COMMITTEE OF THE WHOLE AGENDA
Board of Commissioners, St. Louis County, Minnesota

September 13, 2011
Immediately following the Board Meeting, which begins at 9:30 A.M.
Commissioners' Conference Room, St. Louis County Courthouse, Duluth, MN

CONSENT AGENDA:
All matters listed under the consent agenda are considered routine and/or non-controversial and will be enacted by one unanimous motion. If a commissioner requests, or a citizen wishes to speak on an item on the consent agenda, it will be removed and handled separately.

Minutes of September 6, 2011

Public Works & Transportation Committee – Commissioner Forsman, Chair
1. Designation of Sheep Range Road (Unorganized Township 67 N, Range 20 W) ***[11-355]***
2. Acquisition of Right of Way – County Project 98840 ***[11-356]***

Finance & Budget Committee – Commissioner Nelson, Chair
3. Abatement List for Board Approval ***[11-357]***
4. Duluth GSC First Floor Remodeling Project – Architectural, Engineering and Design Services Amendment ***[11-358]***

Public Safety & Corrections Committee – Commissioner Sweeney, Chair
5. Joint Powers Agreement – State of Minnesota Acting through the 6th Judicial District Court ***[11-359]***

COMMISSIONER DISCUSSION ITEMS AND REPORTS:
At this time, Commissioners may introduce items for discussion or report on past and future activities.

ADJOURNED:

NEXT COMMITTEE OF THE WHOLE MEETING DATES:
September 27, 2011 Ely Recreation Center, Ely, MN
October 4, 2011 Commissioners' Conference Room, Courthouse, Duluth, MN
October 11, 2011 Commissioners' Conference Room, Courthouse, Duluth, MN

BARRIER FREE: *All St. Louis County Board meetings are accessible to the handicapped. Attempts will be made to accommodate any other individual needs for special services. Please contact St. Louis County Property Management (218-725-5085) early so necessary arrangements can be made.*

COMMITTEE OF THE WHOLE
ST. LOUIS COUNTY BOARD OF COMMISSIONERS
Tuesday, September 6, 2011

Location: County Board Conference Room, Duluth, MN

Present: Commissioners O'Neil, Jewell, Dahlberg, Forsman, Sweeney, Nelson and Raukar

Absent: None

Convened: Chair O'Neil called the meeting to order at 10:07 a.m.

CONSENT AGENDA

Raukar/Sweeney moved the consent agenda. Commissioner O'Neil requested items 7, 8 and 10, and Commissioner Jewell requested item 9, be pulled from consent for separate consideration. The remainder of the consent agenda was approved. (7-0)

-Minutes of August 9, 2011
- Minnesota Family Investment Program Additional Supported Work Allocation for SFY 2012
- Acceptance of Grant for the Northeast Minnesota Project to End Long-Term Homelessness
-Amend Comprehensive Land Use Plan, Ordinance 27, and Zoning Ordinance 46
- Cancellation of Contract for Repurchase of State Tax Forfeited Land – Baumchen
- Cancellation of Contract for Purchase of State Tax Forfeited Land – Brouse
- Reinstatement of Contract for Repurchase of State Tax Forfeited Land – Bechtold
- Vacation of a Segment of County Road 929 (Greenwood Township)
- Agreement with City of Tower for Paving CSAH 126
- Acceptance of Grant for Bridge Replacement Project – CP 1818
- Turnback of County Road 479/Loberg Road to the City of Hermantown
- Fire Protection/First Responder Services Contract for Unorganized Territories
- Lawful Gambling Application (Gnesen Township)
- ATM Space Lease with Northern Communities Credit Union – Government Services Center, Duluth
- Abatement List for Board Approval
- Jail Corrections Officers/Communications Bargaining Agreement– 2010/2011
- Joint Powers Agreement – Minnesota Internet Crimes Against Children Task Force
- Establish Public Meetings on the 2011 Property Tax and Operating Budget (Thursday, December 1, 2011, 7:00 p.m., St. Louis County Courthouse, Virginia, MN and Thursday, December 8, 2011, 7:00 p.m., St. Louis County Courthouse, Duluth, MN)

REGULAR AGENDA

Sweeney/O'Neil moved a resolution awarding a bid to Ulland Brothers, Inc., Cloquet, MN on their low bid on $4,989,250.00 (24.07% below the engineers estimate), for new construction of Kirkus Street in Proctor. (7-0)

Forsman/Raukar moved a resolution awarding a bid to Ulland Brothers, Inc., Cloquet, MN, on their low bid of $258,200 (9.87% below the engineers estimate) for bridge construction on Hannon Road near Chisholm. (7-0)

Forsman/Sweeney moved a resolution awarding a bid for the purchase of fuels from vendors with lowest net cost at various sites in the county. Commissioner Forsman said this resolution allows the county to test the fuel to make sure the mixture meets county requirements. (7-0)

Forsman/Raukar moved a resolution authorizing an agreement with the Minnesota Department of Management and Budget to accept Minnesota State General Obligation Bond Grant Funds in the amount of $400,000, for the Depot roof repair project. (7-0)

Jewell/O'Neil moved a resolution authorizing the transfer of State Aid Funds to the City of Duluth as reimbursement for federal funds received. Commissioner Forsman said $1,218,000 in federal funding was shifted from the City of Duluth Anderson Road project to the county's Midway Road project. The City of Duluth is now ready to proceed on the project and the county will reimburse the city with the state funds. (7-0)

Forsman/Sweeney moved a resolution in support of extending Federal Transportation legislation beyond September 30, 2011, at current levels of Federal Funding for Highways and Transit. (7-0)

Nelson/Raukar moved without recommendation Certification of the 2012 Tax Levy. Administrator Kevin Gray said we are still in the gathering/recommending stage. Deputy County Administrator Linnea Mirsch reviewed the Gravel Road Improvement Program (GRIP), discussed handouts on the preliminary maximum levy and responded to commissioner questions. There was lengthy discussion on the Arrowhead Regional Corrections (ARC) budget due to an estimated $1.7 million shortfall. Commissioners expressed concerns on cuts to various programs including the DUI and Drug Court, as well as Juvenile court programs. Administrator Gray said the list consists of priorities and recommendations from ARC, but the county board has the final approval. (7-0)

At 12:27 p.m., Chair O'Neil recessed the board. At 1:46 p.m., the board reconvened, with Commissioner Dahlberg absent.

Nelson/Forsman moved a resolution certifying the levy for Unorganized Township Road Maintenance for tax year 2012. (6-0)

Raukar/Sweeney moved a resolution certifying the HRA maximum property tax levy for tax year 2012, which is a 1% increase over 2011 in the amount of $206,872. (6-0)

Nelson/Sweeney moved a resolution awarding a contract to Northwoods Construction, Virginia, MN, in the amount of $52,500, for construction of a maintenance shop at the Virginia Courthouse facility. Deputy Administrator Gary Eckenberg explained this was a request for quotes, which allows the county to negotiate a lower price. (6-0)

Nelson/O'Neil moved a resolution authorizing an addendum agreement with High Line, Inc. in the amount of $57,381 per year for three years, to provide software hosting services for the county's human resources and payroll management system. Administrator Gray said the Auditor and Employee Relations Director conducted an intense investigation and found that using the High Line Inc. hosting option yields a reliable high performing system. County Auditor Donald Dicklich said High Line Inc. is based in Toronto, Canada. Auditor Dicklich said the problems experienced were in payroll and without the hosting service, we were not able to utilize all the tools the system offers. After further discussion, the motion passed. (6-0)

Jewell/O'Neil moved to approve item 7 from consent, special sale to Duluth Housing and Redevelopment Authority (HRA) -521 East 6th Street, Duluth, with a correction to the legal description of the property from W 2 to W ½. (6-0)

Jewell/O'Neil moved to approve item 8 from consent, special sale to Duluth HRA–1915 East 5th Street, Duluth. Land Commissioner Bob Krepps said the property was for sale last fall, and everything moved into it, including raccoons. The house deteriorated and is on the City of Duluth blight list. According to Krepps,

the raccoons are gone and the house will be razed, adding some neighbors have expressed interested in the property.

At 2:18 p.m., Commissioner Dahlberg joined the meeting.

Commissioner O'Neil said he would like to see the selling price reduced to $3,166.87, adding the county has reduced the price on properties in the past for HRA to address affordable housing needs. Commissioner Forsman brought forth concerns on lowering the price. In response to a question from Commissioner Dahlberg, Land Commissioner Krepps said proceeds from the sale of tax-forfeited land are apportioned as follows: 40% to the county, 40% to the school district and 20% to the municipality. In response to a question from Commissioner Sweeney, Administrator Gray said language could be added to insure the property is demolished, but would like to hear from commissioners for a policy decision. After further discussion, Commissioner Nelson suggested moving without recommendation and the makers agreed. County Attorney Mark Rubin said it is not a good idea to put contingences in the resolution, noting we have a letter from the Duluth HRA with their intent to acquire and demolish the building. County Attorney Rubin also questioned if the price needed to be reduced. The motion passed without recommendation. (7-0)

Dahlberg/Raukar moved to approved item 9 from consent, special sale to Duluth HRA – 2711 West 8th Street, Duluth. Commissioner Nelson offered a friendly amendment to add that the property will be conveyed to Habitat for Humanity and the makers agreed. Commissioner O'Neil offered a friendly amendment to reduce the selling price to $4,171.10. Commissioner Dahlberg said he would move the resolution without recommendation for further discussion, and the supporter agreed. County Attorney Rubin questioned reducing the price as we have a letter of intent from the Duluth HRA to purchase the property. Auditor Dicklich said HRA does have a levy and a reduction in price would impact revenues for the county, school district, and city.

At 2:50 p.m., Commissioner Sweeney asked for personal privilege and the board reconvened at 3:08 p.m.

Commissioner Forsman asked Land Commissioner Krepps to put together a list of properties that were sold at a discount for the board. After further discussion, Commissioner O'Neil offered a friendly amendment to reduce the sale price to $6,000, which was not accepted. O'Neil/Raukar moved an amendment to reduce the price to $6,000 total, fees included. Administrator Gray recommended keeping the sale price and fees separate. Commissioner O'Neil withdrew his amendment and offered another amendment to reduce the selling price to $2,000, plus fees, supported by Commissioner Raukar. Commissioner Sweeney said the Duluth HRA sent a letter of intent to purchase and Land Commissioner Krepps can come back to us if they do not accept the price. After lengthy discuss commissioners could not agree on a sale price and Commissioner O'Neil withdrew his amendment.

At 3:47 p.m., Commissioner Sweeney left the meeting.

Commissioner Jewell questioned the amendment to include language on conveying the property to Habitat for Humanity as the County Attorney advised the county board not to include contingencies in the resolution. After further discussion, the resolution passed without recommendation to give commissioners an opportunity to review. (5-1) (Jewell).

Dahlberg/Nelson moved to approve item 10 from consent, special sale to Duluth HRA–Spirit Valley Land Company. Land Commissioner Krepps said this is to clean up tax-forfeited parcels, including two above the zoo, adding this is a good deal for the city and land department and will enhance value to the city. Commissioner O'Neil requested this to be moved without recommendation and the makers agreed. (6-0)

COMMISSIONER DISCUSSION ITEMS

Commissioner Nelson said the annual Wirtanen Farm Fall Festival is on Saturday, September 10, 2011, from 10:00 a.m. to 4:00 p.m. in Makinen. Admission is free.

Commissioner Dahlberg handed out the minutes for the Northern Counties Land Use Coordinating Board where wetland mitigation and other topics were discussed.

Commissioner Raukar said the Federal Railroad Administration (FRA), with the assistance of former U.S. Representative Jim Oberstar, released $5 million for the light passenger rail project. This is in addition to $4 million in state funding already received.

ADJOURNED

At 3:58 p.m., Jewell/Forsman moved to adjourn the committee of the whole meeting. (6-0)

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Steve O'Neil, Chair of the County Board

_____

Patricia Stolee, Clerk of the County Board

BOARD LETTER NO. 11 - 355

PUBLIC WORKS & TRANSPORTATION COMMITTEE
CONSENT NO. 1

BOARD AGENDA NO.

DATE: **September 13, 2011**

RE: **Designation of Sheep Ranch Road - Unorganized Township Road 8197**

FROM: **Kevin Z. Gray**
County Administrator

James T. Foldesi
Public Works Director/Highway Engineer

RELATED DEPARTMENT GOAL:
Provide a safe, well-maintained road and bridge system.

ACTION REQUESTED:
It is requested that the St. Louis County Board designate the portion of the Sheep Ranch Road located in Section 15, Township 67 North-Range 20 West, as part of Unorganized Town (UT) Road 8197.

BACKGROUND:
The St. Louis County Board designated as an Unorganized Town Road 8002, also known as the Sheep Ranch Road, by Resolution No. 71-637 dated October 26, 1971. The road's length was given at 4.0 miles and its location was in Sections 19, 20, 21, and 22 in Township 67-20. The road at the time of its designation was also located in Section 15. The road was re-designated as Unorganized Town Road 8197 by Resolution No. 09-491 dated November 3, 2009. However, there was an omission in the original description of its location which should be corrected at this time.

RECOMMENDATION:
It is recommended that the St. Louis County Board designate a portion of Unorganized Town Road 8197 (Sheep Ranch Road) as a part of the unorganized township road system.

Designation of Sheep Range Road – Unorganized Township Road 8197

BY COMMISSIONER _____

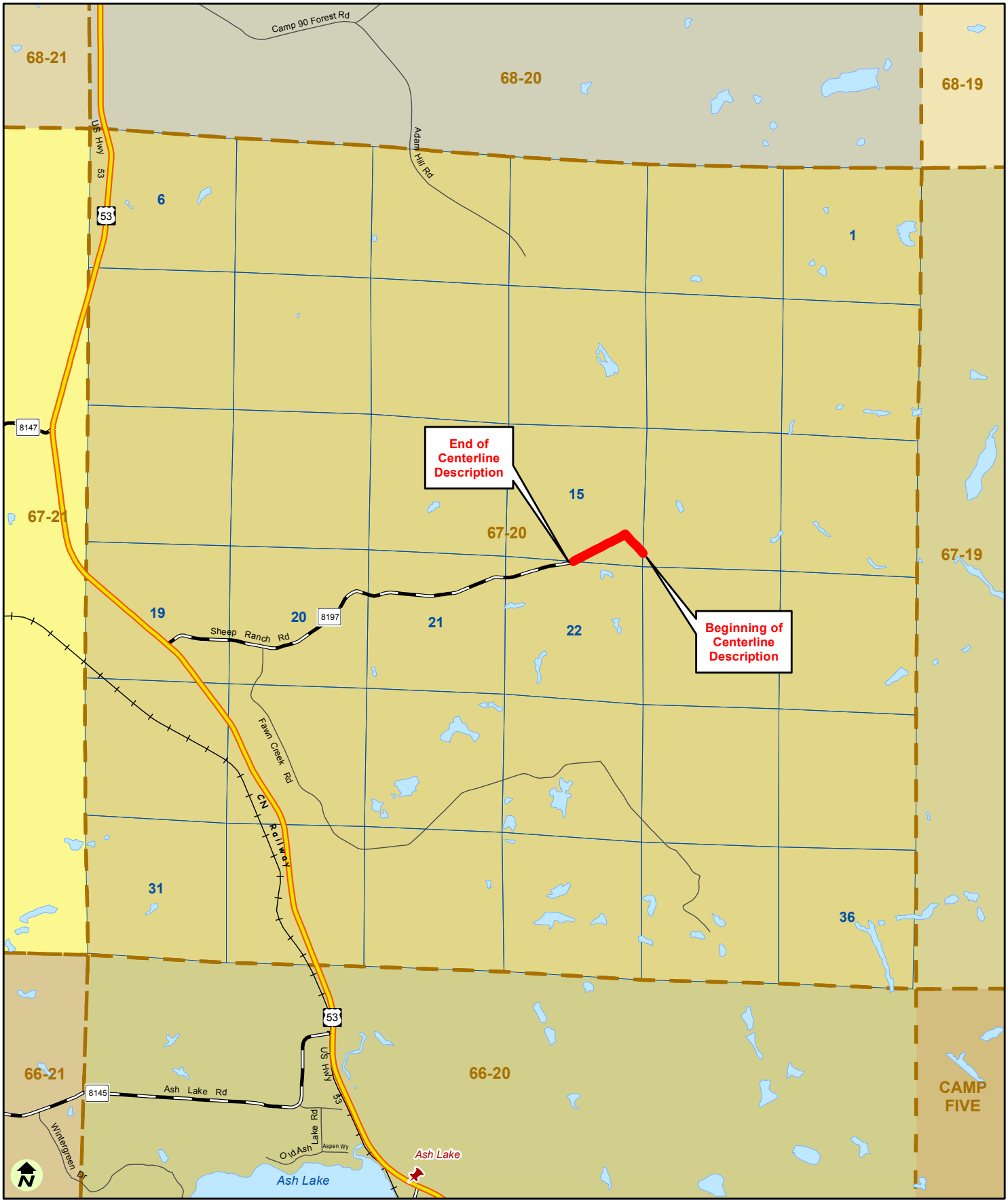
WHEREAS, the St. Louis County Board designated on official system of unorganized township roads by Resolution No. 71-637, dated October 26, 1971; and

WHEREAS, the location of Unorganized Town Road 8002, also known as the Sheep Ranch Road, was described as being in Sections 19, 20, 21, and 22 of Township 67 North-Range 20 west; and

WHEREAS, Unorganized Town Road 8002, also known as the Sheep Ranch Road, was re-designated as Unorganized Town Road 8197 by Resolution No. 09-491 dated November 3, 2009; and

WHEREAS, at the time of its original designation through the present day Unorganized Town Road 8002, known now as Unorganized Town Road 8197, was also located in Section 15 Township 67 North-Range 20 West.

NOW, THEREFORE, BE IT RESOLVED, that the St. Louis County Board establishes the location of Unorganized Town Road 8197 to include the portion of road located in Section 15, Township 67 North-Range 20 West, the centerline of which is described as follows: Commencing at the East ¼ corner of Section 15 Township 67 North-Range 20 West, thence southerly along the east line of said section, on an assumed bearing of South 01 degrees 26 minutes 05 Seconds West, a distance of 2169.11 feet to the point of beginning of the centerline to be described, thence North 42 degrees 25 minutes 14 seconds West a distance of 1020.236 feet, thence South 63 degrees 04 minutes 28 seconds West, a distance of 2270.99 feet to the approximate south line of said section 15 there terminating.



St. Louis County Unorganized Township Road Addition

0 0.25 0.5 1 Mile

Map Components

- Unorganized Township Road Addition
- U.S./State Highway
- County/Unorganized Twp. Road - Paved
- County/Unorganized Twp. Road - Gravel
- Named Road
- Railroad
- Township Boundary
- Section Line
- City/Town
- Lake

St. Louis County Public Works - August 31, 2011

BOARD LETTER NO. 11 - 356

PUBLIC WORKS & TRANSPORTATION COMMITTEE
CONSENT NO. 2

BOARD AGENDA NO.

DATE: **September 13, 2011** **RE:** **Acquisition of Right of Way – County Project 98840**

FROM: **Kevin Z. Gray**
County Administrator

James T. Foldesi
Public Works Director/Highway Engineer

RELATED DEPARTMENT GOAL:
Provide a safe, well maintained road and bridge system.

ACTION REQUESTED:
The St. Louis County Board is requested to authorize the acquisition of right of way for County Project (CP) 98840, State Aid Project 069-607-047.

BACKGROUND:
The Public Works Department plans to replace County Bridge Number 808 (State Bridge 7649) and reconstruct approximately 1800 feet of the adjacent County State Aid Highway Number 7 (Industrial Road). The project is located approximately 1.6 miles west of State Trunk Highway 33 in Section 16 in Industrial Township (T51N-R17W). Additional right of way will be needed from adjacent private parcels of land and from two parcels of State of Minnesota School Trust Land.

RECOMMENDATION:
It is recommended that the St. Louis County Board authorize the acquisition of right of way necessary for this project, payable from Fund 200, Agency 203001.

Acquisition of Right of Way - County Project 98840

BY COMMISSIONER _____

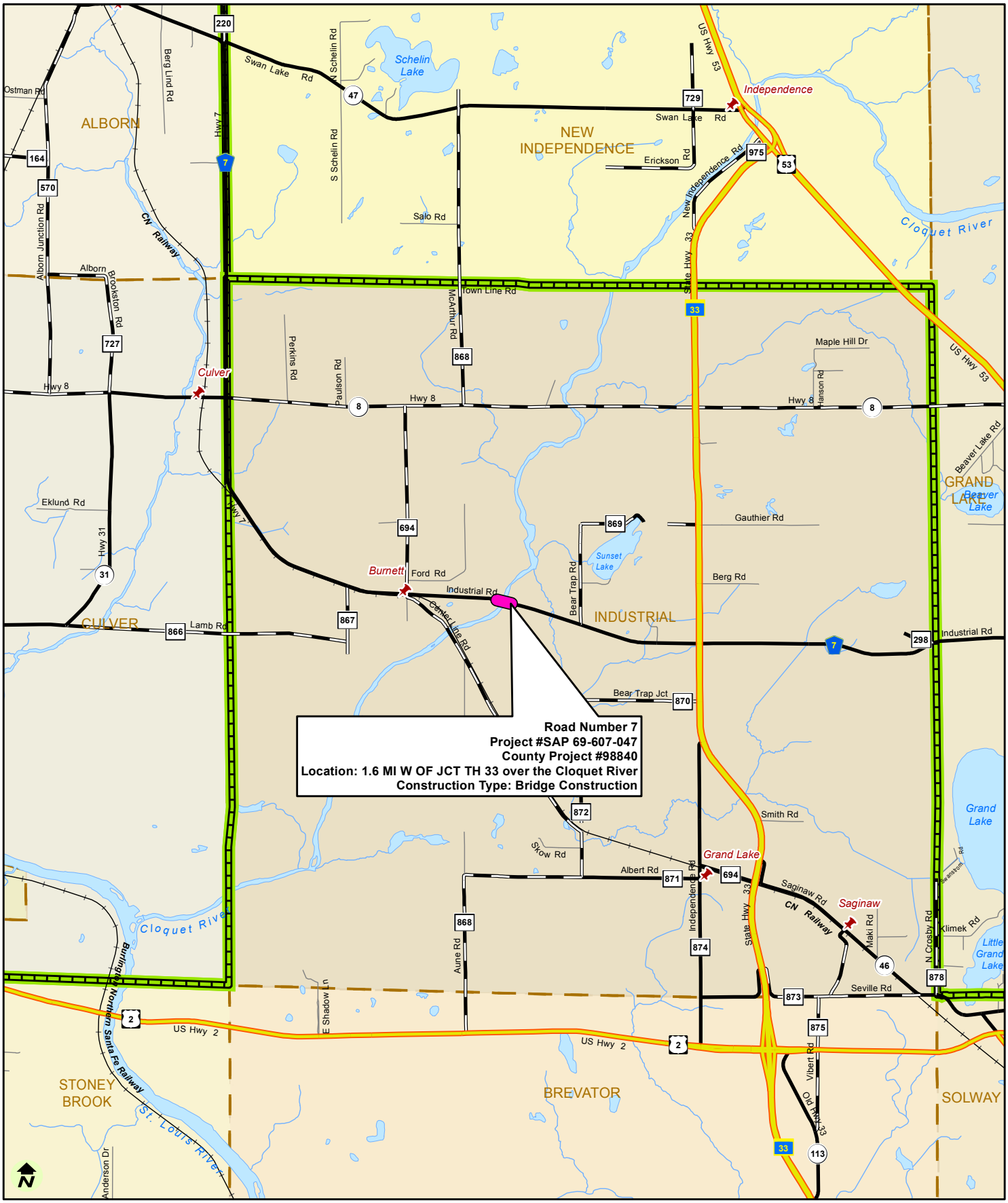
WHEREAS, the St. Louis County Public Works Department plans to replace County Bridge 808 and to reconstruct approximately 1800 feet of the adjacent County State Aid Highway 7 (Industrial Road) located approximately 1.6 miles west of State Aid Highway 33 in Industrial Township (T51N-R17W); and

WHEREAS, these improvements consist of bridge replacement and realignment, widening and reconstruction of the roadway as determined necessary for the safety and convenience of the public; and

WHEREAS, in addition to the existing highway right of way, additional land is required for this construction (together with temporary construction easements).

NOW, THEREFORE, BE IT RESOLVED, that the St. Louis County Board authorizes the acquisition of the necessary land and temporary easements for this project, payable from Fund 200, Agency 203001, Objects 636500 and 636600.

RESOLVED FURTHER, that the State of Minnesota Department of Natural Resources is requested to provide St. Louis County with easement across State of Minnesota Trust lands located in the Southeast Quarter of Section 16, Township 51 North, Range 17 West of the Fourth Principal Meridian more or less over the course of the existing County State Aid Highway 7. A complete description of the easement area will be provided to the State of Minnesota when the survey of same is completed, prior to formal easement application.



St. Louis County 2012 Road & Bridge Construction

Map Components

2012 Road & Bridge Construction

- Bridge Construction
- Interstate Highway
- U.S./State Highway
- County/Unorg. Twp. Road - Paved
- County/Unorg. Twp. Road - Gravel
- Railroad
- Commissioner District
- Township Boundary
- City/Town
- Lake
- River/Stream

0 0.25 0.5 1 Mile

St. Louis County Public Works - September 7, 2011

BOARD LETTER NO. 11 – 357

FINANCE & BUDGET COMMITTEE CONSENT NO. 3

BOARD AGENDA NO.

DATE: **September 13, 2011** **RE:** **Abatement List for Board Approval**

FROM: **Kevin Z. Gray**
County Administrator

Mark Monacelli, Director
Public Records & Property Valuation

David L. Sipila
County Assessor

RELATED DEPARTMENT GOAL:
The County Assessor will meet all state mandates for classifying and valuing taxable parcels for property tax purposes as outlined in Minn. Stat. § 270 through 273.

ACTION REQUESTED:
The St. Louis County Board is requested to approve the attached abatements.

BACKGROUND:
The intent of abatements is to provide equitable treatment to individual taxpayers while at the same time exercising prudence with the tax monies due to the taxing authorities within St Louis County. Abatements are processed in conformance with St. Louis County Board Resolution No. 861, dated November 30, 1993, outlining the Board's policy on abatement of ad valorem taxes. This Policy provides direction for the abatement of: 1) Current year taxes; 2) Current year penalty and costs; 3) Past year taxes; and 4) Past year penalty, interest, and costs.

RECOMMENDATION:
It is recommended that the St. Louis County Board approve the attached list of abatements.

Abatement List for Board Approval

BY COMMISSIONER _____

RESOLVED, that the St. Louis County Board approves the applications for abatements, correction of assessed valuations and taxes plus penalty and interest, and any additional accrual, identified in County Board File No. 59185.

Abatements Submitted for Approval by the St. Louis County Board on 9/27/2011

PARCEL CODE			AUD NBR		NAME	TYPE	LOCATION	APPRAISER	REASON	YEAR	REDUCTION
10	1010	1660	0	14189	ERDMANN, ERIC	R	City of Duluth	Diane Suomi	HOMESTEAD	2011	541.50
235	30	2720	0	14186	FERRELL, JAMES	R	Balkan	Mike Harvey	DISABILITY	2011	381.64
10	1800	690	0	14190	FREEMAN, KYE	R	City of Duluth	Diane Suomi	HOMESTEAD	2010	262.44
10	1800	690	0	14191	FREEMAN, KYLE	R	City of Duluth	Diane Suomi	HOMESTEAD	2011	267.90
10	390	340	0	14192	LINDSTROM, DONALD	R	City of Duluth	Diane Suomi	HOMESTEAD	2011	165.00
10	4215	20	0	14193	MANDERFELD, MICHAEL	R	City of Duluth	Diane Suomi	HOMESTEAD	2011	248.02
290	10	3860	0	14187	NIGRO, ANTHONY	R	Cherry	Jan Jackson	VALUATION	2011	146.88
90	61	40	0009	14188	NISKA, MELBA M	M	Virginia	Rick Puhek	HOMESTEAD	2011	256.48
10	4520	15630	0	14194	POWELL, NICHOLAS	R	City of Duluth	Diane Suomi	HOMESTEAD	2011	274.30
10	1180	150	0	14195	SAICE, WALLACE	R	City of Duluth	Diane Suomi	HOMESTEAD	2011	523.14
10	3870	2330	0	14196	SAMBORSKI, CRAIG	R	City of Duluth	Diane Suomi	HOMESTEAD	2009	249.20
10	3870	2330	0	14197	SAMBORSKI, CRAIG	R	City of Duluth	Diane Suomi	HOMESTEAD	2010	252.88
10	3870	2330	0	14198	SAMBORSKI, CRAIG	R	City of Duluth	Diane Suomi	HOMESTEAD	2011	258.82
370	10	2950	0	14147	WEIDENKOPF, VIRGINIA	R	French	John Hultstrand	VALUATION	2010	1,026.68

BOARD LETTER NO. 11 - 358

FINANCE & BUDGET COMMITTEE CONSENT NO. 4

BOARD AGENDA NO.

DATE: **September 13, 2011**

RE: **Duluth GSC First Floor Remodeling Project – Architectural, Engineering and Design Services Amendment**

FROM: **Kevin Z. Gray**
County Administrator

Tony Mancuso
Property Management Director

RELATED DEPARTMENT GOALS:
Provide safe, secure, efficient, and code compliant facilities and facility operations.

ACTION REQUESTED:
The St. Louis County Board is requested to approve an amendment to the professional services contract with Meyer Group Architects of Duluth, Minnesota for the planning, design, construction and bid documents, project administration, and project close out for the remodeling of the first floor Initial Intervention Unit space of the Duluth Government Services Center (GSC).

BACKGROUND:
The St. Louis County master space plan for Duluth area offices has been in place since 1995 and has been updated in varying increments since that time. The county's goal is to centralize public services in one location and reduce or eliminate all leases. As part of the master space plan, the county purchased the GSC from the State of Minnesota in 2002. Several leases in the building have since been terminated and the state will be vacating no later than August, 2012.

The county has been remodeling the first floor of the GSC to provide a one stop customer service area. The county entered into an agreement with Meyer Group Architects for project administration. The project required additional architectural and engineering design work and administration time for the following three issues.

1. The Public Health & Human Services Department's (PHHS) Initial Intervention Unit (IIU) area remodeling was added to the project by departmental request to address operational efficiency, and security and safety concerns. Replacement of the electrical

and HVAC infrastructure were included. The entire first floor of the GSC is now totally remodeled with new infrastructure. This portion of the additional architectural and engineering fee was $5,200.

2. An oversight in the professional services procurement process omitted the cost of printing initial bid documents and plan prints as part of the base architectural and engineering contract. The cost of this service was $1,377.

3. The general contractor failed to stay on schedule with the project per contract requirements resulting in additional architectural and engineering project administration, management, scheduling, and reporting services. This portion of the additional fee was $8,300.

Items number one and two total $6,577 and are the responsibility of the county. Item number three is the responsibility of the general contractor and $8,300 will be held by the county under the final payment retainage provision of the contract, effectively reimbursing the county for this expense.

Meyer Group Architects' contract for the project was $23,560, but the additional service was $14,877. The resulting total professional service agreement of $38,437 requires County Board approval.

RECOMMENDATION:
It is recommended that the St. Louis County Board authorize a contract amendment with Meyer Group Architects Duluth, Minnesota in an amount of $14,877 for a new contract total of $38,437 to provide payment for additional design, specifications, and project management services for the remodeling of the Initial Intervention Unit in the Government Services Center in Duluth, payable from Fund 400, Agency 400006.

Duluth GSC First Floor Remodeling Project – Architectural, Engineering and Design Services Amendment

BY COMMISSIONER_____

WHEREAS, as part of the St. Louis County master space plan, the county purchased the Government Services Center (GSC) from the State of Minnesota in 2002; and

WHEREAS, there presently is vacant office space in the GSC affording the opportunity to begin a phased approach to implementing the master space plan; and

WHEREAS, the GSC first floor remodeling project included centralized intake for Public Health & Human Services, secure interview rooms, shared reception spaces, HVAC upgrades, security upgrades/improvements, and general remodeling upgrades to meet current building codes and improve departmental operational efficiency and security needs; and

WHEREAS, Meyer Group Architects' supplemental agreement for the project was in the amount of $23,560, and additional services for remodeling the Initial Intervention Unit, unaccounted for printing costs, and project schedule delays required an additional $14,877, resulting in a total professional service agreement of $38,437.

NOW, THEREFORE, BE IT RESOLVED, the St. Louis County Board authorizes the appropriate county officials to amend a contract with Meyer Group Architects, Duluth, Minnesota in the amount of $14,877 for a contract total of $38,437, for the additional design, specifications, and project management services for the first floor remodeling of the Government Services Center in Duluth, payable from Fund 400, Agency 400006.

BOARD LETTER NO. 11 – 359

PUBLIC SAFETY & CORRECTIONS COMMITTEE
CONSENT NO. 5

BOARD AGENDA NO.

DATE: **September 13, 2011**

RE: **Joint Powers Agreement - State of Minnesota Acting through the 6th Judicial District Court**

FROM: **Kevin Z. Gray**
County Administrator

Ross Litman
Sheriff

RELATED DEPARTMENT GOAL:
To enhance public safety.

ACTION REQUESTED:
The St. Louis County Board is requested to authorize a Joint Powers Agreement with the State of Minnesota, acting through the 6th Judicial District Court, for the purpose of conducting criminal histories for the Court on name change applicants.

BACKGROUND:
The Sheriff's Office assists the Court in conducting criminal history queries with the Minnesota Bureau of Criminal Apprehension (BCA) on name change applicants, pursuant to Minn. Stat. § 259.11(b). The BCA has informed the Court and local law enforcement agencies that an agreement must be in place to be compliant with the Federal Bureau of Investigations Criminal Justice Information System security policy.

RECOMMENDATION:
It is recommended that the St. Louis County Board authorize a Joint Powers Agreement with the 6th Judicial District Court for the purpose of conducting criminal histories for the Court on name change applicants.

Joint Powers Agreement - State of Minnesota
Acting through the 6th Judicial District Court

BY COMMISSIONER _____

WHEREAS, the State of Minnesota acting through the 6th Judicial District Court, occasionally requests the Sheriff's Office to conduct criminal histories on name change applicants, pursuant to Minnesota Stat. § 259.11(b); and

WHEREAS, the Federal Bureau of Investigations Criminal Justice Information System Security Policy requires the Sheriff's Office and the 6th Judicial District Court to have an agreement in place to perform this service; and

WHEREAS, the St. Louis County Sheriff's Office wishes to continue this service for the Court.

NOW THEREFORE, BE IT RESOLVED, that the St. Louis County Board authorizes the Sheriff to enter into a Joint Powers Agreement with the 6th Judicial District Court for the purpose of conducting criminal histories on name change applicants, and authorizes the appropriate county officials to sign any associated agreement documents.