to take on any representation that would conflict with my ability to serve as City Prosecutor for the City of Grand Rapids.

Aaron J. Michels

25423 Lakeview Drive
Cohasset, MN 55721
907-414-2040
Aaronjmichels@gmail.com

Education

University of St. Thomas School of Law Minneapolis, MN

- Juris Doctor, May 2010
- Over 100 public service hours
- Member of Minnesota Bar, 2010, Attorney ID #0391357
- Member of Alaska Bar, 2012, Attorney ID #1211124

University of Wisconsin - Stevens Point Stevens Point, WI

- Bachelor's Degree in Political Science, December 2004
- Minor: Natural Resource Management

Work experience

Alaska Department of Law – Criminal Division
Utqiagvik, AK

Assistant District Attorney April 2012 – September 2016;
December 2023 – present (remote work for Utqiagvik office)

- Served in Palmer, Kotzebue, Bethel, Ketchikan, and Utqiagvik
- Attorney in Kotzebue office for three years
- Managed felony and misdemeanor caseload in all stages of proceedings including charging decisions, arraignments, grand jury presentations, plea negotiations, motion work, and trials

Alaska Court System
Kotzebue, AK

Magistrate Judge September 2016 – September 2023

- Presided over a wide variety of criminal and civil cases

Minnesota Judicial Branch
Virginia, MN

Judicial Law Clerk March 2011 – April 2012

- Judicial law clerk for Hon. Gary J. Pagliaccetti, Sixth District
- Secretary of Range Bar Association

Itasca County Attorney's Office
Grand Rapids, MN

Internship July 2009 - August 2009

Minneapolis Public Schools & Minneapolis, MN
Independent School District #318 Grand Rapids, MN

Substitute Teacher January 2005 – March 2011

- Taught K-12 at schools with diverse student bodies

Hibbing Daily Tribune
Hibbing, MN

Sports Writer September 2005 - September 2006

- Published 10-14 stories/columns per week under deadline pressure

USDA-Forest Service
Deer River, MN

Wildland Firefighter GS-0462-03 May 2001 - September 2005

- Full-time seasonal firefighter on Chippewa National Forest

Aaron J. Michels

25423 Lakeview Drive
Cohasset, MN 55721
907-414-2040
Aaronjmichels@gmail.com

References

Hon. Paul A. Roetman; Kotzebue Superior Court Judge; 907-442-1662; PRoetman@akcourts.us

Hon. Michael J. Franciosi; Anchorage District Court Judge; 907-822-3405; MFranciosi@akcourts.us

Hon. Heidi K. Ivanoff; Unalakleet Magistrate Judge; 907-624-3015; HIvanoff@akcourts.us

From: [Todd Webb](#)
To: [Chery Pierzina](#)
Subject: Grand Rapids City Prosecutor - contract proposal
Date: Friday, February 21, 2025 12:22:44 PM
Attachments: [LE Recommend Letter - City Pros.pdf](#)
[CV Recommend Letter - City Pros.pdf](#)
[BF Recommend Letter - City Pros.pdf](#)
[Resume.pdf](#)

February 21, 2025

Ms. Chery Pierzina
Human Resources Officer
City of Grand Rapids
420 N Pokegama Avenue
Grand Rapids, MN 55744
(218) 326-7606
cpierzina@grandrapidsmn.gov

Ms. Pierzina,

Please accept this letter and attachments as my proposal for provision of prosecuting attorney services for the City of Grand Rapids. I would like a new challenge in my legal career and would appreciate the opportunity to provide long-term, quality prosecution services to my hometown.

My name and contact information are as follows:

Todd S. Webb
1505 SW Third Avenue
Grand Rapids, MN 55744
(218) 398-7580
atwebb@paulbunyan.net

I currently serve as Chief Assistant Itasca County Attorney – Criminal Division. I am a trial lawyer with over 30 years of experience prosecuting crimes ranging from misdemeanors to murder. I also supervise four attorneys and one staff working in our office and provide training to law enforcement officers.

The attachments include my resume and recommendation letters. It is my hope that this information serves to give you insights into the type of team member and prosecuting attorney I would be serving as Grand Rapids City Prosecutor.

Through my 25+ years of working as a prosecutor in Itasca County, I have also developed strong work relationships with the members of the Grand Rapids Police Department. I would

encourage you to seek the input of Chief Morgan, Captain Ott, Captain Nelson, other officers, and department staff as to the virtues of my application. I would also encourage you to seek the input of Mr. Sterle, who has known me personally and professionally throughout much of my time living and working in our community.

Same as Mr. Dimich's circumstances throughout his long service as Grand Rapids City Prosecutor, I will not have a formal back-up plan in case of illness. I am aware that this lack of formality created no major disruptions in Mr. Dimich carrying out his duties. I would seek to make informal plans with Itasca County and/or other prosecutors who work in Itasca County for short-term coverage in the event I am unavailable. I would also seek continuances from the court in these circumstances.

Time appears to be of the essence as Mr. Shaffer's contract ended last month. In addition, Mr. Dimich's temporary remote work does not fulfill the essential functions of the position by not attending required in-person hearings such as jail court hearings, contested omnibus hearings, pre-trial settlement conferences, trials, and contested probation violation hearings.

It will not take long for defense attorneys and defendants to become aware of this issue and demand contested hearings and trials within time limits set by the Criminal Rules of Procedure. The time limit for an omnibus hearing is 42 days from their first court appearance. The time limit for a trial for a gross misdemeanor or a misdemeanor is 60 days from the demand and 10 days from the demand if the defendant is in custody for a misdemeanor. The time limit for a probation violation hearing is seven days if the defendant is in custody.

Compensation and office support/physical plant are the main areas of discussion from my perspective.

The total compensation for my current position in 2024 was \$189,931.82, which included a base compensation of \$138,226.06 + \$51,705.76 in benefits.

I spoke with Mr. Shaffer and reviewed his prosecution services contract with Grand Rapids. It was a five-year contract with "a flat fee of \$63,000 for the calendar year of 2025, \$64,890 for the calendar year of 2026, \$66,836 for the calendar year of 2027, \$68,841 for the calendar year of 2028 and \$70,907 for the calendar year of 2029." It is my understanding that the prosecution services contract with Grand Rapids has remained relatively unchanged for about 20 years.

I spoke with Mr. Borland and reviewed his prosecution services contract with Hibbing. The contract began in 2024 with annual renewals. Compensation includes \$100,000 per year, \$160 per hour for appeal work, and costs paid by City to access law enforcement and BCA records and programs.

2024 court filings for Grand Rapids and Hibbing are as follows:

Grand Rapids City Attorney	2184
Gross Misdemeanor	73
Misdemeanor	901
Petty Misdemeanor	1210

Hibbing City Attorney	2181
Gross Misdemeanor	71
Misdemeanor	1309
Petty Misdemeanor	801

My proposed contract terms regarding compensation seek to minimize the reduction in compensation and benefits as compared to my current position and to consider the current compensation disparity between Grand Rapids and Hibbing despite having almost identical case filings.

My proposed contract terms regarding office support/physical plant also seek to minimize the reduction in compensation and benefits as compared to my current position by utilizing existing City office support/physical plant.

My proposed contract terms also seek to provide stability and consistency in the delivery of prosecution services. The City enjoyed a long-term relationship with Mr. Dimich, who lived and worked in our community. The contract with Mr. Shaffer, a Duluth resident, was short-lived, and should serve as evidence for the City to consider in making future decisions to contract with an attorney with no strong ties to our community. My proposal provides for the same type of long-term relationship, as I have lived in Grand Rapids and worked as an Itasca County prosecutor for 25+ years.

My proposed terms include the following:

Duration: April 1, 2025 – December 31, 2031

\$90,000 (prorated for nine months) for the calendar year of 2025. \$96,000 for the calendar year of 2026, \$102,000 for the calendar year of 2027, \$108,000 for the calendar year of 2028, \$114,000 for the calendar year of 2029, \$120,000 for the calendar year of 2030, and 126,000 for the calendar year of 2031. Payments in monthly installments.

30-day notice of contract termination by City; 60-day notice of contract termination by Attorney

City to provide/pay for the following :

Office in City Hall or near City Hall and Courthouse that provides privacy for sensitive matters

and remote court hearings and resources for office support including but not limited to laptop computer, VPN, computer hardware/software, hardware/software support, multiple monitors, webcam, printer/scanner, cell phone and data plan with hotspot, headphones, space heater, office furnishings, postage, office supplies, and support from GRPD administrative/secretarial staff that including but not limited to case file management, preparation/filing of court documents, and processing discovery

Office/resources for office support/GRPD administrative/secretarial staff may be used for delivery of prosecution legal services to other jurisdictions if contracts occur between other jurisdictions and me.

Attorney malpractice insurance, attorney licensing, continuing legal education training including costs of travel, lodging and meals, and access to court/law enforcement records and programs and those associated with the court process including document service, discovery, and trial preparation.

Health/Dental/Vision/Life Insurance for my wife and I – same plan as City employees

Single Adult Pass, 2-person Cart Pass, Range Pass and Simulator Pass at Pokegama Golf Course.

I have no conflicts of interest in serving as Grand Rapids City Prosecutor.

I will be on vacation from February 26, 2025 – March 3, 2025.

I look forward to further discussion with City officials.

Thank you.

Todd Webb

Todd S. Webb
1505 SW 3rd Ave
Grand Rapids, MN 55744
Cell 218-398-7580
atwebb@paulbunyan.net

EXPERIENCE

Chief Assistant Itasca County Attorney – Criminal Division: 2003-present

- * Prosecute criminal offenses in County jurisdiction
- * Supervise four attorneys and one staff
- * Act as County Attorney in his absence

Assistant Itasca County Attorney (Grand Rapids, MN): 1999-2003

- * Prosecuted criminal offenses in County jurisdiction

Clay County Attorney (Moorhead, MN): 1995-1998

- * Prosecuted criminal offenses in County jurisdiction
- * Supervised four attorneys and five staff
- * Advised County Board and County Departments

Moorhead City Prosecutor: 1991-1994

- * Prosecuted criminal offenses in City jurisdiction
- * Advised Police Department

EDUCATION

University of North Dakota, Grand Forks, ND - Juris Doctorate, 1990

Concordia College, Moorhead, MN - Bachelor of Arts, 1987

REFERENCES

Available upon request

January 31, 2025

Ms. Chery Pierzina
Human Resources Officer
City of Grand Rapids
420 North Pokegama Avenue
Grand Rapids, MN 55744

Dear Ms. Pierzina:

I was informed that Todd S. Webb will be applying for the Grand Rapids City Prosecutor position and would like you to consider this letter of recommendation.

My name is Becky Fideldy, and I am the Victim/Witness Coordinator in the Itasca County Attorney's Office. Mr. Webb is my supervisor for this position. I have been in this position for three years. Prior to this position, I was a legal secretary for 15 years in this same office. When I had the legal secretary position, my primary job responsibilities were to perform secretarial duties for the adult criminal division which included doing Mr. Webb's secretarial work. He was always willing to help me when I had questions about preparing documents or questions about the legal system.

With that being said, I have worked with Mr. Webb for 18 years now. In those 18 years, I have seen how dedicated Mr. Webb is in prosecuting individuals and seeing that justice is served. He takes that job seriously and does it very well. Mr. Webb is always willing to speak with officers if they have questions about an investigation they are doing or to answer any questions they may have. His door is always open to welcome in officers, support staff in our office, or fellow prosecuting attorneys in our office.

I have also assisted him these last three years in my position with any jury trials he has had. My position includes assisting all witnesses that were either notified or subpoenaed about the trial. Mr. Webb is very diligent in making sure I am kept apprised of the status of the trials so that I can effectively communicate with the witnesses and victims.

During the last three years when I have needed him to assist me with victims, he is always willing to either answer any questions I have or will call the victims with me to help explain something. Mr. Webb is very effective in communicating with the victims to help them understand the law or understand what is happening in the case that they are involved in. He makes sure that victims' rights are always being met.

Mr. Webb has a very strong work ethic, and I feel that he would be an asset to Grand Rapids as the Grand Rapids City Prosecutor. Please feel free to give me a call if you have any questions. My number is 218-360-1533.

Becky Fideldy

Ms. Chery Pierzina
Human Resources Officer
City of Grand Rapids
420 N Pokegama Avenue
Grand Rapids, MN 55744

Dear Ms. Pierzina:

I am writing on behalf of Mr. Todd Webb. I am an Assistant County Attorney in Itasca County. Mr. Webb has been my supervisor at the Itasca County Attorney's Office (ICAO) since I started my career as a criminal prosecutor in May of 2022. I entered this position with approximately six months of experience as a practicing attorney, and with almost no criminal experience. I am now a felony prosecutor.

Mr. Webb is a respected attorney in the legal community. He has positive relationships with defense attorneys, judges, law enforcement officers, and probation officers alike. Mr. Webb knows the law in a way that many attorneys and judges can only strive for. And best of all, he is a willing and effective teacher.

When I began my career at the ICAO, I was very nervous and underconfident. Mr. Webb has helped me to overcome both of those obstacles. He has always made himself available for any questions I had. Mr. Webb has a knack for using the questions I asked as teaching moments. Rather than giving me a quick and easy answer, he would take the time to work through my questions with me or point me to where I could find the answer on my own. Despite this being frustrating at times, I was able to learn and gain a better understanding of the "why" behind what I needed to do. Not only has he supported me with my own cases, but Mr. Webb has also allowed me to be involved with his cases. He commonly involves me when issues arise so that I can see how he identifies and works through the problems in his cases.

My time working with Mr. Webb has not always been the easiest. Over the last year, our office experienced having only 50% of our attorney positions filled. All of us were working longer hours, taking on higher caseloads, and under significant stress. Through that challenging time, Mr. Webb remained steady in his supervisory role. He was still willing to help, teach, and assist in any position he was needed in order to alleviate the stress other attorneys felt. I credit the foundation of my legal experience that Mr. Webb ensured I received as the reason I was able to step up and not falter under the pressure that our office experienced.

Mr. Webb would be a great asset to the Grand Rapids community as its City Prosecutor. I can say firsthand that the knowledge and experience he is able to share is a benefit to anyone that gets the opportunity to learn from him.

Respectfully,

/s/ Cassidy Villeneuve

Assistant Itasca County Attorney

Itasca County Sheriff's Office



JOE DASOVICH, SHERIFF

To Whom it may Concern,

We recently learned that Itasca County Chief Criminal Prosecutor Todd Webb has applied for appointment as your City Prosecutor. We have worked hand in-hand with Todd for many years. He is a person of the highest integrity and is committed to public service. Todd demonstrates a marked degree of common sense and believes that the justice system should serve everyone equally.

Todd is an experienced leader in criminal justice circles in Itasca County. For many years, he has conducted regular training for our officers. He provides wise legal counsel on a variety of legal matters. As our lead attorney, he is a strong and effective advocate. Todd has our respect as well as that of our local judges, opposing counsel and court staff. He always strives to do the right thing with the best interests of everyone in mind. We trust Todd.

Todd would be an excellent choice to serve as your City Prosecutor and we strongly recommend his appointment for this position. Please contact us if we can be of further assistance.

Respectfully,

Joe Dasovich

Jason Engeldinger

Itasca County Sheriff

Minnesota State Patrol